

# ALEXANDRIA POLICE TRAFFIC SAFETY PLAN

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2019

TRAFFIC SAFETY PLAN

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## MISSION STATEMENT

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This plan serves as a guiding document for the City of Alexandria's Vision Zero Action Plan. The Alexandria Police Department's Traffic Safety Plan encompasses enforcement and education strategies enumerated in the City's Vision Zero Action Plan. The goal of the City's Vision Zero plan is to reach zero crash-related deaths and serious injuries by 2028. For additional information about the City's Vision Zero, visit [alexandriava.gov/visionzero](http://alexandriava.gov/visionzero)

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## VISION STATEMENT

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**To ensure this effectiveness of the Traffic Safety Plan, support and commitment is needed from all personnel within the Department.** To promote this, planning sessions will be designed to include feedback and input from everyone. These sessions will be used to discuss data trends, strategies and targeted goals. This promotion of communication within the Department will not only help drive the safety plan but increase motivation to be part of it. More efforts into developing data collection methods will be this plans priority. Several factors were noted over the past year as needing improvement and those items will be addressed in this plan.

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## STAKEHOLDERS

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The Alexandria Police Department's Traffic Safety Plan was developed and will be supported by the concentrated efforts and various partnerships throughout the community. These include:

- The Community that resides and works within the City of Alexandria
- Community Civic and Business Associations
- Mayor and City Council
- City of Alexandria Government
  - Office of the City Manager
  - Alexandria Police Department (See Appendix A for Organizational Chart)
  - Health Department
  - Department of Transportation & Environmental Services (T&ES)
  - Alexandria Fire Department
  - Department of Emergency Communications and Customer Connection Center
  - Department of Information Technology Services
  - Legislative Director
  - Alexandria City Public Schools
  - Commonwealth's Attorney
  - Office of Human Rights
  - Department of Recreation, Parks & Cultural Activities
  - Planning & Zoning
  - Communication and Public Information Office
- Federal Partners
  - National Highway Transportation Safety Administration (NHTSA)
  - US Department of Transportation
  - Federal Highway Administration (FHWA)
  - Federal Motor Carrier Safety Administration (FMCSA)
  - Federal Transit Administration (FTA)
- State Partners
  - Virginia State Police
  - Virginia Department of Transportation (VDOT)
  - The Department of Motor Vehicles (DMV) – Highway Safety Office
  - Commonwealth Transportation Board
  - Washington Metropolitan Area Transit Authority
- Non-Government Organizations
  - The Alexandria BICYCLE and PEDESTRIAN Advisory Committee (BPAC)
  - Alexandria Families for Safe Streets (AFSS)
  - International Association of Chiefs of Police (IACP)
  - Commission of Accreditation of Law Enforcement Agencies (CALEA)
  - National Safety Council
  - Washington Area Bicyclist Association (WABA)
  - Mothers Against Drunk Driving (MADD)
  - Students Against Drunk Driving (SADD)
  - Washington Regional Alcohol Program (WRAP)
  - American Association of Retired Persons (AARP)
  - American Automobile Association (AAA)

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## PROBLEM IDENTIFICATION

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Alexandria Police Department's 2018 Traffic Safety Plan was developed to eradicate the occurrence of traffic crashes, injuries and fatalities; while ensuring the safe travel of all community members throughout the city; whether by vehicle, bicycle or on foot. Based on the Department's initial assessment of trends and data, the focus was on contributing factors in the number of crashes, injuries and fatalities, including:

1. Speeding
2. Impaired Driving
3. Red Light / Stop Sign violations
4. Distracted Driving
5. Pedestrian Safety
6. Bicyclist Safety
7. Motorcycle safety
8. Seat belt & Child passenger safety
9. Teens (15-20 years old)
10. Aging Road Users (65+ years old)

In this revision, these factors have been split in to two groups; Targeted Problem Areas and High-Risk Road Users. With this separation, we can begin to analyze what, if any, problem area is associated with a particular high-risk road user.

1. Targeted Problem Areas
  - a. Speeding
  - b. Impaired Driving
  - c. Red Light / Stop Sign Violations
  - d. Distracted Driving
  - e. Seat Belt & Child Passenger Safety
  
2. High-Risk Road Users:
  - a. Pedestrians
  - b. Bicyclists
  - c. Teens (15-20 year olds)
  - d. Aging Road Users (65+)

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## DATA EFFORTS

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During the initial inception of the Traffic Safety Plan (TSP), data was a primary concern. Historically, data collection efforts have been limited to crash reports, collected from Traffic Records Electronic Data System (TREDS) and traffic citations issued by officers. Crashes that result in serious injuries and/or damages exceeding \$1500 are currently analyzed by this department per VA Code: 46.2-373, and sent to the Department of Motor Vehicles (DMV) via TREDS.

Data was also available from speed trailers placed at targeted locations; however it was not until the TSP was developed that the data was analyzed to its fullest capabilities. This limited data led to a narrow understanding of actual trends within the City. Speed trailers not only determine the validity of complaints and speed patterns, but provide information on speed including the 85<sup>th</sup> percentile computation and traffic volumes. The 85<sup>th</sup> percentile defines the speed at which 85% of

drivers will drive at or below under free-flowing conditions. Speed trailers help with problem identification and contextual issues and offer a time line concerning the problem and will narrow target areas. This helps ensure that officers are being deployed to appropriate areas at the suitable times.

The TSP has led to serious improvements in data collection, attention to traffic crashes and trends, and training on enforcement strategies. Though many collection efforts have improved, new problems did arise, including:

1. Lack of a formal reporting system on crashes. Meaning it was unclear which crashes would be reviewed and analyzed for the purposes of Vision Zero and this TSP; and how that crashes should be tabulated and reported.
2. "Serious Injury" and other definitions were not clearly defined.
3. The Crash Investigation Directive needs revision to conform to the new TSP; to include formal definitions and investigative protocols for officers responding to crashes.
4. Training on crash reporting needs to be reviewed and implemented to officers on a routine basis.
5. The Crash Reconstruction Team, currently assigned to the Crime Scene Investigation Unit needs to be transferred to the Traffic Safety Section and expanded (as it currently only has four trained officers).
6. The Marketing position suggested in the initial TSP was never developed or approved.
7. Report Titles are misleading and confusing for officers and need to be reviewed and updated to better address the situations. Titles that need to be reviewed are:
  - a. Accident Personal Injury
  - b. Accident Hit/Run Personal Injury

All of these newly identified problems are addressed in this revision. Additionally, a new section of this plan has been added entitled Execution & Reporting, to help develop and streamline crash analysis.

Though problems still exist, many improvements have been made. These efforts were recognized by the Virginia Association of Chiefs of Police (VACP) during the 2018 Law Enforcement Challenge; where this Department won first place for municipalities with 226-375 officers. This award is given to those departments that excel in keeping the roads safe.

## **EXECUTION & REPORTING**

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The purpose of reconciling crash data is not only to determine the factors associated with the crash, but to develop enforcement strategies, educational prevention methods and eventually eradicate those crashes from occurring. The laws of Virginia under [§46.2-373](#), require officer to submit a police crash report (FR300-P) to the DMV for all reportable crashes. Reportable crashes under these guidelines include motor vehicle accidents that occur on public property that result in:

1. Death, or
2. Injury, or
3. Total property damage of \$1,500 or more.

There is a small, yet significant, difference in crashes that are reportable to the DMV and those that are reviewed for the purposes of this TSP and Vision Zero. The Department will review and analyze relevant data to reconcile traffic crashes that meet the criteria below:

1. Crashes resulting in Serious Injury (Potential Fatality/Loss of Limb) or Death (not due to a prior medical condition), that are
2. Unintentional crashes (not the result of homicide or suicide), and
3. Occur within City limits, regardless of public vs private property,

This revision outlines definitions for Injury, Serious Injury and better defines those crashes that will be reviewed. Reporting per DMV requirements will still be completed when required, however this plan exclude crashes that result in property damage and injuries not falling into the category of Serious. The Department’s Directive 11.1, *Traffic Crash Investigation*, outlines how all crashes will be investigated and what reports are required. Additionally, Directive 11.1 has been updated to ensure the definitions match the definitions listed below.

The Traffic Safety Section (TSS) Commander will be responsible for tabulating crash data on a monthly basis using the reporting template and tracking table developed in this revision. The Crime Analysis Section will continue to support the TSS Commander with further analysis of raw crash data including: location analysis, forecasting, and trends.

Ongoing and regular data tracking will ensure resources and enforcement strategies are being utilized appropriately and efficiently. The newly developed tracking tables will also help identify any trends that appear regarding suspect and victim demographics. This information will help drive enforcement and educational strategies by the department. Data will also be used to update stakeholders and grant maintenance.

## REPORTING TEMPLATE & TRACKING TABLE(S)

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The Reporting Template, Victim and Suspect Tracking Tables will tabulate information for crashes that meet the Department’s reporting standard. This includes crashes that results in Serious (Potentially Fatal) Injuries, and/or Death. They will also provide demographics to help determine any trends that occur. The fields used in the tables are pulled directly from the FR-300P.

### 1. Reporting Template (Example)

| Case #  | Location    | Time  | Day of Week | Type of Injury | Type of Crash | Report Type | EMS Transport | Alcohol Involved? | Drug Involved? | Primary Vehicle Action | Primary Pedestrian Action | Primary Bike Action |
|---------|-------------|-------|-------------|----------------|---------------|-------------|---------------|-------------------|----------------|------------------------|---------------------------|---------------------|
| Example | 800 Duke St | 08:30 | Monday      | Serious        | Multi-Vehicle | Both        | Yes           | Yes               | No             | Speed                  | N/A                       | N/A                 |

The Reporting Template above includes the following information:

- A. **Case #.** This refers to the APD Case Number or Call For Service.
- B. **Location.** Location of the crash, whether it is an exact address, intersection or block number.
- C. **Time.** Time that the crash occurred.
- D. **Day of the week.** That the crash occurred.
- E. **Type of Injury.** None, Minor, Serious, and Fatality.
- F. **Type of Crash.** Single vehicle, Multi-Vehicle, Vehicle vs Pedestrian, or Vehicle vs Bicycle.
- G. **Report Type:** FR-300P, APD-7 or Both.
- H. **EMS Transport:** Yes or No
- I. **Alcohol Involved:** Yes or No
- J. **Drug Involved:** Yes or No

- K. **Primary Vehicle Action:** Will be defined by the list provided by the FR-300 (See Appendix A).
- L. **Primary Pedestrian Action:** Will be defined by the list provided by the FR-300 (See Appendix A).
- M. **Primary Bike Action:** Will be defined by the list provided by the FR-300 (See Appendix A).

2. Suspect Tracking Table

| Case Number# | Age | Gender | Mode of Transport | Safety Equipment Used | Alcohol Use? | Drug Use? | Injury | Fatality |
|--------------|-----|--------|-------------------|-----------------------|--------------|-----------|--------|----------|
| Example      | 36  | F      | Car               | Yes                   | Yes          | Yes       | None   | No       |

3. Victim Tracking Table

| Case Number# | Age | Gender | Mode of Transport | Safety Equipment Used | Alcohol Use? | Drug Use? | Injury | Fatality |
|--------------|-----|--------|-------------------|-----------------------|--------------|-----------|--------|----------|
| Example      | 46  | M      | Bicycle           | Yes                   | No           | No        | Yes    | No       |

4. Vision Zero Tracking table is a basic tally of crashes. This table will track if the victim was a pedestrian, bicyclist or occupant/driver of a motor vehicle.

Vision Zero Tracking Table

| Crash Fatalities                 | Current Month Count** | Year to Date Count |
|----------------------------------|-----------------------|--------------------|
| Pedestrian                       |                       |                    |
| Bicyclist                        |                       |                    |
| Motor Vehicle (Driver/occupants) |                       |                    |
| <b>Total</b>                     |                       |                    |

**DISTRIBUTION**

The Traffic Safety Commander will be responsible for ensuring that data is collected in a timely fashion and completed accurately. Once reconciled, data will be distributed to the appropriate groups as needed, whether that be interdepartmentally, to stakeholders, or others.

\*\*It should be noted that there can be a delay in DMV FR300P Reports on TREDIS by approximately 1 month\*\*



## DEFINITIONS

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Fatality: Death of any person as a direct result of a crash.

Serious Injury (i.e. Potential Fatality/Loss of Limb):

- Life-threatening injury to any person, as determined by a treating physician that is a direct result of a crash. These situations require immediate life-preserving rescue action, and that if not applied in an immediate fashion, would likely result in death or loss of limb.
- Loss of limb occurs when there is a physical loss of a limb due to amputation as a direct result of the crash, or when a treating physician determines that there is a functional loss of the use of a limb or body part.

Injury: Injuries to any person that are a direct result of a crash that do not qualify as Serious (Potential Fatality). Examples include, but not limited to: lacerations, bruises, complaints of neck/back pain, broken bones, etc.

EMS Request: If any person involved in a crash requests EMS services, this is considered an injury, regardless if the person denies transport after EMS arrival.

Public Property: Includes highways, roads, streets and public parking lots maintained by state, county or municipal funds.

Traffic Infraction: A violation of law punishable as provided in § 46.2-113, which is neither a felony nor a misdemeanor.

Criminal Traffic Violations: Traffic violations that are considered misdemeanors or felonies. Crashes that are a direct result of a criminal traffic violation, including DUI or Reckless will result in an APD-7.

APD-7: Internal reports that will be initiated by investigating officers upon receiving information, on-view or otherwise and regardless of the source, concerning criminal complaints.

FR300-P: A police crash report required by state law for motor vehicle crashes that result in any injury, death, or property damage totaling \$1,500 or more, that occur on public property.

FR200: A driver, vehicle owner or representative may report an accident to DMV by submitting an accident report (FR200), which is available on the DMV website.

Vehicle Only: Motor vehicle crashes that involve one or more motor vehicle(s) only.

Pedestrian Involved: Motor vehicle crashes that are listed as having a pedestrian involved and/or has a pedestrian action listed.

Bicycle Involved: Motor vehicle crashes that are listed as having a bicyclist involved and/or has a bicyclist action listed. If the person is walking beside the bicycle, the person is considered a pedestrian.

Electric Power-Assisted Bicycle – (as defined in state code § 46.2-100) is a vehicle that travels on not more than three wheels in contact with the ground and is equipped with (1) pedals that allow propulsion by human power and (2) an electric motor with an input of no more than 1,000 watts

that reduces the pedal effort required of the rider. These bicycles are a “vehicle” when operated on a highway.

## DEPARTMENTAL STRATEGIES

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The original TSP outlined numerous strategies to address overall traffic safety within the City. These strategies will continue to be utilized, including:

1. Review existing departmental directives concerning traffic safety enforcement to ensure they include proper guidance to officers conducting such enforcement activities.
2. Conduct ongoing workload assessments of the Traffic Safety Section to determine appropriate staffing levels are met.
3. Implement Vision Zero enforcement strategies, including:
  - Require all officers to participate in the National Highway Traffic Safety Administration’s (NHTSA) pedestrian training.
  - Increase speed enforcement and targeted education campaigns in hot-spot areas based on data analysis.
  - Continue to regularly deploy high visibility DUI enforcement in high priority areas on nights with higher concentrations of severe and fatal crashes and major community events.
  - Increase traffic safety enforcement against illegal maneuvers in school zones and drop-off lanes during school hours.
  - Assess congestion related issues in problem identification.
  - Develop and promote educational efforts promoting voluntary compliance with traffic safety laws and promoting traffic safety in the city
4. Develop marketing and public information initiatives:
  - Increase public awareness of traffic initiatives and education on negative outcomes of driving behaviors.
  - Increase awareness of highway traffic programs including Vision Zero.
  - Increase media campaigns.
  - Create education material to pass out during traffic stops.
  - Continue partnerships with Stakeholders and keep them abreast of initiatives and developments.
  - Continue communication and public outreach to Civic Associations.
5. Conduct high visibility enforcement team traffic posts.
  - Targeted area and problem will be determined through data analysis.
  - Implement the IACP’s High Visibility Education Plan
    - Based on crash data analysis, determine an area of focus on targeting those issues.
  - Develop a planning phase that not only addresses the problem areas, but also the budgetary and staffing needs for these efforts.
6. Engage judicial branch when planning traffic safety operations.
  - Communicate about entirety of traffic safety plan and Department traffic policies.

- Including strict enforcement areas.
  - Discuss a review of required RADAR and Laser calibration requirements.
  - Request training and feedback on officer's testimony.
  - Train officers on how to reach out to the judicial representatives for feedback and address questions.
  - Train officers on how to be prepared for courtroom procedures, case preparation and presentation.
7. Work with the State Legislative and Council Liaisons
- Recommend traffic safety legislation
    - Speed safety cameras.
    - Distracted driving laws and punishments.
    - Hands free driving (city code).
    - Address and revise outdated ordinances.
8. Develop an effective operational plan with set goals and objectives.
- Development of effective initiatives that are proactive in reducing crashes.
  - Improve crash investigations and reporting.
  - Developing future strategies based on data analysis and history of traffic safety concerns.
  - Ensure continuous follow up and adjustment of strategies as data is developed.
  - Prioritize resources and effectively allocate officers to execute traffic management strategies.
9. Continue to improve data efforts and analysis.
- Improved definitions that will help improve data collection on the appropriate crashes.
  - Development and implementation of new tracking tables provided in this revision.
  - Determining primary causation of crashes to help ensure appropriate problem areas are being targeted.
  - Ensuring high-risk locations and hot-spots are being identified and analyzed.
10. Implementation of eCitations.

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## TARGETED STRATEGIES

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Based on the Department's initial assessment of trends and data, targeted problem areas that have been shown to be contributing factors in the number of crashes, injuries and fatalities, include:

1. Speeding
2. Impaired Driving
3. Red Light / Stop Sign violations
4. Distracted Driving
5. Seat belt & Child passenger safety

High-risk road users are those commuters who have a higher rate of being involved in crashes resulting in injuries or fatalities. These users include:

1. Pedestrians
2. Bicyclists
3. Motorcycles
4. Teens (15-20 years old)
5. Aging Road Users (65+ years old)

The overall goal is to reduce the number of traffic-related fatalities and serious injuries by 5% by 2020, with total eradication by 2028. The following strategies will help ensure the department remains focused and able to address these areas, they include:

With ongoing analysis specific strategies and action items have been developed to address each.

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### Speeding

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- Identify and routinely update specific speed related problem areas.
- Utilize Speed Trailers and capture data.
- Develop a corridor safety program.
- Coordinate with T&ES to increase the number of speed signs.
- Review traffic policy and penalty enforcement with judiciary system.
- Include the community and develop neighborhood speed watch programs.
- Obtain funding through grants to help drive initiatives.
- Develop marketing campaigns.
- Ensure all officers are Radar/Lidar certified.

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### IMPAIRED DRIVING

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- Plan and Deploy impaired driving checkpoints.
- Obtain funding through grants to help drive initiatives.
- Market Sober Ride Programs.
- Coordinate with relevant stakeholders, (SADD, MADD) to develop increase media marketing.
- Develop strategic DUI enforcement teams.

- Increase officer training on DUI procedures regarding Standardized Field Sobriety Tests, Implied consent laws, Preliminary breath tests, warrant procedures, blood draw procedures, etc.
- Coordinate delivery of ARIDE training to detect drug impaired driving.

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### RED LIGHT / STOP SIGN VIOLATIONS

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- Identify and update specific red light/stop sign violation related problem areas.
- Obtaining funding through grants to help drive initiatives.
- Coordinate with T&ES to add effective counter-measures to high-risk intersections (rumble strips, clear stop bars, warning lights, etc).
- Red light camera monitoring, analysis and citations.
- Review crashes that result from red light violations to determine locations where additional cameras may benefit the community.
- Utilize both stationary and mobile patrol units for high-risk intersections and locations.

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### DISTRACTED DRIVING

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- Train officers to investigative pre-crash behaviors to determine if distractions were present.
- Proactively educate drivers on distractions.
- Develop strategies to educate on the three types of distractions: Manual, Visual and Cognitive.
- Implement Family Safe Driving Agreements.
- Monitor national pilot projects related to distracted driving.
- Develop and conduct outreach programs.
- Add “Texting While Driving” as a strict hazardous enforcement item to Directive 11.21, *Traffic Enforcement*.
- Work with Legislative Director and Council Liaisons on distracted driving laws and penalties.
- Develop and Implement Talk.Text.Crash campaign.

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### SEAT BELT & CHILD PASSENGER SAFETY

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- Planned checkpoints during both day and evening.
- High visibility media campaign
- Coordinate with School Resource Officers to provide education to new drivers at schools.
- Provide educational materials to schools and community events.
- Officer regular and ongoing Child Safety Seat installation and inspections dates.
- Provide Officers with Child Passenger Safety Certification training.

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### PEDESTRIANS

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- Capture data on pedestrian behaviors from crash investigations.
- Strict enforcement strategies on pedestrian traffic violations.
- Implement crosswalk enforcement operations.

- Increase use of school crossing guards during school arrivals and departures.
- Utilize School Resource Officers to provide pedestrian safety skills to students and parents.
- Review and Revise our participation in Safe Routes to School Program.
- Implement high enforcement during school arrivals/departures.
- Develop pedestrian safety zones.
- Work with T&ES to improve nighttime visibility at intersections and installing crosswalk lights.
- Work with Legislative Director and Council Liaisons to increase fines for crashes involving pedestrians in marked crosswalks.
- Require all officers to participate in the National Highway Traffic Safety Administration (NHTSA) pedestrian training.
- Identify appropriate local interest groups on pedestrian safety and develop approaches to engage these entities in promoting pedestrian safety initiatives.

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## BICYCLISTS

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- Provide education bicycle safety skills at schools, bike rodeos, community events, civic associations, etc. Including: following traffic laws, riding with predictable behavior, being visible and avoiding dangerous behaviors (distractions).
- Run Fit to Ride programs to ensure bicycles are fitted properly, have the appropriate safety lights, and helmets are size correctly.
- Advocate for Idaho Stop Legislation.
- Schedule regular bicycle enforcement at intersections with high rates of violations.
- Strict enforcement on helmet laws for kids.
- Assist stakeholders in the implementation of bicycle skills clinics, fairs and bike rodeos.

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## MOTORCYCLES

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- Educate and promote riders of personal protective gear, including: conducting safety check points, checks of helmets and safety gear and ensuring proper licensing.
- Strict enforcement on motorcycle groups disobeying traffic laws.
- Strick helmet enforcement

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## TEENS (15-20 YEARS OLD)

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- Coordinate with and utilize School Resource Officers and Community Policing Officers to assist in: providing ongoing education to teen drivers, running workshops on safe driving habits, how to avoid peer pressure and dangerous behaviors.
- Continued partnerships with stakeholders like MADD, SADD to develop marketing campaigns.
- Participate in the Teen Mentorship Program to include traffic safety skills.
- Coordinate with schools to develop a safety calendar to run education programs and high enforcement around holidays and school events (Back to school, Fall/Winter/Spring breaks, Prom/Homecoming/Dances, and graduations).
- Develop safe driver reward program for teens (work with the Virginia Highway Safety Office on available programs and funding).

- Provide teens and families with safe driving skills and collision avoidance at the Department by Traffic Safety Officers.
- Develop Public Service Announcement targeted at teens including Youtube video, court cases, police dash cams; of incidents involving teens.

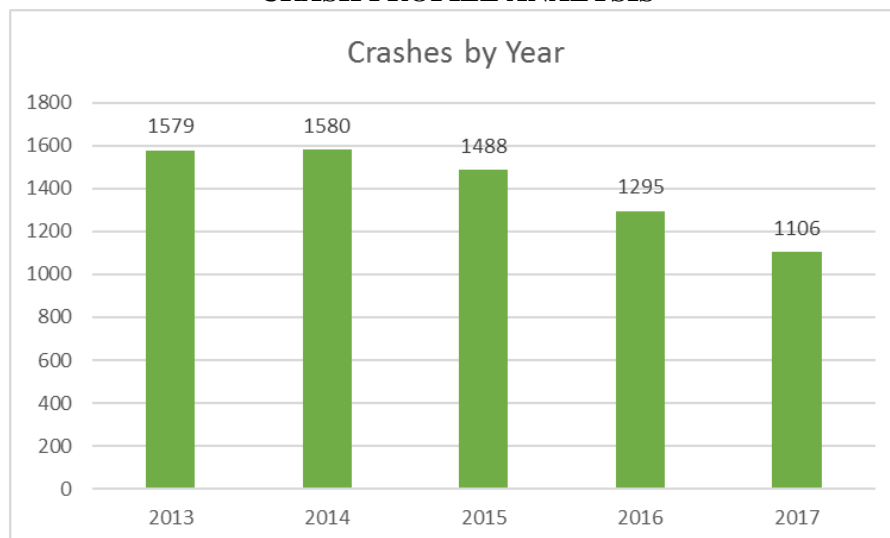
### AGING ROAD USERS (65+ YEARS OLD)

- Provide resources to the aging community on how to continue to commute safely throughout the City.
- Run regular CarFit programs throughout the year.
- Promote national and regional aging road user driving education programs (We need to Talk).
- Educate and train aging drivers and their families on how to self-assess their abilities to drive safely.
- Establish partnerships with aging drivers and senior centers to address commuting options and safe pedestrian strategies (using reflectors, crosswalks, etc).
- Develop partnerships with AARP and AAA.
- Work with T&ES to develop Safe Routes for aging road users.

### DATA ANALYSIS

The following summarizes traffic crash data for Calendar Year (CY) 2017 and provides an analysis of crash trends according to various factors. There were a total of 1106 crashes in the CY 2017. This total represents a decrease of 14.6% in crashes from CY 2016 and a slightly larger decrease of 21.5% from the five-year average.

#### CRASH PROFILE ANALYSIS



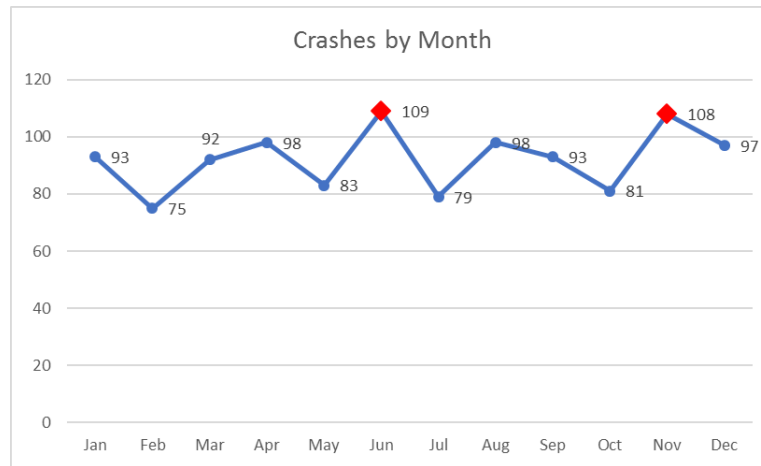
The total crashes for 2017 were reviewed in relation to the following factors:

- Month, day, and hour
- Location, weather, and road conditions

- Types of vehicles
- Driver action, to include violations

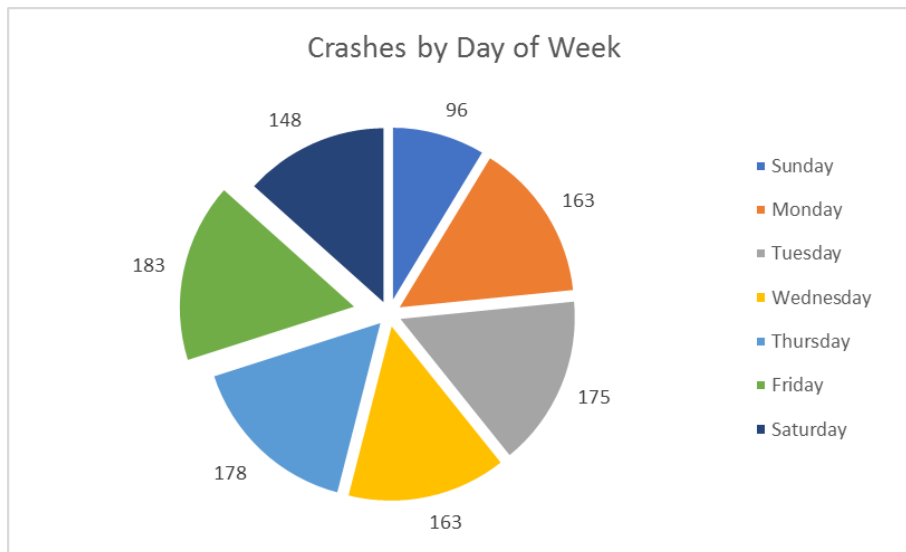
### CRASHES BY MONTH

The greatest number of crashes for 2017 occurred in the months of June (109) and November (108). The number of crashes that occurred during the listed two months in 2017 accounted for 20% of the total crashes for that year.



### CRASHES BY DAY OF WEEK

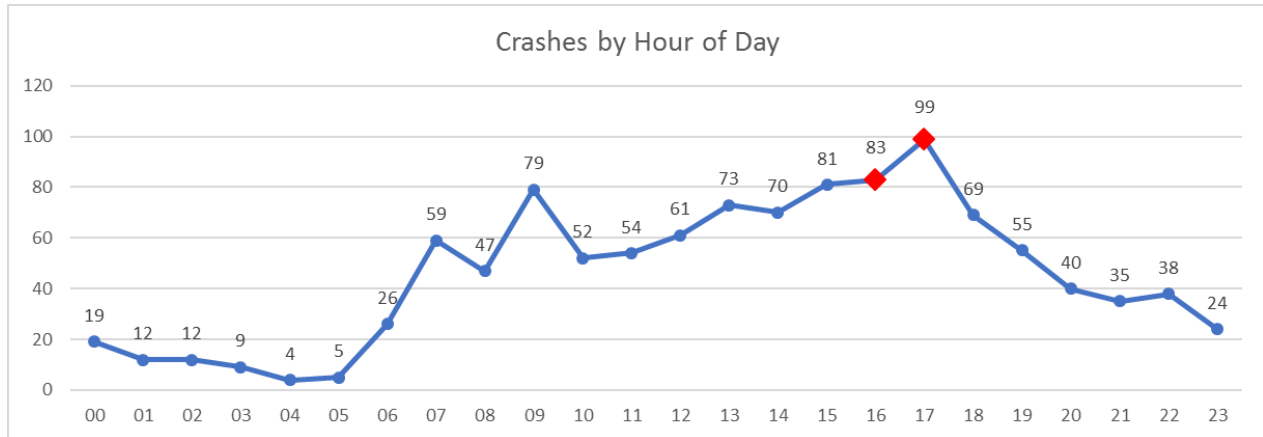
In 2017, the day of the week with the most crashes was Friday (183) accounting for 17.0% of the total crashes. Thursday was next with 178 crashes or 16.0% of the total.





### CRASHES BY TIMEFRAME

The highest number of crashes (99) occurred between 5:00 pm and 5:59 pm, with the second highest (83) between 4:00pm and 4:59pm. These two timeframes represent 16.5% of the total crashes for CY 2017. They appear to correlate directly with the increased traffic volumes that are a part of afternoon rush hours.



### CRASHES BY LOCATION, WEATHER AND ROAD CONDITIONS

A contributing factor in 14.2% (157) of all crashes was inclement weather. A contributing factor in 2.1% (23) of all crashes was poor or altered road conditions. A contributing factor in 29.7% (329) of all crashes was lighting or lack of lighting on the roadway.

| Roadway Conditions     | Count       |
|------------------------|-------------|
| <b>No Defects</b>      | <b>1083</b> |
| Slick Pavement         | 13          |
| Holes, Ruts, or Bumps  | 3           |
| Restricted Width       | 2           |
| Under Repair           | 2           |
| Loose Material         | 1           |
| Edge Pavement Drop Off | 1           |
| Other                  | 1           |
| <b>Grand Total</b>     | <b>1106</b> |

| Weather Condition            | Count       |
|------------------------------|-------------|
| <b>No Adverse Conditions</b> | <b>949</b>  |
| Rain                         | 106         |
| Mist                         | 33          |
| Snow                         | 11          |
| Fog                          | 3           |
| Other                        | 2           |
| Sleet or Hail                | 1           |
| Smoke or Dust                | 1           |
| <b>Total</b>                 | <b>1106</b> |

| Lighting Conditions              | Count       |
|----------------------------------|-------------|
| <b>Daylight</b>                  | <b>777</b>  |
| Darkness - Road Lighted          | 247         |
| Dusk                             | 45          |
| Dawn                             | 22          |
| Darkness - Road Not Lighted      | 12          |
| Unknown                          | 2           |
| Darkness - Unknown Road Lighting | 1           |
| <b>Grand Total</b>               | <b>1106</b> |

### Crashes by Event Type

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The two most common types of collisions were angle and rear end. These two types alone comprised 70.7% (782) of all crashes in CY 2017. Angle crashes were 40.7% (450) and rear end crashes were 30.0% (332).

| Primary Crash Event            | Count       |
|--------------------------------|-------------|
| <b>Angle</b>                   | <b>450</b>  |
| Rear End                       | 332         |
| Sideswipe - Same Direction     | 112         |
| Pedestrian                     | 63          |
| Fixed Object - Off Road        | 59          |
| Head On                        | 29          |
| Other                          | 28          |
| Sideswipe - Opposite Direction | 10          |
| Backed Into                    | 9           |
| Fixed Object - In Road         | 7           |
| Non-collision                  | 4           |
| Deer                           | 3           |
| <b>Grand Total</b>             | <b>1106</b> |

TOP 10 CRASH LOCATIONS 2017 BY SECTOR

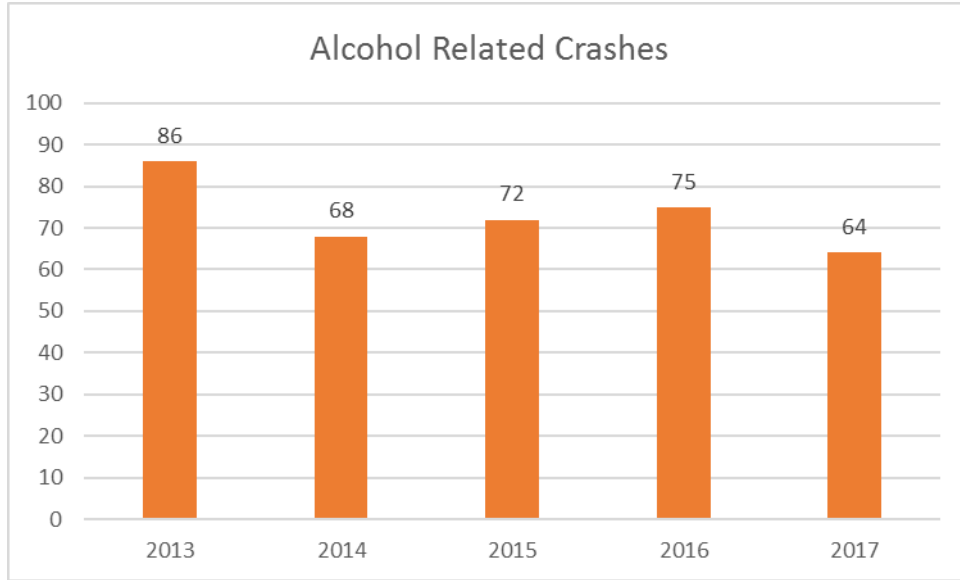
| Top Crash Locations Sector 1  | 2017 |
|-------------------------------|------|
| GIBBON ST & S PATRICK ST      | 9    |
| 2500 DUKE ST                  | 9    |
| N WASHINGTON ST & PRINCESS ST | 8    |
| DUKE ST & S PATRICK ST        | 8    |
| GIBBON ST & S WASHINGTON ST   | 7    |
| PRINCE ST & S HENRY ST        | 7    |
| N HENRY ST & PRINCESS ST      | 5    |
| N WASHINGTON ST & ORONO ST    | 5    |
| CAMERON ST & N WASHINGTON ST  | 5    |
| DUKE ST & S HENRY ST          | 5    |
| 1000 N HENRY ST               | 5    |
| DUKE ST & S WASHINGTON ST     | 5    |

| Top Crash Locations Sector 2       | 2017 |
|------------------------------------|------|
| E GLEBE RD & JEFFERSON DAVIS HWY   | 7    |
| N RADFORD ST & W BRADDOCK RD       | 6    |
| CRESTWOOD DR & N QUAKER LN         | 5    |
| FOUR MILE RD & MOUNT VERNON AVE    | 4    |
| E HOWELL AVE & JEFFERSON DAVIS HWY | 4    |
| 200 W GLEBE RD                     | 3    |
| 3600 POTOMAC AVE                   | 3    |
| VALLEY DR & W BRADDOCK RD          | 3    |
| KING ST & N QUAKER LN              | 3    |
| N QUAKER LN & PRESTON RD           | 3    |

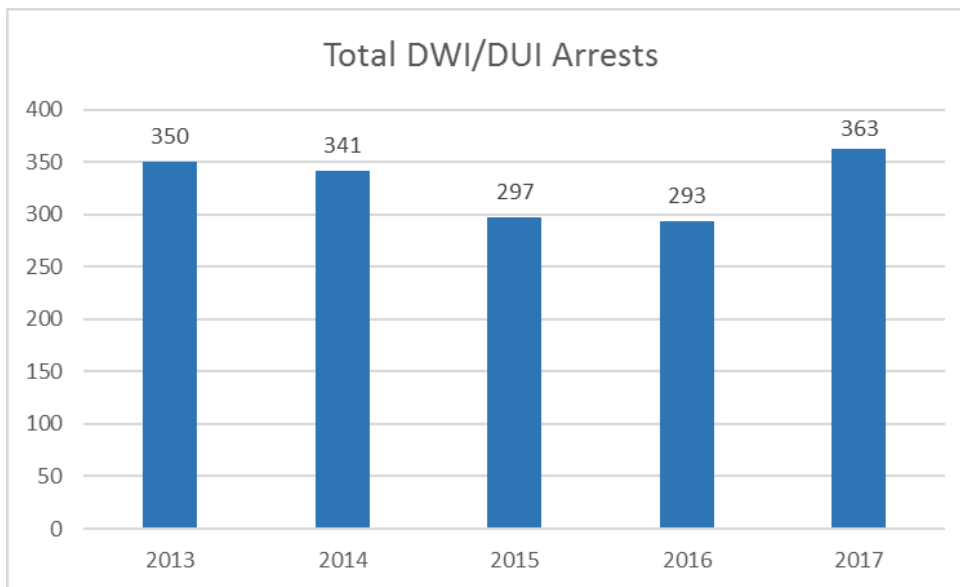
| Top Crash Locations Sector 3   | 2017 |                              | 2017 |
|--------------------------------|------|------------------------------|------|
| N BEAUREGARD ST & SEMINARY RD  | 15   | EDSALL RD & S VAN DORN ST    | 7    |
| MARK CENTER AVE & SEMINARY RD  | 12   | DUKE ST & S PICKETT ST       | 7    |
| DUKE ST & N QUAKER LN          | 12   | N BEAUREGARD ST & SANGER AVE | 6    |
| KING ST & PARK CENTER DR       | 10   | 400 S VAN DORN ST            | 6    |
| DUKE ST & S WALKER ST          | 9    | EDSALL RD & S WHITING ST     | 6    |
| EISENHOWER AVE & S VAN DORN ST | 8    | LIBRARY LN & SEMINARY RD     | 6    |
| KENMORE AVE & N VAN DORN ST    | 7    | FILLMORE AVE & SEMINARY RD   | 6    |

### Alcohol-Related Crashes

There were 64 crashes where alcohol was a contributing factor in CY 2017. This number represents a 14.7% decrease from CY 2016. Calendar Year 2017 netted 363 DWI arrests compared to 2016 which incurred 293 DWI arrests. Also in 2017, the Police Department conducted 17 mobile DWI details and one DWI check point. Also not counted in the total mobile DWI details were the numerous independent DWI patrols (IP) that officers were conducting. From these enforcement details, officers made 415 vehicle stops during the mobile details and 650 vehicle checks during the check point, 22 DWI arrests from all details, 24 criminal arrests and issued 308 traffic citations.

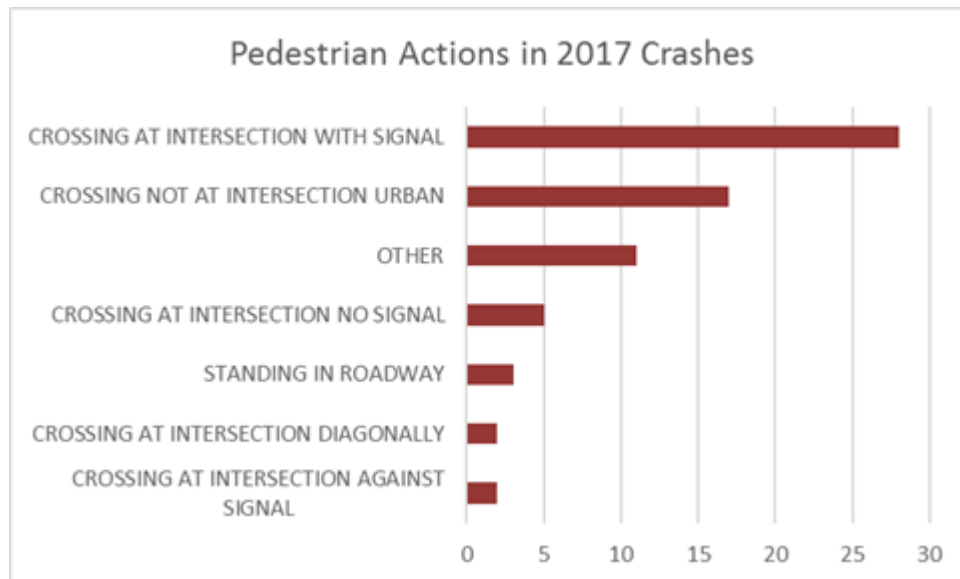
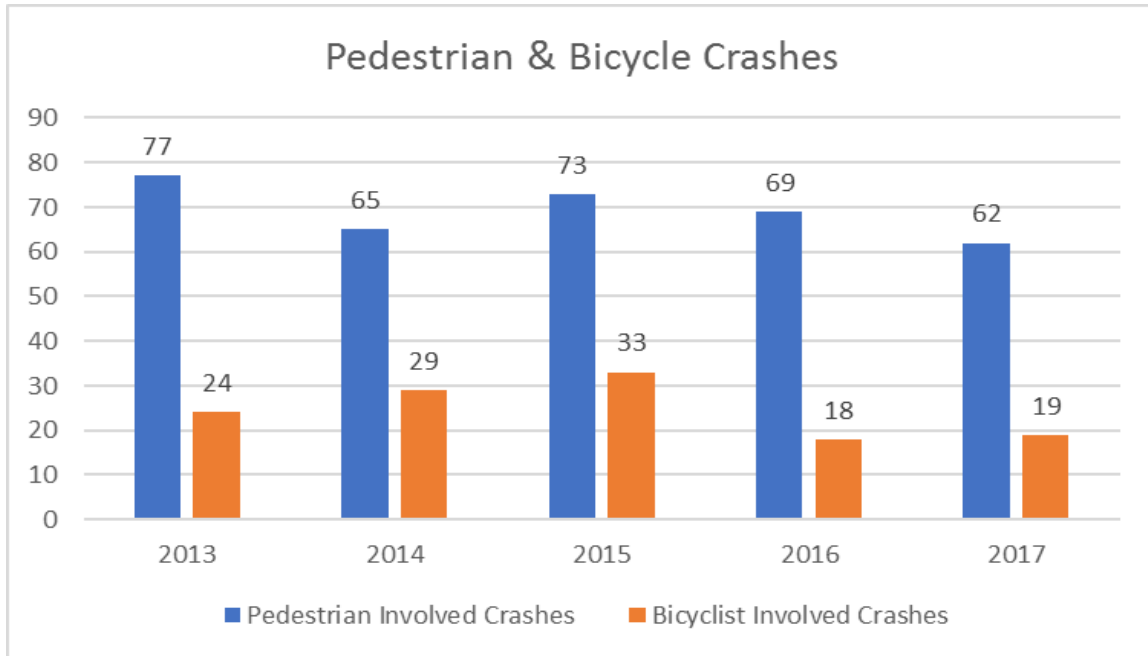


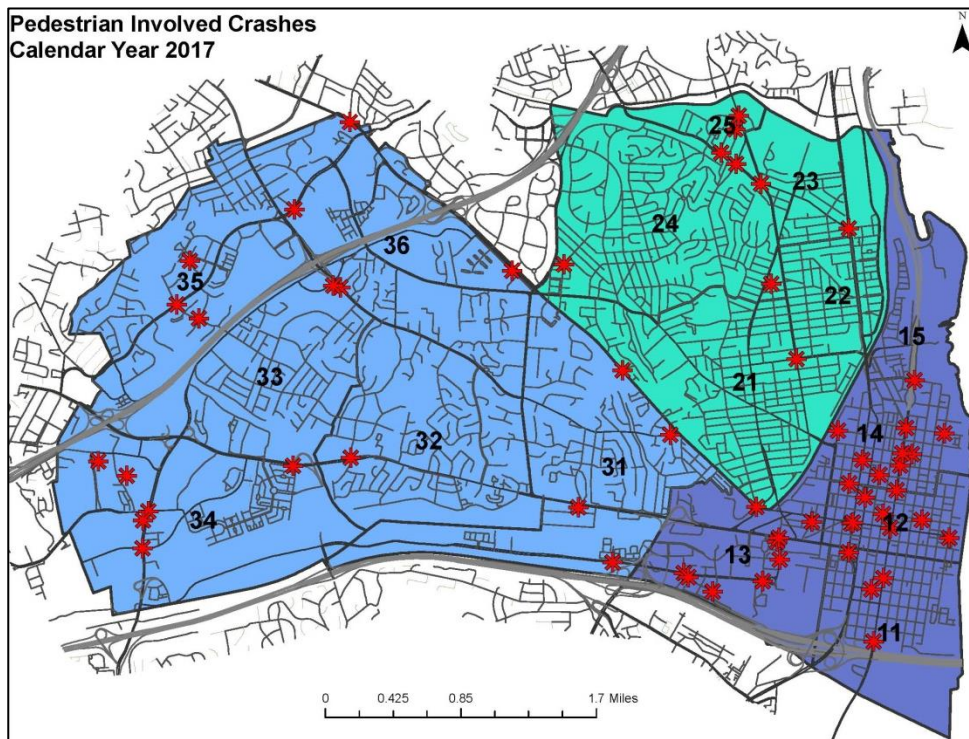
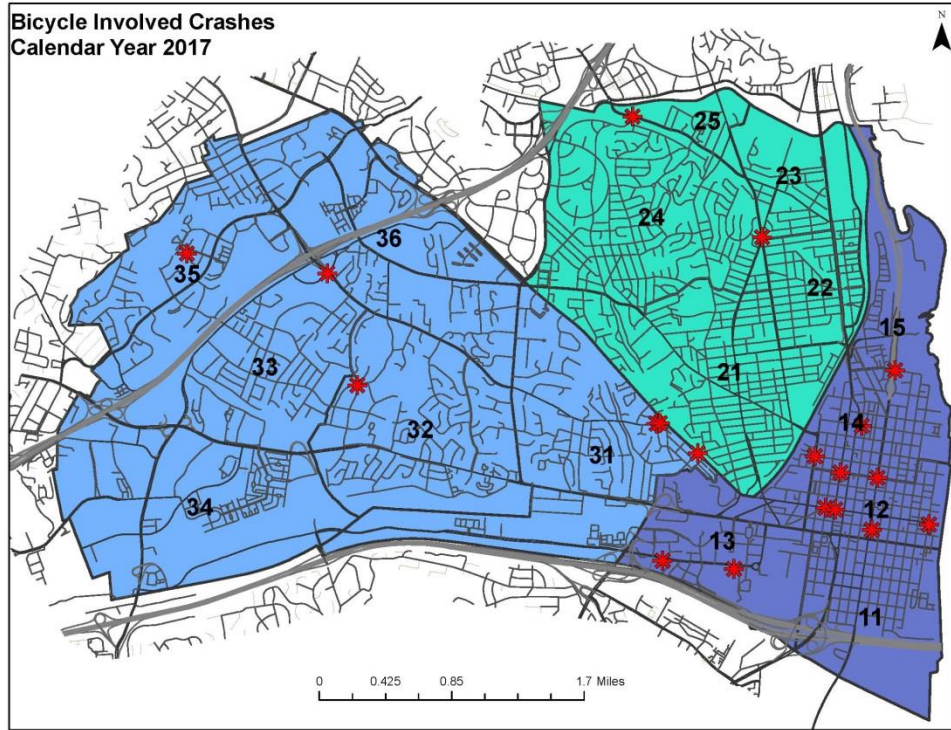
*Note: Alcohol-related crashes: Total crashes by year in PRISM Accident Module, with 2 filters: (1) Alcohol Use: All "Drinking" options selected & (2) Location of Vehicle: "Driver" selected.*



*Note: Crime Analysis Queries folder - Traffic Arrests Access Database - All Traffic Arrests by year for DWI-related items only*

PEDESTRIAN / BICYCLE CRASHES





## CRASH RECONSTRUCTION

The Crash Reconstruction Team (CRT) provides current and highly technical investigation methods for all fatal and serious injury (potentially fatal) traffic crashes. The team provides 24-hour call out availability and responds per the request of the on-duty Watch Commander.

The team previously fell under the Crime Scene Investigations Unit, in the Criminal Investigation Division. After reviewing the duties and responsibilities it was decided to move the team to the Traffic Safety Section. With this, all new officers assigned to the Traffic Safety Section, will be encouraged to become a certified Crash Reconstructionist; however this does not exclude other officers from becoming a CRT member.

With this change, the Traffic Safety Commander will be responsible for:

1. Team oversight
2. Ensuring CRT members meet training requirements
3. Managing CRT budget
4. Managing the on-call list
5. Overseeing crash call-outs
6. Improve and promote staffing and training.

## DUTIES & RESPONSIBILITIES

The main goal of the TSP is to eradicate all crashes within the City by 2028, with a first step of reducing all crashes by 5% by 2020. The following outlines duties and responsibilities for those involved in the TSP to accomplish the goals and objectives of this plan.

### TRAFFIC SAFETY SECTION COMMANDER

|                                                                                                                |               |
|----------------------------------------------------------------------------------------------------------------|---------------|
| Ensure appropriate staffing of the Traffic Safety Section.                                                     | FY19 Q2       |
| Require all officers to participate in the National Highway Traffic Safety Administration's (NHTSA) pedestrian | Semi-Annually |
| Develop Traffic Initiatives for individual targeted behavior.                                                  | Monthly       |
| Review, tabulate, and analyze traffic/crash data.                                                              | Monthly       |
| Work with the Public Information Officer to develop educational, marketing and social media materials.         | Monthly       |
| Ensure check-points are conducted per grants funds and departmental needs.                                     | Quarterly     |
| Ensure traffic training for officers are developed and conducted routinely                                     | Quarterly     |
| Red Light Cameras review, enforcement, fine collections                                                        | Daily         |
| Address and revise outdated City ordinances                                                                    | FY19 Q4       |
| Red light camera analysis. Determine additional locations for camera usage.                                    | Quarterly     |
| Review reporting titles and work with TCS to update to be more appropriate.                                    | FYQ4          |
| Coordinate Child Safety Seat Certification class at HQ.                                                        | FY19 Q3       |
| Meet regular with T&ES to discuss traffic trends, crash reports, infrastructure issues.                        | Quarterly     |
| Ensure targeted problem area strategies are addressed accordingly.                                             | Monthly       |
| Communicate traffic safety initiatives, problem areas, hot spots, etc., to patrol Commanders and Supervisors.  | Monthly       |



|                                                                                                   |           |
|---------------------------------------------------------------------------------------------------|-----------|
| Work with the Training and Development Department to ensure training needs are scheduled and met. | As needed |
| Update Crash Team Process, and run one process annually or as needed.                             | FY19 Q3   |

**COMMANDERS**

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|                                                                                                                                     |         |
|-------------------------------------------------------------------------------------------------------------------------------------|---------|
| Communicate with Supervisors on traffic goals and initiatives and coordinate with them on which goals will be targeted by officers. | Weekly  |
| Include data on traffic initiatives in the daily Watch Commander’s Reports.                                                         | Daily   |
| Report goal activity and feedback to TSS Commander.                                                                                 | Monthly |

**SUPERVISORS**

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|                                                                                                                |           |
|----------------------------------------------------------------------------------------------------------------|-----------|
| Ensure officers are assigned to high visibility enforcement, traffic posts, and engage in traffic initiatives. | Daily     |
| When scheduling allows, ensure officer(s) are scheduled as a Radar/Lidar units.                                | Daily     |
| Recognize and reward officers who engage actively in traffic safety                                            | Quarterly |
| Remind officers during roll call about traffic initiatives, hot spots and problem areas.                       | Weekly    |
| Ensure officers are certified and trained in Radar/Lidar and maintain their certifications.                    | Annually  |
| Schedule DUI enforcement teams during high-risk time periods (holidays, sporting events, local events, etc)    | As needed |

**OFFICERS**

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|                                                                                                                           |             |
|---------------------------------------------------------------------------------------------------------------------------|-------------|
| Communicate with Supervisors to ensure understanding of traffic initiatives, goals, and results during shift enforcement. | Monthly     |
| Proactively engage in traffic initiatives.                                                                                | Daily       |
| Proactively engage in traffic safety techniques both on/off duty.                                                         | Daily       |
| Maintain complete, accurate, and timely record of traffic stops and citations.                                            | Daily       |
| Stay abreast of traffic laws and local ordinances.                                                                        | Daily       |
| Document traffic complaints in WebRMS.                                                                                    | As received |



## APPENDIX A: REPORTING TEMPLATE

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**Primary Vehicle Action:** Will be defined by the list provided by the FR-300P. The current list includes:

- Avoiding Animal
- Avoiding Object in Roadway
- Avoiding other Vehicle
- Avoiding Pedestrian
- Blinded by Headlights
- Car Ran Away - No driver
- Crowded off Highway
- Cutting In
- Did Not Have Right-of-Way
- Disregarded Officer or Flagger
- Disregarded Stop or Yield Sign
- Disregarded Traffic Signal
- Drive through Work Zone
- Driver Distraction
- Driving Without Lights
- Eluding Police
- Exceeded Safe Speed but not Speed Limit
- Exceeded Speed Limit
- Fail to dim headlights
- Fail to Maintain Proper Control
- Fail to set out flares or flags
- Fail to Signal or Improper Signal
- Fail to Stop at through high way - No Sign
- Following too close
- Hit and Run
- Improper Backing
- Improper or Unsafe Lane Change
- Improper parking location
- Improper Passing of School buss
- Improper Passing of School buss
- Improper Start from parked position
- Improper Turn - Cut corner on left turn
- Improper Turn - Wide Right Turn
- Improper Turn from Wrong Lane
- No improper Action
- Other
- Other Improper Passing
- Other Improper Turn



Over Correction  
Overtaking at Intersection  
Overtaking on Curve  
Overtaking on Hill  
Wrong side of Road- Not overtaking  
N/A

**Primary Pedestrian Action:** Will be defined by the list provided by the FR-300P. This current list includes:

Crossing at Intersection With Signal  
Crossing at Intersection Against Signal  
Crossing at Intersection Diagonally  
Crossing Not At Intersection - Urban  
Crossing Not at Intersection - Rural  
Coming from Behind Parked Cars  
Getting Off or On School Bus  
Playing in Roadway  
Getting Off or On Another Vehicle  
Hitching on Vehicles  
Walking in Roadway with Traffic (Sidewalk available)  
Walking in Roadway with Traffic (Sidewalk NOT available)  
Walking in Roadway Against Traffic (Sidewalk available)  
Walking in Roadway Against Traffic (Sidewalk NOT available)  
Working in Roadway  
Standing in Roadway  
Lying in Roadway  
Not in Roadway  
Other  
N/A

**Primary Bike Action:** Will be defined by the list provided by the FR-300 (See Appendix A). This list is the same as **Primary Vehicle Action** above.

APPENDIX B: CRASH DIRECTIVE

|                                                                                   |                                                                   |                                                                                     |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  | <h1>Alexandria Police<br/>Department</h1> <h2>Directive 11.1</h2> |  |
| <h1>Traffic Crash Investigation</h1>                                              |                                                                   |                                                                                     |
| <b>Effective Date:</b> 10-19-2015                                                 |                                                                   | <b>Cancels:</b> 3-29-2008                                                           |
| <b>Updated Date:</b>                                                              | <b>Section(s):</b>                                                | <b>SME Review Date:</b>                                                             |

*CONTENTS*

- 11.1.01 PURPOSE/POLICY
- 11.1.02 AUTHORITY
- 11.1.03 DEFINITIONS
- 11.1.04 REQUIRED REPORTS
- 11.1.05 RESPONSIBILITIES
- 11.1.06 PROCEDURES
- 11.1.07 CRASH RECONSTRUCTION

**11.1.01 PURPOSE / POLICY**

The purpose of this directive is to establish a policy for the investigative procedures to be followed by members of the Department when investigating motor vehicle crashes; and to ensure the proper reports are filed and the appropriate action is taken.

To accomplish this, the Department performs a variety of functions such as providing emergency service to the injured, protecting the crash scene, conducting crash investigations and follow-ups, preparing reports, and taking proper enforcement action. The purpose of traffic crash investigation is to determine the cause of the crash and use the information to develop preventative, enforcement and educational strategies.

Crash reports are used by the Department of Motor Vehicles, the Department of State Police, the Department of Transportation at the state level, and by the City to study the frequency of crashes at a given location and time, the causes, and the road conditions that existed at the time. The reports are also used to develop selective enforcement programs, engineering studies, and to promote street

and highway safety.

### **11.1.02 AUTHORITY**

Statutory authority governing accident investigation is located in the Virginia Code, Chapter 3, Article 11, "Accident Reports", 46.2-371-388, and Chapter 8, Article 11, "Accidents", 46.2-894-902.

### **11.1.03 DEFINITIONS**

Fatality: Death as a direct result of a crash.

Serious Injury (i.e. Potential Fatality/Loss of Limb):

- Life-threatening injury to any person, as determined by a treating physician that is a direct result of a crash. These situations require immediate life-preserving rescue action, and that if not applied in an immediate fashion, would likely result in death or loss of limb.
- Loss of limb occurs when there is a physical loss of a limb due to amputation as a direct result of the crash, or when a treating physician determines that there is a functional loss of the use of a limb or body part.

Injury (Minor): Injuries that do not qualify as Serious/Potential Fatality that are a direct result of a crash. Examples include, but not limited to: lacerations, bruises, complaints of neck/back pain, broken bones, etc.

EMS Request: If any person involved in a crash requests EMS services, this is considered an injury, regardless if the person denies transport after EMS arrival.

Public Property: Includes highways, roads, streets and public parking lots maintained by state, county or municipal funds.

Traffic Infraction: means a violation of law punishable as provided in § 46.2-113, which is neither a felony nor a misdemeanor.

Criminal Traffic Violations: Traffic violations that are considered misdemeanors or felonies. Crashes that are a direct result of a criminal traffic violation, including DUI or Reckless will result in an APD-7.

APD-7: Internal reports that will be initiated by investigating officer upon receiving information, on-view or otherwise and regardless of the source, concerning criminal complaints.

|                |                         |                     |
|----------------|-------------------------|---------------------|
| <b>11.1.04</b> | <b>REQUIRED REPORTS</b> | <b>[61.2.1 a-f]</b> |
|----------------|-------------------------|---------------------|

Virginia Code § 46.2-373 requires every law-enforcement officer who in the course of duty investigates a motor vehicle accident resulting in injury to or death of any person or total property damage to an apparent extent of \$1,500 or more, either at the time of and at the scene of the accident or thereafter and elsewhere, by interviewing participants or witnesses shall, within twenty-four hours after completing the investigation, forward a written report (FR300-P) of the accident to the Virginia Department of Motor Vehicles (DMV).

The report *shall* include the name or names of the insurance carrier or of the insurance agent of the automobile liability policy on each vehicle involved in the accident.

Crashes meeting the severity criteria (as prescribed by §46.2-373) occurring on public property are reportable to the DMV. Public property is considered to be highways, roads, streets and public parking lots maintained by state, county or municipal funds. **Crashes occurring on private property, even though they may meet the severity criteria, are not reportable to the DMV but still can be submitted electronically to TREDIS.**

Crashes that are clearly non-reportable based on the definition of severity or location should not be sent to the DMV. Also, to reduce the number of supplemental reports, it is recommended that the Police Crash Report (FR300P) not be sent to the DMV until after completion of the crash investigation.

The following matrix outlines the reports associated with traffic crash investigation required by the Police Department and DMV.

| On Public Property                                                                                                                                                |                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <p><b>\$1500</b> or more property damage.</p> <p>Injury (Minor)</p> <p>EMS Request</p>                                                                            | <p>FR-300P ONLY</p> |
| <p>Hit &amp; run (no injury / less than \$1,500 property damage)</p> <p>City property / City vehicle involved (no injury / less than \$1,500 property damage)</p> | <p>APD-7 ONLY</p>   |



5. All statements;
6. A copy of the VCIN required teletype message (Public property, fatality only);
7. Detailed sketch, with measurements; and
8. Autopsy report or a report from the Medical Examiner negating homicidal death.

The case jacket will be reviewed by the Information Services Section (ISS) Case Review Officer and forwarded to the Commonwealth's Attorney. When the case jacket is returned, Information Services will file it with the original APD-7.

|                                 |                     |
|---------------------------------|---------------------|
| <b>11.1.05 RESPONSIBILITIES</b> | <b>[61.2.2 a-h]</b> |
|---------------------------------|---------------------|

**Officers:**

1. Officers shall respond to the following types of traffic crashes:
  - a. Death or injury.
  - b. Hit and run.
  - c. Impairment of an operator due to alcohol and drugs.
  - d. Any accident involving City property, vehicles, equipment, or facilities.
  - e. Hazardous material involved.
  - f. Disturbance between drivers or passengers.
  - g. Major traffic congestion created as a result of the crash.
  - h. Where vehicles are damaged to the extent that towing is required.
2. Officers will refrain from making any comment, to any party, relating to a claim of injury or civil liability at the scene of a traffic crash.
3. Officers will completed the appropriate accident report (see matrix above) if any person involved in the crash makes any claim of injury, even if the person refuses medical treatment.
4. In addition to situations requiring an investigation, officers may investigate any accident in which the officer believes an investigation will serve the Department's or the community's interest.
5. Officers are responsible for making two primary decisions when arriving at a crash scene:
  - a. Is the crash reportable to the DMV?
    - i. Yes, a FR300-P and/or appropriate accident report will be completed.
    - ii. No, all parties will exchange the required information.
  - b. Is issuing a Virginia Uniform Summons (VUS) necessary?
    - i. If the officer can find sufficient evidence exists to support prosecution a VUS will be issued.
    - ii. Issuing a VUS does not compel a FR300-P.
6. In all cases, officers are responsible to ensure the proper information is exchanged between drivers. A Driver Information Exchange form (APD-373) should be used. The

officer will write “No Report” in the comments block of the APD-373 in all cases where an FR-300P is not going to be filed with the Department or DMV. Officers will not provide an incident number or refer the drivers to ISS if no report is going to be filed.

7. Officers will disposition crash calls as:
  - a. FR300-P only: “Report” and state FR300 in the comments
  - b. APD-7 only: Report
  - c. APD-7 and FR300-P: Report

### **Department of Emergency Communications (DEC)**

1. For crashes occurring at a location in the City where another agency has jurisdiction, i.e. G.W. Parkway or I-395, *Department of Emergency Communications (DEC)* will contact the appropriate agency. If the agency asks for assistance, an Alexandria officer will respond.
  - a. I-95 and I-395: The Virginia Highway Act makes the State Police responsible for the Alexandria portion of I-95 and I-395 (including ramps). If the State Police are unable to respond, investigation is the responsibility of this Department.
  - b. George Washington Parkway: This Department investigates crashes on the highway from the southern City limits, north to Second Street. Crashes occurring north of Second Street to the City line are handled by this Department if the Park Police cannot respond.

### **Supervisors**

1. Supervisors will be familiar with the FR300-P manual and its requirements.
2. Supervisors are responsible to ensure that FR300-Ps are completed when necessary.
3. Supervisors will review all FR300Ps for accuracy and completeness.

### **Watch Commander**

1. The on-duty patrol watch commander, or designee may temporarily suspend property damage accident investigations, i.e., during inclement weather or during an emergency, which reduces the Department's capability to handle calls for service.
9. In all cases, the responding officer is responsible to ensure the proper information is exchanged between drivers. A Driver Information Exchange form (APD-373) should be used. The officer will write “No Report” in the comments block of the APD-373 in all cases where an FR-300P is not going to be filed with the Department or DMV. Officers will not provide an incident number or refer the drivers to ISS if no report is going to be filed.



**11.1.06****PROCEDURES****[61.2.3 a-f]**

The primary officer (as designated by the dispatcher unless countermanded by a supervisor) is responsible for investigating the crash. The officer assigned to a crash shall have the responsibility and authority to request assistance as needed. He or she becomes the primary investigating officer in charge at the scene unless the supervisor deems it more appropriate to assign another officer these responsibilities, i.e., Crash Reconstruction Team called to the scene.

**A. Arrival On Scene:**

The first officer to arrive at a crash scene shall perform the following:

1. Identify injured persons; administer emergency medical care (basic life support measures) pending arrival of rescue personnel.
2. Identify and deal with fire hazards and/or hazardous materials.
3. Summon additional help as required (officers, rescue, tow truck).
4. Protect the collision scene.
5. Preserve or collect short-lived evidence (broken parts, skid marks).
6. Establish a safe traffic pattern around the scene.
7. Locate witnesses and record key accident information.
8. Expedite removal of vehicles, persons, and debris from the roadway except for fatal crashes.
9. Control and protect property belonging to collision victims.
10. **Treat the scene as a crime scene until it is deemed not to be a Fatality, and/or Serious Injury ( Potential Fatality).**

**B. Staging Patrol Vehicles:**

1. The patrol vehicle shall not be parked at the scene in a manner that will endanger other pedestrians, motorists, or citizens.
2. The officer shall consider using the vehicle as a shield to protect the scene as well as him or her.
3. The officer shall leave the vehicle emergency lights on if vehicles remain in the roadway.
4. During periods of reduced visibility or darkness, the officer shall wear a reflective safety vest when investigating the crash.
5. Officers shall use flares or traffic cones as needed (available in each patrol vehicle), to create a warning pattern to alert other drivers. **Note that flares may be dangerous at accidents where hazardous materials are present.**

**C. Collecting information**

At the scene of the crash, the investigating officer shall gather appropriate information for the appropriate report. Information to be collected at the scene may include, but is not limited to, the following:

1. Interview principals and witnesses and secure necessary identity/address information.

2. Examine and record vehicle damage.
3. Examine and record the effects of the accident on the roadway or off the roadway on private or public property.
4. Take measurements as appropriate
5. Take photographs as appropriate.
6. Collect and process evidence.
7. Exchange information among principals.

**D. Follow-up activities**

**[61.2.4]**

1. Follow-up activities that may be necessary include the following:
  - a. Obtain and record formal statements from witnesses.
  - b. Reconstruct the crash.
  - c. Submit evidentiary materials for laboratory examination.
  - d. Prepare accident or offense reports to support charges arising from the crash.
2. In crashes that results in fatalities or serious injuries / potential fatality it may require requesting expert or technical assistance from photographers, surveyors, mechanics, physicians, Crash Team Reconstructionists, or other specialists.
3. At the crash scene, the officer may take immediate enforcement action and issue a Virginia Uniform Summons (VUS). In death cases, the Commonwealth's Attorney will decide the appropriate charge.
4. If the investigating officer concludes that a person Driving While Intoxicated (by way of alcohol, drugs, or other substances) caused the crash, policies and procedures outlines in *Police Directive* 11.8 (DWI Enforcement), should also be followed.
5. A Virginia Uniform Summons (VUS) based upon crash investigation, regardless of whether an FR300-P is completed, may be issued only at the scene of a crash or at a hospital or medical facility to which any person involved in the crash has been transported. In any other case, the appropriate summons must be obtained from a magistrate. (§ 19.2-81)

**E. Crash scene hazards**

1. In case of fire danger from leaking or ruptured gas tanks or where the crash may involve hazardous materials, the on-scene officer shall summon the Fire Department. See Police Directive 13.2, *Hazardous Materials*, for further guidance on handling hazardous materials.
2. The Mobile Data Browser (MDB) is equipped with a copy of the 2012 Emergency Response Guidebook to aid in identifying vehicles carrying hazardous materials. The guidebook illustrates hazardous materials placards and identifies and describes the

relevant hazard, appropriate emergency procedures, and evacuation procedures.

3. Any officer arriving at the scene of such a crash who sees hazardous materials placards shall immediately summon the Fire Department. The fire chief will assume control of any scene involving hazardous materials and all officers shall provide support as required. The investigation of the crash shall begin after approval by the fire chief.
4. Virginia Code § 18.2-324 requires any person clearing a wrecked or damaged vehicle from a highway to remove any glass or other injurious substance dropped upon the highway. Where the quantity of debris is too great for the wrecker operator to do this, personnel from City Solid Waste Division shall be requested. The Fire Department shall be called to assist in washing down combustible substances.

#### **F. Accident reports**

All FR-300Ps and related reports are to be completed by the investigating officer prior to ending their tour of duty, unless an extension is approved by their supervisor or an on-duty Supervisor.

#### **G. Notification of Next of Kin in Injury Accidents**

[55.2.6]

1. The primary officer must attempt to notify next of kin of any injured person in an accident who is unable to do so themselves. This information is to be documented in the APD-7 if one is required or their police notebook.
2. If the primary officer has not made contact with the next of kin by the end of his or her shift, the officer will notify the hospital staff that attempts to notify the next of kin were unsuccessful. The primary officer will also notify a supervisor on the relieving shift to assist with notification. In the event notification of the next of kin is not accomplished by the end of the relieving shift, CIS will be contacted and an investigator will be assigned to locate the next of kin.
3. If an incident report (APD-7) is written, the primary officer should document in the APD-7 the name and phone number of the hospital official notified and the supervisor notified. If an APD-7 is not required for the accident investigation, the officer should document this information in his or her notebook.

### **11.1.07 CRASH RECONSTRUCTION**

The Crash Reconstruction Team provides current and highly technical investigation methods for all fatal and serious injury (potentially fatal) traffic crashes. The team provides 24-hour call out availability. A Crash Reconstructionist shall respond to these incidents at the request of the Watch Commander or designee.

When a Crash Reconstruction is requested, a Detective will also be activated. Whereas the Reconstructionist is responsible for handling the actual reconstruction of the crash scene, the detective will become the primary investigating officer of the crash.

## **PROCEDURES / RESPONSIBILITIES**

### **Officer:**

1. In the event of a crash when a treating physician has declared a fatality or serious injury (potential fatality), the primary officer shall notify a supervisor and secure the scene.
2. If the crash team is called to the scene, officer will assist in keeping the scene secure until directed otherwise.
3. Will assist the Crash Reconstructionist in transporting gear and equipment, if needed.

### **Supervisor:**

1. When determining whether the services of the crash team are needed, the first supervisor on the scene should consider:
  - a. The severity of the crash,
  - b. The obvious injuries to those involved,
  - c. The treating physicians diagnosis
  - d. Existence of skid marks and other measurable evidence, and
  - e. The potential for criminal charges.
2. This supervisor will also evaluate the crash and confer with the Patrol Division Commander about requesting a Crash Reconstructionist. The Patrol Division Commander shall then notify DEC and direct the activation of the Crash Reconstruction Team and Criminal Investigation Section. **[61.2.2.a]**
3. Should the condition of the patient improve to the degree that reconstruction is no longer needed, the on-scene supervisor should relieve the reconstruction team and reassign the investigation to the primary patrol officer.
4. Prior to the arrival of the Crash Reconstructionist, the Supervisor will assign an officer who will initiate an Incident Report (APD-7). All available information shall be included in this report and any necessary supplements. The initial report will be signed by a supervisor and a copy will be provided to the Reconstructionist.

### **Department of Emergency Communications (DEC)**

1. Send a group page to the “Crash Reconst” group in the event of any request for team services, even when an on-duty Reconstructionist is available. It is the team’s policy to provide at least two Crash Reconstructionist(s) for all callouts. DEC will coordinate the response by providing the members with the current staffing available.
2. Inform the Crash Reconstructionist(s) of the location of the crash and the number of vehicles involved.
3. Dispatch a Crime Scene Investigator to the scene of the crash. **[61.2.3]**

**Watch Commander:**

1. The on duty Watch Commander, or their designee, will ensure notification of the Commonwealth's Attorney of all fatality accidents.

**Detective(s)**

1. Detectives will become the primary investigator once activated by the on duty Supervisor and arrive on scene.
2. Their responsibilities include, but are not limited to:
  - a. Conducting interviews of victims, witnesses and suspects,
  - b. Going to the hospital,
  - c. Conducting canvasses that may be necessary,
  - d. Collecting any evidence and ensure that it is turned into the Property Section,
  - e. Supplement all initial reports, completing a case jacket and ensuring that all morgue photographs of victims are in sealed envelopes,
  - f. Discuss the case with the Commonwealth's Attorney if criminal charges are applicable,
  - g. Conduct follow-up interviews as necessary,
  - h. Attend the autopsy of all victims involved in the crash,
  - i. Request an autopsy report from the medical examiner, and
  - j. Consult with the Crash Reconstructionist.

**Crash Reconstructionist(s):**

1. The prime responsibility of the Reconstructionist is to reconstruct the crash scene.
2. Once activated, they inform DEC of his/her estimated time of arrival and respond to Police Headquarters. If the Crash Reconstructionist is on-duty, he/she will respond directly to the scene.
3. The crash scene shall be protected and secured as a crime scene until the Crash Reconstructionist indicates otherwise. **[61.2.3]**
4. They supplementing the primary officer's initial reports and completing the FR-300P.
5. Once on the scene, the Crash Reconstructionist will meet with the on-scene supervisor, the primary patrol officer, detectives and the evidence technician.
6. They will inform the onsite supervisor of any additional equipment that may be needed.
7. They will ensure the scene and all vehicles involved are examined and photographed.

8. They will take measurements and field sketch relating to the vehicles and any evidence.
9. They will determine which vehicles will be held for evidence.
10. They will reconstruct the crash to the best of their ability, to include:
  - a. Examine the road surface for any physical evidence and determine the coefficient of friction by way of conducting skid tests if needed,
  - b. Thoroughly examine all vehicles involved,
  - c. Ensure that holds are placed on any vehicle needed for evidence, and
  - d. Refer any concerns or suggestions to the Department of Transportation and Environmental Services on roadway deficiencies.

**Crash Reconstruction Team Supervisor:**

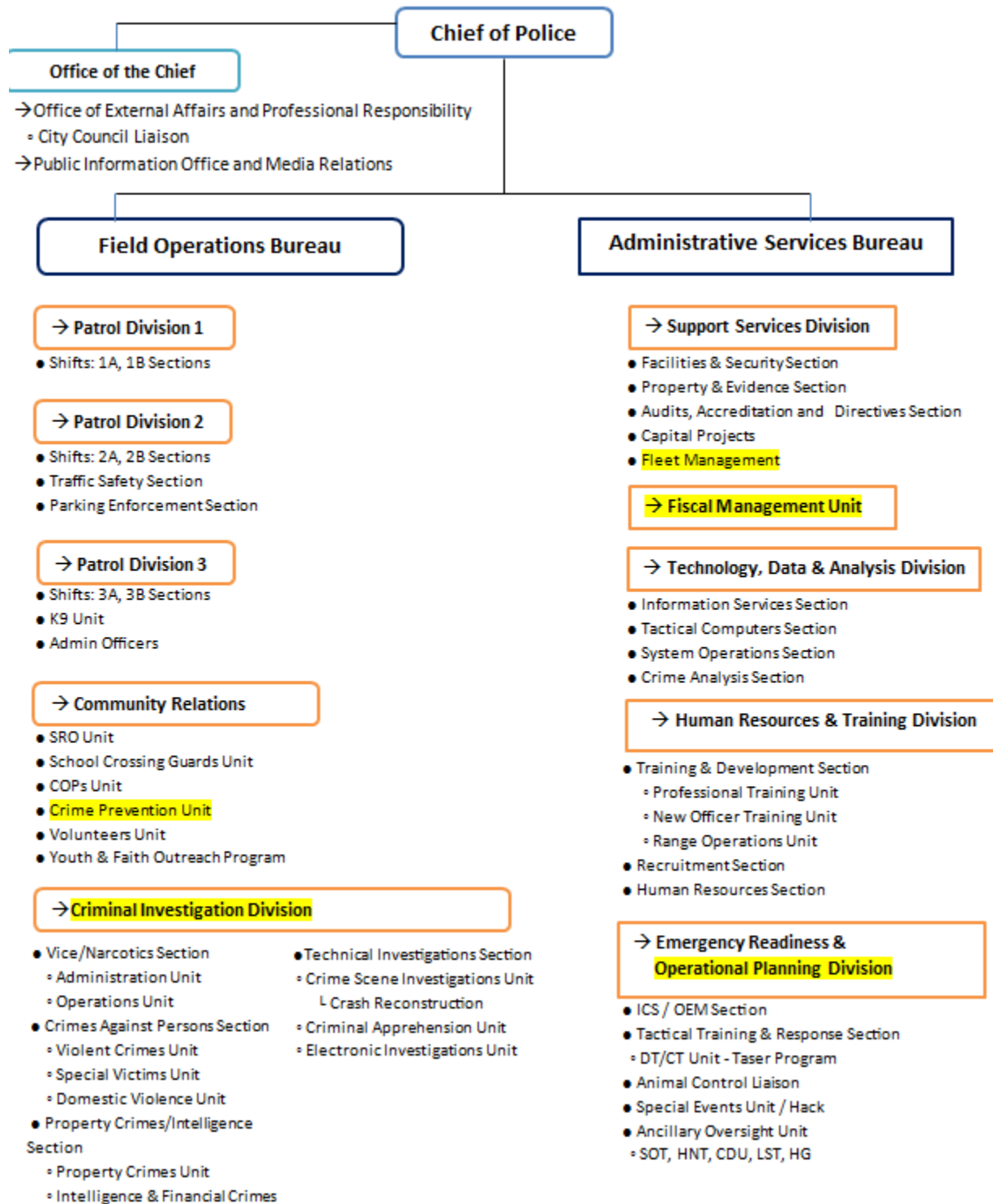
1. The Crash Reconstruction Team Supervisor will maintain an on-call schedule. Team members will carry Department issued cell phone and will notify the supervisor when they are unavailable for on-call status.

**By Authority Of:**

**Michael L. Brown**

**Chief of Police**

## APPENDIX C: ORGANIZATIONAL CHART



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## APPENDIX D: RESOURCES

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