

CHARTER

Model Minimum Uniform Crash Criteria (MMUCC) Committee

- 1. Committee's Official Designation.** The Model Minimum Uniform Crash Criteria (MMUCC) Committee
- 2. Authority.** The Committee is established pursuant to 23 U.S.C. § 403 Highway Safety Research and Development. The MMUCC Committee will operate in accordance with the terms of this charter.
- 3. Objectives and Scope of Activities.** The purpose of the MMUCC Committee is to exchange views, information, and advice with the National Highway Traffic Safety Administration (NHTSA) to further develop and refine the MMUCC Guideline.
- 4. Description of Duties. The MMUCC Committee is authorized as follows:**
Exchange views, information, and advice on MMUCC issues with NHTSA through the Designated Federal Officer (DFO).
- 5. Agency or Official to Whom the Committee Reports.** The MMUCC Committee reports to the NHTSA Administrator through the DOT Point of Contact (POC). The MMUCC Committee exchanges views, information, and advice with NHTSA on matters involving the MMUCC Guideline through the DOT Point of Contact.
- 6. Support.** The NHTSA is the Federal sponsor of the MMUCC Committee and will furnish support services for its operation.
- 7. Estimated Annual Operating Costs and Staff Years.** The estimated annual direct operating cost of the MMUCC Committee is \$25,923, which includes miscellaneous costs, and the estimated salary cost of staff support with benefits. The estimated annual staff time associated with the operation of the MMUCC Committee is 0.25 full time equivalent (FTE).
- 8. Designated Federal Officer (DFO).** Chou-Lin Chen, NHTSA's Associate Administrator of the National Center for Statistics and Analysis, or her designee, will serve as the DFO and Chairperson. The DFO will approve or call all MMUCC Committee meetings, prepare and approve all meeting agendas, and attend all MMUCC meetings, adjourn any meeting when determined to be in the public interest, and chair meetings when directed to do so by the NHTSA Administrator.
- 9. Estimated Number and Frequency of Meetings.** The MMUCC Committee will meet as frequently as the Chairperson determines necessary. All meetings will be virtual.
- 10. Duration.** Two years to coincide with each future update of the MMUCC Guideline, which is updated every five years.

11. Termination. This charter will terminate two years from its filing date unless it is renewed.

12. Membership and Designation. The MMUCC Committee members will be appointed by the NHTSA Administrator. Twenty-five MMUCC Committee members will be appointed from employees of State, Local, or Tribal governments acting in their official capacity that collectively will represent government agencies that are stakeholders in the collection, management, and analysis of crash data. NHTSA may also include Special Governmental Employees (SGEs) who are Subject Matter Experts in the field, as necessary to inform the Committee.

The MMUCC Committee membership will ensure that it has sufficient expertise in the collection, management, and analysis of motor vehicle traffic crash data, as well as geographic and demographic diversity to accurately reflect the entire motor vehicle traffic crash data community. Members will be selected for their ability to represent sectors of the motor vehicle traffic crash data community.

The NHTSA Administrator will appoint each member for up to a two-year term and members may be reappointed but may not serve more than two consecutive terms unless the NHTSA Administrator determines that term extensions or additional terms are permitted to ensure representation of all sectors of the traffic safety community. Any person appointed to fill a vacancy occurring prior to the expiration of the term for which his or her predecessor was appointed will continue to serve until expiration of the predecessor's 2-year term. Members serve at the sole discretion of the NHTSA Administrator, who has the right to terminate any member's tenure. If a member's status as a representative of a designated sector of the traffic safety community materially changes after appointment, the member's representative status will be terminated, unless certain requirements are met. These requirements include the following: (1) continued active involvement with motor vehicle traffic crash data, (2) the member's continued participation is consistent with applicable statutory authorities and Presidential directives, and (3) the member's continued participation is deemed essential for the fulfillment of the committee's mission.

Committee members **will not** receive pay or other compensation from NHTSA for their MMUCC Committee services. Members shall not reference or otherwise utilize their membership on the Committee in connection with public statements made in their personal capacities without a disclaimer that the views expressed are their own and do not represent the views of the Committee, the National Highway Traffic Safety Administration, or the Department of Transportation.

13. Federal Liaison. The Administrators of the Federal Highway Administration and Federal Motor Carrier Safety Administration, the Chair of the National Transportation Safety Board, and other interested Federal agencies each may name one liaison whose roles will be to inform the MMUCC Committee of ongoing or planned activities related to MMUCC and to update their respective agencies on MMUCC Committee activities.

- 14. Subcommittees.** The DFO may create additional subcommittees or working groups, which will report only to the MMUCC Committee.
- 15. Recordkeeping.** Records of the MMUCC Committee will be managed in accordance with approved agency records disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.
- 16. Filing Date.** This charter is effective May 11, 2022, which expires 2 years from that date on May 10, 2024.