1. Provides the leadership to carry out the state’s highway safety program, as required by state and federal laws.

2. Develops, implements & evaluates a statewide strategic highway safety planning process that includes all elements of safety—education, enforcement and engineering, and involves all highway safety partners. The strategic plan must identify good traffic safety performance measures, set interim and long term measures, establish measures for support programs, and differentiate between performance measures and activity levels.

3. Provides a forum within the state for discussion of highway safety issues by all highway safety partners through the establishment of task forces, partnerships, coalitions and public forums.

4. Encourages the development of new behavioral programs that address the state’s highway safety concerns by actively seeking out new community and business partners, and new ideas.

5. Directs the implementation of 23 USC 402 requirements, to assure that the state qualifies for all available federal highway safety funds.

6. Promotes highway safety in the state by developing constituencies for various highway safety issues, and uses these constituencies to support legislation and programs.

7. Develops partnerships with various government and private agencies to assure that highway safety data is collected, analyzed and made available for strategic planning, to partners and to the public.

8. Drafts, reviews and contributes to new and revised legislation involving traffic safety at federal and state levels.

9. Represents the state in on-going relations with federal agencies, including the National Highway Traffic Safety Administration, Federal Highway Administration, Federal Motor Carrier Safety Administration, and the National Transportation Safety Board as related to traffic safety matters.

10. Coordinates with highway safety partners to encourage statewide participation on national highway safety initiatives such as Click It or Ticket, Drunk Driving. Over the Limit. Under Arrest., DUI roadblocks, Work Zone Safety, etc.

11. Serves and actively participates on many coalitions (traffic or injury related), such as the statewide impaired driving task force, MADD, injury prevention, law enforcement liaisons, and others.

12. Seeks assistance and guidelines from NHTSA and FHWA in the interpretation of federal funding regulations and grant eligibility restrictions.

13. Maintains liaison with membership and staff of the Governors Highway Safety Association and provides information as requested to assist that organization with its broad programs involving Congressional Committees and safety grant legislation, hearings reports and periodic questionnaires on national or local issues.

14. Participates in transportation safety conferences, meetings and workshops to maintain current knowledge of safety program efforts in other states, cities and counties. Also represents issues and programs underway in the state for other states.

15. Develops responses to outside correspondence dealing with transportation safety activity issues and programs in the state.