National Capital Region Transportation Planning Board

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Meeting Notes

**MANAGEMENT, OPERATIONS, AND
INTELLIGENT TRANSPORTATION SYSTEMS (MOITS)
POLICY AND TECHNICAL TASK FORCES**

DATE:	Tuesday, September 12, 2006
TIME:	12:30 PM
PLACE:	COG, First Floor, Meeting Room 1
CHAIRS:	Hon. David Snyder, City of Falls Church, Chair, Policy Task Force Mark Miller, Chair, Technical Task Force
VICE CHAIRS:	John Contestabile, Maryland Department of Transportation Soumya Dey, District Department of Transportation TPB, Virginia

Attendance:

Brien Benson, George Mason University
Peter Buckley, Montgomery County Ride On
John Contestabile, Maryland Department of Transportation
Soumya Dey, District Department of Transportation
Doug Hansen, Fairfax County
Egua Igbinosun, Maryland Department of Transportation/State Highway Administration
Peter Meenehan, Washington Metropolitan Area Transit Authority
Mark Miller, Washington Metropolitan Area Transit Authority
Frank Mirack, Federal Highway Administration, DC Division
Michael Pack, University of Maryland
Richard Steeg, Virginia Department of Transportation
Amy Tang-McElwain, Virginia Department of Transportation
Alex Verzosa, City of Fairfax

COG/TPB Staff Attendance:

Andrew Austin
Andrew Meese
Gerald Miller
Jim Yin

1.   **Welcome and Introductions**

The attendees introduced themselves. It was decided that the approval of minutes should remain as a recurring agenda item.

2.   **Update on the Regional Emergency Support Function #1 - Transportation**

Andrew Meese reported that the Regional Emergency Support Function - Transportation (RESF-1) had met on August 22 and would meet again on September 19, 2006.

WMATA had received $4 million in FY 2006 UASI grant funding for an Alternative Command Center. An additional $1.5 million for Critical Infrastructure Monitoring and Protection had been granted to DDOT, $750,000 for Regional Evacuation Traffic Monitoring and Management Tools to MDOT, and $500,000 to identify and coordinate transportation requirements for the special needs population to DDOT.

Operation Fast Forward II, an exercise that used traffic following the 4th of July celebrations to approximate a large-scale evacuation was deemed a success. A report is in production and will include lessons learned for future evacuation activities.

Funds are available from the Exercise and Training Oversight Panel (ETOP) that have not been utilized by RESF-1. An application was being made for funding to put together a table-top exercise that will focus on emergency transportation and transit. Mark Miller noted that the application was still in the planning stages and the exact amount of funding had not been determined. Individual agencies are eligible to apply directly to ETOP for funding, although ETOP prefers that there be a regional or multi-jurisdictional aspect to any proposal. Persons interested in the process were instructed to contact Jamie Quarrelles with the District's Emergency Management Agency.

The RESF-1 group had a discussion on how to better utilize the RICCS system among transportation and transit agencies. The group was also tracking RESF-1 related initiatives in the NCR Homeland Security Strategic Plan.

Mr. Meese reported on coordination activities that the group had participated in. They had provided input into the RFP for the NCR Regional Evacuation and Sheltering Plan and had proposed to provide individuals for the review team and to represent them on the project steering committee. The RFP was issued in August and the committee was in the process of reviewing proposals and making their selection. They had worked with the Transit Working Group to administer FY 2006 DHS Infrastructure Grant Programs for Rail and Bus. Further coordination activities took place with the Transit Operators Working Group and the MOITS Task Forces.

### 3.	Update on the Regional Transportation Coordination Program

The Steering Committee for the Regional Transportation Coordination Program (RTCP) met twice in August and would meet again following this meeting. The primary topic of discussion has been the funding arrangement – a legal agreement between five parties. A contractor has been selected but they cannot begin work until a funding agreement is in place. Since MDOT State Highway Administration has an existing contract with that contractor, they have agreed to sponsor the initial involvement. The funding agreement only covers the initial, single grant provided by SAFETEA-LU, which should run through 2010. Additional agreements are expected later and the pact can be amended if necessary. Further discussions focused on the structure of the RTCP. More substantial products were expected by October.

### 4.	Update from the Regional Transit Operators Group

Peter Buckley provided this update to the group. Two main topics had been discussed at the last meeting of the Regional Transit Operators Group. The first topic was the improvement of communications between transit and traffic management agencies. Carolyn Biggins wanted to demonstrate the benefits of having both agencies in the same room. Traffic managers have the ability to relay information about roads and intersections that are affected by bad weather or incidents so that transit managers can modify service accordingly. Similarly, transit drivers can act provide on-the-ground information to traffic managers.

The second issue discussed was establishing a form of online chat or bulletin board system for transit agencies to use to stay informed. RITIS, RICCS and Web EOC were all discussed, but they were looking for something simpler. VDOT uses a 'ring-down' line – an unpublished number that directly connects to their operations center. WMATA was examining their communication (internal and external) during incidents. Mr. Meenehan noted that HTML and formatting problems have limited some of the RICCS usage. The Web EOC system used by EMAs has a chat room function, but it is heavily focused on emergencies and has limited functionality for day to day communications. Something new could be developed through the RITIS or RTCP projects. John Contestabile reminded the group that the CapWIN system has a chat room capability and that it is wireless and PDA-compatible. It was suggested that this topic be put on the agenda for the next meeting and that an invitation be extended to some of the Working Group members. Two points of focus were suggested: low-tech, interim solutions and needs that a new system through RITIS or the RTCP will need to address.

### 5.	Update on Traffic Signals Activities

The Traffic Signals Working Group met on July 26 and were tentatively scheduled to meet again on September 27. A survey was underway to gather information for the annual report on signal operations which should be included in the update to the Long-Range Plan this fall. Topics in the survey include the broad categorization of optimization efforts, maintenance, installation of LED signals and power back-up systems. Draft results should be available in October. The report will discuss regional results and not be a comparison between agencies.

6.   Update on ITS Architecture Activities

The ITS Architecture Working Group last met on July 27. The next meeting date was still to be determined. The group is working on a host of issues including: procedures to update and maintain the Regional ITS Architecture, a time line for the annual update cycle, the user and promotion of the ITS Architecture in project planning, inter-architecture coordination among DOTs and WMATA, and coordination with security-related regional interoperability efforts.

Mr. Meenehan noted that VDOT and WMATA were preparing to upgrade their Traffic Management Center and Operations Center. He suggested that some time be spent examining the TCIP and RITIS so that relevant standards were selected and implemented. Michael Pack said that it would be a great opportunity to gather together all of the people who were putting together the requirements for the operations centers. He clarified that there are currently no common standards in communication and that RITIS has to translate everything. MDOT was not performing any upgrades at this time; they were using NTCIP standards. VDOT had already begun their process of upgrading and has no plans to slow down. They expect to issue an RFP by the fall. Their architecture will be open source and must be interoperable with four other traffic centers in Virginia. Mr. Steeg asked what system requirements Mr. Pack needed to know so that they could get those into the RFP. Mr. Pack responded that he would put together a list of things that he believed should be scoped out.

7.   Update on Transportation Safety Activities

Mr. Meese reported that under the new SAFETEA-LU legislation, the issues of 'safety' and 'security' have been broken out as independent requirements. TPB staff has become more involved with state and local efforts in both the District and Maryland, including activities by the Bicycle and Pedestrian Subcommittee. The MOITS Task Forces have been asked to examine this topic area as well. The possibility of developing a Safety Subcommittee was also mentioned.

8.   Update on Freight Planning Activities and the DDOT/National Capital Planning Commission Freight Rail Relocation Study

TPB staff would issue a scope of work for consultant support for this study. A draft would be made available for review and comment at a later time. VDOT has purchased a database for analysis of freight and commodities movement. TPB staff will have access to this data. Contacts for further freight planning activities have been established in Baltimore and within DDOT, MDOT and VDOT.

9.   Updating MOITS Technical Task Force Membership Lists

Mr. Meese stated that the membership of the MOITS Technical Task Force had not been updated recently. In an effort to update that, a list was distributed. Attendees were asked to review and return any comments. Additionally, it was requested that it be specified who represents a jurisdiction for the purposes of decision making. Invitations would be extended to members of the TPB Technical Committee in the cases where an agency or jurisdiction was listed as vacant, although participation from every agency may not be necessary. Some entities on the list are not

TPB members but have been long-term participants in the Task Force. The City of Falls Church will be added to the list.

Mr. Meese suggested that it may be time to re-examine the MOITS mission statement and charter to make sure it is up-to-date and accurately reflects the purpose of the group now that RESF-1 and RTCP have splintered off. Mr. Contestabile suggested that it may be helpful for attendees if the MOITS Task Forces, RESF-1 and RTCP groups all met on the same day. Mr. Meese said he would redistribute the mission and charter statements. He noted that the agenda of this meeting provided a good list of topic areas, with the possible addition of performance measures and the Congestion Management Process, as required by SAFETEA-LU.

10.   Other Business

Mr. Pack reminded the group of a lunch seminar on September 25 and requested RSVPs from people interested in attending.

11.   Adjourn