

National Capital Region Transportation Planning Board

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Meeting Notes

MANAGEMENT, OPERATIONS, AND INTELLIGENT TRANSPORTATION SYSTEMS (MOITS) POLICY TASK FORCE AND MOITS TECHNICAL SUBCOMMITTEE

DATE: April 8, 2008

TIME: 12:30 PM

PLACE: COG, First Floor, Meeting Room 1

CHAIRS: Hon. David Snyder, City of Falls Church, Chair, Policy Task Force
Amy Tang McElwain, VDOT, Chair, Technical Subcommittee

VICE CHAIRS: Pete Buckley, Montgomery County Ride On
Yanlin Li, DDOT
Mark Miller, WMATA

ATTENDANCE:

Brien Benson, George Mason University
Tad Borkowski, Fairfax County DOT
Gary Euler, Telvent Farradyne
Noah Goodall, PB
Al Himes, Alexandria DASH
Ed Jones, Prince George's County DPW&T
Sean Kennedy, WMATA
Deborah Matherly, Louis Berger Group
Amy Tang McElwain, VDOT
Frank Mirack, FHWA
John Ward, IBI Group

COG/TPB STAFF ATTENDANCE:

Karin Foster
Andrew Meese
Melanie Wellman
Ryan Whytlaw
Jim Yin

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ACTIONS:

1. Welcome and Review of Notes from the February 12 and March 11, 2008 Meetings

Participants introduced themselves. There were no comments on notes from previous meetings. The group agreed to cancel the scheduled May 13 MOITS meeting due to schedule conflicts, and not to hold a May MOITS; the next MOITS meeting would be June 10.

2. Status of Survey of MOITS Participants

At the request of the MOITS Technical Subcommittee, a survey has been developed to gauge the interest of MOITS participants. The survey was sent out via email on April 2, 2008 to private sector and public contacts. MOITS participants were asked to complete the survey electronically, as there are pull-down menus, check-off boxes, and expandable spaces to write additional comments. MOITS agendas will be adjusted based on input from the survey.

Since distribution there had been a couple of questions regarding terms used in the survey:

- *Weigh-in-motion* – these devices are used to estimate the weight of a passing truck as the truck passes over a bridge or other roadway structure equipped with sensors.
- *Bus Rapid Transit (BRT)* – These include systems on traffic signals that give priority to buses at a traffic signal (such as with an extended green light).

Twelve surveys had been received to date, and more are expected. The deadline for submitting the surveys was April 15, 2008 [later extended to April 22]. Completed electronic surveys should be sent to Karin Foster at kfoster@mwcog.org.

3. Development of MOITS Strategic Plan

One of the topics of discussion this year for MOITS is the development of a draft strategic plan.

Andrew Meese explained that the next couple of months could be spent laying the groundwork for the plan, with additional resources becoming available in the new fiscal year beginning on July 1.

Mr. Meese distributed a draft outline from the never-finalized 2000/2001 strategic plan, and explained that this could be a good starting point, as many of the issues are the same.

Mr. Meese further explained that the nature of the strategic plan is different for MOITS than other agencies, as MOITS is generally more involved with regional collaboration and planning. With that said, it would probably be best to stay clear of laying out specific tasks for individual agencies. Rather, the strategic plan would take on a more general, regional feel.

Ms. McElwain agreed, and stated that the strategic plan should cover a variety of MOITS activities. Additionally, Ms. McElwain suggested that a scope and approach be drafted by July 1, 2008.

Mr. Meese stated that the results of the survey can be combined with this effort to see what topic areas are of concern to subcommittee. The effort will also be coordinated with the Regional ITS Architecture.

A deadline for comments on the development of the strategic plan will be set when the results of the MOITS survey are mailed out. In the meantime, any questions can be directed to Mr. Meese at ameese@mwcog.org.

4. Update on Regional Traffic Signals Subcommittee Activities

Ed Jones provided an update on Traffic Signal Subcommittee activities. The Subcommittee has been focusing on a number of different areas recently:

- Regional congestion management data is being collected for a regional project on intersection-specific level of service. However, the problem remains of some of the data not being current.
- Data collection is another area of focus. The subcommittee will aim to improve methodologies to share and collect data to use for future projects.
- In terms of operations and maintenance, the Subcommittee is looking to have more people present to the subcommittee (such as vendors and other committee members) with various topics that may be of interest to Subcommittee members.
- The Subcommittee is aiming to have more field visits of best practices. Mr. Jones stated that the Subcommittee is taking part in a visit to the new National Harbor traffic signal system June 4, 2008. Mr. Jones invited any interested MOITS participants to attend.
- The Subcommittee is also hoping to assist any initiatives from WMATA and this committee regarding traffic signals.

Ms. McElwain asked if optimized signal timing is still a topic of discussion at the Traffic Signals Subcommittee. Mr. Jones stated that the issue is still on the table, although it had not been discussed recently, and can be re-visited.

Mr. Meese stated that he appreciated Mr. Jones' time on the Subcommittee and updates. In regards to collecting regional congestion management data, Mr. Meese noted that this is the first time ever this type of information is being compiled in the region, so its potential applicability was still being considered.

In response to a question from Ms. McElwain, Mr. Meese noted that the concept discussed years ago for a regional Web site for reporting traffic signal problems had not been pursued; instead, many agency and jurisdictional Web sites now have this feature in combination with problem reporting on other issues (such as street lighting). COG/TPB could revisit having links on our Web site to the appropriate agency and jurisdictional Web sites.

5. Program Updates

a) Metropolitan Area Transportation Operations Coordination (MATOC)

Gary Euler, the program implementation manager, provided an update on the MATOC Steering Committee, which held its first official meeting on March 27, 2008. At the March 27 meeting, Richard Steeg of VDOT was elected MATOC Steering Committee Chair. The bylaws were adopted at the first meeting, which will guide operations for the short term.

Due to members' schedules, MATOC Steering Committee meetings would no longer be scheduled immediately after MOITS (second Tuesdays). Instead, a new regular meeting time for MATOC was established as 7:30 AM on the third Tuesday of every month.

Mr. Euler further explained that the pace will pick up considerably over the next several months. A work plan is being drafted and will be circulated to committee members next week. MATOC is also looking to form two subcommittees, one to focus on standard operating procedures, and another to focus on technical aspects of RITIS and regional applications.

Due to heightened interest in MATOC by the Transportation Planning Board (TPB), MATOC will report to them on a bi-monthly basis, next at the May 21 TPB meeting. The TPB is interested in the plans for MATOC over the next several months, and what MATOC is doing in response to incidents in the region.

b) Regional Emergency Support Function (RESF) – 1 Committee

Ryan Whytlaw provided an update on the RESF-1 committee, which met 2 weeks ago. At that meeting the Urban Area Security Initiative (UASI) grant proposals were reviewed. In addition, with a goal of re-energizing the committee, a company based out of Long Island came to the committee to present on the Evacuation Time Estimates study they were undertaking on behalf of DDOT. The next meeting of RESF-1 will be April 22, 2008.

Mr. Meese noted that the UASI funding process is similar to last year. It should be noted, however, that the turnaround time is only 45 days from announcement of regional grant totals on August 1 to the deadline for completion of specific project work plans for those proposals that end up getting selected, which is shorter than last previous turnaround times.

c) Regional Integrated Transportation Information System (RITIS)

This item was deferred.

d) Capital Wireless Information Net (CapWIN) and Common Field Reporting System (CFRS)

This item was deferred.

e) I-270 Integrated Corridor Management (ICM) Project

This item was deferred.

f) Maryland Statewide Operations Summit (May 1)

Mr. Meese announced a reminder of the upcoming Maryland Transportation Operations Summit, May 1 at the Maritime Institute near BWI. Registration is free and all MOITS participants were encouraged to attend. A flyer on the event was made available.

g) Freight Subcommittee (April 24)

Mr. Meese noted that the first meeting of the Freight Subcommittee coming up on April 24, 2008. They are expecting both public and private sector participants. Special guest Marygrace Parker from the I-95 Corridor Coalition was scheduled to speak about some of the corridor's initiatives at the meeting.

Mr. Meese further noted that, like other meetings, the Freight Subcommittee would like to have more of an electronic presence. Such things as a blog, newsletter, and electronic meetings may make it more convenient for participants who would otherwise travel far for the meeting.

Ms. Foster, the COG/TPB staff focusing on freight, added that she is looking forward to the first freight meeting and further development of the freight program.

h) Congestion Management Process (CMP)

Mr. Meese stated that the final form of the reference document on local agency activities is being distributed. The CMP is a federal requirement, and there have been different CMP activities that COG/TPB staff has been undertaking over the past year. One of the CMP activities included developing text for the long-range plan, which was approved on January 16, 2008.

Another activity consists of providing assistance on the CMP documentation forms for any single-occupant vehicle (SOV) capacity-increasing project in the CLRP and TIP. A reference document on local jurisdictional CMP activities has been compiled to aid agencies in filling out these forms. A draft of this document was distributed at the last MOITS meeting for review, suggestions, and changes.

The reference document has been through other committee reviews and the final document was now available for use. Mr. Meese explained that the April 15, 2008 meeting of the Travel Management Subcommittee will be used to iron out any problems agencies are having with the forms. Agencies were welcome to attend that meeting with their completed forms in hand if they have any questions.

The last CMP activity for this fiscal year is the compilation and development of the CMP Technical Report. The report will have a wider range of information and data from existing

TPB studies, and document what sorts of strategies are going on in the region. A draft of the report will be made available to MOITS for review within the next couple of months.

h) Regional ITS Architecture

Mr. Yin provided an update of the Regional ITS Architecture. An ITS Architecture Use and Maintenance Workshop will be held April 22 and 23 at the Center for Advanced Transportation Technology, University of Maryland (information on this workshop has been sent out to MOITS participants after the April 8 meeting). An FHWA Systems Engineering workshop was scheduled for June 5-6; more information would be sent out later.

j) Safety Subcommittee

A pedestrian safety summit, sponsored by WMATA, the COG Board, and other sponsors, will be held April 29, 2008 at the National Press Club. Registration is free of charge, and MOITS participants were encouraged to attend.

A Safety Subcommittee is going to be formed under the TPB within the next several months, and will most likely take on a more electronic presence in the form of web meetings and blogs.

6. Other Business

Mr. Jones requested that any information on workshops and conferences, such as the ITS workshop and pedestrian safety summit, be forwarded to MOITS participants. Mr. Meese stated that any information COG/TPB staff receives can be forwarded on to MOITS.

The May 13, 2008 MOITS meeting has been cancelled. The next meeting of MOITS is scheduled for June 10, 2008.