

MEETING NOTES

TPB INTELLIGENT TRANSPORTATION SYSTEMS POLICY TASK FORCE

DATE: Wednesday, February 16, 2000
TIME: 10:30 A.M.
PLACE: COG, 777 North Capitol Street, NE
CHAIR: Mayor David Snyder
City of Falls Church

ATTENDANCE:

George Ake, University of MD/CATT, gake@wam.umd.edu
Brien Benson, George Mason, bbenson@gmu.edu
John Collura, Virginia Tech, collura@vt.edu
Sam Curling, VDOT, curling_sf@vdot.state.va.us
Kathleen Donodeo, WMATA, kdonodeo@wmata.com
Tom Farley, VDOT
Gregory Garback, WMATA, ggarback@wmata.com
Doug Ham, DBH Consulting, dham@dbhcon.com
Kamal Hamud, DCDPW, khamud@wam.umd.edu
Corey Hill, DRPT, hill_cw@drpt.state.va.us
Angela Jacobs, Fairfax County DOT
Tom Jacobs, University of MD/CATT, tjacobs@wam.umd.edu
Grady Ketron, VDOT-TPD Richmond, ketron_eg@vdot.state.va.us
Jim Maslanka, Arlington County, jmasla@co.arlington.va.us
Sanjeev Malhotra, Loudoun County, smalhotr@co.loudoun.va.us
Donald McCanless, WMATA, dmccanless@wmata.com
Danilo Pelletiese, George Mason University, dpelleti@gmu.edu
Deborah Price, DCDPW
Richard Sheckells, MDOT
JoAnne Sorenson, VDOT
Roger Stough, GMU, rstough@gmu.edu
J.R. Robinson, VDOT, robinson_jr@vdot.state.va.us
Alex Verzosa, City of Fairfax, DPW, averzosa@ci.fairfax.va.us

COG Staff:

Malaika Abernathy, mabernathy@mwkog.org
Andrew Meese, ameese@mwkog.org
Gerald Miller, gkmiller@mwkog.org

ACTIONS:

1. Welcome and Introduction

Mayor David Snyder was detained at a previous meeting, and was unable to start the meeting. Andrew Meese called the meeting to order at 10:55 a.m. There were no changes to the notes from the January 5, 2000 meeting.

2. Recommendation for TPB Endorsement of Project Submissions for Fiscal Year 2000 Federal Intelligent Transportation Systems (ITS) Grant Funds

Andrew Meese stated the urgency for the ITS Policy Task Force to recommend for TPB endorsement, the set of ITS projects to be submitted to the US Department of Transportation for funding under the federal FY2000 ITS grant. VDOT, the lead agency, along with VDRPT, MDOT, DCDPW, and WMATA has identified two projects to be considered for the grant. The two projects for endorsement are the following:

- The Capital Wireless Integrated Network (CapWIN), which improves transportation, public safety agency communications and database sharing,
- The Smart Access pilot project, which proposes to integrate electronic payment systems in the Dulles Airport corridor.

J.R. Robinson was to be submitting the project proposals with the tentative MPO endorsement (which was advisable but not required) on February 25, 2000. Mr. Meese stated that the Policy Task Force should review the proposals and recommend that the TPB endorse the proposals. Representatives from each project were available during the TPB meeting to answer any technical questions.

Deborah Price identified the need for the Policy Task Force to identify an alternate plan to utilize the extra funding if the FTA funding were approved for the Smart Access project. Mr. Robinson stated that alternate projects were identified, however further clarification needs to be performed.

Mayor Snyder later joined the meeting in progress, and the group returned to this agenda item. After discussion, the group endorsed the set of projects to be forwarded to the TPB at their meeting immediately following this meeting.

3. Briefing on the January 19, 2000 ITS Conference

Mr. Meese introduced a draft executive summary of the “Understanding and Communication Policy and Technical Perspectives on ITS” conference proceedings. In the document, Mayor Snyder’s concluding remarks from the conference, identified the following follow-up action recommendations:

- The region should develop an ITS strategy document.
- Establish interoperable standards for ITS projects to ensure interjurisdiction and interagency compatibility.
- Distribute and communicate ITS cost and benefits.
- Further define and clearly communicate to public what ITS is.
- Increase the diversity of stakeholders (including the technologies industries) to become involved in regional ITS deployment initiative.

Mr. Meese explained that the COG Staff along with ITS MD/VA would further develop the Conference proceedings into a reference document, which could be linked to various Transportation Internet Sites and references materials on the web. All concerns and questions about the draft proceedings should be put in writing and sent to Mr. Meese.

Mr. Meese proposed to make a change to the work scope to include a regional inventory of all plans that have previously been developed in the region.

4. Draft Work Scope for Development of a Regional ITS Strategy

The ITS Policy Task Force has recommended (meeting of June 29, 1999) and the TPB has agreed (meeting of July 21, 1999) that it was essential for the region to produce a regional strategy for ITS investments. The ITS Regional Strategy document will assist in identifying regional priorities for funding, identify regional, interjurisdictional and interagency projects and activities, as well as to provide guidance (but not mandate) for local and agency projects and activities.

Objectives of the Regional ITS Strategy document include the following key issues:

- To provide regional ITS policy guidance for interjurisdictional and interagency projects and ensures regional project compatibility.
- To provide an understanding to the region’s elected officials and other decision makers of the opportunities that advanced and emerging ITS technologies may offer for furthering the region’s adopted goals, including the goals, objectives, and strategies of the TPB Vision and Long-Range Transportation Plan,

- To address the benefits and costs of ITS and potential applications of these technologies in the region.
- To provide advise on the prioritization of ITS investments in the region.
- To develop the means of explaining ITS issues to citizens and elected officials in order to ensure understanding and consensus building on these activities.

Mr. Meese stated that the TPB board members should use the ITS Regional Strategy Document to familiarize themselves with ITS issues, which in turn, will assist them in making better informed judgements about ITS policy within the region.

Mr. Meese identified the Policy Task Force group as overseeing the project. A cost estimate totaling \$75,000 (\$25,000 from FY 2000 of the UPWP and \$50,000 from the FY2001 UPWP). The schedule date of completion was December 2000. A subcommittee could be formed to oversee the logistics in developing the Strategy Document.

Mr. Robinson commented that policy issues, in reference to operational issues, need to be addressed. Also, the effort should take into account the upcoming federal regulations on planning and ITS.

Corey Hill stated that TPB board members need to be informed about the necessary process in implementing ITS projects, that certain steps or investments in infrastructure must be completed in the process before another step or action can be accomplished.

In response to a question from Ms. Price, Mr. Meese stated that the suggestion to “advise” the TPB referred to identifying and addressing prioritization of ITS investments in the region for input to the TPB’s decision making.

Tom Farley suggested looking at VDOT’s strategic ITS plan and program, as well as other such documents from around the region, as a starting point for the strategy development.

Mr. Meese suggested that any changes, comments, or suggestions should be put in writing and sent to him.

5. Other Business and Setting of a Next Meeting Date

Kathleen Donodeo introduced WMATA’s four projects to be proposed in the Authority’s ITS Strategic Plan. In FY 1998, \$1.25 million dollars of earmarked funds were reserved for WMATA to do ITS improvements on the Smart Mover project (which services MD and Tyson’s Corner). This project did not benefit a large number of people, thus with a regional effort in mind, four additional projects, which more efficiently service the area and provide a larger return on investment, were chosen. The following proposed projects will improve communication both with passengers and within the agency:

- **Touch-Screen Information Kiosk System:** This project will improve passenger access to information, including transit service and traffic conditions while passengers are in Metrorail stations.
- **Line Support Information Distribution:** This project will increase the real-time and static information available to employees and improve efficiency of internal administrative activities.
- **Improved Communications Links to Bus Central Control and Bus Supervisors:** This project will allow the Metrobus' Office of Central Control access to regional travel information, improve communication to street supervisors and improved response to street supervisors' requests for and provisions of traffic information.
- **Automatic Capacity Notification at Garages:** This project will provide parking information to travelers approaching Metrorail parking facilities.

Ms. Donodeo stated that this proposal should be introduced to the ITS Technical Task Force and the program committee by the end of this month and March, respectively. This project supports improvements in ITS projects and does not affect previously earmarked funding such as the \$850,000 donated by VDOT for the Smart Mover project. Ms. Donodeo stated that operating and maintenance funding support is included in the overall project budget, which totals the following:

Project Funding Needs:	Total	\$2,102,000 1,560,000
Funding Sources:	FY98 ITS Regional Earmark	\$1,250,000
	State and WMATA Cont.	\$682,500 310,000

This proposal was in its early stages and has yet to meet the Budget Approval process from its supporting agency, WMATA. Any decisions made by the ITS Policy Task Force should be contingent on the agency level decision.

6. Adjournment

Mayor Snyder adjourned the meeting at 12:00 noon.