MEETING NOTES

TPB INTELLIGENT TRANSPORTATION SYSTEMS
TECHNICAL TASK FORCE

DATE: Friday, April 28, 2000

TIME: 10:30 A.M.

PLACE: COG, 777 North Capitol Street, NE
                    First Floor, Room 4/5

CHAIR: Emil Wolanin, Montgomery County Department of Public
                    Works and Transportation

VICE CHAIRS: Wils DerMinassian, D.C. Department of Public Works
                    Donald McCanless, Washington Metropolitan Area Transit
                    Authority
                    Alex Verzosa, City of Fairfax

ATTENDANCE:

Howard Benn, Montgomery County Transit, howard.benn@co.mo.md.us
Zia Burleigh, VDOT, burleigh_zm@vdot.state.va.us
Karen Cavallo Miller, Battelle/Partners In Motion, cavallok@battelle.org
Kathleen Donodeo, WMATA, kdonodeo@wmata.com
John Frankenhoff, DCDPW-OIP, jfrankenhoff@yahoo.com
Kathleen Frankle, University of Maryland, kfrankle@chesapeake.com
Doug Ham, DBH Consulting, dham@dbhcon.com
Mike Harris, PB Farradyne, harrism@pbworld.com
Egua Igbinosun, MDSHA/CHART, eigbinosun@sha.state.md.us
Tom Jacobs, University of Maryland-CATT, tjacobs@wam.umd.edu
Grady Ketron, VDOT-TPD Richmond, ketron_eg@vdot.state.va.us
Craig Maxey, WMATA, cmaxey@wmata.com
Lora Mayo, WMATA, lmayo@wmata.com
Don McCanless, WMATA, dmccanless@wmata.com
Frank Mirack, FHWA
Ian Newberg, Cubic Transportation Systems, Inc., inewberg@cubic.com
Jean Yves Point-du-Jour, MDSHA/OOTS, jpoint-du-jour@sha.state.md.us

Will Raine, WMATA, wraine@wmata.com
J.R. Robinson, VDOT, robinson_jr@vdot.state.va.us
Amy Tang, VDOT/NOVA, amytang@vdot.state.va.us
Richard Taylor, Wilbur Smith Associates, richardtaylor@wilbursmith.com
Jeris White, VDOT, white_jj@vdot.state.va.us
Alex Verzosa, City of Fairfax, DPW, averzosa@ci.fairfax.va.us

COG Staff:
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Cicero Salles, csalles@mwcog.org
Joe Zelinka, jzelinka@mwcog.org

ACTIONS:

1. Review of Notes from the March 24, 2000 Meeting
Chair Emil Wolanin called the meeting to order at 10:40. No changes were made to the March 24, 2000 notes.

2. Update on Mailing Lists and Subcommittee/Working Group Rosters
Andrew Meese discussed the update of the ITS Technical Task Force mailing lists and subcommittee/working group roster. All updates should be sent to Mr. Meese by Wednesday, May 10, 2000. A finalized list of all members would be distributed next meeting.

3. Update on Proposed ITS Deployment Game
As had been discussed last month, Mr. Meese revisited the possibility of COG hosting the ITS Deployment game, which was described as a learning opportunity for public or private sector officials who have limited knowledge about ITS and are decision makers or managers facing ITS deployment. Mr. Meese discussed the possibility of providing sixteen participants from the ITS Technical and Policy Task Forces the opportunity to interact with one another.. Tom Reed from the University of Michigan would conduct the four-hour game at no cost. The group agreed that there would be enough interest to proceed with the planning. An email was to be forwarded for all interested participants to sign up. The email would include a list of possible dates for the game to be held.

Doug Ham stated that based on a similar experience, this would be a great opportunity for elected officials to participate in various roles involving the deployment of ITS projects.

4. Update on Partners In Motion (PIM)

Karen Cavallo Miller reported on the Partners In Motion (PIM) Operations and Maintenance Subcommittee meeting held on April 26, 2000. Ms. Cavallo Miller stated that all contracts for PIM had been completed and turned in. The previous Agency Data Server (ADS) upgrade was discontinued last March and a new ADS was currently being built on top of existing technology that Smart Route Systems, Inc. uses for its traveler information centers. This effort would allow agencies without automated systems to key data in through the Web. Ms. Cavallo Miller also mentioned the hiring of a data warehouse consultant to work with SmartRoutes in Cambridge, Massachusetts. Ms. Cavallo Miller and Mr. Meese were coordinating efforts to identify potential users of PIM data. All interested people should contact Ms. Miller to attend the next meeting (date was TBA). She also discussed the kick-off demonstration for the PUSH Technology. They were currently in the process of soliciting 50-100 major employers to use the PIM data. Ms. Cavallo Miller also discussed the PIM custom interface project that was being built for agencies that do not have a Web site. The agencies involved in this project were VDOT, Maryland SHA (CHART II), Virginia Railway Express (VRE), and Montgomery County.

5. Reports from the Working Groups/Subcommittees/Focus Areas

Traffic Signals and Operations: Jeris White that the working group met on April 25. The committee was currently receiving surveys on Regional Optimization and Regional Traffic Signal Inventory. Mr. White expects to receive all surveys by the end of the month. John Collura from Virginia Tech and Jonathan Gifford from George Mason University discussed the signal prioritization study. Currently, Mr. Gifford and Mr. Collura were conducting interviews and all interested agencies should contact Mr. White. Mr. White recommended that more fire and rescue personnel attend the meetings to understand how signal prioritization works in reference to their jobs and the public. The next meeting was TBA.

ITS Training: Mr. White stated that the Professional Capacity Building Subcommittee would hold its next meeting on May 22, 2000 at Virginia Tech, Falls Church Campus, at 10 am. Mr. White requested any ideas on further funding initiatives for the training courses. Ms. Kathleen Frankle of UMD distributed a flyer for on-line ITS training, announcing ITS Web-based courses from the Consortium for ITS Training and Education (CITE) which will be available starting in June.

Howard Benn mentioned that regular I-95 Corridor Coalition ITS Transit meetings would be held in Newark, NJ.

Regional ITS Architecture: Mr. Meese mentioned the Regional ITS Architecture Working Group kick-off meeting would be held Friday, May 12, 2000 at 10 am at COG in Meeting Room 1. Lora Mayo stated that there two openings for the ITS Deployment Workshop at WMATA on May 16-17, 2000.

Electronic Payment Systems: J.R. Robinson reported that the Volpe Study was still underway. A draft of the first half of the report had been completed and was expected to be available in June. The SmartAccess proposal had been submitted to FTA by WMATA for earmark funding; no decision on the reward of the grant had yet been made by FTA.

N-1-1: Frank Mirack stated that the FCC had delayed the N-1-1 petition for set up until Fall 2000. The white papers for N-1-1 were still in progress.

ITS As A Data Resource: Mr. Meese reported that the ITS as a Data Resource contract had been finalized and COG was waiting for TransCore's signature to proceed. It was hoped to schedule a kickoff meeting for the project sometime during June.

IDAS Model: Mr. Meese stated that this subject had been discussed at the Traffic Signals and Operations Working group meeting. COG planned to use the IDAS model to assess the potential air quality impacts of ongoing and proposed ITS projects, these could help the region meet air quality requirements. The Traffic Signals and Operations Working Group provided helpful comments to staff, and staff would be meeting with key traffic signal officials to look at what data will be available for the analysis. Staff had proposed to utilize the new IDAS model for the analysis, but members of the working group recommended that staff also consider other analysis methods. Staff will coordinate with the Travel Management Subcommittee in its role identifying Transportation Emission Reduction Measures (TERMS), as well as the ITS Technical Task Force and the Traffic Signals and Operations Working Group.

6. Update and Brainstorming/Working Session on ITS Strategy Development

Mr. Meese updated the Task Force on the progress of the ITS Strategy Development. He proposed to adopt the name of ITS Strategic Plan instead of ITS Strategy, because this was more understandable and widely accepted. A Strategic Plan could help bridge the gap between technical, programmatic activities and the regional long-range plan. Mr. Meese distributed the following draft documents: Scope of Work, Strategic Plan Outline, Example of Component 1 (Multi-Modal Regional Traveler Information), and selected ITS source documents for the Strategic Plan. The following comments were noted for the aforementioned documents:

The proposed outline of the plan included the following main areas:

❖ *Executive Summary*: This section would briefly discuss the entire plan and mainly focus on the final recommendations and integration issues
❖ *Overall Context:* This section would define ITS and its national state of the practice. It would also discuss the relationship of the region's major documents (i.e., TPB, CLRP, and ITS Regional Architecture) to the Strategic Plan.
❖ *Areas for Collaboration:* A number of ITS components that specifically relate to regional inter-agency/jurisdictional coordination would be explored and discussed. Mr. Meese identified the

following ITS components to be addressed in the Strategic Plan: Regional Traveler Information, Freeway Management, Incident Management, Arterial Management, Electronic Toll/Fare Payment, Transit Management, Safety and Emergency Response Management, Regional Communications coordination. These could be changed or added to if necessary.

A sample outline of the ITS component 1, Regional Traveler Information, was distributed and discussed. The sample identified four major areas that would be discussed for each component. The areas highlighted include the following a brief discussion and definition of the component:
  ➢ examples of on-going and future deployment projects and activities for each component within the region;
  ➢ the relationship of this component to the TPB Vision and specific issues that the region should address within the Strategic Plan;
  ➢ Briefly discusses recommendations and findings.

❖ *Overarching Findings and Recommendations*: This section would specifically identify regional inter-jurisdictional conclusions and recommendations for the Washington Metropolitan area.

Comments:
Jean Yves Point-du-Jour suggested that funding issues should be addressed more in the structure of the Outline.

In reference to Component 8, Regional Communications Coordination, Mr. Robinson suggested including the word integration into the phrase; this would specify how that component is directly related to inter-jurisdictional coordination. Mr. Robinson further commented on the need to address and collaborate on how to coordinate technical systems planning within the traditional transportation planning process. He also suggested including an additional component, Commercial Vehicle Operations, to the Strategic Plan.

Mr. Mirack suggested an additional component addressing data resources for planning purposes. Mr. Mirack also suggested that this document should identify specific recommendations and suggestions for section 4 of the outline. This document needs to identify specific actions/recommendation/conclusion that the TPB and the region should address in reference to inter-jurisdictional coordination.

Kathleen Donodeo suggested that the less region-specific components such as CVO and Railroad grade crossing be discussed separately in one section. Mr. Meese responded with the suggestion that such components be addressed separately, as the other, but more basically, for the most part only noting the MPO's support of state and national programs in that subject matter. Ms. Donodeo further noted the need to clarify the end-result of the document. Specific priority areas and integration issues should be identified in section 4. This plan should support the recommendation of the MPO.

Mr. White recommended that this plan needs to be geography-independent. It should support

coordination across the boundaries, yet it should refrain from identifying specific agencies/jurisdictions. Mr. Meese responded that it would have to be explored what the proper level of geographic specificity should be.

Mr. Wolanin stated that this plan should not reinvent the wheel. This document should support existing state/local plans as well as provide recommendations on how the region can sustain a transportation system through regional coordination.

Ms. Cavallo Miller suggested that this document should state that it would be updated on a regular basis and consistent with the other regional plans.

Mr. White expressed concern in regards to being to detailed and need to stay at concept level. The architecture specifies what and the strategy should specify how.

Mr. Point-du-Jour asked whether the document would provide vision statements for ITS. He mentioned that technology issues should be discussed in section 4 of the outline. Mr. Meese responded that the TPB Vision would probably stand as the Vision, and that this document would provide further detail on the adopted TPB Vision.

Mr. Wolanin identified the need to address the purpose of deploying ITS projects within the region. He stated that this Strategic Plan should establish views that it is a management tool for the region. The plan should be set up as an operational and management tool as opposed to an ITS specific plan.

Andrew Austin commented that a systems operations approach needs to be addressed in the Strategic Plan.

Mr. Mirack stated that the ITS components that involve inter-jurisdictional coordination should identify priority areas that should be focused on by the member jurisdictions within the last section of the outline.

Mr. Robinson identified the need for this document to be an implement for the TPB to verify if member jurisdictions are deploying ITS projects under the stipulations of the Strategic Plan, perhaps by some sort of check-off box or statement in the TIP whether the project was consistent with the adopted regional ITS Strategic Plan. Mr. Meese responded that it was unlikely for a such conformity process to be added to the TIP process.

Mr. Robinson suggested the Strategic Plan address issues relating to public private partnerships, resource sharing, and the like.

7. Other Business

There was no other business. Mr. Wolanin adjourned the meeting at 12:30 pm.