

MEETING NOTES

**TPB INTELLIGENT
TRANSPORTATION SYSTEMS TECHNICAL TASK FORCE**

DATE: Friday, February 25, 2000

TIME: 10:00 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:

Jeffrey Arch, PB Farradyne, arch@pbworld.com
Soumya Dey, Transcore, soumya.dey@transcore.com
Kathleen Donodeo, WMATA, kdonodeo@wmata.com
Kathleen Frankle, UMD, kfrankle@chesapeake.net
Michael Hackett, MWAA, hackettm@mwaa.com
Doug Hansen, Fairfax County DOT, doug.hansen@co.fairfax.va.us
Greg Hatcher, Mitretek Systems, ghatcher@mitretek.org
Jim Hunt, ITERIS, jth@iteris.com
Egua Igbinosun, MDSHA/CHART, eigbinosun@sha.stae.md.us
Thomas Jennings, FHWA-Richmond, tom.jennings@fhwa.dot.gov
Grady Ketron, VDOT-TPD Richmond, ketron-eg@vdot.state.va.us
Mesfin Lakew, DCDPW, mlakew@dpw.dcgov.org
Gail McFadden-Roberts, FTA-Region III
Glenn McLaughlin, MDSHA/CHART, gmclaughlin@sha.state.md.us
Frank Mirack, FHWA
J. R. Robinson, VDOT-ITS, robinson_jr@vdot.state.va.us
Sharmila Samarasinghe, NVTC, sharmila@nvtcd.org
Mike Saunders, WMATA, msaunders@wmata.com

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Amy Tang, VDOT-NOVA, amytang@vdot.state.va.us
Kenneth Todd, member of the public
Alex Verzosa, City of Fairfax DPW, averzosa@ci.fairfax.va.us
Ron Welke, M-NCPPC-Montgomery County, welke@mncppc.state.md.us
Jeris White, VDOT, white_jj@vdot.state.va.us
Colin Wilson, Castle Rock, wilson@crc-corp.com
Emil Wolanin, Montgomery County DPWT, ewolanin@dpwt.com
Jim Wolf, VA Tech., jfwolf@vt.edu

COG Staff:

Malaika Abernathy, mabernathy@mwcog.org
Andrew Austin, aaustin@mwcog.org
Andrew Meese, ameese@mwcog.org
Joe Zelinka, jzelinka@mwcog.org

ACTIONS:

1. Review of Notes from the January 28, 2000 Meeting

Emil Wolanin called the meeting to order at 10:10am. The following changes to the January 28, 2000 meeting notes are as follows:

- Agenda Item #5, titled Capital Wireless Integrated Network (Cap-WIN) proposal, in paragraph two, J.R. Robinson stated that the sponsors of the project are Virginia Department of Transportation, Maryland State Highway Administration, and DCDPW. FHWA should be omitted. Mr. Wolanin further clarified on Agenda Item #5, last paragraph, that the difference between ALERT and Cap-WIN was that ALERT primarily is an in-vehicle integration platform whereas Cap-WN is more external and provides a wireless network.
- Agenda Item #7, titled Smart Access Electronic Fare Payment Demonstration Proposal, in paragraph 5, Mesfin Lakew commented that Lockheed Martin was a contractor for DCDPW. Mr. Robinson stated that Agenda Item #7 was an accurate description of Corey Hill's presentation on the Smart Access project but was not an up-to-date description of the project.

2. Report on Follow-Up Activities of the January 19 Conference

Andrew Meese presented the preliminary draft of the proceedings for the January 19, 2000 conference "Understanding and Communicating Policy and Technical Perspectives on Intelligent Transportation Systems (ITS)". An Executive Summary of the Proceedings will be created and later posted on the sponsoring agency Web Site. Comments from the Policy Task Force on the draft proceedings should be sent to COG staff. A list of participants who attended the conference will accompany the final draft of the proceedings.

3. Report on the ITS Strategy Development and Other Activities of the ITS Policy Task Force

Mr. Meese stated that the ITS Policy Task Force met on February 16, 2000, prior to the TPB meeting. Agenda item #2 of the Policy Task Force meeting requested recommendation for TPB endorsement, the two ITS projects to be submitted to the USDOT for funding under the federal FY2000 ITS Grant. The aforementioned projects for endorsement are the Capital Wireless Integrated Network (CapWIN) and the Smart Access pilot project. CapWIN proposes to improve transportation and public safety agency communications and database sharing, while the Smart Access project proposes to integrate electronic payment systems within the Metropolitan Region. Both projects were endorsed by the ITS Policy Task Force (meeting of February 16, 2000) and the TPB (meeting of February 16, 2000). VDOT submitted the project proposals with MPO endorsement on February 25, 2000.

Additional agenda items at the Policy Task Force meeting included the draft work scope for development of a regional ITS strategy (agenda item #4). Mr. Meese stated that the ITS Policy Task Force has recommended (meeting of June 21, 1999) and the TPB has approved (meeting of July 21, 1999) that the region needs to engage in a planning process to produce a regional strategy for ITS investments. Comments from the Policy Task Force suggested a need for the region to identify previously enacted state agencies strategic plans and consider how these plans work within a regional framework and show consistency with this Strategic document. Mr. Meese stated that this suggestion would be included in the work scope.

Mr. Meese stated that the ITS Technical Task Force should forward any comments and relevant ITS State projects to COG staff.

Amy Tang suggested that the Strategy Document should provide guidance to regional agencies by identifying objectives the region hopes to accomplish as well as supporting strategies that help guide these goals. Ms. Tang suggested that the Strategy Document needs to identify currently deployed regional projects and how they support the strategy.

Mr. Meese stated that the intent of the Strategy Document was to identify regional projects that have interjurisdictional and interagency implications and are supported by policy and elected officials. This project was not an exhaustive inventory of all ITS regional deployment projects. This Document will help in educating and guiding our elected officials.

Kathleen Donodeo suggested a need for the Strategy Document to be broader than just a strategy. Ms. Donodeo suggested that the document contain specifics on ITS project investments, regional implications, as well as the TPB Vision.

Mr. Wolanin suggested that all comments be forwarded to COG staff to be developed into an outline that will assist the Policy Task Force in developing the Strategy Document. All comments should be sent to Andy Meese.

JR Robinson stated that the Strategy Document needs to support previously implemented documents such as the Wolf report and the TPB Vision document.

4. Washington Metropolitan Area Transit Authority (WMATA) Program Description for FY 1998 ITS Grant Earmark Funds

Ms. Donodeo introduced WMATA's four proposed projects to be endorsed by 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 Maryland 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 would improve communication among 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.

The overall expected budget and funding sources are as follows:

Project Funding Needs:	Total for 4 projects	\$2,102,000
Funding Sources:	FY98 ITS Regional Earmark	\$1,250,000
	State and WMATA Cont.	\$682,500
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	Total	\$1,932,500

Ms. Donodeo stated that until the \$169,500 is identified, the Line Support Information Distribution Project will proceed with partial funding. Ms. Donodeo stated that operating and maintenance costs are included in regular O&M activities.

5. FY2000 ITS Grant (Earmark)

Mr. Robinson stated that the two initiatives submitted under the congressional earmark were the CapWIN and Smart Access. The total requested funding for the CapWin project totals \$1.6 million, of which \$400,000 will go to George Mason University to conduct regional ITS project evaluations and institutional issues evaluation. This funding was endorsed through a Partnership Agreement between VDOT and George Mason University. Mr. Robinson stated that representatives from the Smart Access project (Corey Hill) will submit a proposal to USDOT on February 25, 2000. Originally the Smart Access project was submitted for FTA funding in October 1999, however further clarification on the project was needed and proposers will be notified sometime in April 2000. Once the funding source is identified for the Smart Access project then alternative funding sources for other ITS projects in the region can be assessed. Identification of these projects have yet to be specified and are pending on the approval of funding for the Smart Access project. Of the \$3.9 million of ITS Earmark funds, CapWIN will total \$1.6 million and the Smart Access will total \$2.3 million.

6. Discussion of Meeting Dates/Times for 2000

The ITS Technical Task Force discussed and approved a proposal to begin meetings at 10:30 a.m. instead of 10:00 a.m. due a conflicting WMATA JCC meeting.

7. Briefing on the ITS as a Data Resource Study

COG issued an RFP on October 27, 1999, and the contract was awarded to the team of TransCore and Valley Research and Planning Associates (VRPA). Jean Yves Point-du-Jour, chair of the ITS as a Data Resource Subcommittee along with Mr. Meese will meet with the TransCore team to fine-tune the proposal. The time span of the study was scheduled to conclude by the end of 2000.

The initial step of the study was to be a survey and fact-finding effort, outreaching to area transportation agencies. Mr. Meese and Mr. Dey had spoken or were to be speaking to several TPB committees to raise awareness of the upcoming survey, and garner support for cooperation with the study. Attendees were asked to watch out for the upcoming survey, and to help facilitate completion of the survey within their agencies.

Mr. Dey of TransCore, the project manager, added that, to obtain success in such a program, it was critical to have coordination and information from all jurisdictions. The results of the survey were vital for the preparation of an implementation plan.

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

Traffic Signals and Operations: Jeris White stated that the next meeting was scheduled for March 10, 2000 in MWCOG to discuss signal timing and incident management within the region

ITS Training: Mr. White stated that a meeting for the working group was scheduled for March 14, 2000 at Virginia Tech, Falls Church Campus. Classes will begin in the fall. Mr. White stated that there was not enough funding for on-going training sessions and the priority of the training courses needs to be identified.

Electronic Payment Systems: Sharmila Samarasinghe stated that the Electronic Payment Partnership Plan program was underway. The consultants are finishing the inventory stages and a technical memo will follow. The technical memo will include a market profile of possible electronic payment deployments within the region. The next two steps will include identifying linkages within transportation and non-transportation sectors and identifying any institutional barriers. The project will be finished by mid spring.

N-1-1: Frank Mirack stated that George Mason University has started drafting a white paper on the N-1-1 topic.

ITS in Planning Studies: Mr. Robinson solicited interest in a Task Group that would assist in finalizing objectives for the Evaluation Workshop.

Other Working Groups:

Glenn McLaughlin stated that the Regional Washington Area Telecommunication Study was underway. The Computer Science Corporation has been selected to complete a draft. On March 6, 1:30pm will be the meeting date to review the findings. The study inventories the resources in the area and recommends what linkages can be made to maximize these resources in the area. The next action was how to proceed with the recommendations.

Mr. Robinson commented that the Partners in Motion project was to have a contract for the modification effort during the first week in March.

9. Other Business

Mr. Robinson suggested that an ITS Architecture Subcommittee needs to be established. He suggested that a consultant with technical expertise needs to be hired to focus on coordinating the development of the Regions ITS Architectures.

Joe Zelinka stated that thousands of potentially disruptive protesters, such as at the World Trade

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Organization meeting in Seattle in 1999, will be expected during a meeting at the World Bank in Washington between April 13-19. All transportation agencies should be expecting traffic and delay problems during the demonstration. Mr. Wolanin adjourned the meeting at 12:05 p.m.