

MEETING NOTES

*JOINT MEETING*

**TRANSPORTATION PLANNING BOARD  
MANAGEMENT, OPERATIONS, AND  
INTELLIGENT TRANSPORTATION SYSTEMS (ITS)  
POLICY TASK FORCE**

**CHAIR:** Honorable David Snyder, City of Falls Church

**and**

**TPB M&O/ITS TECHNICAL TASK FORCE**

**CHAIR:** Alex Verzosa, City of Fairfax

**VICE CHAIRS:** John Frankenhoff, D.C. Division of Transportation  
Donald McCanless, Washington Metropolitan Area Transit  
Authority  
Jean Yves Point-du-Jour, Maryland State Highway  
Administration

**DATE:** Friday, April 27, 2001

**TIME:** 12:30 P.M.

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

**ATTENDANCE:**

Jeffery Arch, PB Farradyne, [arch@pbworld.com](mailto:arch@pbworld.com)  
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**COG Staff**

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**ACTIONS:**

**1. Review of Notes from the March 7, 2001 M&O/ITS Policy Task Force Meeting**

Chair David Snyder called the meeting to order at 12:45 pm. No changes were made to the March 7, 2001 meeting notes.

**2. Perspectives on Metropolitan Management, Operations, ITS, and ITS Architecture**

Marcia L. Pincus of ITS America gave a presentation titled *Perspectives and Opportunities for M&O: Implementing ITS in a Regional Context*. Ms. Pincus discussed the following basic components to implementing a successful regional ITS Program:

- *Integrating ITS*- Implementing ITS projects were meant to be deployed in an integrated and interoperable fashion, among stakeholders and agencies. The scale of integration should be determined by the region.
- *ITS Strategic Plan*- Establishing an institutional and technically balanced backbone for M&O/ITS such as a regional ITS strategic plan. The ITS Strategic plan should correlate with a regional ITS Architecture.
- *ITS Architecture*- The ITS Architecture must identify systems, modes and stakeholders that would interact to promote and achieve ITS integration on a long and short term basis.
- *ITS Champion*- Have an individual or agency lead ITS implementation for the region. A regional champion could identify and acquire the necessary resources and gather support for successful deployment.
- *Addressing Issues*- ITS should be deployed to maximize existing transportation systems and not just because ITS was the current buzzword.

Ms. Pincus discussed the Metropolitan Washington Region's efforts towards implementing M&O/ITS. She commended this region's efforts in interjurisdictional and interagency cooperation.

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Ms. Pincus identified specific challenges that MPOs need to address when deploying regional ITS projects:

- *Regional M&O*- On a regional context, best practices could be used to facilitate discussions on identifying a region-specific approach.
- *Institutional issues*- Identifying the various roles of MPOs, State DOTs, and other stakeholders can be a challenge but should be addressed. Other institutional challenges could range from identifying additional funding mechanisms to lack of regional consensus building and buy-in.
- *Measuring performance*- Identifying what type of data needs are relevant in establishing supportive measures of effectiveness.
- *Perspective challenge*- An internal shift to an operations and performance perspective would be challenging but beneficial in guiding capital investments and resources.
- *Awareness challenge*- Get substantial data that the community and the decision-makers can understand to promote awareness on ITS benefits.

Mr. Snyder suggested that Mr. Meese give an overview of the M&O/ITS Activities in the region and then revisit Ms. Pincus's presentation to assess if the region was moving in the right direction. The Action Item activities are highlighted below.

**3. New Management and Operations Activities: Update on "Action 1" (Task Forces Name Change and Mission Expansion)**

Mr. Meese noted that the name change of the M&O/ITS Policy and Technical Task Forces was officially approved by the TPB (meeting of March 21, 2001). The official names of both groups were approved as the TPB Management, Operations and ITS (M&O/ITS) Policy and Technical Task Forces. The mission expansions of both Task Forces were reflected in the text of the Unified Planning Work Program (UPWP) for FY2002, also subsequently approved by the TPB (meeting of March 21, 2001).

Mr. Meese also drafted a working definition of "management and operations" to be used in the M&O/ITS Strategic Plan:

*"The day-to-day functions performed by, and the activities or events that occur on, the transportation system or infrastructure, and the direction, control, or handling of those functions, activities, and events by responsible parties."*

**4. New Management and Operations Activities: Update on "Action 2" (Identifying Opportunities)**

The activities of Action 2 would have a near-term impact on the M&O of the region's transportation system.

- Prototype Arterial Corridors
  - *Concept*- Regional stakeholders (traffic, transit, and safety personnel) would identify and optimize a couple of arterial corridors to discuss lessons learned on an

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- interagency basis. These operational improvements would be limited to those feasible within existing budgets. Participants would report back to the M&O/ITS Task Forces and potentially apply lessons learned to additional regional corridors. The planned methodology was to select a corridor with a limited scope, convene stakeholders, identify and implement potential feasible improvements, and discuss and report back the events that had occurred.
- *Status/News*- Preliminary ad hoc meetings were scheduled with Virginia (April 18) and DC/Maryland (May 11). At these meetings, corridors that cross jurisdictional boundaries were to be selected. A stakeholders meeting was to be convened in summer 2001, with improvements implemented in summer and fall.
  - **Traffic Signal Reporting Project**
    - *Concept*- Members of the public, under this proposal, would have available to them to a single regional Website to submit information on traffic signal malfunctions. One Website for the metropolitan area would be used to automatically route information to the appropriate agency and technician seamlessly and easily for the member of the public. Suggested Frequently Asked Questions (FAQs) would be used in developing this prototype system. A sponsoring partner (e.g. media) may be sought to support this system.
    - *Status/News*- The University of Maryland and George Mason University, under the auspices of the Regional ITS Implementation Center, had agreed to develop a subregional prototype of a signal problem-reporting system. Further discussion on this was to be held at a meeting on May 11. Development and technical review of the prototype was expected during summer 2001.
  - **M&O Information Exchange Event and Report**
    - *Concept*- To help inform M&O policy decisions on a regional basis, a compendium describing M&O and incident management activities around the region was proposed. Emphasis would be to inform officials about ongoing activities around the region across jurisdictional lines and across functional specialties (i.e., informing traffic personnel about emerging public safety agency activities). A report on the result of this peer-to-peer information exchange event would be produced.
    - *Status/News*- Staff would look into potential participants and agenda topics. The session would possibly held in September or October and a final report would be completed afterwards.

Gerald Miller suggested that a video accompanying the report could improve interest among the regions stakeholders.

**5. New Management and Operations Activities: Update on “Action 3” (Regional Performance Measures)**

Status and News of Action 3:

- The ad hoc technical group had met three times.

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- It was announced that staff had engaged consultant Robert Winick to develop “pilot” M&O databases and measures for the region.
- Staff was working in coordination with the consultant on M&O performance measures, mobility study, and trends reporting efforts.
- The next meeting of the ad hoc committee was scheduled for May 14 [later cancelled and combined with the rescheduled regular meeting of the M&O/ITS Technical Task Force on May 31].

**6. Update on Ongoing ITS Technical Activities**

Mr. Meese discussed the following highlights of the region’s ongoing technical activities:

**Partners In Motion**

- *Status/News*- Members revisited the discussion on potential next steps to take in response to the expiration of the PIM contract in December 2002. The group decided to send a Request For Information (RFI) that would address of the public and private sectors roles in establishing a regional ATIS program. The RFI was to go out some time in the summer.

**511**

No updated information since the March 7, 2001 briefing. MDOT and VDOT were continuing to look into 511 issues.

**Electronic Payment Systems**

- *Status/News*- WMATA had issued an RFP for the Regional Customer Service Center that would serve as the regional clearinghouse.
- SmartTrip was expected to be in Metrobus and local bus systems by the end of 2003. The system was also to be added to the Baltimore MTA systems, pending approval by the Maryland Board of Public Works.

**Traffic Signals: Emergency Preemption and Transit Prioritization**

No updated information since March 7, 2001. Virginia Tech and George Mason University were continuing work on the study.

**Traffic Signals White Paper**

- *Status/News*- COG's Task order consultant was drafting the white paper on traffic signals equipment and activities throughout the region. A completed version of the document was expected for mid-to-late 2001.

**Traffic Signals Regional Problem Reporting System**

- *Status/News*- As noted earlier in the meeting, an exploratory meeting was held in April. The University of Maryland and George Mason University had volunteered to develop a technical sub-regional prototype.

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**Regional ITS Training Program**

- *Status/News*- Next steps included developing courses for the upcoming year and identifying potential funding issues. The Maryland T<sup>2</sup> Center had updated information on courses offered for the summer at the following URL:  
<http://www.ence.umd.edu/ttc/trainingcourses.htm>

**CapWIN**

No updated information since the March 7, 2001 briefing.

**Anonymous Mobile Sampling for Traffic Management**

No updated information since the March 7, 2001 briefing.

**ITS Architecture Development**

- *Status/News*- The strawman rough draft of the Metropolitan ITS Architecture had been developed by the consultant team and reviewed by the subcommittee. Efforts to coordinate data flows and interconnects with the Maryland and Virginia Statewide ITS Architecture were ongoing. The Metropolitan ITS Architecture was on schedule for an early 2002 completion.

**M&O/ITS Strategic Plan**

- *Status/News*- COG Staff and Consultant have drafted sections of the strategic plan for the M&O/ITS Technical Task Force to comment on and review. The projected completion date was projected to be September 2001.

**ITS As A Data Resource**

- *Status/News*- The project had been expanded to include a more detailed technical design than originally slated. A series of meetings on technical details were being held. The expected completion date for the design was September 2001.

**7. Summary and Discussion of Next Steps**

It was expected that the next briefing to the TPB would be at their June 20 meeting. In response to a question from Mr. Snyder, Ms. Pincus stated that the Metropolitan Washington Region's M&O/ITS activities seemed to be on the right track in terms of breadth and focus. She suggested that the MPOs of Arizona and the Atlanta region were significant best practices of challenging M&O/ITS regional deployment.

The group scheduled the next joint meeting of the M&O/ITS Policy and Technical Task Forces to be Thursday, May 31, 2001, at 12:30 pm, immediately following the rescheduled monthly meeting of the M&O/ITS Technical Task Force.

Mr. Snyder adjourned the meeting at 2:00 pm.