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Meeting Notes

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

CHAIRS: Hon. David Snyder, City of Falls Church
and James Austrich, DDOT

DATE: Tuesday, November 9, 2004

TIME: 12:30 P.M.

PLACE: COG, 777 North Capitol Street, NE, First Floor, Room 1

ATTENDANCE:

Lora Byala, WMATA
Zenobia Fields, PRTC
Kathryn Franklin, Trichord, Inc.
Douglas Ham, PB Farradyne
Doug Hansen, Fairfax County DOT
William Haynes, City of Alexandria
Al Himes, Alexandria Transit
Eric Lindstrom, Kittelson & Associates
Alvin Marquess, Maryland State Highway Administration
Amy Tang McElwain, VDOT Northern Virginia
J.F. Peter Meenehan, WMATA
Mark Miller, WMATA
Sharmila Samarasinghe, Department of Rail and Public Transportation, Virginia
Alfie Steele, Montgomery County Transit
Phil Tarnoff, University of Maryland
Joel Ticatch, PB Farradyne
Tom Tran, Daniel Consultants

COG Staff:

Andrew Austin
Michael Farrell
Andrew Meese
Gerald Miller
Jim Yin

ACTIONS:

1. Welcome and Introductions

With Chairman Snyder and Chairman Austrich unable to attend, Lora Byala served as acting Chair. Participants introduced themselves.

2. Update on Recommendations for Actions to Improve Regional Transportation Communications and Coordination During Incidents – Including Regional Integration Transportation Information System (RITIS) Activities

Phil Tarnoff gave a presentation on a proposed three-phase program of measures to strengthen regional transportation communications and coordination during incidents. Improvements were classified as organizational, operational, or technological. The Capital Wireless Integrated Network (CapWIN) and Regional Integrated Transportation Information System (RITIS) projects would be involved. Phase I would include the formation of a transportation steering committee, improvement of operations procedures, updating a phone directory, and cross-training among agency staff. Technological improvements would include a RITIS prototype and the installations of CHART terminals at all operations centers. In Phase II, a regional organization is to be explored, and a regional concept of operations created. Regional operations coordination might be piloted during regular business hours for this development phase (not yet 24/7). A full-scale RITIS could be implemented, along with a 511 operation, and agencies could view each other's data in separate windows. Phase III could institutionalize the changes made in Phase II. Operations coordination could take place 24 hours per day, 7 days per week. Agency systems with compatible architectures could be integrated.

The CapWIN structure was being considered to see if it can be made to serve a regional coordinating role. CapWIN is the only regional organization that involves fire, police, and transportation. CapWIN has staff and a center. It is mainly used by law enforcement, to handle wireless communication. CapWIN lacks a dedicated funding source. It is currently supported by a one-time \$20 million dollar earmark, which will last partly through 2005, but they were trying to obtain UASI funding. Using CapWIN would allow the region to avoid creating an entirely new organization for transportation coordination, and CapWIN already includes many of the people who need to be involved. It was remarked that it might be easier to start with a law enforcement organization and try to bring in transportation, rather than the other way around. There are parallel efforts under way to extend the existing CapWIN and to expand its role.

A draft resolution for the TPB and letters from the Commonwealth of Virginia, DDOT, MDSHA, and the Chair of the CapWIN Board were distributed. All letters were addressed to the Office of Congressman Moran. The draft TPB resolution was to endorse the concept of using the CapWIN system and governance structure as a basis for a regional transportation coordination program, and to request that the District of Columbia, Maryland, the Virginia Department of Transportation, and WMATA collaborate with the University of Maryland

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Center for Advanced Transportation Technology to prepare a proposed work program for an enhanced CapWIN.

The four transportation agency letters supported the concept. The agencies were to come back on the January 19th TPB meeting with a more detailed work program for an enhanced CapWIN.

Tom Tran and Alvin Marquess reported on behalf on the ad hoc subcommittee on procedures and operations. Mr. Tran has gathered information from DDOT, VDOT, and MDOT. He will develop a standard message content, address how to message major and minor incidents, inside or outside the region. An abbreviation list will be distributed to all the agencies. Codes for the radios will be pooled, to work out inconsistencies. Mr. Marquess emphasized the importance of the DOT's duplicating each others paging lists, so if one system goes out notices can still go out.

The group discussed the history and rationale behind the enhanced CapWIN proposal. The Greater Washington Board of Trade has been pushing for a TRANSCOM in the DC region, similar to the organization in the New York region. Congressman Moran introduced a bill to pay for it. Expanding CapWIN is a way to create a transportation coordination functionality and staffing for this region similar to that of TRANSCOM in New York, without creating a brand-new organization. The enhanced CapWIN proposal comes from the four level-A agencies; it is not a TPB work program item. The four level-A agencies felt that there was some urgency in resolving emergency communications issues, and the big four, since they have 24-7 operations centers, are best positioned to make some progress quickly. The steering committee representing the four level-A agencies reviewed the TPB resolution on November 4th and their comments were integrated.

The group was generally supportive of the concept and the TPB resolution. Members wanted to know what the CapWIN initiative would mean for the Regional Incident Communications and Coordination System (RICCS). The new transportation coordination initiative would better integrate the existing agency paging systems with the RICCS in order to better support and utilize the RICCS. This is trying to ensure that the agencies have procedures in place to help ensure that emergency communications occur in a timely fashion. The improved connections with RICCS would also be used for cross-functional communications with other Regional Emergency Support Functions (RESFs).

3. Briefing on Activities of the Regional Transit Operators Emergency Preparedness Task Force – Including Results of the Recent Meeting with Thomas Lockwood of the U.S. Department of Homeland Security

Alfie Steele described the meeting of the Regional Transit Operators Emergency Preparedness Task Force with Tom Lockwood. Mr. Lockwood listened to the transit operators concerns about a drill held on September 27th. He asked what Homeland Security could do for transit agencies. He discussed the “golden hour”, which is a standard group of things that a doctor

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must do in the first hour to sustain life, and suggested that we should think about how to do that for transportation. The Transit Operators asked for better technology for communications, and more training. The list of transit operator requests was distributed to the committee. Mr. Steele was hopeful that transit would be better integrated into future regional exercises.

4. Update on Regional ITS Architecture Activities Including Planning for the November 30 Stakeholder Workshop

A flyer was distributed announcing an ITS Architecture Stakeholder meeting to be held at COG on November 30, 2004. The ITS architecture must be updated by April 2005. TPB will support through staff work to compile information. Stakeholder workshops will get input, and motivate movements, since we do not have a lot of time to complete the architecture. The first part of the meeting will cover the basics of ITS architecture, recommended for anyone who is not an expert. Registration was on COG's web site. Jim Yin was the lead staff person for the Regional ITS Architecture development. All MOITS participants were encouraged to attend, or to ensure that their agency was represented.

5. Update on Traveler Information – 511 Activities

A briefing was deferred until a later meeting.

6. Appointment of Nominating Committee for 2005 MOITS Technical Task Force Officers

The office of Chair rotates among MD, DC, VA and a regional organization on a two-year cycle. We should have a Chair from a regional organization on this new cycle. Alex Verzosa agreed to chair a nominating committee and report back to the group at the next meeting.

7. Discussion of Upcoming MOITS Joint Task Forces Meeting Dates and Other Business

After discussion, no changes were made to the December or January meeting schedule.

Lora Byala announced that WMATA will create an ITS architecture since the regional architecture does not have much transit. Consultants working on the WMATA ITS architecture will meet on November 30th.

8. Adjourned.