MEETING NOTES

Revised

**TRANSPORTATION PLANNING BOARD
INTELLIGENT TRANSPORTATION SYSTEMS
POLICY TASK FORCE**

DATE:	Monday, November 20, 2000
TIME:	12:30 P.M.
PLACE:	COG, 777 North Capitol Street, NE Room 1
CHAIR:	Honorable David Snyder City of Falls Church

ATTENDANCE:

Randy Carroll, Maryland Department of the Environment, rcarroll@mde.state.md.us
Kathleen Donodeo, WMATA, kdonodeo@wmata.com
Craig Franklin, Trichord, caf@trichord-inc.com
Tom Jennings, FHWA VA Division, tom.jennings@fhwa.dot.gov
Todd Kell, VDOT/ITS Division, kell_wt@vdot.state.va.us
Sanjeev Malhotra, Loudoun County, smalhotr@co.loudoun.va.us
Frank Mirack, FHWA
Leisa Moniz, USDOT/Volpe Center, moniz@volpe.dot.gov
J.R. Robinson, VDOT/ ITS Division, robinson_jr@vdot.state.va.us
Honorable Carol Schwartz, Council of the District of Columbia
Honorable Dave Snyder, Falls Church, VA, dsnyder@aiadc.org
JoAnne Sorenson, VDOT NOVA- Admin., jsorenson@vdot.state.va.us
Kenneth Todd, NCBW
Alex Verzosa, City of Fairfax, DPW, averzosa@ci.fairfax.va.us

COG Staff:
Andrew Austin, aaustin@mwcog.org
Andrew Meese, ameese@mwcog.org

ACTIONS:

1. **Call to Order and Review of Notes from the October 2, 2000 Meeting**
David Snyder called the meeting to order at 12:40 p.m. No changes were made to the October 2, 2000 meeting notes.

2. **Update on the Capital Wireless Integrated Network (CapWIN)**
Mr. Meese distributed a handout of CapWIN's web site, which could be located on the following URL: http://www.capwinproject.com.

Mr. Meese also discussed the TPB (meeting of November 15, 2000) endorsing the CapWIN project and including it in the TIP for funding. An executive ad hoc committee meeting was scheduled for November 28, 2000. This committee would include a diverse group of transportation and public safety stakeholders, which would be responsible for policy steering of the program.

Mr. Snyder noted his excitement and support for such a beneficial regional project being established with and by public safety and transportation officials.

3. **Update on "511" Telephone Number for Traveler Information**
On July 21, 2000 the Federal Communications Commission assigned the dialing code 511 to be used for traveler information services. George Mason University did a study describing the current state of traveler information services in Virginia and the Washington DC area. The study also addressed the process for adopting 511 in Virginia, Maryland, and the District of Columbia. Mr. Meese distributed the George Mason University study and discussed VDOT's efforts in identifying legal issues involved with implementing 511 within Virginia. Sanjeev Malhotra commented that the local telephone area of 511 should include all jurisdictions within the COG boundary.

Todd Kell stated that VDOT has requested to be the lead agency for 511. Maryland efforts on addressing 511 are still in the preliminary stages; an RFP has been developed to hire a consultant to assist with this effort.

Mr. Meese suggested the need to establish a proposal defining the requirements needed to address a regional collaborative effort relating to 511. A review of existing traveler information services should be established and an outline of important regional issues should be considered. Mr. Snyder concurred with this idea and suggested COG staff prepare an outline proposal for the next meeting.

4. **Briefing on Electronic Payment Systems Partnership Report**
Mr. Meese briefed the group on the Electronic Payment Systems (EPS) Partnership Action Plan Study completed by the Volpe Center. The purpose of the report was to identify current independent EPS projects throughout the region and engage a representative sample of these

stakeholders to discuss potential issues and benefits of a regional EPS. The study discussed the ultimate vision for the region to implement a seamless EPS across modes, agencies and geography. The major issues addressed by the report in accomplishing this vision suggest that current EPS projects within the region lack interoperable capabilities and are not financially prepared to introduce a coordinated system. Questions that must first be addressed should identify intervening steps that would assist in accomplishing this regional vision. The report identifies the following near-term issues that should be addressed:

- Financial clearing functions, startup funding;
- The role of the private sector in this endeavor and;
- The future progression of the system to nearby regions.

In addressing these issues, the report discussed possible next steps the region should consider. The following recommendations from the report, staff and the ITS Technical Task Force were highlighted:

Report recommendations
- Hold a stakeholder workshop;
- Identify funding requirements and mechanisms;
- Explore third party partnerships;
- Seek political support;
- Designate a regional collaborative organization;
- Create a common vision;
- Identify deployment issues;
- Plan initial deployments;
- Develop regional operating agreements and business structures;
- Establish regional interoperability mechanisms;
- Define migration path and implementation program;
- Expand private partnership outreach.

Near-Term Recommendations from Staff and Tech Task Force
- Seek policy-level reaction and outlook;
- Seek official agency/jurisdictional reaction to the report;
- Hold stakeholder workshop;
- Possible subsequent steps: Designate interim lead agency; Proceed with establishment, frequently obtaining policy official buy.

Mr. Meese stated that copies of the Volpe report are available on request.

In response to a question from Mr. Snyder, Ms. Donodeo updated the group on WMATA's current progress with the SmartCard. WMATA awarded a contract for bus fare machines, with expectations of planning in Virginia and Maryland. Twenty-three million dollars was to be amended to the Transportation Improvement Plan (TIP) next month. Initiatives for a clearinghouse have also been discussed.

Mr. Snyder suggested that WMATA produce a full analysis of the progress of the SmartCard project, with hopes that the Region could benefit from the results of the analysis. Areas of interest that the analysis should address include: significance of creating a user survey to monitor customer satisfaction, identify the benefits of establishing multiple clearinghouses and identifying tangible benefits of using a multi-modal payment system.

Mr. Snyder also suggested the need for the region to establish a regional cooperative organization, which responsibilities would include keeping the region abreast of current and proposed plans of multi-modal payment systems throughout the Metropolitan Washington Region. Mr. Meese responded by suggesting the Smart Access committee as an ad hoc committee for the region. COG staff could plan a stakeholder meeting inviting the representatives from the SmartAccess committee.

Mr. Snyder requested the group address the possibilities of creating such a stakeholder meeting for the next Policy Task Force meeting.

5. ITS Strategic Plan and Input to the Constrained Long-Range Plan (CLRP)

Mr. Meese discussed the developments of the November 30 workshop on unfunded technology needs. He stated that the estimated $250 million for ITS projects had been summarized in just one line in the overall presentation.

COG staff's new ITS consultant, Craig Franklin, presented an overview of potential benefits of ITS if appropriate funding was available within the Metropolitan Washington Region. Mr. Franklin based his information primarily from the "*ITS Benefits: 1999 Update*" report from Mitretek and his experiences in Virginia. Mr. Franklin concluded the presentation by highlighting potential cost-benefit information should the following projects receive funding:

- Expand Motorist Assistance-
  - o Estimated Cost: $5 million/yr.
  - o Benefit: Improved customer service and safety.
- Traffic Signal Optimization-
  - o Estimated Cost: $4 million/yr.
  - o Benefit: Reduce travel time 8%-25%

Mr. Meese stated that COG staff would focus on establishing further ITS cost/benefit analyses and performance measures.

6. ITS Information for the Metropolitan Washington Council of Governments (COG) Annual Meeting

Mr. Meese discussed the agenda for the next COG Annual meeting, which was to be held on Thursday, December 7, 2000. The theme this year was technology and ITS would substantiate a large part of the meeting. Mr. Snyder was to chair a breakout session on Technology and Transportation. The speakers of this session included the following:

- Emil Wolanin- Technology and Management;
- Corey Hill- Technology, Transit and the Smart Access program;
- Robert Hicks- Future outlook on technology incentives for transportation.

7. Other Business

It was announced that the U.S. Secretary of Transportation discussing available grants for ITS. Ninety-two projects totaling $93.9 million in 41 states and the District of Columbia would receive funding under the ITS program. $994,205 is expected for ITS integration activities within the DC region.

The next ITS Policy Task Force meeting was scheduled for January 29, 2001. Mr. Snyder adjourned the meeting at 2:45.