

# **Summer Meeting Minutes Regional Transportation Systems Management and Operations Committee Meeting**

**June 16, 2008**

Detailed reports and presentations available at <http://rtsmo.cts.virginia.edu>

## **AGENDA ITEMS:**

- 1 Welcome – Walter Kraft welcomed all attendees to the meeting. Walter added topics concerning the RTSMO strategic plan and also security to agenda item #10.**
- 2 Self Introductions - Self introductions were made by the 18 attendees (Attendee list included at the bottom of minutes)**
- 3 TRB Report - Rich Cunard gave the report and commented that the Annual Meeting last January was the largest ever. The Housing Bureau concept will again be used next year and the dates are January 11-15, 2009. TRB is also sponsoring a number of webinars this coming year. A summary of TRB information is attached in the “Cheat Sheet” file.**
- 4 Sub-Committee Reports – Communications and Outreach Sub-Committee – Lisa Burgess gave the report. We are continuing to build out the Committee website referenced above. Sub-Committee Chairs are encouraged to send her material they would like included. We also have an FTP which can be accessed with the following information:** The ftp folder has been created under the */\_secure* folder on the <ftp://www.kimley-horn.com> site.

*Folder name: RTSMO*

*Username: TRB-AHB10*

*Password: 123456*

*Expiration 03/15/2009*

*Date:*

Every browser handles secure ftp sites differently. The universal method to access the site from different browsers is the link listed below which includes the folder and site names as well as the user name and password:

[ftp://TRB-AHB10:123456@www.kimley-horn.com/\\_secure/RTSMO](ftp://TRB-AHB10:123456@www.kimley-horn.com/_secure/RTSMO)

**Paper Review Sub-Committee - Haitham Al-Deek was unable to attend the for the Paper Review Committee. Walter commended this group for the fine job of reviewing papers for the past Annual Meeting.**

**Meetings Sub-Committee - There was no report but Cathy McGee had requested ideas for sessions for the 2009 Annual Meeting. Possible topics were; (1) A session similar to topics that will be addressed in the National Conference in December (2)**

**A Session dealing with data issues (3) A session on the larger topic of climate change. Cathy's Sub-committee will develop the final session agenda.**

**Research Needs Sub-Committee - Mark Howard reported that performance objective topics were being looked at. There was a discussion about how to submit examples to our website.**

**Data and Operations Sub-Committee - Bob Winick submitted handouts to the group from the Annual Meeting. They will be included on our website.**

**Planning and Operations Sub-Committee - Wayne handed out a new piece developed by FHWA called the collaborative advantage. This Sub-Committee is also hard at work planning for the December National Conference (addressed in item 5 below)**

**Multi-State Corridors Sub-Committee -No report**

**Partnerships Sub-Committee -Tom George gave the report and stated much of the discussion in this group has centered on Regional Concepts of Operations and Performance Measures. There is not enough data available on cost benefits of regional operations and life cycle costing. Dong Chen showed some the data available on the Florida DOT website. Much of the interest of this group is similar to work being done in the Planning and Operations and Performance Measures Sub-Committee's. Tom's group will work with Wayne and Tim Lomax to coordinate areas of interest.**

**Performance Measures Sub-Committee – No report**

**Strategic Plan Sub-Committee – Tom Werner had sent the final version of our strategic plan to TRB. Walter has received a response from TRB with a number of favorable comments and some suggestions for possible areas of enhancement. This is discussed under item #10 below.**

**Freight Sub-Committee – Jienki Synn is coordinating is the efforts of this newly formed Committee. The purpose of this subcommittee is to foster the integration of freight considerations in all aspects of RTSMO. In particular, the subcommittee seeks to address various freight transportation challenges and issues – including metropolitan transportation system demand, regional traveler information concerns, environmental impacts, economic relationships, safety & security considerations, intermodal services, congestion effects, and such – with respect to day-to-day transportation operations and freight functions. The subcommittee also considers innovative tools and researches to increase freight awareness, to address opportunities, and to share significant undertakings. Walter thanked Jienki and the Sub-Committee members for their efforts in getting the group started.**

- 5 National Conference Planning - Wayne Berman gave a report on the planning efforts for the National Conference. He handed out a “save the date” flyer for the conference and took feedback from the Committee on its contents. The conference will be in Washington December 10-12 at a location yet to be determined but possible on one of the hotels used for the Annual Meeting. The conference will use a hybrid format of having invited attendees but also open invitation. Michael Smith joined the meeting by teleconference and led us through the planned agenda. Scenarios are being developed around the major topics of planning, implementing and monitoring operations. There is a steering group within RTSMO working with Wayne on the conference. Anyone interested should contact Wayne to become involved. Particularly if anyone has speaker suggestions they should contact him ASAP**
- 6 Update of White Paper – Use of Private Sector Data - Bob Winick gave an update on the white paper update on data issues. He is leading an effort to update a white paper developed a few years ago by JR Robinson on this topic. Anyone interested should contact Bob.**
- 7 Glossary of RTSMO Terms - Lou Neudorff is working on updating a glossary of RTSMO terms. He plans on distributing this to the committee in the next few weeks and then send to other TRB Committee’s for comments as well.**
- 8 Regional Operations Ambassadors - Tom George discussed the Regional Operations Ambassadors concept. The intent of the Regional Operations Ambassadors Program is to establish a group of regional ambassadors available for assisting in the establishment or enhancement of regional transportation management and operations. He is working on identifying practice areas and Ambassadors who could be contacted as experts by those interested. Committee members who have ideas or thoughts about this topic should contact Tom.**
- 9 Report on Regionalizing Traffic Signal Operations - Mac Lister gave a report on the results of a workshop on regionalizing signal system operations. The workshop was held April 28-29, 2008 in Baltimore MD and included 14 states and the District of Columbia. Anyone interested in more detail can contact Eddie Curtis at FHWA (404 562-3920). A copy of the PowerPoint presentation is attached.**
- 10 TRB Task Force on Climate Change - Several topics were discussed under this agenda item. 10 A. Strategic Plan – As mentioned in item #4 above Walter has received comments from TRB on enhancements to our strategic plan. The comments centered around tying our activities closer to the critical issues of TRB, focusing our work efforts to a prioritized smaller grouping and giving more input to the research needs (we have identified only 1 to date), and addressing vacancies sub-committee size. Walter led a discussion on this topic and will lead the efforts of the committee in these areas. We also need to develop a list of liaison contacts and try to interest some new areas i.e. transit, freight, tolling and EMS and security agencies to work with our Committee and Sub-Committee’s. 10 B. Lou Neudorff reported on the meeting he had just attended on the TRB Task Force on Energy and Climate Change. He stated that there should be ongoing involvement by our Committee in this**

**effort. If anyone has interest in becoming involved please contact Lou or Walter. 10 C. Walter brought up the topic of the 2009 Summer Meeting. Suggestions of time, location and meeting format should be sent to Walter or Cathy. 10 D. Finally Walter led a brief discussion on security. The need of many transportation agencies to clarify their role with security agencies was put forward.**

**Action Items – The following items are brought forward from the Annual Meeting and contain brief updates or are identified in the Summer Meeting.**

- 1. Suggest topics of interest to NTOC - Committee.**
- 2. Suggest webinars of interest to TRB - Committee.**
- 3. Develop plan for national conference in 2008 - Wayne Berman by December**
- 4. Develop draft of triennial strategic plan – Tom Werner with committee input – completed**
- 5. Develop information and agenda for the Summer Meeting at June 15-19 in Fort Lauderdale – Cathy McGhee – completed, Agenda for Annual Meeting assigned to Cathy by Annual Meeting**
- 6. Continue to develop committee membership list – Walter Kraft by Annual Meeting**
- 7. Recruit sub-committee members and develop follow-up activities – Sub-Committee Chairs by Annual Meeting**
- 8. Send latest version of Data White Paper to Bob Winick – Mac Lister by July**
- 9. Development of Data White Paper – Bob Winick by September**
- 10. Glossary of RTSMO Terms updated – Lou Neudorff by September**
- 11. Continued development of web site – Lisa Burgess updated by fall**
- 12. Distribute meeting minutes and handouts from TRB meeting, update Friends list – Mac Lister completed, minutes from Summer Meeting assigned to Mac. July, 2008**

**Attendees;**

Dong Chen  
Tom George  
Bob Winick  
Virginia Lingham  
Steve Levine  
Lou Neudorff  
Brad Cook  
Lisa Burgess  
Gary Rylander  
Doug Noble  
Walter Kraft  
Mac Lister  
Rich Cunard

Tip Franklin  
Wayne Berman  
Mark Howard  
Greg Jones  
Todd Szymkowski