



SOUTH FLORIDA REGIONAL ITS COALITION

December 1, 2004 Meeting Minutes

DATE: Wednesday, December 1, 2004

TIME: 1:30 pm – 3:30 pm

PLACE: Florida Department of Transportation District 4 / Broward County Traffic Engineering
TMC Conference Room
2300 West Commercial Boulevard
Fort Lauderdale, FL 33309

MEMBERS PRESENT: See Attached List

INTRODUCTION OF ATTENDEES

Mr. Jesus Martinez of FDOT District 6 called the meeting to order. Self-introductions for all attendees followed. The September 29, 2004 Coalition meeting minutes and sign-in sheet as well as a copy of the Coalition Goals and Objectives, dated September 2004 were distributed prior to the start of the meeting. Mr. Girish Kumar from HNTB requested that all attendees place their initials next to their names in the December sign-in sheet, check their personal information and make any corrections. He asked if there were any comments on the September 29, 2004 meeting minutes. No comments were offered, and Girish added that none had been received prior to the meeting either. Mr. Kumar also requested those agencies that usually provide a summary of their different ITS projects towards the end of the meeting to e-mail the list or provide a hand-written/typed list with the information for uploading to the Coalition website.

EXECUTIVE SUB-COMMITTEE REPORT

Mr. Jesus Martinez reported that the sub-committee had met on November 10, 2004. He reported that the SmartRoute Systems (SRS) ATIS contract was going to be renewed. He added that Mobility Technologies was going to make a public records request since they were challenging the renewal of the contract.

Mr. Martinez stated that the Interactive Voice Response (IVR) system should be available to users by February/March 2005. He added that the new IVR system will include voice recognition capability. Next, he reported on the Consumer Information Network (CIN) project status. Mr. Martinez explained that the CIN project will provide regional trip planning capability via telephone or internet and is likely to be finalized by January 2005. He informed the Coalition that the collocation of SmartRoute Systems (SRS) at the FDOT District TMC was scheduled for the first quarter of 2005.

Mr. Martinez mentioned that the Coalition needed additional new regional goals and objectives. He said that ITS projects and deployments in the region were increasing. Mr. Martinez also reported that the new ATIS website was launched on September 30, 2004. He stressed the need to educate people on SunGuide, and the need for the Coalition to create awareness about SunGuide.

TECHNICAL SUB-COMMITTEE REPORT

Mr. Ivan del Campo of MDX and chair of the technical sub-committee said that the sub-committee had not met formally. However, Mr. del Campo talked to each of the sub-committee members. He commented that the sub-committee members had agreed to meet every other month starting January 2005 during the first week of the month either on Tuesday or Wednesday. The sub-committee is discussing the technical aspects of the video distribution systems and is trying to determine the most cost effective way of doing so. In addition, the sub-committee talked about the effort being lead by FDOT Central Office to interconnect all of the Districts and have the other agencies go through the various Districts. He added that FDOT would talk about this effort in Transpo. Mr. del Campo stated that while the sub-committee had not been assigned a specific area to work on, they would provide updates to the rest of the Coalition on the various issues that each member is working on.



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Mr. Martinez added that there were a lot of opportunities for the members of the sub-committee to learn from each other. He said that the members should talk about fiber sharing opportunities. Lastly, he stated that even though many issues may not be resolved by the sub-committee, awareness will be created by informing the members about those issues.

Mr. John Easterling from Florida's Turnpike Enterprise (FTE) mentioned that the FDOT Central Office had published a draft copy of the Statewide Telecommunications Map, showing all State owned fiber as well as the State's programmed fiber projects. Mr. Kumar requested that the map be shared with the Coalition. Mr. Martinez added that the information from our regional inventory should be compared to the map from the State in order to identify opportunities for fiber sharing.

OPERATIONS SUB-COMMITTEE REPORT

Mr. Steve Corbin of FDOT District 4 and chair of this sub-committee was unable to attend. Ms. Dee McTague filling in for Mr. Corbin gave a summary of their activities. She stated that the sub-committee held their last meeting two weeks ago (during the third week of November) and had finalized the Standard Operating Guidelines (SOG). She said that the SOG will be ready for printing during the second week of December 2004 and Mr. Corbin will make a presentation to Transpo.

Ms. McTague informed the Coalition that the biggest accomplishment of the sub-committee was reaching a consensus on regional messaging structure. She added that center to center coordination continues. Mr. Fred Levinson from FTE commented that on a recent incident on the Sawgrass Expressway, District 4 DMS were activated, and on a separate incident in West Palm Beach, D4 ITMS had been activated. He added that District 4 was extremely cooperative during both incidents.

Ms. McTague mentioned that District 4 was displaying roadway work messages on their signs for work on I-95 in District 6. She added that District 4 signs will be operating 24/5 (twenty-four hours/five days a week) after December 13, from 6:00 AM Monday to 6:00 AM Saturday.

Mr. Martinez commented that the operations sub-committee had really taken off. He added that District 6 was considering the possibility of having one sign on SR 836 after passing the toll plaza.

As requested by Mr. Martinez during the September 29, 2004 Coalition meeting, Mr. Angel Reanos from FDOT briefed the Coalition on the status of District 6's new radio system. He said that the new radio system was a 470 to 512 MHz system, also known as TV Band. He added that each road ranger truck will be equipped with 2 radio units, 1 mobile and 1 portable and that the system will offer redundancy. Also, he added that District 6 tested the system during a six month period and coverage was tested to the north and south of the District. He claimed that the system worked very well. He said that deployment usually takes one to two weeks and the only issue is the deployment of the consoles inside the TMC. Ms. McTague said that District 4 may be piggy-backing on the District 6 system. Mr. Levinson asked if the radio system had multiple frequencies. Mr. Angel said that the radio system had multiple channels. He added that during the daytime these channels may have to be split into different zones. Also, another advantage of the radio system is that all of the trucks within the same zone will hear the same conversation and if a road ranger was unable to respond, the next available road ranger could be dispatched. Mr. Reanos said that one of the challenges of the system was operations during overcast/rainy days. He also mentioned that FDOT was currently testing a radio system for the State as a pilot project in the Orlando area and it appeared that the system operated well, however, it would be at least one year before a recommendation on the system would be available. Ms. McTague said that the towers for the pilot system would be able to provide coverage south to Martin County and west of the Sawgrass Expressway.



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REGIONAL ACTIVITIES/PROJECT UPDATE

MEMORANDUM OF UNDERSTANDING (MOU)

Mr. Kumar stated that the final MOU had been emailed to all contacts specified by the various agencies as their representatives on the Coalition. The email had specified a deadline of November 1, 2004 for returning the signed MOU. He added that so far the Coalition had only received a signed MOU from District 4. District 6 was in the final stages. Mr. Mike Millard from SmartRoute Systems (SRS) said that the execution of the MOU from his agency was being handled by Mr. Bill Callahan. Mr. Easterling mentioned that the MOU from FTE was in the process of being signed. Mr. del Campo informed the Coalition that MDX had executed the MOU and had returned the signed copy to the Coalition. Mr. Victor Hernandez from Miami-Dade Transit said that the MOU was in the process of being signed by his agency and asked the Coalition to check with Ms. Rosie Perez on the status of the MOU. Mr. Enrique Zelaya from Broward County MPO submitted the executed MOU from Broward County MPO at the meeting.

Mr. Jesus Martinez stressed the fact that the Coalition needed to continue to reach out to Palm Beach County since they have cameras as well as fiber and it is important for the Coalition to know what they are doing. He added that the Coalition should contact Mr. Jack Hoffman in order to obtain a signed MOU from Palm Beach County. Mr. Zelaya suggested for the Coalition to work through District 4 in an effort to involve Palm Beach County. Mr. Easterling mentioned that the City of Boca Raton has ITS projects as well, and they should also be actively involved in the Coalition. Mr. Kumar concluded this portion of the agenda by stating that a reminder e-mail regarding the MOU will be sent by December 3, 2004 to those agencies that have not yet returned the signed MOU.

RFA / RTOS FHWA GRANT

As requested by Mr. Martinez during the September 29, 2004 Coalition meeting, Mr. Reanos briefed the Coalition on the status of the federal grant application. He mentioned that the application process was very extensive and that the grant was very competitive. He said that due to the lack of time and a shifting of priorities as a result of the four hurricanes that hit Florida this year, the Coalition did not apply for this particular grant at this time, but will apply when another grant opportunity arises.

FUTURE PLANS FOR OUR COALITION

Mr. Kumar started by proposing to update the regional ITS inventory since the status of the projects shown on the previous maps had changed from when the information was originally gathered. However, this time he suggested that one-on-one meetings with the different players involved should take place to update the database. Mr. Kumar also proposed enhancements to the Coalition website such as adding a calendar of events and having separate tabs for sub-committees, among others. He added that the sub-committees should consider using consultants for support. He suggested that subject area experts from the different ITS consulting firms should make presentations to the Coalition in an effort to share information. Mr. Martinez added that the Coalition members needed to learn from each other to develop best practices.

Mr. Millard stated that the Coalition needed to increase awareness of SunGuide and its objective. Mr. Martinez introduced Ms. Lani Aguila and informed the Coalition that she would be assisting District 6 ITS Department with the public information effort for SunGuide. He also mentioned that the current contract with PB Farradyne could be used for promoting SunGuide. Other Coalition members provided some ideas for promoting SunGuide such as buying air time on TV and radio programs, talking to the media, making SunGuide part of the Commuter Service program, and purchasing advertisement on buses and bus stop benches. Mr. Kumar added that perhaps FDOT should consider having a standard prop about the SunGuide program exhibited at all public meetings, e.g., Work Program, PD&E studies, etc. Mr. Martinez concluded by saying that the Coalition members also needed to promote SunGuide within their respective agencies by word of mouth.



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ATIS PROJECT STATUS

Mr. Millard of SRS stated that approximately 219,000 calls had been received by their agency during the month of November. He added that the number of Spanish language calls received were 5% to 8% of all calls received. He also added that a glitch in the call count program had been fixed. He mentioned that District 4 brought to their attention that FDOT camera images were showing up on different websites and were not being identified as sourced from FDOT cameras. He added that the Coalition should look at ways of “branding” the video images provided by FDOT.

Mr. Easterling of FTE commented that the ATIS steering committee was preparing a marketing plan for promoting the program. Mr. Millard said that he will request Mr. James Murphy, SRS Marketing Manager to attend the Coalition meetings. Mr. del Campo mentioned that MDX has a huge marketing and awareness program and could provide help to the other agencies.

AGENCY UPDATES

Mr. Jesus Martinez of FDOT District 6, Mr. John Easterling of Florida's Turnpike Enterprise, and Ivan del Campo from Miami-Dade Expressway Authority provided brief updates of their ongoing and upcoming ITS projects. Mr. Kumar requested them to provide their hand-written notes/lists or typed list to him so that these could be posted.

ANNOUNCEMENTS

Mr. Jesus Martinez from FDOT District 6 announced that HNTB had been awarded a new ITS Technical Consultant contract.

NEXT MEETING

The next meeting will be held on January 26, 2005 at the FDOT District 4 / Broward TMC, at 1:30 PM.

South Florida Regional ITS Coalition Meeting
December 1, 2004 – 1:30 PM at FDOT District 4/Broward County TMC
 Sign-In Sheet



Name/Delegate Affiliation Phone Fax E-Mail

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