

December 2017 SRTMC Ops Board Agenda  
1400 20 December 2017, City of Spokane Nelson Facility  
910 N Nelson St, Traffic Conference Room

Call to Order

Roll Call/Record of Attendance

Public Comments

Consent Agenda

- 5 minutes -Fred
  - a) Approval of SRTMC expenses to include grant and partner funds
  - b) Approval of SRTMC activity reports
  - c) Approval of November meeting minutes

Old Business

- Status of IT work
  - 15 Minutes-Ryan/Steve
- Operations Update
  - 10 Minutes-Mike
- ATMS update
  - 10 Minutes-Ken
- Arterial data gathering planning document
  - 15 Minutes-Ken/Mike/All
- Grant Cycle Updates
  - 30 Minutes-Ken/All

New Business

- MioVision information
  - 10 minutes-Glenn
- SRTMC Manager Vacancy Announcement Update
  - 10 Minutes-Ken
- 2018 SRTMC Ops Board Chair Nominations
  - 5 Minutes-Fred

Agency Updates

- 10 minutes – All

Future Agenda Items

Adjournment

Meeting was called to order at 1404

Roll Call/Record of Attendance: Steve Milatz, Ken Heale, Mike Kress, Ryan Kipp, Fred Nelson, Eve Nelson, Ryan Medenwaldt, Glenn Wagemann, Katie Kempel, Andy Schenk, and Nate Thompson

**Public comment was called for. There was no one in attendance. No public comment.**

### **Consent Agenda**

#### **a) Approval of SRTMC expenses to include grant ad partner funds**

A motion to approve was made by Andy, seconded by Eve. No discussion, unanimous approval. Motion carries.

#### **b) Approval of SRTMC activity reports**

A motion to approve was made by Glenn, seconded by Andy. No discussion, unanimous approval. Motion carries.

#### **c) Approval of October meeting minutes**

A motion to approve was made by Ryan K, seconded by Glenn. No discussion, unanimous approval. Motion carries.

### **Old Business**

- **Status of IT work**

Steve hosted a short tour of the SRTMC with COS's Director of Public Works and Streets Department. He also worked with the WSDOT contracting office to finalize the draft amendment to ATMS contract. Contacted Digi to send malfunctioning unit back for repair. He worked with the Spokane County Sheriffs to attempt to get them a video feed. Steve spent time working on plan to load balance card for new chassis. Also worked with WSDOT, COS, and COSV on routing issues, to allow the County and WSDOT technicians to view the Intelight server. Steve worked with WSDOT to purchase Intelight licenses for City of Millwood signals for Spokane County. Steve worked with Parsons to resolve issues with Neverfail. Steve and Ryan spent time decommissioning old I2 workstations and transferred them to surplus. He participated in a tour for the Gonzaga Civil Engineering class. Ryan M has added a new page on SRTMC's website to view CCTV snapshots rather than having to open the video feed. He will be looking into transferring into a map view. They ran into some issues on heavy weather days where the video feed would not load. They may consider getting rid of the streaming video and solely having snapshots or possibly have video feed for only a few main cameras. Ryan M mentioned video streaming takes up a lot of processor power and once the maximum is reached, the software gets overloaded, the webpage will crash and not allow others to view the website.

- **Operations Update**

Mike Kress has continued working on iNet ATMS testing. He met with Glenn from WSDOT, Ryan M and Steve to look at all the remaining ticket items to determine which ones need to be resolved to move out of the OAT (operational acceptance test). Mike has spoken with Idaho DOT and received feedback on their experience working with Parsons and iNet. Mike interviewed candidates for the TSSO position and chose a man that came from WSDOT out of North West region. Mike completed the evaluation for the replacement of WSDOT's radio system. He viewed vendor demonstrations in Olympia and the team selected Harris as the vendor for the project. He mentioned it is a statewide project that will begin in January and will take several years to complete. Mike participated in a peer exchange workshop between Eastern region and Olympic region on ramp meters. Glenn mentioned they are currently looking into ramp metering for the I90 study. Mike met with two state troopers to start TIM training in the region. One class is scheduled for January in Whitman County and one for March in Cheney. Eve asked who is attending the trainings. Mike mentioned right now it is mostly volunteer firefighters. Mike hosted an after action review after the Garth Brooks concerts with SPD, COS, SRTMC and the County. All had positive feedback. The State Patrol brought their new employees over to SRTMC for a tour to familiarize them with the TMC, what they do and how they can help them, which will help create a better understanding between agencies.

- **ATMS Update**

Glenn Wagemann mentioned they have been working on getting the issue tickets resolved with two remaining. Steve mentioned they have spoken with other agencies that use ATMS to understand issues they are having with Parsons. Ken mentioned there were sixty-seven tickets that were reviewed to determine which ones we could definitely tie to the requirements. Andy asked how much remains owed to Parsons and Steve mentioned about \$120k. Out of the \$120k, the new amendment allows us to withhold 3.7% until the Intelight integration portion is complete.

- **Arterial data gathering planning document**

Ken wanted the board to know that this process has stalled since starting his new position. Mike put together a hardware list with all other agencies and came back with \$93k worth of devices necessary to get communication to the data gathering equipment. Ken advised they need to make a plan on moving forward. Eve mentioned the SRTC is looking into purchasing a program called streetlight, which provides an analytic platform and tools. Streetlight may be able to break data down to bike and pedestrian levels within a year. She mentioned that Streetlight is using data in fleet vehicles and cell phone data. Nate asked if Streetlight will

replace the SRTMC's Bluetooth readers. Eve mentioned it would be beneficial to have more than one system that provides data but is unsure if this would replace the Bluetooth readers.

- **Grant Cycle Updates**

Ken mentioned the project list of each agencies top two projects has not been finalized. Eve mentioned that the call for projects will be released on March 9<sup>th</sup> and finalized applications will be due by April 30<sup>th</sup>. She added that the STP, TAP and CMAQ grants will now be one application for all three funding sources. The board will discussing in March whether or not they will be doing "off the top" funding. She also suggests the Ops Board get together and organize what is needed and what will be asked for and have it ready for the SRTMC Executives soon, so they can decide to request off-the-top funding if they so desire that strategy. Andy mentioned that the off-the-top application is the bigger application for operational money for the SRTMC but the member agencies will still apply separately for specific ITS projects. Eve mentioned they should be working with their staff colleagues now to vet those possible applications. Also, look at the possibilities for joint projects along corridors. Andy mentioned that the Ops Board had completed that task of identifying projects and Ken was going to check on the status of the document with the top two or three projects for each jurisdiction and send it out to the group.

Ken mentioned someone needs to take the lead on this and get going with the application process. Steve mentioned he could help lead the effort. Eve suggests having a meeting with the executive board soon to go over priorities and possibly provide a direction of where to go. It was mentioned that each agency is responsible for creating their own application for individual projects to compete for grants and be able to supply the match.

Glenn Wagemann informed he will work on getting a meeting together with the executives after the January SRTMC board meeting. Eve mentioned funds might be less than expected and to possibly look at other ways to receive funding, such as agency dues. She suggests bringing the agency dues up at the executive meeting for them to discuss as well. Also, for the Executive meeting a map should be made in response to Sabrina's request at the last meeting she attended. Andy thought the City could help with the map.

### **New Business**

- **MioVision information**

Glenn is unable to provide information at this time and will work to bring to the January Board meeting.

- **SRTMC Manager vacancy announcement update**

Ken mentioned the announcement deadline was extended due to only receiving two applications. After the extension, we have received nine applications. They will begin reviewing the applications to determine who will be interviewed and work with the Executives on the interview panel to schedule interview dates. Ken anticipates filling the position by the end of January.

- **2018 SRTMC Ops Board Chair Nominations**

The SRTMC Ops Board Chair rotation will move to COS, with Andy Schenk as the chair and WSDOT as the Vice Chair starting January 2018. Fred Nelson was thanked for his time and dedication as the Board Chair for 2017.

- **SRTMC Check in Procedure**

Glenn would like to create a new policy for all agencies to check in the back server room at the SRTMC to be able to determine who is accessing it. He mentioned that every agency has access to the server room and would like to be able to track who access it and when. He will be creating a policy that is more up to date and to remove access for previous employees or those that no longer need access to the server room. Steve mentioned they are also looking into getting a keypad for the door rather than having to use the cards. He added the cost is around \$2k to \$3k to install commercial grade programmable locks.

### **Agency Updates**

- **WSDOT**- Had a recent promotion of an IRT position, which will now be back to two fulltime IRT trucks and will be working to replace the 3<sup>rd</sup>.
- **Spokane County** – Nothing new
- **STA**- Nothing new
- **COSV**- Nothing new
- **COS**- Construction beginning in 2018

- **SRTC**- Horizon 2040 has been approved for the long-range plan. Will be hosting SRTC 101, January 11<sup>th</sup> for elected officials and other interested people to learn about SRTC from 1pm to 3pm.

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### **Future Agenda Items**

### **Adjournment**

Adjourned 1540