Call to Order

Roll Call/Record of Attendance

Public Comments

Transfer Chair responsibilities from Mr. Messner to Mr. Nelson
- 5 minutes

Consent Agenda
- 5 minutes -Fred
    a) Approval of SRTMC expenses to include grant and partner funds
    b) Approval of SRTMC activity reports

Old Business
- Status of IT work
    o 10 Minutes-Ryan/Steve
- ATMS update/Parsons
    o 30 Minutes-Ken/Parsons
New Business
- Signal C2C options discussion
    o 20 Minutes-Ken/All
- Regional ITS architecture plan update
    o 10 Minutes-All
- Satisfaction Survey results
    o 5 Minutes-Ken

Agency Updates
- 10 minutes – All
Future Agenda Items
Adjournment

Meeting was called to order at 1301

Roll Call/Record of Attendance: Ken Heale, Steven Milatz, Ryan Medenwaldt, Eve Nelson, Glenn Wagemann, Sean Messner, Fred Nelson, Nate Thompson, Katie Kempel, Ken Knutson, Glenn Murphy (Parsons), and Dan Lukasik (Parsons)

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

Transfer board responsibilities form Mr. Messner to Mr. Nelson

Sean started by thanking Ken Heale for all his work in the previous year. Sean transferred board responsibilities to Fred Nelson. Fred awarded Sean with a certificate for his service as Board chair.

Consent Agenda

a) Approval of SRTMC expenses to include grant and partner funds

b) Approval of SRTMC activity reports

A motion to approve was made by Sean, seconded by Glenn. No discussion, unanimous approval. Motion carries. December meeting minutes were not approved due to no meeting taking place.

Old Business

- **Status of IT work –**

Steve worked on updating SRTMC's website registration. SRTMC.org has been renewed until 2021 to align with existing funding stream. Him and Ryan attended the Speed of Trust training. Unisys installed the VRTX chassis, a single unit with four servers for the ATMS. Steve worked with Dell to perform configuration and identified the new hardware required for correct power and interface. He worked with WSDOT Headquarters IT on replacing our existing firewalls which were outdated. The ASA and Pix were replaced with a single ASA which provides the opportunity to allow remote connections into SRTMC. Steve worked with Ryan and Phillip Kole on connectivity with CoSV and their IP address change. He worked with Parsons on replacing servers. Cody Dahlman from Tableau came at the end of December and was given a tour of the SRTMC and how it operates. Steve, Ryan, and Mike Kress have been working with Parsons on the Master Test Plan, Level Test Plan, and Level Test Procedures that are necessary to test the new software to the contract requirements. Ryan worked with CoSV and resolved routing issues. He has been performing cleanup work on the internal network. He has been working on the website to resolve an issue that won't allow users to save camera favorites. He attended a meeting with Intelight.

- **ATMS Update –**

Ken introduced Glenn Murphy and Dan Lukasik from Parsons. Ken mentioned that the hardware has been installed for ATMS and the infrastructure is ready for Parsons to start loading software. Parsons will be accessing the servers remotely and configuring them with the development version of the software. The factory acceptance test of the software is scheduled for next week. This is the first phase of testing with other phases to follow. In February Parsons will be testing the software in the SRTMC environment. The system acceptance test will be sometime in Mid-February. Ken mentioned they have been working through the test plans and testing procedures. He has also been working with Parsons making sure all is accurate and each test procedure is linking back to the all the requirements (over 200 mandatory requirements) within the contract. The factory acceptance testing will be done within Parsons development environment which will then be transferred to SRTMC. The team ran into an issue and where were unable to give remote access to Parsons, resulting in the replacement of the ASA and PIX with a new ASA. A KVM switch was installed for controlling various servers from one location. All electric work has been completed, including installing a cut off for a/c to allow power balance for the new servers. Site acceptance test will be done sometime in May.

New Business

- **Signal C2C options discussion**

Siemens is not willing to work with Parsons and WSDOT without substantial payment. CoS has asked to stop the Econolite C2C development on their side. Ken has been working on determining what options we have that can keep the contract moving forward. WSDOT has made the decision to abandon TACTICS/SEPAC and will be moving to an Intelight solution. Ken presented two options for moving forward; Parsons has offered to renegotiate and take the signals center to center portion out of the contract and renegotiate cost. The other option is to take the money from the original contract and redeploy it to develop the TSS to the Intelight interface. Eve asked what the cost would be for either option, Ken answered removing the signal C2C requirements and renegotiating the contract would reduce cost, although the amount is unknown. Developing the TSS to Intelight interface may also reduce cost but would not be known until further analysis. The cost for purchasing the new intelight hardware and software would be strictly out of WSDOT funds. Intelight would be replacing TACTICS/SEPAC for WSDOT. Nate mentioned that the County is already in the process of transferring signal controllers to Intelight. Sean asked when the contract with Western ends and Ken replied that the contract expiration date is approximately August of 2017 but that has been disputed by Western Systems. Ken asked the Board to consider the two options he presented or discuss any other option they could come up with. Sean advised CoSV would need an amount of time before they are in a position to make changes. Ken Knutson explained that since COS wouldn't be impacted, they are agnostic about which way the Board chooses to go. Eve asked what Ken's recommendation was and Ken said his preference is that the development funds be redeployed to develop the TSS to Intelight interface. Eve then made a motion to approve Kens recommendation, Sean seconded. No discussion, unanimous approval. Motion caries.

- **Regional ITS architecture plan update**

Ken wanted to remind everyone that at the next meeting we will be having a more in depth conversation on this topic. Ken asked that everyone please take the time to review the architecture plan and the project files that Steve has placed on a Google drive. It will be important to know the current status of the 2010 projects and see if the agencies have any information on the projected projects from the 2013 update.

- **Satisfaction survey results**

Ken sent out the semi-annual satisfaction survey and received responses from everyone. The lowest scores received were excellent and the SRTMC staff received very positive feedback.

Agency Updates

- **WSDOT**- Conducting the I-90 ops study from SR904 to state line. Had a large Stakeholder group meeting in December and asked what performance concerns there were. Consultant met with them last week. Also had an open house the same day. Next phase is analyzing segments in greater detail and look at how they are operating. Looking for strategies that could potentially help. Met with NSC office to talk about I90, project is 12 years away but helped clarify something that NSC will be addressing this. Another meeting in April to share performance results and potential strategies**.**
- **STA-** Steve Blaska will be retiring at the end of the year. They are in the process of filling multiple manager positions including the HR manager who will also be retiring. STA staff have been working hard on delivery of items for the Proposition 1 ballot measure.
- **Spokane County:** Working on designing projects for next year. Will also be starting the Bigelow Gulch project this year.
- **COS**- Getting out of sharing conduit ducts with century link. They are looking at going away from Sensys puck for the detection on Division and going to Wavetronix with the paver that will be going through later this year.
- **SRTC-** Filled the Interim Executive Director position. There will be a nationwide search for the next Executive Director. STP grant window will open in 2018, CMAQ late in 2018 or 2019, funding would be in 2020 and 2021.
- **COSV-** Has had a consultant doing traffic counts in the City. They are looking at existing signal timing and coming up with ways to improve. Sean will be coordinating with WSDOT staff to talk about changes to Pines. They are hoping to implement new timing plans this year to improve traffic flow. John Hohman has been named Deputy City Manager.

Future Agenda Items

Fred would like an update on getting video into the STA operations center at the next meeting.

Ken Knutson mentioned an open source download that came from Utah DOT that looks into timing at signals, traffic counts, time on green, and delays for performance measures. This could possibly be something to think about in the future.

Adjournment

A motion to adjourn was made by Fred, seconded by Sean. No discussion, unanimous approval. Motion carries.

Adjourned

1409