January 2018 SRTMC Ops Board Agenda
Date: January 17, 2018
Time: 1:00-3:00 PM
WSDOT Eastern Region
2714 N Mayfair St, Spokane, WA 99207
Spokane County Conference Room

Call to Order

Roll Call/Record of Attendance

Public Comments

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

Old Business
- Status of IT work
    o 15 Minutes-Ryan/Steve
- Operations Update
    o 10 Minutes-Mike
- ATMS update
    o 10 Minutes-Ken
- Project List Review
    o 15 Minutes-Ken/All
- Project Cost Review
    o 30 Minutes-Ken/All
- SRTMC Manager Vacancy Announcement Update
    o 10 Minutes-Ken

New Business
- MioVision information
    o 10 minutes-Glenn
- 2017 SRTMC Ops Board Presentation
    o 5 Minutes-Andy

Agency Updates
- 10 minutes – All

Future Agenda Items

Adjournment

Meeting was called to order at 1301

Roll Call/Record of Attendance: Steve Milatz, Ray Wright, Mike Kress, Ryan Kipp, Fred Nelson, Eve Nelson, Ryan Medenwaldt, Ken Heale, Katie Kempel, Stephanie Mason, Glenn Wagemann 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 and partner funds**
b) **Approval of SRTMC activity reports**
c) **Approval of December meeting minutes**
A motion to approve was made by Nate, seconded by Glenn. No discussion, unanimous approval. Motion carries.

Old Business
- **Status of IT work**

Steve began by mentioning the SRTMC hosted a visit from Iteris account representative and their vice president to discuss PEMS implementation. He mentioned WSDOT's Contracting office and Parsons have finalized amendment #2 and updated the payment portion of the ATMS agreement. The amendment was required due to the change in the signal interface. Steve helped install and setup on the new monitors for the video wall that were provided by WSDOT Steve returned a serial unit to Digi and has received a different replacement unit. They are still using the replacement serial aggregator and have not fully tested the new unit yet. He spent some time looking at options for the lock system in the TMC and is working on getting keypad locks for the two doors. He has been working with Aronson Security Group, who assessed the locks and provided a quote of $863 each per lock, which includes software but does not include installation. The cost to replace both locks is about $2k, of which the SRTMC will request to take funds from equipment grant. Ryan M spoke about working with SRTC on removing servers in the backroom. Ryan M created a new section on the website for meeting minutes and has converted them to pdf format. He spent some time working on patch fixes with Parsons. They currently have one outstanding CCTV issue with presets and Parsons is looking into it. Glenn pointed out that Ryan M deployed an application on all SRTMC workstations that will clear camera lenses with their wiper. Steve added that they were close to rolling out Tableau, who have now updated their systems, which will require new licenses.

- **Operations Update**

Mike has been assisting the TMC operators while some employees were absent, particularly in winter weather. He continued working with iNet and getting the operators to use it 100 percent of the time as the primary application for incident response. Part of that process involves devising workarounds for remaining issues in the ATMS project. Mike also participated in the National TSMO roundtable with other DOT's to learn from their experiences on how they have used TSMO. He created and implemented the State Route 26 and I-90 corridor road reports for the web/511/alerts. Mike met with the State Patrol

Sergeant presentation planning of the Traffic Incident Management program, with a rehearsal scheduled next month. He mentioned there are three presenters and each will have three sections of the training. The first training will be in March in Cheney. As Mike mentioned last month, they have selected Harris as the vendor for the DOT EF Johnson Radio replacement. Mike became the lead of the DOT web applications group, where they will take feedback and requests about Log, Crew Manager, and Workzone Database, and communicate them to Headquarters.

- **ATMS Update**

Glenn mentioned there are two items that remain unresolved that will require a discussion with Parsons, as they feel they are out of their scope. There are still other issues that are still in process so we are not allowing the vendor to come out of the OAT (operational acceptance test) until those are resolved. We will withhold funds until those items are resolved and we approve coming out of the OAT

- **Project List Review/ Project Cost Review**

Ken brought up the project list that we have been narrowing the scope where each agency will present their top two. Ken thanked Steve and Mike for their effort working with the agencies to create a list with the top projects. Ryan K mentioned the COSV does not have a project on the list due to current projects going on already. Ken mentioned the ongoing funding of TMC is the top priority and will be requesting for funds off the top. The board suggested changing the name of the first project to read Maintenance and Operations to help the executives understand what is being requested when they are presented with the project list. Ken sent all information to COS for them to implement all the projects into a map as suggested by Sabrina. Andy spoke about the COS's projects that are subject to change depending on the amount of funding that will become available. Glenn also wanted to point out that as we add more cameras, it will require adding more hardware. In the coming years as more cameras are installed, the SRTMC will have to procure more hardware to support the cameras. Ken also said the other option is to replace the video wall, which is due for an upgrade, and is not currently included in the grant requested projects. They may use the grant money for the software licenses and use the partner funds to fund equipment replacement. Ken asked if there are any corrections that need to be addressed in the project sheet before being presented to the executives. Eve and Andy suggested breaking down the list by each agencies need. Eve mentioned that the call for projects has been pushed out a few weeks to May 11th.

- **SRTMC Manager Vacancy Announcement Update**

Ken informed the board that they will interview seven candidates on January 22nd. Susan Meyer from STA, John Hohman from COSV, Gary Kaesemeyer from City of

Spokane, Glenn Wagemann from WSDOT and Ken will on be on the interview panel. Ken added that the chosen candidate will likely start on February 16th in alignment with DOT's pay periods. Mike asked what happen if they did not choose any of the candidates. Glenn added that they have discussed that possibility and advised that they would reopen the position and begin the process again.

New Business

- **MioVision information**

Glenn and Mike Bjordahl from WSDOT Traffic presented on Miovision for conducting traffic counts. They brought in some data readers and camera feed on the internet that was created from a previous recording. Mike B informed that the readers will hold up to 72 hours of data and costs around one hundred dollars for approximately three hours of data to be analyzed by Miovision and about 4k cost per unit. He added that they are easy to install and has about a three-day turn around to receive counts from Miovision. They readers can catch gap counts, pedestrian and bike counts and WSDOT just used them to monitor a roundabout. Each machine has an SD card and Mike mentioned they can retrieve video from all recordings and choose which ones to receive counts on.

- **Keypad lock replacement for SRTMC**

Steve requests approval for replacement of the two keypad locks in the SRTMC with a cost of 2k.
A motion to approve was made by Glenn, seconded by Fred. No discussion, unanimous decision. Motion carries.

- **2017 SRTMC Ops Board Presentation**

Andy presented Fred with a certificate for being Board Chair for 2017 and thanked Fred for his service for the last year throughout all the changes. Ken also thanked Fred for all his valuable input and rising to the occasion.

Agency Updates
- **WSDOT-** Next Tuesday, January 23rd will hold a preliminary discussion for I-90 ramp metering. A consultant has assessed possible ramp metering and WSDOT has received positive feedback. Intelight training session will be held on February 24th, it will be held at WSDOT and is available for sixteen people.
- **Spokane County –** Nothing new
- **STA-** Steve Blaska has retired. The position has been renamed and Roger Watkins was the selected candidate.
- **COSV-** Hired a new City Engineer.

- **COS-** Started meeting for Hoopfest for the upcoming year and planning ahead for signing and signaling**.**
- **SRTC-** SRTC 101 open house received around sixty people. They will start an education series this year, which the board will be invited to.

Future Agenda Items

Adjournment
Adjourned 1449