

## **January 2019 SRTMC Ops Board Agenda**

Date: January 16, 2019

Time: 1:00-3:00 PM

City of Spokane Street Dept.

901 N. Nelson

Call to Order

Roll Call/Record of Attendance

Public Comments

Consent Agenda

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

Normal Business

- Status of IT work - 10 Minutes-Ryan/Steve
- Operations Update - 10 Minutes-Mike

New Business

- Operating Board Procedures Document Review and Approval – 15 Minutes-All
- Update on Regional Operations Forum – 15 Minutes-Mike
- Arterial Data Collection Update – 10 Minutes-Becky

Agency Updates

- 10 minutes – All

Future Agenda Items

Adjournment

Meeting was called to order at 13:03

**Roll Call/Record of Attendance:** Glenn Wagemann, Becky Spangle, Steve Milatz, Ryan Medenwaldt, Mike Kress, Ken Knutson, Ryan Kipp, Fred Nelson, Ray Wright, Nate Thompson

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

### **Consent Agenda**

- a.) **SRTMC expenses to include grant and partner funds**
- b.) **SRTMC activity reports**
- c.) **December meeting minutes**

A motion to approve was made by Ken Knutson, seconded by Ray Wright. Further discussion was made regarding item C - December's consent agenda. Recapped reasoning behind the Board's request to remove SRTC's agency updates. This was regarding commentary that appeared to be inaccurate information that was provided or captured incorrectly. Unanimous approval. Motion carries.

### **Normal Business**

- **Status of IT Work**

Steve and Ryan have been working with various vendors on testing new video wall equipment. The SRTMC has received some testing hardware and software licensing to evaluate integration capabilities. Steve mentioned they have continued to deprecate and consolidate legacy hardware in the server room. Steve has worked with the WSDOT signals staff on updates for ramp meter hardware configuration and signal controller server application updates. Both Steve and Ryan participated in a vendor meeting for video based vehicle detection hardware. Steve is working on procurement of a SQL server to expand the SRTMC's capabilities to support larger server data storage capacity and report capabilities. Glenn asked if there have been less expensive alternative solutions compared to the initially estimated \$1M quote. Steve is projecting potential cost may fall between \$100K-200K range based on latest quotes associated to the testing hardware and licensing they have received. Ryan and Steve commented that the current challenge is to find a system(s) capable to provide both video wall processing and central video distribution / camera control.

- **Operations Update**

Mike has been working on final draft for Regional Operations Forum. Now projecting that the forum will last a day and a half. He has been working with WSDOT on TSMO training which he hosted a pilot intro course at WSDOT's Eastern Region office. Mike's goal is to ensure the training's content remains as neutral and inclusive as possible to ensure the course is a benefit to all participating parties and he plans to continue to revise the course's contents based on feedback. The consultants' estimated the cost to be \$21.9K which has been reduced from the initially projected \$30K. Becky commented further discussion will need to occur to determine the best

means to fund the program. The primary goal of the project is to bring a common understanding of best practices regarding transportation systems across agencies to improve efficiency, safety and collaborative efforts.

### **New Business**

- **SRTMC Board Chair Update**

New acting chair: Glenn Wagemann (WSDOT), vice chair: Nate Thompson (Spokane County)

- **Operating Board Procedures Document Review and Approval**

Becky made some minor alterations based on feedback from last meeting. This incorporates chair rotation order and board meeting locations. Ryan Kipp asked for clarification on the SRTC's role in voting and motions. Becky touched on SRTC's status and role as an ex officio member with the ability to make motions, but not cast votes. A unanimous decision was made to update the document's language to clarify who can make a motion. The board decided to postpone voting for the document's approval as a part of next month's agenda once revisions have been made.

- **Update on Regional Operations Forum**

Discussed as a part of the operations update agenda.

- **Arterial Data Collection Update**

Becky stated that a purchase order is in process with the procurement of the 32 new data collection units. This will cover a 5 year cellular data plan as a part of the package. The delivery window is expected to take 3-4 months. All participating partner agencies will be granted full access to the portal to review the data being collected once the first unit has been installed. Out of the 32 units, 10 devices will have full data reporting capabilities. Ken Knutson mentioned the need for the SRTMC to create an asset management mechanism to track these devices as they will be jointly owned. Steve will starting working with Ryan to devise the means to track the SRTMC's ITS equipment. Nate asked for a recap on what capabilities these devices will provide. Becky stated that the goal of these devices will be to provide accurate origin-destination and travel time information, flow map data to be integrated with the SRTMC website, and lastly to provide the means to evaluate and improve vehicle detection and corridor performance. Becky anticipates the data will also provide the means to evaluate the effectiveness of VMS signage and how this impacts traffic patterns on a regional level.

- **Leave of Absence Approval - SRTC**

A motion to approve Eve's absence was made by Ray Wright, seconded by Fred Nelson. Unanimous approval. Motion carries.

### **Agency Updates**

- **Spokane County**

Nate mentioned that Tim Macintyre has retired from the County signal shop. Sean Makin will serve as interim supervisor until the position has filled.

- **City of Spokane Valley**

Ray circulated the Argonne signal coordination study with some suggestions that were made regarding Trent / Argonne lane configuration. Ray would like to open the topic for discussion with

the board at next month's meeting. Ray also mentioned the Valley is working to acquire a consultant to work on revisions to their ITS master plan.

- **STA**  
Fred provided advanced notice that he will be retiring from STA as of June, 2019. STA's current plans is to have Kathleen begin shadowing as his replacement in the coming months.
- **City of Spokane**  
Ken mentioned the City's IT department will be working with consultants to evaluate their network vulnerabilities.
- **WSDOT**  
Glenn had no updates.

#### **Future Agenda Items**

- **ITS Architecture Plan Update**  
Becky has been continuing to make revisions to the architecture plan and has incorporated changes based on the service packages received from STA. The current plan is schedule the next workshop in March.

#### **Adjournment**

- Meeting Adjourned 14:27