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**SRTMC OPERATING BOARD MEETING NOTIFICATION**

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**WHEN:** Wednesday, February 16, 2022

**TIME:** 1:00 PM – 3:00 PM

**WHERE:** Microsoft TEAMS Meeting

**REFERENCE DOCUMENTS:**

January 2022 Meeting Minutes

January 2022 Activity Reports

January 2022 Expenditure Summaries

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**OPERATING BOARD MEETING AGENDA**

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- 1) **Call to Order:** 1:02 PM
- 2) **Roll Call / Record of Attendance:** Ken Knutson (CoS), Glenn Wagemann (WSDOT), Jeremy Clark (CoSV), Ryan Kipp (CoSV), Melinda Rehfeldt (STA), Eve McMenemy (SRTC), Nate Thompson (County), Harley Dobson (County)
- 3) **Public Comments:** No public comments
- 4) **Action – Consent Agenda**
  - a) **January 2022 Meeting Minutes**
  - b) **January 2022 Activity Reports**
  - c) **January 2022 Expenditure Summaries**

Motion to approve 4a-4c made by Jeremy, seconded by Glenn. Vote unanimous, carried.

5) **SRTMC Staff Updates**

a) **IT Update - Steve/Ryan**

Steve and Ryan are looking into a replacement for the existing analog DVR used by traffic engineers for traffic studies, turning counts, etc. They discovered the hardware has a firmware bug that limits recordings where timestamps beyond 2020 no longer function correctly. IT also partook in discussions surrounding TMC relocation and equipment space needs. Steve coordinated with Julie (SRTC) & Mike Kress (SRTMC) regarding past SRTMC grant document requests for continuity purposes. Steve worked with vendor on remote access to TMC server(s) for ATSPM traffic report building. He also worked with Glenn (WSDOT) on budget and workplan documents. Ryan has been out of office part of the month due to illness. Ryan has



been investigating a new camera management software they use to manage firmware upgrades and configuration settings of several of the IP cameras. This will replace the existing software they are currently using for similar purposes. As a part of this effort, they are working on upgrading the IP cameras to the latest available firmware. IT is also working on software upgrades for SRTMC workstations. Lastly, Ryan will be working on re-cabling part of the TMC's video matrix to decoders as they are anticipating CCTVs along I-90 to be replaced with IP-based models.

**b) Operations Update – Mike**

Interviews for the part-time TMC operator position conducted on Monday and Tuesday. Out of the 8 applicants 3 of those interviewed Mike considers would make an excellent addition to TMC operations. In the following week, he anticipates they will select a candidate. He plans to have more information to share at the next board meeting.

The core members of SRTMC have been working with Russ Humphreys (WSDOT Facilities Manager) to work on a draft TMC layout for relocation to a building remodel on the WSDOT ER HQ campus. The facility is currently used to store PE equipment. They are still evaluating potentials for alternate layout configurations to optimize available square footage that will best meet the TMC's equipment and operational needs for future growth. The new space will allow for an expansion of the existing video wall increasing from qty 18 – 46" monitors up to qty 35 - 46" monitors due to significant increase in ceiling height. The site has access to existing fiber optic network connections, a backup generator, and is part of a secure campus with the benefit of being co-located with other WSDOT facility functions. WSDOT Q funding would become available in FY2023 to use for this project. The SRTMC will likely remain in the Intermodal Center through 2024 unless funding can be advanced.

Glenn mentioned that the I-90 / Monroe EB RM radar device has been exhibiting detection issues where cars below the ramp were being detected and causing false activations. They have made adjustments and believe the issue to be resolved but will continue to monitor and assess the situation.

**6) SRTMC Expenditures**

Glenn provided a brief overview of the SRTMC January expenditures breaking down grant (SRTC) expenditures, Q (WSDOT) expenditures, project work orders: ATMS replacement and TMC equipment replacement projects, as well as partner funds. Some of the equipment replacement funds will be used in coordination with the TMC relocation efforts and minimize any service lost during the transition stage.

**7) Information & Discussion**

**a) 2024-26 Grant Funding Request - SRTC Executive Board Approval**

The board voted unanimously. Glenn noted some comments made by Al French understanding the needs of transportation management and operations and would like the SRTMC to plan for future discussions about the benefits of the partnership and vision they see for the agency.

**b) Partner Funding Request – Glenn**

Members should expect to receive the \$15K request for partner funds within the next month.



c) **Update TMC Position – Glenn**

Still in progress – no significant updates provided.

d) **SRTMC Budget for 2022 and 2021 Recap – Glenn**

Glenn has been working with Steve on the budget, which is still a work in progress – they plan to have a preliminary recap discussion on the 2021 biennium plan vs actual expenditures and proposals for 2022 ready soon. The 2022 plan will include specific budget items that the TMC will be expending against. The budget exclusively includes O&M funding and expenditures, which does not include SRTMC project funding. There was a significant increase in software costs due to alternate grant funding options used to cover the expenses have since been exhausted.

e) **SRTMC Work Plan for 2022 – All**

The submission of the Work Plan was delayed from November due to the recent TMC staff changes. Edits to the participants list is pending as representatives have yet to be appointed for City of Spokane Valley and Spokane County. Ken Knutson has been selected for the 2022 Operating Board Chair. Accomplishments for 2021 have captured some of the agency's regional accomplishments. Glenn discussed with the board and incorporated comments into the 2022 priorities and objectives. This included some of the following:

- Enhancing transportation planning and performance measurement through the collection, dissemination, analysis and reporting of operations data.
- Increasing the percent of region transportation agencies that integrate with and use information from SRTMC and SRTC as a data source
- Maintain a program of evaluating primary corridors and increasing efficiency
- Improving average on-time performance for primary STA routes.
- ITS Transportation System Management & Operations (TSMO) Project Planning, Prioritization, and Implementation – use of Spokane ITS Architecture to help achieve this goal such as addition of conduit, cameras, or other similar devices for operational needs. Recommended to re-visit SRTMC Architecture Plan & 2019-2021 ITS Project Implementation Plan to incorporate any updates and re-prioritization of objectives.
- Regional Operations Data Warehousing and Report Generation – several objectives still a work in progress. This includes collection of pedestrian and bicycle counts into signal performance measures. Arterial data collection currently captured in Acyclica and FLIR platforms, but this data is not widely available – ideal to get this all incorporated into one data warehouse. Addition of standard reports could be beneficial to better represent SRTMC's efforts. Objective to incorporate usable travel time data for state, city, and county roads. Use of MioVision data and how it could be incorporated for functions such as detour planning.
- Coordinated Incident and Congestion Management – Implement Travel Times and travel information, manage expectations and behavior, CAD systems with CoS and CoSV for incident management, Advocation for TIM trainings and coordinate meetings on current use and future need.



Involving local and highway emergency response IRT. Ken Knutson and Mike Kress working with the City's Police Department to grant access to the CAD system for TMC use. Continued testing and operation of I-90 ramp meters, and other ITS devices to ensure they are running optimally.

- ITS Infrastructure and IT Support – continue to build upon, use knowledge and resources of the partnership for good of the whole.
- SRTMC Infrastructure and Equipment Management – capacity of devices and SRTMC asset replacement cycles are monitored and tracked, but existing documentation needs some updating with planned equipment replacement project.

#### 8) **Agency Updates**

County – Will maintain a signal controller for the City of Airway Heights at intersection at Hayford / 12<sup>th</sup>. Putting together grant funding request to rebuild signals at Argonne / Upriver, Country Homes Blvd / Wall St. Bigelow 6 Project to start construction within the next month.

SRTC – Recap 2024-2026 SRTMC off the top funding request was approved. \$40M call for project's open, initial applications due March 4, final applications due April 4<sup>th</sup> – more info can be found on SRTC.org. Household travel data survey underway, this includes 80K random household invitations with a small stipend offered for participation.

STA – Introduction of Melinda Rehfeldt. She is a new Associate Transit Planner with STA and will be replacing Kathleen as their secondary STA representative serving on the SRTMC Board.

CoSV – No major updates to provide.

WSDOT – Glenn provided a brief demo of the MioVision platform. He would like to explore the possibility to share read-only access to partner members. The data reports can also be exported pdf/csv/excel format.

CoS – No PD CAD access updates to provide yet. The City has been experiencing vandalism at some of their signal intersections where breakers are being shutoff and some cases of wire theft. ~8 intersections affected to date.

#### 9) **Future Agenda Items**

No future agenda items discussed.

10) **Adjournment:** 3:06 Motion by Jerremy, seconded by Nate. Vote unanimous, carried