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## ***SRTMC OPERATING BOARD MEETING NOTIFICATION***

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**WHEN:** Wednesday, March 16, 2022

**TIME:** 1:00 PM – 3:00 PM

**WHERE:** Microsoft TEAMS Meeting

**REFERENCE DOCUMENTS:**

February 2022 Meeting Minutes

February 2022 Activity Reports

February 2022 Expenditure Summaries

2022 Work Plan

2022 Budget Plan

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## ***OPERATING BOARD MEETING AGENDA***

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- 1) **Call to Order:** 1:03 pm
- 2) **Roll Call / Record of Attendance:** Ken Knutson (City), Glenn Wagemann (WSDOT), Eve McMenamy (SRTC), Jerremy Clark (CoSV), Ryan Kipp (CoSV), Melinda Rehfeldt (STA)
- 3) **Public Comments:** No public comments
- 4) **Action – Consent Agenda**
  - a) February 2022 Meeting Minutes
  - b) February 2022 Activity Reports
  - c) February 2022 Expenditure Summaries

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

5) **SRTMC Staff Updates**

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

Steve worked on the TMC report server configuration to allow WSDOT TSMO access to external ramp meter reports. Worked with Glenn on partnership letters, SRTMC Work Plan, contract amendments, and support agreements. Coordinated with TMC staff on hardware replacement for TMC workstations and peripherals. Completed annual mandatory staff trainings, circuit disconnections for pager service (HAR system) due to discontinuation of network coverage. Resolved an issue with the HAR system affecting weather radio activations. Performed annual device

inventory of SRTMC equipment. Evaluation and testing of a signal server system bug causing an error with manual override function.

Ryan worked with TMC ops to close out and open new ATMS tickets with vendor. Worked with Doug Rice (WSDOT) on IP CCTV wiper activation issues tied to hardware failures. Cleaned up HAR server configuration for devices no longer in use. Continued work on migration of existing SRTMC website to newer hardware – process nearing completion, but has some additional items that still needs to be addressed.

**b) Operations Update – Mike**

Finished hiring process for part-time TMC operator position. Hired Wendell Gendry who is a retired Air Force member and worked at Eastern State Hospital. Most of his experience has been in operations communication centers and will make an excellent fit for the TMC. His start date is scheduled April 1<sup>st</sup>. Mike offered to facilitate a tour of the TMC to new or interested partner agency members.

**6) SRTMC Work Plan and Budget**

**a) 2022 Work Plan Review – Approval Requested**

Reviewed document and has added edits to Priorities and Objections section based on previous meeting's discussion. Eve asked about exploration of connected vehicles and how this can fit into the work plan. Glenn provided some background that approximately 3 years ago WSDOT was given \$20K in funds for connected vehicle technology which they installed DSRC (Dedicated Short-Range Communications) devices on Pines Rd, Mission Ave, Broadway Ave, Sprague Ave. At that time, there were challenges as only one of the available systems available was based on open-source technology with a limited pool (specific make and models) of vehicles to test the technology with. This system would provide signal phase, timing, and countdown information provided at the intersection. Through the process of making agreements with the vehicle manufacturer, the vehicle industry ultimately cut ties to DSRC and is moving instead towards 5G technology. While it seems some of this technology is still in its infancy, Glenn agrees with Eve believes it will be important for the technology will continue to need to be brought into discussion, staff be educated, and regularly evaluate how the agencies can incorporate the technology into the existing ITS infrastructure. This shift to 5G technology will no longer require a RSU (Road-side unit). Eve believes it important to capture infrastructure needs, and staffing levels and expertise needed in these areas. Glenn will reach out to Tedd Bailey to put together a brief presentation on this topic for the next board meeting.

**b) 2022 Budget Plan – Review and Approval Requested**

Steve discussed various categories of the 2021 budget which is 31% underspent from initial 2021 budget plan. The breakdown is as follows: \$81K underspent in labor due to vacant TMC positions, equipment replacement project also underspent, overage in supplies and services due to SRTMC assuming circuit charges for ITS devices previously paid for by WSDOT M funds. Underspent in training and travel related to restrictions tied to the pandemic. Under expended in hardware and software due to shipping and supply chain delays with equipment replacements. 2<sup>nd</sup> phase of the equipment replacement project (website redevelopment and TMC equipment replacement) is pending as they are still waiting authorizations to be cleared. Discussed possibilities to request a \$50K increase in spending for arterial data gathering devices to increase data collection capabilities. Underspending in Hardware and Software largely due to supply chain issues and project delays. The board will review the Budget plan and plan to return comments for next month's



meeting. The summary of the 2021 budget recap will be included and discussed with the Executive board as a part of the SRTMC Work Plan.

7) **Information & Discussion**

a) Partner Funding Request – Glenn

Glenn provided an update that letters were sent out, acknowledgement received from all partner agencies and are being processed.

b) Update TMC Position – Glenn

No updates to provide on the TMC position currently. Glenn has made progress on positions for the WSDOT traffic Design Engineer which they are contacting candidates to setup interviews. He is working with HR to send out position advertisement for WSDOT Traffic Operations Engineer which will oversee SRTMC Manager.

8) **Agency Updates**

CoSV – VMS sign at I-90 / Sprague WB cabinet was damaged in a collision. There is active discussion around replacement of the system. They are working on ATSPMs with WSDOT and Spokane County. The city will be upgrading the CCTVs at Pines / Trent, Pines / Mission. Ryan Kipp will coordinate with TMC IT for access needs.

SRTC – first round of pre-applications for TSMO oriented projects. Thus far, the City of Spokane has submitted an application to upgrade Signal controllers. Final applications will be due April 4<sup>th</sup>. The SRTC has sent out a household survey with 18K invitations. The data collected from the survey will be used to update the travel demand model and other planning tools. The SRTC is updating the Human Services Transportation Plan in coordination with STA.

City of Spokane – Communications have been restored to traffic signals on Hamilton after intersection work was completed last year. No updates to provide regarding SPD CAD access. Ken met with WSDOT traffic to discuss MioVision system, but the City has no immediate means or plans to be able to use this system.

STA – No updates provided.

WSDOT – No updates provided.

County – No County members in attendance.

9) **Future Agenda Items**

No future agenda items discussed.

10) **Adjournment:** 2:48 PM

Motioned to adjourn made by Jerremy, seconded by Glenn. Vote unanimous, carried