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

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**WHEN:** Wednesday, October 19, 2022

**TIME:** 1:00 PM – 3:00 PM

**WHERE:** Microsoft TEAMS Meeting

**REFERENCE DOCUMENTS:**

September 2022 Meeting Minutes

September 2022 Activity Reports

September 2022 Expenditure Summaries

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## ***OPERATING BOARD MEETING MINUTES***

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- 1) **Call to Order:** 1:02 PM
- 2) **Roll Call / Record of Attendance:** Nate Thompson (Spokane County), Jeremy Clarke (Spokane Valley), Gerald Okihara (City of Spokane), Eve McMenamy (SRTC), Melinda Rehfeldt (STA), Glen Wagemann (WSDOT), Ken Knutson (WSDOT), Mike Kress (SRTMC), Steve Milatz (SRTMC).
- 3) **Public Comments:** No public comments were made.
- 4) **Action – Consent Agenda**
  - a) September 2022 Meeting Minutes
  - b) September 2022 Activity Reports
  - c) September 2022 Expenditure SummariesMotion to approve action items 4a-4c made by Jeremy Clark, seconded by Gerald Okihara. No discussion. Vote unanimous approval, motion carried.
- 5) **SRTMC Staff Updates**
  - a) IT Update - Steve/Ryan  
Ryan will be on leave and return around the week of Thanksgiving. Steve worked with Ryan and the ATMS vendor to run test of new HAR server software before production deployment. He also worked with WSDOT signal techs on wireless radio connections along US2 corridor, attended "Lean" training classes, started working with vendor and WSDOT contracting on backup software renewal, began working on re-imaging the old operations computers, and provided ITS/server room tour for WSDOT's State Traffic Engineer who was visiting ER. Additionally, he worked with

Ken to start WSDOT Information Technology Department (ITD) documentation for new signal server software, met with the PeMS vendor to discuss system updates and issues. Glenn asked about the PeMS discussion around ClearGuide and Steve said that they are still open to demonstrating the software to the Board at a future time.

b) Operations Update – Mike

Mike has been spending the majority of his time on the hiring process for the new TMS Supervisor position and should be finished up soon. He has also been working on the radio training for the new system that is being deployed, including training the maintenance staff on the P25 compliant system with two of the four maintenance areas complete. Mike has also been working on the traffic incident management (TIM) training project. He has training scheduled for the first two weeks of November and can forward an email to anyone that needs more information on the training. He has also been working to update SOP (standard operating procedures) for the winter season. Eve asked if the supervisor position is new or if it is the TMC Manager position, and Mike clarified that it is a replacement for Dave Adams, the previous TMC supervisor, who retired in July. Glenn further discussed the manger position Eve asked about and said the manager position they are creating will be one step above Mike's current position. He explained that because WSDOT is growing, he will have a side dedicated to ITS and operations, including ramp meters, better aligning the IRT (incident response teams) with the TMC, and daily operations. Steve and Ryan currently report to Ken, but he has other duties on the operations side of the traffic office. So the position description is written, Glenn is going to review, and have Mike look at it as well as it should be going out in about a month. Glenn was optimistic that Mike would apply and offered to interview him immediately as he appeared ready.

6) **Information & Discussion**

a) Smart Grant - All

This had been discussed last month, but there was not a lot of information. After Ken participated in the application webinar, he described it as a heavy lift that even Parsons had offered to assist with. He stated the application is due in four weeks, two days. Ken was unsure if the ETC MTD was complete enough to pull from or if there is enough time to coordinate with the Executive Board, but he wanted to see if there is any discussion. Gerald described it as a recurring call that wants cutting edge technology and agreed it is a heavy lift. Jerremy described this first release as phase one more on the planning side that would need to be completed in order to be considered for phase two. Eve confirmed that you cannot move on to implementation without a phase one planning grant and suggested this gives more time to plan. She stated that ATSPM (automated traffic signal performance measures) components are already included in our previous grant and would be a good candidate if we developed a narrative. Glenn took time to describe how from the WSDOT perspective, WSDOT is submitting for a virtual coordination center that might include a statewide TMC. He indicated that WSDOT has already put forth a high level of effort and the Secretary would probably not approve other grant application where a WSDOT organization is a lead on the proposal as there will be 30-50 approved applications (roughly one per state) and that any proposal would need to have another partner agency as the lead before the November 18 deadline. Glenn cited information from WSDOT staff that says the proposals should include plans that connect ITS together, not just projects that complete the "last mile" and suggested we wait, but is open to input from the other partner agencies. Eve stated



that it is difficult to miss an opportunity to learn and receive feedback as that would help to succeed next time and encouraged the group to think about how an ATSPM project would better utilize capacity on arterial corridors. Glenn mentioned that even if the partners do not have capacity right now, WSDOT is looking to create a position that would not only be looking for grant opportunities, but also actively support grant writing that could assist with future submissions. Jeremy mentioned that the Valley was not looking at the SMART grant, but were looking at a large project grant that relate to two areas they are considering for next year. Eve suggested that we put project planning on meeting agendas so we are ready for future opportunities. Glenn asked how we might broaden department participation in SRTMC agencies to gain momentum and asked Ken to put an item on the agenda for the next Executive meeting. Glenn stated that the previous ATCMTD grant proposal was paid for using WSDOT, not SRTMC, funds, for the good of the partnership. Eve asked if there are planning funds as a line item in the SRTMC budget. Glenn said that annual partner funds could be allocated, but that he was not aware of specific funds set aside in the budget for planning or grant writing. Gerald asked if he could get a copy of the regional ITS plan and Glenn said they would re-send it out to everyone. Eve asked that in addition to the plan, the short term priority list requested by Mr. Gribner also be sent out which included data collection, ATSPM, and infrastructure expansion. Jeremy asked about the possibility of requesting MioVision hardware, and Glenn responded that it would be more important to identify the corridors and not the specific hardware. Eve provided the corridors in chat that were previously identified.

b) TMC Relocation – Glenn

Gerald asked about how the BA (Buy American Act) will affect the TMC relocation. Glenn discussed how the Intermodal location was not on a State highway system so it was not relevant to the current location, but that new location, although not on a State system, is located in a State DOT building and we will have to follow that and it may impact the devices we can use as they may not be on the list we can choose from. Glenn discussed the timelines and specifically that they have opened work orders for construction, but no activity yet. There will be three phases: 1. Build a pole building structure on the ER campus and move the project engineering storage to it which will cost about \$200,000 to build and move into. This completed bid and announcement should be taking place within the next month so it is completed by March of 2023. Once the building and relocation is complete, it would lead into phase 2. Start remodel of facility for TMC occupancy. Both of these phases are being undertaken by WSDOT Facility staff. Part 3. ITS fiber relocation and moving staff into the building. Glenn stated that the lease for the current SRTMC facility ends on December 31, 2022, but we have options to extend the lease month-to-month through December of 2024. The goal is to have all phases complete by mid-2024 so there is a cushion and the TMC can be moved out before the end of the lease.

c) Exec Board Meeting

Ken stated that the Exec Board has not seen a work plan or budget in over a year, but that he intends to prepare those for them. He asked for input on anything besides the grant proposal that should be added to the agenda. Glenn suggested an update for the TMC move. Ken will provide several date options for the Exec Board meeting. Glenn and Ken discussed possible Ops Board meeting dates (11/16 or 11/30) to hold both Ops and Exec meetings. Eve provided several other SRTC and STA meeting dates to help identify dates and times. Eve suggested

that the Execs be provided an org chart to describe the Traffic Office and TMC manager position restructure.

d) Iteris / INRIX 30-day demo – Glenn

Glenn recently attended the ITS World Conference where he had some discussions with a representative from Iteris, but they focused on other projects outside the SRTMC. He also had discussion with INRIX about providing a software 30-day trial demonstration of their product for Spokane-area agencies which includes all platform features. He would like to have a similar discussion with Iteris on ClearGuide and coordinate both demos with some overlap so staff can compare probe-source data between them. Glenn stated the INRIX platform provides signal information such as turning movements. It is a sample, so it is not 100% of all activity, but has a high sample rate providing statistically accurate data. Glenn asked permission from the group to ask the same thing from Iteris and schedule the demonstrations. If the Ops Board approves, WSDOT would start the process. Ken asked about what the annual costs would be, and Glenn said that when he shared the costs paid to Iteris for the major State corridors, he was told that INRIX could provide coverage for the whole region. Signal data, however, would be separate: INRIX has a “Signal Bundle” that covers a certain number of signals and then there would be an individual cost for signals above that number. Glenn stated that he did not have a cost for the Iteris ClearGuide platform at this time. Eve asked Glenn to clarify the purpose for these data platforms and Glenn explained that WSDOT would not gain much, but because these platforms cover the entire County, all partner agencies could gain valuable planning and analysis information without having to place individual data collection devices in the field. Eve stated that she could see this data being very useful to SRTC as they have a congestion study starting in 2023 and asked that everyone is kept in the loop for timelines so the SRTC can allocate time for staff to review it. Glenn suggested the demonstrations be set up for around the first of the year and asked for input from the Board. Eve agreed and said late January, early February would work well for SRTC. Other members said they would have to see how they might use the data, but agreed that it would be good to see the functionality of it.

7) **Agency Updates**

STA-no updates today

Spokane County-County received some funds to look at Argonne/Upriver so next spring they will be doing a design project to explore ways to expand capacity of the intersection.

Spokane Valley-Sullivan/Wellesley signal is back on-line and they are working to get all the equipment in place get it back on the network. Switched over one intersection to the new controller software, not as user friendly as hoped, but are hoping to get the rest of the intersections migrated over soon as well. Also collecting data for Sprague from University to Herald for another week and a half, but will try to strip it out before winter weather sets in. Sprague has been reduced to three lanes and they are collecting speed, volume, and video data, along with surveys and have received over 200 responses with about 60% against and 30% for the realignment. Those against cite congestion, but the Valley will see if the data shows the desired reduction in speed while maintaining the current traffic volumes. Eve suggested that the Valley bring the results to the SRTC TTC because that is a regional priority roadway. Jeremy stated that they will be making a presentation to their Council and could use that for an SRTC presentation as well.

City – City is preparing for the NSC connections and analyzing how it will affect arterial traffic up north. There is some discussion on how to handle transit priority, but there are no specific details at this time.

SRTC – SRTC has a \$1,000,000 grant that is being used to improve the SRTC Travel Demand model. The results of the travel survey is back and staff are working on incorporating the improvements requested by member agencies to improve and validate the model. The Division Connects study was accepted by resolution by the SRTC Board and is going to the City Council on Monday for approval. SRTC just hosted a community celebration at the Hive where they unveiled the first of 51 EV (electric vehicle) charging stations that were purchased with a grant and with Avista and several other partner agencies. They are unveiling an equity framework that the TAC and TCC have been working on. Working on legislative priorities and unified list. Eve asked to meet with Glenn regarding the I90 TSMO project as it is included on the unified list but there are a few questions about some components of the plan. Glenn stated that if there is signage required, WSDOT can provide it along I90 if it is within a certain distance of the interstate, but it would need to be the City or County for arterials.

WSDOT – Glenn thanked Jerremy for the Valley transitioning first to the new controller platform and stated the WSDOT will follow a similar migration approach by moving the signal controller first, then the ramp meter controllers. Glenn mentioned that the FHWA requirements for “Buy America” will be implemented in November, but they are still working on how it will impact ITS acquisition. Glenn also stated the procurement times are still not consistent and that it is affecting the US2 and Geiger ramp meters. Equipment for US2 will not be available until March, even though the project was advertised in September of 2021 in anticipation of getting it online by the end of 2022 which will not happen. Geiger was delayed because of contractor issues and both locations will turn on in the spring

8) **Future Agenda Items**

- November 30<sup>th</sup> next Operating Board meeting
- Email any requests for agenda items.

9) **Adjournment:** 2:40 PM, motioned by Glenn Wagemann, seconded by Jerremy Clark. No discussion. Vote unanimous approval. Motion carried.