

**MINUTES**  
**MAG REGIONAL CONCEPT OF TRANSPORTATION OPERATIONS**  
**STAKEHOLDER GROUP MEETING #3**

**November 6, 2002**  
**10:00 AM - 11:00 AM**  
**City of Goodyear Fire Station #1**  
**14000 West Yuma Road**  
**Goodyear, Arizona**

ATTENDANCE

Tim Wolfe, ADOT

Mary Kihl, ASU

Punya Khanal, Avondale

James Colyar, FHWA

Mike Sutton, Gilbert

Roy Earl, Gilbert

Chuck Hydeman, Goodyear

Sarath Joshua, MAG

Xiao Qin, MAG

Bob Spencer, MCDM

Nicolaas Swart, MCDOT

Barbara Hauser, MCDOT

Faisal Saleem, MCDOT

Jan Siedler, Mesa

Scott Nodes, Peoria

Bob Steele, Phoenix

Daniel Beck, Phoenix Fire

Tami deRuiter, Phoenix Police

Mike Nevarez, Phoenix Public Transit

Bob Ciotti, Phoenix Public Transit

Bruce Dressel, Scottsdale

Bob Maki, Surprise

Jim Decker, Tempe

Jim Dickey, Valley Metro/RPTA

Bryan Jungwirth, Valley Metro/RPTA

PROJECT TEAM MEMBERS PRESENT

Pierre Pretorius, Kimley-Horn & Associates

Chris Jordan, Kimley-Horn & Associates

Deborah Fehr, Kimley-Horn & Associates

Brent Crowther, Kimley-Horn & Associates

MINUTES

1. Project Introduction and Welcome

Sarath Joshua called the meeting to order at 10:20 a.m. Sarath Joshua welcomed each of the attendees, and asked that each person introduce himself or herself.

2. Project Overview and Objectives

Pierre Pretorius reviewed the materials that were handed out to each attendee. These materials included a copy of the agenda, power-point presentation, Tech Memo #1, outline of Tech Memo #3, and accompanying tables to Tech Memo #3. Pierre Pretorius emphasized that the purpose of the RCTO is to improve Transportation Operations in the MAG Region. Operations can be defined as “making the elements of the surface transportation system work better and together.” Pierre Pretorius asked if there were any changes requested to the notes of the October 2 meeting. None were noted, and the October 2 minutes were approved. The notes are available on the website: [www.mag.maricopa.gov](http://www.mag.maricopa.gov).

Pierre Pretorius updated the Stakeholders Group on the project progress and schedule. The project is on schedule. Task 1 is complete, and the Draft Deliverable for Task 2 (Tech Memo #1) is complete. Work on Task 3 and 4 has begun.

### 3. Discussion Items

Pierre Pretorius presented an overview of the contents of Tech Memo #1: Vision, Mission, and Summary of Existing Regional Policies and Practices in Transportation Operations. TM #1 contains:

- Vision and Mission Statement – comments from the previous meeting have been incorporated into the Vision and Mission statement graphic, Figure 1.
- Review of policies, practices, and procedures for transportation operations – **Please check your agency’s information on page 9** (Table 1: Report Card of Existing Policies and Practices) of TM #1. In addition, please check your agency’s information on **pages 10-14** (Table 2: Existing Documented Policies and Procedures for Agencies in the MAG Region).
- Review of status of transit priority.
- Review of status of Emergency Vehicle Signal Preemption – Please check your agency’s information on **pages 16-17** (Table 3: Status of Emergency Vehicle Signal Preemption).
- Review of Institutional Arrangements for coordination of transportation operations and management.
- Review of Institutional Arrangements for coordination of emergency management.
- Review of Chain of Command for Operational Practices/Policies. Please check your agency’s information on **pages 26-27** (Table 7: Inter-jurisdictional Chain of Command, Table 8: Inter-Departmental Chain of Command).
- Review of funding sources and amounts for transportation in the MAG Region. Please check your agency’s information on **pages 31-36** (Table 9: Funding Amounts and Sources for Transportation Operations). **Please provide any data that is missing.**

Pierre Pretorius presented the proposed outline of Tech Memo #3: Goals and Performance Measures. Sarath Joshua suggested that the Stakeholders Group spend a few minutes brainstorming the types of performance measures that they would like to see. Comments included:

- Bob Steele suggested that effort should be focused on three or four select performance measures. Critical performance measures may include travel time and LOS. The project is complex, thus the need exists to simplify the measures so that non-technical individuals can relate to them.
- Bob Steele mentioned that automated travel time is being discussed as part of the current 511 project.
- Sarath Joshua informed the group that a current MAG project is measuring travel time and will be complete in March. He explained that GPS equipped vehicles are being driven on every arterial in the valley.
- Mike Sutton suggested that the group should identify the “root issues” that may be common to multiple measures.
- Pierre Pretorius suggested that the performance measures that have been decided upon should be presented and reviewed by the Stakeholders Group during the next meeting.
- Sarath Joshua suggested that a logical method to selecting key performance measures might be to imagine that we are presenting the performance measures to a city council. We should ask ourselves “which performance measures would I select that would show the city council

that I am doing a good job at managing operations on arterial streets?” Perhaps these are the performance measures that we should focus on.

- Jim Dickey suggested that for purposes of this project, we might want to collect hard data, and avoid subjective survey data.
- Barbara Hauser emphasized that the performance measures should also be applicable to police and fire agencies. They should not be limited to traditional transportation performance measures.
- Mike Mah questioned who it is that will be actually collecting the data. He emphasized that if we only receive half of the desired data, then the information will not be useful. He suggested that the data system should be centralized. Responsibilities and projected costs need to be outlined.
- Pierre Pretorius suggested that we should ask, “what data will be of value to me.” In addition, he suggested that we should ask, “what data am I prepared to collect.”
- Faisal Saleem suggested that AZTech automatically collects some of the data. He suggested that this data should be emphasized because of the ease of collection.
- Pierre Pretorius suggested that this is reflected in the data availability and cost of data collection classification of High/Medium/Low.
- Sarath Joshua suggested that an email dialogue discussion take place for further this discussion. The discussion will be introduced, and Stakeholders are invited to comment on the proposed concepts.

Pierre Pretorius concluded the presentation by requesting that all comments on Tech Memo #1 be sent to Sarath Joshua ([sjoshua@mag.maricopa.gov](mailto:sjoshua@mag.maricopa.gov)) by November 20. Please provide comments for Tech Memo #3 outline by November 13.

#### 4. Next Meeting

The next meeting will be held on December 4, 2002, at 10:30 a.m. The meeting will be held at the regularly scheduled location:

Maricopa Association of Governments  
302 N. 1<sup>st</sup> Avenue, Phoenix.  
The meeting will be held in the Cholla Room

#### 5. Adjournment

The meeting was adjourned at 11:00 a.m. A presentation on and tour of the PIR Special Event Field Devices and Management Center followed the Stakeholders Group Meeting.