

**MINUTES**  
**MAG REGIONAL CONCEPT OF TRANSPORTATION OPERATIONS**  
**TECHNICAL ADVISORY GROUP MEETING NO. 2**

**October 2, 2002**  
**10:30 AM – 12:00 PM**  
**MAG Office Building**  
**302 North 1<sup>st</sup> Avenue**  
**Phoenix, Arizona**

ATTENDANCE

Mary Kihl, ASU  
Mike Mah, City of Chandler  
Chuck Hydeman, City of Goodyear  
Alan Sanderson, City of Mesa  
Mike Sutton, Town of Gilbert  
Bob Steele, City of Phoenix  
Scott Nodes, City of Peoria  
Bruce Dressel, City of Scottsdale  
Faisal Saleem, MCDOT

Sarath Joshua, MAG  
Mike Nevarez, City of Phoenix Public Transit  
Jimmie Dixon, City of Glendale  
James Colyar, Federal Highway Administration  
Alan Hansen, Federal Highway Administration  
Jim Decker, City of Tempe  
Xiao Qin, MAG

PROJECT TEAM MEMBERS PRESENT

Pierre Pretorius, Kimley-Horn and Associates  
Deborah Fehr, Kimley-Horn and Associates  
Brent Crowther, Kimley-Horn and Associates  
Chris Jordan, Kimley-Horn and Associates

MINUTES

1. Project Introduction and Welcome

Project Manager Sarath Joshua called the meeting to order at 10:45 a.m.

2. Web site Demonstration

Xiao Qin and Pierre Pretorius began with a demonstration of the project web site, [www.mag.maricopa.gov](http://www.mag.maricopa.gov). Click on projects, and then navigate to Regional Concept of Transportation Operations.

3. Special Events Dates and Locations

Pierre Pretorius then discussed dates and times of Special Event Demonstration Meetings. These include:

- a. Phoenix International Raceway – Potential demonstration on Wednesday, November 6 at PIR. The suggestion was made to cancel the ITS Committee Meeting, and to hold the Technical Advisory Group Meeting at facilities located at the City of Goodyear, which is very close to PIR. Maricopa County Department of Transportation will host the demonstration.

Invitees will include representatives of Emergency Management, Public Safety and Transportation/Traffic Engineering Departments from around the valley.

The purpose of this meeting will be to review:

1. Draft of Tech Memo #1, Inventory of Existing Policies and Practices,
2. The Special Event Management System at PIR.

Faisal Saleem questioned whether it was premature to host a workshop. Pierre Pretorius mentioned that the purpose of the workshops was to facilitate discussion between Emergency Management, Public Safety and Transportation personnel. The events would serve as an attraction to Emergency Management and Public Safety personnel, and facilitate their activity and involvement in the project.

- b. Fiesta Bowl – a decision as to whether a demonstration will be held at the Fiesta Bowl will be made at the next meeting.
- c. Phoenix Open - a decision as to whether a demonstration will be held at the Phoenix Open will be made at a future meeting.

#### 4. Project Schedule

Pierre Pretorius reviewed the project schedule. There are no changes to the schedule at this time.

#### 5. Vision and Mission

Pierre Pretorius presented the project Vision and Mission statements.

Pierre Pretorius then asked if there were any suggested changes to the Vision and Mission Statements. The following suggestions were made:

- Scott Nodes suggested that the word “efficient” be inserted after “safe.”
- Sarath Joshua suggested that the graphic for multi-modal transportation be changed to light-rail from heavy-rail, and that the bus not look like a school bus.
- Sarath Joshua suggested that the word “essential” be inserted before human resources.
- Alan Sanderson questioned whether that would imply that we don’t need to worry about “non-essential” human resources.
- Pierre Pretorius suggested that the mission read “Dedication and training human resources for essential functions.”
- The group decided not to include “essential.”
- Mike Nevarez suggested that training also should imply educating, and cultivating human resources.
- Faisal Saleem suggested that the mission reflecting the sharing of information doesn’t reflect what type of information sharing (data, institutional, expertise, experience)
- Alan Sanderson suggested that the mission should read “A high degree of information sharing.” The group agreed.
- Bob Steele emphasized that the assignment of responsibilities is a key task of the project.
- Sarath Joshua suggested that the mission statement relating to funding read “funding sources of transportation operations.”
- Bob Steele concurred with Sarath’s suggestion that transportation operations should be mentioned in the funding sources mission statement.
- Mike Nevarez questioned whether “operations” should be better defined.
- Bruce Dressel concurred, stating that individuals not familiar with ITS may not understand what operations entail. The group, however, decided not to include the word operations.
- Mike Nevarez suggested that the mission should include a reference to technology, and that ITS is using technology to improve transportation systems.

- Mike Mah suggested that it doesn't have to be exclusively technology, but that improved operations can result from a telephone call from one agency to the other.
- Faisal Saleem stated that he believes that Technology is an important part of accomplishing the vision of seamless transportation operations.
- Alan Sanderson stated that technology is simply one of the ways to accomplish the vision.
- Mike Mah suggested that we accomplish the vision by asking for money, enabling the acquisition of technology.
- Mike Nevarez suggested that "gathering" of information is important in the accomplishment of the vision.
- Pierre Pretorius asked for a voice vote to show technology elements in the graphics, implying that technology is utilized. The group decided not to use the word "technology", but to show technology graphics in Mission.

6. Inventory of Existing Policies and Practices

Pierre Pretorius then began a review of the proposed draft outline of Tech Memo #1: Existing Policies, Procedures, and Practices. He then asked for comments on the proposed outline.

Comments included:

- Change RPTA to Valley Metro
- Add the Town of Gilbert to the inventory list.

7. Review of Best Practices

Pierre Pretorius then presented a draft outline of Tech Memo #2: Best Practices. He then asked for comments on the proposed outline. Comments included:

- Add Arterial Detection to Arterial Management
- Include a review of Performance Measures for each practice.
- Do not include a review of Travel Information Systems. Consensus is that this has been reviewed substantially in the Valley, with the exception of travel information for arterials.
- Include Incident Detection for arterials in the review.
- Include Institutional Coordination within each section of the outline.
- Do not include Highway-Rail Intersections in the review. Many in the group felt that this was not a big issue in the valley. However, others did feel that it was an issue that needed to be addressed. Consensus was reached that the review could address what is being done with LRT, particularly as it relates to traffic signal priority. This information could be gleaned from existing LRT project documentation.
- Do not include multi-modal travel information, except for Arterial Information.
- Do not include Commercial Vehicles in the review.
- Include Performance Measures in the review.
- Do not include Freeway Management Software (perhaps include, but reduce to simply Asset Management).
- Do not include RWIS in the review.

4. Next Meeting

The next RTCO Technical Advisory Group meeting will take place on **Wednesday, November 6, 2002, at the City of Goodyear. The tentatively scheduled time is 9:00 a.m. More details will follow, as this is confirmed. A Demonstration at PIR will follow the TAG Meeting.**

5. Adjournment

The meeting was adjourned at 12:00 PM.