Meeting Notes

Change Management Board

April 8, 2010 – 1:30 pm to 4:30 pm

April 16, 2010
Final - Version 1.0

Prepared for:
Florida Department of Transportation
Traffic Engineering and Operations Office
Intelligent Transportation Systems Section
650 Suwannee Street, M.S. 90
Tallahassee, Florida 32399-0450
(850) 410-5600

List of Acronyms

Florida Department of Transportation
CHANGE MANAGEMENT BOARD MEETING NOTES
Thursday, April 8, 2010
1:30 P.M. to 4:30 P.M
Rhyne Building, Room 330 Tallahassee, Florida

Attendees:

Elizabeth Birriel, FDOT CO	Gene Glotzbach, FDOT CO	Arun Krishnamurthy, FDOT CO
Trey Tillander, FDOT CO	Chris Birosak, FDOT D1	Carlos Bonilla, FDOT D1
Pete Vega, FDOT D2	Mark Nallick, FDOT D3	Chad Williams, FDOT D3
Dong Chen, FDOT D4	Nathan Ruckert, FDOT D5	Michael Smith, FDOT D5
Javier Rodriguez, FDOT D6	Chester Chandler, FDOT D7	Vaughn Cooper, FDOT D7
Terry Hensley, FDOT D7	Eric Gordin, FTE	Kelly Kinney, FTE
Rossi Gaudio, AECOM	Charles Robbins, AECOM	Joe Snyder, AECOM
Mark Laird, DMJM Harris	Dave Howell, HNTB	Vincent Lee, Lucent
David Chang, PBS&J	Erik Gaarder, PBS&J	Marie Howell, PBS&J
Steve Novosad, PBS&J	Clay Packard, PBS&J	Penny Kamish, SmartRoute
Jason Summerfield, SmartRoute	Steve Dellenback, SwRI	Robert Heller, SwRI
Mary Thornton, SwRI	John Scarpellino, Telvent	

Purpose: The purpose of this meeting was to review and vote for statewide issues and requirements, and review footprints issues.

Welcome and Call for Quorum: Change Management Board (CMB) Chairman Pete Vega opened the meeting at 1:30 P.M. A quorum was established. He briefly introduced the objectives of the meeting.

Action Items Recap:

1. Post Buckley Schuh & Jernigan (PBS&J) to review current SunGuide map requirements and compare with Southwest Research Institute's (SwRI's) proposed new map requirements. - **Completed**
2. SwRI to edit map requirements according to PBS&J's findings. - **Completed**
3. Central Office (CO) to modify the Performance Measure reports to change the Open Road duration criteria back to -15 min from 0 min. - **Completed**
4. CO to coordinate with District 6 for Rapid Incident Scene Clearance (RISC) Watcher demonstration to all districts on Tuesday December 15th. - **Completed**
5. Districts to send comments to Arun regarding to Florida Turnpike Enterprise's (FTE's) requests. – **No comments received by CO**

CMB Voting Member Chang – Pete Vega

Pete Vega stated that several voting members have recently left the Department and two Districts have voting member changes.

District 6 has changed from Manuel Fontan to Javier Rodriguez.
District 7 has changed from Bill Wilshire to Chester Chandler.

CMB Chairman Nomination – Pete Vega

Pete Vega stated that Eric Gordin has volunteered to be the next chairman for the CMB.

CMB Chairman Vote:

D1: Yes
D2: Yes
D3: Yes
D4: Yes
D5: Yes
D6: Yes
D7: Yes
FTE: Yes
CO: Yes

Arun Krishnamurthy stated that he thought E. Gordin should have a vice chairman to help guide him thru the CMB process. P. Vega stated that he will be working with E. Gordin during the first few months to guide him through the process.

Statewide ITS Architecture Update – Arun Krishnamurthy

A. Krishnamurthy reviewed the slides and stated that there have been some updates to the statewide architecture as needed but there have not been any substantial changes since 2005. The most recent updates to the Statewide ITS Architecture (SITSA) were names changes in District 2 and District 4. At this time there is not a need for a statewide update and CO will continue to make minor updates as needed. Several Districts wanted to verify that certain projects were in SITSA and that future projects will be added. The project names raised at the meeting included 595 PPP, 95 express, high speed rail and space port. A. Krishnamurthy mentioned that he will research these and respond to the CMB.

SunGuide Release 4.3 IV&V and Deployment – Robert Heller

Robert Heller explained the purpose and coverage of this release. He went on to explain the changes that occurred after the factory acceptance test (FAT) and the upcoming schedule for release to Districts. A. Krishnamurthy mentioned that the Release 4.3 is anticipated to be provided to the districts in May and Release 5.0 will be provided in June. The districts have the option to either install both releases or wait till June and install the latest release. Also, Arun mentioned that the districts can request Central Office if they would like CO support to install the SunGuide release. Mark Laird reminded that the Oracle 11.1.0.7 can be installed prior to installation of new SunGuide release.

SunGuide Release 5.0: Map Enhancement – Steve Dellenback

Steve Dellenback presented the new requirements for the map enhancement to Release 5.0. P. Vega asked about if device icon is on top of the shield and S. Dellenback confirmed.

SunGuide Release 5.0: Porting RPG to EM – Robert Heller

Robert Heller reviewed the history of response plan generation (RPG) to event manager (EM) and the issues that were experienced in the past. CO has authorized SwRI to port RPG to EM in Release 5.0.

Performance Measures Report Update – Clay Packard

Clay Packard discussed the changes that have already been made to the performance measures report. He then went on to discuss the current issue of the last departed timestamp not populating accurately if all responders are not departed from the scene in SunGuide before event is closed. C. Packard reviewed the possible solutions. There was discussion regarding what timestamp should be used either the last departed timestamp from the information contained in SunGuide or the SunGuide event closed timestamp. Javier Rodriguez recommended the use of event closed timestamp. District 7 also recommended the use of this timestamp to calculate the last departed timestamp for all responders. It was agreed upon that this method is conservative and all districts believed that the events are typically never closed when responders are on scene. A. Krishnamurthy confirmed that CO will make this change in the performance measures report. It was recommended that this change be made after the performance measures meeting that is scheduled for the end of month or early May.

P. Vega recommended that FDOT districts and CO have a meeting to discuss how various event details are captured in SunGuide. It is critical to capture the event details accurately and consistently across the state to ensure uniform and fair results. After some discussion, it was agreed that an independent meeting needs to be scheduled to discuss this issue. Elizabeth Birriel stated that she will coordinate and set up a meeting by the end of the month or early next month.

RISC Enhancement – Arun Krishnamurthy

District 6 reviewed the RISC Watcher program. A. Krishnamurthy asked the Districts if this is something they would like to see incorporated into SunGuide. Terry Hensley mentioned that this is good software but the cost / benefit ratio also needs to be considered. District 7 stated that they have already found a way to use SunGuide to support the RISC program. It was mentioned that some of the districts do not see the use for comprehensive software like RISC Watcher as they only have a few RISC events in the entire year. It was mentioned that if an enhancement with lesser features was presented, it would be more appealing and cost effective.

Incorporate RISC Watcher in SunGuide – Vote:

D1: Yes
D2: No
D3: No
D4: Yes
D5: No RISC
D6: Yes
D7: No
FTE: Yes

The RISC Watcher will not be integrated into SunGuide programs per CMB voting.

SunGuide Failover for Multiple TMC Operations – Robert Heller

Mary Thornton discussed the work that was done on the failover for multiple transportation management center (TMC)s and stated that she is finalizing a whitepaper on this topic. The whitepaper will be available the week of April 12th for District review and comment.

Consistency in Reporting Incidents for FL-ATIS – Gene Glotzbach

Gene Glotzbach stated that each District is reporting congestion and incidents to Florida Advanced Traveler Information System (FL-ATIS) differently. Some are reporting incidents that are only blocking lanes and some are reporting incidents if they are not blocking lanes. We need to be more accurate throughout the state in the way we report incidents and congestion. A. Krishnamurthy commented that the consistency of reporting incidents also needs to be considered for dynamic message sign (DMS)s and highway advisory radio (HAR)s along with FL-ATIS.

G. Glotzbach stated that he wanted to bring up the topic of soft messaging. Soft messaging is something the Department may want to consider using when we have incidents that are not "confirmed" through the TMC. We may want to put a soft message up indicating there may be some traffic ahead and to continue checking the status on 511 for updates. Several Districts mentioned that they were already doing this.

ITS Devices Maintenance Life Cycle – Gene Glotzbach

G. Glotzbach stated that the Department does not have an accurate count on Intelligent Transportation Systems (ITS) devices installed. Having an accurate count of devices and when they were installed will help with budgeting. C. Packard will be looking in district SunGuide databases for this information and will be in contact with the Districts for further information if needed.

IP Addressable for Beacons – Pete Vega

P. Vega reviewed the slides regarding IP addressable beacons for 511. He explained that he intends to work with Traffic Engineering Research Lab (TERL) to have these devices added to the approved products list (APL). He stated that District 2 is willing to pay the cost to add this feature to SunGuide. A. Krishnamurthy asked if these signs meet the Manual on Uniform Traffic Control Devices (MUTCD) standards. P. Vega mentioned that the signs meet the standard but the flashing lights do not. FDOT will need to review the sign and the flashing lights prior to deployment as well.

IP Addressable for Beacons – Vote:

D1: Yes
D2: Yes
D3: Yes
D4: Yes
D5: Yes
D6: Yes
D7: Yes
FTE: Yes

Action Items Review

- Arun Krishnamurthy to check ITS Architecture to make sure 595 and 95 Express Lanes are included and that High Speed Rail and Space Port will be added in the future.
- CO will schedule a performance measures meeting with the Districts to discuss if the incident data is collected consistently across each district TMC.
- SwRI will provide whitepaper on TMC Failover for review available week of April 12th.
- Districts to review CMB process document and provide comments to CO and/or CMB chair.