

Meeting Notes

Change Management Board

March 4, 2014 – 1:30 to 4:30 p.m.

Version 1.0 - Final



Prepared for:
Florida Department of Transportation
Traffic Engineering and Operations Office
Intelligent Transportation Systems Section
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List of Acronyms

CMB.....	Change Management Board
CO	Central Office
CPU	Central Processing Unit
DMS.....	Dynamic Message Sign
DPA	Data Processing Application
FDOT	Florida Department of Transportation
FL511	Florida’s Advanced Traveler Information System
FTE.....	Florida Turnpike Enterprise
ID.....	Identification
IDS.....	Information Dissemination System
IE	Internet Explorer
ITS.....	Intelligent Transportation Systems
ITSFM.....	ITS Facility Management
MDX.....	Miami-Dade Expressway
OOCEA.....	Orlando-Orange County Expressway Authority
TxDOT	Texas Department of Transportation
RITSA	Regional ITS Architecture
RWIS	Road Weather Information System
SITSA	Statewide ITS Architecture
WAN	Wide Area Network
WWD	Wrong-Way Driving

Florida Department of Transportation
CHANGE MANAGEMENT BOARD MEETING NOTES
Tuesday, March 4, 2014
1:30 to 4:30 P.M
Rhyne Building, Room 330 Tallahassee, Florida

Attendees:

Aelon Suskey, CO/Atkins	Jason Summerfield, D2/Metric	Javier Rodriguez, D6
Brian Ritchson, CO/MCG	Jesse Gilmour, D2	Joe Snyder, D6
Clay Packard, CO/Atkins	Pete Vega, D2	Mark Laird, D6/AECOM
Randy Pierce, CO	Mark Nallick, D3	Chester Chandler, D7
Derek Vollmer, CO	Lee Smith, D3	Dave Howell, D7/HNTB
Frank Deasy, CO/Telvent	Dong Chen, D4	Jared Russo, D7/Lucent
Jo Ann Oerter, CO/Atkins	Jim Miller, D5	Terry Hensley, D7
John Glowczewski, CO/Telvent	Josh Sibley, D5	Cathie McKenzie, D7/Gannett
John Heupel, CO/Telvent	Ron Miller, D5	Eric Gordin, FTE
Chris Birozak, D1	Manny Rodriguez, D5	Kelly Kinney, FTE
Scott Robbins, D1/HNTB	Jeremy Johnson, D5	Alex Mirones, FTE/AECOM
Robbie Brown, D1	John Whitman, D5/Consultant	John Hope, OOCEA/Atkins
Vincent Lee, D1/Lucent	Tushar Patel, D5	Robert Heller, CO/SwRI
Craig Carnes, D2/Metric	Alex Motta, D6	Tucker Brown, CO/SwRI

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

Welcome and Call for Quorum: Change Management Board (CMB) Chairman Javier Rodriguez opened the meeting at 1:35 p.m. A quorum was established. He briefly introduced the meeting objectives.

CMB Chair Nominations: D. Vollmer was nominated for CMB Chair. Voting results: D1-yes, D2-yes, D3-yes, D4-yes, D5-yes, D6-yes, D7-yes, FTE-yes, CO-yes

Previous Meeting Recap and Action Item Review

1. **D. Vollmer to send out SunGuide® software operational survey to Districts.**
2. **D. Vollmer to follow up with Districts about closed versus blocked dynamic message sign (DMS) messages.**
3. **D. Vollmer to follow up on footprint issue 2563, DMS grouping.**
4. **All CMB members to email J. Rodriguez for possible CMB Chair nominations.**
5. **F. Deasy and Florida's Turnpike Enterprise (FTE) to confirm whether FTE has what is needed for ITS wide area network (WAN) integration.**
6. **D3 and D7 to determine desired SunGuide software installation dates.**
7. **CO to follow-up on SQL server support**
8. **D5 will get in touch with Central Office (CO) to discuss ITS WAN connectivity. (Open Action Item)**

9. **FTE to prepare white paper to document their efforts and findings on wrong-way driving (WWD). (Open Action Item)**
10. **Orlando-Orange County Expressway Authority (OOCEA) to prepare email for distribution to all Districts on findings of latest deployment effort. (Open Action Item)**
11. **CO working with D7 on issues list with Regional Integrated Transportation Information System. (Open Action Item)**

AGENDA ITEMS

ITS Wide Area Network Update

F. Deasy presented slides on the ITS WAN update. He stated Tallahassee regional transportation management center fiber connection is in process, connectivity to the State Emergency Operating Center will also be established, and routing for local ring architecture is being provisioned by the City of Tallahassee. ITS WAN is ready for the FTE intelligent transportation systems (ITS) network connection. The FTE Tolls connection to the ITS WAN is being upgraded to a Layer 3 connection with routing to support the 95Express project and future managed lanes projects. The ITS WAN connectivity has been established and is working for the VAS (video aggregation system); it can also support Florida's advance traveler information systems (FL511). With regard to the FTE Tolls Middleware Application, D6 has a Layer 2 connection over ITS WAN; D4 has a Layer 2 connection over separate Florida Department of Transportation (FDOT) fiber; and FTE Tolls has requested a consolidated connection over the ITS WAN for all Districts. Districts should re-address their multicast devices now to resolve any overlapping addresses. D3, D4, and D6 have completed their multicast addressing while D1, D5, D7, and Miami-Dade Expressway Authority (MDX) are in the process. D2 has not implemented Layer 3 at this time. Multicast video can then be shared statewide. R Pierce stated with regard to the ITS facility management (ITSFM), updated training will take place for D6 and the FTE. Minimum standards are currently under review by Central Office and the Districts. To give an idea of where ITSFM is today, 878 cable miles have been populated into ITSFM, over 2,800 devices, and 1,500 miles of the microwave system including 87 towers have also been populated and the numbers are growing.

SunGuide Software Updates

D. Vollmer presented slides on the SunGuide software update. The status of the 6.0 upgrades are as follows: D2, D5, and the City of Tallahassee are running 6.0 patch 2; D1 upgraded the week of February 17th; D4 is the week of February 28th, OOCEA upgraded the week of March 3rd, and FTE will update the week of April 1st; D3, D3 (Jacksonville), D6, D7, and MDX are all to be determined. D. Vollmer showed slides on the various hotfix releases. With the release of 6.0, several changes have caused issues with the FL511 system, such as identifications (ID) changed from alpha to numeric; duplicate roadways created without referencing District or center IDs; and interactive voice recognition static tables have to be updated with new IDs. D. Vollmer stated there is not enough funding to cover small enhancements at this time. The support costs were higher than originally anticipated; so once support funding is adjusted small enhancements will be reevaluated and may need to be split up into separate software releases. D. Vollmer stated the SQL support will offer 24/7 web support. He added that if web support is

not adequate, we can open a separate premiere support schedule under the OIS (Office of Information System) Microsoft EA (Enterprise Agreement) at no additional cost to the Districts. Central Office's Work Program may be used to initialize schedule. Moving forward D. Vollmer is going to collect feedback from the Districts about prioritized enhancement requests, discuss and select enhancements for further consideration, identify items that require CMB discussions and votes, and develop a concept of operations as needed.

D1 Architecture Modification

C. Carnes presented slides on the basis for changes to the D1, D5, and D7 regional ITS architecture (RITSA) documents. D1 will soon begin designing a project to install visibility sensors and flashing beacon warning signs in Polk County. The service packages and data flows for this project are not in the current D1 RITSA. While researching the current D1 RITSA, it was also noted that there are several service packages that need to be added or modified to reflect ITS Operations' interactions between D1, D5, and D7. It has been years since said Districts' RITSAs were last updated. Since the last updates on these RITSA documents, there have been significant changes to each District's program. For example, D7 now controls the ITS devices and dispatches Road Rangers west of US 27 in Polk County, which is in D1. D5 now controls the ITS devices and dispatches Road Rangers east of US 27 in Polk County, which is also in D1. The RITSA documents for each District must be updated to comply with the Federal Highway Administrations 23 Code of Federal Regulation Part 940 requirements. C. Carnes presented slides detailing the required additional changes needed to be made in the RITSA documents for each District in regard to their interaction with D1 ITS. D5 and D7 may require additional changes to their RITSA documents; however, the slides presented only deal with portions related to D1. C. Carnes showed slides on service packages and data flows as it relates to the applicable Districts.

IDS vs. DPA

T. Brown presented slides on incident detection subsystem (IDS) versus data processing application (DPA). The equivalent component in the Lonestar/Texas Department of Transportation (TxDOT) system is the DPA. IDS manages alerts within the SunGuide software system and a new driver is required per data type such as transportation sensor subsystem, VisioPad, Florida Highway Patrol, safety barrier, road weather information systems (RWIS), and weather. The alerts are based on pre-configured thresholds. With regard to the DPA, alerts are managed within the Lonestar system; drivers are embedded into the process, where needed, and interfaces with TxDOT's Client Notification Application. T. Brown showed example slides of rules-based alerting with the DPA. Rules are added dynamically for device types and conditions and actions are defined for when the conditions are met. Rules can be made to run on specific schedules. Slides were shown examining the specific schedules, actions configured based on the type, and how comparators allow for numerous detection conditions. Some advantages of a rules-based system include the following: users have more options in configuration; users define the "trigger" and assign an "action;" and actions can be anything the system is capable of doing and has enough information to do such as send an alert/email/text/social network post or create an event. T. Brown gave an example using transportation sensor subsystem alarms and stated that the same actions also apply to a RWIS alert and the only necessary change would be to make the DPA aware of the RWIS data types, such as wind, temperature, precipitation etc.

SunGuide Software Map out of Internet Explorer

T. Brown presented slides on the SunGuide software map out of Internet Explorer (IE). Some limitations include IE is the only supported browser; certain IE updates have broken parts of SunGuide software requiring a small rework; applications cannot take full advantage of a central processing unit (CPU); and focus issues such as intentionally disabling certain focus calls to prevent pop-ups as a “security” feature. Some future options would be to remove IE and add ClickOnce, which enables the user to install and run a Windows-based smart client application by clicking a link in a web page. Some browser based windows would still need to be supported, such as HTML/JavaScript, until all dialogs have been converted. Some advantages would be better control of window focus and sizing, more control of CPU usage and threading, and more options in user customizable layouts. Another possibility outside the browser would be dynamic configuration (per user). The map would no longer be the central entry point and each dialog would be capable of being stand alone or incorporated into a larger dialog.

Statewide ITS Architecture Update

D. Vollmer presented slides on the statewide ITS architecture (SITSA) update. He stated the last SITSA update to include statewide and regional architectures was performed in 2005. The goals of the update are to go over new requirements and services, update ITS plan for the state and each region, and satisfy federal requirements for RITSA development. D. Vollmer recommended consolidating workshops at three locations and reducing the duration to one day. He suggested Tallahassee for CO, D2, and D3; Orlando for D1, D5, D7, and FTE; and Ft. Lauderdale for D4, D6, and FTE Pompano. He stated each location includes all stakeholders (FDOT ITS, construction, planning, design, metropolitan planning organizations, counties, cities). He added the tentative timeframe would be fall 2014. With regard to the systems engineering and ITS Architecture Procedure, comments need to be reviewed and the document updated, finalized, and sent along with the comment responses to stakeholders in May 2014 to obtain additional feedback; once final, coordination would begin with other offices to update the Project Management Handbook, Project Development and Environmental Manual, Construction Project Administration Manual, and Local Agency Program Manual.

Open Discussion

Review Action Items

- **Districts to send top five prioritized SunGuide software enhancement requests to D. Vollmer.**
- **CO to further investigate/evaluate the operator map out of IE.**
- **D. Vollmer to follow-up with Districts on ITS architecture workshop needs.**
- **D. Vollmer to follow-up with Districts about closed versus blocked DMS messages. (Open Action Item)**
- **D3 and D7 to determine desired SunGuide software installation dates. (Open Action Item)**
- **D5 will get in touch with CO to discuss ITS WAN connectivity. (Open Action Item)**
- **FTE to prepare white paper to document their efforts and findings on WWD. (Open Action Item)**
- **OOCEA to prepare email for distribution to all Districts on findings of latest deployment effort. (Open Action Item)**

Meeting adjourned 3:45 p.m.