Meeting Notes

Change Management Board

January 19, 2017 – 1:30 to 4:30 p.m.

Version 1.0

List of Acronyms and Abbreviations

APL...Approved Product List

CCTV..Closed Circuit Television

CFX ....Central Florida Expressway Authority

CMB.. Change Management Board

CO .... Central Office

ConOps.. Concept of Operations

CoT...City of Tallahassee

DMS..Dynamic Message Sign

DRIP .... Divergent Route Implementation Plan

D1 .... FDOT District 1

D2 .... FDOT District 2

D3 .... FDOT District 3

D4 .... FDOT District 4

D5 .... FDOT District 5

D6 .... FDOT District 6

D7 .... FDOT District 7

FDOT...Florida Department of Transportation

FL511 .... Florida's 511 Traveler Information System

FTE...Florida's Turnpike Enterprise

ITS... Intelligent Transportation Systems

LESS .... Lighting Electrical Signalization and Signing

MDX..Miami-Dade Expressway Authority

MSDP .... Multicast Source Discovery Protocol

RPG...Response Plan Generator

SA...Source Active

SSUG .... SunGuide® Software Users Group

SwRI... Southwest Research Institute®

TERL .... Traffic Engineering Research Laboratory

TMC ....Traffic Management Center

WAN .... Wide Area Network

Florida Department of Transportation
CHANGE MANAGEMENT BOARD MEETING NOTES
Thursday, January 19, 2017
1:30 to 4:30 P.M
Rhyne Building, 330 Conference Room, Tallahassee, Florida

Attendees:

Derek Vollmer, CO	Tucker Brown, SwRI	Mark Laird, D6
Randy Pierce, CO	Ryan Crist, D2/Metric	Javier Rodriguez, D6
Russell Allen, CO	Lee Smith, D3	Alex Motta, D6
David Heupel, CO	Mark Nallick, D3	Chester Chandler, D7
John Glowczewski, CO/Kapsch	Travis Vickery, Transcore	Renee Daniels, D7
Jennifer Rich, CO/HNTB	Aven Morgan, D3 TMC	Charlie Keasler, D7
Francis Ijeoma, CO/HNTB	Kevin Mahaffy, D3 TMC	Dan Beautos, D7
Mark Dunthorn, CO/AECOM	Janice Hughes, D3	Jared Russo, D7
Mark Mathes, D1	Melissa Ackert, D4	Ramona Burke, D7
Robbie Brown, D1	Daniel Smith, D4 TMC	John Easterling, FTE
Justin Merritt, D1	Dee Mctague D4 TMC	Eric Gordin, FTE
Pete Vega, D2	Jim Stroz, D5	Kelly Kinney, FTE
DeeDee Johnson, D2	Jeremy Dilmore, D5	Karla Smith, FTE
Jason Sumerfield, D2	Tushar Patel, D5	John McFadden, CoT
Tanesha Sibley, D2/Metric	Shannon Waterson, D5	Nelson Berthin, Miami-Dade
		Crystal Mercedes, Metroplan Orlando

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

Welcome and Charter Review: CMB Chairman Bryan Homayouni opened the meeting at 1:33 p.m.

Call for Quorum and Review of Agenda: A quorum was established. B. Homayouni briefly reviewed the meeting agenda and voting items.

- Updated Mark Mathes as the primary voter for District 1; previously was a voting member for District 7.
- District 2 primary voter was Josh Reichert but now is Pete Vega the alternate is DeeDee Johnson.
- District 3 primary voter is still Lee Smith and alternate is Mark Nallick.
- District 4 primary voter is Dong Chen, the alternate is Daniel Smith.
- District 6 primary voter is Javier Rodriguez and the alternate is Alejandro Motta.
- District 7 primary voter is Chester Chandler and the Ramona Burke is the alternate.
- CFX primary voter is Bryan Homayouni and Brent Poole is the alternate.
- MDX primary voter is Ivan Delcampo and Wang Lee is the alternate.
- Central Office primary voter is Derek Vollmer and Russell Allen is the alternate.

Previous Meeting Recap and Action Item Review

1. **Open:** Get with D6 on Waze roadway selection around the Golden Glades area.

2. **Open:** District requests for Independent Verification & Validation (IV&V) installer, will be addressed during SunGuide update.
3. **Open:** Discuss Waze alerts with Russell for 511, confirmed the attribution question. Need to confirm there is an attribution in the third party data feed.
4. **Closed:** No formal copies of ConOps were found, only two slides from previous CMB meetings.
5. **Closed:** Reported delays tab on new 511 system; excluding color-coding from map if districts find inaccurate data. Removed travel time delay tab from website.
6. **Open:** Ask Inrix data questions; verify 511 survey for questions asking what user information is helpful. CO is still following up with management about purchasing the Inrix data. User survey is underway, we are keeping the base questions we are looking at performance measures and adding a few additional questions.
7. **Closed:** Send out Bryan's contact information to Robbie.

AGENDA ITEMS

ITS Communications Update
- District 6 has an extensive new microwave project.
  - Bid was awarded to Nokia/Century Link. Factory acceptance testing will happen in mid-February. The system will be built/established at a warehouse and several staff members will be going to watch the testing and the acceptance of that. After, it will be shipped down to D6. It should go smoothly based on the past weather system installation – there are 50 sites. It is an IP based microwaved owned technology.
- Florida Keys Wind Sensors
  - 25 sites received ultrasonic wind-speed sensors. The wind sensors collect the data periodically and then transmit them out via satellite which then makes the data available on the FDOT ITS WAN. Biggest challenge during the installation were a few road closures and getting the man lift in the area so they could work on the pole.
  - System installed and live as of January 1, 2017.
- Tallahassee Fiber Ring
  - Ring has been installed and successfully tested. We have been connected to the City of Tallahassee and have been able to communicate SunGuide data to and from the city as well as to District 3 Chipley and Pensacola. The video availability is the next process, we have been successful getting the video to Tallahassee but still working on getting District 3 to accomplish video connection.
    - Multicast Source Discovery Protocol (MSDP) is established with the COT and the Source Active (SA) Cache includes 25-30 cameras. The cameras are available to be pulled up but I have not seen any being viewed. Regardless the cameras are available.
  - During both hurricanes we were successfully able to stream video to the EOC during the operations.

- o What is the timeline of availability of D3 video? Central Office is available and ready to work with District 3 whenever they are ready.
- IP Re-allocation effort
    - o D5 is actively migrating to CIDR blocks. D6 and MDX are using their assigned CIDR blocks for new deployments.
- Mulicast (Re)Addressing
    - o **D1, D5, D7 & MDX are in the process of multicast re-addressing- Central Office needs an update of that status.**

- Upgrade Statewide Microwave System (SMS) Project
    - o Over 75 microwave towers in the state and up to 25 additional sites that will be included in this project. From accessing current projects to see if they overlap with the SMS project, we found that a lot of them do overlap. Due to the overlap, the Central Office has put these projects on hold until we can ascertain where we will make the build out and changes to the backbone.

SunGuide Software Update
- Everyone has reached out to us to schedule a 6.2 upgrade. D2, CFX and MDX are up to date.
- Release 7.0 FAT tentative for week of February 27, 2017.
- Release 7.1 IV&V tentative for week of March 20, 2017.
    - o Send us an email if you are interested in testing the software.
- Release 7.1 design review needs to be scheduled.
- Release 7.1 FAT tentative early May.
- Prepping to have short weekly SSUG meetings.
- Hotfixes
    - o Executive notification hotfix released for 6.1 & 6.2 went out this afternoon. D6 found issues with initial hotfix that went out. Minor changes (per Trey's request) include: removed status from email subject line, added road closed duration field, combined narrative and response actions, removed text at top of email. There is a due date to install this hotfix but I need to verify you can delay the installation until 1/30.
- Detector Data Loss
    - o Wavetronix SS126 – protocol added a couple of new messages that were causing issues with the driver, which caused the system to drop/lose data. Fixed with a hotfix that was included in my email from earlier today.
    - o Question: Is anyone using the toll sub-system in SunGuide? No Districts are using it. We would like to deprecate that system. We will discuss it further at the Statewide Express Lanes meeting to make sure it is okay if we do that. Following the Express Lanes meeting, I will send out an email if this will be a CMB voting issue.

Accurate Latitude/Longitude

- Could be a future voting item. Using CCTVs to mark latitude and longitude and putting the correct location in SunGuide.
- Cameras have a built in compass and a tilt angle sensor so we would know where the cameras are and how high the cameras are located. This will give us accurate locations for incidents.
- By pointing the camera at the incident, the camera can calculate the location of the incident.
- This could help automatically select the EM location in SunGuide. It would be a video overlay in SunGuide that could have the latitude and longitude.
  - o FHP has the exact location- we currently do not get that information. Only 20% of incidents FHP handle and the location is based on where they park their car, not necessarily, where the incident is located.
  - o Should look into getting the latitude and longitude information.

SunGuide Executive Enhancements
- These items should move to the SSUG, not a voting item.
- Coloring on the event list for when the executive notification criteria, have something pop up to make the operators aware of the executive notification. If there is not a supervisor there, they can track them down to have the email go out in a timely manner.
- Have email with hotfixes go out but also have a pop up in the IDS box as an alert. These features will ensure that the information being distributed is in the most real-time as possible.
  - o Not a voting item but should it be pushed down to the SSUG?
  - o L. Smith: as the process is automated, how is the trigger for the email going to work?
  - o There is an estimated duration field that you can enter in (if you estimate it to be more than an hour) that will trigger an email. If you have it less than that and it goes more than an hour it will also trigger an email.
    - ▪ **Push these items to the SSUG.** Next SSUG will be in February.

SunGuide Arterial Enhancements
- This item should be pushed down to the SSUG. We have begun deploying on arterials within SunGuide.
  - o Add Traffic Signal Malfunction to event types with coordination with 511. Right now, we have a problem with the signal and can only input it as other.
  - o Footprint 3848: Change how roadways are handled/presented in SunGuide. Some roads have multiple names, trying to work around having multiple road names.
  - o Footprint 3849: Add roadway type flags to roadway definitions. Performance Measures that can break up arterials and freeway separately so we can report separately.
    - ▪ Want more roadway types than just arterials and interstates.
  - o Trying to find the best way to address roundabouts.

- o Possible to have relationship to exit for intersection of: Right now, we have to put in four different events and link them together but need to find a way on 511 to show what road/direction of road is closed.
- o Response Plan Generator (RPG) and device linking: address the loops in the short distances that are on there.
- o Device/SunGuide designation of interstate vs arterials for display: We are using one SunGuide installation by both, being able to sort by arterial and freeway to make the data cleaner.
- o **Push this down to the SSUG as well.**

Color/Graphic DMS Committee
- Re-start the color/graphic DMS committee to be able to discuss statewide and use the colors by the code.
    - o Derek will follow up with Mark and Tucker to establish Color/Graphic DMS committee

Graphic DMS Travel Time Messaging
- Graphic messages in DMS messages report- when looking at the report you do not know what destination it is because the report only shows the image, miles, and time.
    - o Suggest inserting a destination into message with indication that it represents the graphic or use the graphic name. That way we can filter and sort the report.
    - o Using the name of the graphic would work best for this.
- Voting Results:
    - o Yes: CO, D1, D2, D3, D4, D5, D6, D7, FTE, CFX
    - o No: None
    - o Item Passed.

Wrong Way Driving Enhancements
- Proposing an enhancement to the current wrong way driving detection system.
- Current implementations of the system: added to IDS, Wavetronix click 512-interface diver, EM supports WWD event type and response plan parameters, added flag for each agency contact to automatically receive the WWD email notifications.
- Proposed changes: for the driver to interface directly with the WWD camera equipment. When looked at and coordinated with the vendor, we made the sure the interface would work with multiple District deployments. It will pull information from the camera directly and will work if you have more than one camera in the system.
    - o Four detection zones, three radar detection zones and a camera detection zone. The camera detection zone is the final detection, which is for a WWD event only. Only provides SunGuide notification if all zones are affected which gives us a higher confidence level in terms of the accuracy of the event.
- Detectors active the beacon and then the camera will pull up the final trigger and send the camera image either via cellular radio or fiber and will go to TAPCO as well as SunGuide.

- o The image would be input into the alert window and a series of images will be available in the snapshots column. There is a speed column but not reported in the TAPCO system.
- Other features are the ability to pull up CCTVs in the area and being able to pan tilt zoom to try to track if the vehicle has entered the main line.
- Estimated cost of $20k for the enhancement.
  - o Future enhancements of BlinkLink Software.
  - o Would SunGuide replace the TAPCO software? BlinkLink can still function with this interface in place.
  - o Currently deployed on CFX, FTE and D7.
  - o Do they have any problems with false detections? Only detections that set off all four zones are sent to SunGuide. Therefore, the false detection rate is low.
  - o Would it be beneficial to have additional information as to what type of false alarm (law enforcement officers) are being generated? We want to depict the difference between law enforcement, maintenance activity and real wrong way driving. It was agreed that this would be a beneficial feature.
- Vote:
  - o Yes: CO, D1, D2, D3, D4, D5, D6, D7, FTE, CFX
  - o No: None.
  - o Item passed.

End of Life for Devices
- Devices are purchased and deployed on projects and the devices are at end of life and then we contact the manufacturer to replace or update the device and the manufacturer no longer sells the device. Have any other Districts experienced this?
  - o D2- the Barco video wall
  - o D7- access cameras that were end of life and had a bug
  - o D3- Could this be assisted by the APL to support the end of life projection, is that possible?
    - ▪ When APL paperwork is submitted to the TERL, we can request they provide us this information in the reports and can ask them for their end of life schedule and that can be posted on the website when that device is approved.
- Short term solution for D5, modify standard spec section 603-6 "Documentation for Electronic Equipment" to require vendors to provide an EOL schedule for devices and show how long they will support a device after it is no longer manufactured. Adding that information to the APL and pulling it into the individual device specs.
  - o Is anyone opposed to this proposed approach?
    - ▪ Additional suggestion: ask vendors to commit on the APL the vendor will at least give you 12 month's notice. Once they send the end of life notice, you will be able to still buy that item or parts for it for 12 months.
    - ▪ **Bring this item up at the Lighting Electrical Signalization and Signing (LESS) meeting.**

District 5 Architecture Updates
- Planning Organizations are updating ITS Master Plans.
- Asking for the approval of the updated District 5 Architecture. The PDF has more details and does not reach beyond the District boundaries.
- Additional service packages: Transit vehicle tracking, updating the CCTV camera system to grant local law enforcement access to their video feeds, cooperative vehicle service package updating for ride sharing.
- **Derek will reach out to Russell to apply updates to District 5's architecture.**

Open Discussion:
D3: JIRA ticket system, is that going to be merged with SunGuide or just used for FL511?
- Just for 511, still have invoicing reporting issues.

D3: Reporting information other than travel times on DMS in the rural sections. Referring to the requirement of having to put travel times as a default.
- Derek- **get this as an item on the agenda for the next ITS Working Group meeting**

Miami-Dade: In process of implementing SunGuide at the county TMC. They will be using SunGuide for the video management. The management wants to see if it is possible for SunGuide to develop an application for a smartphone.
- Currently they have an application that is like a video distribution system but limited user base.
- **Move this item to the SSUG**. **Need to discuss if it should be something we use SunGuide for or not. Add Miami-Dade to the distribution list for the SSUG.**

Action Items:
- **Districts:** FDOT request status of the multicast re-addressing from the Districts
- **Derek:** Statewide agreement for removing Express Lanes in SunGuide
- **Mark and Tucker**: to establish the DMS Color/Graphic committee
- **Derek:** reach out to Russell for D5 architecture
- **Derek:** add DMS Travel-times in rural areas to the ITS WGM
- **Elizabeth:** End of Life of devices at the LESS committee meeting
- **Derek:** Add discussion DMS travel times in Rural sections to ITS Working Group Agenda
- **Derek:** Add Nelson to the SSUG.

SSUG Items:
- SunGuide Executive Enhancements, including:
    - Event list coloring
    - IDS popups
- SunGuide Arterial Enhancements, including:
    - Traffic Signal Malfunction event types

- - Roadway naming
  - Roadway types
  - Roundabout handling
  - RPG device linking loops
- Integrating camera-determined location detection
- Smartphone / website app for SunGuide