U.S. Department of Transportation
Intelligent Transportation Systems Program Advisory Committee

Summary of Proceedings

ITS Program Advisory Committee Meeting

August 13, 2015

CONTENTS

1. **General**

   a. The Intelligent Transportation Systems (ITS) Program Advisory Committee (ITSPAC) met August 13, 2015 at the Crystal City Marriott Hotel, Arlington, Virginia 22202.

   b. This document provides a summary of the meeting proceedings. Details of the meeting proceedings, including copies of presentation slides and a transcription of the meeting discussions are available in the August 13, 2015 section of the ITSPAC website at http://www.its.dot.gov/itspac/index.htm.

2. **Meeting Attendance**

   a. Committee members

      Mr. Steve Albert, Director, Western Transportation Institute
      Mr. Roger Berg, Vice President, North America R&D, DENSO International America, Inc.
      Mr. Joseph Calabrese, CEO, Greater Cleveland Regional Transit Authority
      Mr. John Capp, Director, Electric and Control Systems Research and Active Safety Strategic Lead, General Motors Corporation
      Mr. Bob Denaro, Consultant, Intelligent Transportation
      Ms. Ginger Goodin, Director, Policy Research Center, Texas A&M Transportation Institute
      Ms. Debra Johnson, Deputy Chief Executive Officer, Long Beach Transit
      Mr. Peter Kissinger, President and CEO, AAA Foundation for Traffic Safety
      Mr. Scott McCormick, President, Connected Vehicle Trade Association
      Mr. Joe McKinney, Executive Director, National Association of Development Associations
      Mr. Raj Rajkumar, Co-Director, General Motors-Carnegie Mellon Collaborative Research Labs, Carnegie Mellon University
      Ms. Susan Shaheen, Adjunct Professor, Civil and Environmental Engineering and Co-Director, Transportation Sustainability Center, University of California, Berkeley
      Mr. Kirk Steudle, Director, Michigan Department of Transportation
      Mr. George Webb, County Engineer, Palm Beach County, Florida
      Ms. Sheryl Wilkerson, Vice President, Federal Government Affairs, Michelin North America

   b. U.S. Department of Transportation

      Mr. Walt Fehr, Systems Engineering Program Manager, ITS Joint Program Office, Office of the Assistant Secretary for Research andTechnology
      Mr. Stephen Glasscock, Program Analyst, ITS Joint Program Office, Office of the Assistant Secretary for Research andTechnology
      Mr. Bob Sheehan, Multimodal, ITS Research and Deployment Program Manager, ITS Joint Program Office, Office of the Assistant Secretary for Research andTechnology
      Mr. Jeff Spencer, ITS Program Manager, Federal Transit Administration

c. Others

      Mr. Steven Bayless, ITS America
      Ms. Jennifer Carter, ITS America
      Mr. Steve Gehring, General Motors
      Mr. Spencer Mathews, Volkswagen Group
      Mr. Brian Hoeft, Rural Transportation Commission of Southern Nevada
      Mr. Carlos R. Vélez, Jr., Project Manager, Citizant, Inc.
      Ms. Jill Warnock, Harris, Wiltshire & Grannis, LLP

## 3. Meeting Action Items

a. August 28: Subcommittees will submit revised drafts of their recommendations to Chairperson Wilkerson.

b. September 3: Chairperson Wilkerson will combine/edit/format subcommittee revised drafts and circulate a first consolidated draft to committee members.

c. September 11: Committee members will submit comments on the first consolidated draft to Chairperson Wilkerson.

d. September 18: As necessary, Chairperson Wilkerson will clarify committee members' input and incorporate their comments into a final draft.

e. September 23: Chairperson Wilkerson will circulate the final draft to committee members for review.

f. September 25: Committee members will submit comments on the final draft to Chairperson Wilkerson.

g. September 25: Chairperson Wilkerson will submit the final recommendations to Mr. Glasscock.

h. Mr. McCormick will draft and circulate for committee review a recommendation on future government fleet vehicle capabilities to accommodate mandates for in-vehicle ITS technologies.

i. Mr. Albert will draft and circulate for committee review a recommendation on workforce development.

## 4. Meeting Agenda

a. Welcome Remarks

b. Opening Remarks

c. Open Discussion of Subcommittee Draft Recommendations

d.  Subcommittee Meetings

e.  ITS Joint Program Office (JPO) Update

f.  Scenario Planning Group Discussion

g.  Discussion of ITS Technologies in Government Fleet Vehicles and Workforce Development

h.  Subcommittee Updates to Committee

i.  Review Action Items

j.  Discussion of Next Steps

5.  **Summary of Proceedings**

a.  Welcome Remarks

Stephen Glasscock, Committee Designated Federal Official, welcomed committee members and conveyed Ken Leonard's apology that he could not attend the meeting due to an ITS JPO senior leadership offsite training activity.

b.  Opening Remarks

(1) Chairperson Wilkerson welcomed committee members, thanking them for taking time from their professional lives to participate in this important committee.  She also thanked Stephen Glasscock for his outstanding administrative and logistical support to the committee.

(2) Chairperson Wilkerson stated that the main purpose of the meeting was to review subcommittee recommendations initial drafts, with the goal of submitting a formal interim advice memorandum to the Secretary in September 2015 that would be followed by a final advice memorandum in mid-2016.  She made the following observations based on her review of the subcommittee initial drafts:

(a) The committee should establish a report template to facilitate preparation of the final report.

(b) Some of the reports had significantly more information than others, some had charts, and some had more introductory and background information than the others; so the committee will need to reach consensus on information that will be included in the recommendations, information can be combined, and information that can be omitted.

(c) Some reports included suggestions, but no formal recommendations.  The final report to the Secretary must include specific recommendations.

c. Open Discussion of Subcommittee Draft Recommendations

The Funding, Public Transportation, Data, and Shared Used Mobility subcommittee chairpersons briefed the committee-of-the whole on their draft recommendations and facilitated group discussions. There was consensus to conduct the Scenario Planning subcommittee discussion following the subcommittee meetings.

d. Subcommittee Meetings

The subcommittees met to consider feedback received during the preceding open discussion of their draft recommendations. The subcommittee meetings were conducted in two rounds – first the Funding and Data subcommittees, followed by the Public Transportation and Shared Mobility subcommittees.

e. ITS JPO Update

During the lunch break, Mr. Walt Fehr, ITS JPO Systems Engineering Program Manager, presented an ITS JPO update on ITS systems security, current efforts to enhance uniformity among impending Connected Vehicle Pilot deployments, and plans to provide the Pilot deployment sites unified, easy-to-use support services to enhance program success.

f. Scenario Planning Group Discussion

Following a wide-ranging discussion on scenario planning, the committee reached consensus that this topic required further development; so it would not be included in the committee's interim advice to the Secretary in September, but instead would be discussed at future committee meetings for possible inclusion in the committee's final advice memorandum in 2016.

g. Discussions of ITS Technologies in Government Fleet Vehicles and Workforce Development

(1) In response to Mr. Berg's request, Chairperson Wilkerson opened the floor to discussion of potential advice to the Secretary on whether future government solicitations for the purchase of fleet vehicles shoud include the requirement that the vehicles be able to accommodate future government mandates for in-vehicle ITS technologies. Mr. McCormick agreed to drafting a recommendation on this topic.

(2) In response to Chairperson Wilkerson's request for recommendations of additional topics for discussion, Mr. Albert recommended workforce development, which had been discussed during the Public Transportation subcommittee open discussion. Mr. Albert agreed to draft a recommendation on this topic.

h. Subcommittee Updates to Committee

The Data, Funding, Public Transportation, and Shared Use Mobility chairpersons presented brief updates to the committee-of-the whole based on results of their subcommittee meetings.

i. Review Action Items

Chairperson Wilkerson reviewed the following action items:

(1) August 28:  Subcommittees will submit revised drafts of their recommendations to Chairperson Wilkerson.

(2) September 3:  Chairperson Wilkerson will combine/edit/format subcommittee revised drafts and circulate a first consolidated draft to committee members.

(3) September 11:  Committee members will submit comments on the first consolidated draft to Chairperson Wilkerson.

(4) September 18:  As necessary, Chairperson Wilkerson will clarify committee members' input and incorporate their comments into a final draft.

(5) September 23:  Chairperson Wilkerson will circulate the final draft to committee members for review.

(6) September 25:  Committee members will submit comments on the final draft to Chairperson Wilkerson.

(7) September 25:  Chairperson Wilkerson will submit the final recommendations to Mr. Glasscock.

(8) Mr. McCormick will draft and circulate for committee review a recommendation on future government fleet vehicle capabilities to accommodate mandates for in-vehicle ITS technologies.

(9) Mr. Albert will draft and circulate for committee review a recommendation on workforce development.

j. Next Steps

(1) During group discussions, the following topics were identified for possible inclusion in future meeting agendas:

    (a) Workforce development

    (b) Scenario planning

    (c) Connected Vehicle pilots

    (d) NHTSA update

(e) The impact of rapidly evolving technology on institutions

(f) ITS Strategic Plan

(g) Automation

(h) Traffic safety culture

(i) ITS JPO report on ITSPAC recommendations accepted by U.S. DOT

(j) Futurist/new industry trends presentation

(k) Human interface

(2) The committee reached consensus on holding full-day meetings in early November 2015 and late March 2016 (possibly in California/San Francisco Bay area), and a webinar/teleconference on a date to be determined. Doodle polls will be used to determine specific meeting dates.

k. Presentation on V2I Deployment Coalition Monthly Meeting.

Mr. Webb presented on an August 12 meeting of the Vehicle-to-Infrastructure Deployment Coalition. The briefing slides are available in the August 13, 2015 section of the ITSPAC website at http://www.its.dot.gov/itspac/index.htm.

## 6. Adjourn

Chairperson Wilkerson thanked committee members for their participation and adjourned the meeting at 3:04 pm.


We certify, to the best of our knowledge, that the foregoing summary of proceedings is accurate and complete.


Ken Leonard
Director, Intelligent Transportation Systems
  Joint Program Office
Office of the Assistant Secretary for Research
  and Technology
U.S. Department of Transportation

Cheryl Wilkerson
Committee Chairperson
Vice President, Federal Government Affairs
Michelin North America