

Oklahoma State Transportation Innovation Council Charter

January 9, 2012



Purpose

This Charter establishes the State Transportation Innovation Council (STIC) for the state of Oklahoma and defines its mission, scope and responsibility, membership, and administration.

Vision

The State Transportation Innovation Council (STIC) will foster a collaborative culture for rapid implementation of meaningful innovations to efficiently deliver to the public a modern, high quality highway system.

Mission

Facilitate the rapid implementation of technology, tactics and techniques among transportation program delivery professionals at all levels of government and throughout the private and non-profit sector to ensure smart, efficient investment in Oklahoma's highway infrastructure.

Scope and Responsibility

State DOT's, Local Public Agencies and tribal transportation agencies nationwide own the system and make key decisions on how to deliver projects, as well as what techniques and technologies to use in the operation and safety on our highway system. The Oklahoma State Transportation Innovation Council (STIC) will bring together stakeholders that represent all those market forces and work together to lead innovation in our state transportation program.

The STIC shall provide multi-stakeholder leadership to perpetuate the deployment of innovation in each state. The objectives and duties of the STIC shall be to identify and recommend ways to ensure an appropriate response to key issues and challenges that impact our highway program. The STIC will act as a catalyst for rapid deployment of those nationally identified technologies, techniques and tactics that have been demonstrated in "real world" applications and can offer improved performance/effectiveness in their state.

- The STIC shall advise the Oklahoma Secretary of Transportation and FHWA Oklahoma Division Administrator and provide a means of ensuring regular contact between ODOT, Local Public Agencies, and the highway sector.
- The STIC shall advise the Oklahoma Secretary of Transportation and FHWA Oklahoma Division Administrator on the implementation of the *Every Day Counts* Initiative and related matters.
- The STIC shall provide leadership to promote and support rapid deployment of selected technologies, tactics and techniques.
- The STIC shall provide a forum for discussing and proposing solutions to transportation-related problems.

- The STIC shall act as a liaison among the stakeholders represented by the membership, and may provide a forum for those stakeholders on current and emerging issues in the transportation sector.
- The STIC will develop a process to select technologies, tactics and techniques on which to focus implementation efforts.
- The STIC shall identify and mobilize champions within the state of Oklahoma who are committed to the deployment of chosen technologies, tactics and techniques.
- The STIC will monitor performance metrics to ensure priority initiatives move into standard practice.
- The STIC will share information with all Oklahoma stakeholders through meetings, workshops and conferences.

Membership

The STIC's membership shall reflect the diversity of the Oklahoma highway industry by representing a balanced cross-section, including entities from various geographic locations and agencies of varying size. At a minimum, membership will represent the following:

- State DOT
- FHWA
- LTAP/TTAP
- Local Public Agencies (APWA, ACCO, etc...)
- MPOs
- Tribes
- Contractors
- Consultants
- State and Federal Resource Agencies
- University Transportation Center

In addition, subject matter experts (SMEs) and other advisory members may be invited to attend STIC meetings as non-voting members with the concurrence of the Oklahoma Secretary of Transportation and FHWA Oklahoma Division Administrator.

The STIC shall be co-chaired by the Oklahoma Secretary of Transportation and FHWA Oklahoma Division Administrator and composed of approximately twenty five members.

Meetings

The STIC shall meet regularly at a time and place set by the Co-Chairs. In addition, the STIC may be convened in an emergency session to address time-critical topics as deemed necessary by the Co-Chairs. It is currently expected that the STIC shall meet bi-monthly.

Members are expected to attend all meetings. Attendance may be in person or any two-way, interactive communications means, such as conference call or video conference. If necessary, a member may be represented by a designated alternate. A majority of voting members, one of whom is a Co-Chair, must attend the meetings to establish a quorum. Decisions on proposals will be made by a consensus of members in attendance at the meeting.

Items presented for STIC review shall be circulated electronically for members' review in advance of the meeting to allow members time to review the documents.

Subcommittees

The STIC may establish subordinate committees as it considers necessary for the implementation of the Every Day Counts initiatives.