



# Pennsylvania State Transportation Innovation Council

## *Charter*

### **Preamble**

The Pennsylvania Department of Transportation (PennDOT), Pennsylvania Turnpike Commission (PTC) and Local Public Agencies (LPA) own the transportation system and make key decisions on how to deliver projects, as well as what techniques and technologies to use in its operation and safety. A State Transportation Innovation Council (STIC) is intended to bring together stakeholders that represent market forces to work together to lead innovation in the Pennsylvania state transportation program.

### **Purpose**

This Charter establishes the State Transportation Innovation Council (STIC) 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 ready to deploy and beneficial innovations to efficiently delivery the public a modern, high quality transportation system.

### **Mission**

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

### **Scope and Responsibility**

The State Transportation Innovation Council (STIC) shall provide multi-stakeholder leadership to perpetuate the rapid deployment of innovation in Pennsylvania. The objectives and duties of the STIC shall be to identify and recommend ways to ensure that the State responds to key issues and challenges that impact the highway program. The STIC will act as a catalyst for rapid deployment of those nationally and State identified technologies, techniques and tactics that have been demonstrated in "real world" applications and can offer improved performance/effectiveness in Pennsylvania.

The STIC will:

- Advise the State CEO and FHWA Division Administrator
- Provide a means of ensuring regular contact between the State DOT, Local Public Agencies, and highway sector.

- Report to the PennDOT Transportation Secretary and FHWA Division Administrator the status of implementing *Every Day Counts* initiatives and related matters.
- Provide leadership to promote and support rapid deployment of selected technologies, tactics and techniques.
- Provide a forum for discussing and proposing solutions to transportation-related problems.
- 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.
- Develop a process to select technologies, tactics and techniques on which to focus implementation efforts.
- Identify and mobilize champions within Technical Advisory Groups (TAG) who are committed to the deployment of chosen technologies, tactics and techniques.
- Assist in the development of resource loaded deployment plans.
- Monitor performance metrics to ensure priority initiatives move into standard practice.
- Share information with all state stakeholders through meetings, workshops and conferences.

## **Membership**

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

- State DOT
- FHWA
- Local Technical Assistance Program (LTAP)
- Local Public Agencies
- Planning Partners
- Contractors
- Consultants
- Federal and/or State Resource Agencies
- University Transportation Centers or Higher Education Institutions

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

The STIC shall be co-chaired by the PennDOT Transportation Secretary and the FHWA Division Administrator and composed of not more than twenty-five members. All member organizations that are not State and Federal agencies will delegate a representative who is

appointed for a 2 year term by the organization's chief executive officer or board of directors. Any person appointed to fill a vacancy shall serve for the unexpired term with the option, by the appointing power, to succeed himself or herself for one full term. (See Appendix A)

## **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 quarterly. Technical Advisory Groups are expected to meet on a more frequent basis as determined by the TAG leadership.

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.

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

## **Subcommittees**

The STIC may establish subordinate committees as it considers necessary for the implementation of the Every Day Counts initiatives. The subordinate committees, Technical Advisory Groups (TAG), will be responsible for producing and presenting white papers for STIC review and action. The TAGs will be responsible for advancing and monitoring EDC initiatives deployment among the transportation sectors.