

Transportation Management Center Pooled Fund Study
Member Quarterly Conference Call
September 17, 2009, 1:00 PM EDT

Minutes

1. Introductions and Review of Agenda

Cathy McGhee (Virginia DOT) and Jim McGee (Nebraska DOR) chaired the meeting. McGhee reviewed the agenda. Introductions were made. The attendees are listed at the end of the minutes.

2. Membership and Financial Status

- Raj Ghaman (FHWA) reported that migration of pooled fund accounting from FMIS to Delphi has been completed.
- Several states have made contributions in 2009.
- Ghaman and Tom Granda (FHWA) would start making calls to states for membership contributions as well as to solicit interests from non-member states.
- The financial status for the PFS looked good. Approximately \$1.2 million were available to fund projects.
- Several projects would be initiated soon.

3. Project Progress Report

Progress and status of projects were summarized in the quarterly progress report. Ming-Shiun Lee (URS) highlighted the progress of the projects.

- Two projects were recently completed: Driver Use of Real-Time En-Route Travel Time Information and TMC Human Factors Design Guidelines Requirements Analysis. Final reports would be posted on the PFS web site soon.
- Driver Use of Real-Time En-Route Travel Time Information provided general guidance on designing travel time messages.
- Final deliverables for the Procuring, Managing, and Evaluating the Performance of Contracted TMC Services would be submitted in January 2010.
- The Methodologies to Measure and Quantify TMC Benefits Project would soon be awarded. A project kickoff meeting would follow shortly.
- The Enterprise Pooled Fund Group developed a Travel Times Best Practices Manual. Lee would e-mail the manual to the group.
- Statements of work for four other future projects have been developed. URS would continue developing statements of work for the remaining projects that were selected at the annual meeting.

4. 2010 Annual Meeting Planning

- Florida was selected as the location for the 2010 annual meeting. The actual location (city) to host the meeting has not been determined.
- The High Occupancy Vehicle/Managed Use Lane (HOV/MUL) PFS plans to have their 2010 annual meeting in Miami. The HOV/MUL PFS is interested in having a joint meeting with the TMC PFS. The HOV/MUL PFS initially thought of a meeting in February but could accommodate a meeting in April or May.

- Members discussed the possibility of having a joint meeting with the HOV/MUL PFS.
- The HOV/MUL PFS selected Miami due to the I-95 HOT Lanes that were recently opened.
- Elizabeth Birriel (Florida DOT) noted that, for a technical tour, the TMC in the Miami area would offer more than that in Orlando.
- It was noted that coordination between managed lanes and TMCs is very important.
- Members at the conference call were agreeable to the idea of a joint meeting.
- It was suggested holding the meeting in late April.
- Ghaman and Lee would develop a one-pager to identify pros and cons.
- Lee would send an e-mail to survey members' interests.
- Lee would also send the link to the HOV/MUL PFS web site to the group.

5. Next Meeting

- Next conference call was scheduled for December 10, 2009 at 1:00 PM ET.

6. Other Issues

- McGee would send the TMC membership map to the group. He encourages members to look at the map and contact non-member states to solicit their interest of joining the TMC PFS or send the contact information to him.

7. Adjourn

- The conference call was adjourned at 12:40 pm.

Transportation Management Center Pooled Fund Study Quarterly Conference Call, September 17, 2009 Attendees

<u>Name</u>	<u>Representing</u>
Mike Jenkinson	Caltrans
Glenn Grayson	RTC Southern Nevada (FAST)
Raj Ghaman	FHWA
Jimmy Chu	FHWA
Elizabeth Birriel	Florida DOT
Mark Demidovich	Georgia DOT
Tom Martin	I-95 Corridor Coalition
Jeff Galas	Illinois DOT
Jim McGee	Nebraska DOR
Mike Pilsbury	New Jersey DOT
Charlie Farnham	Texas DOT
Dave Kinnecom	Utah DOT
Cathy McGhee	Virginia DOT
Jeff Benson	URS
Ming-Shiun Lee	URS