

# Transportation Systems Management Operations Leadership Team Meeting

**Burns Building, Executive Conference Room  
Tallahassee, Florida**

**April 13, 2011  
3:30 – 4:30 pm**

## **Attendees:**

Elizabeth Birriel, FDOT CO  
Mark Plass, FDOT D4\*  
Melissa Ackert, FDOT D4\*

Alan Mosley, FDOT D2\*  
Noranne Downs, FDOT D5\*  
Ingrid Birenbaum, Atkins\*

James Wolfe, FDOT D4\*  
Debora Rivera, FDOT D6\*

*\*Attended via video / teleconference*

## **Introduction**

After a roll call, Elizabeth Birriel welcomed everyone and thanked the leadership team for their time and involvement in Transportation Systems Management and Operations (TSM&O).

## **Review of Past Activities: Sub-committee meeting and TSM&O Task Team meeting**

D. Rivera opened the meeting and then turned it over to E. Birriel to discuss recent TSM&O activities.

E. Birriel briefly reviewed the February 18, 2011 TSM&O Leadership Team meeting minutes.

## **Brief Review of Deliverables: Tier 2 Business Plan**

E. Birriel stated that the Leadership Team had previously asked for a more fully detailed Tier 2 Plan. Over the course of two meetings held March 16 and March 28, the TSM&O Task Team members further developed and completed the Tier 2 Plan. With good feedback from the Task Team, Atkins, and Cambridge Systematics, changes were made that included amended dates, corrections to activities and objectives, and completion of the Organizational Performance Results section.

J. Wolfe expressed a concern about progress for target development and suggested a draft dashboard be developed for July. He would like to see progress even if the dashboard is just a mock-up in order to minimize the chance of schedule slip.

E. Birriel stated that the draft dashboard could include items that are currently being reported to the Florida Transportation Commission (FTC), and other items could be

filled in later as they are more fully developed. She proposed that the draft dashboard be presented to the Leadership Team at their next meeting on May 11.

**Action Item 1**

*Draft dashboard showing incident clearance and travel time reliability to be prepared for May 11 Leadership Team meeting. Assigned to Atkins/Cambridge Systematics.*

D. Rivera asked if the group felt that showing the current measures was enough or if others were needed. She also asked for clarification of whether all components on the incident timeline were being measured or just an overall incident time value.

E. Birriel clarified that the incident timeline components are broken down when they are given to the FTC. She also suggested that the Task Team could suggest other non-operational performance measures for the dashboard.

**Action Item 2**

*Task Team to suggest other non-operational performance measures for dashboard to be prepared for May 11 Leadership Team meeting. Assigned to E. Birriel.*

E. Birriel asked who should be responsible for Tier 2 items. Since a Tier 2 plan is statewide, should it be Central Office or a District? Statewide participation and buy-in are critical.

J. Wolfe stated that Central Office might be coordinating the effort, but the districts implement projects so they need to be involved. He suggested the districts re-review their assigned champions for TSM&O.

D. Rivera asked if the Task Team assignments included names in the Tier 2 plan (yes). She then reaffirmed that the Leadership Team's function is to provide direction. She asked if the intent was for each District to produce a Tier 3 plan.

J. Wolfe stated that District 4's Tier 3 plan is being updated. TSM&O should be independent with components as part of various FDOT entities which will generate discussion and debate on the Tier 3 plan.

D. Rivera suggested that if Tier 3 plans remain optional, then not all districts will complete one until they see the need. Requiring Districts to produce Tier 3 plans, would make the process of implementing TSM&O easier. Districts 4 and 6 would probably have an easier time, but what about the other districts?

N. Downs suggested that District 4's Tier 3 plan could be used as a model, and A. Mosley concurred.

E. Birriel stated that Districts 4 and 6 have consultants to support TSM&O, and District 1 has just advertised for its own consultant.

D. Rivera suggested that Districts without Tier 3 plans get help from those districts that are further along in their plan development. They would have to review what would and would not work in the individual districts.

M. Plass stated that there was no issue with the Tier 3 plan being done before the Tier 2. The organizational performance results sections were very consistent.

J. Wolfe said District 4 would share its Tier 3 update for review when it was completed as it is a work in progress that will change over time.

D. Rivera suggested September as a target for draft Tier 3 plans to be completed by the Districts.

***Action Item 3***

*Share draft Tier 3 plan for May 11 Leadership Team meeting.  
Assigned to M. Plass.*

E. Birriel mentioned that Steve Browning from District 2 PLEMO asked about development of a TSM&O toolbox for guidance in creating the Tier 3 plan. She asked for criteria and ideas for what TSM&O could look like in different districts depending on their focus; ramp meters, hot lanes, work zones, etc.

D. Rivera asked if there could be a brainstorming session with participation from difference functional areas to help them understand what TSM&O is meant to accomplish. She suggested a workshop with video/teleconference. She asked for clarification from A. Prasad for what he was looking for at July Executive Workshop: a 15-minute presentation or something more complete? Perhaps a presentation with progress in July and something more complete between July-September?

E. Birriel suggested moving forward with a brief presentation in June and a workshop in July.

***Action Item 4***

*Clarify if above suggested schedule is acceptable for Executive Committee. Assigned to E. Birriel.*

A. Mosley asked what was the expectation and benefit from a workshop. TSM&O is already occurring, but there needed to be a push to integrate into project development.

E. Birriel affirmed that TSM&O was a systematic approach to use existing resources and infrastructure in a more efficient and effective manner to ultimately better manage the transportation network.

D. Rivera stated that FDOT was doing a good job already but that it should be done better. For example, Project Development and Environment (PD&E) alternatives may not include enough consideration of TSM&O concepts; there is too much focus on adding capacity. TSM&O strategies need to be strengthened.

J. Wolfe noted managed lanes as a successful TSM&O strategy. FDOT needed to stop simply building roadways and then going away; build intelligence into the system up front so it is available when it is needed. Need to get to real-time management.

M. Plass mentioned the need to enhance network effectiveness. All transportation investment decisions should be based on making the network more effective. This includes transit, commuters, freight, trucks, etc. Prioritization should occur on that basis. Think in terms of network users and identify performance expectations. Network-based outcomes are needed to achieve objectives. Be more customer-focused and performance-driven.

D. Rivera suggested anticipating how a facility would operate while it is being planned. Deploy TSM&O strategies at the beginning and preserve the ability to implement later.

## **Additional Discussion**

### **Policies and Procedures**

E. Birriel stated that District 4 gave Cambridge Systematics a task work order to look at policies and procedures that could be affected by TSM&O. They have produced a list and are looking at mainstreaming into the procedures as they are updated. This work is part of Process Management (#3) in the Tier 2 plan.

### **Funding**

E. Birriel stated ITS will lose \$77M in the next 4 years. This highlights the importance of using TSM&O to improve system efficiency.

D. Rivera expressed concern that this could send the message that TSM&O was not important since it is sometimes misunderstood as being an ITS element, which is not correct ITS supports TSM&O.

N. Downs mentioned that many areas were being reduced. Tier 3 plans were needed so that TSM&O could be implemented by all areas.

D. Rivera reaffirmed the commitment to TSM&O and stated that Districts need to be aggressive in implementing TSM&O strategies.

#### **TSM&O Website**

E. Birriel mentioned that the TSM&O website went live today and was populated with information from Districts 4 and 6.

D. Rivera suggested A. Prasad send an email to all FDOT Outlook users about the website.

#### ***Action Item 5***

*Prepare draft email for A. Prasad to send out about TSM&O website. Assigned to E. Birriel.*

#### **Other Topics**

J. Wolfe mentioned that program planning workshops were coming sooner than normal and that policy-level discussion were needed to invest in optimizing the system. Sessions are not topic-specific, so where does TSM&O fit?

E. Birriel offered substituting TSM&O for ITS.

The group concurred that further discussion is needed so that TSM&O would be considered for all project areas.

**Next Meeting: May 11, 2011 3:00 – 4:00 pm**