

Appendix B – Tier II Meeting Minutes

Michigan ITS Pre-Deployment Study

Tier II ITS Architecture Meeting – Lansing Sector Meeting Minutes

MEETING DETAILS

TO: Steve Skinker – Tri-County Regional Planning Commission (Lansing Sector ITS Champion)
and Lansing Sector ITS Stakeholders

FROM: Blair G. Marsden, P.E.
Greg D. Krueger, P.E.
Michael C. Mowery, E.I.

DATE: May 21, 2001

RE: Michigan Department of Transportation ITS Pre-Deployment Study
Tier II ITS Architecture Meeting – Lansing Sector
Meeting Minutes

On Wednesday, May 16, 2001, from 9:00 a.m. to 3:30 p.m., and Thursday, May 17, 2001, from 9:00am to 12:15pm the above captioned meeting was held at the Ingham County Human Services Building in Lansing, MI. Attendees included agency stakeholders from the Lansing Sector, as defined by the boundaries of the Tri-County region. Stakeholders were introduced to the National ITS Architecture process, provided details about the Michigan Department of Transportation ITS Pre-Deployment Study, given information concerning surveys conducted of road users in the Tri-County region, and participated in breakout exercises identifying interconnects and information flows between agencies represented. The following items have been included with these minutes:

1. Meeting Details
2. Tier II Meeting Agenda
3. Tier II Meeting Attendance Log
4. Tier II Session notes
5. Lansing Sector ITS needs ranking
6. Tri-County Vicinity Map
7. Replacement PowerPoint Slides for Tier II Presentation

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TIER II MEETING AGENDA (Wednesday, May 16, 2001)

- 8:30 a.m. – 9:00 a.m. Coffee and Donuts
- 9:00 a.m. – 9:30 a.m. Introduction of presenters and attendees/Introduction to Goals of Workshop
Review of Tier I Meeting (Tri-County Regional Planning Commission and Michigan DOT)
- 9:30 a.m. – 10:15 a.m. Introduction to ITS Architecture Process and Terminology and Tier II Workshop and Agenda (Kimley-Horn)
- 10:15 a.m. – 10:30 a.m. Break
- 10:30 a.m. – 11:15 a.m. Market Package Selection/Description
(Kimley-Horn)
- 11:15 a.m. – 11:45 p.m. Communications for ITS
(Kimley-Horn)
- 11:45 p.m. – 1:15 p.m. Lunch
- 1:15 p.m. – 2:00 p.m. Regional Transportation Services (Presentation, breakout groups, and discussion for selection of appropriate service)
(Kimley-Horn)
- 2:00 p.m. – 3:45 p.m. Architecture Interconnects, Information Exchanges and Tailoring of Interconnects
(Finding the missing pieces, Discussion of shared activities)

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TIER II MEETING AGENDA (Thursday, May 17, 2001)

8:30 a.m. – 9:00 a.m. Coffee and Donuts

9:00 a.m. – 10:30 a.m. Architecture Flows and Tailoring of Architecture Flows
(Presentation, Breakouts, Discussion)

10:30 a.m. – 10:45 a.m. Break

10:45 a.m. – 11:15 a.m. Architecture Derived Standards

11:15 a.m. – 12:00 p.m. Project Discussion (Incorporation of ITS Pre-deployment Study Alternatives in the
Regional Architecture) (Cambridge, Kimley-Horn, Group Discussion)

12:00 p.m. – 12:15 p.m. Meeting wrap-up

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TIER II ATTENDANCE LOG (May 16, 2001)

1. Michael Mowery	Kimley-Horn and Associates, Inc.	303-228-2300
2. Alex Brown	Cambridge Systematics	617-354-0167
3. Greg Krueger	Kimley-Horn of Michigan	313-961-7700
4. Blair Marsden	Kimley-Horn and Associates, Inc.	303-228-2300
5. Morrie Hoewel	Federal Highway Administration – Michigan	517-702-1834
6. Jim Ruff	City of Lansing – Planning	517-483-4070
7. Jim Albertson	Village of Dimondale	517-646-0186
8. Steve Skinker	Tri-County Regional Planning Commission	517-393-0342
9. Andy Kilpatrick	City of Lansing – Transportation	517-483-4247
10. Linda Tokar	Eaton County Transportation Authority (EATRAN)	517-543-4145
11. Ray Lenze	Michigan Department of Transportation	517-335-4166
12. Alan Gove	Clinton County Road Commission	517-224-3274
13. Tony Kratofil	Michigan Department of Transportation – University Region	517-780-7544
14. Tim Rayner	City of East Lansing	517-337-9459
15. Bill Potter	Wolverine Engineers	517-676-9200
16. Dennis Williams	Delta Township	517-676-9200
17. Paul Hamilton	Tri-County Regional Planning Commission	517-393-0342
18. Gary Gibbons	Meridian Township Police	517-347-5070
19. Louis Stadt	East Lansing Police	517-351-4220
20. Daniel Otto	Airport Authority	517-886-3716
21. Kunwar Rajendra	Michigan Department of Transportation	517-335-2893
22. Nicole Lam	CATA	517-394-1100
23. Bill Sanford	Michigan Department of Transportation	517-335-2954

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9. Tim Rayner	City of East Lansing	517-337-9459
10. Bill Potter	Wolverine Engineers	517-676-9200
11. Paul Hamilton	Tri-County Regional Planning Commission	517-393-0342
12. Bill Sanford	Michigan Department of Transportation	517-335-2954
13. Terry Anderson	Michigan Department of Transportation – Lansing TSC	517-324-2268
14. Bill Rieske	City of Lansing – Planning	517-483-4091
15. Mark Hornberger	Meridian Township Fire Department	517-347-5055
16. Tom Shaver	City of Lansing Emergency Management	517-483-4186
17. Ray Lenze	Michigan Department of Transportation	517-335-4166
18. Bob Maki	Michigan State University	517-355-5109

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TIER II SESSION NOTES

- CATA operates only in Ingham county
- Dan Otto is misspelled in the Tier I Meeting Minutes package
- Additional ITS needs identified by Tier II Meeting Participants:
 - Transit Management
 - Demand Response
 - Automatic vehicle location (AVL)
 - “Portable” work-zone management
 - Commercial Vehicle Operations
 - Just-in-time
 - Weigh in-motion
 - Fleet inspection
 - Emergency Response
 - Roadway maintenance
 - Oakland County snow removal (duplicate)
 - Transit/Park-n-Ride Demand Response
 - Inter-modal transfer centers
 - Smart bus stops
- Requests by Paul Hamilton for inclusion in the plan
 - The committee should continue meeting
 - Part of Metropolitan Planning Organization
 - Focus on Operations and Maintenance
 - Quarterly ITS meetings
 - Task Force should now become a committee
 - ◆ Moved by Andy Kilpatrick
 - ◆ Seconded by Bob Maki
 - ◆ Voted unanimously in favor
 - Create a presentation package for Growth Team
 - Projects
 - Strategic mix
 - Prioritized order
- Suggestions for Projects
 - Lansing Signal System (\$2.75 million—need more than double that)
 - Parking Management (not a supply problem except for major special events)
 - Freeway plan and incident management plan (5 year program, Feds want 20 year)
 - Transit-Intermodal Transit Coordination –Town hall meetings in the fall
 - CVO and NAFTA

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- Inform Congress and Representatives of freight and railroad system interface if they call
- Need to set priorities on corridors since the history of the region has been on a corridor by corridor basis

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LANSING SECTOR ITS NEEDS RANKING

The following table displays the ITS issues raised by the Stakeholders who attended the Tier I Architecture Meeting. The issues were ranked based on overall “score” of importance, after each individual Stakeholder ranked the issues in their perspective of importance. Additional issues were raised in the Tier II Architecture Meeting and are represented in the session notes.

Rank	Identified Issue
1	Long range transportation plan
2	Improve signal progression
3	Communications master plan
3	Updating signal control systems
4	Develop 20-year ITS plan
4	Rerouting of emergency vehicles during train crossings
5	Cross-jurisdictional emergency services communication
5	Interconnect county emergency management centers
5	Pursue public/private funding mechanisms
6	Develop or adopt system communications protocols
6	Operations master plan
6	Traveler information through media sources (radio and television)
7	Area-wide freeway management system
7	Inter-agency agreements for network access and control
7	Shared information between 911 and transportation agencies
8	5-10 year project funding plan
8	Upgrade agency staffing and training
9	911 coordination with transportation departments
9	Freeway monitoring systems
9	Highway 127 "icing" detection
9	I-96 "icing" detection
9	Metropolitan transportation management center
9	Municipal parking management
10	Special events management system
11	Funding feasibility study
11	Incident detection at freeway intersections
11	Standardized emergency equipment across jurisdictions
12	Emergency vehicle accidents
12	Railroad incident response plan
12	Smart bus stops and kiosks
13	I-69 (near Potterville), ice detection
13	Pre-trip traveler information in reference to route
14	Centralized ITS funding and control agency
14	Verification of 911 emergency phone calls
15	I-69 corridor freeway management system
15	I-96 corridor freeway management system
15	Management of high volume rail traffic
16	Commercial vehicle just-in-time delivery
16	Consumer responsive transit

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LANSING SECTOR ITS NEEDS RANKING (CONT'D)

Rank	Identified Issue
16	Develop plan to visit ITS deployments outside Tri-County region
16	I-69/Lansing Road intersection ice detection
16	MSU parking management system
17	Approach freight agencies for funding
17	Commercial vehicle routing information
17	Communication with Railroad authority (duration, direction of crossings, etc.)
17	Construction management plan
17	Planning and research
18	Communicate delay due to train crossing (at-grade intersections)
18	Hierarchy of road closures
18	Integrate information systems in relation to NAFTA
18	Organize training courses with ITS vendors
19	511 system definition/implementation
19	911 coordination with media
19	Data mining
19	Surface street incident detection
20	Approach chemical agencies for HAZMAT funding
20	Construction planning
20	I-96 (near De Witt) road-weather system
20	Work zone management
21	Freeway incident detection
21	I-69/Lansing Road intersection, steep grades lead to rollovers
22	Improve pedestrian and bike safety
22	Police on-board cameras with wireless direct-feed
23	Approach insurance agencies for funding
23	Construct fire substations on other side of railroad tracks
23	Possible functionality with manufacturer in-vehicle systems
23	Rerouting motorists during train crossings
24	Delta Township corridor freeway management system
24	Information kiosks
24	Structural conflicts with high-speed or commuter rail
25	Improve train/pedestrian interaction
25	In-vehicle communication system for public traveler
25	In-vehicle warning system of emergency vehicle operations in vicinity
26	Develop "small community" ITS plan
26	Improved traffic monitoring for non-standard peak periods
27	Windsor Township corridor freeway management system
28	Hazardous material rail/freight information
29	Government and private coordination of rest areas
30	Extend Trowbridge Road

