MINUTES
JOHNSON CITY REGIONAL ITS ARCHITECTURE AND DEPLOYMENT PLAN
Deployment Plan Workshop

August 30, 2006
City Hall
Johnson City, Tennessee

ATTENDANCE

Joe Armstrong, Tennessee DOT
John Benditz, Knoxville TMC/Kimley-Horn and Associates
Glenn Berry, Johnson City MTPO
Mark Best, Tennessee DOT
Donna Bridwell, Johnson City Transit
Jane Fillers, Johnson City Transit
Donald Gedge, FHWA Tennessee Division
Pete Hiett, Tennessee DOT
Nester Levotch, Washington County - Johnson City EMA
Jeff Rawles, Johnson City MTPO
Joe Roach, Tennessee DOT
James Collins, Kimley-Horn and Associates
Amy Lewis, Kimley-Horn and Associates

MINUTES

1. Introductions

Amy Lewis welcomed the attendees and thanked them for their continued participation in the ITS Architecture and Deployment Plan development for the Johnson City Region. The stakeholders and project team members introduced themselves.

Amy provided a brief overview of the status of the Regional ITS Architecture and Deployment Plan project as well as the purpose of the ITS Deployment Plan Workshop. The purpose of the workshop was to walk through the Regional ITS Architecture developed at the last workshop and present the initial project recommendations for the ITS Deployment Plan. Copies of the team's initial project recommendations were provided at the workshop. The project team is looking for feedback from the stakeholders about the project recommendations, including timeframe, project feasibility, implementation/operation/maintenance responsibility and other factors.

2. Regional ITS Architecture Discussion

Amy presented an overview of the Regional ITS Architecture report and encouraged stakeholders to closely review several key tables to make sure that their agency was appropriately documented. Those tables include stakeholder descriptions in Table 3, the inventory of elements in Table 4, and stakeholder roles and responsibilities in Table 8. Comments can be sent to her or any other member of the project team.

3. Draft Recommended Projects

A handout of the recommended projects for the Draft Regional ITS Deployment Plan was provided to attendees. Based on the needs identification, ITS architecture, and discussions with stakeholders, projects were identified and recommended for the Johnson City Region. The projects were sorted by stakeholder to facilitate their review at the meeting but in the ITS Deployment Plan projects will be categorized into short-term (5-year), mid-term (10-year), and long-term (20-year) timeframes within each of the following categories:

- Travel and Traffic Management;
- Emergency Management;

- Maintenance and Construction Management;
- Public Transportation Management; and
- Archived Data Management.

James and Amy reviewed each of the recommended projects with attendees. The purpose of this discussion was to obtain feedback, consensus, and additional details about what should be accomplished by each of the recommended projects. It was also intended to identify any additional project needs. Stakeholders provided feedback on what time frame they felt was most appropriate for each project. The following tables summarize the projects that will be presented in the Draft ITS Deployment Plan.

Travel and Traffic Management Projects

Timeframe	Project
Short-Term	City of Elizabethton Signal Coordination
	City of Elizabethton Signal System Upgrades Phase 1
	City of Johnson City CCTV Cameras Phase 1
	City of Johnson City Vehicle Detection Phase 1
	City of Johnson City Signal System Upgrades Phase 1
	City of Johnson City Communications Backbone Expansion Phase 1
	TDOT Portable CCTV Camera Technology with Cellular Communications
	TDOT HELP Vehicle Service Area Expansion
	TDOT HELP Vehicle AVL
	TDOT Interstate Reference Marker Deployment
	TDOT Portable HAR
	Regional Media Liaison and Coordination
	Regional Communications Assessment and Master Plan
Mid Term	City of Elizabethton CCTV Cameras
	City of Elizabethton Vehicle Detection
	City of Elizabethton Signal System Upgrades Phase 2
	City of Johnson City CCTV Cameras Phase 2
	City of Johnson City DMS
	City of Johnson City Vehicle Detection Phase 2
	City of Johnson City Signal System Upgrades Phase 2
	City of Johnson City TMC Coordination with TDOT SmartWay Center
	City of Johnson City Communications Backbone Expansion Phase 2
	TDOT SmartWay CCTV Camera Deployments on I-26
	TDOT HAR Deployment
Long-Term	City of Elizabethton Signal System Upgrades Phase 3
	City of Johnson City Vehicle Detection Phase 3
	City of Johnson City Signal System Upgrades Phase 3
	City of Johnson City Communications Backbone Expansion Phase 3
	TDOT SmartWay Deployment on I-26 (vehicle detection and DMS)

Emergency Management Projects

Project	Project
Short-Term	City of Elizabethton Emergency Vehicle Signal Preemption Expansion Phase 1
	Washington County Emergency Vehicle Signal Preemption Expansion Phase 1
Mid-Term	City of Elizabethton Emergency Vehicle Signal Preemption Expansion Phase 2
	Washington County 911 Dispatch CCTV Camera Image Sharing
	Washington County Emergency Vehicle Signal Preemption Expansion Phase 2
Long-Term	City of Elizabethton Emergency Vehicle Signal Preemption Expansion Phase 3
	Washington County Emergency Vehicle Signal Preemption Expansion Phase 3

Maintenance and Construction Management Projects

Project	Project
Short-Term	City of Elizabethton Portable DMS
	City of Johnson City Upgrade and Expansion of Flood Detection Network Phase 1
	TDOT Portable DMS Upgrade to Support Remote Communications
Mid-Term	City of Johnson City RWIS
	City of Johnson City Upgrade and Expansion of Flood Detection Network Phase 2
	TDOT Portable DMS
Long-Term	City of Elizabethton Maintenance Vehicle AVL
	City of Johnson City Maintenance Vehicle AVL
	TDOT Snow Plow AVL

Public Transportation Management Projects

Project	Project
Short-Term	Johnson City Transit Automated Passenger Counters
	Johnson City Transit AVL Phase 1 (paratransit vehicles)
	Johnson City Transit Paratransit Schedule and Call Back System
	Johnson City Transit Real Time Arrival Information Phase 1
Mid-Term	Johnson City Transit AVL Phase 2 (fixed route vehicles)
	Johnson City Transit Fixed Route CAD
	Johnson City Transit Real Time Arrival Information Phase 2
Long-Term	Johnson City Transit Smartcard System

Archived Data Management

Project	Project
Mid-Term	Johnson City MTPO Archive Data Warehouse

The next step in the ITS Deployment Plan is to develop a Draft Regional ITS Deployment Plan based on today's discussion and additional input from stakeholders. This draft document will be sent to stakeholders before the September 26, 2006 Comment Resolution Workshop.

4. Procedures for Updating the ITS Architecture and Deployment Plan

A key component of the Regional ITS Architecture and Deployment Plan is a process for maintaining and updating the Regional ITS Architecture as well as revising and adding new projects to the Regional ITS Deployment Plan.

It was agreed that the Johnson City MTPO would take the lead in maintaining the Johnson City Regional ITS Architecture and Deployment Plan. Stakeholders recommended that the group come together once a year to review the projects listed in the ITS Deployment Plan to determine which ones had been implemented. Any necessary architecture changes discussed will be documented for inclusion in the next complete update. It was agreed that complete updates would be performed every four years in coordination with the Long Range Plan update.

An ITS architecture maintenance documentation form was developed to document changes that need to be made outside of a complete update. Stakeholders should utilize this form to document changes needed to accommodate a project and coordinate with other stakeholders that might be impacted by the change. The Johnson City MTPO will maintain a record of the changes that need to be made and forward a copy to the appropriate TDOT and agency representatives for their records.

5. Next Workshop Dates

The Comment Resolution Workshop is scheduled for September 26, 2006 from 9:00 AM – 11:00 AM at the Johnson City City Hall. Amy requested that stakeholders submit any comments on the architecture to the project team by September 15, 2006 or bring them to the workshop on the 26th.