ITS DEPLOYMENT PLAN WORKSHOP MINUTES

MEETING DATE: February 6, 2008

MEETING TIME: 9:00 AM

MEETING LOCATION: Virginia Department of Transportation Bristol District Office

ATTENDEES:

Wayne Anderson, Sullivan County Sheriff
Matt Austin, City of Bristol Police Department
Mark Best, Tennessee DOT
Jay Detrick, City of Bristol, Virginia
Deborah Fleming, Tennessee DOT
Don Gedge, Federal Highway Administration
David Metzger, City of Bristol, Tennessee

Rex Montgomery, Bristol MPO
Donny Necessary, Virginia DOT
Mike Phipps, Virginia DOT
Joseph Roach, Tennessee DOT
Tom Fowler, Kimley-Horn and Associates
Amy Lewis, Kimley-Horn and Associates

SUBJECT: Bristol Regional ITS Deployment Plan Development Workshop

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1. Introductions

    Tom Fowler welcomed the attendees and thanked them for their continued participation in the
    development of the Bristol Regional ITS Architecture and Deployment Plan. Tom provided a brief
    overview of the status of the Regional ITS Architecture project as well as the agenda and purpose
    of the workshop. The ITS Deployment Plan Workshop is the third of four workshops scheduled
    for the Bristol Region to develop the Regional ITS Architecture and Deployment Plan. The final
    remaining workshop is scheduled for Wednesday, April 2, 2008 from 9 AM – 11 AM. The final
    workshop will be conducted jointly with the Kingsport Region.

2. Regional ITS Architecture Discussion

    Tom presented an overview of the Draft Regional ITS Architecture report that was made available
    on the project website on January 23, 2008. He encouraged stakeholders to closely review
    several key tables, figures, and appendices to make sure their agency's needs, existing
    infrastructure, and future plans are appropriately documented. Key tables, figures, and
    appendices include:

    Table 1 – Stakeholder Agencies and Contacts
    Table 3 – Stakeholder Descriptions
    Table 4 – Inventory of ITS Elements
    Figure 4 – System Interconnect Diagram
    Table 5 – Market Package Prioritization by Functional Area
    Table 7 – ITS Needs and Corresponding Market Packages
    Table 9 – Stakeholder Roles and Responsibilities
    Table 10 – Existing and Potential Agreements
    Appendix B – Customized Bristol-Kingsport Overlap Market Packages
    Appendix C – Customized Bristol Region Market Packages

    Comments on the Draft Regional ITS Architecture were requested prior to the final project
    workshop on April 2, 2008. Comments can be provided by phone, fax, or email to Amy Lewis
    (Ph: 512-418-4508, Fax: 512-418-1791, amy.lewis@kimley-horn.com) or Tom Fowler (Ph: 512-
    418-4504, Fax: 512-418-1791, thomas.fowler@kimley-horn.com).

3.   Draft Recommended Projects

A handout of recommended projects for the Draft Regional ITS Deployment Plan was provided to the stakeholders. The handout represented a very preliminary list of projects developed by the consultant team and served as the basis for discussion by the stakeholders to decide which projects to include in the ITS Deployment Plan. Projects were identified for the following agencies based on the needs identified, market packages selected, and discussions at previous workshops:

- City of Bristol TN
- City of Bristol VA
- Bristol Urban Area MPO
- Bristol TN Transit
- Bristol VA Transit
- Sullivan County TN Emergency Management Agency
- TDOT
- VDOT

For each project identified a brief description was provided as well as a recommendation for which agency should lead the implementation of that project and an opinion of probable cost. It was also noted if any funding had been identified for the project.

Amy Lewis reviewed each of the recommended projects with stakeholders at the workshop. 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. The following tables summarize the ITS projects that were discussed and the agency or agencies that were identified as being responsible for the implementation of each project. It should be noted that including a project in the ITS Deployment Plan does not commit an agency to funding or deploying the project. The ITS Deployment Plan is meant to show all of the priority ITS projects for the Region. Deployment of the projects will be dependent on future funding availability and the priority of each ITS project in comparison to other transportation needs in the Region such as road widening or bridge projects.

City of Bristol TN Projects

Project	Responsible Agency or Agencies
City of Bristol TN TOC	City of Bristol TN
City of Bristol TN Closed Loop Signal System	City of Bristol TN
City of Bristol TN Signal System Upgrades	City of Bristol TN
City of Bristol TN CCTV Cameras	City of Bristol TN
City of Bristol TN DMS	City of Bristol TN
City of Bristol TN Signal Coordination at Railroad Crossings	City of Bristol TN
City of Bristol TN Emergency Vehicle Signal Preemption	City of Bristol TN
City of Bristol TN Public Works Department Vehicle AVL	City of Bristol TN
City of Bristol TN Emergency Vehicle AVL	City of Bristol TN
City of Bristol TN TOC Coordination with TDOT SmartWay Center	City of Bristol TN, TDOT
Bristol TN 911 Coordination with City of Bristol TN TOC	City of Bristol TN

City of Bristol VA Projects

Project	Responsible Agency or Agencies
City of Bristol VA TOC	City of Bristol VA
City of Bristol VA Closed Loop Signal System	City of Bristol VA
City of Bristol VA Signal System Upgrades	City of Bristol VA
City of Bristol VA Signal Coordination at Railroad Crossings	City of Bristol VA
City of Bristol VA CCTV Cameras	City of Bristol VA
City of Bristol VA DMS	City of Bristol VA
City of Bristol VA Overheight Vehicle Detection	City of Bristol VA
City of Bristol VA Emergency Vehicle Signal Preemption	City of Bristol VA
City of Bristol VA Public Works Department Vehicle AVL	City of Bristol VA
City of Bristol VA Emergency Vehicle AVL	City of Bristol VA
City of Bristol VA TOC Coordination with VDOT TMC in Salem	City of Bristol VA, VDOT
City of Bristol VA TOC Coordination with Future VDOT TMC in Bristol	City of Bristol VA, VDOT
Bristol VA 911 Coordination with City of Bristol VA TOC	City of Bristol VA

Bristol Urban Area MPO Projects

Project	Responsible Agency or Agencies
Bristol MPO Archive Data Warehouse	Bristol MPO

Bristol TN Transit Projects

Project	Responsible Agency or Agencies
BTT AVL	BTT
BTT MDTs and Mayday Alarms	BTT
BTT On-Board Security Monitoring	BTT
BTT Passenger Counters	BTT

Bristol VA Transit Projects

Project	Responsible Agency or Agencies
BVT AVL	BVT
BVT MDTs and Mayday Alarms	BVT
BVT On-Board Security Monitoring	BVT
BVT Passenger Counters	BVT

Sullivan County TN Emergency Management Agency Projects

Project	Responsible Agency or Agencies
Sullivan County EMA CCTV Camera Image Sharing	City of Bristol TN, Sullivan County EMA, TDOT

TDOT Projects

Project	Responsible Agency or Agencies
TDOT SmartWay Deployment on I-81 - CCTV Cameras	TDOT
TDOT SmartWay Deployment on I-81 – DMS	TDOT
TDOT SmartWay Deployment on I-81 – Vehicle Detection	TDOT
TDOT HELP Vehicle Service Area Expansion	TDOT

VDOT Projects

Project	Responsible Agency or Agencies
VDOT Bristol District Office TMC	VDOT
VDOT CCTV Camera Deployment	VDOT
VDOT DMS Deployment	VDOT
VDOT Vehicle Detection Deployment	VDOT
VDOT Detour Route Implementations	VDOT
VDOT SSP Service Area Expansion	VDOT

Regional Projects

Project	Responsible Agency or Agencies
Regional Media Liaison and Coordination	City of Bristol TN, City of Bristol VA, TDOT, VDOT

During the project discussion it was noted that Abingdon VA should be contacted by the consultant team to determine if there are additional projects that should be considered in the ITS Deployment Plan for Abingdon. Possible projects that were discussed included signalization, railroad interconnect with signals, and CCTV cameras and DMS for detours.

The consultant team will develop the Draft Regional ITS Deployment Plan based on discussions at the workshop and post a copy on the project website for review prior to the final project workshop. Stakeholders will be notified by email when the Draft Regional ITS Deployment Plan is available on the project website.

4.   Next Workshop Dates

The final workshop will take place on Wednesday, April 2, 2008 from 9 AM – 11 AM. The purpose of this workshop will be for the consultant team to address any comments received on the Draft Regional ITS Architecture or Draft Regional ITS Deployment Pan. The use and maintenance of the Regional ITS Architecture will also be discussed at the workshop. The final workshop will be held jointly with the Kingsport Region.