ITS DEPLOYMENT PLAN WORKSHOP MINUTES

MEETING DATE: February 7, 2008

MEETING TIME: 9:00 AM

MEETING LOCATION: Kingsport City Hall

ATTENDEES:

Bill Albright, Kingsport MPO
Glenn Berry, Johnson City MTPO
Mark Best, Tennessee DOT
Scott Boyd, City of Kingsport Fire Department
Chris Campbell, Kingsport MPO
Dale Farmer, City of Kingsport Police Department
Deborah Fleming, Tennessee DOT
Don Gedge, Federal Highway Administration

Donny Necessary, Virginia DOT
Walt Owenby, Tennessee Highway Patrol
Jack Qualls, Kingsport MPO/Transit
Joseph Roach, Tennessee DOT
Michael Thompson, City of Kingsport Public Works
Tom Fowler, Kimley-Horn and Associates
Amy Lewis, Kimley-Horn and Associates

SUBJECT: Kingsport Regional ITS Deployment Plan Development Workshop

1.   Introductions

Tom Fowler welcomed the attendees and thanked them for their continued participation in the development of the Kingsport 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 Kingsport 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 Bristol 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 Kingsport 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 Kingsport TN
- Kingsport MPO
- Kingsport Area Transit System
- Tennessee DOT
- Virginia DOT
- Sullivan County 911 Dispatch

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 Kingsport TN Projects

Project	Responsible Agency or Agencies
City of Kingsport TN TOC	City of Kingsport TN
City of Kingsport TN Centrally Controlled Traffic Signal System Communication Implementation	City of Kingsport TN
City of Kingsport TN CCTV Cameras	City of Kingsport TN
City of Kingsport TN DMS	City of Kingsport TN
City of Kingsport TN Speed Monitoring System	City of Kingsport TN
City of Kingsport TN Railroad Grade Crossing Improvements	City of Kingsport TN
City of Kingsport Queue Detection on Freeway Ramps	City of Kingsport TN, TDOT
City of Kingsport TN TOC Coordination with TDOT SmartWay Center	City of Kingsport TN, TDOT
City of Kingsport TN TOC Coordination with Kingsport TN 911	City of Kingsport TN
City of Kingsport TN Public Works Department Vehicle AVL	City of Kingsport TN
City of Kingsport TN Fire and EMS AVL and MDTs	City of Kingsport TN
City of Kingsport TN Emergency Vehicle Signal Preemption	City of Kingsport TN

Kingsport MPO Projects

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

Kingsport Area Transit System Projects

Project	Responsible Agency or Agencies
Kingsport Area Transit System AVL	Kingsport Area Transit System
Kingsport Area Transit System Real-time Bus Arrival Information	Kingsport Area Transit System
Kingsport Area Transit System Electronic Fare Collection System	Kingsport Area Transit System
Kingsport Area Transit System Automatic Passenger Counters	Kingsport Area Transit System
Kingsport Area Transit System On-Board Security Monitoring	Kingsport Area Transit System
Kingsport Area Transit System Security Monitoring	Kingsport Area Transit System
Kingsport Area Transit System Signal Priority	Kingsport Area Transit System, City of Kingsport TN Public Works

Tennessee DOT Projects

Project	Responsible Agency or Agencies
TDOT SmartWay Deployment on I-26 – CCTV Cameras	TDOT
TDOT SmartWay Deployment on I-26 – DMS	TDOT
TDOT SmartWay Deployment on I-26 – Vehicle Detection	TDOT
TDOT Weather Detection	TDOT
TDOT HELP Vehicle Service Area Expansion	TDOT

Virginia DOT Projects

Project	Responsible Agency or Agencies
VDOT DMS Deployment	VDOT
VDOT HAR Deployment	VDOT

Regional Projects

Project	Responsible Agency or Agencies
Regional Media Liaison and Coordination	City of Kingsport TN

In addition to the above projects, stakeholders also noted that projects should be added for speed detection and enforcement in Mt. Carmel and railroad grade crossing improvements in cities throughout the Region. These municipalities will be contacted for further information and any additional projects developed will be included in the Draft ITS Deployment Plan.

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 Bristol Region.