MEMPHIS REGIONAL ITS ARCHITECTURE UPDATE WORKSHOP MINUTES

MEETING DATE: October 6, 2009

MEETING TIME: 9:00 AM – 11:30 AM

MEETING LOCATION: Memphis Metropolitan Planning Organization (MPO)
1075 Mullins Station Road, Memphis, TN 38134

ATTENDEES:

Becky Bailey, City of Bartlett
Darek Baskin, City of Millington
Gary Bennett, Arkansas State Highway and Transportation Department (AHTD)
Eddie Brawley, West Memphis Metropolitan Planning Organization (MPO)
Mike Brazzell, Shelby County Office of Preparedness
Jerry Cook, City of Germantown
Gregory Dotson, Gresham Smith and Partners
Dan Frazier, Memphis Area Regional Planning Organization (RPO)
Terry Gladden, Tennessee Department of Transportation (TDOT)
Sajid Hossain, Memphis Urban Area MPO
Ed Johnson, TDOT Region 4
Mark King, Town of Collierville
John Lancaster, Memphis Area Transit Authority (MATA)
Mike Lantrip, City of Millington
Carlos McCloud, Memphis Urban Area MPO
Tim Moreland, Memphis Urban Area MPO
Paul Morris, Memphis Urban Area MPO
Steve Mosher, Gresham Smith and Partners (Representing the Mississippi Department of Transportation (MDOT))
Michael Norris, City of Horn Lake Police Department (PD)
Vance Pitts, Tennessee Highway Patrol
Mike Presley, TDOT
Dorothy Rhodes, AHTD
Gary Rikard, City of Bartlett PD
Tray Rowell, City of Horn Lake PD
Pragati Srivastava, Memphis Area MPO
Joe Warren, TDOT Region 4
Terry Wiggins, City of Bartlett Fire Department (FD)
James Collins, Kimley-Horn and Associates
Tom Fowler, Kimley-Horn and Associates
Amy Lewis, Kimley-Horn and Associates

SUBJECT: Memphis Regional ITS Architecture Update – Project Kick-Off Workshop

Introductions

Paul Morris of the Memphis Urban Area MPO welcomed everyone and thanked the stakeholders for their participation in the update of the Memphis Regional Intelligent Transportation System (ITS) Architecture. Paul then introduced Tom Fowler, the consultant project manager, who then introduced the other Kimley-Horn team members present at the workshop. Everyone in attendance introduced themselves and identified the agency or organization they were representing.

Project Overview Presentation

Tom Fowler then gave a presentation on the Memphis Regional ITS Architecture Update project. The presentation included an overview of ITS, explanation of an ITS Architecture, and a description of the steps that will be used to update Regional ITS Architecture. Tom noted that in addition to the Kick-off Workshop there will be three other workshops held over the next six months, each with a different purpose, to gather stakeholder input to update the Memphis Regional ITS Architecture. Once it is updated the Regional ITS Architecture should provide a vision and framework for the implementation and operation of ITS in the region over the next 20 years. The Regional ITS Architecture is also necessary in order show how the plan conforms with the National ITS Architecture and satisfies Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) requirements. This update will incorporate several new stakeholders, document additional existing and planned ITS deployments, and reflect changes and additions to the National ITS Architecture. Updating the plan does not guarantee any

funding for the Region, but does allow the Region to be eligible for future federal funding of ITS projects. The geographic boundaries of the architecture were defined as the boundaries of the Memphis MPO including the northern portions of Fayette and De Soto Counties in Mississippi. The Memphis Regional ITS Architecture will be coordinated with the West Memphis (Arkansas) and Northwest Mississippi Regional ITS Architectures. Connections that need to occur with other agencies outside of the geographic boundaries will be shown where appropriate. Examples were given of the need for the TDOT Memphis SmartWay Traffic Management Center (TMC) to share information with AHTD regarding the status of the Mississippi River Bridges and with the TDOT SmartWay TMC in Nashville regarding the status of I-40.

ITS Inventory and Needs

James Collins and Amy Lewis led a discussion on the ITS inventory for the Memphis Region. Stakeholders were asked to identify existing and planned ITS inventory elements. A summary of all ITS inventory items and agency specific needs identified is included in the series of tables that follow. The inventory will assist the project team in preparing a rough draft of the Regional ITS Architecture for the next workshop.

Projects were categorized as Existing, Planned/Funded, or Future Need. Existing projects included those currently deployed or projects that are funded and are expected to be fully deployed within the first half of 2010. Planned/Funded projects include any projects that are planned and have funding identified. Future Needs are any project with no funding identified but the stakeholder felt were needed in the Region.

Traffic Management and Traveler Information Services

Agency	Transportation Management Center (TMC) or Traffic Operations Center (TOC)	Coordinated/ Closed Loop Signal System	Video Detection for Signal Operations	Other Detection	CCTV Cameras	Dynamic Message Signs (DMS)	Highway Advisory Radio (HAR)	Data Sharing Between Traffic Mgmt Agencies	Data Sharing with Media	Real Time Information Website	Telephone Traveler Information	Data Archiving
TDOT	E			E	E	E	E	P/E	E	E	E	E
MDOT	E	E			E	E		P			P	E
AHTD						E	E	E (TDOT)			P	
City of Bartlett	E	E	E									E
City of Collierville	E	E	E									E
City of Germantown	E	E	E									E
City of Memphis	E	E	E									
City of Millington	N											
City of Olive Branch		E										
City of West Memphis		E										
Shelby County		E	E									

E = Existing, P=Planned/Funded, N=Future Need

Emergency Management Services

Agency	Centralized Dispatch Center	Computer Aided Dispatch (CAD)	Automated Vehicle Location (AVL)	Mobile Data Terminals (MDTs)	Emergency Vehicle Signal Preemption	Data Sharing with Traffic Management	Emergency Operations Center	Data Sharing between Emergency Operations Center (EOC) and Traffic Management	Alerting System	Data Archiving
TDOT HELP Service Patrol	TMC	E	E							E
MDOT					E	E				
THP	E	E	E	E						E
Mississippi Highway Patrol	E									
Arkansas Statewide EOC							E			
City of Bartlett (PD and FD)	E			P	E		E			E
City of Collierville (PD and FD)	E			E	E		E			E
City of Germantown (PD and FD)	E			E	E		E			E
City of Memphis (PD and FD)	E			E	E (FD)					E
City of Millington (PD)	E									E
City of Horn Lake	E			P						
City of Olive Branch (PD and FD)	E									E
City of Southaven	E			E						
Memphis-Shelby County EMA							E		E	
Shelby County Sheriff's Office	E			E			E			E
Shelby County Fire Department (Also dispatches Millington and Arlington)	E				E					E
DeSoto County	E									E
Fayette County	E									

E = Existing, P=Planned/Funded, N=Future Need

Maintenance and Construction Management Services

Agency	Portable DMS	Portable CCTV	Road Weather Information Systems (RWIS)	CAD	AVL
TDOT	E				
MDOT	E				
AHTD	E				
City of Memphis (Police Department)	E	E			
Shelby County (Sherriff's Office)	E	E			

E = Existing, P=Planned/Funded, N=Future Need

Public Transportation Services

Agency	Centralized Dispatch	AVL	MDTs	Automated Passenger Counters	Electronic Fare Collection	Transit Signal Priority	Real Time Information	On-Board Video Surveillance	On-Board Mayday Alarm	Transit Facility Surveillance	Data Archiving
MATA	E	P	P	P	E	E	P	E (Limited deployment with on-board video only) P (Extensive deployment with real-time video feed)	P	E	
Delta Rides											

E = Existing, P=Planned/Funded, N=Future Need

Tom led a discussion on the Region's ITS needs. The following regional needs were identified:

- Improved incident management across jurisdictional boundaries, Shelby County Emergency Management Agency's (EMA) Incident Command System (ICS) project will address this to some extent, but traffic management is not currently involved with ICS;
- Establish a Traffic Incident Management (TIM) group that meets regularly to plan for incidents and review the response after a large scale incident;
- Develop advanced plans for the traffic management response to roadway closures including detour routing and arterial management;
- Establish an arterial version of HELP trucks;
- Improved signal coordination and active signal system management, especially for special events;
- Improved signal coordination between cities at jurisdictional boundaries;
- Provide travel time information on DMS; and
- Improved coordination between MATA and AHTD.

Concluding Comments and Next Steps

Tom thanked everyone for their participation. He encouraged the ITS stakeholders to contact any of the project team members if they had any questions or if they would like to add additional items to the ITS inventory or needs. He also asked the stakeholders to contact any of the project team members if they would like for the project team to extend an invitation to participate to any other agencies or individuals not currently included in the list of stakeholders.

Kimley-Horn has a website with information from each of the Regional ITS Architectures they have developed in Tennessee. Memphis will be included on the site and all meeting minutes, draft and final documents, and contact information will be included. The existing Regional ITS Architecture documents for Memphis, West Memphis, and Northwest Mississippi will also be placed on the project website. The website address is:

www.kimley-horn.com/Projects/TennesseeITSArchitecture

The next workshop will be held in January and the focus will be to work with stakeholders to select the desired ITS services for the Memphis Region and identify what types of information need to be exchanged between agencies. The workshop will be broken out into three smaller workshops over a two day period with one focused on traffic and travel management, one on incident management, and one on transit. An invitation will be sent to all stakeholders and everyone is encouraged to attend as many of the workshops as possible.