



EXECUTIVE BOARD Meeting Minutes

**May 24, 2005
Philadelphia, PA**

1. Welcome, Introductions, Outline of Meeting Goals

Neil Pedersen, Executive Board Chair, welcomed everyone to Pennsylvania. The Executive Board Chairs were introduced and those members in attendance for the first time were noted. Self-introductions were made.

The agenda and action items for the meeting were reviewed. The Board would be asked to take action on the proposed Annual Work Plan.

2. Task Force Updates

The following updates were provided:

Performance Measures Task Force

Mary Ameen, Performance Measures Task Force Chair, provided background on the organization and mission of the Task Force and detailed current, near term and long term efforts. A workshop was held in March, resulting in the designation of two focus areas:

- Programmatic assessment of the Coalition's performance; results and benefits from projects and other work of Program Track Committees
- Transportation system performance improvements in the corridor resulting from the Coalition's collaboration.

A Year 13 project proposal, discussed later in the meeting, further detailed the Task Force's next steps. The slides used for the presentation are attached.

Safety Task Force

Nancy Ross, Safety Task Force Chair, outlined the Safety Task Force's role, organization and activities, noting that over 35 people had volunteered to participate in the Task Force. Current activities include the finalization of a mission statement and an evaluation of a recent survey on member issues, needs and recommendations for the Safety Task Force. Upcoming activities include the distribution of the survey to members, the development of attainable goals and objectives, recruitment of additional stakeholders, review of corridor safety data and recruitment of a co-chair (preferably with an operations background). The slides used for the presentation are attached.

3. Reauthorization

Nancy Ross provided an update on Reauthorization activities, including the Coalition's Reauthorization history and the current status of the bills in Congress. Financial support for the Coalition appears in the Senate version of the bill. There is no supporting language in the House version. Both the Senate and the House have passed their bills and a Conference Committee will be formed to create a single bill to send to the White House for consideration. At the time of this meeting, it appeared likely that there will be another extension of the current bill taking funding through the July 4th recess.

4. Project Updates

Presentations were made on the following select Coalition projects. Copies of the presentations are posted with these minutes.

Explore Maine Trip Planner

Susan Moreau, Maine DOT, and Matt Coogan provided a live internet demonstration of the Explore Maine traveler information website. The site outlines various transportation options available by air, bus, ferry, train, as well as by bike; and is a partnership of Maine DOT, New Hampshire DOT, and Maine and New Hampshire public and private transportation providers. Next steps for the project include the addition of intercity schedules from every served point in Maine and connecting transit information offered.

Integrated Corridor Analysis Tool

Bob Pento, Co-chair of the Program Management Committee, made a presentation on the Integrated Corridor Analysis Tool (ICAT) – a GIS-based multi-state transportation network containing corridor roadway and travel data. Project work steps and proposed next steps were outlined. Potential ICAT applications include corridor bottleneck analysis, freight planning, traveler information and 511, evacuation and emergency planning, and safety and accident prevention.

Quick Clearance/Move-it Best Practices

Karl Ziemer, Co-chair of the Coordinated Incident Management Committee, reported on the status of the Quick Clearance and Move-it Best Practices project. The project was originally developed to assist members in addressing the issues related to moving incident crashes from the roadway rapidly to reduce the possibility of secondary incidents and to develop policies for quick movement of spilled cargo and damaged vehicles to reduce clearance times. A full report was recently completed and contained 300 pages of documentation on quick clearance and move-it policies in the Corridor. An Executive Summary of the report is being prepared and the draft will be sent to the Safety Task Force to review and identify policy and legislative initiatives.

Short Sea Shipping Feasibility Study

Marygrace Parker, speaking on behalf of the Intermodal Committee, outlined the objectives, key activities, key findings, opportunities and next steps for the Short Sea and Coastal Shipping Options Study. This study complements existing studies being conducted by GAO, USDOT, USMMA and others, and defines the role of state DOTs and MPOs in supporting Short Sea

Shipping (SSS) initiatives. The Study indicated that the Coalition region may offer an excellent test bed for enhanced SSS operations because of its diverse economy, existing and potential markets, and the under-utilized ports in some areas. The project's next steps include presenting the draft reports to the Intermodal Committee and to MARAD for comments; the final report is expected to be completed in June, 2005.

5. Guest Speaker: Allen Biehler, Secretary, Pennsylvania Department of Transportation

Secretary Biehler began his presentation noting Pennsylvania DOT's \$4,200,000 investment, since 2000, in ITS. These ITS improvements include closed circuit cameras, dynamic message signs and microwave traffic detection sensors. He further highlighted major bridge, highway and big ticket projects – as well as funding needs for additional projects. To address the needs of the Commonwealth, the DOT focuses on all modes and has recently started work on a long-range plan entitled the Pennsylvania Mobility Plan. The Mobility Plan will provide a framework of long-term objectives for Pennsylvania that will guide the development of specific transportation projects.

Neil Pedersen presented Secretary Biehler with a certificate of appreciation for his support of the Coalition. Secretary Biehler responded indicating that this Coalition is critically important for the entire Eastern Seaboard.

6. Annual Work Plan and Project Review

John Baniak reviewed the funding status and operating costs for the FY '05 (Year 13) Work Plan. Following is the proposed Work Plan funding breakdown:

FY '05 Estimated Earmark		\$4,177,000
Less: Program Operating Costs		
-Staff (5)	640,000	
-Consultant Support:		
Project Management	300,000	
Track Logistics	450,000	
-University of Maryland	90,000	
-Coalition Connection O&M	100,000	
-TRANSCOM – IEN/Communications	450,000	
		2,147,000
Plus: ConnDOT Close-out/Audit		200,000
Plus: Project Close-outs		150,000
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Total Project Funds Available		\$2,497,000

Steve Koser, Steering Committee Vice Chair, reviewed the guidance and priorities considered by the Steering Committee in developing the proposed Work Plan. The recommended funding amounts were determined by considering the project's compliance with the Executive Leadership guidance, the timing of project phases, the program track priorities, the match and the available funds. The Program Track representatives were introduced to present the following recommended projects for approval by the Executive Board (copies of the Program Track Committee presentations are posted with the minutes):

Program Track	Project	Recommended Funding
1: Program Management	Member Services & Outreach Program	\$605,000
	Measuring Performance: Program and Transportation System Benefits from the I-95 Corridor Coalition	135,000
	Complete Data Integration and Develop Trip Tables for the Integrated Corridor Analysis Tool (ICAT)	250,000
	Information Systems Network (ISN) Phase 2 – Design and Operating Options	125,000
	Subtotal	\$1,115,000
2: Inter-regional Multimodal Travel Information	Multi-state Rural Mapping and Transit Itinerary Integration	\$100,000
	Subtotal	\$100,000
3: Coordinated Incident Management	Development of a Regional Evacuation Plan	\$125,000
	Comprehensive Strategy for Quick Clearance/Move It	75,000
	Scanning Tour of Innovative Towing Programs	50,000
	Subtotal	\$250,000
4: Commercial Vehicle Operations	Enforcement Application of Commercial Vehicle to Infrastructure Communication: Phase I, Vehicle-to-Roadside	\$72,000
	Inventory of Freight Safety and Security Initiatives	100,000
	Electronic Renewal of IFTA Credentials	150,000
	Subtotal	\$322,000
5: Intermodal Transfer of People and Goods	Airport Terminal Ground Transportation Access Information Project	\$95,000
	PIDN/Virtual Container Yard Initiative	150,000
	Identify Regional Highway Bottlenecks Affecting Long-Distance Trips	80,000
	Sponsorship of Transportation Capacity Building Activities	60,000
	Subtotal	\$385,000
6: Electronic Payment Services	Regional Rail On-Board Electronic Payment Project	\$75,000
	Prototype Development and Feasibility Test of a Contactless Bankcard for all Fare and Toll Micropayments	250,000
	Subtotal	\$325,000
Total – All Projects		\$2,497,000

DECISION: The Board approved the Annual Program Budget and Work Plan as recommended by the Steering Committee and outlined above.

7. Upcoming Events, Next Meeting and Other Business

Upcoming Events

The Board was informed of the following upcoming events:

- Delaware Valley HOGs - June 2 – King of Prussia, PA
- Travel Information Committee - June 14 – Philadelphia, PA
- Intermodal Transfer of People and Goods Committee - June 15 – Philadelphia, PA
- Potomac HOGs - June 16 – Harrisburg, PA
- Electronic Payment Services Committee - June 21 – Portland, ME
- Travel Information Committee - September 13 – Manchester, NH
- Intermodal Transfer of People and Goods - September 14 – Manchester, NH
- Commercial Vehicle Operations - September 15 – New Hampshire
- Steering Committee Meeting - October 19 – Charleston, SC
- Annual Meeting - December 13 & 14 – Saratoga Springs, NY

Next Meeting

The Annual Meeting, scheduled for December 13 & 14 in Saratoga Springs, NY, will serve as the next meeting for the Executive Board. Members of all committees (including Program Tracks) will be invited to attend.

Other Business

Mary Ameen is planning to retire from New Jersey Turnpike Authority and will step down as Chair of the Steering Committee – having served as Vice Chair and then Chair beginning in 1999. A certificate of appreciation was presented to Mary for her role in the leadership of the Steering Committee.

There being no other business, the meeting adjourned.