



ITS Program Advisory Committee  
Minutes of August 7 - 8, 2013 Meeting

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## 1. General

- a. The Intelligent Transportation Systems (ITS) Program Advisory Committee (ITSPAC) met on August 7 - 8, 2013, at the Crystal City Marriott at Reagan National Airport, Arlington, Virginia.
- b. This document provides a high-level summary of the meeting proceedings and lists meeting action items. For details of the proceedings, please refer to the meeting transcript that is available in the "August 7 - 8, 2013" section of the ITSPAC webpage at <http://www.its.dot.gov/itspac/index.htm>. For easy reference, the transcript includes a table of contents with hyperlinks to meeting agenda topic headings within the document. Also available at the website are copies of the meeting presentations and other ITSPAC-related documents.

## 2. Meeting Attendance

- a. Committee members present:

Mr. Robert Denaro, Private Industry Consultant, Committee Chairman  
Mr. Stephen Albert, Director, Western Transportation Institute, Montana State University  
Mr. Scott Belcher, President and CEO, Intelligent Transportation Society of America  
Mr. Roger Berg, Vice President of Wireless Technologies, DENSO North American Research Laboratories  
Mr. Joseph Calabrese, CEO, Greater Cleveland Regional Transit Authority  
Mr. John Capp, Director of Global Active Safety Electronics, General Motors Corporation  
Ms. Paula Hammond, Senior Vice President, National Transportation Market Leader, Parsons Brinckerhoff  
Mr. Sonny Hotzman, Principal, Holtzman Group  
Mr. Steve Kenner, Global Director of Automotive Safety, Ford Motor Company  
Mr. Ronald Kirby, Director of Transportation Planning, National Capital Region Transportation Planning Board, Metropolitan Washington Council of Governments  
Mr. J. Peter Kissinger, President and CEO, AAA Foundation for Traffic Safety  
Dr. Hans Klein, Associate Professor, School of Public Policy, Georgia Institute of Technology, Committee Vice Chairman  
Mr. Scott McCormick, President, Connected Vehicle Trade Association  
Prof. Raj Rajkumar, Department of Computer and Electrical Engineering, Carnegie Mellon University (by teleconference)  
Mr. Brian Schromsky, Director, Federal Government and Public Safety, Verizon Wireless  
Mr. Anton Steenman, Vice President, Intel Architecture Group and General Manager, Intelligent Systems Group  
Mr. George Webb, County Engineer, Palm Beach County, Florida

b. Others present:

Mr. Greg Winfree, Acting Administrator, Research and Innovative Technology Administration (RITA), U.S. Department of Transportation (by teleconference)  
Mr. Ken Leonard, Director ITS Joint Program Office, RITA  
Mr. Carl Anderson, FHWA  
Ms. Sheila Andrews, Automotive Aftermarket Industry Association  
Mr. Jim Arnold, RITA  
Mr. Nathaniel Beuse, Associate Administrator for Rulemaking, National Highway Traffic Safety Administration (NHTSA)  
Mr. Ryan Brown, Intel Corporation  
Ms. Danielle Coffey, Transportation Intermediaries Association  
Mr. Brian Cronin, ITS Joint Program Office  
Ms. Marjorie Dickman, Intel Corporation  
Mr. Walton Fehr, Program Manager, Systems Engineering, ITS JPO  
Ms. Dominic Garcia, Booz Allen Hamilton  
Mr. Kevin Gay, Project Manager, Volpe National Transportation Systems Center  
Mr. Stephen Glasscock, Program Analyst, ITS JPO  
Mr. Tim Johnson, Director of Crash Avoidance and Electronic Controls Research, NHTSA  
Ms. Virginia Meehan, Northwestern University  
Mr. James Pol, ITS Joint Program Office  
Mr. Brian Scarpelli, Telecommunications Industry Association  
Mr. Steve Sill, ITS Joint Program Office  
Mr. Carlos R. Vélez, Jr., Project Manager, Citizant, Inc.  
Ms. Karissa Wright, Booz Allen Hamilton  
Mr. Skip Yeakel, Volvo Group North America

**3. Meeting Action Items**

- a. The subcommittees will refine their recommendations and email them to Chairman Denaro and Vice Chairman Klein by August 30.
- b. Chairman Denaro and Vice Chairman Klein will consolidate subcommittee inputs into a final list of recommendations that they will send back out by September 20 for committee review.
- c. Committee members will review the proposed final list of recommendations and send comments to Chairman Denaro and Vice Chairman Klein by October 4.
- d. As necessary, the committee will iterate additional revisions of the recommendations with the goal of completing the final version by November 8.
- e. Vice Chairman Klein will continue work on developing a short document on deployment initiatives in response to Mr. Leonard's request at the March meeting.

- f. The meeting minutes will be distributed to committee members for review before approval and posting on the ITSPAC website.
- g. The ITS JPO will provide the committee a Safety Pilot update at the October web conference.
- h. The ITS JPO will send out a Doodle poll to determine a date for the October web conference.

#### **4. Meeting Agenda**

##### Day 1 – August 7

- a. Welcome Remarks by Research and Innovative Technology Administration (RITA) Acting Administrator, Greg Winfree
- b. Opening Remarks by Committee Chairman, Bob Denaro
- c. ITS Joint Program Office Update
- d. Review of Draft ITSPAC Letter to the National Highway Transportation Safety Administration (NHTSA)
- e. Discussion of Report on Deployment Incentives
- f. ITS Research Program Strategic Plan Update and Discussion

##### Day 2 – August 8

- g. Reconvening of Meeting
- h. Subcommittee Meetings to Finalize Recommendations to the Secretary of Transportation
- i. Subcommittee Reports on Recommendations to the Secretary of Transportation
- j. Discussion of Final Recommendations to the Secretary of Transportation
- k. Discussion of Next Steps
- l. Adjourn

## 5. Summary of Proceedings

### Day 1 – August 7

#### a. Welcome Remarks by RITA Acting Administrator, Greg Winfree

Mr. Winfree stated that RITA, FHWA, and NHTSA consider the ITS Research Program effort and, in particular, the Connected Vehicle program to be groundbreaking and exciting technology. As the NHTSA decision making on Connected Vehicle technology draws closer, input from the ITSPAC will be even more important. Mr. Winfree thanked committee members for their guidance over the years and also for being, not just ambassadors, but also champions of “game-changing” ITS technology.

#### b. Opening Remarks by Committee Chairman, Bob Denaro

Chairman Denaro reviewed the meeting agenda, emphasizing that it had been structured around the five deliverables. Chairman Denaro followed with a review of the status of the committee deliverables and the workplan for further development of those deliverables during the meeting. Chairman Denaro invited Mr. Leonard to present his remarks.

#### c. ITS Joint Program Office Update

- (1) Mr. Leonard called the committee members’ attention to the packet of articles and press releases that they were provided on topics such as ITS JPO strategic planning effort, connected vehicles and automated vehicles, DSRC, and the ITS JPO training program and research data exchange. Mr. Leonard stated that he was especially happy about NTSB Chairman Deb Hersman's letter supporting Connected Vehicle technology and its potential for collision avoidance.
- (2) Mr. Leonard informed the committee that Mr. Anthony Foxx recently had been sworn in as the new Secretary of Transportation, and that Mr. Winfree had been nominated to be the permanent RITA Administrator.
- (3) Mr. Leonard presented with the following ITS Research Program updates:
  - (a) The San Diego I-15 Integrated Corridor Management (ICM) Project was a finalist in the recent ITS America Annual Meeting awards presentations.
  - (b) ICM project demonstrations have kicked off in San Diego and Dallas.
  - (c) The recent UMTRI conference on connected vehicles was highly successful and included broad participation from around the world.
  - (d) The ITS Strategic Plan development process is well underway and will guide the ITS Research Program for the next five years. The ITS JPO will be reaching out

for stakeholder comments on the Plan at upcoming major transportation community conferences, including the Institute of Transportation Engineers (ITE) Annual Meeting, the National Rural ITS conference, the Institute of Electrical and Electronics Engineers (IEEE) Vehicular Technology Conference, and a Connected Vehicle public meeting.

- (e) Ms. Marcia Pincus, ITS JPO Environment and ITS Evaluation Program Manager, recently spent almost two months on an exchange with the European Union staff.
  - (f) Mr. Shingo Mawatari, from the Japan Ministry of Land, Infrastructure, Transport, and Tourism (MLIT), recently began a 20-month assignment as the 14<sup>th</sup> U.S. DOT MLIT Fellow.
  - (g) The U.S. DOT and the Korean Ministry of Land, Infrastructure, and Transport recently signed the Terms of Reference for ITS cooperation.
  - (h) The ITS JPO, NHTSA, and the Crash Avoidance Metric Partnership (CAMP) recently conducted another round of connected vehicle V2V demonstrations at RFK Stadium for interested stakeholders, including Congress, FCC, NTIA, and other officials.
- (4) Mr. Leonard also provided the following ITS JPO staff updates:
- (a) Mr. Yejuda Gross, the former Transit and E-payment Program Manager, recently retired. Mr. Bob Sheehan from the FHWA will replace Mr. Gross.
  - (b) Mr. Mike Schagrin has announced that he will retire in October.
- (5) Mr. Leonard added that he recently had the pleasure of briefing a group of high school Science, Technology, Engineering, and Math (STEM) students.
- (6) Mr. Kevin Gay from the Volpe National Transportation Systems Center presented a high-level briefing on the development of an automated vehicle multimodal program plan. Mr. Gay discussed the following major project elements:
- (a) Benefit opportunities
  - (b) Role of the Federal government
  - (c) Multimodal and industry inputs to the plan
  - (d) The plan's development timeline
  - (e) Synthesis of information/input collected

Mr. Gay entertained several questions from committee members.

- (7) Mr. Schagrin described the Affiliated Test Beds Concept, which is an effort to bring together device makers, V2I installation operators, and V2I application developers via an affiliation of existing connected vehicle test beds to share lessons learned and help build the knowledge base necessary to improve V2I interoperability standards in a non-competitive environment. As part of this effort, the ITS JPO has developed a memorandum of agreement that will allow participants to share information while protecting their intellectual property.
- (8) Mr. Schagrin next discussed ongoing plans to conduct a round of Connected Vehicle pilots designed to help accelerate Connected Vehicle technology, to better understand and estimate benefits and costs, and to solve specific technology deployment and institutional challenges. The Connected Vehicle pilots concept has been vetted within U.S. DOT, and there is widespread consensus on moving forward with the concept. Accordingly, the ITS JPO intends to release a request for information to the ITS industry for input on developing the pilots. The ITS JPO hopes to award multiple Connected Vehicle pilot sites.
- (9) Mr. Jim Arnold presented an update on the status of the DSRC spectrum sharing issue. Mr. Arnold discussed the following five categories of comments that have been received in response to the FCC Notice of Proposed Rulemaking that would permit sharing of the 5.9GHz spectrum with unlicensed users:
- (a) Strongly in favor: existing providers; i.e., COMCAST
  - (b) Generally in favor, but with comments: device manufacturers; i.e., CISCO
  - (c) Generally opposed, with concerns: automakers, ITS America, U.S. DOT
  - (d) Adamantly opposed: fixed satellite service; i.e., Intelstat
  - (e) Not applicable: weather radar manufacturers

Mr. Arnold added that the Association for the Advancement of Medical Instrumentation requested better access to Wi-Fi, as well as some type of protective zone.

Mr. Arnold described major areas of U.S. DOT collaboration with NTIA to determine if a technical sharing solution is practical, including:

- (f) Updating an International Telecommunications Union recommendation on intelligent transport systems dedicated short range communications at 5.8GHz
- (g) Providing deployment scenarios for modeling to ensure the models reflect reality
- (h) Assisting with model development and bench and field testing

(i) Provide other information, as requested

Mr. Arnold also discussed the following additional U.S. DOT efforts:

(j) Develop DSRC operating parameters

(k) Develop test plans (bench and field), conduct tests, generate reports

(l) Coordinate Wi-Fi and other organization participation

(m) Draft documents to support U.S. DOT position as needed by NTIA/FCC

(n) Make presentations to technical panels, as needed

d. Review of Draft ITSPAC Letter to NHTSA

Chairman Denaro facilitated a discussion of a draft letter from the ITSPAC to NHTSA encouraging acceleration of the rulemaking process. Members recommended additional changes that Mr. Denaro incorporated into a final draft, which he presented to the committee for approval following the lunch break. After additional discussion of the letter, the committee reached consensus on the final version.

e. Discussion of Report on Deployment Incentives

Vice Chairman Klein facilitated a discussion on development of a deployment incentives report requested by ITS JPO Director Leonard. Mr. Kissinger stated that the Communications subcommittee would synthesize the discussion on this topic and make recommendations on next steps to the committee on Day 2.

f. ITS Research Program Strategic Plan Update and Discussion

Mr. Pol provided an overview of and answered questions concerning the ITS Research Program Strategic Plan, 2015 - 2019 development process. Mr. Pol thanked the committee members for their input, adding that their comments had provided him a “kernel” for a new vision statement. He also stated that he very much liked the use of the word “agile” to describe how the plan must be able to effectively adapt to quickly changing technology.

Day 2 – August 8

g. Reconvening of Meeting

Vice Chairman Kline reconvened the meeting and reviewed the Day 2 agenda. Chairman Denaro followed with a review of the desired format for subcommittee recommendations, which would include a preamble providing background on the recommendation(s)

followed by the recommendation(s). Mr. Denaro also added that the committee's recommendations should reflect quality, rather than quantity.

h. Subcommittee Meetings to Finalize Recommendations to the Secretary of Transportation

Subcommittees retired to designated locations to continue their development of recommendations for advice to the Secretary.

i. Subcommittee Reports on Recommendations to the Secretary of Transportation

Chairman Denaro and Vice Chairman Klein agreed that the discussion of each subcommittee's recommendations would immediately follow the presentation of those recommendations, rather than as separate agenda items, as originally planned.

j. Discussion of Final Recommendations to the Secretary of Transportation

See 5.i. above.

k. Discussion of Next Steps

(1) Chairman Denaro requested any final comments on the work the committee had accomplished.

(2) Mr. Leonard thanked committee members for the energy they had brought, not only to their work at the meeting, but also to their preparations for the meeting. He also thanked committee members for their response to his requests for information that he made at the March meeting. Mr. Leonard emphasized that the true value of the committee is the diversity of their perspectives and insights that will enhance the U.S. DOT's responses to Congressional reports and directives.

(3) Mr. Leonard added that committee members' membership terms end in March 2014. The ITS JPO has begun the process of preparing nominations to the Secretary for new members, so any current members who have an interest in continuing on the committee should inform Mr. Glasscoc.

(4) Mr. Denaro outlined the following next steps for development of the committee's final recommendations to the Secretary:

(a) The subcommittees will refine their recommendations and email them to Chairman Denaro and Vice Chairman Klein by August 30.

(b) Chairman Denaro and Vice Chairman Klein will consolidate subcommittee inputs into a recommended final list of recommendations that they will send back out by September 20 for committee review.



- (c) Committee members will review the proposed final list of recommendations and send comments to Chairman Denaro and Vice Chairman Klein by October 4.
  - (d) As necessary, the committee will iterate versions of the recommendations with the goal of completing the final version by November 8.
- (2) Mr. Denaro provided the following status of the committee's other deliverables:
- (a) The letter to NHTSA has been completed and delivered to Mr. Glasscock.
  - (b) There no longer is a requirement for a deliverable on the ITS strategic planning process since the ITS JPO had collected adequate input during the discussion of the topic.
  - (c) Vice Chairman Klein will continue work on developing a short document on deployment initiatives.
- (3) Chairman Denaro stated that, as requested by Mr. McCormick, the committee meeting minutes will be distributed for member review and comments prior to approval and posting on the ITSPAC website.
- (4) Mr. Kissinger asked if the committee could get an update on the Safety Pilot. Mr. Leonard responded that there would be updated information by October, and Mr. Denaro stated that it would be good to include that information in the October webinar agenda.
- (5) The ITS JPO will send out a Doodle poll to determine a late-October webinar date.

I. Adjourn

The meeting adjourned at 3:54 p.m.

We certify, to the best of our knowledge, that the foregoing minutes are accurate and complete.



Ken Leonard  
Director, Intelligent Transportation  
Systems Joint Program Office  
Research and Innovative Technology  
Administration  
U.S. Department of Transportation



Robert P. Denaro  
Committee Chairman

