ITS Program Advisory Committee

Minutes of November 18, 2013 Web Conference

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1. **General**

   a. The Intelligent Transportation Systems (ITS) Program Advisory Committee (ITS PAC) met by webinar on November 18, 2013.

   b. These minutes provide a summary of the meeting proceedings. A copy of the minutes, the meeting transcript, and other meeting documents will be available for public inspection and downloading from the ITS PAC website at http://www.its.dot.gov/itspac/index.htm.

2. **Meeting Attendance**

   a. Committee members participating, in alphabetical order:

   Mr. Robert Denaro, Private Consulting Services, Committee Chairman
   Dr. Hans Klein, Associate Professor, School of Public Policy, Georgia Institute of Technology, Committee Vice Chairman
   Dr. Teresa Adams, Chair, Transportation Management and Policy Program and Director, National Center for Freight and Infrastructure Research and Education, University of Wisconsin-Madison
   Mr. Roger Berg, Vice President, Wireless Technologies, DENSO International America, Inc.
   Mr. Joseph Calabrese, CEO, Greater Cleveland Regional Transit Authority
   Mr. John Capp, Director of Global Active Safety Electronics, General Motors Corporation
   Mr. J. Peter Kissinger, President and Chief Executive Officer, American Automobile Association Foundation for Traffic Safety
   Mr. Scott McCormick, President, Connected Vehicle Trade Association
   Prof. Raj Rajkumar, Department of Electrical and Computer Engineering, Carnegie Mellon University
   Mr. Brian Schromsky, Director, Federal Government and Public Safety, Verizon Wireless

   b. U.S. DOT staff participating:

   Mr. Ken Leonard, Director, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation
   Mr. John Augustine, Managing Director, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation
   Mr. Stephen Glasscock, Program Coordinator, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation, Committee Designated Federal Official
   Ms. Valerie Briggs, Team Lead, Knowledge and Transfer Policy, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation
Mr. Brian Cronin, Team Lead, Research, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation
Mr. Walt Fehr, Program Manager, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation
Mr. Bob Sheehan, Program Manager, Multimodal Programs, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation
Mr. Steve Sill, Program Manager, Vehicle Safety Systems and ITS Architecture and Standards, ITS Joint Program Office, Research and Innovative Technology Administration, U.S. Department of Transportation

c. Others participating, in alphabetical order:

Mr. Ryan Brown, Intel Corporation
Mr. Kevin Gay, Project Manager, Vehicle Automation Strategic Policy, Volpe National Transportation Systems Center, Research and Innovative Technology Administration, U.S. Department of Transportation
Mr. Carlos R. Vélez, Jr., Project Manager, Citizant, Inc.

3. Meeting Action Item

Chairman Denaro will coordinate the committee’s review and approval of the final draft of its advice memorandum to Secretary with the goal of delivering the final memorandum to the ITS Joint Program Office (ITS JPO) by the first week of December 2014.

4. Meeting Agenda

a. Welcome and Opening Remarks
b. Safety Pilot Update and Questions
c. Deployment Incentives Memorandum Discussion
d. Final Recommendations Review
e. Discussion of Next Steps

5. Summary of Proceedings

a. Welcome Remarks – Mr. Stephen Glasscock and Director Ken Leonard

Committee Designated Federal Official Stephen Glasscock and ITS JPO Director Ken Leonard made brief welcoming remarks.
b. Opening Remarks – Chairman Bob Denaro

Committee Chairman Bob Denaro requested that committee members observe a moment of silence in memory of former committee member Ronald Kirby, who had recently passed away.

Chairman Denaro reviewed the meeting agenda and webinar logistics, and then requested that Mr. Glasscock take roll of participants. Mr. Glasscock completed the roll call and turned the meeting over to Mr. Cronin for the Safety Pilot update.

c. Safety Pilot Update and Questions – Mr. Brian Cronin

Mr. Cronin summarized key aspects of the Safety Pilot Model Deployment geographic area, the numbers and types of vehicles, and the devices deployed. Mr. Cronin stated that the model deployment has produced more than enough data for the National Highway Traffic Safety Administration and other ITS JPO partners to analyze the technology safety benefits and make decisions accordingly.

Following a brief question and answer period, Chairman Denaro requested that Vice Chairman Klein proceed with the discussion of the deployment incentives memorandum.

d. Deployment Incentives Memorandum Discussion – Vice Chairman Hans Klein

Vice Chairman Klein led a review of the memorandum transmitting the list of recommended ITS deployment incentives that the committee finalized at its August 2013 meeting. Vice Chairman Klein emphasized that, although he had made minor edits to the list of incentives, their content was essentially unchanged from what the committee agreed to in August.

Following discussion of the memorandum, Vice Chairman Klein questioned who would be the recipient of the memorandum. Director Leonard responded that, since he requested the deployment incentives recommendations from the committee, then, unless the committee specifically includes its recommendations in their report to the Secretary, then the committee’s memorandum of incentives recommendations would be submitted to him. In turn, the ITS JPO will consider the committee’s recommendations and the results of the committee’s discussion in developing the U.S. DOT’s deployment incentives report to Congress required by the current transportation authorization legislation, the “Moving Ahead for Progress in the 21st Century Act” (MAP-21).

Vice Chairman Klein concluded discussion of the memorandum, stating that the memorandum would require only minor additional “tweaks” before submittal to the JPO.

e. Final Recommendations Review – Chairman Bob Denaro

Chairman Denaro led the review of the committee’s proposed advisory memorandum to the Secretary. Mr. McCormick recommended, and the committee concurred, that the
committee’s advisory memorandum to the Secretary include as attachments the committee’s letter to the Federal Communications Commission on the proposed rulemaking on unlicensed use of the 5.9 GHz spectrum, and the committee’s letter to the National Highway Traffic Safety Administration (NHTSA) urging NHTSA to proceed without delay with rulemaking on vehicle-to-vehicle communications technology deployment.

The committee reached general consensus on revisions to the draft recommendations. Chairman Denaro stated that he would coordinate additional minor revisions with appropriate committee members and would develop a final draft of the recommendations for committee review and comment.

f. Discussion of Next Steps – Chairman Bob Denaro

Mr. Schromsky requested clarification on when the committee’s advice memorandum is due to U.S. DOT. Chairman Denaro responded that he would coordinate the committee’s review and approval of the final draft of the advice memorandum with the goal of delivering the final memorandum to the ITS JPO by the first week of December 2013.

In conclusion, Chairman Denaro expressed that he had very much enjoyed working with each of the committee members over the past two years and thanked them all for their contributions to the successful completion of the committee’s advice to the Secretary.

Chairman Denaro adjourned the meeting at 3:23 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
Private Consulting Services