

**AGENDA**  
**New York State Association of MPOs**  
**Friday, August 6, 2004**  
**Binghamton Metropolitan Transportation Study**  
**EXACT LOCATION TO BE SENT UNDER SEPARATE COVER**  
**Binghamton, NY**  
**10:30 a.m. - 3:00 p.m.**

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|--|---------------|
| 1. Welcome and Introductions                                     | All           |
| 2. Meeting Summary June 11, 2004 (Attachment A)                  | All           |
| 3. Update on TEA-21 reauthorization/AMPO                         | Steve Gayle   |
| 4. NYSDOT Presentation on Jobs Access Reverse Commute (JARC)     |               |
| 5. October 7 - ITE Conference in Syracuse –ideas for sessions    | All           |
| Green parking design   |               |
| Transportation Planning for Healthy Communities                  |               |
| Innovative Data Collection Techniques                            |               |
| Roundabout Safety and Operations                                 |               |
| Improving Operations through Signal Timing                       |               |
| Safe and Accessible Intersections for Pedestrians and Bicyclists |               |
| Transportation for an Aging Population                           |               |
| Safe Routes to Schools   |               |
| 6. PL Apportionment for the current Federal Fiscal Year          | FHWA/NYSDOT   |
| 7. Integrating Safety in to the Planning Process                 | Gayle         |
| Safety Conscious Planning Workshop Opportunity                   |               |
| 8. LRP development/NYSDOT Allocations and Instructions/TIPs      | All           |
| 9. SCI Projects  |               |
| Travel Behaviors Factors Update (Attachment B)                   | Sarah Siwek   |
| GIS Training   | Kealy Salomon |
| ITS Statewide Study  | John Poorman  |
| CMS Draft Scope  | Sarah Siwek   |
| Integrated Community Design                                      | John Poorman  |
| 10. Next Meeting Date and Location                               |               |

**Meeting Summary**  
**New York State Association of MPOs**  
**June 11, 2004**  
**Syracuse, NY**

**Attendees:**

Hal Morse, GBNRTC  
Fernando deAragon, ITCTC  
Peter Plumeau, Wilbur Smith & Associates  
Kealy Salomon, PDCTC  
Jay Schissell, ECTC\  
Steve Gayle, BMTS  
Rich Perrin, BGC  
John Poorman, CDTC  
Mary Rowlands, SMTC  
Jon Makler, SJS & Associates  
Don Camph, SJS & Associates  
Harry Miller, HOCTC  
Kate Schmidt, NOCTC  
Bill Tobin, UCTC

1. **April 2, 2004 Meeting Summary** – Two changes were requested in the meeting summary: 1) Hal Morse from GBNRTC was in attendance and, 2) NYSDOT committed to providing allocations and instructions to the NYSMPOs by the end of July.
2. **Update on TEA-21/AMPO Activities** – Steve Gayle reported on the 75 member conference committee activities. He also reported on the PL funding issue and that some trade association groups are actively opposing the increases that have been negotiated thus far.
3. **NYSDOT Transformation** – It was reported that the NYSDOT is working on its Statewide Master Plan and will have it completed later this year. The Master Plan is expected to include performance measures. The Plan will also include a discussion of trade corridors but details are vague at this point. Also a Blue Ribbon Panel has been formed and will begin hearings shortly to gather public input from throughout the State. A draft report on the Blue Ribbon Commission findings will be ready in September. The MPOs were planning on testifying at the hearings and will share testimony between the NYSMPO group. Sarah was asked to put key talking points together based on the discussion at the meeting. This was subsequently done and is being used in part for the MPO testimony. Also, materials from the press kit on the Long Term Funding Needs study were thought to be useful and MPOs agreed to distribute key materials from that package that had been previously developed.
4. **ITE October 7, 2004 Meeting** – The group discussed doing four sessions at the ITE conference on key planning issues. Mary Rowlands sent out some ideas on

sessions subsequent to the meeting. This will be discussed further at the August 6 meeting.

5. **Venues for Technical Exchange** – Three specific ideas were discussed. One was to participate in the ITE meeting in October as noted above. Second, the MPOs agreed to pursue a Spring, 2005 meeting between the MPOs and the NYSDOT Regional Staffs. The third idea was that the staffs of the MPOs should be polled to discuss possible peer-to-peer exchanges and to identify topics that would be most useful for information sharing.

## 6. **SCI Projects**

- a. **SCI Data Sharing** – Peter Plumeau made a presentation on the work he had done to identify status of various data efforts throughout the state. He indicated that the NYSDOT Information Exchange Network is supposed to be up and running in June 2004 and that this is a GIS-based system designed for public communication and communication between Transportation Management Centers.
  - b. **Travel Behavior Factors** – The project has been kicked off with FHWA and we are in the process of identifying authors and topics. A Steering Committee was named including John Poorman, Steve Gayle, Sarah Siwek, Don Camph, and David Kuehn of FHWA. Sarah will distribute the project schedule.
  - c. **GIS Training** – The training is going well and there is an effort to see how continuing education credits could be awarded for those who take these courses.
  - d. **Congestion Management System Scope** – A scope was circulated and this includes four key tasks: 1) review of best practices, 2) a workshop for all NYSMPOs with possible speakers from other areas, 3) a drafting of a CMS “protocol” that would be helpful for MPOs to use in developing their CMS, and, 4) a summary of the workshop and final protocol. SMTC is willing to sponsor this project and Mary needs the budget estimate by task and asked that funding be included for administration and for travel funds for those who may need it to attend the workshop.
  - e. **Integrated Community Design** – This project is nearing completion with case studies developed and prepared. Training will be done under the next round of SCI funding.
7. **NYMTC TIP Management/E-STIP Integration** – This item was postponed.
  8. **Other issues** - Sarah volunteered to put a memo together on the transportation conformity interagency consultation process requirements for Hal, John, Rich, Kealy, and Kate.
  9. **Next Meeting Date/Location** – Binghamton, NY on August 6 at 10:30 a.m.

## ATTACHMENT B

### Draft Schedule/Timeline for Travel Behavior Factors Project

- Task #1: Organizational Conference Call – May 1-15, 2004  
**LEAD NYSMPO Consultant**
- Task #2: Selection of Steering Committee – May 15-June 15, 2004  
**LEAD NYSMPOs**
- Task #3: Review of Work Completed to Date – May 15- July 15, 2004  
**LEAD NYSMPO Consultant**
- Task #4: Identification of Topics and Authors for Commissioned Papers –  
June 15-August 15, 2004  
**LEAD Steering Committee**
- Task #5: Identification of Retreat Participants – June 15- August 15, 2004  
**LEAD Steering Committee**
- Task #6: Contact and Invitations to Prospective Project Participants –  
August 15-September 15, 2004  
**LEAD Volpe Center**
- Task #7: Development of Project Website – August - September 2004  
**LEAD Volpe Center**
- Task #8: Distribution of Commissioned Papers – November 1, 2004  
**LEAD Volpe Center**
- Task #9: Period of Information Exchange Among Project Participants –  
November – February 2005  
**LEAD Volpe Center**
- Task #10: Preparation for the Multi-day Retreat – January-February 2005  
**LEAD Volpe Center**
- Task #11: Invitations, Logistics, and Retreat Agenda – January-February 2005  
**LEAD Volpe Center/Steering Committee**
- Task #12: Conduct Multi-day Retreat – March 2005  
**LEAD Steering Committee/Volpe Center**
- Task #13: Documentation and Circulation – March – May 2005  
**LEAD Volpe Center**
- Task #14: Reconciliation and Final Report Preparation and Distribution – June 2005  
(reconciliation)-December 2005 (final report circulation)  
**LEAD Steering Committee/Volpe Center**