

AGENDA
New York State Association of MPOs
Friday, December 5, 2003
10:30 a.m.- 3:00 p.m.
New York State DOT
328 State Street, Schenectady, NY- Room 162 (“Albany Room”)
(directions attached)

1. Welcome and Introductions
2. Meeting Summary October 3, 2003 (Attachment A) All
3. Update on TEA-21 reauthorization/AMPO Gayle
4. NYSDOT Presentation on Transformation NYSDOT
5. UPWP Development All
6. Website and NYSMPO Directory Updates Siwek/All
7. FHWA Statewide Planning Finding- 2004/06 STIP Kearney/Griffith
8. Presentation on NYSDOT Data Initiative Mike Fay, NYSDOT
9. SCI Projects
 - SCI Meta-Library (ATTACHMENT B) Makler
 - Travel Behaviors Factors Update Siwek
 - Integrated Community Design Poorman
 - GIS Training Salomon
 - ITS Statewide Study Poorman
10. Other Business All
11. Next Meeting Date and Location.

Driving Directions to NYSDOT - Region 1 328 State Street, Schenectady, NY

From the East or South:

Take the New York State Thruway to Exit 25. From Exit, take I-890 West to Exit 5 (Broadway). Keep right and take a right at foot of ramp onto Broadway. Turn left at second light for free parking lot, or turn left at the third light for parking garage.

From the North:

Take Route 50 south through Scotia. Turn left at the end onto Route 5. Cross the Mohawk River into Schenectady. Just after the Amtrak overpass turn right onto Broadway—park on the right in garage or free parking lot.

From the West:

Take the New York State Thruway to Exit 26. Take I-890 east to Exit 5 (Broadway). End of ramp turn left at the first light onto Broadway, the second light is under the bridge, go to fourth light and turn left for the free parking lot, or go to the fifth light and turn left to the parking garage.

Note: 2 hours of free parking is available in the parking garage on Broadway behind the DOT building, or free all day parking is available in the outdoor lot on Broadway and Hamilton Street. Two hours of free parking is also available in the parking lot behind Proctor's Theater.

Enter the building on State Street, and report to the Security Desk. If visitors to the building do not have their DOT or State Identification Badge with them and their name is not listed on a visitor's list, you will have to show the Guard another form of identification (driver's license) etc., and wear a visitor's badge.

ATTACHMENT A

NYSMPO Meeting Summary – October 3, 2003

Present:

Larry McAuliffe, NYMTC
Mary Rowlands, SMTC
Richard Beers, FHWA
Hal Morse, BGNRTC
Harry Miller, HOCTS
Steve Gleason, GTC
Jon Makler, SJS & Associates
John Poorman, CDTC
Mary Neveu, NYSDOT
Kealy Salomon, PDCTC
Jay Schissell, ECTC
Fernando De Aragon, ITCTDC
Steven Gayle, BMTS

- 1) **Meeting Summary August 1, 2003** – The meeting summary was approved
- 2) **Update on Reauthorization of TEA-21/AMPO Activities** – A five month extension to TEA-21 was approved by Congress that includes a slight increase in PL funding. Since the MPOs lost funding due to the creation of a new MPO and cuts, this restores some of that funding. The AMPO annual meeting is October 20-24 and a new Board of Directors will be elected. Steve Gayle will continue to serve on the Board of Directors.
- 3) **NYSDOT Presentation on Air Quality** – John Zamurs from the NYSDOT discussed plans for an Air Quality Week to include training on a number of air quality related activities including MOBILE6 issues. He also provided a website address for MOBILE6 tables and guidance that the NYSDOT has developed. The website is: www.dot.state.ny.us/eab/epm/M6/M6tables.html.

He also discussed the State Energy Plan and that NYSDOT is looking at developing performance measures for the Energy Plan to track progress in the transportation sector. He indicated that the Long Range Plans of the MPOs must address quantitative requirements of the Energy Plan and that the air quality branch of NYSDOT, which he heads up, would work with MPOs to ensure adequate time is allowed for these activities as part of LRP updates. John agreed to coordinate the schedule for air quality week as best he could given the need to do this soon.

- 4) **FHWA Statewide Planning Certification** – A draft of the FHWA finding will be submitted to John Poorman next month and he will circulate to the MPOs for comment. Sarah will work with the MPOs to draft a comment letter.
 - 5) **Long Term Funding Needs Status**- The report is complete with the new Appendix which includes a sensitivity analysis.
 - 6) **E-Score Update** – The possible use of SCI funds was discussed to buy the E-Score units for each MPO. Jay Schissell distributed a hand-out to ascertain interest by the MPOs and the MPO should email Jay with their comments and he will get back to NYSDOT.
 - 7) **UPWP Development** – A call letter will come out from NYSDOT soon for the development of the UPWP. It will include 5 focus areas that are basically the same as the planning factors that must be considered, as appropriate, under Federal planning regulations. The NYSDOT is looking for strategic opportunities to partner with the MPOs on SCI projects. It was agreed that at the December 5 meeting, a presentation on the NYSDOT Transformation process would be requested. Also at the December 5 meeting, any UPWP issues will be discussed. If MPOs do two-year UPWPs, the FTA needs the actual numbers for the first year and FHWA can work with a two-year budget. The \$600,000 in old UPWP money must be expended and Sarah is to look at the unprogrammed funding amount and report back to the MPOs.
- 8) **SCI Projects**
- a. **Meta-data Initiative** – Jon Makler asked for reactions to the memo sent with the agenda. It was agreed that Jon and Sarah would rescope the effort after talking to Wilbur Smith, Steve Gayle, and the technical staff at SMTC and PDCTC. The goal of the project is to establish a web-based data library.
 - b. **Travel Behavior Factors Update**- Sarah reported that FHWA is ready to initiate the project in November at the earliest. She will review the draft scope, distribute it to the MPOs, and draft next steps so the project can be initiated.
 - c. **Integrated Community Design** – This project is proceeding and a draft list of 25 possible candidate project has been developed. Seven will be chosen at the upcoming October 30 meeting.
 - d. **GIS Training**- Two sessions remain this year and so far the training has been very well received.
 - e. **ITS Statewide Study** – This is on hold with NYSDOT and we will revisit this at the December meeting.
- 9) **Next Meeting Date/Place** – The next meeting will be December 5 in Albany at the CDTC on Wolf Road. NYSDOT will be invited to make a presentation on the Transformation Process at that meeting.

ATTACHMENT B

TO: Memo to MPO Directors

FROM: Jon Makler

SUBJECT: NYSDOT Highway Data Initiative

Since the last meeting of the NYSMPOs, information has emerged regarding a pre-existing NYSDOT initiative to make highway and traffic data readily available to stakeholders such as MPOs. This development significantly recasts the “data library” task under discussion and calls for a reassessment of approach. This memo summarizes the NYSDOT activity in question and outlines a revised series of tasks.

Background Information

The NYSDOT Highway Data Services Bureau has revamped its operation by establishing a relational database, known as the Highway Data Management System that stores all of its holdings (in great contrast to the prior mainframe environment). This will enable data queries to be run much more efficiently and for data to be updated and made available more rapidly. For security reasons, however, the inventory is made available for queries indirectly through a mirror site, referred to as a “Data Store” that is updated daily or more often, if necessary.

The Bureau will roll out the Data Store in three phases. Initially, it will be available for in-house use only. In the second phase, it will be made available on the NYSDOT intranet, which happens to include NYMTC. Finally, it will be made available to the other MPOs and other partners once a secure internet connection can be arranged; there is great concern about privacy and security of the NYSDOT servers.

The Data Store runs on Oracle Discoverer, a software package that provides a user-friendly, windows-style interface. It is designed to produce standard and simple outputs in a variety of formats, including basic Microsoft excel spreadsheets. This facilitates the process whereby the results of a query can be easily shared electronically.

Practically speaking, MPO staff will have to rely on contacting the Bureau or regional offices (who are on the intranet) in order to run queries on the Data Store in the near term (which reasonably means the foreseeable future). In tandem with the Bureau’s plans to train regional office staff, it seems prudent to prepare MPO staff to use the Data Store directly and through NYSDOT personnel at regional or central offices.

There are also remaining concerns about the data elements that are not included in the Highway Data Management System. For example, the Bridge Data Management System is not included in the relational database system or the Data Store. The Bureau has stated its willingness to append its databases with frequently needed data from other systems, such as the bridge files.

All of this does not address the data that are not available for practical or privacy reasons, including the Safety Management Systems (crash data, e.g.). Addressing the availability of these data requires an effort distinct from this endeavor.

Proposed Activities:

1. Facilitate training for MPO staff (GIS group). Bureau staff (Mike Fay, Jim Cerqua) have offered to provide a training session for MPO staff in the use of the Data Store. This will be geared toward the MPO staff as eventual users of the Data Store as well as interim “clients” of the Bureau and Regional office staff operating the queries. The training can be held after the Data Store is unveiled for internal use (or possibly somewhat earlier). It may have to be held in Albany or it could possibly be brought to a more central location (most GIS meetings are in Syracuse).
2. Develop a user’s manual for MPO staff on use of the Data Store. In cooperation with Bureau staff (Cerqua, Fay – willingness already expressed), Makler will create a manual for operating the relational database system for both direct and indirect use. In other words, the manual will help staff prepare query requests to Bureau or regional office staff.
3. Work with MPO staff to identify frequently sought data elements absent from the Data Store. Subsequently work with Bureau staff to resolve these issues.
4. Work with Bureau staff to accelerate the availability of a secure internet connection to the Data Store for MPO staff. This may be done in conjunction with the NYSMPO web server based in Buffalo or through NYSDOT IT department. Bureau staff have indicated a letter of interest (support) from the directors would be valuable in advancing this task.
5. Work with MPO directors to identify data gaps and issues, such as crash data. Develop strategies to resolve or seek resolution.

Please share this memo with your data staff for their input.

Mike Fay of NYSDOT will make a presentation at the December 5 meeting on the NYSDOT initiative and we can follow that with a discussion as to next steps.