

I. *Wednesday, August 11, 1999 – Morning Session*

Agenda Item I.A from Wednesday – Welcome Remarks

- Call to order 09:30 AM



"Attendance
Rosters.xls"

- Dave Kelley and John Lau requested teleconference for Wednesday morning meeting via e-mail. The group agreed that the request was not received in a timely manner for this meeting. Also the Hotel was unable to supply equipment on short notice. Kurt suggested we look into supplying the possibility of teleconference for future meetings.

Action Item 1. Wayne to insure teleconferencing is considered for future meetings.

Agenda Item I.C from Wednesday – Agenda Revisions / Additions / Deletions / Adoptions



"Minneapolis Meeting
Agenda - Revision 3.doc"

- Chester requested to review draft agenda. He also informed the group Wayne was detained in his travel. Chester appointed Jerry secretary until Wayne's arrival.
 - *Chester added item I.G for outreach to APCO.*
 - *Also on item F.8, Andy Schoka will talk about Data Harmonization in addition to P1488.*
 - *Agenda was accepted as amended.*

Agenda Item I.D from Wednesday – Old Business / Announcements / News Items

- John Corbin proposed lunch options and informed the group of the tour scheduled at 12:30 with Minnesota DOT.
- Chester requested to expel old e-mail and old business. The group discussed and completed task. John motioned to accept old business and e-mails completed. Jerry seconded, motion carried.

Action Item 2. Chester Chandler will contact Bob Gottschalk to make sure Bob Barrett is on the P1512 ballot group (see Item M-1).

Action Item 3. Chester will contact the other 8 members SCC 32 Standards Approval Board and insure that they were / have been included in the invitation to ballot P1512 that was sent out on May 7, 1999 (see Item M-1).

Action Item 4. Wayne will provide copies of the P1512 Draft Document to Takashi Ito (see Item M-2).

Agenda Item I.B from Wednesday – Housekeeping Items

- Chester confirmed with the group that Wayne is the only secretary for this group.

- Chester explained the possible need to change operational procedures for SCC32 balloting to allow electronic balloting.
- Chester explained possible delays due to SCC32 chairman's poor health, but is recovering.
- Andy Schoka commented that FHWA listed the critical standards and P1512 ranked number 17. Also P1512 is scheduled to be completed by 2001.
- Ann commented ITS needs all planning for year 2000 to be completed by November of 1999.
- Doug relayed version 3.0 of the National Architecture will be available in the fall of 1999.
- John told the group, the TIM committee has a web page up and running. The web page address is *www.trafficincident.org*. John also asked if the group was interested in a tour of the City of Minneapolis EMC and when to fit it into the agenda. The group agreed yes, and to add the tour to Friday at noon.
- Chester requested a re-adoption of the agenda as now stated. The group agreed.
- John gave an update on the TIM committee. John conveyed the TIM committee was working towards a National Coalition proposal of National Organizations, such as, FEMA, Dept. of Justice, Dept. of Energy, etc.
- Mike Ritchie added comment of Federal training for HazMat in over 120 cities. Also Mike added that this information is available on the Internet.
- Chester added that, via an April 28th e-mail, the city of San Jose requested participation in a National Coalition.
- Working Group discussed possibly meeting with WestCom in September of 2000. Doug explained WestCom was involved with electrical equipment and may not be interested in this groups business. The group agreed not to participate in the WestCom summit in 2000.
- Tom requested the secretary to update Dave Kelley's e-mail address.

Action Item 5. Wayne is to update Dave Kelley's email address to *davidkelley@sacketcity.com*.

- Tom also requested we send an email to John Lau about the outcome of not having a teleconference available for this meeting.

Action Item 6. Wayne will email John Lau about not having had a teleconference available for this meeting.

Agenda Item I.E from Wednesday – Las Vegas Meeting Minutes Approval and Review of Action Items

- Group discussed various modifications to the Las Vegas Meeting Minutes. Various changes were requested and noted by Wayne.
- Kurt motioned to accept minutes as adjusted. John seconded, and the group passed motion.

Action Item 7. Wayne will email a notice to the reflector stating that he is now maintaining and administering the minutes (see Item 4)

Action Item 8. Wayne to modify and re-post the Las Vegas meeting minutes, as modified by the group at this meeting (see Item 5a)

- Review of Las Vegas Action Items
 - *Item 1a. John Lau will float a proposal for an IM Location Referencing Messaging System (LRMS) via the reflector. Not complete. Wayne will follow up with John.*

- *Item 1b. Chester Chandler will send thank you notes to the medic attendees who participated Tuesday afternoon and to Chief Lockhart, and to BAH for their presentation. **Not complete. Chester will follow up.***
- *Item 2. Wayne and Mike will be confirmed as co-Secretaries. **Completed. Wayne was confirmed as the Secretary for IMWG. Chester requested that the Minneapolis Meeting Minutes reflect that Wayne is the only Secretary for the group.***
- *Item 3. All members will submit their final comments to the consultants by 3 May, with a resolution teleconference to be held on 1 June. **Completed.***
- *Item 4. David Kelley will hold an informal face-to-face meeting in Washington, DC on 14 May. **Unresolved, requires no follow up at this time.***
- *Item 5. Andy MacFarlane will submit work plans to Chester Chandler by 15 May. **Completed.***
- *Item 6. Chester Chandler will meet with SCC32 to provide a P1512 update upon his return. **Completed.***
- *Item 7. Andy MacFarlane will continue to recruit NENA, Paul Eirenhofer, John Allen, Timothy Schoch, and John Nevin. **Completed. Bob Miller from NENA is glad to participate, but needs to have communication to keep up-to-date on what is happening. This has implications back to the web page connections. Action items were logged to take care of this.***
- *Item 8. Mike Ogden will check with TTI re webmaster support. **Completed. Tom Kurihara will check to see if we can add support person to handle web master duties.***
- *Item 9. P1512a database administration will be handled by Andy Schoka and Ron Ice. **Completed.***
- *Item 10. TTX and workshop will be held 3-5 Nov, partly at the NFA and partly in Washington, DC. **Completed.***
- *Item 11. Chester Chandler will email the P1512 schedule to Jerry Walker. **Completed.***
- *Item 12. The consultants will make the technical and editorial changes to the draft standard. **Completed.***
- *Item 13. Ken Brooke will post the minutes to the web site. **Completed.***
- Possible participation in IEEE's Technical Standards Summit was discussed. Following group discussion, it was determined that we would not be participating in this activity due to lack of time and resources (see Item 3).
- Next SCC32 Standard meeting schedule for September 16, 1999.

Action Item 9. Chester to call SCC32 chair to find out status of IMWG ballot pool, and to see if the operational procedure change passed.

- John Corbin expressed displeasure with the IEEE management of the funding for this project. Requested financial statement from Tom on the status of funding for projects managed by IEEE. Also unhappy with IEEE's support for meeting space, consultant requirements, and volunteers.
 - *In an effort to clarify issues related to the above funding issues, Andy MacFarlane asked why our work plan is not incorporated into the project plan that has to be prepared prior to funding the consultants?*
 - *Tom Kurihara replied that PAR Project Plans and PAR Work Plans are utilized for different purposes. A project plan is basically a funding document that is generated by*

IEEE. A work plan is the plan by which the working group executes the work to provide the deliverables identified in the PAR and/or project plan. The mechanism and responsibility for insuring that the two documents are consistent with one another are, for all practical purposes, poorly defined, if they are identified at all.

- Andy Schoka explained the standard process model, based on his experience in the area of standards development.
- Ann suggested we compare the funding expended by other SDO's.
- John Corbin said he would follow up with the FHWA to find out what funding has been expended by them for the purpose of standard development projects.
- Based on this discussion, the working group clearly identified that we needed to integrate the milestones associated with work plan and the project plan, such that our process is clearly identified and milestones are not missed.
- Andy Schoka commented milestones could be linked to web page.

Action Item 10. Tom Kurihara will provide funding documentation relative to funding received by IEEE for the purpose of coordinating ITS Standards Development.

II. Wednesday, August 11, 1999 – Sack Lunch and Tour of MNDOT TMC

- Glen C. Carlson, P.E. / Manager, Traffic Management Center / Metropolitan Division / 1101 4th Ave. S. / Minneapolis, MN 55404 / Phone 612-341-7239 / Fax 612-341-7500 / Email: GCC000@DOT.STATE.MN.US

III. Wednesday, August 11, 1999 - Afternoon Session

- Reconvened at approximately 2:52 PM.
- Wayne took over secretary duties after lunch.

Agenda Item II from Wednesday – Sponsor Presentation

- Sponsor Presentation and Midmorning Break was relocated from 10:00 AM to 2:00 PM.
- Presenters: From Transcore, Bill Skillus and Larry Henson
 - William L. Skillus, P.E. / Vice President, Technical Services / 3500 Parkway Lane, N.W., Suite 600 / Norcross, Georgia 30092-2832 / Phone 770-447-6831 / Fax 770-449-7268 / Email: william.l.skillus@cpmx.saic.com
 - Larry D. Henson, P.E. / Senior Associate / 2505 North 124th Street, Suite 100 / Brookfield, Wisconsin 53005-4615 / Phone 414-797-6577 / Fax 414-797-6580 / Email: lawrence.d.henson@cpmx.saic.com



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- In Bill's opinion, the most advanced freeway management system that Transcore is working on exists in Milwaukee.
- Two examples of how NTCIP was applied for traffic signal controller procurements.
 - Phoenix, Arizona – Specified only the base set of objects specified in most current version of NTCIP.

- *Lakewood, Colorado – Specified everything in NTCIP, mandatory and optional, as well as compliance with AB3418, and required vendors to provide upgrades for 24 months.*
- *Both cities ended up with identical solutions, namely mandatory objects, a small set of the optional objects, and a specification of how the database will access proprietary objects. This was after significant changes in scope and cost to the agencies.*
- *Lessons learned include that the NTCIP has not yet evolved to the point you can apply this standard in the manner originally intended. You have to be cognizant of what is in the market place relative to equipment and software, and you have to specify the functionality relative to what can be supplied. Until NTCIP is further developed, these specifications need to be evaluated on a project by project basis, and you should understand that parallel systems may or may not be possibility, depending on what objects are specified and/or are available.*

Agenda Item I.F.6 from Wednesday – DATEX vs. CORBA Revisited

- Deferred from morning session.
- Need to have a tutorial as to the differences between ASN/IDL/CORBA/DATEX protocols, application coding.
- Andy Schoka suggested that a good, concise reference to an ASN.1 could be found on <http://www.nokalva.com/asn1/bookreg.html>. This is a free, downloadable book.
- Wayne Gisler also suggested that he had a document that might be of some assistance with understanding these issues.
- ASN.1, IDL, etc., are examples of application coding languages. There are many other such languages that could be utilized.
- DATEX and CORBA are communications protocols. There are many other protocols that exist as well.
- Relationships between ASN.1 and DATEX and between IDL and CORBA have been developed. As a result of these interfaces, developing these relationships is not necessary. This reduces the amount of expensive coding needed to develop an application. It is much easier to translate the message sets defined by ASN.1 to the IDL coding language and vice versa, or to translate between the DATEX and CORBA protocols, than to develop direct interfaces between coding languages and protocols that were never meant to work together.

Agenda Item I.F.8 from Wednesday

- Picked up with agenda from morning at this point.
- Andy Schoka updated the group as to the status of the IEEE P1488 Draft Standard for an ITS Message Set Template.
- Data Harmonization Presentation – A consortium of standards development agencies have signed up to attempt to harmonize the various standards in accordance with P1488. Last meeting was on July 19th, 1999. Our Incident Management Message Set became a topic of discussion relative to the manner in which we reference elements external to our standard. Goals of the group include looking at the manner in which references to locations, for instance, can be standardized. The next meeting August teleconference is to be held on August 16th, 1999, with the next face to face happening occurring in September 13, 1999. Andy suggested that Tom Kurihara is probably one of our best liaisons and can be a vehicle for being a voice in this committee.

Agenda Item G from Wednesday – Outreach to the Public Safety Community

- Item added to agenda at the meeting.

- APCO is a vendor/contractor driven organization. The APCO conference is a big showcase for them, and many of their members felt participation of members of their group would take away from what they are trying to do at their event.
- John Corbin feels that overlapping our meeting with meetings for other groups such as APCO, whom we need to help our work being effective, is not a good move. In many ways, we are competing with them. He suggested that we need to request assistance from higher levels (i.e., Tom Brahmns (ITE), John Ramsey (APCO), Christine Johnson (FHWA) types) in order to break the ice with APCO type groups. This conversation should address the need for funding for APCO representatives and the need for their support relative to following through on the logistics that are needed to get the dedicated public sector officials and representatives involved.
- Kurt Aufshneider agreed. He also feels that we need to get away from scheduling around these meetings. We need funding for the public safety community, in addition to other alternatives for their involvement, be made available to get them at this meeting.
- Ann suggested that maybe the citizen participation approach we've utilized in the past is not going to be effective. What about other alternatives, such as getting booths at their shows, conventions.
- Tom Kurihara said that we've had for two years, and still have, \$40,000 available for public safety official representation at these meeting through IEEE.
- Michael Ritchie also suggested involvement with a few other organizations, namely, the Hazardous Materials Advisory Council and the group Cooperative Hazardous Materials and Enforcement Development (COHMED)

Action Item 11. Tom Kurihara will identify the IEEE funding for involvement for public safety officials, specifically, how many individuals we can fund and for how long.

Action Item 12. Tom Kurihara will provide this information to Andy MacFarlane so that he can complete the task of recruiting public safety individuals and get their involvement with our group. The goal is to have this completed well in advance of the next meeting so that we can begin getting their involvement, immediately.

Action Item 13. John Corbin and Tom Kurihara will take the lead on initiating high level communications that will foster further involvement, intrinsic through APCO and other public safety professional organizations, and will recruit members of the IMWG as necessary to assist them. Initial points of contact will include Jerry Walker, Christine Johnson and Dave Helman, and Jim Wright.

Action Item 14. Andy MacFarlane will take the lead on initiating high level communications with Allen I. Roberts (Associate Administrator of RSPA).

Action Item 15. Michael Ritchie was asked to consider serving on the P1512.3 Hazmat Subgroup leader for the IMWG.

Adjourn Meeting at 5:21 PM

IV. Thursday, August 12, 1999 - Morning Session

Welcome Remarks

- Recapped August 11 events



"Attendance Rosters.xls"

Agenda Item III from Wednesday – Review of Overall Schedule and Work Plan

- August 6th was the deadline for providing materials to the IEEE standards board relative to obtaining waiver for IMWG members for dues so they could be part of the ballot group.
- September 16th is the next day the SCC 32 board meets. We will attempt to ask Mr. Gottschalk to slip the previously submitted ballot onto the schedule, despite missing the August 6th date.
- November agenda cannot stand as originally discussed, due to slippage of the above task. As such, Chester supposed that we go ahead and select another date and reschedule this meeting at which time we can go over the comments from the balloting process.
- Kurt Aufshneider indicated that many of the sponsor agencies are out of money. Representatives may not be able to attend if the funding issues are not taken care of quickly. This is a major issue to scheduling another meeting.
- Tom Kurihara - The AASHTO and ITE support budget has been submitted. Action is expected on this within two to four weeks.

Action Item 16. Tom Kurihara to fill Chester Chandler in as to the status of the budget with by August 27th.

- After much discussion relative to our schedule for meetings as they relate to actual milestones that must occur in the balloting and approval process for the PARs,
- Tip motioned that we put together a conservative schedule that takes into account administrative and IMWG hurdles, then publish this schedule to sponsor agencies, informing them of the need for them to support us in meeting this schedule and providing the resources necessary to meet it. Kunwar seconded the motion.
- Ed requested an amendment to the motion to table the Tip's motion until tomorrow. Kurt seconded the motion. It passed 6 Yes, 3 No, 9 abstained. Tip's motion was tabled for further debate until August 13, 1999.
- No formal vote on Tip Franklin's motion was ever taken. No formal motion was passed. However, after further discussion, the group decided to proceed with development / reevaluation of the overall working group schedule.
- Tom Kurihara and John Corbin listed out several administrative milestones.
 - *Working Group Developed a Work Plan in Las Vegas*
 - *Project Plan Submittal to FHWA – 8/18/99*
 - *Negotiate with ICA (Consultants) – Not Later Than 9/13/99*
 - *Project Plan Approval – Not Later Than 9/29/99*
 - *Sign ICA with consultants – 9/29/99*
 - *USDOT \$\$ Encumbered*

- *Ballot (Initiate 30-day) – 9/XX/99*
- *Ballot (Close 30-days) – 10/XX/99*
- *Review/Address/Comments (3 weeks) – 10/13/99*
- *Distribute Results (2 weeks) – 10/20*
- *IMWG Meeting (11/3/99 to 5/99)*
- *Start 1512.1, 1512.2, 1512.3, 1512a (11/5/99)*
- *Develop Drafts (3 to 6 months) – May 2000*
- *Review Drafts (2 months) – July 2000*
- *IMWG/User Review - August 2000*
- *Standards must be delivered to Feds and SDOs by 2001 (added to the list as part of the group discussion).*

Action Item 17. Tom Kurihara will follow-up and report to the IMWG by 9/22/99 to identify whether or not the Project Plan will be approved as identified and whether consultant signing of Plan will be on schedule.

- **Important Definitions** - The project plan is the vehicle by which funding for the plan is authorized. The work plan that we develop is our schedule for getting the work done.
- Tom said that the project plan includes budget for 4 meetings, 2 workshops within a 12 month period. The budget for this is based on a rule of thumb estimate of \$1,350 per individual times the number of meetings and workshops. This travel money will be distributed from the FHWA to each of the SDOs that have a line item in the proposal to the FHWA. Some representatives, such as APCO, have funding for travel through IEEE. Some organizations, such as ITE, have specific line items and are funded directly.

Action Item 18. Chester is to coordinate with Bob Gottschalk to obtain closure on/insure that the SCC 32 Operational Procedures vote consensus vote occurs within the time frame of our schedule.

- Tip motioned that the meeting to review comments be held away from the TRB meeting if possible. Ed seconded. Andy MacFarlane submitted motion to table discussion and vote until an alternate meeting location can be identified. Motion was seconded by group consensus. Discussion as follows:
 - *Andy Schoka said that meeting to resolve comments simply couldn't wait until February. It needs to be done very soon after the ballot is closed, in order to meet expectations of SDO.*
 - *Chester expects Dave Kelley, as technical editor of the group, to pull these comments together.*
 - *Kurt suggested identifying two dates, one that would be a desirable date, one that would be a backup date if the process does not go as planned.*
 - *Kunwar suggested a desirable date in early December, and a fallback position somewhere around TRB.*
- Ed made a motion that we tentatively schedule a 1st and 2nd choice of meeting place to review ballot comments and perform the TTX. Motion was seconded by group consensus. 13 yea, 0 opposed, 5 abstained. Motion carried.
- 1st choice of meeting place and time was identified as New York, on December 12, 13, and 14 by group consensus.

- 2nd choice of meeting would be at TRB, probably at the end of the TRB meeting, by group consensus.
- By group consensus, the IMWG Workshop to perform the TTX exercise will be held in Atlanta.

Agenda Item III from Thursday – Sponsor Presentation and Midmorning Break (CADD and Emergency Services Communication Systems Deployment Projects – Edwards and Kelley)

- John Corbin recognized Mr. Tom Parker from Edwards & Kelley for staying with us through the morning session. As we were not able to get to his presentation, and as Mr. Parker had to go, our apologies were offered and our appreciation as a working group was extended.

V. Agenda Item V from Thursday - Sack Lunch and Tour of State Police/Highway Maintenance Communications Center (Suburban Minneapolis)

- Presenters: Cory Johnson, MNDOT and Captain Craig D. Hendrickson, Minnesota State Patrol
 - *Cory Johnson, MNDOT / Incident Management Engineer / 1101 4th Ave. S./ Minneapolis, MN 55404 / 612-341-7239 Phone / 612-341-7176 Fax*
 - *Captain Craig D. Hendrickson, Minnesota State Patrol / Director of Information Services / 444 Cedar St., Suite 130, Town Square / St. Paul, MN 55101-5130 / 651-215-1768 Phone / 651-296-5937 Fax / Email: craig.hendrickson@state.mn.us*

VI. Thursday, August 12, 1999 - Afternoon Session

Agenda Item III from Wednesday – Review of Overall Schedule and Work Plan (continued)

- Briefly recapped and finalized our first attempt to reestablish our schedule for the work plan. Finalized the next two meeting dates and milestone deadlines. This information is documented in the logic diagram below.



Microsoft PowerPoint
Presentation

IMWG Logic Diagram & Schedule 1

Action Item 19. Wayne Gisler and John Corbin will coordinate documenting the timeline and developing a Microsoft Project Gant Chart illustrating the schedule for the Work Plan. These need to be delivered to Tom Kurihara to assist with his consultant negotiations. Provide diagram and AM work plans.

Agenda Item X from Thursday – Informational Presentation – (Planned Operational Test of the Alert Capital Beltway Project)

- Presenter: From Mitretek Systems, Kevin Dopart
 - *Kevin Dopart / Mitretek Systems, Inc. / 600 Maryland Avenue, S.W. (Suite 755) / Washington, DC 20024 / Phone 202-863-2981 / Fax 202-863-2988 / Email: kdopart@mitretek.org*
 - *Sponsor Presentation and Midmorning Break was relocated from 4:30 PM to 5:00 PM in order to allow Kevin to make an earlier flight.*



"ALERT Briefing.ppt"

- Kevin checked with the International Association of Chiefs of Police (IACP) web site for e-versions of the "IACP on ALERT" newsletter to distribute, but he had no luck. He sent the editor of this document an email, however, and said he would forward any pertinent information as he received it. In the meantime, however, he provided the URL for other ALERT info via IACP (<http://www.IACPtechnology.org/featured.htm>) and the URL for TTI/ALERT (<http://alert.tamu.edu/>) in the event anyone wanted

Miscellaneous Update from Tip Franklin Regarding ITS America ATMS Committee Activities

- The ITS America ATMS Committee has developed technology that can be utilized to much more effectively pin point locations of callers. This is a technology that obviously has a lot of application to emergency management. If we want to have a voice in the development of this technology, we need to involve our committee now.
- Tip said that one way of staying involved in this group is to participate (again) in the ITS America National Meeting. Again, we need to react now, as Tip will be meeting with the Jim Wright (Chair of the ITS America ATMS Committee) and can get us into the agenda at that time.

Action Item 20. Tip Franklin and/or Chester Chandler will ask Jim Wright (Chair of the ITS America ATMS Committee) for a spot on the related session at ITS regarding the IMWG activities discussed above.

Agenda Item VIII for Thursday – Mid-Afternoon Break

Agenda Item II for Thursday – Phase II Draft Work Plan Development

- Andy MacFarlane retyped and displayed his original work plan template for the Phase II PARs. This was discussed and changes were made. Changes were noted in Andy's Word Document.



"P1512
Workplan.doc"

- Tom Kurihara suggested that the IMWG and the appropriate sub-committees maintain ownership of the Work Plan(s).
- John Corbin said that there needs to be preparatory, research tasks done prior to work beginning on G, H, I, and J, at a group level, for all Phase II PARs. These tasks need to be done by each of the individual subgroups of our committee.
- Kurt suggested a hybrid approach. We would do our work, as a working group (in subgroups) to do a lot of the up front work. Bob Miller could then get the NENA people to come in and review what we had worked out, critique it, and then we could proceed with further PAR development.

Action Item 21. Chester will contact Mr. Gottschalk and immediately request approval to relocate the P1512 draft document from the private to the public side of the web page. Upon direction from Mr. Chandler, Wayne will relocate the Draft Standard to the public side of the web site immediately for the benefit of the sponsoring SDOs. At this time, formally send copies of this document to Mr. James Cheeks and Mr. Bo Strickland.

Miscellaneous Item Regarding Battell's Standards Testing Contract

- Battell is looking at sites that will best suit their program. They will have a large impact in their selection, as they have only \$3 million and must conduct their program as cost effectively as possible.
- Chester appointed Tip Franklin as our liaison to Battell. He will be responsible for monitoring their activity and insuring that we continue to be actively involved with them.

Action Item 22. Chester will correspond with Jerry Pittinger to identify to him that Tip will be our liaison on his behalf.

Action Item 23. Tip Franklin will contact Don Crayton and/or Jerry Pittinger regarding his role as our point of contact for testing of our standard.

Meeting Adjourned at 6:25 PM

Action Item 24. Added at Officer Meeting. Wayne Gisler to post the meeting notice and publish the draft agenda as soon as possible. A polished copy needs to be published no later than 2 weeks before the meeting.

Action Item 25. Added at Officer Meeting. Ed and Wayne will coordinate arrangements for New York on December 13, 1999 through December 15, 1999.

Action Item 26. Added at Officer Meeting. Chester and Wayne to develop meeting summary email to Jerry Walker and Bob Gottschalk.

VII. Friday, August 13, 1999 - Morning Session

Review of Network Logic Diagram / Schedule

- Reconvened at approximately 9:00 AM



"Attendance Rosters.xls"

- Chester and Wayne noted miscellaneous modifications to the network logic diagram.
- Reviewed ballot group for P1512 Standard. Current group, according to an email Chester has, includes only 9 people, all IEEE members. Chester has indicated that he does not feel this is a correct listing, and has communicated this to Mr. Gottschalk. Mr. Gottschalk will attempt to get the remainder of our ballot group approved before the 9/16/99 meeting of the Standards Board.

Action Item 27. Chester will determine whether any of the remaining members to be approved are consultants, as they may require a different level of consideration.

Action Item 28. Chester and Tom will go over the two lists of ballot group members they have collectively to resolve differences and finalize our proposed list of ballot group members.

Action Item 29. Chester will confirm the success or failure of Mr. Gottschalk's attempt to modify the SCC32 Procedures on or about 8/16/99, following his meeting with Mr. Gottschalk.

- Tip Franklin moved that the generic template be accepted as the general work plan that will be used to guide the detailed work plan. Wayne, John Corbin, and Andy MacFarlane will coordinate minor revisions to this general template. Kunwar seconded.
 - *Ed motioned an amendment to allow Andy MacFarlane to apply the concepts in the general template to develop a Work Plan for P1512a. Jerry seconded the motion. Motion carried, Yes- 10, No- 1, Abstain - 1*
 - *Amended Motion Carried. Yes - 12, No – 0, Abstain – 0.*

Action Item 30. Andy MacFarlane will take the Work Plan Template and finalize the Working Group Comments into four separate work plans for P1512.1, P1512.2, P1512.3, and P1512a by 8/20/99. After Andy makes these modifications, the Work Plans will be posted to the Web and identified as the work plans for the appropriate PARs.

Action Item 31. Wayne to provide Bob Miller with Trish Gerdon's contact information to request he be added to the IEEE IMWG reflector. S. Robert Miller / National Emergency Number Association Technical Issues Director / 26 Valleybrook Court / Blackwood, NJ 08012 / Phone 609-401-2020 / Fax 609-401-2022 / Email: millersr@prodigy.net

Bob Miller indicated that the Congress is in the process of making 911 the only number that can be advertised as the number to call with emergencies. States are being given time to address changes internally, but they will have to move into conformance with this initiative is passed. It is expected this legislation will be passed and signed into law.

VIII. Friday, August 13, 1999 – Sponsor Presentation (Gary-Chicago-Milwaukee Gateway Information Sharing Project)

- Presenters: Jeff Benson, P.E. and Darryl Taavola, P.E.
 - *Jeff Benson, P.E. / BRW Vice President / Thresher Square / 700 Third Street South / Minneapolis, Minnesota 55415 / Phone 612-373-6444 / Fax 612-370-1378 / Email:jbens@brwmsp.com*
 - *Darryl Taavola, P.E. / BRW Senior Transportation Engineer of ITS and Traffic Engineering / Thresher Square / 700 Third Street South / Minneapolis, Minnesota 55415 / Phone 612-370-0700 / Fax 612-370-1378 / Email:dtaav@brwmsp.com*
- Lead/Participating Agencies include FHWA, Indiana DOT, Illinois DOT, Wisconsin DOT.
- Over 30 other public agencies involved as well.
- About \$19 Million has been spent over 4 years between FY 93 and FY 97.
- Almost half of more than 100 projects contained in the 20-year GCM Corridor Program Plan have been completed or initiated.

IX. Friday, August 13, 1999 - Morning Session (continued)

- Andy Schoka provided an example layout of a table top exercise document. This document is contained in a PowerPoint file and an Excel Spreadsheet (see attached).



"073099Scenario
1.ppt"



"Simulated
Incident.xls"

- After discussion with the group regarding the potential success or failure of Mr. Gottschalk's attempt to modify SCC procedures relative to email voting, if the attempt to change the procedures is not successful, then Chester will request Bob Gottschalk go ahead with a paper ballot of the standard.

Action Item 32. Wayne will email Chester an updated Network Logic Diagram that he can utilize in a meeting he has schedule for August 16, 1999. It will also be emailed to John Corbin so that he can begin the MS Project 98 coding.

- Consultant approval is also critical to be able to being able to effectively being able to compile comments. Otherwise, members of the IMWG will have to do this in order to remain on schedule.

Action Item 33. Chester, Andy, Wayne, and Consultants will coordinate to establish dates around early September, October, and December where they will be available. Erica will then schedule these and post the dates and times for the reflectors.

- *September Telecomm to discuss 9/16/99 Meeting of SCC 32 Board, decisions made.*
- *2nd Week of October Telecomm will refine schedule after Ballot goes out.*
- *1st full week in December Telecomm will be used to discuss/develop the TTX.*

Agenda Item VII.A from Thursday – Implementation Guide Draft Development

- Ann Lorschneider volunteered to be the subgroup leader for the Implementation Guide.

Action Item 34. Ann Lorschneider will get with John Lathrop and coordinate to develop and post an outline for the Draft Implementation Guide prior to the October Teleconference.

- Kurt Aufshneider volunteered to act as the P1512.1 subgroup leader, effectively replacing Chester as the leader of this subgroup, on request for a volunteer from Chester Chandler.

- Michael's appointment as the subgroup leader for P1512.3 is pending approval of his management.
- Andy MacFarlane is presently the subgroup leader for P1512.2
- Andy Schoka is presently the subgroup leader for P1512a.
- Tom Kurihara volunteered to take on comment resolution for the P1512 base standard, in the event that consultants are not under contract by the time balloting concludes.

Action Item 35. Ed Mark and John Corbin will coordinate to develop a tabletop exercise for the March meeting in Orlando.

X. Friday, August 13, 1999 – Lunch-Time Tour of the City of Minneapolis 911 Call Center