

9.0 PROGRAM MANAGEMENT PLAN

Development of the Miami Valley ITS Early Deployment Plan (EDP) has required significant cooperation and coordination between all agencies within the region. These strong institutional relationships will need to continue as the program plan proceeds to the deployment stage. The deployment of ITS technology will require significant involvement by all stakeholders including federal, state, regional and local government agencies; transportation operating agencies; planning organizations; transit operators; private transportation companies; public safety services; and product and service providers. Maintaining public and political awareness and support is particularly important during the deployment process to assure the success of ITS in the Miami Valley area.

A major responsibility in any ITS program plan is the management of the activities within the program. The formation of a management team is recommended to guide the deployment of ITS in the Miami Valley area. This management team will oversee activities and address the key technical and nontechnical issues that will arise during the deployment stages. The structure of the team will include a Policy Committee, (comprised of members from the existing Policy committee), a Deployment Committee (comprised of members from both the existing Policy and Technical Committees), and several working groups that will concentrate on specific program areas within the Miami Valley ITS EDP. The policy and technical committees have already made significant contributions to the development of the EDP and will continue to be a major force in implementing the EDP. The proposed management structure is depicted in Figure 1 on the following page.

There are expected to be several program management issues that will be addressed by the management team. These issues include multi-jurisdictional relationships, cooperative agreements, new legislation, legal considerations, public/private partnerships, monitoring of plan process, and jurisdictional authorities. Several of these issues will require involvement of legal departments and interaction between attorneys and technical staff. The future success of ITS in the Miami Valley area is dependent upon quality management throughout the implementation process and mutual cooperation between all multimodal transportation agencies within the area.

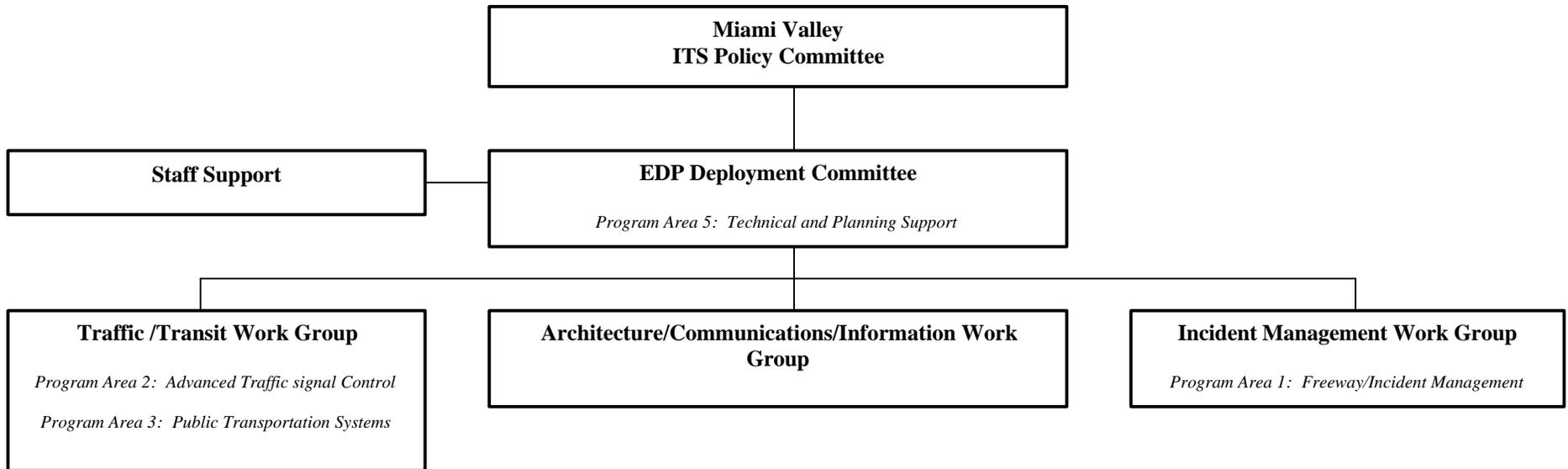
9.1 MANAGEMENT STRUCTURE AND ROLES

The Miami Valley ITS Program Management Team is recommended to be composed of the following Committees and Working Groups:

- Miami Valley ITS Policy Committee
- EDP Deployment Committee
- Working Groups
 - Architecture/Communications/Information Working Group
 - Traffic/Transit Management Working Group
 - Incident Management Working Group

Figure 9-1

Proposed ITS Program Management Structure



The committees and working groups will include representatives from federal, state, regional and local agencies and all other major stakeholders within the Miami Valley area. Project direction and major program policy will be set by the Policy and Deployment Committees while the Working Groups will concentrate on the technical and non-technical issues presented by specific program areas in the plan.

9.2 RESPONSIBILITIES

Table 9.1 includes a listing of members and organizations that are currently represented or are recommended to be represented in each committee and working group. A summary of the responsibilities of each committee/group is as follows:

Miami Valley ITS EDP Policy Committee

The Miami Valley ITS Policy Committee will continue over the course of the EDP. The responsibilities of the Policy Committee will include:

- Oversight of the EDP Deployment Committee.
- Establishment of required policy.
- Introduction of needed legislation.
- Resolution of conflicts.
- Review and approval of the final EDP process.
- Provision of overall direction for the deployment of the Miami Valley ITS EDP.
- Monitoring the progress of ITS deployment.

Miami Valley ITS EDP Deployment Committee

The Miami Valley Policy and Technical Committees have played a key role in the development of the EDP and included members from the Miami Valley Regional Planning Commission, the Ohio Department of Transportation, the Federal Highway Administration, planning organizations and transportation agencies throughout the Miami Valley area. It is recommended that membership from these two committees form the basis for the Deployment Committee. The EDP Deployment Committee, with staff support, will oversee the activities of each Working Group and the implementation of the Miami Valley ITS EDP. Responsibilities of the EDP Deployment Committee include:

- Managing program plan activities.
- Coordinating and facilitating the implementation process.
- Keeping the deployment process on schedule.
- Setting or recommending required standards and policy.
- Recommending the adoption of required legislation.
- Securing funding.
- Resolving conflicts within the Working Groups.
- Providing technical support.
- Reviewing the Miami Valley deployment plans.

TABLE 9.1
PROPOSED COMMITTEES AND WORKING GROUPS

A. Miami Valley ITS Policy Committee

Proposed Membership:

Existing Members of Policy and Technical Committees:

Miami Valley Regional Planning Commission
 Clark County-Springfield Transportation Coordinating Committee
 City of Dayton
 Ohio Department Of Transportation
 Federal Highway Administration
 City of Kettering
 City of Moraine

B. Miami Valley Deployment Committee

Proposed Membership:

Existing Members of Policy and Technical Committees:

Miami Valley Regional Planning Commission	City of Dayton
City of West Carrollton	Ohio Department Of Transportation
Federal Highway Administration	City of Kettering
Butler Township	City of Beavercreek
City of Centerville	Clark County
City of Englewood	City of Fairborn
Federal Highway Administration	Greene County
Harrison Township	City of Huber Heights
Jet Express Miami County	Montgomery County
Miami Township	City of Piqua
City of Moraine	Springfield Bus Company
City of Springfield	City of Vandalia
City of Troy	Miami Valley Regional Transit
Washington Township	Authority
City of Xenia	Miami County Community Action
	Council
Clark County-Springfield Transportation Coordinating Committee	

TABLE 9.1- continued

**PROPOSED COMMITTEES and
WORKING GROUPS**

New Members:

American Automobile Association	ITS Ohio
Communication Providers	Bus Transportation Providers
Trucking Associations	Representatives from each Working Group

C. Miami Valley ITS Architecture/Communications/Information Working Group

Possible Members:

American Automobile Association	Federal Highway Administration
Federal Transit Administration	Incident Management Agencies
Ohio Department of Transportation	ITS Ohio
Police/Fire Agencies	Commercial Traffic Services
Miami Valley Regional Planning Commission	

D. Miami Valley ITS Traffic/Transit Management Group

Possible Members:

Miami Valley Regional Planning Commission	Federal Highway Administration
Federal Transit Administration	Freight Rail Companies
Incident Management Agencies	Ohio Department of Transportation
Private Bus Companies	Miami Valley Regional Transit Authority
ITS Ohio	

E. Miami Valley ITS EDP Incident Management Group

Possible Members:

Federal Highway Administration	Ohio Department of Transportation
Ohio State Police	City of Dayton
Miami Valley Regional Planning Commission	ITS Ohio

- Providing guidance and administrative services to the operating agencies who are managing specific program area projects.
- Developing, managing and evaluating projects not under direction of a specific operating agency.
- Providing public education and outreach.
- Developing and conducting awareness and support programs for ITS services to gain involvement of the public and private sectors.
- Ensuring that the Miami Valley plan is maintained and updated as necessary.

It is recommended that the EDP Deployment Committee meet once per month and include additional ex-officio members representing each of the Working Groups.

Working Groups

Three (3) different Working Groups are recommended to provide support to the EDP Deployment Committee and oversee the details of specific program area projects included within the Miami Valley ITS EDP. These Working Groups will provide technical and policy expertise to the projects included within the plan. Some Working Groups will oversee groups of program areas when the different program areas are related or involve the participation of the same group of operating agencies. The Working Groups will report their activities to the EDP Deployment Committee.

The Working Groups may be considered as Subcommittees of the EDP Deployment Committee and could contain members of the EDP Deployment Committee or have members from agencies represented on the EDP Deployment Committee. Each Working Group may also contain members that represent other stakeholders related to specific projects that are not members of the EDP Deployment Committee.

Each Working Group will be responsible for specific Program Areas. A summary of the Working Groups and the associated program area(s) they will oversee is included in Table 9.2.

Miami Valley ITS Incident Management Working Group

The Incident Management Working Group will manage the activities of Program Area No. 1, Freeway/Incident Management. This group would be comprised of a wide range of agencies and organizations, including the Federal Highway Administration, minor civil divisions and the electronic media.

Miami Valley ITS Traffic/Transit Management Working Group

The Traffic/Transit Management Working Group will oversee Program Areas 2, Advanced Traffic Signal Control and 3, Public Transportation Systems. These ITS program areas are specific to traffic signal, freeway, and transit management operations. The Ohio Department of Transportation, Miami Valley Regional Transit Authority and several transit agencies will sponsor specific projects within these program areas. It is recommended that members of this group include major transit agencies, incident management agencies and other local traffic signal operating agencies.

**TABLE 9.2
PROPOSED MIAMI VALLEY
ITS WORKING GROUPS**

Incident Management Working Group

Responsible Program Areas:

Program Area No. 1 - Freeway/Incident Management

Traffic/Transit Management Working Group

Responsible Program Areas:

Program Area No. 2 - Advanced Traffic Signal Control

Program Area No. 3 - Public Transportation Systems

Architecture/Communications/Information Working Group

Responsible Program Areas:

Program Area No. 4 - Multimodal Traveler Information

Miami Valley ITS Architecture/Communications/Information Working Group

The Architecture/Communications/Information Working Group will oversee Program Area No. 4, Multimodal Traveler Information Systems. This program area includes the system architecture and communications needs for the Miami Valley ITS EDP. This program area will provide an architecture and communication base that all future ITS projects will build upon. It is recommended that representation of this group include all state agencies, major transportation and transit agencies, police and emergency services.

This Working Group should coordinate its activities with ITS Ohio to assure the system architecture and communication framework are consistent with national ITS standards.

Sub-Regional Forums

An important component for acceptance and the successful implementation and operation of ITS technologies is receiving cooperation and participation from the local agencies impacted by these programs. Individual cities and agencies need to be educated and provided with an opportunity to review and express their concerns or ideas on implementation plans for these new technologies and services.

One approach to assure local agency participation is to establish sub-regional forums that include representation of different city and county agencies within the region. These forums would serve as a conduit to provide information to local agencies on development of ITS services and allow the agencies to express technical and political concerns within their jurisdiction.

9.3 NON-TECHNICAL ISSUES

As the Miami Valley ITS EDP is further developed, the committees and working groups will need to address many technical and nontechnical issues. Some of the nontechnical issues include:

- Institution and jurisdictional boundaries.
- Existing and required legislation.
- Liability concerns.
- Partnership arrangements.
- Plan monitoring and review.
- Authority.
- Ongoing program plan updates.

A preliminary assessment of some issues within each category are included below.

Institution and Jurisdictional Boundaries

Deployment of ITS projects within the Miami Valley area will include many different public and private institutions across numerous jurisdictions. New relationships and cooperative arrangements will be required to assure the program's success. There will be a need to define individual agency

roles and establish agency relationships to carry out each ITS project. It is possible that some jurisdictions and individuals may be resistant to change and refuse to participate in the program until it is demonstrated that these technologies will work. The issue of autonomy must also be addressed. Generally, most local agencies will not want to give up their transportation management activities to a larger agency such as the county or state. Other considerations include:

- Establishing plans for sharing information between agencies.
- Assigning responsibilities for obtaining and distributing traffic/transit information and data.
- Identifying and assuring dedicated funding sources for staff support to continue to operate and maintain the system after implementation.
- Establishment of procedures and responsibilities for operating and maintaining the system.
- Establishment of guidelines on collection of ITS revenues and how the revenues are allocated.
- Provide a means to maintain the autonomy of local agencies.
- Social issues such as personal privacy.

Existing and Required Legislation

The committees and working groups will need to identify where new legislation will be required to assure successful implementation and operation of the ITS components. The Miami Valley area crosses geographic and legislative boundaries and will require consistency in deployment. Staff will need to research existing legislation and identify potential problems that may require the adoption of new legislation. It is possible that specific legislation may be needed to address:

- Liability in partnerships.
- Standards guidelines and enforcement.
- Monitoring guidelines and procedures.
- Jurisdictional regulations.
- Personal privacy concerns.
- Maintenance procedures.
- Antitrust concerns.

Liability Concerns

Research, development and deployment of ITS technology opens new areas in tort liability for participating public agencies and private firms. Liability is a sensitive area that needs to be addressed in any partnership. Carefully prepared agreements between public agencies and private industries may help to resolve some of the concerns. Agencies will need to address liability concerns when assisting in the traffic management operations outside of their jurisdiction. Other liability issues the committees and working groups will face include:

- Identifying the liability concerns of agencies, industry, and suppliers.
- Establishing the distribution of liability within a partnership or multi-jurisdictional project.
- Developing methods to evaluate risk.
- Identifying legislation required to address liability concerns.

Partnership Arrangements

The deployment of ITS technology will require the development of some partnerships between the public and private sectors. Operational tests already completed or currently underway that have included the development of partnership arrangements can be used as a model for any partnerships required within the Miami Valley area. FHWA and ITS Ohio will also be good sources to provide direction on the establishment of public/private partnerships.

Plan Monitoring and Review

Monitoring and reviewing deployment of the Miami Valley ITS EDP will be addressed within Program Area No. 5, Technical and Planning Support. The Coordination Working Group is expected to take the lead in this effort with support from the EDP Deployment Committee. The Committee/Working Group structure should provide the appropriate mechanism for monitoring the progress of the Miami Valley EDP and review details of the deployment strategies.

Authority

Issues on authority will need to be addressed. The projects included within the Miami Valley EDP will encompass multiple jurisdictions within the Miami Valley area. Clear lines of authority must be developed for each project included in the plan. Decisions on who has the authority to implement a particular management plan and who is responsible for carrying out the plan must be addressed. Other issues to consider include:

- The distribution of authority on a regional, sub-regional and local level.
- Authority for the continued operation and maintenance of the system.

Ongoing Program Plan Updates

The committee/working group structure created from Program Area No. 5, Technical and Planning Support, will support any ongoing program plan updates for the Miami Valley ITS EDP. The EDP Deployment Committee is expected to give direction on incorporating future ITS projects within the plan. Revisions to the existing plan due to changes in the deployment of specific projects will be addressed by the Coordination Group and other Working Groups involved in the detailed program areas.