

North/West Passage Project 11.1: Operations Task Force

2016-2017 Work Plan – September 2016

Introduction

North/West Passage established a temporary Operations Task Force in 2013 that was intended to establish relationships, enhance the scope of operations-oriented projects, support further implementation of project findings, and increase interaction among the states outside of major events. The steering committee has extended the task force for a third time through August 2017.

The 2015-2016 work plan that was completed by the task force included discussions about key operational topics such as API use, GoogleVoice, major event preparation and neighboring state coordination. The task force also held in-depth discussions on third-party data and ITS deployments for operations, and they hosted an abbreviated technician’s forum. For the 2016-2017 work plan the task force will:

- Continue emphasis on **identifying, planning for and coordinating major events** – planned and unplanned; and,
- Continue **peer exchange style discussions of operational approaches** that individual states are using to manage events, particularly as it may support states developing TMC/TOC facilities.

Participation

The task force participants provide more in-depth expertise on the states’ individual operating procedures and on the approaches that North/West Passage could pursue to strengthen and maintain coordination among the states, particularly during major events. Participants representing traveler information and Traffic Management Center (TMC)/Traffic Operations Center (TOC) operations issues on the task force include the following individuals.

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| Bill Legg, Washington DOT – Task Force Chair | Brandi Hamilton, Montana DOT |
| Brian Kary, Minnesota DOT | Kim Kelz, Montana DOT |
| John McClellan, Minnesota DOT | Gabe Gutierrez, Wyoming DOT |
| Dave Huft, South Dakota DOT | Jason Fernandez, Wyoming DOT |
| Jason Humphrey, South Dakota DOT | Tony Ernest, Idaho Transportation Department |
| Brandon Beise, North Dakota DOT | Chris Loffer, Idaho Dept. of Health and Welfare |

Work Plan

The task force will complete the following tasks over the upcoming year. The task force will meet by webinar once each month as noted below from 2:30-3:00PM (Central), except for the three months that will require 1.5 hour webinars. The tasks with longer webinars will be more extensive than others as they will require work before or after meetings and engagement of additional staff in the agencies. For each meeting, the task force will also conduct a brief review of major events that occurred in the previous month.

Task	Target Date
A. Work Plan (Milestone 1). Finalize a work plan for the task force that describes their role and specific activities that they will work on through August 2017.	September 21
B. Seasonal Webinar. Review goals for major event coordination and review tools to support coordination, especially during the winter season. Highlight any changes in traveler information or operational practices among the states.	October 19

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Task	Target Date
C. Color DMS Use. Current practice and policy among the states with using color DMS for symbols, images and special messaging activities.	November 16
<i>No monthly webinar scheduled</i>	December 21
D. Working with Law Enforcement (Milestone 2). Law enforcement roles and relationships with DOT for daily operations beyond incident management.	January 18 * (1.5 hour webinar)
E. Interpreting DMS Guidelines. Challenges and changes in policy associated with interpreting and implementing DMS guidelines in the field.	February 15
F. Identify Ops Project Ideas (Milestone 3). Discuss operations issues that have arisen over the past several months and future operational topics that could serve as project ideas for the upcoming North/West Passage work plan.	March 15
G. ITS Asset Management (Milestone 4). Panel discussion about asset management tools used to maintain information about individual assets, policies regarding maintenance and decisions surrounding asset information, and extent to which ITS devices are recognized and included as assets.	April 19 * (1.5 hour webinar)
H. Steering Committee Annual Meeting	May 16-17
I. WSDOT and SDDOT Regional Operations Forums. Discuss recent forum outcomes and potential for North/West Passage hosting a second forum. <i>In addition to key topic, remember to discuss Sturgis Rally (August 7-13) plans, and select Technician's Forum topic.</i>	June 21
<i>No monthly webinar scheduled</i>	July 19
J. Technician's Forum (Milestone 5). Topic to be determined by task force during June 21 meeting.	August 16 * (1.5 hour webinar)

Summary Schedule

Below is a summary of the task force meeting schedule. Five of the tasks are considered milestones for the task force and they are noted as such in the descriptions above and in the schedule below. A summary document will produced for each of these milestone to capture the details of the information that was exchanged and to allow for future reference.

