



Center for Urban Transportation Research (CUTR) Advisory Board Meeting

Minutes for Microsoft Teams Meeting: Tuesday, August 10, 2021 · 1:00–3:00 PM EST

- Call to Order: Meeting called to order by Chair Ysela Llort at 1:00 PM EST
- Roll Call

Advisory Board members and Designees (P = Present on Teams, T = Telephone, A = Absent)

	Name	Title	Organization	Designee	
P	Kevin J. Thibault	Secretary	FDOT	Brad Thoburn Liz Stutts	Statute
P	Dane Eagle (A)	Executive Director	FDEO	Scott Rogers	Statute
A	Noah Valenstein	Secretary	FDEP	Chris Stahl (P)	Statute
P	Teresa Sarnoff	Member	FTC		Statute
P	Lisa Bacot	Executive Director	Florida Public Transportation Association		
A	Kimberlee DeBosier	Director, Project Excellence	WGI, Inc.		
P	Jean Duncan	Administrator of Infrastructure and Mobility	City of Tampa		
P	Sonny Holtzman	Principal	The Holtzman Group		
A	Ram Kancharla	Vice President Planning and Development	Port Tampa Bay		

P	Ysela Llort, Chair	Principal	Renaissance Planning Group		
P	Jon Martz, ViceChair	Director Government and Public Affairs	Enterprise HoldingsCompany		
A	Joseph Waggoner	Executive Director	Tampa Hillsborough County Expressway Authority		
P	Thornton J. Williams	Managing Partner	Williams Law Group, P.A.		
P	Ralph Yoder	Executive Director	Florida Transportation Commission		

Guests

- Fred Mannering, Ph.D., Acting CUTR Executive Director
- Lisa Staes, CUTR Associate Director
- CUTR Program Directors and staff members

Welcome and Roll Call: Chair, Ysela Llort

Appendix A: Approval of Minutes: Chair, Ysela Llort

- Motion to approve minutes by Sonny Holtzman
- Motion seconded by Thornton Williams
- Motion passed

Topic #1: FDOT Update: Secretary Kevin Thibault, P.E., FDOT Secretary

- FDOT updates will become a standing item for future meetings.
- Brad Thoburn gave brief FDOT update before Secretary Thibault entered meeting.
 - FDOT finished SASHTO meeting in Orlando. Mr. Thoburn reported over 1500 participated in the conference. AASHTO hopes to hold their national conference due to this event's success.
 - The United States Senate passed the Infrastructure Investment and Jobs Act shortly before the meeting began. The bill acts as a stimulus and reauthorization and represents a 34% increase in funding compared to the FAST Act, roughly \$2.68B a year or \$600M - \$700M more for the state of Florida. 90% of funds will be distributed by formula. Discretionary funding is increased; it raises a few concerns for the state.
 - Governor Ron DeSantis approved \$250M from the American Rescue Plan funds for Florida's seaports, especially cruise terminals.
 - Negotiations with Brightline continue. The deadline was delayed due to ongoing discussions. Progress continues with momentum forward.
 - There were no questions for Mr. Thoburn.
 - Secretary Thibault entered the meeting, and the board congratulated him on a successful conference. There were no questions for Secretary Thibault.

Topic #2: CUTR Updates: Lisa Staes, CUTR Associate Director; Xiaopeng Li, NICR Director

- Ms. Staes summarized the ongoing efforts at CUTR including standing meetings, CUTR Advisory Bylaw Committee meetings, discussions with USF's Governmental Affairs Office, and CUTR Transportation Achievement Award discussions.
- Project activities include meetings with ENSCO, FTA Standards Development Program, National Transit Standards Working Group, USDOT/PHMSA Public Safety Awareness Technology Evaluation, and several other working meetings.
- CUTR's recent awards include the US Department of Energy's "Visual-Enhanced Cooperative Traffic Operations (VECTOR) System" led by CUTR's Xiaoping Li; FHWA Planning and Programming (IDIQ with Cadmus); FHWA Planning and Programming (Renaissance); and the FHWA Research and Technology to Promote Safety of Commercial Motor Vehicles (ARA).
- CUTR's recent proposals include Volpe Transportation Human Factor Research, Development and Program Evaluation – Advanced Tech (ENSCO); FHWA JPO Technical Support for ITS Program (Iteris); NHTSA Small Business Behavioral Safety Research Support (Toxcel) and TCRP Project F-

29 – Mental Health, Wellness, and Resilience for Transit System Workers. The TCRP Project F-29 will allow CUTR to work with the USF Mental Health Institute.

- There were no questions for Ms. Staes about CUTR updates.
- Dr. Xiaopeng Li presented a brief overview of the National Institute for Congestion Reduction. NICR met with congressional committees in March 2021 and Congressman Mark DeSaulnier (California's 11th District) called for an extension of NICR.
- The THUD Appropriations Bill included NICR. The bill includes \$5M for NICR - \$2.5M federal and \$2.5 local matching. This is a positive step forward for NICR.
- USF NSF I-Innovation Corps Site Training plans to pair researchers with real-world stakeholders to learn more about customer needs. The training will take place this fall.
- The NICR Student Council plans to hold a workshop on September 15, 2021, focused on emerging transportation technologies and services on congestion, equity, and sustainability. More information will be available soon.
- The Friday Transportation Seminar Series will be a hybrid between in-person and online presentations each Friday. CUTR Advisory Board members are encouraged to sign up for discussion times. Secretary Thibault and Jean Duncan have already signed up to speak to the students.
- Dr. Li spoke about the new Department of Energy (DOE) award. The award will develop a smart low-cost Visual-Enhanced Cooperative Traffic Operations (VECTOR) System to efficiently managed connected and automated vehicles (CAVs) in Cooperative Driving Automation (CDA). This was a highly competitive project. CUTR partnered with several organizations and collaborated with CUTR researchers to earn \$3.5M from DOE with a \$2.5M local match.
- Chair Llort asked Dr. Li about streaming the Friday Transportation Series on YouTube. Dr. Li said the videos will be on YouTube shortly after the presentations, but audiences can also join live with Teams.
- There were no further questions for Ms. Staes or Dr. Li.

Topic #3: USF/College of Engineering Budget: Fred Mannering, Ph.D., CUTR Interim Executive Director and Lisa Staes, CUTR Associate Director

- USF College of Engineering's Executive Associate Dean José L. Zayas-Castro, PhD, has taken a position with the National Science Foundation in Washington, D.C. Dean Robert H. Bishop is currently restructuring the administration and leadership. This process is ongoing.
- The budget cuts that were proposed last year are no longer happening. Although CUTR was shielded from those cuts, the College of Engineering is currently running at a deficit. The upcoming College of Engineering budget will be finalized by mid-September 2021. Dr. Mannering reports there are numerous high-level leadership positions open at the university. Looking toward the future of CUTR, Dr. Mannering believes CUTR is in "good shape."
- Chair Llort sent the Advisory Board's best wishes for Dean Zayas-Castro's new position. There were no questions for Dr. Mannering.
- Ms. Staes presented CUTR's fiscal metrics. For research funding, CUTR is trending upward after FY 2020. In 2021, CUTR was awarded 80 contracts with a total of \$16,787,988M. For proposal submitted, CUTR submitted 65 proposals in FY 2021 with a total of \$14,987,332M. FY 2020,

CUTR's capture rate for proposals was roughly 86.6% and 88.4% (may increase depending on pending awards) in 2021. These numbers are collected using data from the year the proposal was submitted compared to when it was awarded.

- Sponsorship details for FY 2021 totaled roughly \$16.8M from USDOT (\$2.4M), FTA (\$2.1M), FDOT (\$9.8M) and other organizations (\$2.3M). The decrease from FY 2019 and FY 2020 was due to the transfer of projects to another center with a focus in bicycle and pedestrian safety. Chair Llort mentioned that this project was transferred to cover another institution, not due to performance.
- CUTR FY 2020 and 2021 E & G and RI Expenditures showed a decrease in labor due to the absence of a CUTR Executive Director salary. Travel decreased due to the pandemic.
- CUTR FY 2020 and 2021 Contracts and Grants Expenditures showed a decrease in expenditures from FY 2020 to FY 2021. Secretary Thibault asked about the FY 2020 to FY 2021 and asked about the overall expenditures and why numbers differed from each year. Ms. Staes responded that many positions and projects changed from FY 2020 to FY 2021 affecting the expenditures for the different categories. Ms. Staes would investigate the scholarship category; Dr. Mannering believed that this was due to the enrollment and COVID, but Ms. Staes will review overall spending expenditures.
- Ms. Staes reviewed the CUTR total revenue and expenditures. FY 2021 showed \$14.5M in total revenue and \$13.7M in expenditures. Ms. Staes also explained the backlog issues; for FY 2021, there is a CUTR-wide backlog of 7.85 months – 28.86 months as the program high and 2.59 months as a program low. With a high capture rate, CUTR has a total value of sponsored projects at roughly \$16M.
- Ms. Staes addressed a few challenges and potential opportunities. Ms. Staes would like to set up another meeting to discuss this item in more detail in the future. Chair Llort would like to review how the Advisory Board could help with the challenges, especially strategic direction, and the expansion of the client base.

**Topic #4: CUTR Annual Transportation Achievement Award/Florida Transportation Hall of Fame
Event: Lisa Staes, CUTR Associate Director**

- The event will be on Tuesday, November 9, 2021. Scholarships will open soon. 2021 will also introduce NICR's Student of the Year.
- For the 2021 event, CUTR has raised \$50K in sponsorships, but Ms. Staes is hopeful to raise more before the event.
- Chair Llort challenged CUTR to raise \$75K for the event. Ms. Staes will work with CUTR and the College of Engineering to attract more sponsors.

**Topic #5: CUTR Advisory Board Bylaws – Review, Modification, Approval: Thornton Williams,
Committee Chair.**

- Thornton Williams thanks everyone for serving on the committee, and he explained a guiding two guiding concepts: the type of Advisory Board CUTR requires and historical stability with CUTR.
- Ms. Staes provided both versions of the bylaws for Thornton to review with the meeting participants.

- Chairman Williams reviewed language changes. The first major change pertained to the term limits for Advisory Board members. Changed to two 5 years terms with 9 members. The next major addition allows the CUTR Director to appoint CUTR Advisory Board members. The recommendations also include 3 non-voting members of the CUTR Advisory Board members; the current Board will vote on the individual.
- Secretary Thibault asked if the terms for non-voting members includes 3 individuals from the CUTR Director and 3 individuals nominated by the Advisory Board. Chairman Williams said there would be 3 non-voting individuals, but 3 are not required for a full Advisory Board. Secretary Thibault requested a few changes to the language regarding non-voting members.
- Chairman Williams reviewed meeting guidelines and flexible authority for meeting spaces.
- The current Advisory Board Chair cannot sit on the future Chair committee. Officers cannot occupy their positions for more than 6 consecutive years.
- Chair Llort asked for a motion to accept the bylaws with the understanding there would be a few small changes after the motion. The adoption date would be written as August 10, 2021.
- Jon Martz seconded the motion.
- Motion passed unanimously.
- Chair Llort thanked Chairman Williams, the committee, and Dr. Mannering.

Topic #6: CUTR Advisory Board Business – Ysela Llort, Advisory Board Chair

- Chair Llort asked for any other comments or questions from the Advisory Board members.
- Chairman Williams sent his condolences concerning the recent passing of Bobby Bowden.
- Ms. Staes mentioned there were more slides, but the presentation materials would be saved for the November meeting.
- Ysela Llort adjourned the meeting.

Meeting adjourned at 2:58 PM EST.