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**CUTR ADVISORY BOARD MEETING**  
**April 23, 2003**  
**CUTR Board Room, University of South Florida**

**MINUTES**

The mid-year meeting of the CUTR Advisory Board was called to order at 10:10 a.m. by CUTR Director Ed Mierzejewski. In attendance were the following:

*Advisory Board Members*

Art Kennedy	Ysela Llort (for Secy. Barry)	Bill McDaniel
Kimberlee DeBosier	John Beck	Bob Skinner
Bill Sheppard	Bob Hall (for Secy. Struhs)	

*CUTR*

Ed Mierzejewski	Gary Brosch	Joel Volinski
Patricia Ball	Dennis Hinebaugh	Phil Winters
Larry Hagen	Lisa Staes	Beverly Ward
Steve Polzin	Rob Gregg	Kristine Williams
Steve Reich		

*Special Guests*

Louis Martin-Vega, USF College of Engineering  
Ken Hartmann, Florida DOT District VII  
Don Crane

Attendees were provided with copies of the meeting agenda, minutes from the last meeting, and assorted other materials.

**INTRODUCTIONS:** Dr. Mierzejewski welcomed everyone and asked each person to introduce themselves.

**ELECTION OF NEW CHAIR/VICE CHAIR:** By voice vote, Art Kennedy was elected to serve as Board Chair (Beck nomination, DeBosier 2<sup>nd</sup>), and Bill McDaniel was elected to serve as Board Vice Chair (Beck nomination, DeBosier 2<sup>nd</sup>).

**RECOGNITION:** Dr. Mierzejewski took a moment to express gratitude and present a plaque to former CUTR Director Gary Brosch for his many years of service to CUTR.

**APPROVAL OF MINUTES:** Minutes of the May 15, 2001, meeting were approved.

CONSIDERATION OF BYLAWS: Dr. Mierzejewski expressed his desire that the Board adopt Bylaws (see attached), to include establishing length of service by members of the Board and to change the primary meeting of the Board from fall to spring so as to not conflict with the sessions of the Florida Legislature. Mr. Kennedy asked Ms. DeBosier, Dr. Ward, and Mr. Sheppard to review the bylaws drafted by CUTR and make recommendations, with Mr. Beck consulting.

CUTR PAST, PRESENT, FUTURE: A review of CUTR's research program was made by Dr. Mierzejewski and each of the CUTR program directors, as follows:

- Ed Mierzejewski - CUTR Overview
- Joel Volinski - National Center for Transit Research
- Dennis Hinebaugh - Transit, National Bus Rapid Transit Institute
- Phil Winters - Transportation Demand Management
- Rob Gregg - Transit Management and Innovation
- Lisa Staes - Transit Technical Assistance and Training
- Steve Polzin - CUTR Education Program, Mobility Policy
- Steve Reich - Transportation Program Evaluation and Economic Analysis
- Kristine Williams - Planning and Corridor Management
- Beverly Ward - Ethnography and Transport Studies
- Larry Hagen - Intelligent Transportation Systems
- Gary Brosch - Federal Initiatives

After Dr. Polzin's presentation on CUTR's Education Program, Ms. Llort suggested that the Board be notified when CUTR is aware of graduating students who may be prospective employees. After Mr. Reich's presentation, Mr. Beck congratulated him on the very-well-received truckways study. Mr. Crane congratulated CUTR on its overall program, commenting that it had proven to be good for the state and the university.

BOARD PERSPECTIVES: Board members and guests were asked to comment on CUTR's program and their views of future research and funding directions.

- Dr. Martin-Vega commented on the current situation of the university and the college, stating that they are moving from State-supported funding to State-assisted funding, which is occurring at universities across the U.S. USF and the College are seeking support from more external sources in addition to leveraging current support and seeking more national grants. He stated that CUTR is a great source of pride to USF and the College, having earned an excellent national reputation and believes the role of the Board is to work to enhance the vision of CUTR and to provide guidance and direction. He thanked the Board for their time, interest, and commitment.
- Mr. Hall indicated that DOT road projects tended to come through State preserves, because the State already owns the property, which represents the least-cost alternative. He recommended that CUTR research ways in which DOT could avoid the fragmentation of habitat rather than seeking a straight line path. Three potential methods were suggested for further research on construction cost reduction as follows: 1) skirting the sensitive habitat rather than taking a straight line path; 2) using elevated roadways where necessary to preserve the integrity of wetlands and wildlife movement; and, 3) building more wildlife tunnels when necessary to cross known wildlife corridors. Since elevated roadways reportedly cost 23% more than at-grade crossings, and all three of the above methods of protecting habitat are also reportedly more expensive, he recommended that CUTR perform research to find less expensive ways to implement these less damaging alternatives.
- Mr. Sheppard lauded Dr. Mierzejewski on his comments about CUTR's emphasis on "making a difference" and encouraged the center to clearly communicate research results to emphasize its relevance.

- Mr. Beck encouraged CUTR to become more visible to associations, authorities, the Florida Legislature, and others, and to maintain its real world perspective and objectivity.
- Ms. DeBosier commented that areas of current importance to the Hillsborough County Expressway Authority that are relevant to CUTR's research are open road tolling, ITS, and peer review and of importance to the MPO Board is transportation demand management.
- Ms. Llort commented on the mutual gain realized by the strong partnership between CUTR and the Florida DOT and praised CUTR's knowledgability and responsiveness. Areas of future emphasis for FDOT include Future Strategic Highway Research, rural transportation, congestion reduction and strategies, modal analysis tools, and freight.
- Mr. Crane commented on the continuing problem of growth and the economy, expressing concern that Florida is not keeping up with the cost of growth.
- Mr. McDaniel commented that the College turns out very talented graduates who are effective workers from their first day of employment. He congratulated the College and CUTR for their excellent record of student involvement.

**CUTR AWARD EVENT:** Dr. Mierzejewski presented to the Board the idea of holding an annual award dinner/event as an opportunity for the Board to interact with the local professional community and to provide recognition to one or more transportation professionals/leaders, who would be nominated by the Board. It was agreed that CUTR would hold the first of these annual events in the fall of 2003, and a working group was assigned to aid in the development of the event. Several Board members provided positive comments.

**APPOINTMENT OF WORKING GROUPS:** Dr. Mierzejewski recommended the establishment of Working Groups to deal with Board functions, following draft CUTR Advisory Board Bylaws. The following assignments were requested:

- Endorsement of Legislatively-funded projects: *All Board members unless otherwise designated*
- Advocacy on behalf of center: *All Board members unless otherwise designated*
- Assistance with identification of future research directions: *All Board members, especially Llort (FDOT), Alvarez, Skinner*
- Assistance with identifying/securing growth funding: *Kennedy, Beck, Sheppard, Holton*
- Assistance with fundraising/advancement/development: *Kennedy, Beck, Sheppard, Holton*
- Advice on CUTR participation in USF education /training programs: *McDaniel, DeBosier, Skinner*
- Assistance with annual awards event: *Kennedy, Llort (FDOT), Hall (FDEP)*

**OTHER BUSINESS:** Mr. McDaniel requested that a statement of intent for each Working Group be compiled and sent to the Board. A brief discussion was held related to the perception by some that CUTR competes with Florida transportation firms and consultants. Dr. Mierzejewski pointed out that CUTR does not respond to RFP's, that it often teams with other firms with no exclusivity, and that it places emphasis on transportation policy. Ms. Llort pointed out that the type of work done by CUTR for FDOT is very different from that by engineering firms. Mr. Beck suggested and Mr. McDaniel requested that CUTR develop a "fact sheet" that addresses those items, and Dr. Mierzejewski asked Ms. DeBosier to arrange a speaking engagement with FICE.

**NEXT MEETING:** The next meeting of the Board will be held in Fall 2003, to coincide with the annual event/award dinner.

With no further business, the meeting was adjourned at 1:45pm.