



Center for Urban Transportation Research
University of South Florida
4202 East Fowler Avenue, CUT 100
Tampa Florida 33620-5375
(813) 974-3120
SunCom 574-3120
Fax (813) 974-5168
Web: <http://www.cutr.eng.usf.edu>

CUTR ADVISORY BOARD MEETING
October 22, 2003
CUTR Board Room, University of South Florida

MINUTES

The fall meeting of the CUTR Advisory Board was called to order at 1:35pm by Board Chair Art Kennedy. The welcome was followed by self-introductions of all Board members and staff. In attendance were the following:

Advisory Board Members

José Abreu	Bill McDaniel	Bill Sheppard
Art Kennedy	John Beck	Danny Alvarez
Kimberlee DeBosier	Ken Metcalf (for Secy Castille)	

CUTR

Ed Mierzejewski	Gary Brosch	Joel Volinski
Phil Winters	Larry Hagen	Lisa Staes
Beverly Ward	Steve Polzin	Steve Reich

Special Guests

Ken Morefield, Florida DOT
Bob Romig, Florida DOT
Norman Mansour, Florida Transportation Commission

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

APPROVAL OF MINUTES: Minutes of the April 23, 2003, meeting were approved.

PREVIEW OF CUTR AWARDS DINNER: CUTR's First Annual Transportation Achievement Award Dinner is expected to be an exceptional success, with more than 200 people attending; a total of 17 table sponsorships were achieved. It was noted that FDOT Secretary Abreu and honoree Don Crane helped to make this awards dinner an attractive event.

CUTR BOARD BYLAWS: Kimberlee DeBosier, as a member of and on behalf of a committee including Bill Sheppard, John Beck, and Beverly Ward, presented a draft set of bylaws developed by the group and sought discussion on the section related to the number of times the Board is to meet annually. It was offered that the Advisory Board should meet quarterly or at least three times per year if CUTR is to get the full benefit of the Board. It was noted that more meetings might cause an attendance problem for some members and potentially more work for CUTR staff. After discussion, it was moved and passed that the Advisory Board

would meet four times per year, and that one of the meetings could be held via teleconference. Each year's meetings will be scheduled in advance to maximize attendance.

Another issue raised was related to CUTR bylaws related to the legislation that created CUTR and the responsibilities of the Board cited therein. Discussion of this issue was deferred to New Business.

CUTR PROJECT HIGHLIGHTS: Dr. Mierzejewski highlighted some of CUTR's recent successes, including:

- CUTR was successful in being redesignated as a University Transportation Center through a competition process that was very rigorous and redesignated only 10 of 17 competing universities. The result is that CUTR will continue to receive almost \$1 million dollars a year for two more years for its National Center for Transit Research, and these funds will be matched by the FDOT.
- Federal Transit Administrator Jenna Dorn visited USF in August to present the ceremonial check for the funding of the National Center for Transit Research and the National Bus Rapid Transit Institute, both of which operate as part of CUTR.
- Both Gary Brosch and Steve Polzin were invited to address congressional committees of the U.S. House of Representatives, and Dr. Polzin was asked to present findings of his research to the senior staff of the USDOT.
- The *Urban Transportation Monitor*, a well-respected publication, found that in a national survey, USF was rated in the top ten universities in the country for its transportation education program and for its public transportation program.

Summaries of recent projects were presented as follows:

- The Feasibility of Open Road Tolling in Florida—Steve Reich
- A Case for Moderate Growth in Vehicle Miles Traveled—Steve Polzin
- Barriers to Transit Use—Chandra Foreman
- National Bus Rapid Transit Institute (NBRTI)—Gary Brosch
- Examination of Motorcycle Safety—Patricia Turner
- Incident Management—Larry Hagen

CUTR ACADEMIC INITIATIVES: Steve Polzin described a variety of initiatives being undertaken to supplement and improve the transportation education through CUTR's programs and faculty. CUTR is working with professors around the country and staff at the Federal Transit Administration to explore the feasibility of creating a national curriculum for public transit that could be taken by students through streaming media through broadband access to the internet.

CUTR MANAGERS RETREAT: Dr. Mierzejewski reported on CUTR's recent strategic planning sessions and the current status of the program, noting that renewed emphasis is being placed on efforts to enhance the national profile of the center. A review of CUTR's revenue stream reveals that FDOT is the most prominent source of contracts, accounting for almost 50 percent of all work done by the center. Secretary Abreu commented that FDOT enjoys a great partnership with CUTR and values the objective research that is done. He considers research a constant requirement for making sound decisions and believes investment in research will either be stable or will grow in the future. It was noted that current efforts toward renewal of CUTR as a University Transportation Center could benefit from assistance from the Board in the form of letters of support and other actions as needed.

NEW BUSINESS:

CUTR Legislation: Because CUTR's funding source has changed, the initial responsibilities of the Advisory Board (i.e., approving CUTR's expenditure of State-funded base programs) as noted in legislation have changed accordingly. After considerable discussion about modifying the legislation to reflect current conditions, perhaps via a larger amendment bill designed to make technical corrections, it was moved that Dr. Mierzejewski, Chairman Kennedy, and Mr. Holton meet with representatives of USF's governmental relations office.

NBRTI: Mr. Brosch noted during his presentation on NBRTI that some Congressional committee members would like to continue funding NBRTI, but USF has not asked Florida's senators to request new federal allocations for it. It was moved and seconded that the Board develop a resolution to U.S. Senator Bill Nelson requesting that his office support funding for NBRTI (see attached).

Competition with Consulting Firms: Dr. Mierzejewski clarified CUTR's practices with respect to private consulting firms, noting that CUTR does not compete on RFPs within the state but will partner with private contractors on a non-competitive basis if asked. CUTR does compete on national RFPs.

Outreach: Mr. Beck suggested that CUTR contact the League of Cities and the equivalent association for counties throughout the state to establish a relationship to better understand their issues and offer assistance.

With no further business, the meeting was adjourned at 4:35 p.m.