



**Center for Urban Transportation Research (CUTR)
Advisory Board Meeting
Tuesday February 2, 2016
1:30 – 3:30 pm
Teleconference Web Meeting**

- 1. Call to Order/Introductions/Guest Attendees**
- 2. Approval of Minutes**
- 3. Chair's Comments**
- 4. Director's Report**
 - Directors report (2016 Transportation Research Board Activities)
 - Update on CUTR Executive Director search
- 5. CUTR/Advisory Board Strategic Plan Update**
 - Performance measure reporting
- 6. CUTR Transportation Achievement Award Nomination Committee**
- 7. CUTR Advisory Board Officer Nomination Committee**
- 8. FDOT/Florida Legislative Budget Request Update**
- 9. Board Member Discussion**
- 10. Board Member Updates**



CUTR Advisory Board Meeting

Meeting Minutes

November 2, 2015

Center for Urban Transportation Research, Boardroom
3808 Alumni Drive, Tampa, FL 33620

Attendees:

Advisory Board Members and Designees:

Kim DeBosier, Chair, Bayside Engineering
Rich Biter, FDOT
Thornton Williams, Williams Law Group, P.A., Vice Chair
Sonny Holtzman, The Holtzman Group
Ram Kancharla, Port Tampa Bay
Bob O'Malley, CSX Transportation
Scott Rogers, Florida DEO
Jon Martz, vRide, Inc.
Shay Marcelus, guest
Bob Romig, FTC
Joe Waggoner, THEA

Advisory Board Members and Designees via telephone:

Katherine Frazier, FTC
Chris Stahl, FDOT
Ysela Llort, Miami-Dade County

Center for Urban Transportation Research, USF:

Dennis Hinebaugh
Jan Davis
Chanyoung Lee
Pei-Sung Lin
Steve Polzin
Stephen Reich
Ken Short
Lisa Staes
Kristine Williams
Phil Winters
Joel Volinski

CUTR Advisory Board Meeting

Kim DeBosier called the meeting to order at 2:33 p.m.

Approval of Meeting Minutes

Following a round of self-introductions, there was a motion by Sonny Holtzman to approve the August 12, 2015 meeting minutes, Thornton Williams seconded the motion and they were unanimously approved.

Advisory Board Chair's Comments

Kim DeBosier officially welcomed two new board members, Joe Waggoner from the Tampa-Hillsborough Expressway Authority and Jon Martz from vRide.

Director's Report

Update on CUTR Director Search:

The search committee has identified three candidates to be interviewed. On November 24, 2015, each candidate is scheduled for a remote interview.

Update on CUTR / Advisory Board Strategic Plan development

CUTR Program Director, Steve Reich, gave a presentation covering the integration of the status of the CUTR Strategic Plan, and the progress made in integrating the CUTR Strategic Plan with the CUTR Advisory Board's Strategic plan as well as the FDOT's Strategic plan.

The topics he covered were:

1. At the strategic workshop on 2/6/15, the major issues were identified.
2. There is a lack of funding stability and a continual reduction in USF support for CUTR.
3. CUTR research activity has increase dramatically while CUTR's administrative expenses have declined slightly.
4. An Advisory Board subcommittee, the "Governance Committee", has been working with FDOT to seek expanded and stable funding for CUTR. The subcommittee has met several times to seek support for this effort.
5. The "Federal Research Funding" Advisory Board subcommittee has been formed to advocate for expanded federal funding.
6. The "Florida Relationship Building" Advisory Board committee, comprised of the entire Advisory Board, is focused on relationship maintenance and relationship building with select entities within the State of Florida.
7. The CUTR Advisory Board previously recognized the importance of having Board representation on the CUTR Executive Director Search Committee. The Board has successfully obtained said representation.
8. CUTR's strategic goals were reviewed.

- a. Financially sustain CUTR over the long term
- b. Deliver “cutting edge” products, services, and processes
- c. Tell the CUTR story more powerfully
- d. Strengthen and leverage relationships throughout USF
- e. Identify the most promising markets to expand CUTR research and develop a business plan

Board Member Discussion

Thornton Williams indicated that outside stakeholders involved in Florida transportation are starting to build momentum behind our request to obtain more funding.

Ram Kancharla noted that it is very unfortunate that CUTR does not have funding to participate around the state in necessary meetings where CUTR could assist others and obtain projects. Kim DeBosier suggested that perhaps budget should be set aside for those activities. Some general funding for CUTR would enable quick help from CUTR for state agencies with new issues and problems.

Thornton mentioned that we will need to follow the legislative process if we want this request to be successful. The ability to quickly respond to those in need would be a very good thing.

Next Meeting:

The next meeting will be held on February 2, 2016 at 1:30 pm.

Adjournment: The meeting was adjourned at 4:06 pm.