



**Center for Urban Transportation Research (CUTR)  
Advisory Board Meeting  
Wednesday April 20, 2016  
1:30 – 4:00 pm  
CUTR Board Room**

- 1. Call to Order/Introductions/Guest Attendees**
- 2. Approval of Minutes**
- 3. Chair's Comments**
- 4. Director's Report**
  - Update on CUTR Executive Director search
  - Strategic Plan performance measure reporting
    - a. Strategic meeting for August?
  - Vehicle Automation activities and FDOT Summit, Webinars and Academy
    - a. Polytechnic Test Track
  - University Transportation Center (UTC) proposals Update
- 5. CUTR Transportation Achievement Award Nomination Committee Report**
- 6. CUTR Transportation Achievement Award Event Location/Date**
- 7. CUTR Advisory Board Officer Nomination Committee Report**
- 8. Board Member Discussion**
- 9. Board Member Updates**
- 10. Student and Program/Project Updates**
  - a. Pedestrian and Bicycle Safety Education Outreach (Quiong Chen)**
  - b. Integrating Freight into Livable Communities (Alex Carroll)**
  - c. Automated Vehicles – Impact on Transit (Steve Polzin)**
- 11. Other**



## **CUTR Advisory Board Meeting**

### **Teleconference Minutes**

**February 2, 2016**

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

#### **Attendees:**

#### **Advisory Board Members and Designees (all called in via telephone):**

Kim DeBosier, Chair, Bayside Engineering  
Thornton Williams, Williams Law Group, P.A., Vice Chair  
Ed Coven, FDOT  
Senator James Hargrett, Jr.  
Sonny Holtzman, The Holtzman Group  
Bob O'Malley, CSX Transportation  
Ysela Llort, Miami-Dade Transit  
Jon Martz, v-Ride  
Scott Rogers, Florida DEO  
Chris Stahl, Florida DEP

#### **Center for Urban Transportation Research, USF:**

Dennis Hinebaugh  
Chan-Young Lee  
Pei-Sung Lin  
Steve Polzin  
Stephen Reich  
Joel Volinski  
Kristine Williams  
Phil Winters

### ***CUTR Advisory Board Meeting***

Kim DeBosier called the meeting to order at 1:35 pm.

#### *Approval of Meeting Minutes:*

Following a request by Kimberlee DeBosier to approve the November 2, 2015 meeting minutes, Ysela Llorc approved the motion and it was seconded by Bob O'Malley, they were unanimously approved.

#### *Director's Report*

CUTR was well represented at the 2016 TRB Annual Meeting. CUTR faculty served on 66 committees/subcommittees with 37 presentations/poster presentations. Joel Volinski served as the Master of Ceremonies as President of CUTC for the CUTC Annual Awards Banquet; CUTR was one of the sponsors of the 2016 CUTC Awards Banquet, Katrina Corcoran, Graduate Research Assistant was recognized as an Outstanding Student of the Year at the CUTC Annual Awards Banquet. CUTR supported 14 ITE/CUTR students to attend meeting. Dennis Hinebaugh was introduced as the incoming Chair of the Public Transportation Group and CUTR holds many leadership positions.

#### *Update on CUTR Executive Director Search:*

Four candidates were interviewed by phone and their resumes were given to Dean Bishop for his consideration. He chose to have two of them come in for on-site interviews, but one of the candidates dropped out. Dr. Robert Bertini is the only candidate and he will be flown in either late February or early March. He presently works as a Professor in the Civil and Engineering Department at California Poly Tech. He was the Deputy Administrator of the Research and Innovative Technology Administration (RITA) and the founding Director of the Oregon Transportation Research and Education Consortium.

#### *CUTR Annual Report:*

The annual report is being compiled and will be used as a marketing piece. It will be posted on-line as flip book and sent out to local, state, and national transportation professionals. Patricia Ball and Wendy Teague have been working on it with input from Phil Winters and Lisa Staes. An on-line newsletter and a 10 minute promotion video is in the works.

#### *CUTR/Advisory Board Strategic Plan Update*

The performance measures for the strategic plan will be reported at the next Advisory Board.

CUTR Transportation Achievement Award Nomination Committee:

Kim DeBosier asked for volunteers to join her and Thornton Williams on the CUTR Transportation Achievement Award Nomination Committee for this year's award recipient. Bob O'Malley offered to be on this committee. Recommendation will be brought to board at the next meeting.

CUTR Advisory Board Officer Nomination Committee:

Kim DeBosier asked for volunteers to participate on the CUTR Advisory Board Officer Nomination to choose the Chair and Vice Chair. Ysela Llort offered her services and a teleconference will be set to include DeBosier and Williams. Recommendations will be brought to the board at the next meeting.

FDOT/Florida Legislative Budget Request Update:

Thornton Williams reported that a proposal was put together in regards to the legislative budget request for CUTR. He met with Secretary Boxold and members of the Florida Legislature for support. It was recommended not to move forward on it this fiscal year.

Board Member Discussion:

None.

Board Member Updates:

Kim DeBosier's company, Bayside Engineering recently merged with JMT (Johnson, Mirmiran & Thompson).

Meeting Dates

Grace will send out a poll to set a date for the next meeting – possibly early April or late May. Depending on when scheduled, the next one would be set for late June or early July.

Adjournment: The meeting was adjourned at 2:15 pm.

CUTR Advisory Board

Officer Nomination Committee

March 16, 2016

(Teleconference)

**Attendees:**

Kim DeBosier

Thornton Williams

Ysela Llort

Dennis Hinebaugh

Called to order at 2:02 pm

Open discussion on nominations for CUTR Chair and Vice Chair position. Kim DeBosier recommended Thornton Williams to serve as Chair, seconded by Ysela Llort, unanimous approval.

After discussion on Vice Chair, Ysela Llort asked if Kim DeBosier would be interested in serving as Vice Chair to serve in a transitional stage in that CUTR would have a new Director this fall. It would help to have the Vice Chair locally in Tampa to help in this transition. Moved by Ysela Llort, seconded by Thornton Williams, unanimously approved.

The Committee will recommend Thornton Williams as Chair and Kim DeBosier as Vice Chair to the full CUTR Advisory Board.