



**Center for Urban Transportation Research (CUTR)
Advisory Board Meeting
Wednesday August 31, 2016
1:30 – 4:00 pm
CUTR Board Room**

- 1. Call to Order/Introductions/Guest Attendees**
- 2. Approval of Minutes**
- 3. Introduction of Rob Bertini**
- 4. Director's Report**
 - Initial Vision
 - a. 100 introductions in 100 days
 - University Transportation Center (UTC) Proposals Update
 - CUTR Transportation Achievement Awards
 - a. Mayor Buddy Dyer
 - b. November 15, at the USF Embassy Suites
 - ITE Traffic Bowl
- 5. Chair's Comments**
 - Thought's for CUTR (Handout)
 - a. Update the CUTR Web Page
 - b. Logistics
 - c. Creating more exposure of CUTR
- 6. Board Member Discussion**
- 7. Other**
- 8. Adjournment**
- 9. Meet and Greet**



CUTR Advisory Board Meeting

Minutes

April 20, 2016

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

Attendees:

Advisory Board Members and Designees:

Kim DeBosier, Chair, JMT
Thornton Williams, Williams Law Group, P.A., Vice Chair
Ed Coven, FDOT (called in)
Sonny Holtzman, The Holtzman Group (called in)
Bob O'Malley, CSX Transportation (called in)
Jon Martz, v-Ride (called in)
Scott Rogers, Florida DEO (called in)
Senator (ret.) Jim Sebesta, FTC
Chris Stahl, Florida DEP (called in)

Center for Urban Transportation Research, USF:

Dennis Hinebaugh
Chan-Young Lee
Pei-Sung Lin
Steve Polzin
Lisa Staes
Joel Volinski
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 February 2, 2016 meeting minutes, Thornton Williams approved the motion and it was seconded by Bob O'Malley, they were unanimously approved.

Director's Report

Update on CUTR Executive Director Search:

Dr. Robert Bertini accepted the offer and will be here the week of August 7th. CUTR is looking forward to his arrival.

Strategic Plan Performance Reporting:

Hinebaugh recommended that the next meeting be in late August when Dr. Bertini will be here. He suggested that this meeting be dedicated to a strategic implementation meeting and that it would be an "in-person" meeting.

Vehicle Automation Activities and FDOT Summit, Webinars and Academy

The FDOT Automated Vehicles Summit will be held November 28th and 29th at the Tampa Marriott Waterside.

CUTR to sign with FDOT to host an AV webinar on a regular basis.

CUTR will host the Automated Vehicle Academy, which will be held either at the end of August or the first week in September. It will be held on a quarterly basis with invitations going out to DOT.

Polytechnic Test Track

Hinebaugh and others to meet next week with the President of the Polytechnic University in Lakeland to discuss cooperative use of the test track.

University Transportation Center (UTC) proposals Update

Joel Volinski reported on the UTC grant applications. USF – CUTR/NCTR will be the lead institution for four of the grants: National UTC for Mobility of People and Goods, National UTC for Congestion Reduction, Tier I UTC for Mobility of People and Goods, and Tier I UTC for Congestion Reduction. Applications are due by May 13, 2016. The most that we can receive is two. CUTR/NCTR is also a consortium partner on four other proposals. The federal UTC grants must be matched with non-federal funds. FDOT has always been the primary source of funds for USF'S UTC grants. We may need to ask for assistance from the Advisory Board in obtaining a match.

CUTR/Advisory Board Strategic Plan Update

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

Nomination and Selection of CUTR Transportation Achievement Award Honoree:

Chair DeBosier stated that many candidates were considered for the CUTR Transportation Achievement Award. The committee presented a recommendation of Harry Barley, Executive Director, MPO. Following

a request by Kimberlee DeBosier to accept the recommendation of Harry Barley as the awardee for this year's CUTR Transportation Achievement award, Senator Sebesta accepted the motion and Bob O'Malley seconded it. The Advisory Board unanimously approved the selection. Hinebaugh to call honoree and Grace to reserve Marshall Center ballroom once awardee and FDOT Secretary confirm attendance. Looking at the middle to the end of October.

CUTR Advisory Board Officer Nomination Committee:

The Nomination Committee unanimously approved to have Thornton Williams preside as Chair and Kim DeBosier to be Vice Chair for one year in a transitional stage in that CUTR would also have a new Director this fall. This recommendation was brought to the Board and it was unanimously accepted. Thornton acknowledged the phenomenal job that Kim has done in the last 10 years and he welcomes her as Vice Chair.

Board Member Discussion:

Thornton would like to meet or speak with each member of the Board. First, he would like to speak with USF's attorney for the safest way to treat the Sunshine laws. Dennis to send him the contact information.

Senator Sebesta recommended that a representative speak with FTC. It would be an excellent idea to take on the road to tell the CUTR story.

Senator Sebesta recommended that the Advisory Board have business cards. A template will be created and presented to the Board.

Senator Sebesta mentioned that he formed the Bay Area Delegation many years ago; it is made up of 25% of the legislature. It would be a good marketing tool.

CUTR's annual report has been sent out to approximately 2,000 people and more will be sent to the Board members to share with their colleagues.

Student and Programs/Project Updates

Integrating Freight into Livable Communities (Alex Carroll)

Automated Vehicles – Impact on Transit (Steve Polzin)

Pedestrian and Bicycle Safety Education Outreach (Quiong Chen)

Meeting Dates

Doodle poll to be sent out with dates in August and September.

Adjournment: The meeting was adjourned at 3:15 pm.