



**Center for Urban Transportation Research (CUTR)
University of South Florida
Advisory Board Meeting**

Agenda

**Tuesday, November 15, 2016 1:30 – 4:00 pm
CUTR Board Room**

- 1. Call to Order/Introductions/Guests**
- 2. Approval of Minutes**
- 3. Director's Report**
 - USF/COE and CUTR Updates
 - Preparations for Awards Event
 - TRB Annual Meeting
- 4. CUTR/Advisory Board Strategic Plan Update**
 - Plan Summary
 - Progress to date
 - Performance Measures
- 5. Visit from Dean Robert Bishop (3:00 pm)**
- 6. Student Presentations**
 - Katrina Corcoran: Analyzing Transit Safety Trends from the National Transit Database
 - Kaitlyn French: Demonstration to Promote Motorcycle Helmet Use
 - Joshua Barber and Austin Gible: Evaluating Equity in Regional Transportation Planning
- 7. Chair's Comments**
 - Team Florida Joint Meeting / Career Fair
- 8. Board Member Discussion**
- 9. Board Member Updates**
- 10. Adjournment to CUTR Transportation Achievement Awards Event, USF Embassy Suites Ballroom (5:30 PM)**



CUTR Advisory Board Meeting

Minutes

August 31, 2016

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

Attendees:

Advisory Board Members and Designees:

Thornton Williams, Williams Law Group, P.A., Chair
Kim DeBosier, Vice Chair, JMT
Ysela Llort, Miami-Dade Transit
Bob O'Malley, CSX Transportation (called in)
Ram Kancharla, Port Tampa Bay
Jon Martz, v-Ride
Scott Rogers, Florida DEO (called in)
Senator (ret.) Jim Sebesta, FTC (called in)
Chris Stahl, Florida DEP (called in)
Joe Waggoner, THEA (called in)

Center for Urban Transportation Research, USF:

Robert Bertini
Dennis Hinebaugh
Si Won Jang
Pei-Sung Lin
Steve Polzin
Lisa Staes
Joel Volinski (called in)
Kristine Williams
Phil Winters

Guests:

Gary Smallwood, Sr. Director, Development, COE
Tim Walsh, Director, Development, COE

CUTR Advisory Board Meeting

Thornton Williams called the meeting to order at 1:35 pm.

Approval of Meeting Minutes:

Following a request by Thornton Williams to approve April 20, 2016 meeting minutes, Kim DeBosier approved the motion and it was seconded by Jon Martz, they were unanimously approved.

Introduction of Rob Bertini

Dr. Bertini introduced himself and in turn the Advisory Board members introduced themselves to him.

Introduction of Guests:

Gary Smallwood, Director of Development and Tim Murphy, Director, Development, COE. Their fundraising goal for the college is 4.375M; they are here to work closely with CUTR to take us to the next level.

Director's Report:

Initial Vision:

Dr. Bertini's initial vision is 100 introductions in 100 days, which he has already exceeded in 2 weeks. He asked for help with suggestions to meet political and community leaders in Tampa at area events.

He's getting to know CUTR. Last night was the wrap up of the Bulls Walk and Bike Week. President Genshaft was there and she is enthusiastic about CUTR and her high priority is safety.

Leadership and succession development for CUTR with further development for all staff and students. The COE Dean needs to set up faculty development at the request of the Provost. CUTR already has in place and we can assist the COE with this endeavor.

He wants to combine external and internal factors where CUTR is the place to come to for education and the place where people can come to plan and design public transportation. He spoke of the importance of advanced technology and mobility and accessibility.

He wants CUTR to be more bold and "move the needle" with safety, in particular bike safety; it should be a high priority for us. We can use input from the advisory board on what it would take for CUTR to accomplish this goal.

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 were submitted in May and a decision can be made anywhere from September to

December. 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 Transportation Achievement Award:

Mayor Buddy Dyer of Orlando was selected and recommended to the Advisory Board at a special teleconference meeting after Harry Barley declined the nomination. The Advisory Board unanimously approved the selection. The awards event will be held on November 15th at the USF Embassy Suites. Secretary Jim Boxold will be keynote speaker. Senator Jack Latvala and Mayor Bob Buckhorn will introduce the award recipient.

ITE Traffic Bowl:

The USF ITE won the Florida Division and went onto California for the National competition. They came in third with Cal Polytech coming in 2nd and Purdue University was the winner. The students represented USF very well.

USF's ITE chapter is very active. Every Friday morning, there is a Graduate Transportation seminar and there is a need for speakers; possibly the advisory board members would be available to make a presentation.

Chair's Comments:

Update the CUTR web page:

Thornton Williams presented to have a group picture of the board members to be rotated on the CUTR home page. It was decided that a group photo would be taken before the achievement awards event.

Another suggestion was to have a photo of the advisory board members along with their information on the webpage. Grace will collect information from everyone and will place them on the CUTR Advisory page on the CUTR website.

Another proposal that was agreed upon was to keep the agenda and minutes on the web page as current as possible

Logistics:

Senator Sebesta had suggested at the last meeting to have business cards for the advisory board members. It was decided that the Chair and Vice Chair would have business cards and if anyone else was interested in them, they would notify Grace.

Setting the quarterly meetings – it was discussed if the meetings could be set in advance for the year except for the one in conjunction with the awards event. It was decided to continue doing it the same way with polling done ahead of time to determine the date of each meeting.

Implement the statutory review of state funded budget items, annually and submit a budget to FDOT to include in the work program. Discussion ensued and it was decided that Thornton would continue to talk with Secretary Boxold. It all could depend on if CUTR won the UTC. It needs to reflect the DOT mission.

Create a place for Kim's photo and possibly create a Chair's photo wall. The question that needs to be answered is that do we want to follow tradition or establish a tradition?

Update By-Laws and place on CUTR website – changes made and will be placed on website.

Create more Exposure of CUTR:

Discussion ensued to explore a joint annual meeting with TEAMFL or other transportation boards where the advisory board are members. The Association of Counties and League of Cities were mentioned as possibilities too.

Ideas were exchanged as to possibilities of having meeting places other than at CUTR. The Florida Chamber of Commerce and Florida Transportation Commission meetings were suggestions to present the CUTR story.

Thornton Williams is working on getting more transportation officials to attend the awards event to guarantee a good attendance from the industry.

CUTR's annual report could be presented to the Florida Transportation Commission (FTC). Kim DeBosier suggests the Advisory board with Rob Bertini raise CUTR's profile by meeting with the FTC. Ysela Llorca also suggested we must prioritize now by highlighting a project and presenting it to the FTC. Senator Sebesta was in agreement.

Meeting Date

Next meeting is on November 15th at 1:30 pm with the CUTR Transportation Achievement Awards event following at the USF Embassy Suites at 5:30 pm. There will be a tour of CUTR at this meeting and promotional materials will be on display.

Adjournment: The meeting was adjourned at 3:58 pm.