



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

Minutes
Thursday, September 10, 2020 11:00AM–12:00 PM
Via Microsoft Teams

- Call to Order: Meeting called to order by Chair Llort at 11:04 AM, request to record meeting approved
- Roll Call

Advisory Board members and Designees (P = Present, T = Telephone, A = Absent)

No.	Name	Title	Organization	Designee	
P 1	Kevin J. Thibault	Secretary	FDOT	Tom Byron/ Liz Stutts (P)	Statute
A 2	Dane Eagle	Executive Director	FDEO	Scott Rogers	Statute
A 3	Noah Valenstein	Secretary	FDEP	Chris Stahl	Statute
P 4	Teresa Sarnoff	Member	FTC		Statute
P 9	Ysela Llort, Chair	Principal	Renaissance Planning Group		EM 2007 6/8/11
P 5	Thornton J. Williams	Managing Partner	Williams Law Group, P.A.		EM 2009 5/29/13
P 6	Kimberlee DeBosier	Director, Project Excellence	WGI, Inc.		EM 2003/07 1/17/11
P 7	Sonny Holtzman	Principal	The Holtzman Group		SR 2012 6/12/16
P 8	Ram Kancharla	Vice President Planning and Development	Port Tampa Bay		JB 2013 11/6/15
P 10	Jon Martz, Vice Chair	Director Government and Public Affairs	Enterprise Holdings Company		JB 2014 2/2/18
P 11	Jean Duncan	Director Transportation and Stormwater Services	City of Tampa		RB 2019 1/1/21
P 12	Joseph Waggoner	Executive Director	Tampa Hillsborough County Expressway Authority		DH 2015 11/2/19
Ex Officio Member					
A 13	Lisa Bagot	Executive Director	Florida Public Transportation Association		RB 2019
P 14	Ralph Yoder	Executive Director	Florida Transportation Commission		RB 2019

- ✓ **Guests:** Dean Robert H. Bishop, PhD, USF College of Engineering, Fred Mannering, PhD, Interim CUTR Executive Director, Lisa Staes, CUTR Associate Director. **CUTR Program Directors:** Arunima Bagui, Sisinnio Concas, Chanyoung Lee, Pei Sun Lin, Victoria Perk, Christina Van Allen, Kristine Williams, Phil Winters. **Other guests:** Juan Battle, Julie Bond, Amanda Carpenter, Martin Catala, Cong Chen, Megan Cott, David Fink, Melissa DeLeon, Christine Epps, Donna Everhart-Reno, Jenifer Flynn, Jodi Godfrey, Dennis Hinebaugh, Jana Huss, Mouyid Islam, Jason Jackman, Ann Joslin, Yaye Keita, Jeffrey Kramer, Vishal Chandra Kummetha, Pam Lapaugh, Kristin Larsson, Stephanie Lewis, Bill Mayer, Mark Mistretta, Reena Raturi, Roberta Yegidis, Scott Rogers, Gennaro Saliceto, Deborah Shultz, Wendy Teague, Eric Hill
- Welcome and Introductions
 - Ysela Llorca welcomed everyone to the meeting and asked for the members to virtually raise their hands for recognition to speak. Board members were asked to provide their cell phone numbers to ensure effective communication across platforms. She introduced agenda items.
- CUTR Leadership Transition
 - Dean Bishop spoke highly of CUTR and the importance of the Center to USF and the College of Engineering.
 - Lisa Staes presented a summary of events that occurred since Dr. Robert Bertini's departure as CUTR Executive Director. USDOT was informed of Dr. Bertini's departure and subsequently transferred the project management of the National Institute for Congestion Reduction (NICR) to Xiaopeng (Shaw) Li and Kristine Williams. CUTR also met with NICR partners to discuss changes. Philip Winters was appointed as the CTEDD point-of-contact. CUTR also communicated leadership transition to FDOT offices, changed internal USF responsibilities to Fred Mannering and Lisa; and continued ongoing weekly "All Hands" meetings with CUTR personnel, met with CUTR administrative team to discuss the budget, and has weekly standing meetings with the CUTR administrative team and program directors.
 - Dean Bishop indicated the College of Engineering is in the initial stages of beginning the search for a CUTR Executive Director. While USF is currently in a hiring freeze, he will actively pursue an exception. He hopes that the Advisory Board will actively participate in the search. He stated that in accordance with university policies, the search will be conducted with a search committee. Position announcements will be placed in industry journals and other sources.
 - Sonny Holtzman voiced that he will be happy to assist in any way.
 - Joe Waggoner suggested searching in the private sector, as well.
 - Ram Kancharla inquired about a timeline for the search, and Dean Bishop stated he was hopeful this will be a quick transition. He gave a rough estimate of 3 to 4 months but added that nothing is certain.
 - Teresa Sarnoff asked about the job requirement and position description; Dean Bishop said they currently do not have these for the position but did suggest he would like the Advisory Board's input.
 - Ysela requested to view the description before the description is sent out and thanked Dean Bishop, Fred, and Lisa.
- COVID – State and FDOT Budget Impacts
 - Secretary Thibault gave remarks concerning transportation in Florida and how COVID-19 has affected the FDOT offices. The offices have remained closed since March, but the Department has been able to capitalize reduced traffic volume and have advanced construction projects. Some of the staff has returned, but many rely on telework for safety purposes. FDOT has been just as productive, if not more productive, during this telework period. Secretary Thibault

conducts virtual “walk-arounds” and townhall meetings through online platforms. In an effort to improve communication between the Department and the transportation industry, he has been meeting with agencies across modes.

- The multiuse corridor updates included a few challenges in the beginning, but they have been mostly resolved. The task force is meeting both in-person and virtually – the report is expected by November 15, 2020.
- Modes are focused on operational impacts, and how DOT can resume operations back to pre-COVID, especially at seaports. More discussions with federal partners in the next several weeks.
- There were no questions, and Ysela thanked Secretary Thibault for his time.
- Dean Bishop transitioned to a discussion concerning USF. USF is currently in modified Stage 2 in COVID safety measures. More USF students this year than previously, and classes are both in-person and virtual.
- The budget is impacted by COVID, but USF has no concrete details on budget discussions currently. The decisions will come at the end of September. USF continues efforts related to accreditation and preeminence.
- Fred presented CUTR’s growth over the years, and he spoke on the opportunities to grow and frame organizational structure with an emphasis in global markets. He stated that increasing research expenditures will allow us to grow even further and added the importance of more research centers and UTCs to deliver that growth. CUTR accounts for half the College of Engineering’s research expenditures.
- Lisa presented sponsorships by funding partners and the possibilities of expanding CUTR’s portfolio. Recently, CUTR submitted a 20-year proposal to the Federal Railroad Administration and spoke on the importance of involving more clients.
- Fred spoke about drones and the possibility of a proposal in October examining the 3rd dimension and additional growth.
- Fiscal and Business Analyst Arunima Bagui answered questions regarding the 2020 budget and how much is allocated for administrative staff, faculty, etc.
- Ysela opened the floor to questions – no questions.
- Secretary Thibault started discussion concerning state transportation budget which was created pre-pandemic. Breakdown: \$9.2 billion for FDOT’s total work program: \$2.5 billion went to highway construction, \$400 million went to aviation, \$900 million went to rail transit projects, \$2.37 billion were stand-alone safety initiatives. The primary source of revenue is gas tax and due to reduced travel due to COVID, fuel is not being consumed to the level projected. The result –a significant impact to Florida’s gas taxes revenue. FDOT must focus on needs, not wants. In the last fiscal year ending June 30, 2020, DOT collected \$200 million less than what was budgeted, and absorbed it in the operating budget. DOT projects to collect \$1.4 billion less than what was developed in the work program – \$440 million in current fiscal year. DOT is trying to determine what the revised allocations will be for the next fiscal year and possibly the next two. DOT is familiar with streamlining due to previous economic downturns and trying to balance all programs. The Legislature is familiar with how the state relies on gas taxes to fund transportation initiatives, and they understand the state would “top out” on consumption of gasoline in Florida by 2026. With the pandemic and increased prevalence of electric vehicles, this may be much earlier. With numbers given in presentation, Secretary Thibault knows the direct impact of funding to CUTR and its impacts on research.
- Ysela opened the floor to questions.
- Program Director Philip Winters discussed FDOT matching funds.

- Ysela then discussed the gas tax and expressed the Advisory Board's interest with assisting.
- John Martz asked if the legislature has taken a stand on the AMT tax. Secretary Thibault replied with a discussion of electric vehicles and fees. Nothing is concrete.
- Joe Waggoner asked about a relief package at the federal level. Secretary Thibault answered that it was projected to be an 18-month impact, but The Cares Act gave relief to states, but this is different use and funding source.
- CUTR Achievement Awards
 - Ysela turned over discussion to Lisa about the event – Thursday, November 12, 2020. Time is TBD.
 - During 2019, the Georgia Brosch Memorial Scholarships awarded \$12,000 to 7 students. This year, CUTR is recommending 3 Georgia Brosch Memorial Scholarships, one to each level of student. CUTR is also recommending a new CUTR Transportation Scholarship with the Ph.D. student receiving \$3,000, the master's student receiving \$2,500, and the undergraduate student receiving \$2,000. The New Voice in Transportation Award will still be presented and awarded a trophy. CUTR is considering delaying the Transportation Achievement Award and asked the Advisory Board for recommendations.
 - Ysela said the lack of an in-person event will hurt fundraising, and the Transportation Achievement Award is a great way to attract attention.
 - Joe suggested delaying the event by six months to reevaluate the current pandemic and possibly hold a group event. Joe suggested May 2021 and then holding another in November 2021.
 - Teresa Sarnoff recommended still awarding the Transportation Achievement Award because of the press associated with the event. Teresa agreed with delaying the event, but she did not want to skip the award.
 - John agreed with delaying the event and finding a new date.
 - Ysela asked about separating the scholarship awards, and Secretary Thibault suggested awarding the scholarships in November. Joe agreed and said it would be better for fundraising.
 - Ysela asked Lisa about an in-person event in early spring, but she recommended going forward with scholarships in November.
 - Jodi Godfrey voiced that she has already sent out the New Voice in Transportation Award to WTS and Tampa Bay ITE. There is a need for a committee to review these nominations. Ysela asked the Advisory Board to volunteer for assistance – Jean Duncan said she will assist.
 - Ysela asked if the Advisory Board would like to meet for their fall meeting on November 12, 2020. Lisa to send out the dates as a poll so everyone can look at their calendar.
 - Once finalized, Lisa will send sponsorship packages to the Advisory Board. Currently, CUTR has received \$3,000 in sponsorships.
- Advisory Board thanked everyone.
- Adjourn



UNIVERSITY of
SOUTH FLORIDA



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

Agenda
Monday, May 18, 2020 2:00–3:45 PM
Via GoToMeeting

- Call to Order
- Roll Call

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- Approval of Minutes: Meeting of November 7, 2019

- Remarks from FDOT Director – Kevin Thibault
- Update on CUTR Operations During COVID-19
- Dean Bishop’s Advisory Board Guidelines
- Update on National Institute for Congestion Reduction
- Student/Faculty Presentations
- Director's Report
 - Plans for CUTR Transportation Achievement Awards Event Thursday November 12, 2020, USF Marshall Student Center
- Chair's Comments
- Advisory Board Member Discussion/Updates
- Next Meeting Summer 2020 – date TBD
- Adjourn