

GPTQ TRAFFIC SUBCOMMITTEE

MEETING MINUTES

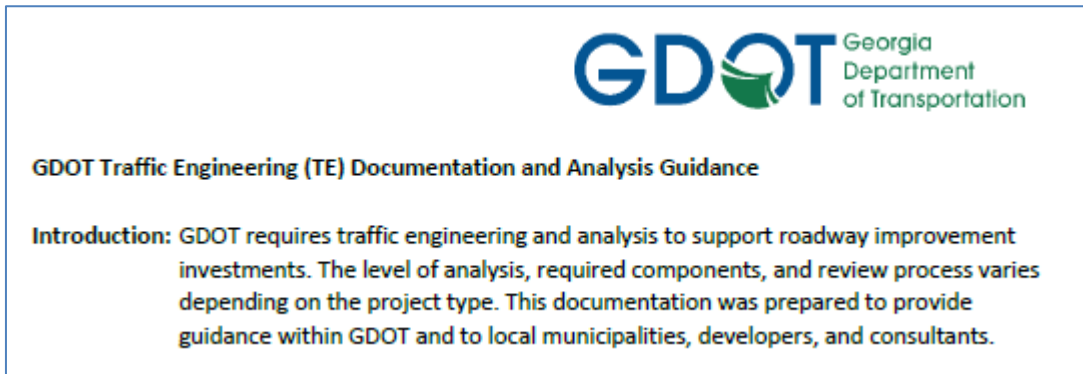
Title:	Traffic Subcommittee Meeting - Kickoff	CC: Al Bowman Jennifer Head
Location:	Virtual - Teams Call	
Date/Time:	March 23, 2021	

Members	AFFILIATED	E-MAIL	Attendance
Andrew Heath (Co-Chair)	GDOT	aheath@dot.ga.gov	Yes
Andrew Antweiler (Co-Chair)	KCI Technologies	andrew.antweiler@kci.com	Yes
Jason Dickerson	CHA Consulting	jdickerson@chacompanies.com	Yes
Marco Friend	Jacobs	marco.friend@jacobs.com	Yes
Mike Holt	Stantec	mike.holt@stantec.com	Yes
Sunita Nadella	Parsons Transportation Group	sunita.nadella@parsons.com	No
Abdulai Abdul-Majeed	Thompson Engineering	majeed@thompsonengineering.com	Yes
Zach Puckett	Pond & Company	puckettz@pondco.com	Yes
Bill Rusham	Michael Baker International	Bill.Ruhsam@mbakerintl.com	Yes

1. Introduction
2. Status of Past Meeting Action Items

Item:	Responsible:	Completed:
1. Traffic Study Guidance Document – share with committee members	Antweiler	2/4/2021
2. Traffic Study Guidance Document – share with four other GPTQ subcommittees; request comments	Antweiler	2/22/2021
3. Brainstorm any topics/tasks for committee for the year	Committee	done

3. Traffic Engineering Documentation Guidance Task



- Andrew sent the draft file to committee for their information; one committee member provide feedback
 - On February 22nd Andrew Antweiler sent the draft file to four other GPTQ subcommittees to review and request feedback (Innovative Delivery, Procurement, Program Delivery, Roadway Design Policy)
 - i. Received 3 responses
 - Goal is to publish/post the document to GDOT’s website by end of May
 - i. Next step is for committee members to address comments received and finalize
 - 1. Plan for Andrew, Bill, Mike, and Sunita to review/finalize; will contact Andrew Heath for input
 - ii. Transfer the example reports to GDOT; transfer ‘ownership’ of excel file to GDOT; Andrew Heath to prepare an internal and external memo; GDOT to post files to website
- ### 4. GDOT’s Traffic Signal Operations Guidelines document
- GDOT is finishing internal review
 - Andrew Heath will provide the document for external review by the committee members (expected before 3/31)
 - Jason Dickerson will lead/be point to ask individuals to review
 - Andrew Heath requested committee compile comments
 - The plan is to hold a call to discuss after 4 weeks (end of April)
- ### 5. GPTQ Training Subcommittee
- Jeff Baker contacted our committee on 3/8/2021 asking for ideas/input on training needs or offerings by our committee; the goal is how can ACEC help identify training helpful for the industry
 - Group discussed:
 - i. Open Roads training
 - ii. GDOT TE Guidance Document (Traffic Subcommittee can provide)
 - iii. Numetrics (Safety Office led)
 - iv. GDOT sharing expectations and process for Operations and Safety Programs; successes of partnering with OPD; direction of Traffic Operations in future

6. New Business

- In future, brainstorm any presentation for future ACEC Forums, other conferences
 - i. Andrew Heath mentioned future areas: Safety, Connected Vehicles, broadband, in-progress MUTCD update (public comments close in May)
- Discussion about traffic collection during COVID; Andrew Heath to check on when currently guidance may need to be updated

7. Action Items

Item:	Responsible:	Complete by:
1. Set next meeting – late April	Antweiler	4/16/2021
2. Reply to Jeff Baker re Training Subcommittee	Antweiler	3/25/2021
3. Traffic Engineering Documentation Guidance - address comments received and finalize	Antweiler	4/30/2021
4. Traffic Signal Operations Guidelines document - Provide DOC for committee review	Heath	3/31/2021
5. Traffic Signal Operations Guidelines – Member review and provide comments; discuss as group	Dickerson	6 weeks after received