



A few items that the TransCore Team feels that the Central Coast ITS Coordinating Group should think about prior to the Thursday April 7th, 2005 CCITS Meeting re: the ITS Architecture Maintenance Plan for the Central Coast Region. The Team would like to discuss these items and try to reach some level of agreement on them, if possible.

WHO?

- Who (what Agency) should maintain the ITS Architecture?
- Will a single Agency update and maintain the ITS Architecture for the Region?
- Will multiple Agencies be involved in the update and maintenance process?
- If so, which Agencies will be involved?
- Of the involved Agencies, will one Agency consistently be the “Lead Agency” or will that “Lead Agency” role rotate amongst all Agencies?
- Which Agencies will make up that rotation?
- If the “Lead Agency” role will be rotated around, is there a preferred order for that rotation?
- Will a single Agency consistently take the lead in updating and maintaining the ITS Architecture?
- If one Agency will consistently take the lead, which Agency will that be?

WHAT?

- What will be maintained?
- Description of the Region – Few if any changes...
- List of Stakeholders – Probably a few changes...
- Operational Concepts – Will likely change occasionally...
- System Inventory – Will change periodically as new ITS Projects are proposed and come on-line...
- Interfaces/Interconnects – Will change periodically as new projects are proposed and come on-line...
- List of Agency Agreements – Will change periodically, probably not often...
- Functional Requirements – Will change periodically, but the Region should not try to keep up with every minor change...Should only be updated with major updates to the ITS Architecture (new systems, new Stakeholders, etc.)...
- Standards – Will change periodically, but the Region should not try to keep up with every minor change...Should only be updated with major updates to the ITS Architecture (new systems, new stakeholders, etc.)...The Region should try to monitor Standards Development activities and incorporate them into new system deployments...
- Project Sequencing – Will change periodically as new ITS Projects are proposed and come on-line...



WHEN?

- When should the ITS Architecture be maintained?
- Are the RTPA's on a consistent and concurrent RTP cycle?
- Are the RTPA's on a consistent and concurrent RTIP cycle?
- Is there a cyclical planning activity that concurrently takes place on a consistent basis in the Region?
- Suggest that there be a pre-defined update cycle for the entire ITS Architecture – say every 3 to 4 years.
- Suggest that smaller updates and maintenance activities be dealt with on an as-needed basis, as appropriate.

HOW?

- Would the Agencies like to have a more defined process for updating the ITS Architecture – one that may imply less flexibility down the road? Or a less defined process that may imply more flexibility?
- Perhaps the Team could supply 2 or 3 scenarios and some guidelines for dealing with the update/maintenance; being careful to not “prescribe” the process so that the Agencies have maximum flexibility in dealing with updates and maintenance.