



CENTRAL COAST ITS COORDINATOR PROJECT

CCITS COORDINATING GROUP MEETING AGENDA

December 6th, 2004 ♦ 10:00 AM

Caltrans District 5 Office Building ♦ 50 Higuera Street ♦ Sycamore Conference Room ♦ San Luis Obispo (CA)

1. AGENCY UPDATES

- Updates from CCITS Coordinating Group members regarding their Agency's ITS-related activities

2. CCITS STAKEHOLDERS

- Identify Stakeholder Agencies
- Identify Agency contact(s) & contact information

3. ITS ARCHITECTURE

- "Converted" original 2000 Turbo (Version 1) into Turbo (Version 3)
- Initial activities
 - Description of Region
 - Identification of Stakeholders
- Intend to provide one (1) Turbo Architecture S/W database
 - Maintain Central Coast Regional-view
 - Maintain AMBAG-view
 - Maintain individual County-views (Santa Cruz, San Benito, Monterey, San Luis Obispo, & Santa Barbara)

4. ITS SYSTEMS INVENTORY

- Hand-out "converted" CCITS Turbo reports
 - Stakeholder Report
 - Inventory Report
 - Architecture Summary
- "Update" CCITS System Inventory
 - Review 2000 CCITS inventory (Existing vs. Planned)
 - Identify "new" inventory elements (Existing vs. Planned)

5. AGENCY NEEDS

- Hand-out 2000 CCITS Agency needs matrix
- Update CCITS Agency needs
 - Review 2000 CCITS Agency needs (Keep vs. N/A)
 - Identify "new" Agency needs & location(s)

6. ARCHITECTURE MAINTENANCE PLAN

- Identify the “number” of Plans needed
 - Review 2000 CCITS Agency needs (Keep vs. N/A)
 - Individual County
- Determine the Plan’s “starting point”
 - Caltrans Statewide Architecture Maintenance Plan/Process
 - Iteris’ traditional approach
- Determine County characteristics
 - Contact(s)
 - Desired maintenance policy decisions re: how frequently architecture would be updated, logistics, etc.

7. CCITS STUDY WEB-SITE

- Discuss what “type” of web-site the CCITS Coordinating Group envisions:
 - CCITS Stakeholder Agencies
 - Community/Public (aka ITS 101)
 - Both
- Sample web-site “run-thru” (e.g., pages, content, features, updates, etc.)
- Discuss web-pages to include vs. NOT include
- Discuss format/look & feel of web-site
- Discuss frequency of web-site updates

8. ITS OUTREACH MATERIALS

- CCITS Video/DVD
 - Show 2000 CCITS video
 - Identify area(s) to revise/modify/enhance
 - Caltrans D6 speaking segment
 - CHP speaking segment
 - “Call to Action” (e.g., why do we need your support, what’s next, use County Board Supervisor, etc.)
 - Others...
 - 1-page “Fact Sheet”
- CCITS Brochure
 - Area(s) to revise/modify/enhance
 - Discuss format/look & feel of brochure
 - Fonts
 - Level/depth of content
 - Still need an 8-page folded brochure??
- Logo (Optional)
 - Do we want a “new” logo?? (Y/N)
 - If yes, discuss some potential options
 - Color schemes
 - Items to incorporate
 - Balance between Central Coast flavor & ITS
 - Others...
- Prepare Presentation Materials
- Sign-off from AMBAG/CCITS Coordinating Group

9. WHAT'S NEXT

- Action Items (from this meeting)
- ITS Architecture
 - System Inventory
 - Needs Assessment
 - Operational Concept
 - Functional Requirements
- Architecture Maintenance Plan
- ITS Outreach Materials

10. OTHER BUSINESS

11. NEXT MEETING

- Tentatively scheduled for February 2005
- Potential date(s)

HAPPY HOLIDAYS!!