



CENTRAL COAST ITS COORDINATOR PROJECT

CCITS COORDINATING GROUP MEETING AGENDA

August 11th, 2005 ♦ 10:00 AM

Caltrans District 5 Office Building ♦ 50 Higuera Street ♦ Conference Room B (Video-conferencing will be available) ♦ San Luis Obispo (CA)

1. AGENCY UPDATES

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

2. CCITS WEBSITE REMINDER (<http://www.iteris.com/ccits-admin/>)

- Meeting materials
- Documents & deliverables (FINAL & for review)
- Document review/comment forms

3. REGIONAL ITS ARCHITECTURE

- Status/Review
 - Needs Assessment/User Services/Market Packages Report (Published to CCITS website)
 - System Inventory (Published to CCITS website)
 - Roles & Responsibilities (Sample from ITS Project Architecture)
 - Functional Requirements (Sample from ITS Project Architecture)
 - Interconnects/Flows (Published to CCITS website)
- Next Steps
 - Restore database & implement back-up process
 - Finalize ITS Architecture (Roles & Responsibilities, Functional Requirements, ITS Standards, & ITS Project Sequencing)

4. ARCHITECTURE MAINTENANCE PLAN

- Overview
 - "Walk-thru" of major items
 - Published to CCITS website
 - Discuss "standard" plan
 - Santa Barbara County
 - CCITS Regional Architecture
- Next Steps

5. AGENCY AGREEMENTS

- Overview
 - DRAFT list of "typical" agreements
 - Discuss/finalize list
- Next Steps
 - Develop sample agreements ("Top 5" per list)

6. ITS OUTREACH MATERIALS

- Logo
 - DONE
 - Shown above & on CCITS website
- CCITS Brochure
 - DONE?? (Discuss/review as necessary)
 - Publish on CCITS website??
- CCITS Video/DVD
 - Script status
 - Schedule of activities

7. ARCHITECTURE IMPLEMENTATION PLAN

- Foundation for ITS deployment
- Focus on Regionally-significant ITS Projects
- Guidance for ITS Project definitions, technology selection, O&M, funding opportunities, etc.
- Integrate w/ “traditional” Agency planning processes

8. MEETINGS WITH COUNTY BOARDS

- Topics to be addressed
 - In common
 - County-specific
- Timeframe
 - When?? Spring 2006??
 - How much time will we have to present to Board?? (15-mins., 30-mins, etc.)

9. MISCELLANEOUS ITEMS

- ITS World Congress (San Francisco, November 6th-10th, 2005)
- Other Business
- Next Meeting

10. ADJOURN

