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FMTF Data Committee Meeting Minutes

**Date: Tuesday, July 21, 2015**

**Time: 3:00 – 4:00 P.M. EST**

**Where: Web conference**

**Attendees List:**

**Frank Tabatabaee FDOT Central Office**

**Gabe Matthews FDOT Central Office**

**Thomas Hill FDOT Central Office**

**Hui Zhao FDOT District 4**

**Danny Lamb FDOT District 7**

**Gary Kramer West Florida RPC**

**Paul Van Buskirk, Van Buskirk, Ryffel & Assoc.**

**Richard Ranck Hillsborough County**

**Elaine Martino Martino Planning**

**Jeanette Berk HNTB**

**Paul Flavien Broward MPO**

**Krishnan Viswanathan CDM Smith**

**Daniel Beaty Atkins**

**Daniel Miller RK&K**

**Danyu Shi BCC Engineering**

**Steve Infanti Tindale-Oliver & Associates**

**Stephen Lawe RSG**

**Heather Lupton AECOM**

Gary Kramer began the meeting. – 3:05pm

## **Items Identified at Previous Meeting**

* The following five items were selected as potential items to present before the Model Task Force.
  + Standard Data Repository Website for Information Sharing
    - Original thoughts were to have a website that has inventory list of all data available and in the works for modeling.
      * It could list of past data purchases, data layout, coverage periods, purchase date, data holder contact email address, vendor name and link to the vendors web site for further information.
      * It could also list of data being considered for purchase (What’s in the pipeline?)
      * This could provide us with information about the data and who they should contact to acquire more information about the data and the data itself. It could also help us to be much more informative and not miss the critical data element we need as part of data purchasing negotiation, agreements with the vendor regarding the data sharing, etc. not to mention duplication/overlapping effort avoidance.
    - There are many issues with private data use agreements with companies that makes data sharing difficult to implement on an automated fashion.
    - We need to be able to share and post information about the data (metadata) considered for purchasing. This will help us gain feedback from the data committee and others interested in the data.
    - The title may need to be rephrased to read something along the lines of “Modeling Metadata Inventory (MMI), Statewide, Regional and Local”.
  + Cell Phone Data Use for Household Travel Surveys
    - There are concerns with how many older adults have smart phones.
    - There are also concerns about cell phone coverage within the rural areas.
  + Investigate Different Companies for Employment Data
    - Employment data is typically acquired every five years for LRTP updates.
    - How often should FDOT acquire the InfoGroup data?
      * It will be purchased this year, but do we need to buy it every year?
        + For District 7, every five years is good unless they go into non-attainment.
      * Do you get requests for InfoGroup data that extends beyond modeling?
      * Are there other sources that provide the same data at a different cost?
  + Continue to Research Different Sources for Freight Data
    - There is an NCFRP report coming out that may be a useful tool in identifying freight data sources.
      * Could be a good starting point.
  + File Structure Consistency Throughout the State

**Action Item:**

* **Hold another meeting to prioritize these items for the next Model Task Force meeting.**

## **Data Needs**

* Create a framework within the data committee where everyone can fit in to be used as a guidepost for the committee.
  + Identify Modeling Needs
    - Identifying what we need and what we would like to have in terms of model data.
  + Identify Existing Data Sources
    - California has a centralized data repository, but some private sources are not available.
      * For private sources, individuals can request the data.
  + Data Collection
  + Data Orientation and Processing
    - Once we have existing data, can we orient it to different opportunities?
  + Data Awareness and Dissemination
    - We have multiple methods to raise awareness.
      * Ex. Model Task Force, FDOT, Clearinghouse News
    - Clearinghouse for data dissemination.
      * Ex. FSUTMS Online, FGDL
  + Data Presentation
    - How do we output the data from the model to look good?
* The FSUTMS website is currently undergoing updates to its look and content.
  + We should have dates for when the data has been posted and as of what date is it current.

## **Comments**

* The next Model Task Force meeting will be held in Orlando at the Embassy Suites-Jamaican Court, December 8-10, 2015.

## **Where do we go from here?**

* We will hold another meeting in a few weeks to discuss the prioritization of the above items.

**Action Item:**

* **Committee members and friends review these items to help prioritize the five items mentioned above.**

Meeting adjourned – 3:51pm