

## TSMO Communication/Action Plan 2023

### Council Overview

#### 2023 Mission

Raise awareness of TSMO, its current trends, and opportunities to incorporate it into the various stages in all projects, from planning to maintenance and operations.

#### Goals

Promote collaboration and participation among ITE members and councils

#### Executive Committee

Position	Name	Contact
Chair	Catalina Echeverri	cecheverri@gfnet.com
Vice Chair	Joe Gregory	joseph.gregory@dot.gov
Vice Chair	Venkat Nallamothe	venkat.nallamothe@toxcel.com
Staff Liaison	Siva Narla	snarla@ite.org
Secretary	April Wire	April.Wire@Maricopa.Gov
Webinar Committee Liaison	Sky Guo, Ati Abad	xiaoyuguo@tamu.edu, atefeh.abad@atkinglobal.com
CAV Standing Committee Chair	Matt Smith	matthew.smith@kimley-horn.com
Smart Communities Standing Committee Chair	Samuel Trotman	samuel.trotman@kleng.com
Urban Goods Movement Standing Committee Chair	Madhuri Seera	Madhuri.Seera@Calgary.ca
Younger Member	Alexandra Lopez	alexandra.lopez@dot.state.fl.us
Younger Member	Sky Guo	xiaoyuguo@tamu.edu
Ex Officio	Joe Gregory	joseph.gregory@dot.gov
Awards Committee Chair	Pete Yauch	pyauch@iteris.com
Social Media Lead	Kamar Amine	<a href="mailto:kamin008@fiu.edu">kamin008@fiu.edu</a>
Social Media Support	Alican Karaer	akaraer@iteris.com

#### One ITE Liaison Roster

Position	Name	Contact
TSMO Board Liaison	TBD	

## TSMO Communication/Action Plan 2023

TSMO District Liaison	TBD	
TSMO Council Liaison	TBD	
TSMO Committee Liaison	TBD	
CAV Committee Liaison	Joe Gregory	joseph.gregory@dot.gov
Smart Cities Committee Liaison	Catalina Echeverri	cecheverri@gfnet.com
Urban Goods Movement Committee Liaison	Venkat Nallamothu	venkat.nallamothu@toxcel.com

### Standing Committee Roster

Standing Committee Name	Committee Action Plan page number
CAV Committee Liaison	
Smart Cities Committee Liaison	
Urban Goods Movement Committee Liaison	

For more information about the Council, contact Catalina Echeverri [cecheverri@gfnet.com](mailto:cecheverri@gfnet.com) ; 813-480-5193

## Project Summary

The following table provides a high-level overview of the projects that will be completed or started this year.

Project	Task Owner	Final Due Date	Set up for Success?			
			CLT approval (y/n)	Volunteers assigned to support	# of additional volunteers needed	ITE Staff Approval & ITE Forms
Webinar 1 – Smart Work Zones	Sky	Quarter 2		2	0	TBD
Webinar 2 – Coordinate with NOCOE	Sky/Brad	Quarter 3		2	0	TBD
TRB Meeting	Catalina	January		2	0	TBD
Quarter 2 Meeting	Catalina	April		2	3	N/A
Annual Meeting Council Meeting	Catalina	August		2	3	N/A
Quarter 4 Meeting	Catalina	September		2	3	N/A

### TSMO Communication/Action Plan 2023

Provide Developing Trends to Leadership Council	Venkat	See administrative Calendar		4	5	N/A
Council Award	Pete Yauch	Q1 2022		3	4	See admin calendar
Organize a session for the Spring Conference	Catalina	Q1		1	2	N/A
Submit a session proposal for the ITE Annual Meeting	Joe	November 2023		3	4	N/A
Contribute to NOCoE Events	Brad Freeze	To be coordinated with ITE HQ		1	1	N/A
TSMO 101 – 1 quick Bite with an opportunity to become a series	Joe	Draft available for presentation at annual meeting		6	7	Submit proposal by end of Q1
TSMO Project Prioritization – tech brief	Venkat	Q1 2024		10	11	Submit proposal by the end of Q1

### Webinar Summary

Assigned webinar date	Webinar topic	Set up for Success?				Success Record	
		Abstract prepared	Assigned moderator	Presenters	Outreach planned (social media, etc.)	Delivered on time	Number of attendees
TBD	Smart Work Zones	TBD	TBD	TBD	Social media, ITE community		
TBD	Webinar with NOCOE	TBD	TBD	TBD	Social media, ITE community		

### TSMO Communication/Action Plan 2023


Use the table above to describe a high-level overview of the projects that will be completed or started this year.

# TSMO Communication/Action Plan 2023

## Webinars

**Make sure you work with your staff liaison and Kellyanne Broom to make sure you know how many webinar slots your Council has available and when the associated deadlines are for these submittals**

### Webinar 1 | Assigned Date from ITE: MM/DD

Webinar topic: Smart Work Zones

#### Webinar Team

Role	Name	Email	Phone
Moderator	TBD		
Presenter	TBD		
Presenter	TBD		
Presenter	TBD		

#### Webinar 1 Pathway to Success

Deliverables	Responsible Party	Due Date	ITE Deadline
Lock in the webinar date	Sky	TBD by Kellyanne Broom	Q1
Identify the speakers	Volunteer TBD	As directed by Kelleyanne	Q1
Submit required materials to ITE on time	Sky	As directed by Kelleyanne	Q2
Conduct the webinar	Volunteer TBD	As directed by Kelleyanne	Q2

### Webinar 2 | Assigned Date from ITE: MM/DD

Webinar 2: Plan a webinar with NOCoE to strengthen the partnership between ITE and NOCOE by delivering one webinar jointly.

#### Webinar Team

Role	Name	Email	Phone
Moderator	TBD		
Presenter	TBD		
Presenter	TBD		
Presenter	TBD		
Presenter	TBD		

**TSMO Communication/Action Plan 2023**

Webinar 2 Pathway to Success

<b>Deliverables</b>	<b>Responsible Party</b>	<b>Due Date</b>	<b>ITE Deadline</b>
Lock in the webinar date	Sky	TBD by Kellyanne Broom	Q3
Identify the speakers	Brad	As directed by Kelleyanne	Q3
Submit required materials to ITE on time	Sky	As directed by Kelleyanne	Q4
Conduct the webinar	Brad	As directed by Kelleyanne	Q4

## TSMO Communication/Action Plan 2023

### Product/Project/Initiative

#### Project 1: Create Developing Trends

Support ITEs goal of being thought leaders by submitting three developing trends on time.

##### Pathway to Success

Deliverables	Responsible Party	Due Date
Identify a large list (target 10 options)	Venkat	End of May
Cut the list in half	TBD	End of July
Debate the list and cut it to one per group (Council + standing committees)	TBD	At Annual Meeting
Provide the list to the CLT	TBD	Immediately after the Annual Meeting
Provide one PowerPoint slide to CLT per developing trend	TBD	Mid-September
Submit one page developing trend writeup as requested	TBD	Mid October if requested
Incorporate all trends into next year's action plan	TBD	November

#### Project 2: Annual Meeting Session Abstract

Identify a priority topic and submit a session abstract that identifies three potential speakers. [Pathway to Success](#)

Deliverables	Responsible Party	Due Date
Identify Champion to Submit	Joe	At the Annual Meeting in August
Identify Topics	Joe	End of August
Identify Speakers	Champion	End of September
Submit Abstract	Champion	Mid November

#### Project 3: TSMO 101 Quick Bite

Create a document that educates practitioners who are not familiar with TSMO or the TSMO terminology on the fundamentals of the topic. Also start to create a library of what TSMO tools are available.

##### Pathway to Success

Deliverables	Responsible Party	Due Date
Submit project proposal to ITE	Joe	End of February
Assemble the working group	Joe	End of March
Conduct a kickoff meeting to identify topics to be covered	Joe	Mid-April

## TSMO Communication/Action Plan 2023

Create an outline and small group assignments to generate content		End of April
Annual Meeting Working Draft	Joe	At the Annual Meeting in August
Peer review	Joe	End of October
Final draft submitted to ITE	Joe	End of December

## Project 4: TSMO Project Prioritization Technical Brief

Start to document how planning organizations successfully prioritize TSMO projects.

### Pathway to Success

<b>Deliverables</b>	<b>Responsible Party</b>	<b>Due Date</b>
Submit project proposal to ITE	Venkat	End of March
Assemble the working group	Venkat	End of April
Conduct a kickoff meeting to identify topics to be covered	Venkat/Committee	Mid May
Create an outline and small group assignments to generate content	Venkat/Committee	At the Annual Meeting
Working Draft	Venkat/Committee	End of October
Peer review	Venkat/Committee	End of December
Final draft submitted to ITE	Venkat/Committee	End of March 2024



# TSMO Communication/Action Plan 2023

## CAV Standing Committee

### Committee Overview

This committee is associated with the TSMO Council.

One or two paragraphs about what the Council does and what its identity is.

### 2023 Mission

What is the mission for this year?

### Goals

1-4 goals for the Council that conform to the Council metrics

### Executive Committee

Position	Name	Contact
Chair	Matt Smith	matthew.smith@kimley-horn.com
Vice Chair	TBD	
Staff Liaison	Siva Narla	snarla@ite.org
Secretary	TBD	
Webinar Committee Liaison	TBD	
Board Liaison	TBD	

### One ITE Liaison Roster

Position	Name	Contact
TSMO District Liaison		
TSMO Council Liaison	Joe Gregory	joseph.gregory@dot.gov
TSMO Committee Liaison		

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Committee roundtable of what members would like to see						

## TSMO Communication/Action Plan 2023

O Follow-up on items identified in 2022						
Re-invigorate/re-imagine webinar series. Develop/deliver 2						
Develop list of white paper subject material for next two years. Deliver 1, significant process or deliver 2nd						
Review / reappoint "committee liaisons" (to different ITE committees)						

## Webinar Summary

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Use the table above to describe a high-level overview of the projects that will be completed or started this year.

# TSMO Communication/Action Plan 2023

## Smart Cities Standing Committee

### Committee Overview

This committee is associated with the TSMO Council.

One or two paragraphs about what the Council does and what its identity is.

#### 2023 Mission

What is the mission for this year?

#### Goals

1-4 goals for the Council that conform to the Council metrics

### Executive Committee

Position	Name	Contact
Chair	Samuel Trotman	samuel.trotman@kleng.com
Vice Chair	Brad Freeze	Brad.Freeze@Nashville.gov
Staff Liaison	Siva Narla	snarla@ite.org
Secretary	TBD	
Webinar Committee Liaison	TBD	
Board Liaison	TBD	

### One ITE Liaison Roster

Position	Name	Contact
TSMO District Liaison		
TSMO Council Liaison	Catalina Echeverri	cecheverri@gfnet.com
TSMO Committee Liaison		

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# TSMO Communication/Action Plan 2023

## Urban Goods Standing Committee

### Committee Overview

This committee is associated with the TSMO Council.

One or two paragraphs about what the Council does and what its identity is.

#### 2023 Mission

What is the mission for this year?

#### Goals

1-4 goals for the Council that conform to the Council metrics

### Executive Committee

Position	Name	Contact
Chair	Madhuri Seera	Madhuri.Seera@Calgary.ca
Vice Chair	Haley Hutson	hhutson@akrf.com
Staff Liaison	Siva Narla	snarla@ite.org
Secretary	Jacob Lamb	jacob.lamb@ucalgary.ca
AUZ Area Lead	Marianne Richards	m.r.richards@optusnet.com.au
Canada Area Lead	David Kriger	david@davidkriger.com
Webinar Committee Liaison	TBD	
Board Liaison	TBD	

### One ITE Liaison Roster

Position	Name	Contact
TSMO District Liaison		
TSMO Council Liaison	Venkat Nallamothe	venkat.nallamothe@toxcel.com
TSMO Committee Liaison		

### Project Summary

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## TSMO Communication/Action Plan 2023

					<b>volunteers needed</b>	

## Webinar Summary

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