ITS CABINET WORKING GROUP TELECONFERENCE
WEDNESDAY, 10/05/09, 03:30-05:00 PM ET

ATTENDEES
• Siva Narla, ITE
• Ralph Boaz, Pillar Consulting *
• Ron Johnson, Harris County, TX *
• James Kinnard, Adaptive Solutions
• Craig Gardner, Intelight ITS *
• Jim Rose, Econolite *
• Leah Fuss, Econolite
• Joe Palsa, Clary Corp.
• Tim Fiebrich, Siemens *
• Peter Ragsdale, Self *
• Jim Waggoner, SFMTA *
• Bob Rausch, TransCore *
• Bruce Eisenhart, ConSysTec
• Sean Coughlin, Caltrans District 4
• Steve Alonge, Noblis
• Dave Miller, Siemens
• Jean Johnson, NEMA

VOTING MEMBERS AND RECENT ATTENDEES NOT PRESENT
• Scott Evans, EDI *
• Peter Skweres, MnDOT *
• Reza Roozitalab, McCain
• David J. Wells, Caltrans *
• Dave Holstein, Ohio DOT *
• Chuck Morrison, Seattle DOT *
• Clyde Neel, Naztec *
• Kenneth Lee Montgomery, GADOT
• Raul De Anda, LACDOT
• Robert Welborn, City of Houston
• Leah Fuss, Econolite
• Joe Palsa, Clary Corp.
• Tim Fiebrich, Siemens *
• Peter Ragsdale, Self *
• Dave Miller, Siemens
• Jean Johnson, NEMA
• Mohamed Talas, NYCDOT *

[* indicates a voting member of the Working Group.]
[Action items are assigned using capitalized last names in brackets.]

GENERAL
• Introductions.
• Meeting Conduct Guidance.
• Agenda Review.
TASK ASSIGNMENTS/ACTION ITEMS
- UL508 team provisions to come up with recommendation by 8/17. [UL508 SUBGROUP]
- Ralph to forward Jim Rose’s email. [BOAZ]
- Ron Johnson to prepare draft operational scenario(s) for discussion purposes. [JOHNSON]

DRAFT DOCUMENT REVIEW
- James described the goals of this stage. Expressed need for help on applications. Are these related to operational scenarios?
- James stated that requirements development is not a linear process. We may also find that we are working on some requirements while we are doing the design.
- Requirements need to be labeled separately.
- Submit comments to Ralph and James.
- Are the requirements complete for the most part? Little or no comments received.
- Add special requirement for below an outside the extremes. [???
- Peter and Joe will do requirements section for Power? [???
- Need to fill in the application areas. Watch for exclusive traffic signal talk. Need configurations for Ramp Metering. Ralph to contact Sean Coughlin. [BOAZ]
- Need the correlation of multiple needs to specific requirements.
- English units for measurement? It was noted that Caltrans went from inches to metric and then back again. Jean Johnson to investigate whether it is required from USDOT. [JJOHNSON]

NEXT MEETINGS
- TBD