



Regional Transportation Technical Advisory Committee (RTTAC)  
Modeling Subcommittee  
and  
Public Participation Subcommittee  
Meeting Agenda

January 18, 2017 – 9:30 AM to 12:00 PM

Broward Metropolitan Planning Organization  
Trade Centre South Building  
100 West Cypress Creek Road, Suite 850,  
Fort Lauderdale, FL 33309-2122

Call-in information: 1.877.829.8910  
*Pin: 2114574*

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- I. Call to Order
  - II. Introductions
  - III. Approval of the December 8, 2016 Meeting Minutes\* (5 minutes)
  - IV. Phase 1: Regional Household Survey Update - John Lafferty / Josh DeLaRosa (15 minutes)
  - V. Phase 2: Regional Household Survey Implementation - John Lafferty / Josh DeLaRosa (40 minutes)  
Opt-in approach  
Outreach Support
  - VI. SERPM 8.0: Data Needs Review - Jay Evans / Hui Zhao (30 minutes)
  - VII. SERPM 8.0: Model Design Plan Review - Jay Evans / Hui Zhao (30 minutes)
  - VIII. SERPM 8.0: Model Validation Plan Review - Jay Evans / Hui Zhao (30 minutes)
  - IX. Member Comments
  - XI. Next Meeting February 15, 2017 – FDOT District 6
  - X. Adjournment\*

\*Action Item



Regional Transportation Technical  
Advisory Committee (RTTAC)  
Modeling Subcommittee  
December 8, 2016 Meeting Minutes

The following is a summary of the RTTAC Modeling Subcommittee (RTTAC MS) meeting held on December 8, 2016.

MEETING TIME AND LOCATION

1:00 PM

Embassy Suites by Hilton Orlando - International Drive Jamaican Court  
Small Conference Room  
8250 Jamaican Court  
Orlando, FL 33281

MEETING ATTENDEES

1. Neil Lyn, FDOT D6, [Neil.Lyn@dot.state.fl.us](mailto:Neil.Lyn@dot.state.fl.us)
2. Wilson Fernandez, Miami-Dade MPO, [WFernandez@miamidadempo.org](mailto:WFernandez@miamidadempo.org)
3. Paul Flavien, Broward MPO, [Flavien@browardmpo.org](mailto:Flavien@browardmpo.org)
4. Tim Verbeke, Palm Beach MPO, [tverbeke@palmbeachmpo.org](mailto:tverbeke@palmbeachmpo.org)
5. Shi-Chiang Li, FDOT D4, [Shi-Chiang.li@dot.state.fl.us](mailto:Shi-Chiang.li@dot.state.fl.us)
6. Hui Zhao, FDOT D4, [Hui.Zhao@dot.state.fl.us](mailto:Hui.Zhao@dot.state.fl.us)
7. Andrew Tyrell, FDOT D7, [Andrew.tyrell@dot.state.fl.us](mailto:Andrew.tyrell@dot.state.fl.us)
8. Ken Spitz, FDOT 7, [Kenneth.spitz@dot.state.fl.us](mailto:Kenneth.spitz@dot.state.fl.us)
9. Jay Evans, Cambridge Systematics, [JEvans@camsys.com](mailto:JEvans@camsys.com)
10. Brent Selby, Cambridge Systematics, [bselby@camsys.com](mailto:bselby@camsys.com)
11. Tom Rossi, Cambridge Systematics, [trossi@camsys.com](mailto:trossi@camsys.com)
12. Scott Seeburger, FDOT D4, [scott.seeburger@dot.state.fl.us](mailto:scott.seeburger@dot.state.fl.us)
13. Martin Milkovits, Cambridge Systematics, [MMilkovits@camsys.com](mailto:MMilkovits@camsys.com)
14. Mary Ross, Gannett Fleming, [mross@gfnet.com](mailto:mross@gfnet.com)
15. Josh DeLaRosa, Abt SRBI, [J.Delarosa@srbi.com](mailto:J.Delarosa@srbi.com)
16. John Lafferty, Parsons Brinckerhoff, [Lafferty@pbworld.com](mailto:Lafferty@pbworld.com)
17. Rosella Picado, Parsons Brinckerhoff, [Picado@pbworld.com](mailto:Picado@pbworld.com)
18. Amar Sarvepalli, Parsons Brinckerhoff, [Sarvepalli@pbworld.com](mailto:Sarvepalli@pbworld.com)
19. Jeanette Berk, RSG, [Jeanette.berk@rsginc.com](mailto:Jeanette.berk@rsginc.com)
20. Colin Smith, RSG, [colin.smith@rsginc.com](mailto:colin.smith@rsginc.com)
21. Hoyt Davis, Gannett Fleming, [hdavis@gfnet.com](mailto:hdavis@gfnet.com)
22. Yongqiang Wu, CTS, [ywu@csteinc.com](mailto:ywu@csteinc.com)
23. Krishnan Viswanathan, Cambridge Systematics, [rviswanathan@camsys.com](mailto:rviswanathan@camsys.com)

## MEETING NOTES

Below is a summary of items discussed during the meeting. Action items and motions are underlined.

### I. Call to Order

Neil Lyn called to the meeting to order at 1:15 PM.

### II. Introductions

### III. Approval of the September 28, 2016 Meeting Minutes

Neil Lyn made a motion for approval of the meeting minutes. The motion was seconded by Wilson Fernandez and was unanimously approved by the RTTAC MS.

### IV. Phase 1: Regional Household Survey Update

John Lafferty introduced the item to inform the RTTAC-MS that recruitment portion of the survey has been mostly completed and the team is in the process of now collecting trip diary surveys. Josh DeLaRosa provided an overview of the survey progress to include a detailed breakdown of those that have been recruited according to sample targets established by the RTTAC MS. Josh also provided a summary on the number of trip diaries completed to date. It was noted that all of the respondents recruited to date have been assigned a travel date. It is anticipated that the Phase 1 of the survey will be completed by mid-January 2017.

A discussion on recruitment methods to improve response rates ensued. Josh reminded the RTTAC-MS that respondents are contacted up to six (6) times once recruited to encourage the completion of their trip diaries. Contact is in the form of phone calls, text messages and email.

### V. Phase 2: Regional Household Survey: Opt-In Approach

Based upon previous RTTAC-MS meeting discussions, the Household Survey team have identified two (2) opt-in methods to increase the response rate of the Household Travel Survey since a participation incentive is prohibitive. Josh DeLaRosa provided an overview of each of the two (2) options that can be accommodated. These options include: 1.) an email option; or, 2.) an email and webpage combined option.

Neil Lyn inquired as to whether the email option was more cost-effective and less cumbersome in terms of the user having to complete only two surveys – recruit survey and travel diary. Josh agreed and indicated that this option can be implemented quickly. Paul Flavien asked Josh DeLaRosa for his professional opinion as to which option would be the most cost effective to implement. Josh suggested that both options are viable and each are dependent on the level of engagement respondents are will to give to complete the survey. It was also stated that various outreach effort as previously offered by each of the MPO's at the September 28<sup>th</sup> RTTAC-MS / Public Outreach subcommittee joint meeting to include email blasts, press releases etc. will be necessary to increase public awareness of the survey.

John Lafferty indicated that the survey team is preparing for the execution of Phase 2 of the survey which could begin as early as the week of January 9th. John also reminded the RTTAC-MS that there is remaining sample that has been purchased in the amount of approximately 70,000 addresses for the last remaining mail out and there will need to be a determination as to whether the team continues to pursue the mail out effort given the results of Phase 1 which to date has mailed out approximately 210,000 recruitment letters.

Wilson Fernandez expressed concern on designing an Opt-in instrument over the holiday season without the benefit of having the RTTAC- Public Outreach subcommittee involved to review and provide input. Wilson requested that he be given direction from the RTTAC-MS to direct the study team to move forward with the preparation of the desired Opt-in methodology/framework and corresponding costs for distribution and discussion at the next RTTAC-MS meeting.

Neil Lyn made a motion to tentatively adopt the website and email Opt-In method for Phase 2 of the Regional Household Survey and to have the Project Manager direct the study team to prepare a methodology and fee for this option to determine cost implications to the study budget to include contingency. The motion was seconded by Wilson Fernandez and was unanimously approved by the RTTAC MS.

VI. Regional Household Survey O-D– Links Selection

Wilson Fernandez provided an overview of the item based upon what is being requested from the Origin and Destination data vendor (Street Light). Wilson proposed 17 links within the three (3) county region and will distribute a draft map with these links identified for review and comment by the RTTAC-MS.

VII. SERPM 8 Model Design Workshop Discussion

Jay Evans and Ton Rossi introduced the item and provided an overview as part of a presentation on the SERPM 8 Model Design. Wilson Fernandez raised the issue of the Miami-Dade MPO being able to reconcile and normalize traffic counts by the end of December 2016 for purposes of establishing a base year count. Raw counts will be available by the end of 2016. Hui Zhao asked who is preparing the employment data for the base year. Wilson indicated that the Miami MPO will provide base year population and employment data for the 2015 for Miami-Dade County.

Wilson Fernandez called a motion for a SERPM 8 base year methodology to be developed and presented at the next RTTAC-MS meeting. The motion was seconded by Paul Flavien and was unanimously approved by the RTTAC MS

VIII. Discuss 2017 Meeting Schedule

Wilson prepared a draft schedule that proposes nine (9) meetings over the course of 2017. Beginning with meetings in January, February, March, April, May, July, September, October, and November. These would occur on Wednesday of the given month.

Neil Lyn called a motion for approval. The motion was seconded by Wilson Fernandez and was unanimously approved by the RTTAC MS.

The next meeting is scheduled for Wednesday, January 18<sup>th</sup> 2017 at the Broward MPO.

IX. Member Comments

X. Adjournment

Neil Lyn adjourned the meeting at 3:38PM