



Puget Sound Regional Council

REGIONAL TRAFFIC OPERATIONS COMMITTEE OPERATING PROCEDURES

Committee Purpose

The Regional Traffic Operations Committee (RTOC) is a technical working group that provides expertise and assistance to PSRC staff as part of the work to support the enhancement and optimization of the regional transportation system for safe, secure, efficient and reliable travel.

The Committee's two primary functions will be:

- 1) Providing traffic engineers, public works representatives, planners, and other stakeholders from across the region with a forum for sharing information, examining policies and procedures, and collaborating and coordinating on regional traffic operations investments and practices in the central Puget Sound region, including:
 - a. Intelligent Transportation Systems (ITS) deployments, including traffic control systems, traffic management tools, communications tools, and data management systems.
 - b. Regional traffic operations at the arterial and freeway levels.
 - c. Evolving technologies such as connected and autonomous vehicles.
- 2) Serving as PSRC's hub for technical expertise on issues related to regional traffic operations. The group will play a critical role in informing PSRC's work, including (but not limited to) the Regional Transportation Plan, the Regional ITS Architecture, and various other efforts.

Membership

Committee membership will be composed primarily of traffic engineers, public works representatives, and transportation planners from PSRC member agencies across all four central Puget Sound counties (and including a broad cross-section of local jurisdiction sizes and types). Other members may include representatives from non-PSRC member organizations that have expertise in the deployment of ITS and/or other matters related to regional traffic operations. New members will be recruited with input from and the approval of current membership.

Roles and Responsibilities

In carrying out their assigned duties, RTOC members will:

- Attend or be represented at all Committee meetings and report back to their agencies.
- Represent the interests of RTOC and its members by actively participating in the Regional Project Evaluation Committee.
- Provide program and policy guidance that informs PSRC's work on regional traffic operations issues.
- Provide feedback and input for the region's long-range transportation plan.

- Provide input on the criteria for the Project Selection process.
- When appropriate, RTOC will have the opportunity to learn about and provide feedback on various other local and regional planning efforts while they are still in development.
- Provide input and feedback on the regular updates of the Regional ITS Architecture.
- Research and discuss potential funding opportunities to support regional traffic operation enhancement and capital equipment purchasing.
- Identify and address issues vital to the interests of jurisdictions represented on the Committee.
- Share information about projects or new transportation policies being implemented in their jurisdiction that may have impact to users or operators in other regional jurisdictions.
- Give presentations of studies or analysis of traffic operations that will help inform other jurisdictions about new ITS technologies, operating procedures, safety improvements, or other relevant information.

The Committee will typically be organized with one representative from PSRC and two co-chairs from PSRC member agencies, whose responsibilities include:

- Planning and conducting regular RTOC meetings and as needed, any sub-committee meetings.
- Inviting transportation professionals, experts and other presenters to share information that support the purposes of the RTOC or could benefit members.
- Soliciting feedback from RTOC members to continuously provide valuable and informative presentations, discussions and meeting topics.

In addition, PSRC staff will supply a meeting space, provide administrative support, and help organize and facilitate Committee meetings.

Meeting Schedule

The Committee generally meets bi-monthly. Meetings are typically held at the PSRC offices on the first Thursday of the month from 9:30 a.m. – 11:00 a.m., although the location, date, and time can be changed if needed.

RTOC Operating Procedures updated and adopted by the Committee: **5/3/2018**