

**OPERATIONS TASK FORCE MEETING**  
**Houston-Galveston Area Council**  
**3555 Timmons, Houston, TX 77027 – 2<sup>nd</sup> Floor Conference Room A**  
**WEDNESDAY, July 6, 2016 @ 9:30 AM**

**AGENDA**

1. Introductions
2. Minutes Review

**DISCUSSION ITEMS**

3. Transportation Systems Management and Operations (TSM&O) Clearinghouse Development Kick-Off (Tony Voigt and Charlie Stevens, TTI)

TTI is beginning work on the TSM&O work, which includes the revamping of the ITS Architecture, the development of Systems Engineering Templates, an implementation clearinghouse, and a communications network inventory. We will be discussing the information needed for the development of this Clearinghouse, identifying the products for template development, and be assigning homework for the provision of additional information for this project.

- a) Regional Architecture Development
  - b) Systems Engineering Evaluation Process and Template Development
  - c) Regional TSMO Documentation Database
  - d) Formal Needs and Communications Survey
  - e) Regional Capability Maturity Roadmap
4. Development of an Incident Management Training Facility (Charlie Stevens, TTI)

Charlie will be discussing the concept of a dedicated incident management training facility, similar to one established in Tennessee.

5. Adjournment – Next Meeting – September/October 2016