



2018-2019 Year 2 Annual Report **Contract DTFH61-13-D-00026**

Task 0015

Support for the Transportation Safety Advancement Group (TSAG)

Period: June 2018 – May 2019

Part 1 of the following report includes a compilation of the four quarterly reports that provide a task-by-task summary of the key accomplishments of the support services provided for TSAG for the 2nd year of this contract. Part 2 of the report provides an assessment of the progress made on the measurable objectives as defined in the strategic plan. The period of this report extends from project start date of June 1st, 2018 through May 31st, 2019. In general, the project progressed steadily throughout this reporting period without any significant red flags.

PART 1 – Overview of Year 2 Activities and Progress

Task 1 – Project Management

- Meetings—During this period, project management team (PMT) meetings were held on a regular monthly basis to keep project leaders informed on project status and to seek input from DOT on key items. Meeting summaries with action items were prepared for all meetings.
- Schedule—A master schedule was updated and submitted approximately every three months during this period with up to date assignments and subtask deliverable dates.
- Membership—The TSAG membership list was updated throughout this period.
- Contract—A modification to the Performance Work Statement was prepared to accommodate three technical projects and webinars in year 2.
- Progress Reports/Invoices—Progress reports and invoices were submitted on a monthly basis during this period.
- Project Closeout Meeting—Project closeout meeting is scheduled for May 29th, 2019.

Task 2 – Prepare TSAG Strategic Plan, Briefings, and Quarterly and Annual Reports

- TSAG Strategic Plan and Bylaws—In October 2018, a facilitated teleconference was held for the entire TSAG to discuss updates to the strategic plan and bylaws. An updated draft strategic plan and bylaws were prepared based on the feedback received during the meeting. Additional discussion on these topics took place at an in person full group TSAG meeting in January 2019. Revisions were made and a final updated strategic plan and bylaws were approved and published on the TSAG website in March 2019.
- Annual Report—A year two annual report was prepared.
- Annual Public Safety Research Assessment and Knowledge Transfer Report—An update to the TSAG year one annual public safety research assessment and knowledge transfer report was completed in May 2019. An update to the year one plan is expected to be submitted to DOT before the May 31st contract completion date.



Task 3 – Conduct TSAG Program Activities

- Technical Work Plan—A 2019-2020 updated technical work plan was discussed in October 2018 and January 2019. A final plan with prioritized activities was approved in March 2019 to provide direction for on-going and future technical activities.
- TSAG Case Studies and Webinars—Three technical projects or “case studies” were completed during this reporting period: (1) a final technical memo and white paper on I2R were completed in March 2019; (2) a final white paper on AACN was completed in April 2019; and (3) a final white paper on FirstNet/NextGen911 was completed in May 2019. In addition, webinars were conducted on each of the three technical projects as follows: (1) March 19th, 3:00 EST – I2R; (2) April 9th, 3:00 EST – AACN; (3) May 14th, 3:00 EST – FirstNet/NextGen 911. Marketing materials were developed and distributed for each of the three technical products and webinars. All materials are posted on the TSAG website.

Task 4 – Perform TSAG Business Meeting Management

- Conduct Annual All-Member Business Meeting and three other TSAG Business Meetings—Conducted an annual all-member full group TSAG business meeting on August 20th, 2018 including technical presentations from two outside speakers. Conducted three other full group TSAG meetings on (1) October 23rd, 2018 via teleconference (2) January 17th, 2019 in person in Washington DC in conjunction with TRB and (3) March 6th, 2019 via teleconference. Coordinated travel arrangements, reserved hotel room block and arranged for reimbursement of all TSAG member travel expenses for in person meetings. Prepared meeting summaries to document meeting discussions at all four meetings.
- Manage TSAG Executive Committee and Ad-Hoc Committee Meetings—Facilitated multiple TSAG executive committee and technical task force meetings throughout contract year 2.
- Prepare Quarterly Issue/Action Status Reports—Completed and submitted TSAG quarterly reports for each of the four quarters of this reporting period.

Task 5 – Conduct TSAG Public Engagement and Website Management

- Outreach—TSAG members participated in several outreach activities throughout year two of the contract. The January TSAG business meeting was held in conjunction with a new TRB transportation emergency services subcommittee for foster a relation with this new committee. TSAG members also attended/presented at relevant TRB sessions. The Chair of TSAG participated/plans to participate in two outreach sessions including South by Southwest Meeting in Austin, TX, March 2019 and the AV Symposium Session on Connected Infrastructure Systems & Emergency Response on July 16 in Orlando, FL. TSAG is also planning to conduct an outreach session to be held in conjunction with ITE’s Annual Meeting in July 2019 in Austin, TX.
- Maintain and Manage TSAG Website—After significant work with a Web developer during year 1 of the contract, a new TSAG web site was launched at the end of May 2018. Regular updates and maintenance took place throughout the year.



PART 2 – Assessment of Year 2 Progress on Strategic Plan Objectives

This section provides an overall assessment of the progress made on the measurable objectives as defined in the strategic plan.

As background, the TSAG was in a significantly dormant state at the time this contract began. The governing documents including the group's bylaws and strategic plan were significantly outdated and no technical activities were currently underway. The content on the website was out of date and the site was no longer active. We found it necessary to restore the group to a "functional mode" prior to initiating work on technical activities. The group participated in several full group sessions and adopted new bylaws and set a new strategic direction for the group. Much of the year one activities were focused on getting the group and its administrative documents and website back to a functional mode.

With the TSAG back in a fully functioning mode after year one, year two was a year of significant progress in initiating the technical work goals of the 2018-2019 and 2019-2020 work plans as defined in the approved TSAG strategic plan. The following section includes an excerpt of the approved 2019-2020 work plan with notes added in red to provide progress updates on these initiatives.

[2019-2020 Special Projects \(from approved TSAG 2019-2020 Strategic Plan\)](#)

TSAG has identified the following special projects for the 2019-2020 Work Plan. These special projects are described briefly below and presented in priority order:

1. I2R Future Opportunities

Infrastructure-to-responder (I2R) technologies include location/GIS information of facilities, signal prioritization and other technologies that allow infrastructure to communicate with responders. Future opportunities for responder and handheld-friendly communication will improve information sharing and responder safety. This project will develop a state of the practice synthesis of infrastructure to responder technologies and communication.

The scope of work for this project was finalized in July 2018. Significant effort on the part of a contractor and a TSAG task force was devoted to developing three ancillary products on this topic including a technical memo, white paper and recorded webinar all completed in 2019. This effort is now complete.



2. AACN New Ideas

Advanced automated collision notification (AACN) provides life-saving information by reducing the time required for detection, notification and response to an incident. It can also enhance patient care through provision of real time patient information. This project will look at existing and future AACN applications and develop a white paper to demonstrate the opportunity for this technology to improve patient outcome and future possibilities.

The scope of work for this project was finalized in December 2018. Significant effort on the part of the contractor and TSAG task force was devoted to develop two ancillary products on this topic including a white paper and recorded webinar both completed in April 2019. This effort is now complete.

3. Nexus between NextGen 911 and FirstNet

This project will refine current work summarizing the physical interface between networks. This includes consideration of proprietary interface limitations. The anticipated product will be a white paper and presentation looking at current conditions and recommendations for the future.

The scope of work for this project was finalized in January 2019. A contractor and TSAG task force developed two ancillary products on this topic including a white paper and recorded webinar both completed in May 2019. This effort is now complete.

4. X2R Wearables

This project will develop a state of the practice report on emerging practice in vehicle-to-responder and other technology communications to responder (X2R) that would enhance the safety of transportation public safety responders. It will document a variety of case studies of applications in transportation public safety and actual practice, and share the information through the TSAG website and presentations.

The scope of work for this project will be developed in the coming months assuming this project moves forward under a new contract.

5. TMC - PSAP Interface

Real time information sharing and interoperability between traffic management centers (TMC) and public safety answering points (PSAP) provide enhanced detection, notification and response to incidents. This project will look at case studies on effective integration (automated, speed dial, other) and review pooled-fund studies to develop a synthesis of best practices for TMC/PSAP data sharing and integration. It will look at locations that have an extraordinary level of interface, document experience to share with others and develop case studies on effective integration.



The scope of work for this project will be developed in the coming months assuming this project moves forward under a new contract.

6. Transportation Public Safety Apps

This project will develop a white paper looking at the opportunities to advance transportation public safety apps through activities such as “hack-a-thons” or development of an app store for responders. The final product will look at creating a transportation-centric app store for public safety.

The scope of work for this project will be developed in the coming months assuming this project moves forward under a new contract.