

CHART Board

A. Function

Provide leadership and oversight for the Coordinated Highways Action Response Team (CHART) program which is a joint effort of the Maryland Department of Transportation, Maryland Transportation Authority and the Maryland State Police, in cooperation with other federal, state and local agencies. CHART's mission is to improve mobility and safety for the users of Maryland's highways through the application of ITS technology and interagency teamwork.

B. Membership

The program is directed by the CHART Board, consisting of senior leaders in technical and operational disciplines from the Maryland State Highway Administration, Maryland Transportation Authority, Maryland State Police, Maryland Department of Transportation, Federal Highway Administration, and University of Maryland Center for Advanced Transportation Technology as well as regional metropolitan planning organizations and various local governments. The board is chaired by the Deputy Administrator and Chief Engineer for Operations of the State Highway Administration (SHA).

Title	Incumbent
SHA Deputy Administrator and Chief Engineer for Operations (Chair)	Tim Smith
Director, Office of CHART & ITS Development	Joseph Sagal
Chief Information Officer, Maryland Department of Transportation	Ronald C. Brothers
Director, Office of Traffic and Safety	Cedric Ward
Director, Office of Maintenance	Russell A. Yurek
Director, SHA Office of Information Technology	Vacant
Director, Office of Planning & Preliminary Engineering	C. Scott Pomento
Director, Office of Finance	Bill Bertrand
Director, Office of Communications	Valerie Burnette Edgar
District Engineer, District 3	Brian W. Young
District Engineer, District 4	Wendy Wolcott
District Engineer, District 5	Corren Johnson
District Engineer, District 7	John Concannon
Director, University of Maryland Center for Advanced Transportation Technology	Thomas Jacobs
Operations and Safety Engineer, Federal Highway Administration, DelMar Division – Maryland Office	Breck Jeffers
Maryland State Police/SHA Liaison	Sergeant Colin Bristow
Director, Division of Operations, Maryland Transportation Authority	John O'Neill
Director, Office of Homeland Security & Emergency Management, Maryland Department of Transportation	Harold G. (Bud) Frank
Principal Transportation Engineer, Baltimore Metropolitan Council	Eileen Singleton
Systems Management Planning Director, Department of Transportation Planning, Metropolitan Washington Council of Governments	Andrew J. Meese

Each CHART Board member is encouraged to have supporting staff who can provide technical expertise for the subject areas being discussed at a particular meeting, to accompany them at the Board meetings.

Term

Membership on the CHART Board is defined by the position titles identified above. Individuals who are incumbent in those positions are invited to participate on the Board for as long as they hold the identified position.

Appointment Authority

Appointment is by the functional positions as described above.

Meeting Frequency

Meetings will be held quarterly on the last Friday of the month in February, May, August and November.

Payment None.

Statutory Basis None.

CHART Board Meeting Coordinating Group

A. Purpose

As of February 2015, the CHART Board Chair appointed a group to develop the agenda for each Board meeting and has begun working with appropriate individuals to develop the specific agenda items. The status reports that previously constituted a majority of the regular meeting agenda (i.e., Operations, Integration, Maintenance, and Construction) are no longer regular agenda items, except in cases where critical and upcoming events warrant the Board's attention (e.g., the Star-Spangled Spectacular event, new CHART operating system capabilities, or a major CHART development milestone). However, the electronic status reports are disseminated one week in advance of the Board meeting. Any comments or questions resulting from the electronic status reports can be covered at the CHART Board Meeting.

In order to maximize the available time at each meeting, it is recommended that each agenda conform to the following format:

- I. Introduction
- II. Questions/Comments regarding electronic status reports sent before meeting
- III. Upcoming Events or any near-term activity that merits the Board's attention and a substantive discussion
- IV. Highlight presentation (this would be a major strategic topic that merits a significant amount of time to cover (at least 15 minutes))
- V. Technical Presentation (this would be a technical subject that merits the Board's attention – e.g., a presentation regarding integration of arterial cameras and signal systems using a common infrastructure (at least 15 minutes))

- B. Composition/Membership - There is a total of ten to fifteen members drawn from the following organizations and SHA offices, reflecting the above CHART Board membership:

Title	Incumbent
Deputy Director, Office of CHART & ITS Development	Glenn S. McLaughlin
Field Operations Division Chief, Office of CHART & ITS Development	Scott Yinger
Traffic Management Center Operations Division Chief, Office of CHART & ITS Development	Shelley Kellam
Systems Administrator, Office of CHART & ITS Development	Richard R. Dye
Division Chief, Programming, Planning & Development Division, Office of CHART & ITS Development	Egua U. Igbinosun
Administrator, Traffic Management & Telecommunication Services, Maryland Transportation Authority	Kathie Raynor
Maryland State Police/SHA Liaison	Sergeant Colin Bristow
Division Chief, Office of Maintenance - Communications Division	Darien Manley
Deputy Director - Engineering and Operation, Office of Traffic & Safety	Felecia Baker
Division Chief, Traffic Operations Division, Office of Traffic & Safety	Vacant
Division Chief, Innovative Planning & Performance Division, Office of Planning & Preliminary Engineering	Subrat Mahapatra
Principal Transportation Engineer, Baltimore Metropolitan Council	Eileen Singleton
Systems Management Planning Director, Department of Transportation Planning, Metropolitan Washington Council of Governments	Andrew J. Meese
Director, University of Maryland Center for Advanced Transportation Technology	Thomas Jacobs
Private Sector Participant(s)	Varies

- C. Terms of Service

Membership in the group is defined by the position titles identified above. Individuals who are incumbent in those positions are invited to participate for as long as they hold the identified position.

- D. Frequency of Meetings

While much of the working group's efforts could be accomplished via teleconference or e-mail, it is recommended that each working group have a face-to-face meeting one month prior to each of the four CHART Board meetings in a given year.