Oregon Modeling Steering Committee

BIENNIAL WORK PLAN
(Calendar Years 2019-2020)

Approved by OMSC Executive Committee
February 14, 2019
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1 Introduction

The Oregon Modeling Steering Committee (OMSC) was formed in 1996 to guide the Oregon Modeling Improvement Program. When the committee was first convened, member agencies saw a need for collaboration as modeling tools for analysis of statewide and regional systems were developed by different transportation and planning organizations around the state. In addition, the OMSC has served as a valuable sounding board as ODOT developed modeling tools and associated data and research to support analyses for smaller urban areas. The OMSC continues to fulfill these roles today, as shown in Figure 1.

The OMSC was instrumental during development of Oregon’s first Statewide Integrated Model (SWIM), helping to ensure consistency between SWIM and other travel models managed by ODOT and Oregon’s three largest metropolitan planning organizations. The forum has also allowed Oregon to leverage the collective strengths and experiences of multiple agencies in developing new analysis tools. For example, to handle the increasing demand for travel models in small to mid-size metropolitan areas, ODOT developed a modeling framework based on Portland Metro’s regional model. The framework was then
filled with local data and calibrated to match travel conditions in each unique location. This cost-effective approach has expedited the development of new models and provides Oregon’s metropolitan planning organizations and other small and mid-size communities with sophisticated planning tools that out-perform those used in comparable areas of the country. Through the years, OMSC collaboration has also led to efficiencies in other areas, such as performing household travel surveys across multiple geographic areas of the state. And, the group’s technical and peer review efforts have enhanced the credibility of Oregon’s modeling projects and new tools.

In 2016, recognizing that 20 years had transpired since the OMSC was first called together, the OMSC’s leadership undertook a strategic planning process to position the group for continued success. The resulting work plan provided an overview of the OMSC’s new mission, goals, committee structure and operational procedures. This work plan update refines the group’s committee structure and operational procedures for the calendar biennium of 2019-2020. And, it presents the group’s action plan, identifying strategic objectives that will be addressed over the next two years as the OMSC makes progress toward its mission and goals.

2 OMSC Mission and Goals

In Oregon, transportation plans and investment policies affect everyone’s life quality. Meaningful, analytically valid models can show how decisions made today may influence future travel conditions; thus impacting community livability, public health, the natural environment, economic vitality and the cost-effectiveness of our transportation systems.

Since 1996, the Oregon Modeling Steering Committee (OMSC) has worked to improve the state-of-the-practice and promote state-of-the-art land use and transportation modeling in Oregon. Analytical tools are evolving rapidly in response to new transportation technologies and paradigms. Decision makers rely on technical support and information given future unknowns and uncertainty. To keep Oregon at the forefront of modeling developments, a statewide forum for effective interagency collaboration continues to be important.

**Mission:** The OMSC’s mission is to ensure Oregon continues to have the right data, tools, skills and expertise needed to answer important questions about our transportation systems, land use patterns and economy. By providing opportunities for member agencies to build relationships, share knowledge and leverage resources efficiently, the OMSC allows Oregon’s modeling services to mature and grow.

**Goals:** In pursuit of this mission, the OMSC has adopted three over-arching goals:

1. Promote inter-agency communication, collaboration and cooperation
2. Facilitate technical excellence and innovation
3. Cultivate the knowledge and talents of Oregon’s modeling professionals.

Specific near-term objectives for each of these major goals comprise the group’s biennial work plan. They can be found in Section 5.

3 Organizational Overview

Figure 2 shows the OMSC’s overall committee structure, with details on members, roles and responsibilities. Committee leaders are identified in Figure 3.
OREGON MODELING STEERING COMMITTEE ORGANIZATIONAL STRUCTURE

**OMSC EXECUTIVE COMMITTEE**

<table>
<thead>
<tr>
<th>Members</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>ODOT (2)</td>
<td>• Set OMSC meeting agendas</td>
</tr>
<tr>
<td>Metro (2)</td>
<td>• Develop the OMSC work plan</td>
</tr>
<tr>
<td>Oregon DEQ (1)</td>
<td>• Identify and commit resources for accomplishing the OMSC work plan</td>
</tr>
<tr>
<td>Mid Size MPO Representative (1)</td>
<td>• Commission and decommission subcommittees</td>
</tr>
<tr>
<td>Small MPO representative (1)</td>
<td>• Appoint subcommittee leaders</td>
</tr>
<tr>
<td></td>
<td>• Approve subcommittee charters</td>
</tr>
<tr>
<td></td>
<td>• Oversee and approve subcommittee work products</td>
</tr>
<tr>
<td></td>
<td>• Add or remove general members</td>
</tr>
</tbody>
</table>

**OMSC GENERAL MEMBERS**

<table>
<thead>
<tr>
<th>Members</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>ODOT</td>
<td>• Serve as a policy-level sounding board</td>
</tr>
<tr>
<td>ODEE</td>
<td>• Review and provide feedback on OMSC work plan and work products</td>
</tr>
<tr>
<td>ODEQ</td>
<td>• Share information affecting current and future modeling needs</td>
</tr>
<tr>
<td>OHA</td>
<td></td>
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<tr>
<td>OHCS</td>
<td></td>
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<tr>
<td>DAS OEA</td>
<td></td>
</tr>
<tr>
<td>FHWA</td>
<td></td>
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<tr>
<td>All Oregon MPO’s POP</td>
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<tr>
<td>PacTrans</td>
<td></td>
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<tr>
<td>TREC</td>
<td></td>
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<tr>
<td>University At-Large RTC</td>
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</tbody>
</table>

**MODELING PROGRAM COORDINATION SUBCOMMITTEE (MPC)**

<table>
<thead>
<tr>
<th>Members are technical staff from:</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>ODOT Metro</td>
<td>• Identify, track and coordinate model development needs</td>
</tr>
<tr>
<td>MWV/COG Bend</td>
<td>• Provide interactive forum for discussion of model development and implementation issues</td>
</tr>
<tr>
<td>MPO</td>
<td>• Coordinate research projects and proposals</td>
</tr>
<tr>
<td></td>
<td>• Review and recommend Technical Tools committee work products</td>
</tr>
<tr>
<td>ODOT</td>
<td></td>
</tr>
<tr>
<td>ODEE</td>
<td></td>
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<tr>
<td>ODEQ</td>
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<tr>
<td>OHA</td>
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<tr>
<td>OHCS</td>
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<tr>
<td>FHWA</td>
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<tr>
<td>RCA</td>
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<tr>
<td>DAS OEA</td>
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<tr>
<td>FHWA</td>
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**TECHNICAL TOOLS SUBCOMMITTEE**

<table>
<thead>
<tr>
<th>Chair remains constant; however, subcommittee members may change according to assignments</th>
<th>Roles and Responsibilities</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>• Perform model peer reviews</td>
</tr>
<tr>
<td></td>
<td>• Link regional and statewide tools</td>
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<td></td>
<td>• Coordinate technical aspects of tool refinement and development</td>
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<td></td>
<td>• Track emerging technologies and related modeling needs</td>
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</tbody>
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**TRAVEL SURVEY SUBCOMMITTEE (Ad-Hoc)**

<table>
<thead>
<tr>
<th>Members</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metro ODOT</td>
<td>• Develop a coordinated plan for conducting a 2020 travel survey</td>
</tr>
<tr>
<td>All Oregon MPO’s Universities</td>
<td>• Recommend survey methods, deployment strategies</td>
</tr>
<tr>
<td>OHA</td>
<td>• Overseer contractor selection</td>
</tr>
<tr>
<td>OHCS Trin-Met</td>
<td>• Overseer survey implementation</td>
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<td></td>
</tr>
</tbody>
</table>

**FREIGHT SUBCOMMITTEE (Ad-Hoc)**

<table>
<thead>
<tr>
<th>Members</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>POP Metro ODOT</td>
<td>• Identify freight issues, questions and information needed for decision making</td>
</tr>
<tr>
<td>Universities OTA Business Oregon FHWA Consultants</td>
<td>• Identify freight modeling data needs and sources</td>
</tr>
<tr>
<td></td>
<td>• Provide a forum to foster understanding of regional and statewide freight models</td>
</tr>
</tbody>
</table>

**Anonyms**

AAMPO — Albany Area Metropolitan Planning Organization
Bend MPO — Bend Metropolitan Planning Organization
CAMPO — Corvallis Area Metropolitan Planning Organization
CWCOG — Cascades West Council of Governments (staff for CAMPO and AAMPO)
DAS OEA — Department of Administrative Services, Office of Economic Analysis
DLCD — Oregon Department of Land Conservation and Development
FHWA — Federal Highway Administration
LCOG — Lane Council of Governments (staff for Central Lane MPO)
MPO — Metropolitan Planning Organization
MRMPO — Middle Rogue Metropolitan Planning Organization
MWVCOG — Mid-Willamette Valley Council of Governments (staff for SKATS)
ODEQ — Oregon Department of Environmental Quality
ODOE — Oregon Department of Energy
ODOT — Oregon Department of Transportation
OHA — Oregon Health Authority
OHCS — Oregon Housing and Community Services
OSU — Oregon State University
PacTrans — Pacific Northwest Transportation Consortium (UTC for OSU, U晋 and WSU)
PDP — Port of Portland
PSU — Portland State University
RTC — Southwest Washington Regional Transportation Council
RVCOG — Rogue Valley Council of Governments (staff for RVMP and MRMPO)
RVMP — Rogue Valley Metropolitan Planning Organization
SKATS — Salem Keizer Area Transportation Study
TREC — Transportation Research and Education Center (UTC for PSU)
UTC — University Transportation Center
UW — University of Washington
WSU — Washington State University
OMSC LEADERSHIP POSITIONS FOR 2019-2020

EXECUTIVE COMMITTEE

**ODOT**
Brian Dunn (Chair)
Becky Knudson

**Oregon DEQ**
Wes Risher

**Metro**
Jeff Frkonja (Vice Chair)
Chris Johnson

Mid-Size MPO Representative
Kelly Clarke, LCOG

Small MPO representative
Tyler Deke, Bend MPO

MODELING PROGRAM COORDINATION SUBCOMMITTEE (MPC)
Chair: Cindy Pederson, Metro
Research Coordinator: Josh Roll, ODOT
Land Use Modeling Topic Leader: TBD

TECHNICAL TOOLS SUBCOMMITTEE
Chair: Alex Bettinardi, ODOT
Emerging Tech Topic Leader: Nick Meltzer, CWCOCG
MCE Tool Integration Leader: Peter Bosa, Metro
GHG Topic Leader: TBD

TRAVEL BEHAVIOR SURVEY SUBCOMMITTEE (Ad-Hoc)
Chair: Chris Johnson, Metro

FREIGHT SUBCOMMITTEE (Ad-Hoc)
Chair: Becky Knudson, ODOT

OREGON MODELING USERS GROUP
Coordinating Committee:
Kyle Hauger, Metro
Tara Weidner, ODOT
Liming Wang, PSU

OMSC GENERAL MEMBERS

**ODOT**
Brian Dunn
Alex Bettinardi

**Metro**
Jeff Frkonja
Chris Johnson

**ODEE**
Rick Wallace

**ODEQ**
Wes Risher

**OHCS**
Megan Bolton

**DLCD**
Bill Holmstrom
Cody Meyer

**DAS OEA**
Mark McMullen
Josh Lehner

**Bend MPO**
Tyler Deke

**MVWCOG (SKATS)**
Mike Jaffe
Ray Jackson

**LCOG (Central Lane MPO)**
Paul Thompson
Kelly Clarke

**CWCOCG (AAMPO/CAMPO)**
Phil Warnock
Nick Meltzer

**FHWA**
Rachael Tupica

**SW Washington RTC**
Matt Ransom
Mark Harrington

**TREC**

Port of Portland
Scott Drumm

PacTrans

Haizhong Wang
Sal Hernandez

Jennifer Dill
Liming Wang

RVCOCG (RVMPO/MRMPO)
Karl Welzenbach
The OMSC is led by an Executive Committee that includes representatives from agencies that have direct responsibilities for developing and managing modeling tools around the state. The Executive Committee directs the OMSC’s day to day operations, including overseeing the work of standing and ad hoc subcommittees.

The General Members serve as an essential sounding board for the OMSC, providing guidance on potential policy issues and questions. The OMSC is not a mediation forum nor is it an advocate for specific policy actions. No formal policy recommendations are made by the OMSC; rather, meetings of the General Members are forums for open discussion, helping to identify policy topics for which technical tools and information may be useful.

OMSC subcommittees are responsible for developing OMSC work products. Standing and ad-hoc subcommittees for the 2019-2020 biennium include:

- **Modeling Program Coordination (MPC) Subcommittee.** This standing subcommittee meets two to four times per year, providing an informal coordination forum for discussion of model development, implementation and associated data and research.

- **Technical Tools Subcommittee.** While considered a standing subcommittee, in practice the Technical Tools Subcommittee operates like an ad-hoc committee. Membership for this subcommittee may change depending on the subject matter expertise needed for different work assignments. Table 1 lists anticipated Technical Tools topics for the current calendar biennium. The Technical Tools Subcommittee chair is responsible for identifying the resources and skill sets needed for each task assigned by the Executive Committee and convening a subcommittee of experts to accomplish the work.

- **2020 Travel Behavior Survey Subcommittee (Ad-Hoc).** The Travel Behavior Survey Subcommittee is charged with examining strategies for collecting and analyzing travel behavior surveys around the state. For the 2019-2020 biennium, subcommittee members will be working to coordinate funding for future survey work, and to scope and design surveys for implementation beginning in calendar year 2020.

- **Freight Subcommittee (Ad-Hoc).** This subcommittee provides a forum for exploring freight issues, modeling and data needs.

The OMSC’s Executive Committee also oversees the activities of the Oregon Modeling Users Group (OMUG)—an information-sharing forum that is open to modeling professionals in public and private practice statewide, providing networking and educational opportunities.

Operating standards, including membership eligibility and requirements, for the OMSC, its subcommittees, and OMUG are provided in Section 4 below, and charters for each subcommittee with anticipated work products and timelines may be found on the OMIP Webpage.

### 4 Operational Procedures

#### 4.1 Changes in Membership or Leadership Roles

The consensus of the Executive Committee is required to change the membership of the OMSC’s Executive Committee or General Members. Changes to subcommittee chairpersons also require the
consensus of the Executive Committee. Other subcommittee member changes are at the discretion of
the subcommittee chair.

4.2 Decision-Making Protocol
Figure 4 shows the general decision-making protocol for the OMSC. The Executive Committee is the
decision point for all OMSC activities. This committee is responsible for approving all subcommittee
activities and work products. Decisions which could lead to fiscal or policy-level impacts for OMSC
member agencies will be shared with the General Members for input and feedback before the Executive
Committee acts.

Figure 4. OMSC Decision-Making Process

4.3 Activities Requiring Written Agreements
Specific projects undertaken by the OMSC that require a significant expenditure of resources by more
than one member agency will be authorized through a Memorandum of Understanding or an
Intergovernmental Agreement. Written agreements will clearly document the expectations for each
participating agency.

4.4 Executive Committee
4.4.1 Executive Committee Membership
The OMSC’s Executive Committee is limited to the following agencies:

- ODOT (two representatives)
- Metro (two representatives)
- ODEQ (one representative)
- Mid-Size MPO representative (one representative from either MWVCOG or LCOG)
• Small MPO representative (one member from either Bend MPO, Corvallis Area MPO, Albany Area MPO, Rogue Valley MPO, or Middle-Rogue MPO.)

Each agency determines its own delegates. Terms of service are as follows:

• There are no pre-defined terms of service for ODOT, Metro, or DEQ.
• Small and mid-size MPO representatives each serve a two-year term. At the end of the term, a new appointment is made by concurrence of peer MPO directors. The representative whose term is expiring is responsible for coordinating with his or her peer MPO directors on a new appointment. With the concurrence of peer MPO directors, a small or mid-size MPO representative may serve more than one consecutive term.

4.4.2 Executive Committee Officers
Chair and vice-chair roles on the OMSC Executive Committee alternate between ODOT and Metro, as these two agencies have historically provided the majority of resources used to develop and maintain Oregon’s transportation models. Each serves a two-year term that coincides with the OMSC’s biennial work plan.

4.4.3 Executive Committee Meetings and Documentation
Executive Committee meetings are convened by the chair as needed, typically three to five times per year, either in person or by remote conferencing, to monitor subcommittee progress, and to prepare for biannual meetings of the OMSC’s General Members.

Agendas are approved by the chair and distributed by the Executive Committee’s facilitator. All other meeting logistics are the responsibility of the facilitator.

Executive Committee meeting minutes are prepared by the facilitator. A draft is circulated to the Executive Committee for review. Final minutes are approved at the next scheduled Executive Committee meeting. Meeting minutes and other Executive Committee materials and documentation must be organized and stored by the facilitator in a manner that allows easy transfer to the Executive Committee upon request. Executive committee meeting minutes are not posted to ODOT’s website, but are available to other OMSC members upon request.

4.5 General Members
4.5.1 General Member Eligibility
To be eligible for OMSC General Membership, an agency must meet one or more of these criteria:

• An Oregon agency responsible for transportation and/or land use modeling.
• An Oregon agency that receives and administers federal transportation funds.
• An Oregon metropolitan planning organization (MPO).
• A non-Oregon MPO that shares Oregon travel or air sheds.
• A state agency who shares base assumptions or that uses modeling results to support statewide forecasts or programs.
• A University Transportation Center or other Oregon university sector engaged in transportation-related research.
• An agency/quasi-agency that has a significant role in transportation modeling as agreed upon by the Executive Committee.
To accommodate both technical and policy interests, each General Member agency may appoint two representatives.

4.5.2 Expectations of General Members
The OMSC involves the participation of a variety of agencies and interests. Working relationships based on trust and good communication between members are important to ensure the OMSC’s continued success. To that end, General Members are asked to adhere to these principles:

- General Members serve as OMSC ambassadors with key stakeholders and elected leaders, conveying accurate, objective information about OMSC activities to their respective managers and agency boards.
- Individual General Members are not authorized to speak or take positions on behalf of the OMSC. Rather, General Members must coordinate official communication through the Executive Committee.
- MPO representatives serving on the OMSC are responsible for sharing information with local cities and counties and other stakeholder groups within their jurisdictions. If needed, issues raised by external stakeholders may be communicated to the Executive Committee for action.
- General Members are asked to keep the OMSC apprised of broad strategic and policy actions which may affect modeling needs.

4.5.3 General Member Meetings and Documentation
The chair of the OMSC Executive Committee also chairs meetings of the General Members. General Member activities and meetings are coordinated by the Executive Committee’s facilitator.

OMSC General Member meetings are held twice yearly, typically in April and October, on the third Wednesday of the month, or as adjusted by the Executive Committee. Attendance by OMSC subcommittee participants is encouraged. Meetings of the General Members are intended to focus on modeling-related issues at a high level, setting aside detailed technical discussions for subcommittees.

Meetings are held in Salem. In-person attendance is preferred; however, opportunities to participate remotely by telephone and/or web conference are provided for each meeting.

General Members are asked to submit suggested agenda items to the OMSC chairperson at least 30 days in advance of each biannual meeting. Agendas are approved by the Executive Committee two weeks before the meeting.

Minutes are kept and include key items discussed, decisions/recommendations/action items, and contacts for further information. Draft minutes are circulated to OMSC participants for review, and a final version is posted on the ODOT website.

4.6 Subcommittee Operations
4.6.1 Subcommittee Chairs and Liaisons
Subcommittee chairs are appointed by the Executive Committee. If the subcommittee chairperson is not a member of the Executive Committee, a liaison from the Executive Committees will also be assigned to participate on the subcommittee.
4.6.2 Subcommittee Members
Subcommittee members are appointed at the discretion of each subcommittee chair and need not be General Members to participate in subcommittee activities.

Subcommittee membership rosters are maintained by the Executive Committee’s facilitator in coordination with subcommittee chairs. Each subcommittee chair is authorized to approve, deny, add or remove members from his or her subcommittee. Subcommittee chairs are responsible for communicating any subcommittee membership changes to the Executive Committee’s facilitator.

4.6.3 Subcommittee Charters
Each standing and ad-hoc subcommittee shall prepare a charter for Executive Committee review and approval. Charters list the subcommittee chairperson and members, and document the subcommittee’s purpose. The charter also lists the subcommittee’s intended work products, a lead agency and contact person for each task, and an estimated delivery timeline. Other significant subcommittee expectations and responsibilities are also to be included.

For ad-hoc subcommittees, the charter must include an anticipated dissolution date.

Current charters for each standing and ad-hoc subcommittee are provided on the OMIP Webpage. Subcommittee chairs are responsible for updating their charters as progress is made, providing a copy of the updated charter to the Executive Committee’s facilitator.

4.6.4 Subcommittee Meetings and Documentation
Subcommittee meetings are coordinated and managed by each subcommittee chair. Agendas should be circulated in advance and a copy of the agenda and meeting materials provided to the Executive Committee’s facilitator.

Prior to each meeting of the OMSC General Members, subcommittee chairs are responsible for providing PowerPoint slides describing activities from the previous six months and covering key discussion points and progress toward action items in the subcommittee charter.

All other subcommittee documents should be organized and stored by the subcommittee chair in a manner that allows easy transfer to the Executive Committee upon request. At the subcommittee chair’s request, the Executive Committee’s facilitator will provide a method for online sharing of subcommittee meeting materials and other documents.

4.7 Oregon Modeling Users Group (OMUG)
4.7.1 OMUG Coordinating Committee
OMUG is managed by a small coordinating committee which includes one modeling professional each from ODOT, Metro and an Oregon university. Coordinating Committee members are appointed by the OMSC’s Executive Committee. Each OMUG Coordinating Committee member serves a two-year term that coincides with the period covered by the OMSC’s biennial work plan. Coordinating Committee members may serve more than one contiguous term.

The OMUG Coordinating Committee convenes annually for a formal planning session to identify potential topics of interest and prepare an event schedule for the year. Coordinating Committee members then work together throughout the year to coordinate logistical details for individual events.
4.7.2 OMUG Participants
OMUG activities are open to anyone with an interest in transportation modeling. Participants typically include a mixture of consultants and agency staff members who may use modeling tools directly, perform or support model development activities, or simply rely on information from models in their day to day jobs. Interested parties may request to be added to the OMUG email list, to be notified of future OMUG events.

4.7.3 OMUG Events and Documentation
OMUG may sponsor a variety of events, including at least one face-to-face networking opportunity annually. Events may include brown bag lunch discussions, topic-specific workshops, webinar presentations and other activities as determined by the Coordinating Committee. Information on OMSC subcommittee efforts is typically shared at OMUG events, and other topic suggestions are welcome. Potential speakers may contact the Coordinating Committee to be considered for a presentation to the group.

Formal meeting minutes are not taken at OMUG events; however, a record of attendees is typically compiled and presentations provided to the group are placed in an online library on the OMUG website for future reference.

5 2019-2020 Work Plan
The OMSC’s work is substantially accomplished by its subcommittees. Table 1 identifies general work areas under each of the OMSC’s three major goals for the calendar biennium from 2019-2020. Individual objectives are identified under each work area, along with the subcommittee responsible to lead each objective.

Note that work to accomplish some of the objectives in Table 1 may extend beyond the current biennium, carrying over into future work plan updates. Details on specific subcommittee deliverables and timelines can be found in each subcommittee charter provided online.

Table 1. Work Plan Summary for Calendar Years 2019-2020

<table>
<thead>
<tr>
<th>GOAL 1: PROMOTE INTER-AGENCY COMMUNICATION, COLLABORATION AND COOPERATION</th>
<th>Responsible Committee or Subcommittee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1A – Member Agency Coordination and Networking</strong></td>
<td></td>
</tr>
<tr>
<td>1A.1 - Continue OMSC General Member meetings twice yearly, to provide formal opportunities for networking and information exchange.</td>
<td>Executive</td>
</tr>
<tr>
<td>1A.2 - Continue quarterly MPC meetings, to provide opportunities for interagency discussion, sharing research and best practices, and collaboration on model development topics.</td>
<td>MPC</td>
</tr>
<tr>
<td>1A.3 – Identify potential collaborative topics and explore partnering opportunities as new topics are identified.</td>
<td>Executive</td>
</tr>
</tbody>
</table>
### OMSC Work Plan Summary for 2019-2020

<table>
<thead>
<tr>
<th>Responsible Committee or Subcommittee</th>
<th>1B – Subcommittee Collaboration and Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1B.1 - Formally charter each subcommittee, so that agency and subcommittee participant roles, responsibilities and other expectations are clear.</td>
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<tr>
<td></td>
<td>1B.2 - Review and update OMSC subcommittee charters at least once annually (Updates in April and October are recommended.)</td>
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<td>1B.3 - Provide subcommittee reports at each Executive Committee meeting and each General Member meeting.</td>
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<td></td>
<td>1C – External Agency Coordination</td>
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<tr>
<td></td>
<td>1C.1 - Develop informational materials so that OMSC members can effectively engage elected officials and local agency staff on the types and appropriate uses of modeling tools. Review informational materials biennially to keep them up to date.</td>
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<td></td>
<td>GOAL 2: FACILITATE TECHNICAL EXCELLENCE AND INNOVATION</td>
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<tr>
<td></td>
<td>2A – Tool Development</td>
</tr>
<tr>
<td></td>
<td>2A.1 - Develop and maintain an inventory of tools currently in use.</td>
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<tr>
<td></td>
<td>2A.2 - Recommend the future direction of modeling and identify collaborative opportunities for the next two to five years. (This includes creating a coordinated work plan for ABM modeling in Oregon, “OR-RAMP”.)</td>
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<td>2A.3 - Provide peer review model calibration and validation for member agencies. Invite consultants and national experts to participate when appropriate.</td>
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<td>2A.4 – Work to connect Metro’s Multi-Criteria Evaluation Tool (MCE) with Oregon’s Activity-Based Model (ABM) Framework.</td>
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<td>2A.5 - Work to link ODOT’s Statewide Integrated Model (SWIM) with regional travel demand and freight models.</td>
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<td>2A.6 – Provide GHG analysis guidance for the Oregon Sustainable Transportation Initiative and monitor future GHG tool development needs.</td>
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</table>

MPC (in consultation with Technical Tools)

Technical Tools

Technical Tools
<table>
<thead>
<tr>
<th>OMSC Work Plan Summary for 2019-2020</th>
<th>Responsible Committee or Subcommittee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2B – Documentation</strong></td>
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<tr>
<td>2B.1 - Make OMSC Work Plan, General Membership meeting minutes, and other final OMSC work products available online.</td>
<td>Executive</td>
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<tr>
<td><strong>2C – Research and Emerging Technologies</strong></td>
<td>MPC</td>
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<tr>
<td>2C.1 - Develop an improved process to identify and coordinate potential research projects that will benefit future model development.</td>
<td>MPC</td>
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<tr>
<td>2C.2 - Monitor emerging technology trends and work with member agencies to identify related research and model development needs.</td>
<td>Technical Tools (in consultation with MPC)</td>
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<tr>
<td>2C.3 - Prepare a recommended work plan to test current modeling capabilities for Connected/Autonomous Vehicles (C/AVs) using sensitivity test cases and future scenarios patterned after work by Fehr and Peers and Metro.</td>
<td>MPC</td>
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<tr>
<td><strong>2D – Data</strong></td>
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<tr>
<td>2D.1 - Develop, coordinate, specify methods and conduct statewide travel surveys.</td>
<td>Travel Survey</td>
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<tr>
<td>2D.2 - Explore potential use of synthetic “data” and provide recommendations to Executive Committee.</td>
<td>Travel Survey</td>
</tr>
<tr>
<td>2D.3 - Evaluate other existing and new data sources and provide recommendations to Executive Committee.</td>
<td>Technical Tools and Freight</td>
</tr>
<tr>
<td><strong>GOAL 3: CULTIVATE THE KNOWLEDGE AND TALENTS OF OREGON’S MODELING PROFESSIONALS</strong></td>
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<tr>
<td><strong>3A– Outreach and Education</strong></td>
<td></td>
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<tr>
<td>3A.1 - Monitor conference and training opportunities and notify OMSC and OMUG participants as appropriate.</td>
<td>Executive, OMUG Coordinating Committee</td>
</tr>
<tr>
<td>3A.2 - Schedule Oregon Modeling Users Group (OMUG) networking events at least once annually, to help build professional relationships and promote collaboration with the broader modeling community.</td>
<td>OMUG Coordinating Committee</td>
</tr>
</tbody>
</table>
OMSC Work Plan Summary for 2019-2020

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<tr>
<th>3A.3 - Provide <strong>OMUG webinars</strong> to share information on OMSC activities and other relevant modeling topics with the broader modeling community. Provide an online library of past presentations for easy future reference.</th>
<th>Responsible Committee or Subcommittee</th>
</tr>
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<td>OMUG Coordinating Committee</td>
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</table>

**3B– Mentoring**

| 3B.1 - **Explore ideas for mentoring** students and early-career transportation professionals. Identify a **lead person** who can develop a mentoring framework for the next biennium. | Executive Committee, with future handoff to a subcommittee |

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6  **Glossary of Acronyms**

AAMPO – Albany Area Metropolitan Planning Organization

ABM – Activity-Based Model

Bend MPO – Bend Metropolitan Planning Organization

CAMPO – Corvallis Area Metropolitan Planning Organization

C/AV – Connected and Autonomous Vehicles

CT-RAMP – Coordinated Travel-Regional Activity Modeling Platform, a structure for activity-based models

CWCOCG – Cascades West Council of Governments (staff for CAMPO and AAMPO)

DAS OEA – Department of Administrative Services, Office of Economic Analysis

DLCD – Oregon Department of Land Conservation and Development

FHWA – Federal Highway Administration

GHG – Greenhouse gas

GreenSTEP – Greenhouse Gas Strategic Transportation Energy Planning model (a VisionEval tool)

LCOG – Lane Council of Governments (staff for Central Lane MPO)

MCE – Metro’s Multi-Criteria Evaluation Tool

MPC – The OMSC’s Modeling Program Coordination Subcommittee

MPO – Metropolitan Planning Organization

MRMPO – Middle Rogue Metropolitan Planning Organization

MWVCOG – Mid-Willamette Valley Council of Governments (staff for SKATS)

ODEQ – Oregon Department of Environmental Quality

ODOE – Oregon Department of Energy

ODOT – Oregon Department of Transportation
OMSC 2019-2020 Biennial Work Plan
Approved by Executive Committee: 2/14/19

OHA – Oregon Health Authority
OHCS – Oregon Housing and Community Services
OMIP – ODOT’s Oregon Modeling Improvement Program
OMSC – Oregon Modeling Steering Committee
OMUG – Oregon Modeling Users Group
OR-RAMP – An ABM framework for Oregon based on CT-RAMP
OSU – Oregon State University
PacTrans – Pacific Northwest Transportation Consortium (UTC for OSU, UW and WSU)
POP – Port of Portland
PSU – Portland State University
RSPM – Regional Strategic Planning Model (a VisionEval tool)
RTC – Southwest Washington Regional Transportation Council
RVCOG – Rogue Valley Council of Governments (staff for RVMPO and MRMPO)
RVMPO – Rogue Valley Metropolitan Planning Organization
SOABM – Southern Oregon Activity Based Model (for RVMPO and MRMPO)
SKATS – Salem Keizer Area Transportation Study
SWIM – Statewide Integrated Model
TBD – To be determined
TNC – Transportation Network Company
TREC – Transportation Research and Education Center (UTC for PSU)
TSS – The OMSC’s Travel Survey Subcommittee
UTC – University Transportation Center
UW – University of Washington
VisionEval – Open-source family of national strategic planning models built from GreenSTEP
WSU – Washington State University