



OREGON MODELING STEERING COMMITTEE

**OMSC EXECUTIVE COMMITTEE**

Charter

**Effective Date:** 1/1/17

**Updated:** 5/10/17

**Chair:** Jeff Frkonja, Metro

**Members:**

Brian Dunn, ODOT

Jeff Frkonja, Metro

Ray Jackson, MWVCOG

Becky Knudson, ODOT

Chris Johnson, Metro

Tyler Deke, Bend MPO

**Purpose:** Establish strategic direction and work priorities for the OMSC.

**Primary Work Tasks/Products:**

Item	Lead Person	Estimated Delivery Schedule
Develop an <b>updated charter for each OMSC subcommittee</b> by the end of 2017. Adopt a practice of formally chartering each new ad-hoc subcommittee, so that agency and subcommittee member roles and responsibilities are clear.	See below	See below
MPC Subcommittee	Jackson	2017
Technical Tools Subcommittee	Knudson	2017
2020 Travel Behavior Survey Subcommittee	Jackson	2017
Freight Subcommittee	Knudson	2017
Develop <b>informational materials</b> so that OMSC members can effectively engage elected officials and local agency staff on the types and appropriate uses of modeling tools. Annually review informational materials to keep them up to date.	Knudson/ Richardson	2017-2018, updated annually thereafter
Convene <b>discussions between large modeling agencies and academic institutions to identify potential model education programs</b> . Collaborate on internship opportunities and resources to share research, tools and data, and support model education programs.		

Item	Lead Person	Estimated Delivery Schedule
Periodically <b>poll members on their training needs</b> for current staff, publish findings, and jointly procure training to address identified needs.		
Prepare a <b>roster of OMSC members willing to serve as speakers and guest lecturers</b> . Keep the roster updated and available to academic institutions.		2017, updated annually thereafter
Develop the 2019-2020 OMSC Work Plan	Richardson	December, 2018
Create opportunities for individual OMSC members to work with national organizations and vendors by bringing a <b>major conference</b> to Oregon every 5 years.		2018-2020
Develop a <b>mentoring program</b> for both students and agency modeling staff.		2021

**Other Expectations/Responsibilities:** Direct the OMSC's day to day operations, including overseeing the work of standing and ad hoc subcommittees that are responsible for developing OMSC work products. Hold OMSC Policy Committee meetings twice yearly, to provide formal opportunities for networking and information exchange.

**Anticipated Dissolution Date:** N/A - Standing Committee.