



OREGON MODELING STEERING COMMITTEE

**2020 TRAVEL BEHAVIOR SURVEY
SUBCOMMITTEE**

Draft Charter

Effective Date: June 20, 2018 Updated: May 6, 2019

Subcommittee Chair: Chris Johnson, Metro

Members: See Subcommittee Roster

Purpose: This subcommittee is tasked with developing strategies for collection of travel behavior data needed for travel modeling at city, regional and statewide levels. The subcommittee will serve as a central forum for inter-agency coordination during survey planning and implementation, providing the OMSC with recommendations regarding survey design and deployment, agency participation, survey management, contractor selection, and survey findings.

Subcommittee Work Plan:

Task or Deliverable	Lead Agency and Contact	Estimated Delivery Schedule
Obtain information on recent strategies used in other states	Chris Johnson, Metro	January 2019
Summarize travel survey data needs for each model (1 page each) and submit to chair	<u>Model Owners:</u> <ul style="list-style-type: none"> • ODOT – Becky Knudson (<i>SWIM, GreenSTEP, RSPM, CALM, BRM, RVMPO, SOABM</i>) • Metro - Cindy Pedersen • SKATS – Ray Jackson • LCOG – Kelly Clarke <u>Others:</u> <ul style="list-style-type: none"> • OHA – Eric Main • TREC – Liming Wang • Other Research Agencies 	TBD
Identify funding for initial scoping phase	Subcommittee	June 2019
Draft RFP	Chris Johnson	June 2019
Issue RFP	Metro	TBD
Identify funding for implementation phase	Participating agencies	TBD

Negotiate and hire contractor	Metro, in coordination with subcommittee	TBD
Define agency roles, responsibilities and coordination protocols for the survey process	Chris Johnson	TBD
Conduct survey	Contractor, in coordination with subcommittee	TBD
Data cleaning, findings, reports		Following first wave of data collection
Prepare plan for ongoing survey efforts		2021

Other Subcommittee Expectations/Responsibilities: Individual subcommittee members are charged with coordinating with their own internal and external stakeholders to identify survey data needs and secure funding.

Anticipated Dissolution Date: TBD (If a more frequent sampling process is adopted in Oregon, this subcommittee may need to continue as a standing committee for ongoing inter-agency coordination.)