

Participants:

Tomas Oliva (WP1 Chair), TriMet
Brian Stein (WP4 Chair), S&B

Martin Schroeder, APTA
Tim Weisenberger, Volpe

Roll Call

Tim took the roll. There was not a quorum achieved

Previous Meeting Minutes

N/A

IP Policy

Since the call was not official, Tim did not read the IP Policy statement to the group. However, the group agreed to hold the meeting to discuss some issues.

UTFS Phase II Structure Discussion

Tim had distributed an outline of UTFS phase II Structure for review on Apr 5. Some comments were received, but most fell into a higher level of commentary (such as scheduling and budget) not specific comments about the groups themselves. Tomas Oliva made some substantive comments that those on the call agreed with. Given the general agreement on the call and the lack of many concerns with the structure itself, Martin stated that this will be the structure of UTFS moving forward.

The group then discussed staffing the groups and finding leaders. Brian volunteered to lead the Work Item Development Working Group (WG5). Tomas volunteered to lead the Training and Outreach Working Group (WG6).

Tim noted for the group that this is the same way the original leaders of UTFS were engaged, so the process is simply repeating itself. As for recruiting, Tim suggested an email blast to those that attended the training in LA as well as Fare Systems and Policies Committee. Martin took the action of coordinating with The FSP staff advisor to ensure this was welcomed by Neil Poling. Tim took on the action to draft that email blast for review by the leaders.

The group discussed some target organizations to engage for WG8. Brian agreed to reach out to the smart card industry to look for volunteers for the Fare System Research Working Group (WG8). He agreed to contact Mike Meringer of G&D, Manny Menard of Gemalto, and Didier Serra of Inside Contactless. Brian asked if an MOU with any of their companies may be necessary for them to get involved. Tim noted that we haven't had in the past and, with our IP policy, it may prove somewhat involved. Martin agreed to look into it if necessary.

Tim suggested it was important to gain some volunteers and even leaders from new transit organizations. UTA, Queen City Metro, and Minneapolis Metro Transit were mentioned.

The group also discussed the Test Methods document. They felt that a volunteer group needed to be assembled asap to write the RFP for contract support. Tomas and Brian had previously

volunteered to be on this technical work group. Tim noted that the WP1 and WP4 members had almost all expressed interest in staffing this work group. Tim noted that this group would come under WG5.

Next Teleconference

The next TF Leadership Call is Thursday, June 14 at Noon Eastern time.

Action Items:

- **Tim Weisenberger will develop and distribute a draft recruitment email blast for leadership review.**
- **Martin Schroeder will examine the MOU issue with Tony Kouneski**
- **Brian Stein will call Didier S., Mike M. and Manny M. regarding WG8**