

**MINUTES
2009 BUSINESS MEETING
TRANSPORTATION RESEARCH BOARD
COMMITTEE ON TRANSPORTATION DEMAND FORECASTING (ADB40)**

Tuesday, January 13th, 2009 - 10:15 AM, Hilton – Military room

- 1) **Introductions** – Chair Tom Rossi opened the committee meeting and attendees introduced themselves.
- 2) **Staff Report** (Kim Fisher). The 2009 Annual TRB meeting had 10,300 attendees, 3,400 papers (90 that were assigned to this committee). The success of the conference and the levels of attendance are a direct result of the work of the committees – we make the program compelling such that transportation professionals do not want to miss it.

Kim briefed the committee on the following:

- The committees are now going through the triennial strategic planning process. It helps to give direction to the committee activities.
- This is also a committee rotation year (Tom has no choice). The goal is to balance length and diversity among committee members. Committee friends are very important – please stay active!
- There is a new web page (<http://www.trb.org/ResearchFunding/index.asp>) that summarizes the various programs to fund research statements.
- This year, TRB surveyed its committee members. Input received indicated that it is important to feel a part of the committee (that committees put forth a welcoming atmosphere). At the annual meeting this year, 1st time attendees have white ribbons – if you see someone wearing one, be sure to talk to them and help if they seem lost.

Kim also recognized the following members, on behalf of TRB:

- Eric Miller was named a committee Emeritus member, with 42 cumulative years on TRB committees, 27 years specifically on ADB40 (formerly A1C02).
- Dick Walker
- Joan Walker, conference co-chair
- Rick Donnelly, conference co-chair
- John Gliebe, conference host
- And Eric Miller and Doug Hunt, as subcommittee chairs since 2002.

The committee recognized Kim for her support and efforts on behalf of the committee.

Finally, the audience asked the following questions of Kim:

Q1. What is the status of web-based tools? The committee has held off on updating the committee website, anticipating updates from TRB.

A. This will be Kim's focus and priority after the annual meeting.

Q2. The proceedings from the Austin "Modeling Innovations" conference were just recently mailed. What are the plans for the June 2008 Portland "Modeling Innovations" conference?

A. These are posted on-line on the committee website (<http://www.trb-forecasting.org/>). There are no plans for a paper version.

3) Announcement – SHRP Project C10 (Steve Andrlé): *Partnership to Develop an Integrated, Advanced Travel Demand Model and a Fine-grained, Time-Sensitive Network*

National Research Council Special Report 288 identified fundamental problems with trip-based, 4-step, static assignment travel demand models now in use. The goal of Project C10 is to improve modeling and network processes and procedures in order to address policy and investment questions identified in that report which cannot be well addressed now, and to facilitate further development, deployment, and application of these procedures. This is anticipated to be a \$4 million procurement.

Teams of US Public agencies with a transportation planning responsibility independently or in partnership with consulting or university support are encouraged to consider proposing. The public agency, consultant, or university may be the prime contractor, but all proposals must have a public agency partner.

Project objectives include:

(1) Make operational an integrated, advanced travel-demand model with a fine-grained, time-dependent network (integrated supply-demand model) in two public agencies. (2) Incorporate SHRP 2 Capacity products from project C04 (pricing) and C05 (operations) into the model capabilities. (3) Incorporate travel time reliability into the modeling capabilities (4) Validate, verify, and calibrate the model and time-sensitive network by conducting a series of tests to analyze performance. (5) Demonstrate how the outputs of the integrated model can be used as inputs to EPA's MOVES Model for estimation of greenhouse gas emissions. (If the MOVES Model is available, include it in the demonstration) (6) Demonstrate the model/network set in a real-world environment on a real-world problem. (7) Produce a portable, transferrable, open source product, process, and data that can be adapted for use elsewhere or used for research.

For more information, go to <http://www.trb.org/TRBNet/ProjectDisplay.asp?ProjectID=2349>

4) State of the Committee Report (Tom Rossi)

The committee had 90 papers to review. Members averaged 6 papers to review (for this committee alone), Friends typically saw 1-3 papers each. Most completed their reviews, and their efforts are much appreciated.

The committee has 33 active members, including international, young, old, and emeritus. The list of friends includes 200 names and continues to grow.

The committee documents are posted on its website (<http://www.trb-forecasting.org/>). These include its scientific scope, research agenda, and triennial self-evaluation from 2006. A committee activity for this year is to update the self-evaluation.

5) Committee Membership (Tom Rossi)

a) New member introduction – Tom welcomed Stacey Bricka (NuStats) as a new committee member.

b) Expectations – The following are expectations of committee members:

- Attend business meetings (advise in advance if you cannot make it)
- Serve on subcommittee(s) as called on and meet subcommittee requirements. The committee currently has three technical subcommittees that are official, with chairs (Emerging Methods, Integrated Transportation and Land Use, and Statewide Travel Demand Forecasting) as well as several operational subcommittees (Research Agenda Development, Web Development, and Data Information).
- If appointed as a liaison, attend the appropriate committee meetings. This program will be affected by the upcoming committee rotation (see below). Tom will contact members regarding assignments. ***Committee members and friends with membership or friend status on other committees should email Tom if willing to serve as an official committee liaison.***
- Review 5 to 7 papers within a 5-week period (August/September)
- Be proactive in contributing to committee scope, events, and interests.

Active participation factors into committee rotation decisions, which is particularly influenced by participation in the paper review process and/or pre-notification of inability to review papers or review delays.

c) Rotation 2009

TRB requirements for rotation are as follows:

- 1) Anyone who has been a member for 9 or more years must be rotated off.
- 2) 1/3 of all members must be rotated every three years

For ADB40, we will need to rotate 8 or 9 members. Fewer than 1/3 of the current members have served for 9+ years (only 3 fall into this category). Attrition will be part of the 1/3 to rotate, and a few individuals have volunteered to rotate off. Tom will contact the affected members to notify them of the upcoming rotation. ***Committee members who wish to be rotated off should contact Tom (if you have not already done so).***

With this rotation, we need to maintain membership diversity with regards to geography, organization type, professional category, gender, etc. TRB is working to make the membership process more transparent, and for this committee, a key consideration is anticipated activity level and contributions to the committee.

6) Committee Report (Tom Rossi)

a) 2009 TRB review process – The committee had 3 calls for papers:

1. Methods and Applications that Leverage New Sources of RP Data
2. Integrated Urban Models: New Methods
3. Integrated Urban Models: Institutional Implementation Issues

b) 2009 TRB paper review results:

A total of 90 papers were received, 72 for papers + presentation, 18 for presentation only. Of these, 40 were accepted (44%) – this includes 17 posters and 23 in podium sessions. Also, 19 papers are being considered for publication. Reviewers have been asked to re-review these papers.

In addition, the Integrated Land Use and Modeling subcommittee received 27 papers, 7 for presentation only and 20 for paper + presentation. Of these, 15 were accepted for presentation and 7 are being considered for publication.

c) 2009 TRB workshops/sessions (brief summary by workshop/session moderators). The committee co-sponsored 2 Sunday workshops.

- Integrated Urban Modeling of Greenhouse Gas Emissions
- Doctoral Student Research in Transportation Modeling

There were also 14 poster and podium sessions:

- Spotlight Session 413
- Podium Sessions 526, 583, 626, 665, 709, 783, 797
- Poster Sessions 333, 339
- Co-Sponsored Sessions 285, 632, 739, 743

d) Partnership with *Transportation*, Kluwer Journal (Martin Richards). As editor-in-chief, Martin was pleased to announce a continued partnership with TRB Committees ADB10 and ADB40 in the production of a special issue on selected publications from the 2009 Annual TRB meeting. This will include 8 papers on a special topic. It will result in Issue No. 5, to be published in late summer. Papers will be available on-line as soon as the proofs are returned. One committee member will be appointed as Guest Editor.

7) Subcommittee Reports (note that most subcommittees had not yet met as of the time of the full committee meeting.)

a) Emerging methods (Laurie Garrow/Joan Walker). The subcommittee had not yet met. They are pleased with the Wednesday at 2:30 pm meeting time. The subcommittee had issued a special call for papers on RP/SP data integration. They received 2 papers focused on aviation applications. All were invited to attend the Wednesday meeting and bring their ideas for emerging methods.

b) Integrated transportation and land use (Eric Miller/Doug Hunt). This subcommittee is a joint subcommittee with ADD30. They met at 7 am on Tuesday January 13 with 28 attendees. They have 2 sessions on Wednesday morning and also had a Sunday morning workshop that was attended by 80 people. The workshop ended at 12:10 pm and could have gone longer!

The focus of today's meeting was outreach – spreading the word on integrated models. They plan to reach out to the American Planning Association and attempt a special 2010 session. They are pursuing a workshop/tutorial at the Applications Conference (May 2009 in Houston), and will also talk with AAMPO about a workshop/tutorial. They plan to issue a call for papers that focuses on integrated models for medium-sized cities.

The chair for this subcommittee is rotating off, as part of the committee rotation. So a new chair will be appointed in the spring.

c) Statewide travel demand forecasting (Greg Giaimo) – this subcommittee is scheduled to meet on Wednesday at 8 am. The friends list has 70 names on it. The subcommittee sponsored 5 sessions at the Statewide conference – each with 5 speakers, so 25 in all. Six of those speakers were invited to re-present at the 2009 Annual TRB meeting.

The subcommittee has had two NCHRP 8-36 projects sponsored. One looks at the development of a national passenger travel model and the other investigates new validation methods for statewide models.

The subcommittee webpage is housed on the Statewide Planning committee site, but linked through the ADB40 website. They welcome any committee input.

d) Research agenda development (Jessica Guo). The subcommittee consists of Jessica, Yasasvi Popuri, and Ed Weiner. This year, the main activity was to coordinate the call for papers. The main focus of the subcommittee includes:

- continue to work with the technical subcommittee chairs
- develop research needs statements. They currently have 4 and want to expand.

Committee members and friends are encouraged to send in research topics and ideas.

Subcommittee members will help to write the statements.

e) Web development (Joe Castiglione and Billy Charlton). The website was in maintenance mode this year. The most significant addition was posting the 2008 conference information. The plan is to augment the content with more resources. Others are invited to join (see contact information on website - <http://www.trb-forecasting.org/>).

f) Data information (David Levinson). The subcommittee will meet immediately following the full committee meeting. The travel survey archives are in Phase 3 of funding. It has data for 58 metropolitan areas, dating back to the 1960s. Possible donors should know that even if there is not a desire to release the data publicly, the site can be used to archive the master data.

Future activities are to further improve meta-data standards. It's possible that this subcommittee might be promoted to a joint subcommittee.

A question from the audience asked whether the archives include the socio-economic and network service files corresponding to the survey data. David clarified that it was not, but he'd be happy to start doing that if the regions provided the files.

8) Proposed 2009 TRB Activities – Workshops, Calls for Papers, Special Sessions, etc. (Tom Rossi). Workshops. There is some desire to limit the number of workshops.

Sessions. The committee sessions result from the calls for papers or other papers received. In addition, we can organize sessions on similar topics and have invited sessions (for example, Ram Pendyala is moderating an invited session on examining the fuel price effects on Tuesday night).

If you have ideas for workshops or sessions (including co-sponsor opportunities), let Tom and/or the appropriate subcommittee chair know.

9) Other committee activities (Tom Rossi)

a) Triennial Strategic Plan for the Committee

All committees are now updating their strategic plans on the same schedule. Tom will be appointing a group to work on the plan this year, with the goal of working on it in the spring and summer (before the paper review cycle starts). The first step will be a conference call to review the old plan.

Volunteers for the strategic plan included Venky Shankar and Eric Miller. Tom will appoint others.

Committee members and friends are invited to give input- and email or call Tom to talk on-line about what this activity entails.

10) Remembering Earl Ruitter – all. Committee members took the time to remember Earl Ruitter, who passed away in June 2008. Earl was a committee member for 12 years. He was extremely influential in modeling, providing the foundation that many of us take for granted today.

11) Discussion of paper review process (introduced by Tom Rossi, contributions by many in the room)

Tom introduced three main issues raised by reviewers about the paper review process:

- a) The number of papers to be reviewed. Committee members typically see 6 (friends 1-3) from this committee alone, not to mention assignments from other committees.
- b) The length of the papers. Several papers go significantly beyond the 7500 word length. A few had 12,000 words. (with those, some reviewers didn't review because of the length overage, others reviewed but gave a low score for the non-compliance). Those that were of merit were flagged for re-review, with a requirement to reduce the length.
- c) Some papers are better off elsewhere (reviewed by other committees). Tom does read the abstracts and browse the papers prior to assignment, but still some reviewers felt the papers better belonged elsewhere. (One was in fact submitted to another committee's call for papers!).

In general, it helps to get our papers out for review early, before the "crush." Tom tries to assign based on known expertise.

Discussion:

- Can the subcommittee chairs help manage the review process?
- The paper review chair can see the number of papers assigned. This is useful up to the point where the chair assigns a paper – the timing doesn't always work well.
- We should have a database of areas of expertise for members and friends (based on key words). We can set this up on the website.
- We had 90 papers assigned to our committee for review this year. Can those authors be "tapped" and form a valid pool of reviewers for similar papers assigned to our committee?
- Can you filter really awful papers and just not assign them? Probably not – we have no right to pre-screen them. We can screen on length. Top journals have strict word limits. It is the discretion of the chair to assign reviews of long papers, but in publications, this is much stricter.
- Not all papers are the same – some are more complicated and take more space to explain properly. Some do need the longer length (in those cases, they might do presentation only but their LONG paper is included on the conference CD).
- The long papers compete with shorter papers. Sometimes the length is due to poor writing, but sometimes it's because the topic is extremely complicated.
- The authors need to employ common courtesy and edit down the papers – not as much the content but in writing more concisely.

- Editing is important. An example raised was a joint paper by a student and the professor. It was clearly not edited and not written well.
- There is a 7500 word guideline. If the paper is over by some threshold (25%, 30%, 50%), automatically reject.
- One way around the long papers is to divide the content into Papers 1 and 2. However, in the assignment of papers to reviewers, the abstracts need to clearly convey that these are parts 1 and 2 so that the same reviewers can review both papers.
- We currently allow any length papers for the first review, but require the papers to meet the word limits if accepted for publication.
- Some papers submitted meet the word limits, but during review, authors are asked to clarify. How do you clarify and add details without going over the word limit?

Tom will be taking these ideas to the section meeting on Wednesday. **If you have any other ideas, please email Tom at anytime.**

12) Reports/Announcements of Conferences Publications, and other items of interest

- a) Heather Contrino, FHWA, gave an update on the **2008/9 National Household Travel Survey** and thanked attendees for their continued support. At the 2008 TRB Meetings, the add-on program was strong, but the team was struggling to obtain funds for the national sample. Funding for the national sample was obtained and the program is now at \$22 million with 150,000 households being surveyed. An interim weighted file was prepared for 2008 to assist with the new administration and reauthorization. The survey will be in field until May, with the first data files expected by September. Look for a full release at TRB 2010.

13) Other Business

Recorded by Stacey Bricka