

APTA Communications Subcommittee

October 8, 2006

Meeting Minutes

Mtg. Date: October 8, 2006: 8am – 11am

Location: Fairmont/Marriott/San Jose Convention Center
San Jose, CA

Facilitator: Jon McDonald - Chair

Name	Organization	Email
Jon McDonald	LTK	jmcdonald@ltk.com
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Robert Stern	Telcordia	Rstern2@telcordia.com
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Delma Bratvold	SAIC	DELMA.J.BRATVOLD@saic.com

Discussion and Action Items:

1. Introductions
2. Review of Minutes from June Meeting
3. Presentation and Discussion of By-Laws
 - a. *Jon McDonald introduced the By-laws noting that they have been reviewed and approved by APTA Council. Minutes approved unanimously.*
4. Discussion of New Projects and Initiatives within Member Organizations
 - a. *David Banbury discussed MUNI's implementation of a new voice recorder system in Central. Old system was a reel to reel Magnasync. New system is*

digital recorder, also Magnasync, utilizing Mac OS and Java. Currently is being phased in over about the next year.

- b. *Robert Stern talked about Telcordia's new 'carrier class' notification system which is used to tie into an existing control center and deliver messaging to off-site personnel (voice, pager, blackberry, etc...). He also noted that they had done substantial amount of work in disseminating video surveillance info and had some applied research on the topic.*
 - c. *Life Cycle Costs – much discussion ensued in the discussion of life cycle costs with regards to procurement. Some properties, such as LA Metro, consider this in procurement but it is frequently ignored. Group thought a topic of dealing with technology, maintenance staffs, and life cycle costs was worthy topic of a recommended practice.*
5. Discussion of On-going Subcommittee Activities
- a. Radio 800 MHz Rebanding
 - i. *No discussion*
 - b. Standards/Recommended Practice Development
 - i. CCTV Recommended Practice
 - 1. *Dave Gorshkov and Frank Sauri brought the Subcommittee up to date on Facility Security Standards Working Group meeting in Boston. They noted that Security folks were focusing standard on placement not technology and were content to wait for our team to develop the technology part. Our standard/practice will be divided into 3 areas with a possible 4th – CCTV-technology; DVR – technology; Mobile trainline; and perhaps applications such as detection.*
 - ii. Control System Security
 - 1. *Dave Teumim noted that the idea of cyber security was new to transit but not new to other industries. He cited a couple of Australian attack and one a Class 1 RR which all shut service for a day or more at a time. The draft standard is out and needs comment. All members are encouraged to comment on it.*
 - 2. *Jon McDonald suggested, as did APTA staff, that this topic was a good topic for the TCRP IDEA program and we should be developing a problem statement for this for consideration. This would come with funding and agency support. Greg Cook suggested that it would have a good chance if it was shown that another group was providing matching funds.*

3. *Robert Stern noted that malicious code should be included in the Standard.*

iii. Definition of Communications

1. *Jon McDonald and Raul Millena discussed this and agreed that we need a better definition of what we want to do with the info. Jon is to discuss with Greg Cook and bring up with the Subcommittee at large.*

c. TCRP Radio & Wireless Assessment Presentation – SAIC

- i. *Delma Bratvold gave an overview of the TCRP Radio and Wireless Assessment study and asked for comments. Group discussed at length. Jon McDonald noted the importance of the Subcommittee in spreading the word in getting the survey filled out.*

d. Proposed TCRP Problem Statements

- i. *Jon noted that we had one outstanding problem statement in “CCTV ROI” which attempts to identify and quantify the returns CCTV makes for an organization given its total life cycle costs.*

6. Working Group Discussions

- a. *Little time was had for Working Group discussions and it was noted that the Subcommittee meetings need a bit better time management.*

7. Action Item Review & Adjourn