

CHARTER

Preamble

The Pennsylvania Department of Transportation (PennDOT), Pennsylvania Turnpike Commission (PTC) and Local Public Agencies (LPA) work to provide a sustainable transportation system and quality services that are embraced by our communities and add value to our customers. The State Transportation Innovation Council (STIC) is a multi-stakeholder leadership team that works together to forge an environment of innovation, imagination and ingenuity to pursue specific innovations and their rapid implementation to deliver a modern, high-quality transportation system to the citizens of the Commonwealth of Pennsylvania.

Purpose

This Charter establishes the Pennsylvania State Transportation Innovation Council (STIC) and defines its mission, scope and responsibility, membership, and administration.

Vision

Pennsylvania's State Transportation Innovation Council (STIC) will foster a collaborative culture for rapid implementation of ready to deploy and beneficial innovations to efficiently deliver a modern, high-quality transportation system to the public.

Mission

Facilitate the rapid implementation of technology, tactics and techniques among transportation professionals at all levels of government and throughout the private and non-profit sector to ensure smart, efficient investment in Pennsylvania's highway infrastructure.

Scope and Responsibility

Pennsylvania's State Transportation Innovation Council (STIC) shall provide multi-stakeholder leadership to perpetuate the rapid deployment of innovations. The objectives and duties of the STIC shall be to identify and recommend ways to ensure that the Pennsylvania STIC responds to key issues and challenges that impact the transportation system. The STIC will act as a catalyst for rapid deployment of identified technologies, techniques and tactics that have been demonstrated in "real world" applications and can offer improved performance and effectiveness in Pennsylvania.

The STIC will:

- Advise the PennDOT Secretary and FHWA Division Administrator
- Provide a means of ensuring regular contact between PennDOT, PTC, LPAs, and transportation stakeholders.
- Report to the PennDOT Secretary and FHWA Division Administrator the status of implementing *Every Day Counts* initiatives and related matters.
- Provide leadership to promote and support rapid deployment of selected technologies, tactics and techniques.
- Provide a forum for discussing and proposing proven solutions to transportation-related shortcomings.
- Act as a liaison among the stakeholders represented by the membership, and may provide a forum for those stakeholders on current and emerging issues in the transportation sector.
- Develop a process to select technologies, tactics and techniques on which to focus implementation efforts.
- Identify and mobilize champions within Technical Advisory Groups (TAGs) who are committed to the development and deployment of chosen technologies, tactics and techniques.
- Monitor performance metrics to ensure priority initiatives move into standard practice.
- Share information with all state stakeholders through meetings, workshops and conferences.

Membership

The STIC's membership shall reflect the diversity of the transportation industry in the state by representing a balanced cross-section, including entities from various geographic locations and agencies of varying size. At a minimum, membership should represent the following:

- PennDOT
- FHWA
- Pennsylvania Turnpike Commission
- Local Technical Assistance Program (LTAP)
- Local Public Agencies
- Planning Partners
- Contractors
- Consultants
- Federal and/or State Resource Agencies
- University Transportation Centers or Higher Education Institutions

In addition, subject matter experts (SMEs) and other advisory members may be invited to attend STIC meetings with the concurrence of the PennDOT Secretary and FHWA Division Administrator.

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The STIC shall be co-chaired by the PennDOT Secretary and the FHWA Division Administrator and composed of approximately 25 members. All member organizations that are not state and federal agencies will delegate a representative who is appointed for a 2-year term by the organization's chief executive officer or board of directors. Any person appointed to fill a vacancy shall serve for the unexpired term with the option, by the appointing power, to succeed himself or herself for one full term.

Meetings

The STIC shall meet regularly at a time and place set by the STIC Management Team. In addition, the STIC may be convened in an emergency session to address time-critical topics as deemed necessary by the STIC Management Team. It is currently expected that the STIC shall meet three times per year.

Members are expected to attend all meetings. Attendance may be in person or any two-way, interactive communications means, such as conference call or video conference. If necessary, a member may be represented by a designated alternate.

Items presented for STIC review shall be circulated electronically for members' review in advance of the meeting to allow members time to review the documents in a meaningful way.

Subcommittees

The STIC may establish subordinate committees as it considers necessary for the development and deployment of innovations. The subordinate committees, Technical Advisory Groups (TAGs), will be responsible for producing and presenting innovation development summaries and deployment plans for STIC review and approval. TAGs are expected to meet at a minimum of every other month or more frequently as determined by the TAG leadership. The Pennsylvania STIC has the following standing TAGs: Design TAG, Construction TAG, Maintenance TAG and Safety and Traffic Operations TAG.