

Meeting date | time 01/18/24 | 10:00 – 11:30am | Meeting location MS Teams

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## Attendance

Mark Kirstner, John Kim, Andrew Sowers, Snow Ou, Ashutosh Kumar, Soon Chung, Fredrick D Haith, Heejoo Ham, Hunter Staszak, Taegyu Kim, Yuan Zhou, Li Jin, David Schellinger and Wannetta Mallette.

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## Highlights

1. David Schellinger provided the model update management, data required and status work plan.
  2. Mark Kirstner presented FY 25 work plan and budget.
  3. MPO representatives provided the growth allocation updates.
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## Agenda topic **Model Updates** | Presenter *David Schellinger, Stantec*

- **Project Management:** Stantec aims to complete Task 2 and 3 in the work plan by April. Most of the model components should be finished by mid-July, and Stantec plan to have the documentation fully completed by November.
  - **Data Collection:** David asked John if travel data, travel pattern data, and survey data, including socioeconomic data is available. John and DOT need to confirm with the availability of 2022 streetlight data including the expanded area.
  - **Model Status:** David verified the PTRM version with John and checked if the expanded zonal system is consistent with NCDOT region. John, Snow, and Soon are currently testing the tour-based freight Model and can confirm the final version. Report documentation is in progress and needs to include a description of the procedure of updating input files to include the expanded areas.
  - **Work Plan Overview:** David reviewed the model update work plan with John, discussing key issues such as work management, model structure, transportation network and data preparation, as well as the estimation and calibration of models.
  - John mentioned that we currently have three area types: CBD, Urban, and Rural. We plan to add a fourth type, Suburban. John also expressed a desire to reflect changes in travel patterns before and after COVID after assessing if these changes will be long-term.
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## Agenda topic **Draft FY 25 Work Plan and Budget** | Presenter *Mark Kirstner, PART*

**Work Plan & Budget:** Mark presented the work plan and budget for Fiscal Year 2025. By consensus the Model Team recommended approval of the FY 25 Work Plan and Budget to the Executive Committee.

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## Agenda topic **Growth Allocation Project MPO Updates** | Presenter *MPO Representatives*

**Winston Salem:** Hunter mentioned that they are currently facing lookup table issues with missing values and plan to address and fix them tomorrow.

**Greensboro:** Yuan reported that they have finished the first of the three test rounds of scenarios.

However, there are issues in the report regarding insufficient capacities to allocate demand for single-families and multi-families. They need to investigate and determine potential reasons for these issues.

**Burlington:** Wannetta hopes to delve into the growth allocation project next week.

*End of Meeting.*