ED’S CORNER

This time of year we tend to focus on the TxDOT RMC process - finishing projects, making presentations, turning in deliverables, waiting on anticipated awards and meeting our schedules and budgets. TOG has historically done an outstanding job meeting all these expectations. All signs indicate that we'll do as well this year. Every one of you should take pride in our individual and collective accomplishments. Subsequent issues of this newsletter will provide statistics on these RMC benchmarks as they become available.

Let's also not forget that TxDOT, like all state transportation departments and most state agencies, is experiencing a tight fiscal environment. Please use the upcoming months to explore funding sources external to TxDOT so that we can better position TTI for some uncertainty in the marketplace. A diversified funding base and the associated cushion we can garner from a larger non-TxDOT overhead rate could be instrumental in ensuring continuity of all our programs. Recent national events have emphasized the need for preparedness and anticipation of the unexpected.

Finally, thank all of you for such great attendance at the TOG Retreat on May 17 at Hilltops Lake. Even though the weather was threatening, our team's active participation and good spirits helped make the day a success.

Ed Seymour

CALIFORNIA TRANSPORTATION SECURITY SUMMIT

Russell Henk participated (March 28-29) in the California Transportation Security Summit in Los Angeles, California. In conjunction with this meeting, he also participated in meetings led by AASHTO in which the National Research Agenda for Transportation System Security is being established. Russell notes that focal areas getting the greatest attention currently include: transportation system operations (including ITS), bridge structures, and transportation/tracking of hazardous materials.

General topic areas were refined during the Los Angeles meetings and specific scopes of work will be developed and prioritized in Baltimore, Maryland on April 22-23, (he will be in attendance there as well in his role as Secretary for TRB's Committee in Critical Transportation Infrastructure Protection). It is being strongly recommended that these noted areas receive several million dollars in funding over the next few years. Russell’s TRB Committee is working closely with AASHTO to help the national research agenda develop a true "system/multi-modal" scope. As expected (and perhaps appropriate), AASHTO's current research topics are focused on the highway component. Russell will update us as details develop.

RECRUITMENT ACTIVITIES

Montasir Abbas recently made a presentation to the Purdue ITE Student Chapter when he happened to be in the area for other purposes. The Purdue student chapter body was very grateful that TTI took the initiative to expose them to our work. They were all impressed by the magnitude and diversity of research pursued at TTI. Please keep possible recruitment activities in mind when traveling. TOG will assist with presentation materials and provide brochures. Funding for extra costs associated with these efforts is also available. Thanks go to Montasir for his effort spent on this important activity.

Beth Neilson

* * * * *

TOG’S Mission

To facilitate innovations in transportation system operations through leadership in research, education, and technology transfer.
Kevin Balke, Kay Fitzpatrick, Gene Hawkins, Dan Middleton, Cesar Quiorga, Gary Thomas, and Jerry Ullman recently participated in the Managers and Supervisors Conference held May 21. Beverly Kuhn plans to attend the course on July 29 in Houston. Anyone interested in attending should contact Beth Neilson. Helpful tips from the conference include:

**Twelve Things That ALL Leaders Do**
1. Aim high
2. Excite those around them
3. Set a pace and maintain it
4. Have an optimistic attitude
5. Know there will always be critics
6. Practice persistence
7. Understand the value of role models
8. Get emotional buy-in
9. Think and do things creatively
10. Intelligent things
11. Manage change
12. Celebrate victories

**Tips On Running A Successful Meeting**
1. The best times to schedule meetings are right before lunch and right before the end of the day. This instills an immediate urgency to getting things done in a timely manner.
2. Developing and handing out an agenda ahead of time. Agenda items should be prioritized and have names associated with as many of the items as possible.
3. Set both a beginning and an ending time
4. Assign someone who is NOT running the meeting to be the timekeeper and keep discussions on track
5. Accent the positive and work to resolutions
6. Summarize meetings with a set of minutes

**The Power of Persuasion**
The power of persuasion can play a crucial role in the success of your program and your career. While some may view persuasion with a negative connotation, it shouldn't be. We always need to be able to persuade someone. We persuade an organization to fund a research project. We persuade a prospective employee to come work with us. We persuade our supervisors to support a new concept or idea. In order to accomplish this, there are four key aspects to consider:

1. Establish credibility. Others must see us as being competent and unselfish before committing.
2. Common ground. If there is no established framework, support may suffer.
3. Use vivid language/evidence. Don't just tell. SHOW. Illustrations (verbal and/or written) can capture the essence of your ideas.
4. Connect emotionally. Make sure they can empathize with you.

Of course success is not automatically guaranteed just by following these four rules. But to disregard them, will diminish your chances significantly.

**Rewards and Incentives**
Rewards are most effective if:
1. They equal the accomplishment
2. The employees find them valuable
3. They are fair and consistent (we need to write out the terms and conditions so that they can be uniformly applied)
4. They are creative and fresh
5. They are timely
6. They are done as a surprise

The following intangible rewards:
1. Praise (specific, sincere, personalized, timely, comfortable)
2. Recognition
3. Increase job responsibilities
4. Empowerment
5. Promotion
6. 

Gene Hawkins has purchased five management-related books that were available at the conference. The titles are:
- Coping with Supervisory Nightmares, 12 Common Nightmares of Leadership and What You Can Do About Them; Dobson
- Defeating Procrastination, 52 Fail-Safe Tips for Keeping Time on Your Side; Carolelli
- Organized for Success!, 95 Tips for Taking Control of Your Time, Your Space, and Your Life; McGraw
- Productivity Power, 250 Great Ideas for Being More Productive; Temme
- Stress Control; Bell

You may borrow them by contacting Liz Perez.

**Did you know** that If you YELLED for 8 years, 7 months and 6 days you would have produced enough sound energy to heat one cup of coffee. Hardly seems worth it!
HELLO AND GOODBYE

Welcome

FTO would like to welcome Justin Schrader, Clark Goad, Rinesh Patel, and Lisa Ferguson. They will be helping out with the nighttime study at Riverside on Accounting for Large Trucks in Design of Signs and Pavement Markings for Project Investigator Melissa Finley.

The Dallas office would like to welcome Kyle Kurfees. Kyle is a new student worker in the Dallas office for the summer. Kyle just finished his freshman year at Baylor University.

The Traffic Monitoring Program would like to welcome David Ibanez as Student Worker III.

The 3rd floor employees from the CE/TTI Tower would like to welcome Amelia Reid. Amelia will be helping with report production and processing survey data. She is originally from Wyoming and has been in Bryan since 1989. She likes to spend her down time sewing, crocheting, reading, and working in her flower garden. Most recently her time has been filled enjoying her first grandchild. She comes to us from the Department of Geology and Geophysics where she was on the staff of IRIG (Integrated Reservoir Investigations Group), a research project that interfaced with oil companies to understand migration of hydrocarbons in the Gulf of Mexico.

The Houston office is pleased to welcome back student worker Shelby Knight. Shelby has returned to work for the summer after completing his second year at Southwestern University in Georgetown, Texas where he a Biology Major.

The Operations & Design Division would like to welcome Rachel Hudgens. Rachel is a graduate of A&M Consolidated and will work for FDV for the summer. In August, Rachel plans to move to Arkansas to attend college. Keep up the good work Rachel!

PASSER® II-02, Version 1.0 Released

We are pleased to announce the release of a Windows upgrade to TTI’s popular program, PASSER II, which develops optimal progression along signalized arterials having multiple arterial phase sequences possible. PASSER II®-02 has a new user interface similar to PASSER III-98. It also has an enhanced optimization routine used by its predecessor, PASSER II-90. The input data requirements have not changed; however, unlike the previous release, it preserves the lane configurations supplied by the user. This was achieved by introducing a new format for the input data file. Existing users need not worry because the program can read old input data files and will automatically convert them to the new format.

PASSER II®-02 user interface provides several new features. Because a large user-base exists, the old output report from PASSER II-90 (now the “Classic” output) can be selectively displayed and printed. The following is a list of new features of PASSER II®-02:

- Updated saturation flow calculation module.
- Summary of results for all cycle lengths analyzed.
- User can view output for any selected cycle length.
- Generates output reports in rich text format and launches Microsoft WinWord for viewing these.
- New time-space diagrams in html format, and viewed by automatically launching Microsoft Internet Explorer.
- Advanced Help facility.

The enhanced optimization routine now produces integer-only green splits. For further information about the program, updates, and frequently asked questions, please contact Nadeem Chaudhary or Carroll Messer.

HAPPY BIRTHDAY

June 04 Rene Arredondo
June 04 Natosha Avery
June 10 Gary Barricklow
June 24 Michael Maresh
June 25 Roelof Engelbrecht
June 25 Sangita Sunkari
June 26 Duchwan Ryu
June 27 Gary Thomas
June 29 Edgar Kraus

July 03 Wonho Kim
July 13 Leslie Kacer
July 13 Karl Zimmerman
July 15 Bikash Mandal
July 20 Angelia Parham
July 25 Curtis Herrick
July 28 Ricky Parker
July 29 Jim Bonneson
July 31 Paul Barricklow
TOG TRAVELS

Mike Vickich and Robert Benz from the TTI Houston office participated in the North American Travel Monitoring Exhibition and Conference (NATMEC) on May 15 in Orlando, Florida. Mike gave a presentation on the Houston TranStar Traveler Information Website and Rob gave a presentation on Monitoring Mobility: Utilizing Environmental, Weather, and Traffic Data. Other TTI participants included: Dan Middleton, Ricky Parker, David Pearson, and Shawn Turner. Dan presented a paper entitled "Using Weigh-In-Motion Data in a Modern Truck Traffic Information System."

Kay Fitzpatrick made a presentation on Managed Lanes during the recent TxDOT Design Conference in San Antonio held April 2-3.

Marcus Brewer, Gary Thomas, and Leonard Ruback attended the ITE Spring Conference and Exhibit in Palm Harbor, Florida on March 24-27. Marcus made a presentation on "Engineering Countermeasures to Red-Light-Running." Red Light Running is still very much a hot topic; the session on RLR was very well attended, with over 100 people present, and there were quite a few questions directed to each of the presenters in the session. Marcus also attended sessions on improving safety at school crossings and intersections and considerations for pedestrians.

Russell Henk has been doing his best impression of Ed Seymour as of late. Over the past six weeks, Russell has been to meetings in Washington, D.C. (twice), Los Angeles, Baltimore, Laredo (twice), Corpus Christi/Kingsville (twice), McAllen/Edinburg/Brownsville, Houston, College Station (twice) and St. Louis -- the Hilltop Lakes trip doesn't count, because it was for fun (TOG Day... wink, wink). Rumor has it he'll be back to D.C. and St. Louis for the CTIME Project again soon. Russell's mug may soon join Ed's on missing person fliers and milk cartons.

Tim Gates and Srinivasa Sunkari attended a four-day training session of Steven Covey’s “Seven Habits of Highly Effective People” at Blinn College. The training sessions were held one day a week. Both found the class to be very informative and quite enjoyable. The course content was so centered on developing effective self-management habits that Tim and Srini have learned to communicate using “Covey-isms”. So if you hear either of them talking about spending more time doing “Quadrant II Activities”, don’t be alarmed! They recommend this course to anyone who feels the need for overall self-improvement.

Gary Thomas has also been on the road. Gary was seen in Madison, Wisconsin at an ITE Standards Course on April 15, in Bonner Springs, Kansas on May 24 at an ITE Standards Course, in Washington, D.C. at the FHWA Meeting on May 25, and in Raleigh North Carolina on June 3 for another ITE Standards Course.

Robert Benz of the TTI Houston office traveled to PVAMU to give a presentation at the Summer Transportation Institute. Robert presented an overview of Civil Engineering and Transportation.

CALENDAR MARKS

June 14  Flag Day
June 16  Father’s Day
June 21  Summer Begins
June 21  TAPPS Conference
July 04  Independence Day
July 10  Speak Up! The Art of Presenting
        12:00 - 1:00, Room 103 Gilchrist
July 17  Creating Successful Presentations
        12:00 - 1:00, Room 103 Gilchrist
July 31  Tips and Tricks of Powerpoint
        12:00 – 1:00, Room 103 Gilchrist

New Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>PI</th>
<th>Sponsor</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>403440</td>
<td>Seymour</td>
<td>METRO</td>
<td>Research Services Related to the RCTSS System Review Meeting</td>
</tr>
<tr>
<td>474510</td>
<td>Jasek</td>
<td>S. Carolina State</td>
<td>2002 Summer Transportation Institute</td>
</tr>
<tr>
<td>474570</td>
<td>Carlson</td>
<td>Battelle</td>
<td>Finalizing Minimum Retroreflectivity Requirement for Traffic Signs</td>
</tr>
<tr>
<td>474600</td>
<td>Seymour</td>
<td>ITE</td>
<td>Professional Services Associated with the Delivery of the ITS Standard Course Modules</td>
</tr>
<tr>
<td>474610</td>
<td>Hawkins</td>
<td>Battelle</td>
<td>Workshop on Minimum Levels for Traffic Signs Retroreflectivity</td>
</tr>
</tbody>
</table>
SO... YOU HAVE TO GIVE A PRESENTATION

Presenting a 3-part series of brown bag seminars dealing with giving public presentations. Everyone is welcome to attend.

Speak Up! The Art of Presenting
July 10, 12:00 – 1:00, room 103 Gilchrist

This seminar will address nearly every aspect of giving a public presentation. From writing and practicing to taking questions from the audience and everything in between. This seminar will be given by Gary Thomas.

Creating Successful Presentations
July 17, 12:00 – 1:00, room 103 Gilchrist

Visual aids can make or break your presentation. This seminar will concentrate on putting together presentation materials that are easy to read and understand. Microsoft PowerPoint will be used to highlight the critical “dos” and “don’ts” that can either keep your audience riveted or have them taking a snooze during your talk. This seminar will be given by Bob Brydia.

Tips and Tricks of PowerPoint
July 31, 12:00 – 1:00, room 103 Gilchrist

Now that you know the dos and don’ts of a successful presentation, how do you use PowerPoint to make a successful presentation? This seminar will cover using and editing slide templates, altering color schemes, adding animation, inserting clip art and movies, using keyboard shortcuts, and other topics. This seminar will be given by Gary Thomas and Bob Brydia.

KUDOS!

It's time to celebrate! Paul Carlson has completed the requirements for his PhD degree. Paul’s wife Kim also graduated in May with a Masters in Architecture. Now they can both attempt to resume a "normal" life. Please stop by to congratulate Dr. Carlson when you get a chance.

Melisa Finley was recognized in the "Applause" section of the April issue of Resources for her outstanding job performance. Melisa was applauded for her organizational and problem solving skills, her professionalism, her leadership, and most importantly her role as a team player. TOG is proud to have her on our team.

Congratulations to Joan Stapp on reaching her 10 years of service with TTI. Also, congratulations go to Russell Henk for reaching 15 years of TTI service.

Congratulations to Houston student worker Chris Heitfeld who was recently accepted to TAMU. Chris will be a member of the prestigious Core of Cadets and plans to major in Biology. Congratulations Chris!

CAN YOU NAME THIS TOG EMPLOYEE?

My husband and I just returned from a trip to Egypt. We were in the country from April 1-12, 2002. We toured the entire country from Alexandria in the north to Abu Simbel in the south near Sudan. We had a wonderful time and met many wonderful people. Here is a picture of me holding the tail end of a cobra. Can you guess who I am? Look for answer in next issue!

TOG DAY ENJOYED BY ALL

On Friday, May 17, many of us traveled to Hilltop Lakes to participate in the 2002 TOG Day Meeting. It was nice to visit with friends from near and far. Greg Richmond and Wally Simpson gave us interesting benefit information and many enjoyed preparing the children’s books to be donated for our service project. Although the weather did not cooperate, lunch, fellowship, and interesting project updates from Dr. Seymour and the project managers made the day a success. Thanks to all those who organized this year’s event, especially Chairperson, Robert Benz.