

# Development of Standard Operating Procedures for the Technical Working Group for Mobile Source Emissions

## About this Document

The Texas Department of Transportation (TxDOT) formed the Texas Technical Working Group on Mobile Source Emissions (TWG) in the early 1990s in response to the [Clean Air Act Amendments of 1990](#). It was established per the provisions of the [Texas Administrative Code \(TAC\) Subchapter G: Transportation Planning](#), Sections [114.260](#) and [114.270](#), which implements the requirements of [40 Code of Federal Regulations CFR Part 93, Subpart A](#). These provisions require consultation processes that are used to demonstrate and assure conformity of transportation planning activities with the state implementation plan (SIP).

The TWG was originally designed for technical staff to work out problems or strategies for modeling on-road mobile source emission inventories. It has since expanded to become a forum for discussing transportation air-quality related issues in Texas.

Since the early 1990s, the TWG has evolved to meet stakeholder needs, both through incremental changes, as well as through formal restructuring efforts conducted in the early 2000s. In 2019, a similar review was conducted, culminating in a “Future of TWG” workshop held in November 2019. The workshop resulted in several recommendations<sup>1</sup> that are being implemented to improve and streamline functioning.

One of the recommendations was to build on existing documentation of the TWG’s purpose to develop a set of expectations/procedures to communicate its role, its operations, and its membership. The remainder of this document contains a draft committee statement and charter, developed to address this recommendation. Once approved by the TWG, this will serve as a blueprint for activities, including the scope, mission, and role.

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<sup>1</sup> All the recommendations can be viewed here: <https://txagportal.org/wp-content/uploads/2024/02/2019-11-Breakout-Session-Summary-Final.pdf>

# **Texas Technical Working Group for Mobile Source Emissions *Committee Statement and Charter***

## **About the TWG**

The Technical Working Group on Mobile Source Emissions (TWG) serves as a forum for Texas' nonattainment, near-nonattainment, and maintenance areas to proactively discuss transportation-related air quality topics and promote knowledge sharing, collaboration, and coordination of interagency consultative processes.

The Texas Department of Transportation (TxDOT) formed the TWG in the early 1990s in response to the [Clean Air Act Amendments of 1990](#). TxDOT's Transportation Planning and Programming Division (TPP) has overall management responsibility for the TWG. The Texas A&M Transportation Institute (TTI) facilitates the meetings and provides other staff support , as part of a contract with TxDOT.

## **Vision**

The vision of the TWG is to provide a focused, proactive, and effective forum for problem-solving and information sharing needed to accomplish transportation-related air quality goals.

## **Mission**

The mission of the Texas TWG is to accomplish the vision through the mobilization of resources, staff training, technical policy exchange, and outreach; resulting in coordinated, consistent, and timely outcomes.

## **TWG Participants**

The TWG has no formal membership, it includes the Environmental Protection Agency (EPA), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Texas Commission on Environmental Quality (TCEQ), TxDOT, Metropolitan Planning Organizations (MPOs), public transit operators, and local air quality agencies in nonattainment, maintenance, and near-nonattainment areas. All agencies working with transportation air-quality related issues in Texas are welcome to join this forum.

## **TWG Advisory Committee**

One primary representative each from EPA, FHWA, FTA, TCEQ, TxDOT, and MPOs with nonattainment or maintenance areas will form the TWG Advisory Committee. The role of the Advisory Committee is to provide a leadership role in coordinating activities of the

full TWG group. This includes playing an active role in identifying and prioritizing training topics , presentation topics for meetings, and research topics and priorities for discussion. The Advisory Committee will meet roughly on alternate months, except for months where a full TWG meeting is being held. The Advisory Committee will also communicate via email during months without a full or Advisory Committee meeting.

### **TWG Meetings**

In-person meetings of the full TWG will be held up to four times a year, with an option for remote attendance. These meetings are approximately day-long events, with training sessions or other events planned in conjunction with the meeting. The meetings may also be scheduled to align with other events that the full TWG may be attending, to maximize in-person participation. Schedules, dates, and agendas for the quarterly meetings will be cooperatively determined by the TWG Advisory Committee. Unless otherwise decided by the TWG Advisory Committee, the meeting will be held in Austin.

### **TWG Workgroups**

The TWG, with the approval of the TWG Advisory Committee, may establish Workgroups to address specific topics. TWG Workgroups will be comprised of a subset of the full TWG working in collaborative ways of addressing specific technical issues. TWG Workgroups would periodically report to and discuss progress with the full TWG group and disband once they reach a conclusion and report final activities. The TWG Advisory Committee will make executive decisions to reach an official consensus on a topic where required.

### **TWG Scope and Relevant Topics**

Meetings will include topics relevant to transportation-related air quality, such as:

- National Ambient Air Quality Standards
- State Implementation Plan
- Transportation Control Measures
- Mobile Source Emission Reduction Strategies (MoSERS)
- Regional Transportation Conformity
- Emissions Estimation Models and Methodologies (such as MOVES, AP-42, etc.)
- Congestion Mitigation and Air Quality Program (CMAQ) Reporting and Performance Measures
- Air Quality Research Needs

Other topics not listed above may be discussed with the approval of the TWG Advisory Committee.

## **Training**

The TWG participants may request training needs – these may include Conformity, MOVES, MOSERS, SIP, etc. TTI staff will compile a list of the requested trainings from members and the TWG Advisory Committee will make decisions to prioritize the training needs for the full TWG.

## **TWG Communications**

As part of its support of the TWG activities through a TxDOT contract, TTI will maintain a mailing list for TWG participants and TWG Advisory Committee.

Information and documents are currently maintained on the Texas Air Quality Portal <https://txaqportal.org/>