

Minutes

Research Advisory Committee, Region 4 Meeting

Thursday, August 24, 2017 1:00 p.m. (MT)

WebEx

Phone Information

Toll Free Call in number: 1-866-453-6246

Participant passcode: 9908730

Roll Call

Present	Name	Organization
X	Carolyn Morehouse	Alaska DOT
X	Dianne Kresich	Arizona DOT
	Jim Appleton	California DOT
X	Joe Horton – Chair	California DOT
X	Pete Zaniewski	California DOT
	Aziz Khan	Colorado DOT
	Amanullah Mommandi	Colorado DOT
	Wayne Kawahara	Hawaii DOT
X	Ned Parrish	Idaho TD
X	Sue Sillick	Montana DOT
	Mostafa Jamshidi	Nebraska DOR
	Ken Chambers – Vice Chair	Nevada DOT
X	Randall Soderquist	New Mexico DOT
	Clayton Schumaker	North Dakota DOT
	Ron Curb	Oklahoma DOT
X	David Ooten	Oklahoma DOT
X	Teresa Stephens - Secretary	Oklahoma DOT
	Michael Bufalino	Oregon DOT
	Dave Huft	South Dakota DOT
X	Wade Odell	Texas DOT
X	Rocio Perez	Texas DOT
	Kevin Pete	Texas DOT
X	Cameron Kergaye	Utah DOT
X	David Stevens	Utah DOT
X	Rhonda Brooks	Washington DOT
	Tim McDowell	Wyoming DOT
X	Enid White	Wyoming DOT

Welcome and introductions

- Thank you to Joe Horton (CA) and Wade Odell (TX) for volunteering to review the minutes.

RAC Winter Meeting Planning (January 2018)

- From Ken Chambers (NV) –
Region 4 is responsible for the RAC Meeting Agenda in January. David Ooten, soon to be an appointee from Oklahoma DOT, stated that he would help. He plans to get with Allison Hardt (MD) of the Administration Task Force, who composed (or knows who composed) the agenda last year.
- Meeting will be held Sunday evening, January 7, 2018.
- Goal is to stay near to last year's successful agenda-Teresa Stephens (OK) to provide 2017 agenda to David Ooten (OK).
- Thank you to Rocio Perez (TX) for volunteering to assist in preparing the agenda.
- Note that detailed focus will be toward the AASHTO reorganization and the RAC's relationship with AII.
- Please forward your agenda ideas to dooten@odot.org. Dave will give an update at the September RAC 4 meeting.

RAC Mid-year Meeting Planning for 2019 in New Mexico

- Committee members – Volunteers

Thank you to ...

Joe Horton	Rocio Perez
Ned Parrish	Dianne Kresich
Enid White	Teresa Stephens

...for volunteering in planning efforts.

- **THANK YOU to NEW MEXICO** for accepting the opportunity to host.
- The goal is to hold the meeting in Santa Fe with Albuquerque as an alternate.
- This has been forwarded to AASHTO (Keith Platte) for their information and further action; at the time of the meeting, no one from AASHTO had formally contacted Randall Soderquist to begin the planning process. He will be out of the office September 4-25, but offers his staff in his absence.
- The exit survey from the 2017 National RAC meeting in Kentucky should be released soon.
- Joe Horton (CA) to contact Kentucky Transportation Cabinet and Kansas DOT for the notebook/guidance on how to plan/host the conference. This was done and Joe Crabtree agreed to send the information when it becomes available.
- Typically, a draft agenda is prepared by December of the previous year. So, our target date for a draft is December 2018.
- As a reminder, the 2018 Summer RAC meeting will be held in Wichita, KS next July.

SCOR/RAC reorganization

- SCOR retreat convened August 8-9, 2017. RAC 4 members in attendance and reported at the RAC 4 bi-monthly meeting were Cameron Kergaye (UT) and Ned Parrish (ID).
- Brian Ness (ID) is the Chairman of the Special Committee on Research and Innovation (SCRI). At the retreat, he shared that the new special committee was created to be more responsive to the mission and tasks of the Board of Directors and the Research Advisory Committee and the AASHTO Innovation Initiative.
- Other discussion topics included
 1. Transitioning research to show greater return on investment and
 2. Enhancing problem statement submittals in regards to the NCHRP review and selection efficiency. *Rhonda Brooks (WA) inquired if any change will be noticed this year...Cameron Kergaye (UT) responded No change this year.*
- The retreat discussion transpired to the AII and how does it fit in this model. This solution is to be determined later as some DOTs have an Innovation Office and others do not.
- Ned shared that task forces were created and will report at the December SCRI meeting. The strategic plan will be updated in 6-12 months and task forces hope to meet monthly.
- Three task forces were initiated...
 1. NCHRP Funding Allocation

This task force will explore how funds are distributed to the various committees/councils. It was noted that the entity shouldn't continue to count on funding as in years' past and should consider seeking financial resources through NCHRP directly. This group will also examine how to save a step in the project process.
 2. Accelerating Research and Innovation (Cameron Kergaye (UT) is a member.)

The goal of this group is to decrease time between the research request and completion of the project and beginning of implementation.
 3. Return on Investment

This entity will focus on research level of interest and showing the value of research efforts. Another impact this group will explore is best practices in identifying and documenting research impacts.
- AASHTO Innovation Initiative – formerly of SCOH – questions presented at the retreat included how to do business/achieve tasks, should the agency's innovation officer be added to RAC or should a separate community be created, where does the FHWA STIC fit in???
- Membership includes 16 voting members- 4 per AASHTO region
 - California – Utah – Washington - Wyoming.

Action Items from Kentucky

- RAC Position Paper-final version attached and was provided to SCRI at the retreat. Its purpose was accomplished.
- Additional Peer Exchanges
 1. Kansas has solicited.
 2. Arizona – 2018 first or second quarter
 3. Montana
 4. New Mexico – 2018 first quarter
 5. Washington – 2018 second quarter
 6. California, Utah and Wyoming will provide planning support for peer exchanges.

Task Force Participation

- Remind people to attend task force meetings and volunteer if they can help
 1. Administration Task Force
 2. Coordination and Collaboration Task Force (CCTF)
 - Transportation Knowledge Networks Working Group (TKN)
 3. Program Management and Quality Task Force (PM&Q)
 4. Value of Research Task Force (VOR)
- Jason Bittner has completed research on Peer Exchanges. Need a team to help implement the results into the existing guidance documents through a task force.

This report should be released sometime in the next few months (before TRB). However, if you would like to obtain the research, please contact Lori Sundstrum. Sue Sillick volunteered to accomplish that effort.

Discussion item for the month – PERFORMANCE MEASURES

- Sue Sillick (MT) stated this topic is a focus item in the Montana Peer Exchange.
- Rocio Perez (TX) shared that performance measures are used internally through applying them to timely delivery of projects, budget management (allocated vs. spent), travel goals, FTEs, invoice processing and in addition Texas will be amending the evaluation for universities by incorporating performance measures.
- Carolyn Morehouse (AK) mentioned their overall work plan now includes performance measures. In addition, project management overhead is under evaluation.
- Joe Horton (CA) discussed a quarterly publication titled *Milemarker* that includes strategic management goals in relation to worker risks. Highlights incorporated research implemented in the past year. Results show that 20-30% of research was implemented but no definition on implementation was set. The group requested that Joe keep us updated on how this proceeds.
- Since time fell short for others to participate, this topic will continue into October.

Wrap-up and next meeting

- Montana discussed Research idea prioritization and new project selection processes be considered for the next discussion series. Otherwise, our action item is to choose a new sequence of topics for learning and sharing.

- Our next Region 4 meeting will be a WebEx on Thursday, October 19th from 12:00-1:00 p.m. PST