

Meeting Minutes – 01/22/2012

Date	January 22, 2012	Time	3:30 p.m.
Facilitator	Tommy Nantung	Scribe	Cynthia Gerst
Subject	RAC Region 3 Break-out Meeting at TRB		
Attendees	<p><u>Member states attending:</u> Illinois – Amy Schutzbach Indiana – Tommy Nantung and Jay Wasson Iowa – Linda Narigon Michigan – Steve Bower and Michael Townley Minnesota – Linda Taylor Ohio – Cynthia Gerst Wisconsin – Daniel Yeh, Jacqueline Kamin, and Peg Lafky</p> <p><u>Guests:</u> FHWA – Lisa Williams and Leslie Wright</p> <p><u>Absent:</u> Illinois – David Lippert Indiana – Barry Partridge Iowa – Sandra Larson Missouri – Dave Ahlvers Kansas – Rod Montney</p>		

Key Points Discussed		
No.	Topic	Highlights
1.	Review of agenda / roll call	Tommy called the meeting to order. There were no content updates to the agenda. However due to schedule conflicts both Pooled Fund and Minnesota's update were presented early in the meeting
2.	Review of November minutes	Minutes from the November meeting were approved as presented.
3.	Review of November Action Items	Tommy reported that all items had been addressed.
4.	RAC Taskforce Membership	Tommy handed out the RAC Region 3 roster and Task Force membership list.
5.	Task Force Updates	<ul style="list-style-type: none"> Administration: Skip Paul and Dale Peabody are working with SCOH on developing a procedure for updating the AASHTO manuals. Collaboration and Coordination: The committee would like feedback on the RPPM website. Michael shared information on RPM, RPPM and Google Search in an e-mail on 1/31. RPPM appears to be a tool used by UTC's as well. At this time RPM and RPPM don't link. It's confusing that there are dual efforts underway. Due to lack of time, Task Force updates stopped here
6.	RAC Leadership Update	Tommy sent out updates via e-mail Summer RAC meeting is in Burlington, VT from July 22 through 26.

		Submit your high-value research projects to Tommy and Amy by March 28. Use the form provided by Tommy on 1/11/12.
7.	State-by-State Update	<ul style="list-style-type: none"> • Minnesota: <ul style="list-style-type: none"> ○ The 2011 annual report is on their site. ○ 79 projects reviewed and 26 funded ○ They are a TRB pilot site for electronic publications – this has been an education effort within their library ○ They earmark \$1million for implementation: champion & research through IdeaScale ○ Library linking to free books: they have Kindles ○ Asset management poster session at TRB ○ TRAP authorization to direct select • Wisconsin: They have two new pooled funds to support RMRC and CFIRE. The Mid-Continent Transportation Research conference is in summer and may be combined with a peer exchange on maximizing return on federal investment. They produce two page summary of research results. They are considering slimming the annual report format - going effective vs. fancy. • Michigan: Their 2013 RFPs are going out. They are soliciting ideas for the 2014/2015 program. They are interested in seeing annual reports from region. • Indiana: They are partnering with Purdue, and going through a report review process, they have a project to digitize reports from 1930+. The FY12 program is \$3.2 million • Ohio – Issuing an RFP for an on-call structures contract (received advice from the September peer exchange with Iowa and Minnesota as well as ListServ feedback in November). New contract manager started January to allow implementation work to begin. • Illinois: They are evaluating value from pooled fund participation. Turnover in staff administering pooled funds. Would like lead states to send note to participants requesting when annual funding is due. Needs help with project cost benefit – share your approach. Issue will be elevated to leadership.
8.	Pooled Fund Study Q&A	<ul style="list-style-type: none"> • Lisa Williams presented on the new website that rolled out October 2011. • The study financials are now within the private side of the site, requiring login to access them. • Starting in July 2012 the close out process will become decentralized. Division FHWA will process the \$ to the states who will do the close outs. • A Finance Task Force is developing a financial procedures guide (FHWA representatives, as well as a Montana DOT representative.) They are looking for other DOT financial managers to participate. • There is a pooled fund study for training on how to

		use the new site. Why do we have to pay to learn how to use the site? This doesn't make sense.
8.	New Business	<ul style="list-style-type: none"> a) RAC3 Secretary - Cynthia Gerst volunteered and was accepted. b) Tommy handed out the 2012 conference call and meeting schedule. c) Peer Exchange formats. RAC Leadership wants to know how exchanges are going. In person exchanges work well. Tommy did participate in one with Louisiana via Skype and it is challenging. d) TRB correlation – the TRB and NCHRP state visits can be successful. It is helpful to plan an agenda specifically tailored to their expertise.
9..	Action Items	<ul style="list-style-type: none"> 1) Discuss TRB correlation meetings on March call 2) Elevate the confusion of RPM and RPPM dual efforts to RAC leadership 3) Solicit financial managers to participate in the Pooled Fund Finance Task Force developing financial procedures guide. 4) Send Amy how you ask researchers to assess cost-effectiveness of research

Our next conference call will be on March 13, 2012. Illinois will host.