

**RAC Region 3 Conference Call**  
Tuesday, May 29, 2012  
3:00 – 4:00 p.m. Eastern Time

**Meeting Notes – Approved**

**Member States:**

Illinois: **Amy Schutzbach**  
Indiana: **Tommy Nantung**  
Iowa: **Linda Narigon**  
Kansas: **Rod Montney**  
Michigan: **Michael Townley**  
Minnesota: **Linda Taylor**  
Missouri: **Bill Stone**  
Ohio: **Cynthia Gerst**  
Wisconsin: **Daniel Yeh, Jacqueline Kamin**

Decision and action items are underscored.

**1. Review of agenda, roll call**

Tommy called the meeting to order. There were no content updates to the agenda.

**2. Approval of Notes Minutes of last meeting**

The meeting notes from March 13, 2012 were approved as presented in Cynthia's email from March 14, 2012. Amy/Daniel

**3. Review of action items from last meeting**

- **Elevate the confusion of RPM and RPPM dual efforts to RAC leadership. Amy will raise this item at the next RAC Leadership call.** Tommy got more information from Sue Sillick. RPM is a tool to calculate a project by project cost benefit; RPPM is designed as a repository for project management information. So far only LA and MT have submitted information. We agreed that we will wait to learn more during the summer meeting, prior to elevating to RAC leadership.
- **Pooled Fund Finance Task Force - Linda has an employee who may be interested. She will check when the person returns from leave.** Deb Fick, of Minnesota, has been active and they have a draft. There will be a presentation at the summer meeting.
- **Amy will email Natassja to have Bill Stone added as a Region 3 listserv member.** Yes this was done.
- **Cost-effectiveness of research summary - Amy will share the compiled results.** TBD
- **Pooled Fund potential project – Rod will further discuss a laser under development for asphalt QC testing with Steve and Linda. Interest has been shown by TX, NY, and KS.** TBD
- **Admin: Cynthia will share the relationship draft by Chris Hedges done – via emails on 3/13 & 5/25/12**
- **Final Report Publication – send reports to National Transportation Library as permanent repository for transportation research.** TKN Task Force is reviewing this
- **CUTC annual meeting – consider participating in summer meeting June 20-22.** Michael Townley and Steve Bower of Michigan are attending. RAC/CUTC may ask them to present at the meeting about RAC and our process. Daniel will contact Sandra Larson for presentation information to share with Michigan.
- **SHRP2 Implementation – consider future participation in knowledge transfer workshops.** TBD

- **Respond to surveys from Mark Morvant (Implementation) and Martin Pietrucha (UTCs).** done
- **High Value of Research ideas: Due 3/28 to Tommy and Amy – policy projects highlighted.** done. our projects have been selected – see email from Dale Peabody from 5/10/12
- **Amy to check with Tommy – on designating a closed meeting at 2012 summer meeting.** done – closed session meeting planned for the morning
- **2014 RAC host location - Michigan and Wisconsin will check with their leadership.** Michigan has withdrawn. Wisconsin is tentative.
- **SCOR meeting preparation, for NCHRP Send a few sentences to Tommy, Amy and Sandra for any projects.** done – recommendations published by Crawford Jenks on 5/3/12

#### 4. State by State update

- **Illinois:** First round of projects voted 4/27 – they added 8 new and are soliciting for the fall round. Research coordinator is back to work (great news). Annual report is under development. Pooled funds discussion (commitments are mixed by federal or state fiscal year discussion; Kansas, Michigan, and Wisconsin fund pooled fund projects by federal fiscal year; all other states by state fiscal year (July 1 – June 30)).
- **Indiana:** 2013 there are 26 projects \$5.1 million. 15% are in-house and remainder goes to Purdue. Barry Partridge is now the Acting Manager of Research, replacing Jay Wasson.
- **Iowa:** They have programmed 2013, and will send it to FHWA soon.
- **Kansas:** April 2013 they approved the university program where \$450k/7 projects goes to each Kansas university. A new Secretary was appointed in May.
- **Michigan:** They recently held a Research Summit with 125 participants – to develop the research ideas into better problem statements for 2014/5 biennium.
- **Minnesota:** Just had TRB visit for 2 days. MN Roads, RTMC. Marketing plan Visioning. Problem Statement solicitations are open to 6/15. Locals program is holding rural focus groups; next year will be urban. Video clips on research roles will be available. They recently won a library relations award. “Strategic Toolbox” is the marketing consultant. NM DOT new manager (Keli Daniell) called about having a Peer Exchange in Spring 2013 and wants to get invited to one prior to that. Tommy and Amy will raise this issue with RAC Leadership.
- **Missouri:** Bolder 5 year direction, restructuring of MoDOT, Annual solicitation through April so they’re prioritizing the problem statements now. More UTC engagement Nebraska Regional and others. Bill submitted work program draft last week. Drafted it as an Annual Report/Annual Work Plan combination and will evaluate how that worked.
- **Ohio:** Finished researcher selection – good progress towards the FY13 program. One of the projects is an “on-call” contract for structures; need to keep that spending and scope under control. Starting a new in-house research program – need advice from others that run that (IN, MnRoads, Iowa (no labor), WI rarely LTE labor, MO dropped this, IL did more dropped it, KS has 20 staff and does in house). Published peer exchange, annual report and another newsletter. Have two events coming up: literature reviews for ODOT and a research summit on 9/28.
- **Wisconsin:** Recycled Materials Pooled Fund (getting TPF number now). CFIRE, Mid America Freight Coalition, MidContinent forum opens this week. Work Program is 2/3 done. Planning 10% less in work program due to reauthorization risk.

#### 5. RAC Task Force updates

- **RAC Administration:**  
Planning toward summer meeting
- **Value of Research:**  
Sweet 16 was selected, attempt inclusion in weekly AASHTO newsletter, as well as a certificate. Those are basis for Research Makes A Difference Brochure. Poster sessions for the summer meeting. States asked for input on poster requirements. Daniel will ask Dale Peabody for clarification to be sent out.
- **Research Coordination and Collaboration:**  
TRB technology transfer call for papers. Diagrams and document review within task force.
- **Program Management and Quality:**  
Procedure Manual for Traffic Pooled Fund site was published. RPM presentation at summer meeting – site is available for testing – let Tommy know if you want to.
- **Transportation Knowledge Networks:**  
They are looking into the validity of the John Moulden memo on how to publish final reports, including format.  
Sub Groups include: Repository, Cover page 1700 redesign, and TKN information consolidation. Also, Leni is looking for a co-chair on this committee.
- **RAC/CUTC:**  
Michigan DOT may make a brief presentation at the MTU CUTC meeting on the RAC/CUTC relationship pending receiving information from RAC committee members that have been collaborating with CUTC.

#### 6. **TRB STRAP members from RAC 3**

- Mark Norman chairs the STRAP (advisory panel). Linda, Steve, Daniel/Jacqueline and Cynthia have some interest. Conference calls twice per year – before summer and annual meetings. Amy solicited interest from region. She will check with Mark Norman if you have to be the state TRB rep in order to serve on STRAP.

#### 7. **RAC Leadership updates from last meeting**

- TRB Annual Meeting may relocate to DC Convention Center after 2015. STRAP provided some input.
- NCHRP Panel Nominations are due 6/15
- FHWA FOCUS invites us to submit our publications to their newsletter, to Leslie Wright.

#### 8. **New Business**

- RAC Region 3 Chair and Vice Chair. Terms end January 2013, Please send self-nominations to Tommy and Amy before the meeting. We will vote during the summer meeting.
- FHWA roles in RAC. Tommy explained that in the past we have had an FHWA staff member “assigned” to Region 3 (Mark Sandifer). David Kuehn seems to have adopted Region 3, but is not an official member. The consensus was that if FHWA wants to appoint a member, that’s OK. We reserve the right to hold a closed session at the annual meeting.
- High Value Research projects for RITA. May 31<sup>st</sup> deadline (Wisconsin, Missouri, Illinois, Iowa, Michigan, Kansas working on them; Michigan, Ohio, and Wisconsin have already responded.)
- 2012 RAC meeting – Preparation (closed session meeting in the morning, program management presentation, etc.) Program Management best practices
- 2013 RAC meeting – Baton Rouge, Louisiana, from July 14 to July 18, 2013

- 2014 RAC Meeting – We need to select a location in Region 3 – Michigan is not able to host. Wisconsin is tentative, pending outcome of special election. We will discuss further at the summer meeting.

**9. Summarize this meeting's action items**

- Tommy and Amy to do an agenda and distribute prior to the meeting
- Tommy and Amy ask NM new manager name to RAC Leadership. He needs to get invited to a peer exchange.
- Pooled Fund potential project – Rod will further discuss a laser under development for asphalt QC testing with Steve and Linda. Interest has been shown by TX, NY, and KS. (keep this on the list)
- Final Report Publication – send reports to National Transportation Library as permanent repository for transportation research. (TKN Task Force is reviewing this)
- RPM site is available for testing – let Tommy know if you want to get an ID and password.
- STRAP interest – Linda Taylor (MN), Jacquelin Kamin (WI), maybe Michigan and Iowa. Please let Tommy and Amy know if you are interested.
- Send the bylaws to the group. Review and self-nominate for Chair and Vice Chair.
- Voting for Chair and Vice Chair during the summer meeting
- Need volunteers to present on program management (Amy will send info. Respond if you want to present). Innovative research management methods, processes, or techniques. WI – lead state pooled funds. IN, IA, MN, IL. Self nominate. Tommy responds to Alison 6/12.
- Cost-effectiveness of research summary - Amy will share the compiled results. (Still TBD)

**10. Next meeting: RAC Annual Summer Meeting in Burlington, Vermont July 22-26, 2012**