

**Meeting Agenda – 11/13/2012**

<b>Date</b>	November 13, 2012	<b>Time</b>	2:30pm ET, 1:30pm CT
<b>Chair</b>	Tommy Nantung	<b>Secretary</b>	Cynthia Gerst
<b>Subject</b>	RAC Region 3 Conference Call Meeting		
<b>Attendees</b>	<p><u>Member states attending:</u>                  Illinois – Amy Schutzbach                  Indiana – Tommy Nantung                  Iowa – Peggi Knight                  Kansas – Rod Montney                  Michigan – Steve Bower, Michael Townley                  Minnesota – n/a                  Missouri – Bill Stone                  Ohio – Cynthia Gerst                  Wisconsin – Daniel Yeh, Jacqueline Kamin</p>		

<b>Key Points Discussed</b>		
<b>No.</b>	<b>Topic</b>	<b>Highlights</b>
1.	<b>Review of agenda / roll call</b>	Tommy called the meeting to order at 2:32pm. All present except Minnesota. We added mentoring to the new business agenda.
2.	<b>Review of September minutes</b>	Minutes from the September meeting were approved, with no changes. Motion by Rod and seconded by Amy.
3.	<b>Old Business</b>	<p>a) Task Forces – Tommy had task force membership posted to the SCOR/RAC site, review it here:  <a href="http://research.transportation.org/Pages/RACTaskForces.aspx">http://research.transportation.org/Pages/RACTaskForces.aspx</a></p> <p>b) Pooled Fund – Rod will notify us when the solicitation is posted (e-mail 11/1/12 - Solicitation #1337)</p> <p>c) RPM Webinar – Tommy posted the 9/13 webinar recording  <a href="http://onlinepubs.trb.org/onlinepubs/webinars/archivedrecordings/2012-09-13_RPMWebsite.wmv">http://onlinepubs.trb.org/onlinepubs/webinars/archivedrecordings/2012-09-13_RPMWebsite.wmv</a>. (e-mail 11/13/12 sent from Tommy)</p> <p>d) Coordination &amp; Collaboration and TKN task forces – both want an additional Region 3 member – Peggi has joined C&amp;C and Dave Ahlvers joined TKN. They are both listed in the member spreadsheet on the SCOR/RAC site (see 3a above).</p> <p>e) MN – Linda to update region on what she learns from Neil Pederson after his visit – skipped this until Linda can participate</p> <p>f) IN – Tommy shared the scoring sheet developed by Eric Harm (IL) with region (email 9/11/12)</p> <p>g) MI – Michael shared the researcher evaluation form with region (e-mail 9/12/12)</p> <p>h) IN – Tommy to share marketing documents to be used in Indiana with new administration soon (11/13/12 they're under review now)</p> <p>i) ALL – share information on hiring implementation staff with IL (Amy did receive responses, but is open to more feedback)</p> <p>j) Region 2 RAC annual meeting 2013 theme (Amy sent email on 10/11/12 the theme is "Transportation Research 2013 and Beyond: Collaboration, Management, &amp; Deployment")</p> <p>k) 9/18 Wisconsin has a call with AASHTO (Meeting is booked 7/20-24/2014)</p> <p>l) 2014 brochure - can they prepare a 2014 brochure to share at</p>

		<p>January 2013 TRB meeting. Jacqueline will discuss with Daniel. It's too early to produce materials – January 2013 we will have a save the date card for Madison, WI for 7/20-24/2014, July 2013 in Baton Rouge we will have a presentation with more information including the theme.</p> <p>m) Amy shared Planning Guidelines with all (email 9/11/12)</p> <p>n) Cynthia to arrange planning call with Tommy and Amy to determine planning committees (take survey <a href="http://whenisgood.net/RAC3-2014m01">http://whenisgood.net/RAC3-2014m01</a> )</p>
7.	<b>State-by-State Update</b>	<ul style="list-style-type: none"> <li>• Illinois: Illinois Center for Transportation Executive Committee meeting 11/28 to select upcoming projects – they have 2 cycles per year and are looking to consolidate to 1 cycle. They will present on this and determine how to manage the fast track projects. The constraints to control are both the funding and DOT staff to manage them. They're moving to focus on implementation in agreement with their FHWA division recommendations.</li> <li>• Indiana: TRB visit 11/7-8 with a purpose to convince executive staff that TRB/NCHRP investments are worthwhile. SHRP2 funding requires they cut ~3 programmed projects. They have slow proposals coming in, only 6 so far.</li> <li>• Iowa: August 13-14 peer exchange is shaping up, in Des Moines. The topic may be asset management and performance measures.</li> <li>• Kansas: State budget hasn't been approved. They're looking for new project proposals.</li> <li>• Michigan: They're updating the manual and it should be done by TRB – looking to streamline as much as possible. MDOT is benchmarking research contract overhead rates, currently they use Federal cognizant rate and some universities propose decreasing the rate. Research Centers of Excellence informational materials being developed to share with both internal and external stakeholders.</li> <li>• Minnesota: absent</li> <li>• Missouri: Looking at 2014 budget given the changes by SHRP2. They're restricting pooled fund participation by the DOT. Mara Campbell is coordinating the performance management effort. Funds left by a national UTC at the Missouri University of Science and Technology in Rolla. Looking to research concrete to balance the asphalt/concrete mix in the state. Contractor association meeting coming up that they participate in.</li> <li>• Ohio: Enterprise Architecture project is in selection mode (11 firms applied). 2014 program is under development: they have approval for 17 new strategic projects and are reviewing 37 externally generated white papers for December selection.</li> <li>• Wisconsin: 2014 RFP's should be out 11/26: six new highway engineering projects and one new policy project. They are working on the annual report and it's shorter than prior years. The pooled fund 270 on recycled materials is getting started. WisDOT will have 34 people attending TRB. Wisconsin is publishing a pocket format state guide to TRB featuring about 70 sessions involving Wisconsin-based researchers or projects.</li> </ul>
8.	<b>New Business</b>	<p>a) SHRP2 issues</p> <ul style="list-style-type: none"> <li>a. NCHRP payment is officially due in November.</li> <li>b. WI, MI, MO financial pressures may limit DOT UTC support</li> </ul>

		<p>and/or pooled fund participation.</p> <p>b) AASHTO meeting in Pittsburgh</p> <p>a. Cynthia is attending</p> <p>c) TRB annual meeting</p> <p>a. Meeting scheduled on 3:30-5pm in Park 8212</p> <p>d) Mentoring</p> <p>a. Peggi and Linda in Iowa, and Jacqueline in Wisconsin are potential mentees. Iowa is interested, and Wisconsin is not.</p> <p>b. Longer serving members interested in being a mentor – let Tommy, Amy or Cynthia know</p>
9..	<b>Action Items</b>	<p>1) State Updates:</p> <p>a. WI – Jacqueline will share the draft of the TRB session guide. (sent via email 11/13/12)</p> <p>2) SHRP2 implementation funding - Amy and Tommy will follow up on any discussion during the December SCOR meeting</p> <p>3) 2014 RAC Annual Meeting - Cynthia will arrange planning call with Tommy and Amy to determine planning committees (4hd58x whenisgood survey)</p> <p>4) Mentorship - Longer serving members interested in being a mentor – let Tommy, Amy or Cynthia know.</p> <p>5) TRB Annual Meeting agenda – Tommy and Amy will send an agenda out soon.</p>

Our next meeting will be on January 13, 2013 at the TRB Annual Meeting, 3:30-5pm in Park 8212.  
Meeting adjourned at 3:32pm.