

Meeting Minutes

Date	November 12, 2013	Time	2:30 pm (Eastern)
Facilitator	Amy Schutzbach	Secretary	Michael Townley
Subject	RAC Region 3 Meeting		
Attendees	Member states attending: Illinois – Amy Schutzbach Indiana – Tommy Nantung Iowa – Peggi Knight, Linda Narigon Kansas – Rick Kreider Michigan – Michael Townley Minnesota – Linda Taylor Missouri – Jennifer Harper, Bill Stone Ohio – Cynthia Gerst Wisconsin – Daniel Yeh, Jacqueline Kamin		

Key Points Discussed		
No.	Topic	Highlights
1.	Review agenda / roll call	Agenda approved. Roll call attendance marked above.
2.	Review previous meeting minutes	A motion to approve the minutes was made and seconded. Motion carried. Rick's name will be corrected
3a.	Reauthorization	Daniel Yeh provided an update on the reauthorization taskforce. SCOR put together a draft resolution and the RAC taskforce provided supporting information. AASHTO board of directors passed the resolution. Some key points of the resolution included FHWA funding of SHRP II rather than State SPR II funding and full funding of the cooperative research program.
3b.	2014 Annual TRB Meeting	<p>The next RAC 3 meeting will be at the annual TRB meeting: Sunday, January 12, 2014; 3:30pm-5:00pm in Marriott Park Tower Suite 8212, Agenda item deadline – January 3, 2014</p> <p>The following people plan on attending the meeting or are requesting approval:</p> <ul style="list-style-type: none"> • Illinois – Amy Schutzbach is asking for approval • Indiana – Tommy Nantung and another staff • Iowa – Peggy Knight and Linda Narigon • Kansas – Rod Montney • Michigan – Steve Bower and Michael Townley • Minnesota – Linda Taylor is asking for approval • Missouri – Bill Stone and Dave Ahlvers • Ohio – Cynthia Gerst • Wisconsin – Daniel Yeh <p>The TRB RAC annual meeting draft agenda was reviewed for the 6:00 pm - 8:30 pm national meeting.</p> <p>Any topics to improve the TRB RAC annual meeting can be shared with Amy.</p>

		<p>Daniel and Tommy will summarize the 2014 summer RAC meeting at the end of the TRB RAC annual meeting.</p> <p>Daniel asked that task force meeting times and days during the TRB annual meeting be shared by RAC leadership.</p>
3c.	2014 Summer RAC Meeting	<p>The meeting theme has been determined: <i>Moving Forward from Performance Measures to Program Management</i></p> <p>Ideas for offsite venues and sponsorship were submitted to RAC leadership. The Monday night reception will be at the performing arts center. Tuesday night's off site session will be at the University of Wisconsin Institute for Discovery. The sponsorship levels and budget were discussed including the recommended registration fee increase. Amy will send out a summary of this information after RAC leadership approval.</p> <p>Tommy has provided a preliminary agenda of topics to some RAC region 3 members. He will send a version for comment to Cynthia and Linda Taylor. Tommy, Cynthia, and Linda will look at the topics and begin setting times, format, and speakers next week.</p>
3c.	Review action items from March meeting	Action items were reviewed. All were addressed.
4a.	Pooled fund for Peer Exchanges	Cynthia reported that 14 states are interested in setting up a pooled fund for peer exchanges; at this time there is not a state that is leading this effort. FHWA is not interested in leading this pooled fund. Daniel recommended developing an AASHTO technical services program for peer exchanges.
4b.	Peer exchanges	Cynthia is planning to have a 2014 peer exchange on the quality of research reports. Minnesota is hosting a spring 2014 peer exchange on quantifying the benefits of road research as it relates to TERRA. Tommy just finished hosting a peer exchange.
4c.	MAASTO summer meeting	Cynthia is interested in collaborating with others in Region 3 to present on research with local agencies at MAASTO July 28 – 30 in Indianapolis. She will share information on MAASTO with Vanessa in Iowa and Linda Taylor in Minnesota.
4d.	TRB annual visits	Linda Taylor is having a TRB annual visit next week. Most of the other states had visits this year while Illinois and Michigan did not have visits this year. Linda and Amy proposed that the requirement for a TRB annual visit be evaluated for its value. Amy will bring this topic up to Mark Norman.
4e.	Visions for research programs	Kansas is considering as a state research program vision. The following national research topics were recommended: Toward Zero Deaths, Asset Management, National Concrete Pavement Road Map for roads research and content from the Implementers of Innovation publication (TRB's state visit recap). Meeting the research needs of the department, implementing findings, and accounting for actions was also recommended as a vision.
4f.	Iowa proposed pooled fund study	Iowa is interested in initiating a pooled fund study on collecting fatality crash data. The "Go-Team" study would look into gathering data needed after a fatal crash. A Tuesday evening TRB event is planned for this topic.
4g.	NCHRP and SHRP II bills	Amy will look into the expected NCHRP and SHRP II bill dates and amounts and let member states know what she finds.

Action Items			
No.	Action Item	Owner	Target Date
1	Daniel asked that task force meeting times and days during the TRB annual meeting be shared by RAC leadership. Amy will request this.	Amy	December
2	Members can share any topics for the TRB annual meeting with Amy.	All	December
3	Amy will send RAC Region 3 members the 2014 Summer RAC Meeting venue and budget information that is currently under RAC leadership review if it is approved.	Amy	December
4	Tommy, Cynthia, and Linda Taylor will look at the 2014 Summer RAC Meeting topics and begin setting times, format, and speakers.	Tommy, Cynthia, and Linda Taylor	December
5	Cynthia is interested in collaborating with others in Region 3 to present on research with local agencies at MAASTO July 28 – 30 in Indianapolis. She will share information on MAASTO with Vanessa in Iowa and Linda Taylor in Minnesota.	Linda and Cynthia	November
6	Linda Taylor and Amy proposed that the requirement for a TRB annual visit be evaluated for its value. Amy will bring this topic up to Mark Norman.	Amy	January
7	TRB develops a summary document from their annual field visit program. The 2012 document is titled "Implementers of Innovation". Cynthia will provide a link to this TRB program site.	Cynthia	November
8	Amy will look into the NCHRP and SHRP II bill dates and amounts and let member states know what she finds.	Amy	December