

Meeting Minutes

Date	1/10/16	Time	3:30 - 5:00 pm (Eastern)
Facilitator	Cynthia Jones	Secretary	Diane Gurtner (for Michael Townley)
Subject	RAC Region 3 Meeting		
Attendees	<p>Member states attending: Indiana – Tommy Nantung Iowa – Peggi Knight, Brian Worrel, Vanessa Goetz Kansas – Rod Montney Michigan – Michael Townley (via phone) Minnesota – Linda Taylor, Hafiz Munir Missouri – Bill Stone (in person), Jennifer Harper (via phone) Ohio – Cynthia Jones Wisconsin – Diane Gurtner, Lynn Hanus</p> <p>Others attending: David Pamplin - FHWA</p> <p>Member states not attending: Illinois</p>		

Key Points Discussed

No.	Topic	Highlights
1.	Roll call	Roll call attendance marked above.
2.	Review agenda	Agenda approved.
3.	Review previous meeting minutes	A motion to approve the minutes was made and seconded. Motion carried. Michael will send approved minutes to Roy Mesler (Roy is filling in for Natassja until her position is filled)
4	Meeting guests	<p>Dale Peabody, Maine DOT, new RAC Chair (postponed)</p> <p>David Pamplin, FHWA – Pooled Funds</p> <ul style="list-style-type: none"> • David started as TPF program manager 2 years ago. • One goal was to get completed projects closed out. In 2010 there were 125 projects that were completed but not closed out. Now there are only 13 completed projects that have not been closed out (4 are led by FHWA, 9 are led by states). • Another goal was to provide training. Many people didn't know TFP procedures (FHWA staff as well as state staff). There will be another webinar on Feb. 23rd and another date is March is tbd. • Pooled fund projects can only be for 5 years in order to keep track of funding. TPF can run parallel with new versions (example: Indiana's SuperPave). • The pooled fund user manual is being revised (however, no major changes). • Lead states need to be sure to post Quarterly Progress Reports (QPRs). • Technical Advisory Committees (TACs) also need to be identified. • The NCHRP project for managing the website is up in Oct. 2016. There is a new solicitation out

		<p>for a contractor to manage the website.</p> <ul style="list-style-type: none"> • In the process of updating who is on the list for each state (Only lead-state and funding contacts have full website access. Others can get “read-only” access to see things that aren’t open to the public website). • Can’t commit funds on behalf of a different state. • Pooled fund commitments are a pledge, not an obligation
5.	Mentoring updates	<p>Brian with Megan -- have not started yet</p> <p>Randall (Region 4, New Mexico) with Linda – Monthly meetings set up. Have already met twice. Linda reviewed the NCHRP ballot process with him.</p> <p>Amy and Beth (Region 1, New Hampshire) with Cynthia – Have met</p> <p>New opportunities -- Regions 1 and 3 have many new people. RAC membership is now about 50% new members. May have need for more mentors.</p> <p>(Side note: Tommy has been in RAC since 1994. Now that Skip is leaving, Tommy is the 2nd longest-serving member after Dave Huft)</p> <p>It was also pointed out that there is a model calendar on the RAC website. http://research.transportation.org/Pages/ModelCalendarforStateResearchDirectors.aspx</p>
6.	2016 HVR Process	<p>Linda Taylor and Bill Stone are the co-chairs for the High Value Research process.</p> <ul style="list-style-type: none"> • Everyone in Region 3 submits completed projects • Projects must be completed within the last 5 years • Projects must not be previously submitted projects • Can submit pooled fund projects • Regions vote on top 4 from each region (16 total for HVR publication) • If there are projects that are not selected for the Sweet 16, they may be included in the supplemental publications. This year’s supplemental topics are Safety and Pavements (each will feature 8 projects). Last year the topic was Structures.
7.	SCOR updates and NCHRP ballot process	<p>Tommy Nantung provided an update from the December SCOR meeting.</p> <ul style="list-style-type: none"> • The FAST Act provides more money but there is less flexibility http://fast.transportation.org • SHRP2 is not in the bill • NCHRP problem statements for FFY17 – encouraging focus on 3 areas: Transportation and health, Transformational technology, and Resilient technology • This year the NCHRP ballot was received after Jan. 1 so it could include the AASHTO committee comments • Comments are important, especially for those that are rated at the extremes • Amy is retiring in April. We will need someone else from our RAC region to serve on SCOR (2 meetings per year). The state has to pay for the travel to the meetings and the state CEO needs to approve the member.
8.	Recently Completed Research Highlights	<p>Illinois – Amy sent email with updates on 12/31/15.</p> <p>Indiana – Tommy shared copies of Joint Transportation Research Program 2015 update packet</p> <p>Iowa – Brian Worrel sent email update 1/7/16.</p> <p>Kansas –</p> <p>Michigan –</p> <p>Minnesota – Linda sent email with updates 1/6/16.</p> <p>Missouri – Bill sent email update 1/6/16.</p> <p>Ohio –</p> <p>Wisconsin – Diane mentioned that the WisDOT research program website is moving. The new address is: http://wisconsindot.gov/Pages/about-wisdot/research/default.aspx</p>
	Next conference	<p>Tuesday, March 8, 2016 1:30 pm-3:00 pm Central; 2:30 pm – 4:00 pm Eastern</p>

	call	Host: Ohio via GoToMeeting
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Action Items			
No.	Action Item	Owner	Target Date
1	Send approved Nov minutes to Roy Mesler	Michael Townley	
2	Draft January meeting minutes	Diane Gurtner	
3.	Validate state fact sheets (click on links provided in Cynthia's agenda supplemental information attachment)	All	2/12/16