

Meeting Minutes

Date	March 10, 2015	Time	2:30 pm (Eastern)
Facilitator	Cynthia Gerst	Secretary	Michael Townley
Subject	RAC Region 3 Meeting		
Attendees	<p>Member states attending: Illinois – Amy Schutzbach, Iowa – Linda Narigon, Kansas – Rick Kreider Michigan – Michael Townley Minnesota – Hafiz Munir Ohio – Cynthia Gerst Wisconsin – Diane Gurtner</p> <p>Member states not attending: Indiana Missouri</p>		

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.
3	Review action items from previous meeting	<p>The following action items were reviewed and addressed:</p> <ul style="list-style-type: none"> Complete the NCHRP ballot. Send projects that your state supports, with supporting commentary, to Tommy and Amy so that they can share your comments at the SCOR meeting. Submit comments on the Research Office Specification Sheet to Allison Hardt and Natassja Linzau <p>Action is still needed on the following item:</p> <ul style="list-style-type: none"> Submit high value research projects by March 31 through the RPM software.
4	High Value Research	Cynthia Gerst reminded members to submit high value research projects by March 31 through the RPM software. A ballot containing all the projects submitted by region 3 members will be circulated for member voting in April. Results will be tabulated by the end of April. Bill Stone has more information on the process.
5	SCOR Updates	Amy Schutzbach has submitted for approval to attend SCOR but has not received approval yet. Tommy Nantung will attend. Amy has received input from Michigan and Kansas and is open to receiving more input on state's specific NCHRP ballot interests.
6	State Fact Sheet updates	Cynthia Gerst indicated that Allison Hardt and Natassja Linzau have received feedback. States can still review and submit their fact sheets.

7	Revised 2015 Schedule	Cynthia Gerst noted that the revised schedule was distributed with this meeting's invitation.
8	TRB Annual Meeting Feedback	<p>Mostly positive meeting feedback was received through the formal survey on the national meeting.</p> <p>RAC region 3 members discussed the region meeting time, food, and location. Comments were made that the meeting was productive. The location near the national meeting room was good. Networking and learning from each other was helpful. It was nice to eat together and visit and there is interest in continuing to have food following the meeting.</p>
9	International Research Translations	There was interest in translating international research to English during a librarian meeting at TRB. Rick Kreider spoke with Skip about having a top list of international research projects that would receive funding for translations. During the next RAC officers call this will be discussed.
10	2015 RAC/TRB Summer Meeting	Meeting in Portland, OR July 27-30. The Region meetings may be moved up to Monday to allow members to build relationships from the beginning of the meeting. An Ahead of the Curve pilot may occur during the Meeting in Portland. This may take place on Sunday afternoon. There are plans for an open Ahead of the Curve webinar in June.
11	TRB Invoices and Pooled Fund	TRB invoices have been sent to the states. There is an option to join the pooled fund to make payment.
12	Requests for guests	We can supplement our agenda with presentations from outside guests. Our bylaws (3B2 Operating Procedures, Meeting Agenda, Article 2) say we can supplement the agendas with special presentations from committee members, representatives of FHWA, TRB, academics
13	Mentor request from Region 4	A mentor is no longer needed for Rhonda Brooks in Region 4.
14	Georgia Implementation Peer Exchange	Cynthia Gerst indicated that Georgia is hosting a peer exchange and the topic is implementation. Expected attendees include Camille (NJ), Cameron (UT), and Jimmy (VA). He would like to have someone from region 3 too. June or August may be a good time for the exchange. Contact David Jared if interested. (djared@dot.ga.gov 404-608-4799) Linda Narigon was recommended and she has some interest in an August meeting.
15	Public Relations and Communications	<p>Amy Schutzbach is interested in what types of contracts each state has for communicating research and tech transfer. Illinois currently uses the Illinois Center for Transportation through an intergovernmental agreement.</p> <p>Cynthia has a \$250,000 of funding for a contracts with Murphy Epsom for communicating research, but has not started using the funding yet. She expects to use it for tech transfer to local agencies once research results are complete.</p> <p>Linda indicated that in the past they have done web based videos on research projects.</p> <p>Diane indicated that CTC and associates did tech transfer communication at one time, but then a DOT staff position was created to do that work. They are currently looking into hiring staff internally to fill the vacant position.</p>

		<p>Cynthia will look into inviting Dr. Darcy Bullock, Purdue University professor who has expertise in communications, to a future RAC meeting call.</p> <p>Michigan is interested in doing a peer exchange on this topic and will keep members informed.</p> <p>Hafiz can share their CTC contract with Amy.</p>
16	Recently Completed Research Highlights	<p>Illinois – Amy Schutzbach</p> <ul style="list-style-type: none"> A recent project was completed that produced online Traffic Incident Management Training. The objective was to reduce responder injuries and fatalities as well as reduce secondary crashes that occur during a traffic incident. They identified emergency responders and training modules for them. There were 11 online training modules created. Each lasts 15- 30 minutes. Illinois hopes to see mobility improvements and a decrease in secondary crashes. <p>Iowa – Linda Narigon</p> <ul style="list-style-type: none"> Linda will send a list of 12 recent research projects. She also reviewed the following projects in more depth and emailed summaries of each: <ul style="list-style-type: none"> <i>Study of the Regulatory Issues Affecting Truck Freight Movement in the Midwest</i>: This project reviewed Midwest truck regulatory issues impacting freight movement in Iowa. Surveys data was collected from neighboring states. <i>Assessment of Asphalt Interlayer Designed on Jointed Concrete</i>: Another project was completed on improved pavement layers for performance of local roads. Because of lower quality layers and high weight trucks on local roads, this report addresses a critical problem. <i>Modeling Merging Behavior at Lane Drops</i>: This project modeled lane drops in work zones. A hydraulics research project was completed in collaboration with USGS on appropriate locations for flood modeling cross sections. <p>Kansas – Rick Kreider</p> <ul style="list-style-type: none"> A webpage entitled Council of State Governments CSG.org was recommended. <p>Minnesota – Hafiz Munir</p> <ul style="list-style-type: none"> Rumble Strip Noise Evaluation: A rumble strip noise project was recently featured in the TRB News. <p>Michigan – Michael Townley</p> <ul style="list-style-type: none"> Guidelines for Using Carbon Fiber Composites to Extend Bridge Life : This study developed design guidelines for high strength-to-weight ratio, carbon fiber composite fabrics for strengthening concrete bridge elements that are starting to deteriorate. Cable Median Barriers: A Cost-Effective Means to Save Lives: Michigan studied three years of crash stats from 300 miles of cable barriers. These high-tension cable median barriers in Michigan were shown to save about 20 lives since their installation and prevent 100 serious injuries. The study also developed guidelines for determining most effective installation locations.
	Next conference call	<p>Tuesday, May 12th 1:30 pm-3:00 pm Central; 2:30 pm – 4:00 pm Eastern Michigan hosts Agenda item deadline –Tuesday May 5th</p>

		Request use of LiveMeeting from Rick Kreider if it is useful to present your research highlights

Action Items			
No.	Action Item	Owner	Target Date
1	Submit high value research projects by March 31 through the RPM software.	All members	March 31, 2015
2	Amy Schutzbach is interested in what types of contracts each state has for communicating research and tech transfer. Provide summary of contracts and costs to her.	All members	March 31, 2015
3	Cynthia will look into inviting Dr. Darcy Bullock, Purdue University professor who has expertise in research communications, to a future RAC meeting call.	Cynthia	Next appropriate meeting