

AASHTO Research Advisory Committee (RAC)/TRB Conduct of Research (COR)

**Coordination and Collaboration Task Force
Meeting Agenda**

12/16/15

**11:00 am – 1:00 pm (PDT), 12:00 – 2:00 pm (MDT),
1:00 – 3:00 pm (CDT) & 2:00 – 4:00 pm (EDT)**

Web Meeting Access: <https://global.gotomeeting.com/join/694181917>

Use VOIP or Call (872) 240-3212; Access Code: 694-181-917

1. Introductions/Housekeeping
 - a. Attendees: Cameron Kergaye (co-chair), Sue Sillick, Barbara Harder, Diane Gurtner, Georgene Geary, Dale Peabody, Leni Oman, Alasdair Cain
 - b. Note Taker – **Diane Gurtner**
 - c. Changes/Additions to Agenda

2. Reviewed Action Plan
 - Strategy 1
 - a. Funding Guidebook – Sue’s TRB contacts are Kim Fisher and Mary Kissi
 - b. RPPM – Marketing: Georgene drafted a brochure. Sue will get it printed and have it at the AASHTO table. Natassja Linzau is leaving her position. Natassja is the co-owner of RPPM with Sue Sillick. **Will need to follow-up with Roy Mesler** who will be filling in for Natassja until a replacement is found.
 - c. Research Needs portal – Skip mentioned a National Research Agenda TRB policy study

 - Strategy 2 (owner Anne Ellis) – Market the tools in Strategy 1

 - Strategy 3 (owner Alison Felix) – Not on call, not update for this meeting.

 - Strategy 4 (owner Barbara Harder) – Sam Elrahman is the liaison to the TRB international committee. **Barbara will contact Sam. Barbara will also work with Sue Sillick on monitoring of TRB policy study.**

3. Discussion regarding CCTF participation
 - a. There is a need to pare down the list
 - b. Look for new volunteers via the Conduct of Research (COR) standing committee
 - c. Cameron suggested perhaps attending RAC region meetings to promote CCTF

4. Cameron also brought up the topic that at TRB there are many research projects presented that have implementable results.
 - a. The state DOT perspective is that there are lots of needles in the haystack and there is a lot of potential. Identification of practice ready papers is done, however there isn’t muck form workshops and other sessions. **Cameron will bring this topic up again at the next CCTF meeting after TRB.**

- b. Dale stated that implementation is also being discussed in the AASHTO-RAC Program Management and Quality Task Force (PM&Q). **Cameron will follow-up with the PM&Q Chair David Jared.**
5. CCTF Meetings – In the past there have been 5 meetings per year, approximately every-other month on the 4th Wed. (Feb., April, July at RAC meeting, Sept., and early Dec.) If the task force stays with this schedule, the 2016 meetings will be on the dates below.
- a. Next Meeting: **2/24/16**
 - b. Remaining 2016 meeting dates: 4/27/16; 7/27/16; 9/28/16; Dec. tbd
 - c. Meeting time: 11-1 pacific, 12-2 mountain, 1-3 central, and 2-4 eastern