

## MEETING NOTES

RAC Leadership Teleconference

Thursday, April 14, 2016

1:30 – 3:30 pm, EDT

In attendance: Dale Peabody (Chair), David Jared (Vice Chair,), Curtis Bradley, Allison Hardt, Joe Horton, Cynthia Jones, Cameron Kergaye , Rick Kreider, Tim Klein, Jim McDonnell, John Moulden, Leni Oman, Keith Platte, Ann Scholz, Cindy Smith, Lori Sundstrom, Elisha Wright-Kehner.

Decisions and action items are underscored.

### **1. Roll Call**

### **2. Additions to agenda**

None.

### **3. Notes from previous meeting**

David Jared noted 3 mistakes or typos in the March 10, 216 minutes: – an incorrectly bolded “T” in “The”, correction of Ann Scholz’s last name (no “t”), and changing the last bullet point under item 6 had page (ABJ40). Correct Allison’s last name spelling, added item 8 Louisville KY instead of Atlanta.

With these additions, a **MOTION** (Scholz /Hardt) to approve the meeting notes was **APPROVED**.

### **4. AASHTO Report - Jim McDonnell and Keith Platte**

Keith Platte noted that Bill Stone sent the RAC list serve an email about one a month ago to asking for interest in TC3 online training and looking for ideas for new courses. Solicitation ends on April 22.

Keith summarized a now standing quarterly meeting with NCHRP Manager Chris Hedges. Both NCHRP and AASHTO are looking for feedback on strengthening linkages between NCHRP research results and AASHTO committees. The panel for NCHRP 20-44, “Accelerating the Application of NCHRP Research Results.” talked last fall about AASHTO committees being more involved in implementation and how they could be better engaged in implementation. He asked if RAC members track how NCHRP products are being implemented in their state, and if AASHTO committees are using NCHRP products that result from research projects that the committee proposed in the first place.

Keith posed the questions: How can the committees that have an interest in an NCHRP product be involved in implementation? Does RAC track committee interest; is there interest

in having a database on this? Keith will look into building a database of committees and the NCHRP research they are interested in.

Dale reported that the panel for NCHRP project 20-44, “Accelerating the Application of NCHRP Research Results,” is starting to see applications for implementation support for the new funding and noted they are coming from individual states and not from committees

Cynthia reported that when David Lee from the Florida DOT and Chair of NCHRP 08-36, “Research for the Standing Committee on Planning,” recently asked her for information on how NCHRP 08-36 reports have been used, she found that no one in Ohio DOT that was aware of these reports. In general, the special projects’ reports are not well shared. Can these reports be placed on the SCOR website so they can be found? The consistent availability of all these reports needs to be addressed, and they need to be shared. There needs to be a repository for reports that not posted online so that they are not lost.

Lori explained that special project research reports are posted on their NCHRP project webpage. Some reports are also posted by AASHTO; NCHRP 25-25 reports are posted on the AASHTO Center for Environmental Excellence and NCHRP 08-36 reports are posted at [www.statewideplanning.org](http://www.statewideplanning.org).

#### **AASHTO Comprehensive Committee Review**

- Latest draft restructuring scenario to be distributed far and wide TOMORROW to all State DOT AASHTO committee members for review and comment
- Feedback will be reviewed, and a status report will be given at the AASHTO Spring Meeting to the Board of Directors
  - More discussions will be held at the Regional AASHTO meetings and committee meetings over summer
  - Final recommendations to Board at Annual Meeting

#### **FAST Act Implementation**

- A meeting has been set up in the next few weeks with FHWA leadership to discuss FAST Act implementation issues and priorities of AASHTO.
  - SCOR/RAC had concern regarding what would potentially be cut or reduced in funding now that the federal research program has been earmarked more than previously

#### **Preparations for AASHTO’s Spring Meeting continue (May 24-26, Des Moines)**

#### **New SCOR Appointments**

- Received 3 recommendations from Region 4 for a new SCOR member, so those will be reviewed by the SCOR leadership team for a recommendation to the AASHTO President for appointment
  - Thanks to the RAC members for providing suggestions

#### **National Operations Center of Excellence (NOCoE)**

- Is actively looking for a new Director and is reviewing initial applicants now (it is a contract position). We hope to fill the position in the next few months.

## Materials Book

- Yesterday, AASHTO released the first-ever web-based-only version of the Materials Specs (no more 4-volume printed copies anymore!), which is huge as we move into the digital age!
  - If you are having any problems with this, let me or Erin Grady know!

## America's Transportation Awards

- Deadline was extended to Thursday (today). We already have over 70 entries and are expecting a few more.

Jim McDonnell provided additional information about the role of the AASHTO Monitor on a project panel, noting that this person should be the linkage to the AASHTO committee, and should also take some of the lead on implementation activities. The new NCHRP implementation coordinator will be involved in this.

## 5. TRB/SCOR Report – Lori Sundstrom

Lori Sundstrom reported that SCOR met on March 17-18 to formulate the FY2017 NCHRP. TRB and its parent organization the National Academies of Science, Engineering, are emphasizing increased diversity in its various activities. TRB encourages SCOR and RAC members to identify qualified nominees for NHRP project panels who are members of currently underrepresented groups (particularly young, female, and minorities). Lori mentioned that a summary of the High Value Research 2016 submittals was sent by email on April 4, 2016. The total of 123 submittals is about a 11% increase over last year (67% participation rate from 35/52 states)

- Region 1 (22) – received submissions from 7 states  
Increased from 15 last year
- Region 2 (27) – received submissions from 10 states  
Decreased from 30 last year
- Region 3 (47) – received submissions from 9 states  
Increased from 39 last year
- Region 4 (27) – received submissions from 9 states  
Same as last year

Lori noted that Renee McHenry of Missouri DOT will send an email to the region chairs with the link to the reports and attachments so that they can proceed with the voting process.

**Action Item:** Region chairs must submit their top 4 HVR projects for inclusion in Sweet 16 document by May 16<sup>th</sup>.

Publications since the last call:

- TCRP Synthesis 121: *Transit Agency Practices in Interacting with People Who Are Homeless*

- TCRP pre-publication, non-edited version of Report 183: *A Guidebook on Transit-Supportive Roadway Strategies*
- TCRP Web-Only Document 66: *Improving Transportation Network Efficiency Through Implementation of Transit-Supportive Roadway Strategies*
- TCRP a pre-publication, non-edited draft of Report 185: *Bus Operator Workstation Design for Improving Occupational Health and Safety*
  
- NCHRP prepublication of Legal Research Digest 69: *A Look at the Legal Environment for Driverless Vehicles*
- NCHRP pre-publication, non-edited version of Report 829: *Leadership Guide for Strategic Information Management for State Departments of Transportation*
- NCHRP Report 817: *Validation of Guidelines for Evaluating the Moisture Susceptibility of WMA Technologies*
- NCHRP Synthesis 489: *Extending Bridge Service Life Through Field Welded Repairs and Retrofits*
- NCHRP Synthesis 488: *Roundabout Practices*
- NCHRP Report 818: *Comparing the Volumetric and Mechanical Properties of Laboratory and Field Specimens of Asphalt Concrete*
  
- ACRP pre-publication, non-edited draft version of Report 157: *Improving the Airport Customer Experience.*
- ACRP Report 152: *Evaluating Methods for Determining Interior Noise Levels Used in Airport Sound Insulation Programs*
- ACRP Web-Only Document 26: *Methodology to Improve AEDT Quantification of Aircraft Taxi/Idle Emissions*
- ACRP Report 151: *Developing a Business Case for Renewable Energy at Airports*

## 6. OSTR Report – Tim Klein

- **UTC Competition** – ([http://www.rita.dot.gov/utc/fast\\_act\\_utc\\_competition\\_2016](http://www.rita.dot.gov/utc/fast_act_utc_competition_2016))
  - OST-R received **259** Letters of Intent from 151 lead institutions to submit a proposal for the 35 consortia grants under this FAST Act competition, compared to 142 proposals received for the same number of grants under MAP-21.
  - Proposals due May 13.
  
- **Smart City Challenge** – (<https://www.transportation.gov/smartcity>)
  - Secretary Foxx announced seven (7) finalist cities on March 12:
    - Austin, TX
    - Columbus, OH
    - Denver, CO
    - Kansas City, MO
    - Pittsburgh, PA
    - Portland, OR; and
    - San Francisco, CA.
  - Final selection (up to \$40M) in June.

- **DOT Five-Year RD&T Strategic Plan** –  
<https://www.federalregister.gov/articles/2016/03/30/2016-07139/transportation-research-and-development-strategic-plan>
  - Request for Information published March 30.
  - Comments sought by April 29.
  
- **Small Business Innovation Research (SBIR) Awards** –  
<https://www.volpe.dot.gov/news/sbir-selects-3-awardees-receive-research-grants>
  - FHWA-sponsored
    - Technological Enhancements to Improve and Expand Casual Carpooling Systems
    - Connected Bicycle: Communicating with Vehicles and Infrastructure
  - FTA-sponsored
    - Pedestrian and Cyclist Detection Devices for Transit Buses
  
- **BTS Data Releases**
  - Bike-Share Stations in the U.S. – this Technical Brief notes that:
    - A total of 2,655 bike-share stations operate in 65 U.S cities.
    - Of the 2,655 bike-share stations, 86.3 percent (2,291) connect to a scheduled public transportation mode within 1 block.[http://www.rita.dot.gov/bts/press\\_releases/bts020\\_16](http://www.rita.dot.gov/bts/press_releases/bts020_16)
  - Transportation Statistics Annual Report – reports key transportation indicators along with an overview of the transportation system:  
[http://www.rita.dot.gov/bts/press\\_releases/dot037\\_16](http://www.rita.dot.gov/bts/press_releases/dot037_16)
  - 2015 U.S.-Based Airline Traffic Data -- U.S. airlines and foreign airlines serving the U.S. carried an all-time high of 895.5 million systemwide (domestic and international) scheduled passengers in 2015, 5 percent more than the previous record high in 2014:  
[http://www.rita.dot.gov/bts/press\\_releases/bts018\\_16](http://www.rita.dot.gov/bts/press_releases/bts018_16)
  
- **Standards to Support Connected Vehicle Deployment** –  
[http://www.its.dot.gov/press/2016/standards\\_deployment.htm](http://www.its.dot.gov/press/2016/standards_deployment.htm)
  - USDOT announces SAE’s publication of two standards to support connected vehicle deployment:
    - SAE J2735 Dedicated Short Range Communications (DSRC) Message Set Dictionary – This standard will assure that connected vehicle applications will be interoperable. Applications such as collision avoidance, emergency vehicle warnings, and signage utilize this standard to ensure interoperability.
    - SAE J2945/1 On-board Minimum Performance Requirements for V2V Safety Communications –This standard sets the minimum performance requirements and the standard features used on the interface required to establish interoperability between on-board units for Vehicle to Vehicle (V2V) safety systems and applications.

Tim noted that some state CEOs have already sent comments on the Strategic Plan. If there is time, RAC is interested in submitting collective comments to SCOR, and having SCOR submit those comments. Cameron reported that he has asked Region 4 for comments; Cameron will send the request for comments to all RAC members.

#### **7. FHWA Report – John Moulden**

John will be talking to Dale and Neil Pedersen about the “Top 3” transportation issues survey sent to FHWA Division Offices to see if there are items to be addressed by other groups. If they haven’t been contacted, they will be soon. Deb Elston invited RAC or a group of states to submit articles for Public Roads. David suggested that stories on the high value research projects could make a good article. David will follow up with HVR folks on this.

Interviews are occurring for one of two positions that have been established to replace Leslie Wright and to assume some of John’s current responsibilities.

#### **8. Region Chairs/Vice-Chairs Issues**

Ann Scholz: Region 1. Ann reported that 9 of the 12 states were on last week’s conference call. She noted that Puerto Rico was included in Region 1. Jim said that Puerto Rico was moved to Region 2 two years ago and he would request that the change be made to the website. (<http://www.transportation.org/Pages/RegionalAssociations.aspx>). Ann reported that there were 22 HVR submittals from the 17 states/territories submitted. Region 1 has 6 region candidates attending Ahead of the Curve. She noted that TRB State Visits are being scheduled and that she is interested in sharing agendas that other states have used for their TRB State Visits.

Elisha Wright-Kehner: Region 2. The Region has 6 Ahead of the Curve candidates. The Southeast Transportation Consortium pooled fund will meet in in June 2016 in Atlanta, and Region 2 will hold its regular meeting then, too. Also, Region 2 is starting to update bylaws.

Cynthia Jones: Region 3. They are starting work on updating their bylaws. RAC member Amy Schutzbach from Illinois is retiring; she will have to be replaced on SCOR.

Cameron Kergaye: Region 4. The region had 27 HVR submittals, similar to previous 2 years. They use a 2-step voting process to handle the large number of submittals. They have 8 people interested in attending Ahead of the Curve. He reported that the Manitoba member Said Kass is retiring and will be replaced with Tara Liske from the Manitoba Infrastructure & Transportation agency.

#### **9. Summer 2016 meeting, Providence, RI –Ann Scholz.**

The AASHTO meeting planner has reviewed the venue. Sessions and meals are all laid out; the reception and dinner will be at the hotel and they are looking for other activity options in town. The agenda has been confirmed; waiting on IT equipment needs from presenters/conveners. Agenda on the RAC/SCOR site is being reviewed and will be updated online soon. Region 2 will administer the after-event survey; this is a good way to involve

the next host Region in advance planning for the next year's meeting. Another planning meeting will be held next week. As of today there are 7 registrants and 1 sponsor for the Monday night reception. There is a Visitors Bureau website with links to restaurants and other things of interest and a link under the "Hotel Booking Information and Local Attractions" that lists many restaurants for planning your Regional dinners on the Wednesday evening. Through the hotel website, click on the Map menu and there is information for getting to the hotel from the airport. The hotel does not offer an airport shuttle but Ann will bring this up with the AASHTO Planner for a possible exception.

#### **10. Summer 2017 meeting, RAC 2 –Elisha Wright-Kehner**

Elisha – no news since last Officer's Call. She expects to have an update after the June Region meeting in June. The meeting will be held in July 2017 in Louisville, KY. The likely dates are July 24-27. Kentucky Transportation Cabinet (KTC) is using their LTAP for meeting arrangements. They will be reviewing data from previous meetings to develop a budget. Keith Platte will check for any possible conflict with regional AASHTO meetings. The organizers will plan to reserve space for *Ahead of the Curve* on Sunday and provide hotel rooms for Saturday night.

#### **11. Task Force Updates –David Jared**

##### **Administration – Allison Hardt**

David reported that at the March quarterly meeting several items were discussed, including (1) demonstrating incremental progress towards tangible products; and (2) proposed changes to RAC operating guidelines. Dale's April 11<sup>th</sup> email includes all the changes.

Cameron noted that some task force members are not RAC members, and that the document looks great if you are only talking about RAC members. Task forces have developed their own business processes, and used "associate member" and "friend" inconsistently. The regional vice chairs and task force chairs have been part of things for years and we are trying to reflect actual practice in the operating guidelines. Task force chairs approve membership. As written, non-RAC members can't vote. Should RAC members and non-RAC members be differentiated for voting purposes? If a Chair is also a Region Chair, does that individual get 2 votes? Is "Leadership Group" and "RAC Officers" the same thing?

RAC Leadership Group approved the document as presented for distribution to all RAC members. Include in the transmittal that the proposed changes are intended to facilitate operations. Allison will distribute to RAC for voting; 2/3rds affirmative votes are required to make the changes.

##### **Coordination and Collaboration – Cameron Kergaye**

Cameron reported that 20 responses to their survey were received; he removed some high level strategies and goals and left the more relevant action items to work on. These are now associated with identified leaders.

## **Program Management and Quality – David Jared**

The March 10, 2016, minutes are posted thanks to Maina Tran. Progress with implementation subgroup is ongoing; Hafiz Munir and Ryan Taylor will co-chair. The group is working on goals for the subgroup.

Intellectual Property subgroup – the TRB webinar in June is to be led by the NCHRP project 0-89 contractors. Some of the products will be illustrated with case studies and examples. Information on how intellectual property issues have been successfully handled will be shared in an hour-long session in Providence.

TR News is thinking about a theme issue on moving research into practice, and RAC has been asked for input about potential topics for this issue.

The new subgroup working on personnel and human resources submitted a task under NCHRP 20-111, “Support for AASHTO RAC Task Forces” in Response to the SCOR Strategic Plan for identifying comprehensive best practices for peer exchanges. A panel will be formed to draft an RFP. They hope to have a presentation on this next year in Louisville.

## **Value of Research –Linda Taylor, Bill Stone**

Cindy summarized the discussion at their March 9, 2016, meeting. It is important to mentor new RAC research managers who may not understand the HVR process and how use RPM, and that states can nominate pooled funds for HVR, especially with the turnover in RAC membership. Renee McHenry (from Missouri DOT) offered to help anyone with their HVR submittals, but that the contractor should be contacted directly at [rpm@icif.com](mailto:rpm@icif.com) for technical or website issues. Bill and Renee prepared a spreadsheet of high-value submissions since 2010 and will send to all states. The group is still considering whether to allow NCHRP projects to be included in the HVR/Sweet 16 nominations.

Other efforts include an update of TRB’s funding guide—led by Sue Sillick; migrating the transportation pooled fund website from Leidos to AASHTO; Safety and Pavement supplement brochures; selecting the 2016 safety projects before the Summer meeting; and migrating the RPM site to RPPM.

Next steps for the marketing survey include a deeper dive on the survey results and identifying foundational marketing elements that a program of any size can use.

## **TKN – Curtis Bradley**

Curtis reported on his detailed discussion with Erin Grady, who described the new AASHTO publication distribution process – designed to cut down the number of publications on the engineering side. The new process will be announced via a widely-sent email (including librarians) that the document is coming. The librarian will have the link and can access the

document directly and immediately. The librarian will have to figure out how to ensure the appropriate person in the DOT can download the copies.

Curtis will send a survey on the future direction of the task force.

Curtis noted that he is also looking for a new note-taker.

David thanked the task forces for the great work they are doing.

REGIONS 3 and 4 – send the Ahead of the Curve attendees to Dale.

## **12. Adjourn**

Next Conference Call: Thursday, May 10, 2016.