

Meeting Minutes

Date	9-12-17	Time	1:30 pm CT
Facilitator	Rick Kreider	Secretary	Megan Swanson
Subject	Research Advisory Committee (RAC) Region 3 Meeting		
Attendees	Member states attending: Illinois – LaDonna Rowden, Megan Swanson Indiana – Tommy Nantung Iowa – Brian Worrel, Khyle Clute Kansas – Rick Kreider Michigan – Michael Townley Minnesota – Linda Taylor Missouri – Bill Stone, Jennifer Harper Wisconsin – Diane Gurtner Guests: Cindy Smith (R2), Keith Platte (AASHTO),		

Key Points Discussed

No.	Topic	Highlights
1.	Review Agenda/Roll Call	Roll call attendance marked above. Linda Taylor moved that the meeting minutes be accepted, and the minutes were unanimously approved.
2	Annual Meeting Planning	<p>Cindy Smith is on the call to talk about the annual meeting in Louisville. Rick sent out two emails with some information on meeting planning. They are attached.</p> <p>Keith reported that by the end of the week there will be a signed contract for the hotel.</p> <p>For meeting planning, we have completed all of the Summer and September Tasks.</p> <p>Diane will update the timeline for the 2018 meeting</p> <p>October Tasks: We have already made save the date fliers and sent them to RAC. We still need to develop potential sponsor letters. Rick will work with Natassja to have a slider added to the TRB page.</p> <p>Region 3 needs to send out a post meeting survey. Keith Platte will update the survey for 2017 and Brian will also assist.</p> <p>Potentially use Mentimeter to identify one of the program topics. Potentially have a survey on day 1 to identify a topic for a panel or presentation</p> <p>Potentially do a skit or some other kind of presentation about Task Forces. Also potentially identify the barriers to participation both with rules and with culture.</p> <p>Potentially use Pecha Kucha for the View from the Top. This would allow more time for Q&A. Or, potentially start the session without a presentation and just go to the Q&A portion for the View from the Top.</p> <p>Another option is that The View from the Top could happen over a lunch session.</p> <p>We will start discussions on the survey at the Coordination Meeting.</p> <p>Cindy will talk to Joe and Jason about sponsorships. Keith said that AASHTO can assist through a sponsorship coordinator. This person can help with coordination, and there are multiple options for assistance. It might be best for The Region 3 members should think about who may be good potential sponsors in the area. Megan and LaDonna will reach out to ARA. Bill Stone also works with ARA. Ask all state universities. Ask TTI.</p>

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3.	AASHTO Update	<p>Keith provided an update on the status of 100% waiver letters for the new TSPs.</p> <p>Design Publication Maintenance (DPM) – Keith has sent the letter to FHWA requesting the waiver, and they hope to hear back next week.</p> <p>Letters for the 100% waiver for the AASHTO Rail Resource Center (ARRC) and the Multi-State Transit Technical Assistance Program (MTAP) will be sent to FHWA in a week or so. FHWA anticipates that these will be approved by the end of the month.</p>
4.	AASHTO Reorganization	<p>There was a retreat in early August at which SCOR agreed that they would be called Special Committee on Research and Innovation (R&I) There will be 4 task groups staffed by an AASHTO TRB person Innovation (how does R&I fold in innovation, Research Process and NCHRP process how can it be expedited, How does research provide a good ROI, how do we identify the value that research gives to a state (not letting research be the first one to get cut); and one on Allocating NCHRP funding which is focused on the spending of the NCHRP programs.. These task forces will report back to R&I will suggestions on how these issues can be addressed in R&I. RAC is still a thing under R&I there may be an added emphasis on innovation. There was a lot of discussion on the position paper from RAC and how Research and innovation are similar and different, how RAC is valuable. Keith is sharing information with the regions as he can. There will be a RAC chairs call this week.</p>
5.	NCHRP	<p>Tommy sent out an email on August 29 at 5:22pm. Please provide a response if you have not already.</p> <p><i>Megan was dropped from the call at 2:56, so if you have additions, please let me know.</i></p>
6.	Next Conference Call	<p>November 7, 2017 1:30 p.m. – 3:00 p.m. Central Time</p>

Action Items			
No.	Action Item	Owner	Target Date