

RAC Leadership Teleconference

Thursday, June 8, 2017

1:30 – 3:30 pm, EDT

In attendance: Dale Peabody (Chair), David Jared (Vice Chair), Ken Chambers, Joe Crabtree, Stephanie Dock, Debra Elston, Jenn Harper, Chris Hedges, Joe Horton, Cameron Kergaye, Tim Klein, Rick Kreider, Renee McHenry, John Moulden, Ned Parrish, Keith Platte, Ann Scholz, Cindy Smith, Bill Stone , Lori Sundstrom, Brian Worrel,

1. Roll Call

Mr. Peabody welcomed Mr. Parrish, Idaho, as a new member of the leadership team.

2. Additions to agenda

No additions.

3. Notes from previous meeting

A MOTION (Kreider/Scholz) to accept the May 2017 meeting notes was APPROVED.

4. AASHTO Report – Mr. Platte

Later in June, AASHTO will send an email to the CEOs requesting reappointments to the new AASHTO Committees. The states will also receive a list of their current committee members. Several members noted, and Mr. Platte confirmed that some of AASHTO's information may be out of date, and this may make this task a little challenging. States may be given a month to provide the information.

Mr. Platte is working with the Working with Coordination and Collaboration Task Force on regular outreach to the other committees to establish and/or strengthen a relationship between RAC and all other committees.

The Administrative Task Force is updating their website; later this summer it will move from SharePoint to WordPress. The effort is being coordinated closely with TRB staff.

5. TRB/SCOR Report – Mr. Hedges

Mr. Hedges announced that Ms. Camille Crichton-Sumners from New Jersey DOT will be joining the NCHRP staff on July 10, 2017.

Where requested by states, NCHRP staff will be accompanying TRB's Technical Activities staff on their state visits.

The Governor's Highway Safety Association and NHTSA have approached TRB about managing a small safety research program, and the parties are negotiating an agreement. Mr. Hedges expects there to be opportunities for state DOTs to be involved as panel members.

TRB's Synthesis and IDEA Program Manager, Mr. Jon Williams, recently retired, and Mr. Crawford Jencks, formerly NCHRP Manager, has temporarily suspended his retirement to serve as manager of those programs.

Ms. Sundstrom reported that she hopes to publish the job announcement for the NCHRP Implementation Coordinator within a week or so, and that she will send a link to the announcement to RAC.

She asked for feedback on the new nomination process that NCHRP used for panel member nominations this year. Members indicated that they found it easy to use, and said they appreciated the ability to do this online. In particular, they liked the confirmation emails.

SCOR will hold a strategic planning retreat on August 8-9, 2017 and part of their agenda will address how to integrate the AASHTO Innovation Initiative, and continuing to make progress on implementation.

The contract for the Ahead of Curve training will be in place before the RAC Summer meeting, and arrangements are proceeding as planned for the first two classes to be conducted. Mr. Jared reported that there will be a meeting of the Ahead of the Curve Task Force, with the two co-chairs – Inez Spadoni of the University of Florida and Mr. Jared. They will meet before RAC to begin planning Ahead of the Curve activities at TRB.

PUBLICATIONS SINCE THE LAST MEETING:

NCHRP

- Research Report 847: Variability of Ignition Furnace Correction Factors
- Synthesis 510: Resource Allocation of Available Funding to Programs of Work
- Web-Only Document 232: Communications Worker Credentialing Requirements
- Synthesis 513: Evolving Debt Finance Practices for Surface Transportation
- Research Report 854: Guide for Identifying, Classifying, Evaluating, and Mitigating Truck Freight Bottlenecks
- Research Report 838: Guidelines for Optimizing the Risk and Cost of Materials QA Programs
- Report 846: Improving Findability and Relevance of Transportation Information (Volumes I and II)

ACRP

- Research Report 173: Use and Potential Impacts of AFFF Containing PFASs at Airports

- CRP-CD-137: The Vector-Borne Disease Airport Importation Risk Tool

TCRP

- Legal Research Digest 50: Public Transit Emergency Preparedness Against Ebola and Other Infectious Diseases: Legal Issues
- Synthesis 129: Managing Extreme Weather at Bus Stops

6. OSTR Report – Mr. Klein

- UTC Grant Re-competition
 - Notice of Funding Availability released May 26; grant solicitation imminent. Proposers will have 50 working days to reply. Solicitation largely similar to last year's.
 - To re-compete three Regional UTCs:
 - Region 1: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont.
 - Region 2: New Jersey, New York, Puerto Rico, U.S. Virgin Islands.
 - Region 3: Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, West Virginia.
- ITS Data Webinar Recordings Now Available Online
 - Recordings from webinars are now available online:
 - Regional Intelligent Transportation System (ITS) Data Sharing
 - Providing Emerging ITS Data to the Public
 - Access: https://www.its.dot.gov/press/2017/data_sharing.htm.
- Transportation Librarians Roundtable (TLR)
 - TLR is a monthly web conference series sponsored by National Transportation Library, AASHTO, TRB and Special Libraries Association Transportation Division
 - Held second Thursday of every month at 2:00 pm ET.
 - Webinar archives: <https://ntl.bts.gov/networking/roundtable.html>.
 - Info/ideas for future topics:
 - Leighton Christiansen, NTL Data Curator (leighton.christiansen@dot.gov; 202-366-2759)
 - Bob Cullen, AASHTO Information Resource Manager (bobc@aaashto.org; 202-624-8918).

7. FHWA Report – Mr. Moulden

Ms. Elston announced that she is retiring from FHWA on August 31, 2017; she will be attending the Summer RAC meeting. She has enjoyed her more than a decade long association with RAC. Members congratulated her on her retirement.

President Trump will visit USDOT Headquarters on June 9, 2017 for Infrastructure Week.

She reported that she is working within the agency to raise support for including all agency research projects in the database that Turner Fairbank manages and that is home to their

approximately 450 completed and ongoing Turner Fairbank research projects. This will be her focus until she retires.

Mr. Moulden said that FHWA will send a large group of staff to the Summer RAC meeting, and that there should be enough of them to attend a number of sessions, etc. RAC members should let him know if they are interested in hearing about specific topics, and/or from specific staff so that he can make sure the relevant FHWA staff attend those events and meetings.

8. Region Chairs/Vice-Chairs Issues

- a. AASHTO Re-org position paper – refer to draft document appended to these notes.

Mr. Peabody noted that at last month's meeting, they agreed to convene a work group (Dale Peabody, David Jared, Allison Hardt, and the Region Chairs) to draft recommendations from RAC to SCOR about the AASHTO committee reorganization. Mr. Peabody asked for comments on the substantive content. He noted that "full agreement and support" of an aspect of the reorganization scheme can be a position. The alignment and integration of the AASHTO Innovation Initiative into the new SCOR structure should be addressed. Mr. Jared will produce another draft for the Region Chairs to discuss within their regions, with a final review and discussion to occur at the RAC Summer meeting. The final document will be provided to SCOR members for consideration at their retreat in August.

Region 1 – Ms. Dock reported that the main activity at their last call was the format of the report out at the Thursday morning meeting at the RAC meeting.

Region 2 – Ms. Smith reported that they will meet next week

Region 4 – Mr. Horton reported that they will meet next week.

9. Summer 2017 meeting, RAC 2 – Mr. Crabtree

Registration is running a little behind last year; a reminder was recently sent and another will be sent a week before the *early registration and hotel room block periods end on June 30, 2017*. The next planning meeting is June 21st. Requests for conference call phones are needed as soon as possible so that sessions are assigned to the right rooms/equipment.

Region Sweet 16 sessions are spread out throughout the meeting. Can each Region Chair moderate their session—or find someone from their Region to moderate? Mr. Stone will be providing presenter names for inclusion in the agenda. There will be a point of contact for presenters to give their presentations to – so the presentations can be ready ahead of time. There was a suggestion that certificates continue to be presented at lunch.

David Kuehn, from FHWA's Exploratory Advanced Research Program, will attend the Collaboration and Coordination Task Force meeting on Wednesday afternoon, and will discuss is the Infravation program among other topics (<https://www.fhwa.dot.gov/research/resources/infravation.cfm>). Carol Flannagan, Principal

Investigator for 20-110 “A Guide to Ensure Access to the Publications and Data of Federally Funded Transportation-Related Research” <http://apps.trb.org/cmsfeed/trbnetprojectdisplay.asp?projectid=4062> will also participate but probably by phone. Mr. Crabtree noted that the planning committee has tried to avoid schedule conflicts between task force events.

10. Task Force Updates – Mr. Jared

Administration – Mr. Worrel: He reported that on their last call they focused on finding moderators for the Q&A session at the July meeting. Discussion topics have been picked, and the order of topics is still under development.

Coordination and Collaboration – Mr. Kergaye: He reported that Ms. Ann Ellis retired from AZ DOT, but that she will continue to participate in the TKN community.

Work on integrating the Transportation Knowledge Network and the Coordination and Collaboration Task Force is well underway. Ms. McHenry was joined by Ms. Jenn Harper to report on the integration efforts. An email was sent to current and past members about the organizational change. There will be a meeting of the new group at the Summer RAC meeting where they will review the mission, membership, and an action plan. She noted that they will look again at the AASHTO digital publications process and some of the concerns being raised by a number of states.

Program Management and Quality – Mr. Horton: No report; their next meeting is in 2 weeks.

Value of Research – Mr. Stone: He noted that a synthesis submittal related to research performance measures was selected, but it was combined with another submittal related to managing research programs. Panel members are being solicited. CTC has provided a draft Impacts on Practice brochure on the Sweet 16. The winners will be contacted shortly by CTC for input into the brochure.

11. Adjourn

Next Conference Call: Thursday, July 13, 2017 at 1:30 pm Eastern.

RAC Position Paper DRAFT

Introduction & Background

Current RAC organization, relationship to SCOR, Task Force activities, Regional activities, products (needs to be expanded: David)

AASHTO Comprehensive Committee Review recommendations, BOD adopts, multi-year implementation plan (needs to be expanded: David)

AASHTO Comprehensive Committee Review recommendations approved by the Board of Directors

Procedural Changes include ***(RED denotes language from CCR document):***

Establishing Communities of Practice for discipline and topical committees to extend the reach, value, and impact of committees to member DOTs beyond the formal committee structure. Communities of Practice are envisioned to be moderated by a leadership structure with subjects covered mostly by webinars and occasional conferences as warranted.

POSITION: RAC fully endorses the Community of Practices and in fact has been conducting business in a similar manner. Our leadership structure includes chair and vice chair, four Regional chairs and vice chairs, as well as Task Force chairs. The leadership team meets monthly on the phone and includes updates and discussions with AASHTO liaison, FHWA, USDOT, and TRB/NCHRP. The Regions and Task Forces meet regularly on conference calls. RAC meets in-person each summer and during the TRB annual meeting in January.

Establishing ad-hoc, short-term task forces to address specific matters that are important to be addressed, but may not need ongoing attention.

POSITION: RAC fully endorses the Task Force approach and has established more longer term Task Forces to help address items from the SCOR Strategic Plan and to provide communities of practice for topical areas such as Value of Research, Program Management & Quality and Coordination & Collaboration. Shorter term Task Forces have also been employed and discontinued once the issues had been addressed.

Encouraging groups to operate virtually to facilitate committee communication and information exchange between the states. The degree to which committees or other groups operate virtually will depend upon the general function of and purpose for each group. Virtual communications, such as webinars and conference calls, may be used to enhance committee communications and/or take the place of in-person committee meetings.

POSITION: This is fully endorsed and currently practiced by RAC.

Meeting		Frequency
Annual RAC/TRB State Representatives Meeting		Every July
RAC Winter Meeting		Every January during the TRB Annual Meeting
RAC Leadership Board		Monthly conference call
Task Force Chairs		Quarterly conference call
Regional Meetings		
Region 1		Monthly conference call
Region 2		Quarterly conference call
Region 3		Monthly conference call
Region 4		6 conference calls per year
Task Force Meetings		
Administration	Task Force	Monthly conference call

	Website Working Group	Monthly conference call
Coordination and Collaboration	Task Force	Quarterly conference call
	Transportation Knowledge Networks Working Group	To be determined
Program Management & Quality		Quarterly conference call
Value of Research		6 conference calls per year

- ❖ All Regions and Task Forces meet in-person at the Annual RAC/TRB State Reps Meeting in July. Some Regions also meet in-person during the TRB Annual Meeting in January.

Structural Changes:

Special Committee on Research and Innovation:

Scope of Responsibility: The Standing Committee on Research (SCOR) will be reconstituted as the Special Committee on Research and Innovation (R&I).

This special committee will continue to oversee the National Cooperative Highway Research Program (NCHRP), but will also expand its focus to include research implementation, longer-term research issues, multi-modal issues, and new and emerging technologies and innovations affecting transportation.

The special committee will also now oversee the AASHTO Innovation Initiative (A.I.I.) Technical Service Program.

POSITION: Numerous state DOT's now have innovation offices that may be separate from the research office. There is an opportunity to bring together an AASHTO community of practice for the innovation group. There is also an opportunity to collaborate between the innovation community of practice and RAC members. It is proposed that A.I.I. should initially be a separate entity from RAC under SCRI.



Proposed Organizational Structure promotes coordination and collaboration between RAC and A.I.I.

It is also suggested that SCRI consider the following:

- Determine strengths and opportunities for both of the individual entities (All and RAC)
- Discover areas of duplicated effort
- Discover areas of mutual benefit
- Potential pros/cons for an Innovation Task Force or Working Group within RAC
- Potential for a consolidated entity
- Develop and maintain support for new or on-going state DOT Innovation staff

To incorporate DOT Innovation Officers into SCRI, two alternatives should be considered: Open up the RAC to include the DOT Innovation Officers. Research and Innovation are closely related and there would be a benefit to have the different groups working together. The possible downside would be that State DOTs may have to choose between their Innovation Officers and Research Officers on who should participate in RAC.

Create a new Innovation committee under SCRI that would include DOT Innovation Officers. Another member group could be the people who run the STIC for each state. This new committee would benefit from sharing best practices and lessons learned from implementing innovation at the State level either through DOT processes and the STICs.

The Research Advisory Committee (RAC) will be reassigned to the new Special Committee on Research and Innovation.

POSITION: RAC fully endorses the reassignment to SPRI.

Research programs overseen by individual committees (including NCHRP Projects 8-36, 20-7, 20-24, 20-65, and 25-25) will continue to be managed by appropriate Committees or Councils, however each group shall submit an annual research report to the Special Committee on Research and Innovation to help ensure coordination and collaboration.

Membership: The Special Committee may continue with SCOR's current regional membership structure, including representatives with research backgrounds as well as high level policy backgrounds, and/or may consider modifying its structure to address its expanded scope of responsibility.

POSITION: RAC strongly recommends that SCRI membership continues to include Research Managers from each AASHTO Region.