

## **MINUTES**

Program Management & Quality (PM&Q)  
Task Force Conference Call  
Thursday, June 20, 2013  
11:00 am – 12:00 pm

### **Members**

David Jared, GDOT (Co-Chair)  
Glenn Roberts, NHDOT  
Tommy Nantung, INDOT

### **Friends**

Martin Pietrucha, Penn State Univ.

### **Welcome and Introductions**

David Jared hosted the conference call. Many members and friends were unavailable due to travel and other commitments.

### **Review of Task Force Activities**

- Implementation of NCHRP Products
  - David provided an update on this in Michael Bonini's absence. TRB has contracted with CTC and Associates to follow up with past Pls and panel members on implementation of NCHRP results. The intent is to identify common characteristics of successful implementation in order to help guide future NCHRP projects.
  - A two-part session on SHRP-2 is also to be held at the Baton Rouge meeting (July 16, 10:00 – noon; 1:00 - 2:00 CST). The first part will be an overall program update, while the second will include an implementation update and roundtable discussion on SHRP-2 coordination.
- Coordination of Website Development Activities (Nantung)
  - High Value Research uploads to the Research Performance Measures database (RPM) went well for most states. The consultant that developed the database, ICF International, is to host the site for two years, but thereafter a new host will be needed. Tommy also noted that RPM can be used to satisfy MAP-21 requirements for performance measures.
  - A proposed new feature for the Transportation Pooled-Fund (TPF) website would automatically advise states contributing to a TPF study when their payments are due.
  - It has been proposed to move the Research Program and Project Management (RPPM) site currently hosted by RITA to AASHTO-SCOR/RAC site, but this is still under discussion.

- John Moulden (FHWA) had advised last year that FHWA has some recorded webinars available, but there is not a consistent library. PM&Q thinks that these webinars will likely be of value, and Tommy asked if they might be combined with the growing library of TRB webinars. David referred Tommy to Reggie Gillum at TRB on this question, and the topic will be added to the agenda for PM&Q's meeting in Baton Rouge next month.
- Intellectual Property (Jared)
  - NCHRP 20-89 update. David has not heard anything further on this project, but will enquire if PM&Q membership will have an opportunity to review the draft guidebook on behalf of AASHTO-RAC.
- Research Problem Identification Practices (Pietrucha)
  - Martin advised that there has been no progress on the survey of academia on this topic. Martin plans to complete the draft academia survey in time for PM&Q review and discussion in Baton Rouge in July.
  - David asked about the importance of this supplement to the previous DOT survey on the same topic, and Martin advised the academic perspective on the problem identification process is likely different than the DOTs', based on discussion with some of his colleagues.
- SP&R Activities (FHWA)
  - Revision of SP&R Guide. This task has been put on hold until MAP-21 rules are finalized by Congress. David will follow up with FHWA as to status.
  - SP&R Part II Outreach. A series of webinars is being planned on FHWA research. One topic might be report distribution. For example, where do research reports reside? David is to contact John Moulden re: updating the abstract page in reports for projects that are FHWA-funded.

#### **Other Items of Interest/Other Business**

- "Ahead of the Curve" TRB Training Program. Mark Norman (TRB) is working with the Conduct of Research and Technology Transfer committees on this program, which will likely be a series of webinars resulting in some type of certification (plus Professional Development Hours). The end result of this effort will be course content and training materials for research managers in both government and academic programs. A working group to develop the program was formed in early 2013. A few members from AASHTO-RAC's task forces are part of this group, including Michael Bonini on behalf of PM&Q.

#### **Next meeting**

- AASHTO RAC Summer Meeting; July 14, 2013 (4:00 p.m. – 5:30 p.m.)

#### **Adjourn**