

PM&Q Task Force Minutes
December 15, 2016 from 10:00 AM – 11:05 AM (CT)

ATTENDEES

Joe Horton, Chair

Megan Swanson, Secretary

Members: Hua Xiang, David Jared, Hafiz Munir, Jen Harper, Dave Huft

Friends: Ken Chambers, Enid White, Sue Sillick, Barbara Harder

Visiting: Dale Peabody

Joe Horton welcomed all attendees.

LEADERSHIP ACTIVITIES

Joe kicked off the meeting with a discussion of the survey results. Special thanks to Hua Xiang for creating the survey and compiling.

As a result of the survey as subsequent discussion at the meeting:

- Joe will send out invitations for the meetings and will also include web ex link in case members have an interest in making a presentation;
- Meetings will occur quarterly;
- Meetings will be held at 1:00 ET to allow for attendees in all time zones to prepare for the meeting;
- Meetings will continue to be held on usually the third Thursday. The tentative dates are:
 - Thursday, March 16, 2017, 1 PM Eastern
 - Thursday, June 15, 2017, 1 PM Eastern
 - Thursday, September 21, 2017, 1 PM Eastern
 - Thursday, December 14, 2017, 1 PM Eastern

To identify RAC's priorities, Joe will send a survey out to all of RAC to gauge their interest on our various issue items, including:

- Program Management Tools and Research Implementation, as identified by PM&Q as priorities;
- Intellectual Property, which will be identified as an item that we are monitoring;
- Strategic Staffing (formerly personnel and administration), which may also include a peer exchange subgroup to focus on peer exchange efficiency and improvement;
- Quality and Timeliness of Deliverables; and
- Copyright Issues.

On the issue of Open Data, several PM&Q members believe that this issue is being handled by the Transportation Knowledge Network (TKN). Joe will reach out to TNK chair Curtis Bradley and learn more about what they are doing with this issue.

Joe will send out the survey to the PM&Q before he sends it to RAC

Joe shared that SCOR is funding a study on how 2 CFR 200 impacts states research. The project was approved for \$100,000 last week, and the NCHRP panel will include people from AASHTO, FHWA, states, and COFAR. Shoshana Lew is the contact from COFAR, and Joe will reach out to her for more information on what guidance and training they already provide. This may be a starting point for this panel to identify tasks.

Joe will reach out to the two people who offered to be co-chair PM&Q, and we hope to have a new co-chair identified by the next meeting.

SUBGROUP ACTIVITIES

Research Implementation

Hafiz Munir shared that he and Ryan will begin working on a summary of the survey responses in the new year. They are going to be identifying common issues and interests among the respondents. Sue Sillick and Barbara Harder are also willing to assist. Sue pointed out that there are many implementation documents on the RPPM website that may be utilized.

Barbara also discussed the TR News issue that Pat Casey is spearheading, which will be released in September 2017.

Program Management Tools

David Jared shared update from Tommy Nantung. The Transportation Pooled Fund (TPF) website is up and running and there will be NCHRP funding for the maintenance of the website. The HVR portion has been moved to the new server and beta testing is underway. Several state DOTs have already suggested enhancements. This site should be up and running in January or February.

Maina Tran and Tommy are also going to be checking to see if there is any more data on the HVR site that should be migrated or saved.

There is a TPF on Research Performance Measures (PRM), and Joe will send an update on the status of the project if there is one available.

David's article in Public Roads magazine will be in the March April edition. The article highlights SCOR and RAC, as well as the task forces, and our efforts to move research into practice.

Intellectual Property

Dave Huft provided an update about the potential NCHRP 20-44 funded project for the state specific workshops to tailor the 799 findings to “pilot” states. This problem statement is still going to be submitted to NCHRP.

Personnel/Administration

Jason Bittner has taken oversight of the project to review peer exchanges and best practices.

David has been focusing mainly on the article for Public Roads magazine and will come back to staffing levels and skill sets for research staff in 2017.

Research Deliverables – Someone asked after the last meeting to add this to today’s agenda. This will be one of the items that we put on the survey for RAC.

It was unclear who initially asked for this discussion item, and there was great speculation on what exactly this issue entails. If the “owner” of this item would reach out to Joe, we will discuss at the next meeting.

Open Discussion -

The role of PM&Q with open data issues was addressed earlier in the call, as was guidance on 2 CFR 200.

The group discussed Session 766 at TRB "Are we too comfortable? Changing the Culture of Transportation Research". The presenters would like people to more critically review research results – similar to peer reviewed journals. Sue will send the white paper out to PM&Q members. This issue is particularly something that they would like to address regarding the TRB research papers. They are looking for RAC support on this issue, but it is unclear where it should or could be most effectively addressed. Neil Pederson sent the presenter to RAC in search of a good fit, and the task force members suggested that this may belong in either the PM&Q or Conduct of Research task forces.

Several members of PM&Q plan to attend this presentation and will report back to the task force. We will discuss further at our next meeting.

WRAP-UP

The meeting adjourned at 11:05 am, and the next call will be March 16 at 1:00 PM ET.