

MINUTES

Program Management & Quality (PM&Q)
Task Force Conference Call
Thursday, December 20, 2012
11:00 am – 12:00 pm

Members

David Jared, GDOT (Co-Chair)
Linda Taylor, MnDOT
Clint Adler, Alaska DOTPF
Ned Parrish, ITD

David Kuehn, FHWA
Sue Sillick, MDT

Guests

Jack Jernigan, FHWA
John Moulden, FHWA
Skip Paul, LDOTD

Friends

Barbara Harder, BTH and Assoc.

Welcome and Introductions

David Jared (hereafter David J.) welcomed new member Clint Adler, who represents Region 4 along with Ned Parrish and Dave Huft (SDDOT). Clint and Dave replace outgoing member Jake Kononov (Colorado DOT), who retired in July 2012.

Review of Task Force Activities

- Implementation of NCHRP Products
 - Crawford Jencks (TRB) provided an off-line update to David J. on NCHRP implementation. He recently surveyed retired NCHRP panel members and past principal investigators to enquire re: implementation of their research.
 - He has received a large amount of feedback, mostly good, and plans to hire a contractor to follow up. The end result is hoped to be recommendations to NCHRP and state DOT's on what they can do to help implement NCHRP products.
 - TRB would like to see some PM&Q members involved in that project. Crawford hopes that implementation of both NCHRP and SHRP-2 products will remain a focus of this subgroup.
 - A session on SHRP-2 implementation is to be held at the 2013 AASHTO-RAC summer meeting in Baton Rouge, LA (July 16, 1:00 - 2:30 CST).
- Coordination of Website Development Activities (Nantung)
 - A training video for the Research Performance Measures database is available at http://onlinepubs.trb.org/onlinepubs/webinars/archivedrecordings/2012-09-13_RPMWebsite.wmv.

- Discussion continues on moving the Research Program and Project Management (RPPM) site currently hosted by RITA to AASHTO's SCOR/RAC site.
- David J. enquired if this subgroup had fulfilled its mission. John mentioned that FHWA has some recorded webinars available, but there is not a consistent library. This might be something that this subgroup could look into.
- Intellectual Property (Jared)
 - NCHRP 20-89 update. Skip advised that (1) the interim report has been completed; and (2) the final deliverables will be a final report describing the research effort and an IP guidebook for state DOT research managers.
 - David J. requested that PM&Q membership have an opportunity to review the draft guidebook on behalf of AASHTO-RAC.
 - Barbara is to check on a task group that may follow up on the IP workshop at the 2012 TRB Annual Meeting.
- Research Problem Identification Practices (Pietrucha)
 - Martin advised David J. off-line that there has been no progress on the survey of academia on this topic. David J. encouraged Martin to complete this task in time for an update in Baton Rouge in July.
- SP&R Activities (FHWA)
 - Revision of SP&R Guide. This task is on hold until MAP-21 rules are finalized.
 - 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 J. is to contact John re: updating the abstract page in reports for projects that are FHWA-funded. The distribution list for these reports that is expected by FHWA is to be posted on that AASHTO-RAC website.

Other Items of Interest/Other Business

- 2013 TRB Annual Meeting. Mark Norman (TRB) is to speak to the Conduct of Research (CoR) committee on a TRB Training Program. This would likely be a webinar series resulting in some type of certification. Mark is working with both CoR and the Technology Transfer committee on this. A working group to develop the Program is to be formed in early 2013. Skip said that 1-2 members from RAC's Administration, Coordination & Collaboration, and PM&Q task forces might be appropriate. Barbara is to provide slides on this initiative for PM&Q.
- Ned is to provide correspondence from the U.S. Census Bureau re: research expenditures. The Census Bureau needs to clarify the scope of research expenditures they enquired about with state DOT's (SP&R? TPF? Both?).

Next meeting

- TRB Annual Meeting; January 13, 2013 (6:30 p.m. – 10:00 p.m.)

Adjourn