

Meeting Minutes

Date	March 30, 2011	Time	2:30 p.m.
Facilitator	Mara Campbell	Scribe	Donna C. Linnenbrink
Subject	RAC Value of Research Task Force Meeting Minutes		
Attendees	Roberto DeDios, CDOT; Chris Jenks, TRB; Vicki Morrison, FDOT; Mark Morvant, LA DOTD; Ann Overton, VDOT; Dale Peabody, MaineDOT;		
Action Item	Follow-up Report	Owner	
High Value Research Submittal Form - Correction	<p>A correction to the minutes of January 20, 2011, was identified by Dale Peabody. The correction is noted below in blue. The original minutes stated the Task Force members were responsible for identifying the top 16 projects (four from each region).</p> <p><i>Dale Peabody reported solicitation for high value research projects will begin in early February for 2011. Each region is responsible for selecting their top 4 submittals from which the eight projects to be included in the third annual NCHRP brochure will be determined. Ms. Campbell questioned Chris Jenks regarding the availability of funding to print this marketing piece and he indicated funding should be available.</i></p>		
<ul style="list-style-type: none"> • Submit any additional comments on Communication Tools and Methods document to Ann Overton – COMPLETED • Provide final Communication Tools and Methods document to Mara Campbell for submission to RAC leadership. • Submit Communication Tools and Methods to RAC leadership. 	<p>Ann Overton reported the Communication Tools and Methods document has been revised to incorporate the comments received since the January conference call. Mara Campbell will submit this document to Sandra Larson, RAC chair; and Rick Collins; RAC vice chair, to consider for distribution to all RAC regions.</p>	Ann Overton	
Coordinate with Chris Jenks on publishing approved Communication Tools and Methods document as NCHRP/TRB “Impacts on Practice.”	<p>Ms. Campbell directed a question to Chris Jenks regarding the possibility of publishing the Communication Tools and Methods document as an “Impacts on Practice.” Mr. Jenks indicated he will discuss this request with Crawford Jencks to determine if it will qualify to be published as an “Impacts of Practice” since most of those documents are the result of a NCHRP project. Chris Jenks stated if this document cannot be printed as an “Impacts on Practice,” he can ask Pat Casey to format the document and post it on the website for use by others.</p>	Mara Campbell	

<p>Contact Sandra Larson regarding including the Communications Tools and Methods on the NTPAW agenda.</p>	<p>Ms. Campbell reported she contacted Sandra Larson regarding assistance in getting the Communication Tools and Methods document included on the NTPAW agenda.</p>	<p>Mara Campbell</p>
<p>Include Ann Overton as the speaker on communication tools during the best practices for implementing research session at the RAC summer meeting.</p>	<p>Ms. Campbell reported Ned Parrish has included Ann Overton as speaker on communication tools during the best practices for implementing research session at the RAC summer meeting. Ms. Overton reported she is still awaiting approval of her out-of-state travel.</p>	<p>Ned Parrish</p>
<p>Provide update of the 20-63 project progress during March conference call</p>	<p>Mark Morvant reported the contractor is presenting to two task groups to obtain feedback for the 20-63 panel. The system is being billed as a state oriented system. During discussion, a preference for use as a national system was identified as it would provide data for determining an average or percentage of implementation. Use as a national system would require negotiation on the included measures to ensure buy-in by all states.</p> <p>Dale Peabody noted the new version of RPM is more user friendly and intuitive. The main RPM background will be the same; the contractor is working to make it easier to submit or download materials to the website.</p> <p>A question was raised about possibility of submitting high value projects via RPM. Mr. Morvant stated if this is an option the Value of Research Task Force wants to pursue, it would need to be promoted to the contractor and the 20-63 panel. Submitting high-value projects via RPM may encourage use of this application. The demonstrated version of RPM included a top 16. At a minimum, it would be beneficial to have the high-value research submittal form imbedded into the RPM system. This would allow other actions related to the high value projects to be pulled out of the RPM system.</p> <p>Mr. Morvant indicated recommendations to the system may still be submitted. Discussion lead to Value of Research Task Force support for: 1) use of RPM as a</p>	<p>Joe Conway</p>

Provide update of the 20-63 project progress during March conference call, continued	national system, and 2) for submission of high-value projects. Mr. Morvant will share this information with the contractor and the 20-63 panel.	
Distribute the High Value Research Submittal Form to RAC members.	<p>Dale Peabody reported the solicitation for high-value research projects was sent out approximately one month ago and he has received some submittals. Due to the low number of current submissions, he thinks the regional chairs are collecting submissions and will submit the regional projects en masse prior to the March 31 deadline. Chris Jenks reported Crawford Jenks is working on a couple of submissions from NCHRP.</p> <p>At this time it is unknown if Joe Conway will be compiling all submissions into a book similar to the one done in 2010. The task force is organizing a plenary session on this topic at the annual summer RAC/TRB State Representatives meeting. Chris Jenks indicated TRB will again this year produce the brochure of the top high-value research projects. Mr. Jenks indicated Crawford Jencks will be the point person who will coordinate with Pat Casey on the brochure.</p>	Dale Peabody

Key Points Discussed

No.	Topic	Highlights
1.	SCOR Strategic Plan	Ms. Campbell shared that no revisions to the SCOR strategic plan were recommended at the March SCOR meeting, so the task force goals and action strategies outlined a few months ago stand as written at this time.
2.	Next Meeting	The next conference call is scheduled for May 26, 2011, 1:30-2:30 p.m. CDT.

Action Items

Action Item	Owner	Target Date
Submit Communication Tools and Methods document to Sandra Larson, RAC chair; and Rick Collins; RAC vice chair, to consider for distribution to all RAC regions.	Mara Campbell	April 20, 2011
Discuss with Crawford Jencks the possibility of publishing Communication Tools and Methods as an "Impacts of Practice" If not, have Pat Casey format the document and post it on the website for use by others.	Chris Jenks	May 26, 2011
Share Value of Research Task Force support for: 1) use of RPM as a national system, and 2) for submission of high-value projects with the contractor and the 20-63 panel.	Mark Morvant	April 12, 2011