

**MINUTES**  
**Research Advisory Committee, Region 4 Meeting**  
**Thursday, August 16, 2018,**  
**2:00 PM – 3:00 PM Central Time**

**Roll Call**

<b>Present</b>	<b>Name</b>	<b>Organization</b>
X	Carolyn Morehouse	Alaska DOT
X	Dianne Kresich	Arizona DOT
X	Jim Appleton	California DOT
X	Joe Horton	California DOT
	Pete Zaniewski	California DOT
	Aziz Khan	Colorado DOT
X	Amanullah Mommandi	Colorado DOT
	Wayne Kawahara	Hawaii DOT
	Ned Parrish	Idaho TD
	Sue Sillick	Montana DOT
	Bobbi deMontigny	Montana DOT
	Mostafa Jamshidi	Nebraska DOR
X	Ken Chambers – Chair	Nevada DOT
X	Randall Soderquist	New Mexico DOT
X	Vincent Lujan	New Mexico DOT
	Clayton Schumaker	North Dakota DOT
	Matt Linneman	North Dakota DOT
X	Amy Beise	North Dakota DOT
	Ron Curb	Oklahoma DOT
X	David Ooten	Oklahoma DOT
X	Teresa Stephens	Oklahoma DOT
X	Michael Bufalino– Vice Chair	Oregon DOT
X	Dave Huft	South Dakota DOT
X	Wade Odell	Texas DOT
	Rocio Perez- Secretary	Texas DOT
	Kevin Pete	Texas DOT
	Phillip Hempel	Texas DOT
	Cameron Kergaye	Utah DOT
X	David Stevens	Utah DOT
X	Rhonda Brooks	Washington DOT
X	Tim McDowell	Wyoming DOT
X	Enid White	Wyoming DOT

# **AASHTO Research Advisory Committee (RAC)**

## **Region 4**

### **Meeting Agenda for August 16, 2018**

Toll-free: (877) 873-8017

Access Code: 8552559#

*Host Password: 9929# (in case I'm hit by a bus)*

1. Roll call
  - Meeting attendee list attached
2. Minutes
  - Rhonda Brooks and Dianne Kreisch will review the meeting minutes.
3. RAC Membership
  - Welcome Vincent Lujan from New Mexico. Thanks to Randall Soderquist for managing the NMDOT research program during his tenure.
  - After 30 years at Caltrans, Jim Appleton is retiring. The new acting chief of the Caltrans research program is La Keda Huckaby. Hope to have a permanent director on board by October.
4. Question: Lisa Patterson, TREC, asked to attend RAC 4 meeting. Yes/No?
  - David Ooten asked if this is a good move. Inclusion could open a can of worms for everyone.
  - Rhonda Brooks and Dianne Kreisch concurred.
  - Enid White asked about other regional RACs. Can they attend other RAC regional meetings? Should there be an exception for Renee McHenry?
  - Dave Huft does not object to attendance by someone from another RAC region for a specific issue or topic and information sharing, but only for that.
  - There was general discussion about other outside attendees, and the consensus was only for a specific topic of relevance to these attendees.
5. Wichita RAC Meeting Discussion
  - Wade Odell mentioned the need to have a good audio connection for the RAC regional meeting teleconference.
  - Ken Chambers mentioned there is a need to identify people and fill in the holes from the previous meeting to prepare for the next RAC meeting.
  - Ken also mentioned that Brian Worrell (Iowa) wrestled with a software tool called Mentimeter to identify topics that could be discussed later in the day. It was successful for the most part.
  - Carolyn Morehouse added that the software was a good idea, and she liked it, but the IT/AV wasn't sophisticated.
  - Michael Bufalino agreed with Carolyn.
  - Dianne mentioned that the software wasn't as interactive as it could have been, but it did encourage questions.
  - Dianne developed a set of guidelines for presenting PowerPoint guidelines to provide to speakers for next year.

- Amanullah Mommandi indicated that each research manager should prepare a handout or presentation about DOT sponsored research in each state.
6. Items for the September RAC Leadership Meeting? (August meeting cancelled)
    - AASHTO Innovation Initiative (All) involvement/participation?
    - Dave Huft on behalf of Ned Parrish - nothing precludes sending non-RAC members to the RAC meeting to discuss innovation in research.
    - Joe Horton has no issues with having non-RAC members at the meeting, but state travel funds are an issue. He does not want to send an innovation group to the RAC meeting at the risk of not allowing research division staff due to insufficient travel funds.
  7. Santa Fe RAC Meeting Discussion [July 22-26, 2019; Organizer: Karen Crawford]
    - Ken mentioned that Randall has done a great job of procuring a meeting location. Now it's time to develop an agenda and plan accordingly to include slots for regular business and presentations.
    - Agenda Committee
      - i. Joe Horton
      - ii. Rocio Perez (backup - Wade Odell)
      - iii. Teresa Stephens
      - iv. Dianne Kresich
      - v. Enid White
      - vi. Ned Parrish
      - vii. Michael Bufalino
      - viii. Ken Chambers
      - ix. Vincent Lujan
      - x. Carolyn Morehouse
    - Identify a Chair?
      - i. Carolyn volunteered to be the Chair.
    - Establish Agenda Committee Meeting Date and Time
      - i. Carolyn asked who headed the agenda for the Wichita meeting.
      - ii. Ken said that Rick Crider (Kansas) has all the information Carolyn needs.
    - Questionnaire about Wichita Meeting
      - i. Prepare a questionnaire what did and did not work in Wichita.
    - Theme?
      - i. Should there be a focus on a theme or stay broad?
    - Outreach to Task Forces, TRB
  8. Discussion Topic Ideas for Next Meeting?
    - Ken on behalf of Sue Sillick - Sue suggested the RAC members review past meeting minutes to address topics that have not been discussed in previous meetings.
    - Ken mentioned that he would like to look at how the SRI (formerly SCOR) affects the RAC.
  9. Skype feedback
    - Does everyone have microphones?

- i. Wade said everything worked great with Skype.
- ii. Randall said NMDOT does not have Skype.
- iii. Dianne did not use Skype. She called in and used the agenda.
- iv. Michael said that Skype is included in Windows 10 unless disconnected.
- v. Enid and Carolyn both have Skype.
- vi. Dave said unless everyone has microphones, use the phone for audio.
- vii. Consensus - continue to use Skype, but until further notice, RAC meetings will continue to do audio by phone.

10. Remaining 2018 Meeting Dates

- October 18 ← next meeting
- December 13