

MEETING NOTES

RAC Leadership Teleconference

November 8, 2018

1:30 – 3:30 pm, EDT

In attendance: David Jared (Vice-Chair), Ken Chambers, Joe Crabtree, Stephanie Dock, Allison Hardt, Chris Hedges, Joe Horton, Rick Kreider, John Moulden, Michelle Owens, Glenn Page, Cindy Smith, Lori Sundstrom

1. Roll Call

2. Additions to agenda

None.

3. Notes from previous meeting

A MOTION (Kreider/Smith) to approve the previous meeting notes as modified was **ACCEPTED**.

4. AASHTO Report

Mr. Page reported that reauthorization white papers have gone to the Transportation Policy Forum; the white papers will be discussed at the TPF's next conference call on November 15, 2018. Anna Bosin is staffing the research white paper and is coordinating input. Mr. Page will provide an overall schedule for developing AASHTO's official position on reauthorization.

Mr. Page reported that he recently met with Natassja Linzau from TRB to discuss the use of multiple email lists for R&I and RAC that are maintained by TRB and AASHTO. These two sets of emails are overlapping to some degree, and he asked if both are needed. Mr. Hedges explained that TRB established and maintains two listservs—one for R&I and one for RAC—in 2005 to ensure that contact information was current, and provide a convenient and complete way to communicate with the committees. Since AASHTO has updated their website and other software, it is time to review these communication tools and what TRB's continuing role should be in their upkeep. He noted that there are differences between AASHTO's and TRB's lists because of the additional persons/organizations that are not official members of R&I or RAC but that are supposed to receive official communication, e.g., R&I and RAC meeting agendas, etc.

Discussion ensued on how individuals can be added to AASHTO's membership lists and concern about delays in accomplishing official appointments to RAC. Mr. Page explained that because R&I does not have representation from all states, R&I does not have the authority to appoint subcommittee members. The number of members on all AASHTO committees is limited to 3, but "friends" can be added; the "friend" category can be used to

add additional people, including new RAC members that haven't be officially appointed by their agency. Regarding appointment of new RAC members, the RAC Operating Guidelines follow AASHTO policies for how committees and subcommittees operate. Mr. Page said he would continue to look into this issue, including whether an alternation is possible to the requirement for a state CEO to submit a letter appointing their RAC member(s). He noted that Ms. Linzau has access to AASHTO's AMIMS system, and can make updates. He will update this group at their next call.

Ms. Hardt asked if states could use AASHTO TV to promote or publicize state research. Mr. Page suggested that a state should contact Lloyd Brown, AASHTO's Director of Publications.

5. TRB/CRP/AASHTO R&I/NCHRP Report – Chris Hedges/Lori Sundstrom

Mr. Hedges reported that TRB has recently signed a contract with the American Association of Motor Vehicle Administrators (AAMVA) to conduct a single research project on driver license issues related to connected and automated vehicles. The Behavioral Traffic Safety Cooperative Research Program is starting its 2nd year. Mr. Tom Menzies has been appointed as Director of TRB's Consensus and Advisory Studies Division to succeed Steven Godwin. He also reported that on December 6, 2018 TRB will release the final report for a Congressionally requested study, "[Renewing the National Commitment to the Interstate Highway System: A Foundation for the Future](#)".

Ms. Sundstrom reviewed the results of the AASHTO R&I meeting on October 29-30, 2018. The committee heard presentations on active research roadmaps projects:

- NCHRP 20-59(54), [Transportation System Resilience: Research Roadmap and White Papers](#)
- NCHRP 20-102, [Impacts of Connected Vehicles and Automated Vehicles on State and Local Transportation Agencies--Task-Order Support](#)
- NCHRP 20-113, [Research Roadmap -- Transformational Technologies \(other than CV/AV\)](#)
- NCHRP 20-112, [Transportation and Public Health](#)
- NCHRP 20-114, [Multimodal Freight Transportation](#)
- NCHRP 20-122, [Rural Transportation Issues: Research Roadmap](#)

The panel for NCHRP 20-122 submitted seven problem statements for R&I's consideration for funding using time-sensitive, off-cycle funding. R&I declined to fund any of them, but recommended them for submission to the NCHRP FY2020 program so that they can be reviewed by all the states.

She called attention to the NCHRP 2018 Impacts Report that summarizes how a number of NCHRP research results have been used by state DOTs. This report will evolve in terms of what information is presented, and is intended to be published annually. It is available at this link: http://onlinepubs.trb.org/onlinepubs/nchrp/docs/NCHRP_ImpactReport2018.pdf

Ms. Sundstrom reported that the communications firm LGND is under contract to develop a communications plan for NCHRP. They will begin their work with a number of surveys of state DOTs as well as other users of NCHRP research. She also reported that the RFP for

NCHRP 20-44(09) [Quantitative and Qualitative Methods for Capturing the Impacts and Value of NCHRP Research](#) is open, and that proposals are due December 13, 2018. The panel will meet on February 11, 2019 to select a contractor.

Ms. Sundstrom reviewed the schedule for state DOT reviews of the FY2020 NCHRP problem statements, noting that AASHTO committees and councils will have additional time this year to review problem statements. Problem statements will be sent to AASHTO staff in early December to share with committees and comments; comments are due January 21, 2019.

		AASHTO Special Committee on Research & Innovation											
		NCHRP Program Development Schedule for the April 9-10, 2019 Meeting											
		NOV 2018	DEC	JAN 2018		FEB		MAR		APR			
1	FY2020 Problem Statements due	1-Nov										Apr 9-10	
2	Problem Statements sent to NCHRP & FHWA Staff	16-Nov											
3	Problem Statements sent to AASHTO	4-Dec											
4	NCHRP & FHWA Staff Comments due		10-Dec										
5	NCHRP & FHWA comments sent to problem statement authors		14-Dec										
6	TRB Annual Meeting				Jan 13-17								
7	Problem Statement Comments and Ratings sent to R&I and RAC					1-Feb							
8	Comments from AASHTO Committees due				21-Jan								
9	Author responses to NCHRP & FHWA comments due				21-Jan								
10	R&I and RAC rankings due								15-Mar				
11	R&I Agenda & Summary Ballot sent to members											1-Apr	
12	RE& Meeting											Apr 9-10	

CRP Publications since the last call:

TRB-CRP 2018 PUBLICATIONS

(as of October 9, 2018)

NATIONAL COOPERATIVE HIGHWAY RESEARCH PROGRAM

NCHRP Synthesis

529 How Transportation Agencies Assess the Value of Added Capacity Highway Projects Versus Other Modal Projects and Strategies, 66 p. (8/18)

530 Construction and Rehabilitation of Concrete Pavements Under Traffic, 92 p. (8/18)

NCHRP Web-Only Documents

245 Bridge Superstructure Tolerance to Total and Differential Foundation Movements, 825 p. (2/18)

246 TRAQS: TRAQS User Guide, Vol. 1, (8/18)

TRAQS: A Combined Interface for Project-Level Air Quality Analysis. Vol. 2, 63 p. (8/18)

TRANSIT COOPERATIVE RESEARCH PROGRAM

TCRP Research Reports

- 199 Transit Technical Training, Volume 1: Guide to Applying Best Practices and Sharing Resources, 110 p. (7/18)
Transit Technical Training, Volume 2: Guide to Overcoming Barriers to Implementing Best and Innovative Training, 130 p. (8/18)

TCRP Synthesis

- 137 Microgrids and Their Application for Airports and Public Transport, 66 p. (8/18) (also known as ACRP Synthesis 91)

AIRPORT COOPERATIVE RESEARCH PROGRAM

ACRP Research Reports

- 186 Guidebook on Building Airport Workforce Capacity, 232 p (9/18)
187 Transportation Emergency Response Application (TERA) Support Materials for Airport EOC Exercises. 126 p. (8/18)

ACRP Synthesis

- 91 Microgrids and Their Application for Airports and Public Transport, 66 p. (8/18) (also known as TCRP Synthesis 137)
92 Airport Waste Management and Recycling Practices, 52 p (9/18)
93 Sustainability's Role in Enhancing Airport Capacity, p. 74 (8/18)

ACRP Legal Research Digests

- 34 Airport Public Health Preparedness and Response: Legal Rights, Powers, and Duties, 57 p. (8/18)
35 Legal Considerations in the Funding and Development of Intermodal Facilities at Airports, 32 p. (8/18)

TR NEWS magazine

- TRN 317: Traffic Impacts of the 2017 Solar Eclipse, 60 p. (9/18)

6. **OSTR Report – Tim Klein** was not present but provided the following information:

- **Connected Vehicle Pilot Showcases**
 - October 30-31 – Wyoming DOT; Cheyenne, WY
 - <https://www.kgwn.tv/video?vid=499464831>
 - <https://aashtojournal.org/2018/11/02/wyoming-dot-kicks-off-pilot-test-of-connected-vehicle-technology/>
 - <https://wydotcvp.wyroad.info/>
 - November 29 – Tampa Hillsborough Expressway Authority; Tampa, FL
 - <https://www.its.dot.gov/pilots/>
- **Two New National UTCs Funded in FY18 Omnibus Appropriations**
 - Two themes – “congestion relief” and “improving the durability and extending the life of transportation infrastructure”
 - Letters of Intent received:
 - “Congestion Relief”: 24
 - “Transportation Infrastructure”: 36
 - Proposals due December 3
- **BTS Report, “Travel Patterns of American Adults with Disabilities.”**
 - An estimated 25.5 million Americans have disabilities that make traveling outside the home difficult and 3.6 million do not leave their homes because they are disabled or housebound

- <https://www.bts.gov/travel-patterns-with-disabilities>
- **USDOT Initiatives Being Led by OST-R**
 - Coordinated cross-modal research planning to support Secretarial themes
 - Research performance metrics across modes
 - Technology transfer -- new procurement and internal requirements
 - Appreciate learning from AASHTO and NCHRP efforts in these areas

7. **FHWA Report – John Moulden** reviewed the attached information provided to the R&I Committee. He reminded that TF is again offering a tour of the facility on the Thursday of the TRB Annual Meeting. He noted Mr. Jack Jernigan responded via email to a question from some states about 508 compliance on SP&R reports that the question will be answered soon. Mr. Moulden reported that he recently visited the Ohio DOT’s research program and acknowledged the strength of their research program.

Regarding the final report for NCHRP 20-111G, “[Best Practices for State DOT Research Peer Exchanges](#)”, Mr. Jared reported that the report is being reviewed for general recommendations and they will be provided to Mr. Moulden.

8. Region Chairs/Vice-Chairs Issues

Region 1: Ms. Hardt reported that they updated their operating guidelines, primarily with minor wording changes. They are working on the draft agenda for the winter RAC meeting; 37 responses were received in response to their survey about agenda items. There is interest in discussing how state DOTs are implementing NCHRP Report 885, “[Guide to Creating and Sustaining a Culture of Innovation for Departments of Transportation](#)” but since it is so new, that might be better placed on the agenda for Summer 2019 RAC meeting. Other winter topics include results of peer exchanges, and NCHRP implementation program results. The 2020 RAC Summer meeting will be in Massachusetts; regional leadership will meet next week with AASHTO meetings staff to review locations.

Region 2: Ms. Smith said they last met in September. Renee McHenry and Jenn Harper will attend their next meeting on December 6, 2018 to discuss AASHTO publications policy.

Region 3: Mr. Kreider reported that they met on November 7, 2018. TRB’s Bill McLeod joined them to talk about RiP and TRID. Linda Taylor is retiring December 3, 2018, and Bill Stone is retiring from Missouri but moving to Arizona to work the Arizona DOT.

Region 4: Mr. Chambers reported that they met on October 18, 2018, and they also heard from Renee McHenry and Bill McLeod. Mr. Vincent Lujan is replacing Randall Soderquist in New Mexico.

9. **Summer 2019 Meeting, RAC 4** –Mr. Chambers reported good progress on planning the agenda; the group is looking for broad input on the program. Still looking for a new chair for the agenda planning committee. Ms. Sundstrom added that Claire Randall from TRB’s Technical Activities Division and Sid Mohan from NCHRP will be participating in the agenda planning.

10. Task Force Updates – David Jared

Administration – Allison Hardt asked which room the RAC meeting will be in. Ms. Sundstrom reported that the following rooms are being held for RAC meetings at the 2019 TRB Annual Meeting:

RAC	Sunday, Jan. 13	6:00-10:00pm	Marriott Marquis / Georgetown
Region 2	Monday, Jan. 14	6:00-7:30pm	Marriott Marquis / Judiciary
Region 4	Sunday, Jan. 13	7:00-10:00pm	Marriott Marquis / Howard

Some on-boarding webinars are being planned– Program Administration for Smaller States is the next topic followed by Research Manual Revision and Upkeep.

The RAC 101 presentation on the website will be update by the end of November 2018.

Lastly, Ms. Hardt reported that the Admin Task Force is offering to assume responsibility for planning the Summer Meeting Agenda, instead of relying on the hosting region each year, to lessen the burden on the host.

Coordination and Collaboration – No report.

Program Management and Quality – Mr. Horton reported that they have developed a draft action plan for PM&Q subgroups and it is out for review. Mr. Crabtree reported that the Implementation subgroup have posted minutes from their last few minutes.

Value of Research – Mr. Jared reported that a home for Ahead of the Curve is still under discussion. He sent a survey to RAC asking for information from the states on how often they would take advantage of the training, etc., but that replies should be sent to Skip Paul by November 16, 2018. As similar survey was also sent to the UTCs. There will be a joint sub-committee meeting at the TRB Annual Meeting, but no other related event. The last piece of the training involves online delivery of the electives. Ms. Sundstrom will talk with Mr. Jared and Jason Bittner to finalize the last steps.

11. Adjournment

Next Conference Call: The next conference call is scheduled for December 13, 201