Minutes of the AASHTO Standing Committee on Highways (SCOH)
Business Meeting in Nashville, Tennessee
Saturday, September 17, 2005

Call to Order & Opening Remarks
Chairman David Sprynczynatyk called the meeting to order at 8:35 a.m.

Roll Call & Minutes from September 18, 2004
The Chairman welcomed the following new members: Richard Tetreault from Vermont; Tony Chapman from South Carolina; Mr. Fuller from Oklahoma; David Studstill from Georgia; and Ananth Prasad from Florida.
Minutes of the May 7, 2005 meeting in Galloway, New Jersey were approved.
[Motion-AR / Second-MO – Approved]

Call for Agenda Amendments
Motion was made and passed to accept agenda item IV. Summary of SCOH Ballots, and items V.A. through V.E. “Activity Reports” as a Consent Agenda.
[Motion-VA / Second-WY – Passed]

Reports – Action Items
Operations Council – Victor Mendez, AZ
Victor Mendez expressed special thanks to subcommittee chairs and members for their efforts. The Highway Transport Subcommittee dealt with special permits for Hurricane Katrina and a new task force was formed to address highway freight. An oversight board is being formed for NCHRP and 16 states have responded. One of the focuses will be a strategic road map for NCHRP.
There will be a CEO roundtable on Monday on operations that will look at best practices from roundabouts to the handling of special events.
The Council has identified a need to improve inter-subcommittee communications and interaction. A tool has been developed to visually outline possible overlaps in activities. The Council will recommend this tool to the Project Delivery Council.

NCHRP 20-7 – Bob Reilly, TRB
A total of 23 proposals totaling $1.3 million were reviewed and the panel recommended nine projects for funding at a total of $515,000.
- Application of LRFD Bridge Design Specifications to High Strength Concrete – Phase I - $35,000
- Verification and Implementation of Strut-and-Tie Model in LRFD Bridge Design Specifications - $75,000
- Performance-Based Maintenance Contracting - $50,000
- Testing American Traffic Marking Systems on the Spanish (AETEC) Traffic Marking Wear Simulator - $75,000
- Update of the AASHTO Guide Specifications for Highway Construction - $50,000
- Traffic Incident Management + (“TIM+”) Program for Worker Safety - $75,000
- Evaluation of the Field Implementation of the Flashing Yellow Arrow Permissive Left-Turn Indication - $65,000
- Update Business Needs for Pavement Engineering $50,000
- Analysis of Survey Data for the Update of the 1996 AASHTO Guide for Contracting, Selecting and Managing Consultants in Preconstruction Engineering - $40,000
Motion was made and passed to approve the nine projects for funding.  
[Motion-VA / Second-TX – Passed]

Technology Implementation Group (TIG) Update - Gary Hoffman, PA

Gary Hoffman thanked states for responding to the solicitation: 39 states responded with an additional $234,000. Three to four additional technologies will be selected for high-level TIG support. Nine high level initiatives include ACTT (where 17 states have held workshops; PA is running with 4 workshops on its own; FHWA has issued a how-to guide; and FHWA support was acknowledged); ITS in work zones; and the air void analyzer. Three new additions include Road Safety Audits for state and local agencies; Cable median barriers; and Multi-Agency Weigh-in-Motion. A low level push will involve a tri-fold brochure on high definition surveys. Prefabricated Bridge Elements is being passed on to the Bridge Subcommittee to advance the technology to standard practice.

28 proposals are being reviewed and a final selection of the new set of focus technologies will be made in February 2006. The selection panel has nine members and includes representatives from FHWA, ARTBA, AGC, and ACEC. TIG will be changing its way of doing business.

Work Zone Policy Task Force - Len Sanderson, NC

The Task Force worked with FHWA on its Implementation Guidance. Len acknowledged Del McOmie for his leadership on AASHTO comments on the proposed rule and the supplemental rulemaking and subsequent guidance. Del reviewed the outline of the guide document and products: the website should be up and running by the end of September; the CD will be later; and the best practices document will be issued in three parts, the first two in October and then one more in November. The work zone rule becomes effective in November 2007. Del noted the flexibility of the rule, and it is not comprised of a checklist anymore. He thanked FHWA for its responsiveness and Valery Briggs (AASHTO staff) for her help.

The Task Force will remain in place until Spring 2006 to respond to any implementation issues. A recommendation will be made to SCOH on its future status. The Chair added his thanks to the Task Force and FHWA for working together.

Resolutions/Motions

• NPRM on Project Authorizations and Agreements – Jack Basso, AASHTO
  ND: It is important that AASHTO comments include that states be protected from lapsing of obligatory authority.  
  [Motion-ND / Second-MD – Approved]

• Support of the Concrete Pavement (CP) Road Map – Gary Hoffman, PA  
  [Motion-PA / Second-VA – Approved]

• Continue Support of the Recycled Materials Resource Center – Gary Hoffman, PA  
  PA: Revised to delete any indication of sources of funding or amounts.  
  [Motion-PA / Second-MS – Approved]  
  CT: requested a sense of the amount that might be involved. Gary Hoffman replied that TEA-21 provided $1 million; but they will be looking to FHWA and the private sector for funding.

• National Traffic Signal Report Card – John Conrad, WA/Del McOmie, WY  
  The resolution was revised to add the Subcommittee on Maintenance as a sponsor; and added the word “uniform” to assessment method.  
  [Motion-WA / Second-MD]
MT: Concerned that one size does not fit all in the assessment. Del McOmie answered that there was flexibility in the self-assessment form.

CT: Raised the liability issue of a “report card” in case of an accident. Del McOmie noted that there was no discussion of liability. Ken Kobetsky stated that it was not intersection specific.

ND: Questioned the role of SCOH to establish uniform assessments. IL agrees with this objection. John Conrad answered that the results are not presented in a comparative way – really a self-assessment tool; and that many other self-assessments are done. MD noted that although the media got hold of the MD, VA & DC rating, but MD was able to use the assessment to improve MD signals.

MT: Concerned that the tool will be used by the Inspector General to evaluate DOTs

CT: Acknowledges that everyone sees the need to assess, but questions the need for a national level rating tool. KS: Will deletion of the last resolve help – “nation’s progress”? John Conrad stated that it was exactly the national sense of the report card that was interesting; the National Coalition (NTOC) will probably do another national assessment. Del McOmie restated the intent being for AASHTO to be involved in the formulation of the assessment tool. Ken Kobetsky noted that AASHTO participation would assure that assessment would not be detrimental to the states

Motion to amend the resolution to delete last resolve
[Motion-VA / Second-IL]

John Conrad pointed out that deleting the last resolve would eliminate the sense of the resolution. MI agreed with the importance of the resolution and suggested that the last resolve should note AASHTO’s continued involvement.

After the motion was tabled, a motion was made to withdraw the amendment
[Motion-VA / Second-IL - Accepted]

Motion to change the resolution by removing the last resolve and modifying the next to last resolve to add AASHTO involvement in future assessments done by NTOC.
[Motion-WY / Second-MI]

NM: Friendly amendment to change in the now last resolved - “signal timing” to “signal operations”.

Friendly amendment passed.

Amended resolution Approved

- Adoption of the SCOH Operating Procedures – Dave Sprynczynatyk, ND
[Motion-WI / Second-AR – Approved]

VA: “CEO or designee” will be taken as editorial change to the resolution.

- Extension — Task Force on Context Sensitive Solutions – Neil Pedersen, MD
MD moved for SCOH to recommend to the Board of Directors to extend the Task Force on Context Sensitive Solutions to the next annual meeting.
[Motion-MD / Second-CT – Approved]

**Reports – Action Items** (continued)

AASHTO/ACEC Joint Committee – Rodney Haraga, HI

39 attendees were present at the meeting last night. The environmental documents improvements suggestions will be sent to TRB. They address legal sufficiency, writing format and readability, and certification and training. The Joint Committee will encourage FHWA to issue guidance rather than regulations to cover these. The Joint Committee established two
new task forces focusing on: USDOT Inspector General audits, and reverse auctions. The Spring 06 meeting will be in Savannah, Georgia.

Round Table Discussion – Susan Martinovich, NV

Due to a tight agenda, the roundtable was abbreviated and topics will be posted on the web. The roundtable discussion will resume at the spring meeting.

Presentations

Executive Director’s Report on AASHTO Activities – John Horsley/Tony Kane, AASHTO

John Horsley expressed delight that reauthorization of the highway program has passed. AASHTO staff continues to have ongoing discussions with Congressional staff on earmarking, but is not optimistic that we’ll be able to be systematic in dealing with earmarks. Ruth Van Mark, Congressional committee staff expects that any technical corrections bill may be delayed until next year. Hurricane Katrina recovery is gobbling up billions of dollars with the President intent on supporting massive reconstruction of the affected Gulf states. There may be pressure to raid the highway bill. AASHTO will need to work with Congress to protect the highway program.

Now that the highway bill has passed, what is needed is to implement the provisions with rulemaking and other activities; and starting new research programs like F-SHRP at $50 million per year, but less than requested. AASHTO will be re-starting the guidance committees for F-SHRP after a two-year hiatus.

Two commissions are in the law that are to examine: (1) the future of surface transportation programs – highways, transit, multi-modal freight access – including funding sources; and (2) how to sustain revenues in the Highway Trust Fund (HTF), including alternative sources. The first commission’s report is due July 2007; therefore AASHTO input must be available after the Portland annual meeting in October 2006. NCHRP is active on the future of the Interstate Highway System (IHS) with a $600,000 policy analysis. SCOH will need to help crank out recommendations by mid-2006 for Board action. The second commission has two years from its start. Nevertheless, IHS recommendations are essential.

There are a number of ongoing activities regarding policy issues analysis, including the following. (1) How best to analyze traffic loads regionally – 15, 20, 30 years out; criteria for IHS traffic share versus the rest of the NHS and other systems; as well as modal split of freight. Therefore, I4R will be first call and at what levels with what techniques and materials. (2) New mileage for the IHS to reflect factors like population growth. (3) New corridors? Intermodal connectors? (4) Making the IHS smarter – better management, use of ITS, etc.

AASHTO needs SCOH’s strong leadership for a consensus on Congressional questions. AASHTO leadership will meet with the Federal Highway Administrator on collaboration for SAFETEA-LU implementation and needed rulemaking.

The Chair thanked Executive Director Horsley and AASHTO staff for working on passage of the bill.

FHWA Activities – King W. Gee, FHWA

On June 30, 2005 FHWA and FTA issued a joint memorandum to its field offices transmitting Interim FHWA/FTA Guidance on Fiscal Constraint. It reiterates legal requirements for fiscal constraint of STIPs, TIPs, and Metropolitan Plans since 1991. A number of issues have arisen in the past five years in ten states and several metropolitan areas. The Congressional objectives of fiscal constraint were to ensure: (1) meaningful planning and programming; (2) realistic assumptions of financing and costs; (3) public participation and coordination with local and tribal governments; and (4) informed debate about priorities and funding needs. This “interim” guidance, to be codified as regulations, was revised to reflect the SAFETEA-LU changes to the planning requirements. Comments are welcome.
FHWA appreciates AASHTO's collaboration on a number of issues and looks forward to collaboration on the implementation of SAFETEA-LU. FHWA appreciates the Project Delivery Council reaffirmation of the goals for Highways for LIFE, a new pilot program in SAFETEA-LU. On Acknowledgement Signs on Highway ROW, an August 10, 2005 guidance memorandum reaffirms FHWA policy to allow acknowledgement signs on ROW. It replaces the October 29, 2003 policy memorandum and applies to corporate and volunteer sponsorship programs; only applies to new or modified signs; and strives for national uniformity and consistency. This position is consistent with the Final Report of AASHTO's Ad Hoc Task Force on Commercialization and Privatization, and it distinguishes between “acknowledgement” and “advertisement” signs. The guidance covers the content and placement of acknowledgement signs. This policy guidance will be added to the next edition of the MUTCD via rulemaking: standards, guidance, and options.

Regarding the Work Zone Safety and Mobility Rule, the final rule was published in September 2004 with an effective date of October 12, 2007. To meet the compliance date, State DOTs should now be working on implementation. Over the next several months, FHWA will release a series of implementation guidance documents. We have worked closely with AASHTO to make this material relevant and consumable. AASHTO's input has contributed enormously to the success of this rule.

Recent occurrences of irregularities in the Federal-aid highway construction program are not acceptable. Whether there is a real incident of increased irregularities or not, we need to eliminate the circumstance and the potential for such project irregularities. There is a need to identify and address risk factors like staff experience, resources, findings from previous reviews, etc. FHWA Divisions are being asked to discuss program oversight with your departments, local agencies and industry. AASHTO comments are welcome as FHWA develops procedures to implement SAFETEA-LU provisions on program oversight, including the notions in the pending statement from the AASHTO-AGC-ARTBA Joint Committee.

Standing Committee on Highway Traffic Safety – Susan Martinovich, NV

A new standing committee chairman will be appointed to replace Bruce Warner, OR. The committee recently met with the Governors Highway Safety Representatives and discussed automatic enforcement and primary seat-belt laws. This new committee of safety managers was created with representatives being solicited from all 50 state. SAFETEA-LU has many safety provisions and especially some covering non-DOT responsibilities, such as the requirement for a statewide comprehensive safety action plan.

AASHTO has made great strides on the Safety Action Plan, which has 22 actions. Safety guidebooks are being published to help reach a national goal of 1.0 fatalities per million VMT by 2008.

U.S. Forest Service – Vaughn Stokes, USDA Forest Service

In the past, the various Forest Service offices sent their “Forest Plan” to state DOTs and the state transportation plans were sent to the Forest Service, but not coordinated. Two lists were shared of about 40 states that need to have planners on both sides work together.

A new Forest Service publication – “ECO-LOGICAL” – covers lessons learned on dealing with environmental issues. These include doing the right things with regard to animals and the environment, water quality, etc. The Forest Service also has web-based guides for invasive species, a wildlife crossing toolkit – principles for regional differences.

Vaughn Stokes encouraged the state DOTs to work with the Forest Service offices. He highlighted a successful collaboration and thanked MT for addressing emergency/incident response signing for Forest Service incident teams where hot pink fire incident signing was used.
Reports (continued)

Project Delivery Council – Carol Murray, NH

Two real issues were addressed after the subcommittee reports. Regarding Utility Coordination, Verizon is still a big issue and it was referred to the AASHTO-ARTBA-AGC joint committee for ideas on how to resolve the problem.

On Environmental Streamlining, the various stakeholders have learned to talk, but basic trust issues remain. The Council is proposing a meeting of subcommittee chairs to discuss what is not working. CT had horror stories that may be common among the states. The discussion will lead to an action plan.

Old Business

Update on Domestic Scan Proposal – Carlos Braceras, UT

The NCHRP project 20-68, Domestic Information Exchange, is envisioned to involve 1-2 weeks per scan and have two scans per year. The first two scans will cover transportation asset management and accelerated project delivery focusing on ROW acquisition and utilities relocation. These scans will be co-funded and co-chaired with FHWA and have 8-12 people per team. A total of 27 proposals were reviewed. After success with the first two scans, the panel is expecting to seek more funding for additional scans.

New Business

Announcements

King Gee reported that the NPHQ conference venue has been changed from New Orleans to Orlando in December.

Ken Kobetsky asked for indications of interest to fill AASHTO vacancies to PIARC technical committees. There are vacancies in safety & planning, rural roads, and pavements. This involves international travel of 4-5 days two times a year.

OR extended an invitation to SCOH to Portland for the 2006 Annual Meeting.

The Chair recognized Vic Modeer of IL on his upcoming retirement. Vic Modeer thanked everyone for the opportunity to cooperate with SCOH, a highlight of his career.

[Recessed at 11:43 a.m. until 1 p.m.]

Reauthorization Briefings

The following individuals made four sets of presentations on the new provisions of SAFETEA-LU:

- Safety - John Baxter-FHWA; Keith Sinclair-AASHTO, Barbara Harsha-GHSA
- Operations/ITS – Jeff Paniati-FHWA
- Research – Denny Judycki-FHWA; Ann Brach-TRB; Tony Kane-AASHTO
- Program Management and Engineering Provisions – King W. Gee-FHWA, Ken Kobetsky & Tony Kane-AASHTO

New Business (continued)

LMI strategic partner - Bill Moore, LMI

The strategic partner service offerings of LMI were presented as: annual certifications, project oversight, standards development for accreditation, financial management systems review, project management life cycle, and project delivery reviews. Specific offerings include: independent project reviews – risk based; assessments of project team capabilities; project management and financial plan reviews; assessments of program and project risk.
Announcements (continued)
CT welcomes AASHTO in 2008 to Hartford, CT
A special Board of Directors update on Hurricane Katrina Recovery will be at 4 p.m. today.

Adjournment
The Chair adjourned the meeting at 3:32 p.m.

Respectfully Submitted,
King W. Gee
SCOH Secretary
FHWA, USDOT