DATE: April 19, 2012

TO: Members, Standing Committee on Highways

FROM: John R. Baxter, Secretary for SCOH
Associate Administrator for Infrastructure, FHWA

SUBJECT: SCOH Meeting Materials

AASHTO SPRING MEETING 2012 - TRANSPORTATION INNOVATIONS

The American Association of State Highway and Transportation Officials (AASHTO) will hold its 2012 Spring Meeting in Traverse City, Michigan. The Standing Committee on Highways (SCOH) technical and business meetings will be held on Friday and Saturday, May 18 and May 19, 2012, at The Traverse City Hotel (room details will be announced when available).

I am pleased to be a member of SCOH and look forward to working with the committee as we face many challenges during these uncertain times. Mr. Paul Degges, SCOH Vice-Chair from Tennessee DOT, will chair both the Technical and Business meetings. Ms. Paula Hammond, SCOH Chair from Washington State DOT will be unable to attend.

The SCOH agendas offer several engaging discussions and presentations. Several resolutions require your full attention and will be previewed at the technical meeting on Friday. There are a variety of speakers and presentations that you will find engaging and will capture the spirit of transportation innovation in our country today. Also, we would like you to be prepared to speak to the “Hot Topic” on the Technical Agenda, Item X, State Funding for Road Construction and Maintenance.

In addition, AASHTO will offer conference call capability on Friday and Saturday. If you plan to call in during the meetings, you will be able to participate in the conversation and voting. The call-in number is 1-866-299-7945 and the pass code is 4370119#.

If you are unable to attend the meetings or will be sending a substitute/alternate, please advise Marty Vitale by email (mvitale@aashto.org) as soon as possible.

Available meeting materials are posted on the SCOH Meetings webpage at: http://highways.transportation.org/. Please be sure to print and bring all materials with you to the meeting. We will bring any updates with us and distribute to each member at the meeting.

On behalf of the officers of SCOH, I look forward to meeting with you in beautiful Traverse City, Michigan.
STANDING COMMITTEE ON HIGHWAYS (SCOH)

TECHNICAL MEETING AMENDED AGENDA

Traverse City, Michigan

Friday, May 18, 2012  8:00 AM – 5:00 PM

Conference Call Number 1-866-299-7945 – Passcode: 4370119#

8:00 AM – 8:30 AM
I. CALL TO ORDER.................................................................Vice-Chair Paul Degges, TN
II. INTRODUCTIONS – OPENING REMARKS................................................................. P. Degges
   A. SCOH Members, AASHTO Staff, and Michigan Room Monitors
   B. New AASHTO Engineering Staff
III. Presentation – Orientation for New SCOH Members................................................. Marty Vitale, AASHTO

8:30 AM – 10:00 AM
IV. SCOH SUBCOMMITTEE REPORTS (1.5 HOURS)
   A. OVERVIEW OF AASHTO PRESIDENT KIRK STEUDLE’S EMPHASIS AREAS FOR 2012.............................TBD
   B. REPORTS (5 MINUTES EACH)
      1. Bridges and Structures ................................................................. Mal Kerley, VA
      2. Construction ............................................................................. Michael Lewis, RI
      3. Design ..................................................................................... Barry Schoch, PA
      4. Highway Transport ................................................................. Mark Gottlieb, WI
      5. Maintenance ........................................................................... Carlos Braceras, UT
      6. Materials ................................................................................ ....Grant Levi, ND
         a. Chloride Levels in Grout in Bridges
      7. Right-of-Way and Utilities .........................................................John P. Campbell, TX
      8. Systems Operations and Management ....................................R. Scott Rawlins, NV
      9. Traffic Engineering ................................................................. Bernie Arseneau, MN
     10. Asset Management ................................................................. Ananth Prasad, FL

10:00 AM – BREAK

10:15 AM – 11:45 AM
V. SCOH STRATEGIC PLAN LIASON REPORTS (1.5 HOURS)
   A. REPORT (5 MINUTES EACH)
      1. Freight ...................................................................................TBD
      2. Cutting Fatalities by Half by 2030 ...................................................... Tom Cole, ID
         a. Toward Zero Deaths Strategic Plan ............................................Tom Cole, ID or Bernie Arseneau, MN
      3. Congestion .............................................................................. Scott Rawlins, NV
      4. Climate Change ........................................................................ Rick Land, CA
      5. Performance Management ......................................................Jerry Younger, KS
      6. Communicating the Value of Transportation ............................TBD
      7. Research and Emerging Technology .........................................Ken Sweeney, ME
      8. Workforce Planning and Development ....................................TBD
      9. System Preservation .................................................................John Barton, TX

11:45 AM – 12:00 NOON
VI. PRESENTATION
   A. AASHTOWare Pontis 5.2 ...............................................................Max Valerio, NM

12:00 NOON – LUNCH

1:00 PM – 2:00 PM [10 mins presentation + 10 mins Q&A each]
VII. TRIENNIAL REVIEW OF TECHNICAL SERVICE PROGRAMS ......................................................Vice-Chair Degges, TN
   A. National Transportation Product Evaluation Program (NTPEP) .............................................. Dan Grasser, WI
TECHNICAL MEETING AMENDED AGENDA

B. Technology Implementation Group (TIG)................................................................. Ken Sweeney, ME
C. Snow and Ice Cooperative Program (SICOP)......................................................... Rick Nelson, NV

2:00 PM – 2:30 PM

VIII. PROPOSED RESOLUTIONS – REVIEW RESOLUTIONS TO BALLOT

A. PROPOSED POLICY RESOLUTIONS
      a. PPR: Cost Benefit Analysis of Research (distribute when available)

B. PROPOSED ADMINISTRATIVE RESOLUTIONS
   1. National Transportation Product Evaluation Program (NTPEP).......................... Dan Grasser, WI
   C. PAD: NTPEP Adjustment to Voluntary Contributions from AASHTO Member Departments

D. PROPOSED AMENDMENTS TO THE AASHTO GOVERNING DOCUMENTS
   1. Right of Way & Utilities .......................................................................................... John Campbell, TX
      a. PAGD: Modification to Charge Statement for the Subcommittee on Right of Way and Utilities (distribute when available)

2:30 PM – 3:00 PM

IX. SCOH STRATEGIC PLAN LIAISON REPORTS (CONTINUED)

A. Project Delivery ........................................................................................................... Terry Gibson, NC
   1. Draft Recommendations from Joint Working Group on Project Delivery

X. “HOT TOPIC” DISCUSSION (Led by Vice-Chair Degges, TN)

A. State Funding for Road Construction and Maintenance – With declining funds at both the federal and state level, how are you taking care of your core mission? What are the challenges and opportunities?

3:00 PM – 3:15 PM Break

3:15 PM – 4:00 PM

XI. PRESENTATIONS

A. Update on Scan Programs
   1. International Scan Program .................................................................................. John Baxter, FHWA
   2. Domestic Scan Program ....................................................................................... Mark Van Port Fleet, MI

B. Domestic Scan: Best Practices for Risk-Based Forecasts of Land Volatility for Corridor Management and Sustainable Communities ........................................ James H. Lambert, P.E., D.WRE, Ph.D., University of Virginia

C. Domestic Scan: Best Practices in Highway Maintenance Performance Measuring ................................................................. Don Hillis, MO

D. National LTAP Association on Potential Joint Activities with AASHTO ................................................................. Marie Walsh, LA or Kevin Burke, IL

4:00 PM – 5:00 PM

XII. ROUND TABLE TOPICS .............................................................................................. P. Degges, TN

A. What are your state’s strategies for keeping down fatalities while VMT starts to increase? Hands-free laws? Impaired driving laws? Other?
B. State Match Issues – what are you doing to prevent Federal money from going unused?
C. How do states measure the quality of their road construction projects beyond “on-time” and “on-budget”?
D. Federal Natural Disaster Recovery Funds – Have states been able to improve and/or better align FHWA’s ER process and FEMA’s PA process and paperwork?

5:00 PM

XIII. TRAC Awards ............................................................................................................. Kirk Steudle, MI

5:15 PM ADJOURN
OVERVIEW OF SCOH STRATEGIC PLAN LIAISON REPORTS

April 2012

As part of the implementation of the SCOH Strategic Plan, “SCOH Liaisons” have been designated to coordinate between SCOH and the various committees and efforts related to the ten focus areas outlined in the Strategic Plan: http://highways.transportation.org/Documents/SCOH%20Strategic%20Plan%202010-2014.pdf.

Among the responsibilities of the liaison position are to coordinate between SCOH and the designated committees, present SCOH’s position to those committees, and report back to SCOH on issues or activities of mutual interest. Each liaison will have other SCOH volunteers at his or her disposal to assist with these responsibilities.

Each liaison gives a short report at the SCOH Spring and Annual Meetings. Things to think about as you develop your 3-5 minute report for SCOH (and as you talk to your contacts on other committees):

Report Outline:
- What are 2 or 3 current major issues in this strategic area that are of potential interest to SCOH?
  - How are these issues being handled and by whom (i.e., what committees)?
  - What strategic direction should SCOH take with regard to these issues?
  - How do you think SCOH should be involved?
  - Are there policy resolutions that SCOH should co-sponsor in this area?
  - Are there Congressional, regulatory or policy developments that would be of interest to SCOH members?
- What future or longer-term issues, projects, or activities in this strategic area should SCOH become more involved in?
  - What, specifically, could SCOH contribute to these activities?
  - Who (or what subcommittees) would be logical participants in these activities?
  - Are there research topics in this area that would be of interest to SCOH?
- Are there best practices that should be highlighted for SCOH members?
- Are there conferences, workshops, webinars or other technology transfer opportunities that should be highlighted?
- How might SCOH more effectively coordinate with other committees on these issues?
- Are there committees or groups outside of AASHTO that SCOH should coordinate or partner with?

List of Strategic Areas, SCOH Liaisons, and Coordination Points:
1. Freight – TBD
   - Special Committee on Intermodal Transportation and Economic Expansion
   - Standing Committee on Rail Transportation
   - Standing Committee on Water Transportation
   - Subcommittee on Highway Transport
2. Cut Fatalities – Tom Cole, ID
   • Standing Committee on Highway Traffic Safety (SCOHTS)
   • SCOHTS-Safety Management
   • Standing Committee on Research (SCOR)
   • Technology Implementation Group (TIG)
   • Subcommittee on Public Affairs
   • Strategic Highway Research Program 2 (SHRP2)

3. Congestion – Scott Rawlins, NV
   • Standing Committee on Planning (SCOP)
   • Subcommittee on Systems Operation and Management (SSOM)
   • Strategic Highway Research Program 2 (SHRP2)

4. Climate Change – Rick Land, CA
   • Climate Change Steering Committee
   • Various SCOH Subcommittees

5. Performance Management – Jerry Younger, KS
   • Standing Committee on Performance Management (SCOPM)
   • Standing Committee on Planning (SCOP)

6. Communicating the Value of Transportation – TBA
   • Board of Directors
   • Subcommittee on Public Affairs
   • AASHTO Communications Staff

7. Research and Emerging Technology – Ken Sweeney, ME
   • Standing Committee on Research (SCOR)
   • Technology Implementation Group (TIG)

8. Workforce Planning and Development – TBD
   • Subcommittee on Human Resources
   • Various SCOH Subcommittees

9. Project Delivery – Terry Gibson, NC
   • Standing Committee on Performance Management (SCOPM)
   • Standing Committee on the Environment (SCOE)
   • AASHTO Center for Environment Excellence
   • Strategic Highway Research Program 2 (SHRP2) Capacity
   • Various SCOH Subcommittees

10. System Preservation – John Barton, TX
    • Board of Directors
    • SHRP2 Renewal
    • Subcommittee on Asset Management
    • Various SCOH Subcommittees
Purpose
The purpose behind periodically reviewing the Engineering Technical Service Programs (TSPs) is threefold:
1. To provide the Standing Committee on Highways (SCOH) with an overview of the health, relevancy, and issues facing each TSP
2. To allow SCOH to review the scope of each TSP in light of emerging issues and cross-cutting topics (i.e., topics that fall within the scope or interest of more than one TSP or AASHTO committee), and identify opportunities for change
3. To record the TSP’s accomplishments while charting its course for the future, assuring that valuable State DOT volunteer time is being used in the best way possible

It is also hoped that the review process will provide an opportunity for the Technical Service Program chair and members to identify successes, set a course for the next three years, and determine areas for improvement and the steps needed to make those improvements.

Review Process
The Engineering Technical Service Programs will be reviewed and evaluated by SCOH every three years. These reviews will be staggered so that each year one-third of the TSPs will provide a report to SCOH. SCOH will examine each TSP’s achievements and objectives, determine the need for continuation, and decide upon appropriate funding.

The review process will consist of written and oral reports. The written report will be provided to AASHTO for distribution to SCOH thirty (30) days prior to the applicable SCOH Spring meeting and will be a maximum of 4 pages in length. The oral report will be presented at the applicable SCOH Spring meeting and will be 10 minutes in length. Formats for these reports will be as follows:

Written Report (maximum of 4 pages)
The written report will consist of the following three parts:

- Part 1: Accomplishments – TSP achievements over the past three years should be summarized, including activities and/or products such as:
  - Training developed and given
  - Innovations developed and disseminated
  - Quantitative estimate of benefits to the State DOTs

- Part 2: Goals/Objectives – This section should include:
  - A “future outlook statement” (3-year horizon minimum) that discusses the primary factors influencing the transportation community (within the TSP’s scope) over the next three years.
    - This statement should include cross-cutting developments or other issues (such as changes in laws, regulations, rulings, new technologies, new materials, new equipment, technology transfers from other fields, and/or new or changing operations and procedures) that could affect the work of the TSP.
  - A plan to guide and focus TSP activities and products during the next three years, including such items as:
    - Identification of emerging, critical, and cross-cutting issues
    - Projects, activities, research, and products that the TSP will undertake during the next three years to address these issues
    - Strategies to encourage significant involvement by the State DOT members
    - TSP’s communication activities and efforts to provide assistance and technology transfer to the transportation community
Part 3: Financial Assessment – A summary of the last three fiscal years of the program should be provided, including:
  o List of states that contributed/participated
  o Breakdown of how funds were spent, including such categories as:
    ▪ Contractor assistance
    ▪ Travel
    ▪ Administration
    ▪ Other
  o Identification of needs, additional resources, and opportunities for funding
  o Cost/Benefit Analysis based on the expenses of the TSP (e.g., a typical state’s contribution) compared to the benefits received

Oral Report
  • A 10-minute oral presentation will be provided at the applicable SCOH Spring Meeting, focusing on:
    o Accomplishments of the program
    o Planned activities over the coming three-year period
    o Value of the program to the states for the funding provided

Evaluation
  • SCOH members will consider, at minimum, the following issues in their evaluation of each TSP for continuation:
    o Relevancy of the program, including planned activities, to the current SCOH and AASHTO Strategic Plans, as well as to AASHTO in general
    o Value of the return on investment to the State DOTs and/or future potential ROI
    o Potential impact on AASHTO staffing
  • A vote by SCOH to continue the program for the subsequent 3-year period will consist of 2/3 affirmative votes of the SCOH membership
    o If a 2/3 affirmative vote of the SCOH membership is not obtained, an alternate motion may be proposed by a SCOH member, such as modifying the proposed 3-year program of activities, continuing the program for a shorter period with an interim review, or terminating the program
      ▪ Note: Termination of a program should not occur prior to further discussions with members of that Technical Service Program’s Oversight Committee regarding benefits of the program
      ▪ If SCOH votes to terminate or significantly modify a TSP, including modifications to the voluntary funding contribution, the recommendation of SCOH will be forwarded to the Board of Directors for final action

Schedule of Reviews
  • Spring 2012
    o National Transportation Product Evaluation Program (NTPEP)
    o Technology Implementation Group (TIG)
    o Snow and Ice Cooperative Program (SICOP)
  • Spring 2013
    o Load and Resistance Factor Design Specification Maintenance (LRFD)
    o Transportation System Preservation Technical Service Program (TSP2)
      ▪ Bridges
      ▪ Pavement
  • Spring 2014
    o Development of AASHTO Materials Standards (DAMS)
    o Equipment Management Technical Service Program (EMTSP)
    o AASHTO Product Evaluation List (APEL)
I. Call to Order and Opening Remarks .................................................................Vice-Chair Paul Degges, TN

II. Roll Call and Minutes from Detroit, Michigan, October 15, 2011 ..................Secretary John Baxter, FHWA

III. Call for Agenda Amendments ...........................................................................Vice-Chair Degges, TN

CONSENT AGENDA: A single Motion to accept all the items on this Consent Agenda is in order. After such a Motion is made and seconded, any member may remove an item for separate action. The Consent Agenda Motion will then be voted upon for the balance of the reports. After the Consent Agenda Motion for item IV. and V.A. through D. has been acted upon, the items removed will be taken up in order.

IV. Summary of SCOH Ballots from October 2011 to May 2012 (information) ......Vice-Chair Degges, TN

V. Work Plans (action) ............................................................................................Vice-Chair Degges, TN

A. Future Meetings, Conferences, or Workshops of Interest to SCOH Members (information)

B. Subcommittee

1. Bridges and Structures ......................................................................................Mal Kerley, VA
2. Construction ............................................................................................................Michael P. Lewis, RI
3. Design .....................................................................................................................Barry Schoch, PA
4. Highway Transport ................................................................................................Mark Gottlieb, WI
5. Maintenance .........................................................................................................Carlos Braceras, UT
6. Materials ..............................................................................................................Grant Levi, ND
7. Right-of-Way and Utilities ..................................................................................John P. Campbell, TX
8. Systems Operation and Management ..................................................................R. Scott Rawlins, NV
9. Traffic Engineering .................................................................................................Bernie Arseneau, MN

C. Joint Committee

1. Technology Implementation Group (TIG) ..........................................................Ken Sweeney, ME
2. AASHTO/ACEC .................................................................................................Paul Mattox, WV
3. SCOP-Asset Management (SCOP/SCOH) .........................................................Ananth Prasad, FL

D. Special Committee

1. NTPEP Oversight Committee .............................................................................Dan Grasser, WI
2. Special Committee on U.S. Route Numbering .................................................D.W. Vaughn, AL
3. Special Committee on Wireless Technology ..................................................William A. Brown, VA

VI. Technical Service Program Reviews (action) ................................................Vice-Chair Degges, TN

A. National Transportation Product Evaluation Program (NTPEP) .........................Dan Grasser, WI
B. Technology Implementation Group (TIG) ..........................................................Ken Sweeney, ME
C. Snow and Ice Cooperative Program (SICOP) ..................................................Rick Nelson, NV

VII. Motions — PROPOSED RESOLUTIONS

A. PROPOSED POLICY RESOLUTIONS

   a. PPR: Cost Benefit Analysis of Research (distribute when available)
AMENDED AGENDA

B. PROPOSED ADMINISTRATIVE RESOLUTIONS
   1. National Transportation Product Evaluation Program (NTPEP) .......... Dan Grasser, WI
      a. PAD: NTPEP Adjustment to Voluntary Contributions from AASHTO Member
         Departments

C. PROPOSED AMENDMENTS TO THE AASHTO GOVERNING DOCUMENTS
   1. Right of Way & Utilities ................................................................. John Campbell, TX
      a. PAGD: Modification to Charge Statement for the Subcommittee on Right of Way and
         Utilities (distribute when available)

VIII. Reports
   A. NCHRP 20-7 ............................................................................. Paul Degges, TN, and Chris Jenks, TRB
   B. Special Committee on U.S. Route Numbering (action) ..................... Ken Sweeney, ME
   C. Technology Implementation Group (TIG) ...................................... Ken Sweeney, ME
   D. AASHTO/ACEC Joint Committee ............................................... Paul Mattox, WV
   E. SHRP2 Implementation Task Force .............................................. Jim McMinimee, AASHTO
   F. Connected Vehicle Update ............................................................ Jeffrey Lindley, FHWA

IX. Presentations
   A. Executive Director’s Report and Update on Reauthorization .......... John Horsley, AASHTO
   B. FHWA Activities ........................................................................ John Baxter, FHWA
   C. Overview of Federal-Aid Essentials for Local Public Agencies ....... Rob Elliot or Carin Michel, FHWA
   D. Transportation Association Canada, Chief Engineers’ Council Update .......... Greg Johnson, MI
   E. PIARC Update – U.S. National Committee .................................... Tony Kane, AASHTO
   F. Standing Committee on Research (SCOR) Update ......................... John Halikowski, AZ
   G. Standing Committee on Environment (SCOE) Update ..................... Matthew Garrett, OR
   H. Sustainable Transportation Committee (STEICS) Update ............... TBD

X. Old Business .............................................................................. Vice-Chair Degges, TN
XI. New Business ............................................................................ Vice-Chair Degges, TN

XII. Adjourn
American Association of State Highway and Transportation
Standing Committee on Highways

Meeting Date:_______________ & Turnout ______

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I. Call to Order
Chair Paula Hammond called the meeting to order at 8:35 a.m. The following states had substitutes in attendance: Alabama, Indiana, Mississippi, New Mexico, New York, Ohio, Virginia, Utah, Washington, and Wyoming. The meeting consisted of a quorum of 44 representatives.

II. Roll Call and Minutes from Previous Meeting
Secretary King Gee, FHWA, presented the minutes from the SCOH Meeting in Las Vegas, Nevada, on May 4, 2011. A motion was made to approve minutes then seconded. The motion was approved.

III. Call for Agenda Amendments
A motion was made to approve and accept the Consent Agenda then seconded. The motion was approved.

IV. Summary of SCOH Ballots
A summary of SCOH Ballots from May 2011 to October 2011 was provided to the members as a handout for their information.

V. Activity Reports
Committee Activity Reports were provided to the members as a handout for their information. Subcommittees of SCOH include:

- Bridges and Structures, Mal Kerley, VA
- Construction, Michael Lewis, RI
- Design, Rick Land, CA
- Highway Transport, Leo Penne, AASHTO (Mark Gottlieb, MI appointed as Chair)
- Maintenance, Carlos Braceras, UT
- Materials, Grant Levi, ND
- Right-of-Way and Utilities, John P. Campbell, TX
- Systems Operation and Management, R. Scott Rawlins, NV
- Traffic Engineering, Del McOmie, WY

Joint Committees include:

- Technology Implementation Group (TIG, Mike Shamma, NY
- AASHTO/ACEC (work plan not necessary, Paul Mattox, WV
- SCOP-Asset Management (SCOP/SCOH), Ananth Prasad, FL

Special Committees include:

- NTPEP Oversight Committee, Christine Reed, IL
- Special Committee on U.S. Route Numbering, D.W. Vaughn, AL
- Special Committee on Wireless Technology, William A. Brown, VA

VI. Motions — PROPOSED POLICY RESOLUTIONS (PPR) AND PROPOSED ADMINISTRATIVE RESOLUTIONS (PAR)

Resolutions from SCOH for Board Consideration
Proposed Amendment to the AASHTO Governing Documents
PAGD-11AM-01

- Inclusion of External Stakeholders as Non-voting Members of the Subcommittee on Systems Operation and Management (SSOM)
  - (Resolution from the Subcommittee on Systems Operation and Management)
  - Due to the substantial cross-cutting aspects of this subcommittee, they have requested the opportunity to appoint, at the Chair’s discretion, non-voting members from outside agencies and associations
  - This would only apply to this particular subcommittee, and is similar to the allowances that have been made previously for the:
    - Special Committee on Transportation Security and Emergency Management, and the
Standing Committee on Highway Traffic Safety

Resolutions from the AASHTO Spring Meeting (when resolutions to the Board were deferred):

PPR-11AM-01
- **Modify Technical Service Program to Support Safe, Reliable, and Secure Transportation Operations**
  - This resolution modifies the charge of the AASHTO Technical Service Program to focus more on safety issues (since Operations is supported with funding through a contract with FHWA)…
  - …and moves oversight of this Technical Service Program from SCOH to the Standing Committee on Highway Traffic Safety
    - (SCOHTS supports this resolution)

PAR-11AM-01
- **Special Committee on Workforce Planning and Development**
  - This resolution establishes a new Special Committee to address cross-cutting needs in support of the Board’s Strategic Plan addressing:
    - workforce recruitment
    - retention
    - succession planning
    - core competencies, and
    - professional development
  - This committee will have cross-cutting representation from SCOH, SCOHTS, SCOFA, SCOFA Human Resources Subcommittee, and others interested committees
  - The SCOFA Human Resources Subcommittee (and others) support this resolution
  - Note that it is recommended that the Chair of this committee come from the Board of Directors, so volunteers are welcome!

PAR-11AM-02
- **Sunset the National Partnership for Highway Quality (NPHQ)**
  - This resolution seeks to sunset the NPHQ (specifically AASHTO’s involvement with NPHQ, but the entire organization will also discontinue)
  - They will provide a final report and recommendations coming at the end of the year regarding how to continue to valuable work of this partnership using other means and methods.

PAR-11AM-03
- **Change the Membership Structure of the Technology Implementation Group (TIG)**
  - This resolution seeks to add additional expertise to the TIG to accommodate the expanded responsibilities coming their way, including promotion of SHRP 2 products
  - New members would come from the Research Advisory Committee, SCOE, and SCOP.

The following additional resolutions are proposed:

PAR-11AM-04
- **The Need for the Return of a Comprehensive Materials Course**
  - This resolution is in support of training in the fundamentals of materials
  - This course has been offered through NHI for many years, but has not been produced or available for the past 3 years
  - There is concern that the lack of a consistent, comprehensive course such as this one will lead to issues in the future with the new generation of engineers coming up
  - This resolution requests support to petition FHWA to re-establish this course through NHI or some other delivery method
    - (Resolution from the Subcommittee on Materials)

PPR-11AM-02
- **Adoption of an AASHTO Bridge Preservation Definition**
  - This resolution would adopt a common definition of “bridge preservation” for inclusion in the next edition of the AASHTO Maintenance Manual
    - (Resolution from the Subcommittee on Maintenance)
PPR-11AM-03

- Cost Benefit Analysis of Research
  o TABLED by SCOH so more discussion can take place with the Standing Committee on Research and the Standing Committee on Highway Traffic Safety

PPR-11AM-04

- Recommendation to MUTCD, Section 3A.03 Maintaining Minimum Retroreflectivity of Longitudinal Pavement Markings
  o Although the formal comment period is for this issue is closed…
    ▪ (it closed before the committee’s summer meeting, where major technical issues such as this were reviewed)
  o …the Subcommittee wants AASHTO to go on record with this request to reduce the retroreflectivity requirements in the MUTCD to more reasonable levels
    ▪ (Resolution from the Subcommittee on Traffic Engineering)

PAR-11AM-06

Proposed Administrative Resolutions

- Support for the Transportation Curriculum Coordination Council (TCCC)
  o This is a pooled-fund effort that FHWA coordinates to coordinate technical instruction for the State DOTs – to help share resources and reduce duplication of effort
  o Over 100 courses have been developed over the past several years, and the courses have been accessed online by several thousands of students
  o The pooled fund consists of a voluntary contribution of $5K – $25K, but currently only 7 states supported the effort in 2011
  o This resolution encourages your state’s voluntary support of the program to ensure it doesn’t “go under”
    ▪ (Joint resolution from Subcommittees on Materials, Maintenance, and Construction)

VII. Reports

NCHRP 20-7 was presented by Paul Degges, TN, and Chris Jenks, TRB. The report was accepted by SCOH.
Special Committee on U.S. Route Numbering was presented by Ken Sweeney, ME. The actions taken by the Special Committee were approved by SCOH.
Technology Implementation Group (TIG) was presented by Ken Sweeney, ME. The information report was accepted by SCOH.
AASHTO/ACEC Joint Committee was presented by Marvin Murphy, WV. The information report was accepted by SCOH.

VIII. Presentations

Prior to the presentations King W. Gee, FHWA was honored with a plaque by John Horsley for all his years of service on AASHTO committees and his years as the SCOH Secretary. Mr. Gee retires this summer. Several presentations were presented to SCOH. The most notable presentations are the following.

FHWA Activities

- King W. Gee, Associate Administrator for Infrastructure, is retiring from FHWA at the end of the year
  o 35 years with FHWA, 11 years as Secretary of SCOH
  o King has been an invaluable partner to SCOH and the State DOTs on behalf of FHWA --
    ▪ He has been an engaged participant in discussions and problem-solving,
    ▪ …he has been our go-to person when we’ve had concerns with existing or proposed federal policy,
    ▪ …and he has taken the brunt of our wrath and discontent with his signature calm and reason when things don’t go our way!
  o But mostly, King has been a tremendous colleague, one-on-one, to the engineers and policy-makers around the country

- EDC
  o Efforts to institutionalize the practice of introducing innovation, both at FWHA and in the States

- MUTCD issues being worked on/resolved, including three recent Notices of Proposed Amendment (NPA’s):
  o Standards and engineering judgment – NPA Closed 10/3/2011
Compliance dates - confusion & incorrect info circulated – Closes 10/31/2011
• Minimum levels of Pavement Marking Retroreflectivity -- NPA Closed 8/20/2010
  • 105 letters with ~700 comments, due to confusion over which markings would be required to meet minimum retroreflectivity values

• National Bridge Inspection Standards Compliance/Oversight
  • FWHA is working with the Bridge Committee to achieve objective and consistent oversight related to 23 factors that are listed in regulation
  • …and ensure that no state is initially “out of compliance” when the new process goes into effect

• New guidance on Proprietary Products coming from FWHA in the next few weeks
  • Presentation from David A. Nicol, FHWA
  • FWHA is revising their guidance to take the Division Offices out of the “approval” role and give states the ability to “self-certify” proprietary products they want or need to use on their systems
  • Remaining issue is transparency – AASHTO SCOH recommends housing the states proprietary products certifications on an AASHTO web site, likely the AASHTO Product Evaluation Listing (APEL) web site, which is part of the NTPEP program

National Evaluation of Mileage-Based Road User Charge
• Paul Hanley, University of Iowa
• Studied the technical feasibility of replacing the federal fuel tax, as well as addressed the public acceptance of VMT-based systems
  • Field study w/ 12 sites across the US
  • Broad demographics
  • 8 months
  • 2500 participants drove 22 million miles
• Conclusions – the technology exists and works fine
• Acceptance by the participants in the study (higher than national percentages)
  • initially 42% pro / 17% con (the rest were undecided)
  • final 70% pro / 19% con after ten months of using the technology
  • Overall, 71% of participants felt it was reliable, accurate, and fair, but only as a replacement for gas tax

Other presentations included the following:
Executive Director’s Report and Update on Reauthorization by John Horsley, AASHTO
Proprietary Products (delivered by telephone) by David A. Nicol, FHWA
Standing Committee on Research (SCOR) Update by John Halikowski, AZ
Standing Committee on Environment (SCOE) Update by Matthew Garrett, OR
Climate Change Steering Committee Update by Paula Hammond, WA
Transportation Association Canada, Chief Engineers’ Council Update by Greg Johnson, MI
TRAC Program by Larry King (??) and Linda Clifton, AASHTO

There was no old business or new business and the meeting adjourned at 1200 Noon.

Respectfully submitted by
Marty Vitale
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AASHTO
April 18, 2011
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<td>The Highways Subcommittee on Systems Operation and Management on the NTCIP accepted the proposed NTCIP 1203 v03, &quot;Object Definitions for Dynamic Message Signs (DMS), Parts 1 and 2,&quot; as a Recommended Standard, approved the document with 35 (affirmative) to 0 (negative) vote on October 21, 2011.</td>
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<td>SCOH Ballot of the Proposed AASHTO Pavement Management Guide</td>
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<td>NTPEP OVERSIGHT COMMITTEE</td>
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<td>SPECIAL COMMITTEE ON US ROUTE NUMBERING</td>
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<td>SPECIAL COMMITTEE ON WIRELESS COMMUNICATIONS TECHNOLOGIES (SCOWCT)</td>
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</tbody>
</table>
HIGHWAYS SUBCOMMITTEE ON BRIDGES AND STRUCTURES (SCOBS)

Officers
- Chair: Malcolm T. Kerley (Virginia)
- Vice Chair: Bruce Johnson (Oregon)
- Secretary: M. Myint Lwin (FHWA)
- Assistant Secretary: Raj Ailaney (FHWA)
- AASHTO Liaisons: Keith Platte and Kelley Rehm

Annual Meeting
The 2012 Annual SCOBS Meeting will be held from July 8 -12 in Austin, Texas. During this period, each of the 20 SCOBS’ Technical Committees will meet to conduct technical committee business, followed by a two-day general session meeting of the full Subcommittee to review and ballot required changes and additions to the specifications and guide documents maintained by the Subcommittee. Also during this period, SCOBS’ Executive Committee will meet to participate with SCOBS Officers in making business decisions, planning, and setting priorities, as well as improve communications between the technical committee leadership and chairs to resolve issues of importance to SCOBS.

In the investigation of the I-35W Bridge collapse, NTSB made a recommendation to FHWA (H-08-17) to provide guidance for developing and implementing a quality control and quality assurance program for the design of highway bridges. FHWA in conjunction with the AASHTO completed the document “Guidance on QC/QA in Bridge Design (Guidance), which was discussed at the last annual meeting and was later adopted by the SCOBS. This document will be published in the next update of the AASHTO document: AASHTO Guide to Quality in Preconstruction Engineering (2003).

Throughout the year, various technical committees and task forces held interim meetings to facilitate the business of the full subcommittee in support of actions taken during the past Annual Meetings. The Technical Committee on Bridge Security (T-1) continues to support an effort to facilitate the vulnerability assessment of the Nation’s bridges and tunnels in conjunction with the FHWA, TSA, and other vested agencies. It is also working with FHWA and State DOTs to identify and support research studies necessary to improve the performance of potentially vulnerable structures. Under this committee’s guidance, the first edition of “Bridge Security Guidelines” was published late last year. The document provides the designer with information on the response of concrete bridge columns subjected to blast loads as well as blast-resistant design and detailing guidelines and analytical models of blast load distribution.

Goals for the Next Five Years
SCOBS main focus continues to be the successful implementation of the LRFD and LRFR design and rating specifications. The Subcommittee intends to continue its activities for implementation facilitation of LRFD for other structures and culverts, improving and maintaining all LRFD specifications and guide documents, and ensuring proper training is provided to States. Accomplishments of this focus will be overseen by the SCOBS Executive Committee, the membership of which includes SCOBS and FHWA Officers, AASHTO Liaisons, and technical committee chairs.

SCOBS is focusing on the development and deployment of new technologies and materials to better utilize investments in the nation’s bridges and other highway structures. High performance materials (including high performance steel, concrete, and fiber reinforced polymer composites), accelerated construction methods (using prefabricated components and systems and/or SPMTs), and construction technologies are among the innovative features which should be considered in bridge design and construction practices and specifications. The Technical Committee for Construction (T-4) has drafted a Strategic Plan to identify and prioritize committee activity, measure progress, and direct its resources and expertise in efforts to support SCOBS and the Standing Committee on Highways strategic plan objectives and actions related to bridge construction engineering.

On October 26th, Sika informed FHWA that their 300 PT grout produced from November 2002 until March 2010 at the Sika plant in Marion, Ohio, contained significantly varying levels of chloride. A Task Force has been formed with members from SCOBS and from SCOM to discuss technical advisory on this issue.

As part of continuing focus on bridge safety, FHWA has implemented a new risk-based, data driven oversight process. The process involves the assessment of 23 individual compliance metrics based on the National Bridge Inspection Standards regulations. FHWA/AASHTO National Bridge Inspection Task Force has met and collaborated on these 23
Metrics and will report to SCOBS through a webinar and written report in April, 2012.

SCOBS will also work to ensure the use of improved bridge inspection, evaluation, and management technologies for the existing inventory of bridges and other highway structures. Among these are improved technologies related to non-destructive evaluation and assessment of bridge components, and in data acquisition and management. SCOBS’ Technical Committee for Bridge Management, Evaluation and Rehabilitation (T-18) is working on integrating the new elements that were published in the “AASHTO Bridge Element Inspection Manual” into upcoming versions of the Pontis Bridge Management System. In addition, the technical committee continues to focus on updating the “Manual for Bridge Evaluation (MBE)” in response to an open National Transport Safety Board (NTSB) recommendation H-08-23 and better define and clarify the purpose of the MBE as a standard for bridge evaluation and a compilation of best bridge asset management practices for the 50 States, District of Columbia and Puerto Rico.

The issue of truck size and weight and their effect on transportation economy has been the focus of several recent pieces of legislation nationwide. The trucking industry has been pushing to raise the federal maximum vehicle weights (MVW) limit on interstate bridges from the current 80,000 lb to 97,000 lb. SCOBS’ Technical Committee for Loads and Load Distribution (T-5) is very concerned of potential accelerated deterioration of bridge inventories. The Committee will continue to coordinate efforts with FHWA’s Long-Term Bridge Performance Program and other Technical Committees to quantify the potential negative effects of increase in MVW or axle weights on national infrastructure, particularly on bridges and bridge decks.

SCOBS’ technical committee for tunnels (T-20) will continue to support FHWA in their efforts in developing the National Tunnel Inspection Standards (NTIS) and the review of Tunnel Operations Maintenance Inspection Evaluation (TOMIE) Manual. In addition, the technical committee will work with the National Cooperative Highway Research (NCHRP) Project 12-89 to develop the New AASHTO LRFD Tunnel Design Specifications.

SCOBS and its T-11 committee on research will continue to support research items that support its seven Grand Challenges adopted in SCOBS’ strategic plan. These are: Extending Service Life, Optimizing Structural Systems, Accelerating Bridge Construction, Advancing the AASHTO Specifications, Monitoring Bridge Condition, Contributing to National Policy, and Managing Knowledge.

Following is the schedule of various publications that are either complete or on the balloting for approval and acceptance:

**Schedule of Publications (work done and in progress for FY 2012)**

<table>
<thead>
<tr>
<th>2011 Queue Order</th>
<th>Pub Code</th>
<th>Pub Title</th>
<th>New Title/New Edition/Interim</th>
<th>Status</th>
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<td>2011 AASHTO Interim Revisions to the AASHTO/AWS D1.5M D1.5:2010, Bridge Welding Code, 6th Edition</td>
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<td>Pub Code</td>
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<td></td>
<td>LRFDCONS-3-I2</td>
<td>2011 Interim Revisions to AASHTO LRFD Bridge Construction Specifications, 3rd Edition</td>
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<td>2011 Interim Revisions to AASHTO LRFD Bridge Construction Specifications, 3rd Edition</td>
<td>Interim</td>
<td>Completed</td>
</tr>
</tbody>
</table>

**Future Meetings** - Future meetings of the Subcommittee have been scheduled in the following states: 2013 in Oregon and 2014 in Ohio.
HIGHWAYS SUBCOMMITTEE ON CONSTRUCTION (SOC)

Officers
Chair: Mike Lewis, RIDOT
Vice Chair: Claude Oie, NDOR
Secretary: Butch Wlaschin, FHWA
AASHTO Liaison: Greta Smith, AASHTO

General
- Develop the program for the SOC 2012 summer meeting in San Francisco, California, August 12 through August 17, 2012.
- Serve on the NPHQ Steering Committee, NWHS update, Highways for Life Task Force, NICET, AASHTO TIG, Electronic Engineering Data TC, and the Design Build Joint Committee, Serve on the Center for Environmental Excellence Advisory Board.
- Participate in International Scan on Public-Private Partnerships.
- Participate in TCCC activities to provide up-to-date training for areas such as inspection, stakeless construction, Environmental Factors in Construction, etc.
- Develop statements for and participate in the NCHRP research and synthesis programs and International and Domestic Scans.
- Develop Strategic Plan and mission statement to align with SCOH 2010-2014 Strategic Plan.

Upcoming Meetings
- 2012, San Francisco, California
- 2013, Detroit, Michigan
- 2014, Portsmouth, New Hampshire

Computers and Technology Section (Emanuel Banks, Arkansas DOT)
- Continue to provide information to AASHTO website:
  - Continue to provide updates and input as needed to enhance AASHTO Subcommittee on Construction National website and the National Highway Specification Website.
  - Continue to provide leadership and guidance for the development of the web based version of the AASHTO Tms●Port-Site Manager Construction and Materials module and the Civil Rights and Labor Management System (CRLMS)
- Provide representation to the following committees:
  - TRB Technical Committee - GPS in Construction (Design, survey, construction, etc.)
  - NCHRP 10-77 Use of Automated Machine Guidance (AMG) within the Transportation Industry
  - TRB AFB80 Committee Geospatial Technologies for Design and Construction
  - NCHRP 10-81 Fuel Usage Factors in highway and Bridge Construction
  - Civil Integrated Management
- Finalize a quick reference guide to assist States with Automated Machine Guidance preconstruction requirements, construction specifications, data exchange protocol, etc. Will include examples in use by states of their written processes, specifications, GPS web-based training, etc.
- Provide input to SOC for development of 2010-2014 Strategic Plan.

Contract Administration Section (Brad Lewis, Mississippi DOT)
- Survey the states regarding the use of consultant inspection and construction administration.
- Survey the states regarding Design-Build Errors, what constitutes a fatal error.
- Survey the states regarding best practices for the administration of Prompt Payment requirements.
- Survey the states regarding best practices on the administration of construction schedules and types of schedules that are currently being used.
- Survey the states regarding the use of partnering.
- Post results of surveys on website.
Environmental and Human Resource Section (Mark Leja, CalTrans)

Environmental Stewardship
- Develop and disseminate survey regarding ancillary waste

Work Zone Safety
- Develop and disseminate survey regarding the use of law enforcement

Human Resources
- Develop and disseminate survey regarding construction inspection training and certifications.
- Enhancing training opportunities through NHI and TCCC with additional web-based courses

Roadway and Structures Section (David Ahlvers, MoDOT)
- Complete the “Guideline for Development and Implementation of Comprehensive QA Programs”.
- Develop requirements for IRI to be incorporated into the Construction Guide Specification publication.
- Coordinate changes to HEC-2 calculations with the Subcommittee on Structures.
- Identify best practices and specifications for the use of Prefabricated Bridge Element System.
- Develop solutions to longitudinal joint durability issues experienced by DOT’s.
- Survey states to determine availability of Bridge Ride Quality Specifications.
- Survey states to determine best practices for thin bridge overlays.

Goals
The SOC’s 1 to 5 year goals are as follows:
- Develop best practices for environmental stewardship that states can easily implement.
- Develop best practices and innovations for procurement methods and contract administration that increase construction quality and regulatory compliance, and reduce reliance on state forces.
- Provide constructive input on FHWA, industry, and other business partner initiatives and program revisions to assist in providing for programs that are to the benefit of the public.
HIGHWAYS SUBCOMMITTEE ON DESIGN

Officers
- Chair: Barry Schoch, Pennsylvania
- Vice Chair: Richard Land, California
- Secretary: David Nichol, FHWA
- AASHTO Liaison: Keith Platte, AASHTO

Proposed Schedule

New or Updated Publications
- Design guides published in 2012 and responsible committees:
  - Pavement Management Guide – Joint Technical Committee on Pavements
  - Update to the Bicycle Guide – Technical Committee on Non-motorized Transportation and Geometric Design

- Coming up in 2012 for committee ballot:
  - Pavement Handbook – Joint Technical Committees on Pavements

Other Activities For The Coming Year

Technical Committee on Cost Estimating
- Work continues to improve the TCCE webpage to create a web-based clearinghouse for cost estimating guidance and resources, including a contact list of state DOT estimating experts, and links to research, publications, and estimating guidance and tools.

Technical Committee on Electronic Engineering Data
- Continue efforts to formalize a process to approve XML data schemas.

Technical Committee on Environmental Design
- Ballot the Draft of the Guide for Transportation Landscape and Environmental Design.
- Will look at the update of Guide on Evaluation and Abatement of Traffic Noise

Technical Committee on Geometric Design
- Will begin the process of revising the Low Volume Road documents.

Technical Committee on Roadway Lighting
- Continue the process of updating the Roadway Lighting Guide.
- Champion research to identify current best practices being used by DOTs and local agencies to design and deliver lighting projects.

Technical Committee on Hydrology and Hydraulics
- Revisions to the Highway Drainage Manual – Policy and Procedures are underway. TCHH members have written the technical content of the numerous topics under our purview. The TCHH consultant’s primary tasks are to unify the manual’s language, remove duplications, and prepare the manual for publication.
- Development of 20-07 research project requests, TCHH voted on top three topics for the 20-07 research which are listed below. The problem statement No 1 ranked as a top priority and will be submitted through our AASHTO Liaison to SCOD for review and further ranking.
- Development of Research Requests - The TCHH has historically been very active and successful in targeting research needs. In the past, bridge scour has been the dominant topic of our proposed research, but recently, difficult environmental stormwater and environmental stream stabilization issues are provoking needed research. Thus, the TCHH collaborated actively with the Standing Committee on the Environment (SCOE) and the TRB AFB60 Committee in submitting the last round of research needs statements. Several topics suggested by TCHH are also topics highly recommended by SCOE. TCHH invited member of AASHTO
Center for Environment (CEE) to its fall meeting with intent to collaborate its work with CEE and SCOE.

**Technical Committee on Nonmotorized Transportation** – no work plan available prior to distribution

**Joint Technical Committee on Pavements**
- We anticipate review and balloting of the Guide to Pavement Type Selection and the Pavement Handbook. The Guide to Pavement Type Selection is linked to the project delivery item in SCOD’s Strategic Plan. The Pavement Handbook will be reviewed by the JTCOP as a committee of the whole and its purpose is to provide transfer of knowledge and information to practitioners as state agencies change in the future.
- Development of two or three research needs statements is anticipated. Part of this development process is a discussion of research being conducted within the states and the research roadmaps that have been developed by industry and by collections of states. FHWA funded research is also discussed in the development of research needs. Prioritization will occur by email following the May meeting and the top research needs statements will be submitted to SCOD and SCOM with a request for support.

**Technical Committee on Preconstruction Engineering Management** – no work plan available prior to distribution

**Technical Committee on Roadside Safety**
- Will meeting jointly with TRB in summer 2012 at the Urban Street Symposium.
- Begin the process of reviewing and update the Manual on Hardware Assessment Manual (MASH) document.

**Technical Committee on Value Engineering**
- Plan the 2013 AASHTO Value Engineering Conference hosted by Minnesota Department of Transportation.
- Review new Federal laws and the updated AASHTO Guidelines for Value Engineering, where appropriate.

**Upcoming Meetings**
- 2012 – Portland, Maine
- 2013 – Montana
- 2014 – Region 2, to be determined
- 2015 – Region 3
HIGHWAYS SUBCOMMITTEE ON HIGHWAY TRANSPORT

Officers
Chair: Mark Gottlieb, Wisconsin
Vice-Chair: Jeff Honefanger, Ohio
Secretary: Tom Kearney, FHWA
AASHTO Liaison: Leo Penne

Task Force Chairs:
• Jan Skouby, MO, Operations
• Randy Braden, AL, Size and weight
• Bill Gardner, ME, Highway Freight Movement
• Ken Sweeney, ME, Infrastructure

Review of Subcommittee Charge Statement:
No changes to charge statement.

Proposed
No proposed changes.

Schedule of New/Updated Publications

Best practices for High Wide and Heavy Corridors, 2012
Synthesis of Research on Truck Size and Weight, fall 2011
Catalog of State Organization to Carry out Commercial Vehicle Functions, winter 2012

Activities for 2012-2013

Specific
• Develop basic elements and an action plan for regional and national harmonization of requirements for permitting OS/OW requirements.
• Complete implementation plan for size and weight enforcement European scan.
• Continue dissemination of Directory of Significant Truck Size and Weight Research (NCHRP 20-7 literature synthesis on truck size and weight
• Manage with Truck Size and Weight Task Force the process for implementing and reporting on Board of Directors on truck size and weight policy and resolution.
• Continue discussion with utilities industry concerning truck and equipment issues.
• Expand specific industry consultations.
• Get Freight Movement and Infrastructure Forces well-established.
• Monitor and respond to commercial vehicle reauthorization proposals.
• Complete and Disseminate Highway Freight Movement Bottom Line Report
• Develop best practices guide for high, wide, and heavy corridors
• Incorporate and implement improvements in protocol for routing OS/OW loads during emergencies.
• Produce compendium of smart roadside technologies in use.
• Produce report on how states are organized to carry out commercial vehicle functions.
• Work with GPS providers on issue of bridge hits by commercial vehicles.
• Develop guidance on coordinating permitting processes with local governments.
• Working with the AASHTO Standing Committee on Rail to improve procedures to prevent rail truck crashes.
• Expand the acceptance among states of standardized escort certification
General
- Update membership list at least quarterly.
- Encourage more representation on SCOHT from the freight transportation, planning, and infrastructure divisions of State DOTs.
- Strengthen working relationships with SCOH Subcommittees
- Continue promoting communication with industry.
- Promote regional permits among and between the various AASHTO Regions.

Goals for Next 5 Years:
- Strive to continually improve and maximize the participation of partners in the commercial vehicle industry with the intent of finding joint solutions.
- Link SCOHT activities to other AASHTO activities in the areas of safety, security, operations and freight transportation.
- Identify potential research projects surrounding the subcommittee’s charge that would have a high degree of probability for implementable results.
- Work with AASHTO Freight Transportation Leadership Group (chairs of freight mode committees) to develop an integrated freight transportation effort.

Upcoming Meetings:
Subcommittee on Highway Transport Annual Meeting   Dates: July 9-12   Location: Milwaukee, Wisconsin
HIGHWAYS SUBCOMMITTEE ON MAINTENANCE

Officers:
Chair: Carlos Braceras, UT
Vice Chair: Jennifer Brandenburg, NC
Vice Chair: Chris Christopher, WA
Secretary: Bryan Cawley, FHWA
Liaison: Tasha Johnson (NC), AASHTO

Proposed Schedule

New or Updated Publications

- The Maintenance Manager (a quarterly newsletter for Subcommittee members)
  Will start allowing industry to submit written articles to appear in the newsletter following the summer meeting
- The Equipment Management Technical Services Program (EMTSP) website
- Subcommittee on Maintenance Roster (updated annually)
- MQA

Other Activities For The Coming Year

- The Subcommittee Summer Meeting will be a joint AASHTO/TRB meeting and is scheduled July 14–19, 2011 in Seattle, Washington. Details and future additional information are to be posted on this website http://www.wsdot.wa.gov/partners/scom2012/

Bridge Technical Working Group
The Bridge Technical Working Group will continue focusing on areas linked to the strategic focus areas outlined in the SCOH, SCOM and AASHTO Bridge Preservation Strategic Plans. Actions specifically related to the maintenance and preservation of highway structures include:

- Promote the sharing of expertise and state-of-the-practice for preserving and improving the health/condition of bridges and structures through established AASHTO TSP2 regional bridge preservation partnerships and conducting bridge preservation workshops.
  - **Action**: Develop, collect, & disseminate a survey on commonly used deck patching products used by state and contract forces.
    Scope and format selected. The survey will be sent out in February.

- Support research to advance the practice of preserving and improving bridges and structures by working closely with SCOBS T-9 bridge preservation committee and TRB subcommittees.
  - **Action**: sponsor and support research initiatives that will provide information on 1) extending the life of highway bridge coating systems (through the use of spot painting/ supplementing spot painting) with minimal surface preparation, - did receive support/ did not receive funding and 2) determine the feasibility of employing pavement preservation products as low cost waterproofing treatment for bridge decks project has received funding. The panel has not been selected.

Recent State Research of Interest
"Effects of Solubable Salts on Structural Coating" - Kentucky SPR 366 www.ktc.uky.edu
Ok DOT Sealer Study FY12.2229

- Promote the reliability and safety of bridges by focusing on innovative maintenance practices, early intervention techniques, timely inspections and repair, and worker safety.
  - **Action**: Develop a process whereby innovative bridge preservation products, materials, and techniques can be identified, promoted, and available to bridge preservation practitioners. Working with an ETG panel, the NEBPP, and the review team conducting a review of Innovative Products in 8 states.

- Continue the development the national clearinghouse for bridge preservation information in coordination with the AASHTO TSP2 Program.
Action: Identify web coordinators in each of the Regional Partnerships and provide guidelines on content, format, and procedures for submittal of information on the TSP2 website. Discussed administrative and managerial details to use the TSP2 for links to other sites. We still need to identify the role and develop a process to make this burden-free.

- Promote accountability and transparency through performance management of bridges and structures in conjunction with the other technical working groups with a focus on an accurate and efficient bridge inventory system, appropriate performance measures, clear measurable goals which can be attained, and innovative reporting techniques using common terminology.
  - Action: Work toward gaining approval from the Standing Committee on Highways for the definition (and commentary) of bridge preservation as submitted as a resolution at the 2011 SCOM Conference. Completed and the resolution supporting keeping the definition and commentary together was adopted by SCOM. The BTWG is involved with discussion on how both would be included in the AASHTO definitions.

- Identify, develop, and promote workforce development activities for bridges and structures which could strengthen the maintenance workforce including inspection, preservation and activity specific training. This includes coordinating with appropriate TCCC and TSP2 efforts.
  - Action: Work toward additional support for the Transportation Curriculum Coordination Council by assisting in the adoption of the resolution submitted at the 2011 SCOM Conference and by providing a list of bridge maintenance related courses to bridge maintenance engineers of the member states. Training courses pertinent to Bridge Maintenance and available through NHI and the TCCC have been identified. The list will be forwarded to the chairs of the BPPs and made available for posting.

- Promote sustainability of the highway bridge environment with a special focus on climate change mitigation strategies and pollution prevention.

- Support a data driven performance based highway bridge program.

- Communication and Coordination among member states through quarterly meetings via telephone and or the web.
  - Action: Dates: 1st Wednesday in Oct, Jan, April, and June
    Times: 11:00 am eastern standard time.
    The BTWG chair will provide connection information.

Other Business;

The panel overseeing research on the Inspection of Cables decided to re-advertise. Responses are due Feb, 23, 2012.

Kentucky is performing a review of coal haul routes and oversized loads. A copy of the report will be provided to the BTWG.

Equipment Technical Working Group

Work Plan

The Equipment Technical Working Group will be focusing on the areas below and engaging a broad group of state and local government practitioners and industry to interface with each of the Subcommittee on Maintenance TWGs, identify equipment issues and champion equipment management to provide clear direction and collaborative support for their successful implementation. Each focus area listed below is linked to the strategic focus areas outlined in the SCOH and SCOM Strategic Plans.

- Coordinate the activities of the Equipment Management Technical Services Program (EMTSP) and report progress and accomplishments of the program
- Promote the use of the Subcommittee website for information and technology sharing and as a clearinghouse for the technical working groups
- Publicize the imminent publication of the AASHTO guide, Decision Making for Outsourcing and
Privatization of Vehicle and Equipment Fleet Maintenance

- Continue collaboration with TRB Committee, AHD60, Maintenance Equipment, in the planning and execution of the 2012 Equipment Management Workshop as the First National Equipment Fleet Management Conference, which will be held June 24-28, 2012 in the Mobile Convention Center, Mobile, Alabama.
- Update the AASHTO Equipment Reference Book for 2012
- Prioritize the outcome of NCHRP Project 20-07/Task 309, A Strategic Plan for Equipment Management Research and develop and submit research problems statements to address those needs.
- Provide for the exchange of information among members
- Identify current critical equipment needs
- Promote equipment acquisition procedures that include functionality and life cycle costs
- Coordinate with the Vice Chair for Environmental and Research to develop additional research study and synthesis report problem statements
- Promote equipment management and dedicated equipment funds
- Support Environmentally Sensitive Considerations in equipment acquisition and operation issues
- Support equipment personnel training, development, and retention practices
- Identify and develop strategies to address emerging issues (such as climate change and homeland security)
- Institutionalize Performance Management by incorporating Performance Measures where they may be appropriately applied during the implementation of Equipment Fleet Management Systems and Equipment Maintenance Contracts
- Establish, monitor, and adjust strategic plans, organization structures and resource options to meet a dynamic environment

Highway Safety and Reliability Technical Working Group

The Highway Safety & Reliability Technical Working Group Work Plan will be focusing on the areas below and engaging a broad group of state and local government practitioners, industry, and academia to provide clear direction and collaborative support for their successful implementation. Each focus area listed below supports the six SCOM strategic goals and is linked to the strategic focus areas outlined in the SCOH and SCOM Strategic Plans.

- Develop and promote performance measures that will improve the health/condition of highway system operations and increase focus and awareness of the importance of safe work zones, reliable all weather mobility, etc., through effective liaison and collaboration with: 1) the AASHTO Standing Committee on Performance Management in their focus to maximize the performance of transportation systems using performance based, results-driven management; and 2) the Subcommittee on Public Affairs as they work on informing the public about the importance of transportation to our social and economic well-being and the associated funding necessary for transportation.
- Improve and promote highway safety by providing support and guidance for safe and efficient work areas for maintenance stationary and mobile activities via: 1) utilizing effective liaison and collaboration with the AASHTO Standing Committee on Highway Traffic Safety (SCOHTS); 2) evaluating highway safety needs in maintenance work zones and snow and ice control operations and communicating those needs to SCOHTS as they work on developing the comprehensive long-term AASHTO Highway Safety Strategy and Plan; 3) implementing the research results in NCHRP Report 500, Volume 17 “A Guide for Reducing Work Zone Collisions”; 4) collaborating with and assisting Federal Highway Administration in promoting their “Work Zone Safety and Mobility Peer-to-Peer Program”; 5) posting successes and best method practices on the AASHTO Center for Excellence website, and, 6) promoting and marketing these successes on the AASHTO SICOP List-Serve.
- Improve reliability of traffic flow through increased connectivity and collaboration between maintenance, traffic management centers, and other organizations (law enforcement, fire & rescue, etc.) for effective incident management and emergency management response utilizing effective liaison and collaboration with AASHTO Special Committee on Transportation Security and Emergency Management, Standing Committee on Highway Traffic Safety, Subcommittee on Traffic Engineering and Subcommittee on Systems Operation and Management;
• Promote accountability and transparency through performance management by implementing the findings of NCHRP studies such as, “Performance Measures for Snow and Ice Control Operations”, Synthesis 389 “Performance-Based Contracting for Maintenance”, NCHRP 20-68A “US Domestic Scan Best Practices in Winter Maintenance”, etc. with conference presentations, articles in the HSCOM “Maintenance Manager”, technical field reviews, and whatever techniques result in efficient and effective technology transfer.

• Strengthen workforce development by: 1) working with the Transportation Curriculum Coordination Council (TCCC) to locate or develop new training material to meet the needs of the maintenance workforce in the area of safety and safety related best management practices; 2) finishing development and implementation of web-based applications for existing computer-based training programs; 3) promoting the findings of NCHRP Report 685: “Implementing Strategies to Attract and Retain a Capable Transportation Workforce”; and 4) investigating other Safety & Reliability technology transfer needs using interactive CBT self-paced applications.

• Promote environmental stewardship by actively seeking opportunities to promote environmental awareness and best method practices currently in use and being proposed in sustainable maintenance operations. Efforts include strengthening the liaison with the Standing Committee on Environment, seeking out examples of winter maintenance practices and programs that demonstrate sustainability and posting appropriate results on the AASHTO Center for Environmental Excellence website, assist FHWA with the further development of their Sustainable Highway Self-Evaluation Tool (see www.sustainablehighways.org ) and communicate successes through the AASHTO SICOP List-Serve and other forms of social media.

• Develop an effective outreach and collaboration program for the six focus areas listed above by conducting forums, exchanges, and symposiums for the interchange of information and identification of environmental concerns and operational research needs among all groups with shared safety, reliability, sustainability and winter maintenance interests. Efforts planned for 2012 are the TRB/AASHTO International Conference on Winter Maintenance and Surface Transportation Weather, Coralville, Iowa, May 2012, and the AASHTO/TRB Maintenance Management Conference, Seattle, Washington, July 2012.

Pavement Technical Working Group
Statement of Direction

The purpose of the Pavement Technical Working Group is to promote the preservation of pavements.

The PTWG will attempt to accomplish this purpose by the following activities:

• Coordinate and support the development of guidelines, specifications, terminology and best management practices relative to pavement preservation and maintenance;
• Share information on pavement preservation and maintenance;
• Support and participate in development of pavement preservation projects and the use of innovative pavement materials;
• Develop partnerships and coordinate task force activities with other pavement groups (such as FHWA, TRB AHD18 and AHD20 Committees, the regional pavement preservation partnerships, etc.);
• Identify research needs, support development of problem statements and identify potential funding sources;
• Sponsor technical presentations to communicate new developments in pavement preservation and maintenance;
• Support training courses in pavement preservation; and
• Support the development of new technology that leads to the extension of pavement life in a cost-effective manner, and identify and promote the implementation and usage of products and processes which achieve this goal.

2011 / 2012 Work Plan Goals

• Sustain high level of maintenance interest and involvement in the area of System Preservation.
• Promote the Transportation System Preservation Technical Services Program. (TSP^2)
• Support the expansion of Regional Pavement Preservation Partnerships.
• Assist in the implementation of the Pavement Preservation Roadmap.
• Promote the utilization of the National Center for Pavement Preservation for research management.
• Review TRB/NCHRP Completed Research for possible publication as AASHTO Manuals: 9-41 Performance and Maintenance of Permeable Friction Courses; 20-74A Development of National Level of Service Criteria for the System; 20-81 Challenges and Successes in Attracting and Retaining a Skilled Transportation Workforce; SHRP-2 R-26

• Enhance the Internal Communications of the PTWG by: expanding the membership list; improving the e-mail address list; and conducting quarterly telephone conference calls and/or webinars.

• Support the development and promotion of certification programs for pavement preservation contractors and/or personnel.

• Support the development and promotion of common performance measures for pavement preservation activities.

• Work to confirm and enhance the linkage of pavement preservation activities to overall crash reductions in comparison to traditional rehabilitation and reconstruction activities.

• Support the development and promotion of life cycle assessment methodologies that demonstrate the environmental-friendliness and sustainability benefits of pavement preservation techniques and strategies.

• Work to develop a guideline that will uniformly define the Remaining Service Life (RSL) of zero for use by our member agencies.

Roadway/Roadside Technical Working Group
FY 2012 Work Plan
The purpose of the Highway Roadway/Roadside Technical Working Group Work Plan is to provide clear direction on what the TWG will be focusing on during the coming year. Each focus area listed below is linked to the strategic focus areas outlined in the SCOH and SCOM Strategic Plans.

• Promote the sharing of expertise and state-of-the-practice for improving the health/condition of roadway/roadside features as it relates to the highway system.

• Support research in safety devices, signing, pavement marking, lighting, etc. to improve highway safety and reduce risk to travelers and workers.

• Elevate the reliability and safety of traffic flow by focusing on innovative work zone practices which minimize the impact on traffic, increase efficiency for the workforce, and remain focused on safety.

• Promote accountability and transparency through performance management of roadway/roadside features in conjunction with the other technical working groups with a focus on an accurate and efficient feature inventory system, appropriate levels of service for various regions, clear measurable goals which could be attained, and innovative reporting techniques using common terminology.

• Identify, develop, and promote workforce development activities for roadway/roadsides which could strengthen the maintenance workforce including sign and pavement marking retro-reflectivity, vegetation management, storm water management plans, and activity specific training.

• Promote sustainability of the roadway environment with special focus on climate change mitigation strategies and pollution prevention.

• Support and promote best practices for the operation of Safety Rest Areas.

• Establish an ongoing communication network among members and other interested parties to promote discussion and sharing of information relevant to roadway/roadside maintenance professionals.
**Highways Subcommittee on Materials**

**Subcommittee: Materials**
- Chair: Grant Levi, North Dakota
- Vice-Chair: Mark Felag, Rhode Island
- Secretary: Jack Springer, FHWA
- AASHTO Liaison: Greta Smith

**Review of Subcommittee Charge Statement:**
*Review existing subcommittee charge statement and determine if any updates or changes are needed.*

No change to existing charge statement.

**Schedule of New/Updated Publications and Other Activities for 2012:**
*List of activities for the current year and anticipated milestones or dates of completion (Name in parentheses indicates SOM member or AASHTO staff representative with lead responsibility):*

**Publications & Meetings**
- Publish 32th Edition of *Standard Specifications for Transportation Materials and Methods of Sampling and Testing* – July 2012 (Smith)
- Work with TRB to establish formal liaisons between SOM and TRB committees. (Springer/Smith)
- Finalize review of all standards. (Joint AASHTO/ASTM committee)
- Manage SOM Technical Service Program to assist in the development of AASHTO Materials Standards (DAMS) (Smith)
- Developing a training presentation for the SOM on how to write new specifications and test methods (SOM)
- Development of on-line training, to include streaming media, for the SOM website and e-ballot. (Springer/Smith)
- Continue updates to the electronic balloting system to make it more user friendly.
- Conduct mid-year technical section meetings by webinar as needed. (Springer/Smith)
- Begin to implement the recommendations from Cecil Jones’s report on the structure of the SOM. (Executive Committee) Report Attached
- Begin planning for the 100th meeting of the SOM (Executive Committee)

**Recycling**
- Continue to promote recycled products in our standards.
- Continue with yearly survey of states best practices in recycling.

**AMRL**
- SOM will continue to hold discussions with FHWA concerning the possibility of other accreditation bodies being found equivalent to the AMRL and then being allowed to accredit laboratories. The SOM is concerned about how this will affect the quality of materials used in highway construction.
- Report on AMRL effort to clarify requirements in AASHTO standards for equipment calibrations, standardizations, and checks.
- Report on AMRL research program to continue the development of precision statements for a number of HMA test methods.
- Advise SOM on how to specify replacement equipment that does not contain mercury, as needed.
- Provide comments on AASHTO standards by May 1.
- AMRL will have increased presence on the Technical Sections and will also provide assistance to the Technical Section chairs when requested.

**International**
- International Scan on hold

**Research**
- Submission of the proposed studies for NCHRP 20-7 (Springer/Smith)
- Submission of the proposed studies for NCHRP (Springer/Smith)
Goals for Next 5 Years:

- Update SOM Operating Guidelines (Springer/Executive Council)
- Annually publish the Standard Specifications for Transportation Materials and Methods. (Smith/Grady)
- SOM will work on aligning its work activities with SCOH’s 2010 – 2014 Strategic Plan and work towards accomplishing SCOH’s goals (Levi/Felag/Springer/Smith)
- Continue working with FHWA Recycling Task Force and the Recycled Materials Resource Center to support evaluation, research, and design/use standards for recycled materials in highway applications through 2012 (Pappas).
- Implement the findings of Cecil Jones’ report on the SOM as needed. (Executive Committee)
- Increase use of Internet and AASHTO Website in standards development, SOM organization and operations, and sharing of technical information through 2012 (Smith/Springer).
- Bring all standards into conformance with standard practice for establishing requirements for and performing equipment calibrations, standardizations, and checks by 2012 (Lenker/Lutz)
- Maintain comprehensive and up-to-date information on existing State materials management systems on SOM Website through 2012 (Geary).
- Work with AASHTO’s publication office to determine the best way for AASHTO to distribute the Standard Specifications for Transportation Materials and Methods through the internet. (Geary/Springer/Smith/Grady).
- Improve and increase the interaction between the SOM and other subcommittees.(Executive Committee/SCOH)
- Work more closely with the JTCoP and include them in our annual meeting.
- Increase the participation of non-DOT SOM meeting participants in the ballot process.

Upcoming Meetings:

- Subcommittee on Materials meeting
  August 5 - August 10, 2012, Biloxi, Mississippi
  2013: AASHTO Region 4
  2014: AASHTO Region 3 (100th meeting)

Duration: 5 days (Sunday evening to Friday noon) held the first full week of August
Note: Meetings of the subcommittee’s 21 technical sections are included as part of this meeting (3 days)
Frequency: Subcommittee meeting occurs once per year, but a brief second meeting is held during the Transportation Research Board meeting in January to update subcommittee members on important issues.
HIGHWAY SUBCOMMITTEE ON RIGHT-OF-WAY AND UTILITIES

Officers:
- Chairman: John P. Campbell, P.E., SR/WA, Texas
- Vice-Chairman, Right of Way: Matt DeLong, Michigan
- Vice-Chairman, Utility: Nelson Smith, Maryland
- Secretary: Nelson Castellanos, FHWA
- FHWA Utility Liaison: Charles “Ken” Leuderalbert, FHWA
- AASHTO Liaison: Keith Platte, P.E., AASHTO

Review of Subcommittee’s Charge Statement:

Proposed resolution for consideration by the Standing Committee on Highways to expand subcommittee membership to include Outdoor Advertising.

Summary of Planned Activities and Proposed Publications for 2012-2013:

1. FHWA/NCHRP Project Panel 20-36 International Scan
The final report for the international scan on “Outdoor Advertising Control Best Practices, Policy and Implementation” is complete; however, it has not been released. The scan team has moved into the implementation phase and this work will be ongoing over the next several years. Matt DeLong, MI, Subcommittee Vice-chair for Right of Way and Mary Jane DeLauge, FHWA HQ Office Reality Specialist, are the co-chairs of the scan team. Implementation activities currently underway include creation of an outdoor advertising bibliography, a cost allocation study, and an NCHRP 20-07 project to develop a safety checklist for outdoor advertising installations.

2. Research Studies and Pilot Project Initiatives
The Subcommittee, in cooperation with FHWA, will continue to participate and assist in the distribution, marketing and implementation of work product from research and pilot project initiatives. Ongoing research initiatives include:

   - NCHRP 20-07/Task 320 – “Advanced GIS Visualization Techniques for Geospatial Business Intelligence and Information Integration”
     The objectives of this research are to (a) perform literature review, survey, and interview of existing advances GIS capabilities, (b) identify the foundation for interoperability of GIS data among DOTs and (c) review existing GIS real property reference data models.

   - NCHRP 20-07/Task 313 – “Safety Checklists and Design Guidelines for Evaluation of Outdoor Advertising Signs and Permit locations by Departments of Transportation (DOTs)”
     The objectives of this research are to (a) review existing and developing safety checklists and safety criteria, (b) review existing and developing design guidelines and strategies on a national and international basis, and (c) develop an NCHRP project to develop design guidelines, safety criteria and checklists for use in Outdoor Advertising regulatory control programs.

     The first RFP generated only one proposal, which was rejected by the panel. A new RFP is being prepared.

     The objectives of this research are to (a) locate and assemble documented information, (b) identify practices that have been successfully used to remedy utility problems, (c) identify similar completed or ongoing research, (d) identify which problems remain largely unsolved, and (e) organize, evaluate, and compile best practices in current use.

     The contract is currently under negotiation.

     For more information on NCHRP 20-07 projects, please visit: http://144.171.11.40/cmsfeed/TRBNetProjectDisplay.asp?ProjectID=509

3. Technical Councils
The primary objective of the Technical Councils is to expand the communications network among the membership and
thereby establish the means for broader outreach and greater participation by the membership actively engaged in
right of way and utility operations.

There are 9 standing technical councils organized by subject area. Each of the standing Technical Councils is chaired
by a state Right of Way or Utility Director.

- “R/W Appraisal and Appraisal Review”, John Sherman, MAI, Wyoming DOT
- “R/W Acquisition and Program Management”, VACANT
- “R/W Property Management”, VACANT
- “Relocation” Perry Johnston, Arkansas DOT
- “Outdoor Advertising”, VACANT
- “R/W and Utilities, Scoping and Mapping”, Robert Memory, North Carolina DOT
- “Utility Coordination, Relocation and SUE”, Jesse Cooper, RPLS, Texas DOT
- “Utility Accommodation”, VACANT
- “Utility Safety”, Jeff Baker, Georgia DOT

R/W Technical Council Contact- Matt DeLong, Michigan
Utilities Technical Council Contact- Nelson Smith, Maryland

The subcommittee Technical Councils are encouraged to convene in teleconference or by other virtual means, at least
once each quarter during the year. Reports from the technical councils are submitted to the respective vice-chair for
Right of Way or Utilities and are used to identify emerging issues for further study and analysis. A significant challenge
for the Subcommittee in regards to the Technical Councils is due to growing concern for the loss of subject matter
expertise and experience among the Technical Council leadership. The Subcommittee will put a priority focus on the
succession planning to identify, recruit and develop new leadership to ensure a smooth succession and transfer of
knowledge.

4. Strategic Communications and Information Exchange

The Subcommittee will continue to maintain and expand resources to facilitate information exchange among the
membership and contribute to an overall Strategic Communications network.

The key components of the subcommittee Information Exchange resources include:

- The Subcommittee website located at http://rightofway.transportation.org/, developed and maintained by the
  voluntary efforts of the subcommittee membership from the Texas and Utah DOT’s.

- The on-line “Clearinghouse” resource for query, compilation and distribution of results from topic-specific,
surveys submitted by right of way and utility members. The “Clearinghouse” function is currently managed by
the voluntary efforts of the Michigan DOT for right of way topics and by the Illinois DOT for utility topics. Survey
results are compiled, published, and distributed for use by the membership. A comprehensive index, with links
to the full text of each web survey is available at the above link to the subcommittee website. The following is
a representative listing of recent survey topics and the states that submitted them.

- Overhead Lines
- Call Before You Dig
- Liability Insurance
- Buy America
- Oversight of title opinions/issues, condemnation actions, outdoor advertising and utility relocation
- Consideration of the Stigma Attached to a Contaminated Property Acquired for Remediation
- State Statutes Related to Right-of-Entry on Private Property
- Experience with a Project Traversing a Mining Site, Subsurface Rights, and Undermining the Roadway
- Use of State Infrastructure Bank or Similar Type

### Recent Survey Topics:

- **ME DOT**
- **GA DOT**
- **WA DOT**
- **OH DOT**
- **AR DOT**
- **MN DOT**
- **IN DOT**
- **IL DOT**
Led by the FHWA Office of Real Estate Services, the subcommittee’s current information exchange effort is referred to above as the Right of Way Competency Navigator and Capacity Building and Training Curriculum Clearinghouse. The intent is to provide a national, single resource in the form of a research reference guide, for shared use by subcommittee membership and partners.

5. FHWA Excellence Awards

One of the ways that the subcommittee recognizes and promotes best practices is through the annual presentation of FHWA’s “Excellence Awards” to state recipients in a variety of right of way and utility categories. In 2007 the FHWA established a new schedule for alternating the annual presentation of the “Excellence Awards” to feature utility award recipients one year followed the next year with recognition of right-of-way recipients. This year, FHWA will present the “Excellence in Right of Way Awards” during the 2012 Annual meeting in Portland, Oregon for the following categories: Innovation, Leadership, Stewardship, Streamlining and Integration, Technical Specialty, Peer of the Year, and three new categories of Judges Special Recognition, Current Initiative, and Right of Way Tribal Partnership; from Around the Country.

Goals for Next 5 Years:

1. Integrated Project Delivery

The Subcommittee on Right of Way and Utilities will pursue opportunities to work with other AASHTO Committees and SCOH subcommittees. We aim to further integrate the right-of-way perspective in transportation-project development. Integration of right-of-way and utility operations with project planning benefits groups such as the Subcommittee on Design, the Standing Committee on Planning, and the Standing Committee on Environment.

2. Geospatial Technology

The subcommittee, in coordination with an NCHRP funded study conducted by Virginia Tech, has participated on the “Advisory Council on Integrating Geospatial Technology into the Right of Way and Utility Process.” Current asset-management initiatives fuel a growing interest in the visual representation of right-of-way and utility features with asset-inventory data. For additional information regarding recent FHWA sponsored peer exchanges, please visit:


3. Succession Planning – Recruit, Retain, and Train the Work Force

The range of professional-level qualifications and experience required for the successful practice of right-of-way acquisition demands a disciplined approach. The circumstances under which most of the current generation’s professional right-of-way careers evolved have resulted in concern to develop the next generation at a much faster pace. The framework for succession planning for the professional career development of the right-of-way workforce must leverage partnerships and information sharing to advance development of in-house expertise.

The subcommittee in collaboration with its partners in professional education will continue to expand our professional education initiatives and partnerships. This is an ongoing priority involving a variety of educational programs and providers. These include the National Highway Institute (NHI), the International Right of Way Association (IRWA), the Transportation Research Board (TRB), NCHRP and AASHTO.
4. **Every Day Counts**
Every Day Counts (EDC) aims to identify and deploy innovation for shortening project delivery, enhancing the safety of roadways, and protecting the environment. The subcommittee on Right of Way and Utilities and FHWA will continue to support EDC initiatives.

5. **Livability**
The subcommittee will work with FHWA to advance initiatives and goals for livability. We will evaluate right of way and utility program opportunities to support the DOT and HUD Livability Initiative. The effort aims to help families gain better access to affordable housing, more transportation options, and lower transportation costs, thereby creating sustainable communities.

The oversight and required reporting of ARRA-funded projects will continue to be a subcommittee priority. This will include evaluation of streamlining methods and tools to reduce project right-of-way related periods of performance.

For resources related to ARRA:

http://www.fhwa.dot.gov/economicrecovery/

**Upcoming Meetings:**
The annual meeting of the Subcommittee on Right of Way and Utilities will convene in Portland, Oregon this spring. The theme for the 2012 Portland conference is “Where Tradition and Transformation Converge.” An estimated 200 attendees and guests are expected to attend the general, break-out and Technical Council sessions.

- Dates: April 29 – May 3, 2012
- Location: Portland, Oregon
- Duration: 3½ Days
- Frequency: The Highway Subcommittee on Right of Way and Utilities meeting of the full membership occurs annually.

The Executive Board of the Highway Subcommittee on Right of Way and Utilities meets annually to conduct mid-year subcommittee business, identify emerging issues and coordinate with FHWA leadership on anticipated Federal program changes and enhancements. The agenda planning session for the annual, spring meeting of the full subcommittee is also conducted at the mid-year meeting of the executive board.

- Dates: TBD – January 2013
- Location: Savannah, Georgia
- Duration: 2½ Days
- Frequency: The Subcommittee Executive Board meeting occurs once per year

Please visit our website for additional information about the AASHTO Subcommittee on Right of Way and Utilities.
Committee Officers

Chair       R. Scott Rawlins, NV DOT
Vice Chair  John Corbin, WI DOT
Secretary   Jeff Lindley, FHWA
Liaison     Shyam “Sam” Sharma, AASHTO

Completed Projects:

- The new AASHTO Systems Operations and Management Guidance was successfully balloted and is now an official AASHTO web document. This is a first of a kind interactive web based Guidance. The Guidance was developed in recognition of the challenges facing transportation agencies in developing the capabilities—program, process, organizational, collaborative—essential to support effective systems operations and management (SO&M) programs.
- NCHRP Project 20-86: Attracting, Recruiting, and Retaining Skilled Staff for Transportation System Operations and Management has been completed. The objective of this research was to provide transportation agencies with strategies and resources to meet their needs for SOM staff.
- NCHRP 20-77 Transportation Operations Training Framework.

Work Planned for Year 2012 - 2013

- Continue working on NCHRP Project 20-07, Task 298; Operations Center of Excellence. The objective of this research is to develop a concept and implementation plan for the development and long term support of the Operations Center of Excellence. This effort is expected to be completed in fall of 2012.
- Continue working with SHRP2 Reliability Office to coordinate efforts that are mutually beneficial to both TRB and AASHTO. SSOM has partnered with SHRP2 Reliability Office to conduct a one day workshop targeted for DOT’s senior leadership to provide compelling reasons for these transportation agency leaders to embrace the notion that system operations and management (SO&M) should be a significant and visible element of their respective agencies’ core business activities. This workshop will be given at the Board of Directors meeting this spring.
- Continue working with other related AASHTO subcommittees to encourage applying system operations and management tools to improve the travel time reliability, manage congestion, and improve transportation safety.
- Committee is recruiting industry associations to be a part of SSOM to contribute to the efforts of systems operations and management.
- Continue working on bringing active members to the SSOM.
- Committee is looking to re-energize the overall membership. We are working with FHWA, SHRP2 and ITSA to put on Operations webinars. Committee is also working on peer exchange among SSOM members to share the best practices of systems operations and management.

Annual Meeting

The 2012 Subcommittee on System Operations and Management will be scheduled for later this year.
HIGHWAYS SUBCOMMITTEE ON TRAFFIC ENGINEERING

Officers
Chair                      Bernard Arseneau, Chief Engineer, Minnesota Department of Transportation
Vice Chair                 Tom Hicks, Director, Traffic and Safety, Maryland State Highway Administration
Secretary                 Mark Kehrli, Director of Transportation Operations, FHWA
AASHTO Liaison            Shyam “Sam” Sharma

Proposed Schedule
Plans for 2012-2013 include continuing work with the NCUTCD, including the mid-year meeting in January, summer meeting in June, and proposed changes to the MUTCD. The Subcommittee on Traffic Engineering will work with other AASHTO Committees/Subcommittees, other partners, and stakeholders in the areas of interest and importance.

The five Technical Teams have the following work plans:
A. Work Zone
   Technical Team Chair: Sue Groth, Minnesota Department of Transportation

   The following items are being considered by the SCOTe Work Zone Technical Team for advancing safety and mobility in the work zone. It is expected that these items will be pursued by the Team working closely with other AASHTO Committees and Subcommittees, partner associations, and US DOT - particularly FHWA.
   1. Working with FHWA, the team submitted a research problem statement to NCHRP in September, 2010 titled, “Effect of Work Zones on Crash Risks and Guidance on Countermeasures”. The team will monitor the progress over the next 30 months.
   2. Review and provide feedback about additions to the FHWA best practices guide
   3. Apply the results of the work zone domestic scan which may include submission of an additional research problem statement and training webinar
   4. Provide feedback on the work zone training grant
   5. Provide input to FHWA’s research “Applying the Principles of the Work Zone Rule to Design-Build Projects,”
   6. Work hand-in-hand with AASHTO committees/subcommittees, outside partners, and SCOTe Technical Teams regarding work zone technology, materials, process and programs.

B. Signing and Marking
   Technical Team Chair: Bruce Ibarguen, Maine Department of Transportation

   The Signing and Marking Technical Team met in Boise, Idaho on June 20, 2011, with 11 states, 1 industry and 4 associated representatives in attendance.

   Outcomes and actions resultant from discussion of the following topics:
   1. Support the NCHRP Synthesis 20-7(11) on the uses of colored pavement markings for special conditions.
   3. NCHRP Synthesis 20-5 “Pavement Marking Warranty Specifications” was discussed.
   4. “A Guide for Installation of Supplemental Signs for Freeways” was extensively discussed. It is in dire need of an update. The ATTRACTIONS logo category affects this document.
   5. Best practices for maintaining sign retro-reflectivity was discussed, including inventory techniques.
   6. Pavement marking maintenance practices were discussed, with an emphasis on states that use paint.

Work Plan for 2012

   1. A draft of a revision for “A Guide for Installation of Supplemental Signs on Freeways” is planned for discussion at the June meeting. A small task force from the team will be focusing on this effort. Further review the above guide, to look at the list of sites/uses that do not typically qualify, in light of the addition of the "ATTRACTIONS" category for logo signs.
   2. Provide a summary of "best practices for both signing and marking maintenance by the states."
3. A Task Force will review the ACRP Report 52 on Airport Way-finding guidelines to identify any areas that need attention with regard to uniformity and compliance with the MUTCD.

C. Traffic Signals and Roadway Lighting  
Technical Team Chair: Wes Dean, Mississippi Department of Transportation

Status and Work Plan

The SCOTE Traffic Signal Technical Team has two active NCHRP 20-7 projects that the team is continuing to provide input and guidance on:

NCHRP 20-7 / Task 271 – Graphic Traffic Signal Design Aid based on the MUTCD

Members of the Technical Team used, evaluated, and commented on the beta-test software in November 2010. We will continue evaluation of the software as development progresses. We anticipate this project to be completed in 2012. Ray Derr with TRB is scheduled to give us a progress update at the June 2012 SCOTE meeting in Orlando.

NCHRP 20-7 / Task 283 – Evaluation of Flashing Yellow (FYA) Permissive Left Turn in Shared Left Turn in Shared Yellow Signal Sections

This project is being negotiated currently. The technical team should receive a progress update at the June 2012 SCOTE meeting.

AASHTO JTC on Roadway Lighting

1. After discussions at the 2010 SCOTE meeting, and then after further discussions with the SCOD, it was decided to form a JTC to review and update the AASHTO Roadway Lighting Design Guide (October 2005).
2. In December 2010 there was a joint resolution passed to accomplish this by the SCOD and SCOTE. The JTC’s primary task at this time is in reviewing and updating the Roadway Lighting Design Guide. We hope to have this accomplished by the end of 2012.
3. In November 2010, the SCOH approved a NCHRP 20-7 project for an analysis of new lighting projects. This project will be overseen by members of the Traffic Signal and Roadway Lighting Technical Team as well as members from SCOD. As of spring 2012, NCHRP Project 20-7/305 has yet to begin, although a vendor has been selected.

The goals for the Traffic Signal and Roadway Lighting Technical Team for 2012 and the next three to five years will be to continue providing oversight for the ongoing NCHRP 20-7 projects and see them completed. We will also continue participation with the JTC to update the AASHTO Roadway Lighting Design Guide (October 2005). We will discuss all these projects at the 2012 SCOTE meeting in Orlando, Florida as well as ideas for new research problem statements.

D. Safety and Security  
Technical Team Chair: Mike Manthey, Arizona Department of Transportation

Technical Team Work Plan

1. Promote the use of the new Highway Safety Manual
2. Develop a comprehensive list of system wide safety improvements
3. Support the Zero Fatalities vision
4. Communicate highlights of Standing Committee on Highway Safety

E. Traffic Design, Regulation and Management  
Technical Team Chair: Mark Wilson, Florida Department of Transportation

1. Automated Enforcement. The technical team will continue discussions concerning the issues of automated enforcement. Florida will provide information and documents related to new proposed Legislation on Red-Light-Running-Cameras, related to how Yellow-Clearance Timings are determined, at the 2012 SCOTE
2. Bicycle Guideline. The technical team will review the new proposed Bicycle guideline and will report any issues at the 2012 SCOTE Annual Meeting.

3. Speed Operational Issues. A technical team member will review the latest research on the issue of design versus operational speed and will report to the team at the 2012 Annual Meeting. Distribution of information to the SCOTE committee on this subject will be made when appropriate.

4. Driver’s Handbook. The team will review the material developed for State Driver’s Manuals on the subjects of Older Drivers, Trucks, Work Zones, Bicycles, and ITS as part of NCHRP 20-07 Task 212. The final write-ups will be presented to the SCOTE committee.

5. Roundabout Design Issues. The team will discuss the new FHWA Roundabout Guide and determine if any action is needed by SCOTE.

6. Congestion Mitigation Strategies. A team will continue the review of the use of adaptive signal systems to improve congestion on traffic arteries to determine if any action is needed by SCOTE.

Upcoming Meetings

June 2012, Orlando, FL - State Host Mark Wilson, Florida Department of Transportation
June 2013, Portland, ME – State Host Bruce Ibarguen, Maine Department of Transportation
TECHNOLOGY IMPLEMENTATION GROUP

Officers:
Chair
Ken Sweeny, Maine DOT
Vice Chair
Mike Shamma, New York DOT
Secretary
Byron Lord, FHWA
AASHTO Liaison
Keith Platte

New Implementation Activities:

- Selection of Three New Focus Technologies
  - UPlan
  - Embedded Data Collector Technology
- Selection of Two Additionally Selected Technologies
  - Curvature Extension Tool for ArcMap
  - In-Place Hot Mix Recycling Technologies and Processes
- New delivery tool – Webinar via FHWA
  - Smart Cushion Technologies
- Have selected three SHRP2 products which will more forward using the TIG process. Those projects are:
  - R-15
  - R-26
  - R-05
- Assist on the implement for SHRP2 products which do not file the Lead State deployment model.

Other Activities:

- Close out Focus Technologies that have accomplished their team objectives. The follow projects have closed out this year.
  - Surface Resistivity Test (SRT)
  - Linear Referencing System (LRS)

Goals for Next Five Years:

- Expand TIG’s technology forecasting ability by strengthening ties with State, Federal, and AASHTO research entities.
- Promote coordination with Transportation partners (FHWA, SHRP2, Industry, etc) to implement TIG Technologies within the transportation community.
- Be the leading voice of technology transfer activities in the transportation community.

Future Meetings:

- November 15, 2012 Pittsburgh
- Spring 2013, Rhode Island
- October 2013, Denver
**SCOP-Asset Management (SCOP/SCOH)**

**Officers:**
- Chair: Ananth Prasad, Florida DOT
- Vice Chair: Tim Henkel, Minnesota DOT
- Secretary: Butch Wlaschin, FHWA
- Research Coordinator: Cory Pope, Utah DOT
- Liaison: Matthew Hardy, AASHTO

**Review of Previous Year Successes**

The Subcommittee on Asset Management Subcommittee marked four important accomplishments last year. First, Ananth Prasad (Florida DOT) agreed to be chair and Tim Henkel (Minnesota DOT) agreed to be vice chair. Second, the subcommittee held a peer exchange focused on safety and asset management. Held in Cheyenne, WY, the peer exchange was an opportunity to bring together the asset management and safety community. Third, the subcommittee co-hosted a series of four webinars focused on AASHTO’s Transportation Asset Management Guide: A Focus on Implementation, published in January 2011. The webinars occurred in November and December 2011 with well over 300 people participating in each webinar session. Recording are available on the subcommittee website. Finally, the subcommittee helped sponsor and organize the 9th National Conference on Transportation Asset Management, April 16-18, 2012 in San Diego, CA.

**Activities for the Coming Year:**

- **2012**
  - April 2012: Continued promotion of the Transportation Asset Management Guide: A Focus on Implementation
  - Spring and Summer 2012: Conduct series of focused webinars on different aspects of transportation asset management.
  - Summer 2012: Organize NCHRP Project Panels for the following approved FY2013 projects:
    - B-01—Guidance for the Management of Traffic and Safety Assets
    - B-02—Development of a Transportation Asset Management Gap Analysis Tool to Complement the AASHTO TAM Implementation Guide
    - B-03—Use of Cross Asset Optimization Results and the Impact on Performance Measures
  - November 2012: Subcommittee meeting at AASHTO Annual Meeting. Possible workshop on Transportation Asset Management Plans
  - January 2013: Joint AASHTO/TRB Asset Management Meeting at TRB Annual Meeting.

The subcommittee had three major projects approved by SCOR concerning transportation asset management and safety assets ($250,000), gap analysis tool to complement the AASHTO TAM Implementation Guide ($150,000), and cross asset optimization ($500,000). The subcommittee will be working with its members to identify project panels for TRB consideration. The subcommittee will be working closely with the TRB Asset Management Committee on joint activities throughout 2013. The initial effort will be Transportation Asset Management Action Plan developed during the 9th National Transportation Asset Management Conference that will enable TRB, FHWA and AASHTO to work together in a more coordinated fashion. We will continue to work jointly on developing research problem statements for submission to NCHRP and various standing committee research programs. Matt Hardy will also work with other stakeholder organizations (APTA/AMPO) in promoting transportation asset management principles and the Implementation Guide.
NTPEP OVERSIGHT COMMITTEE

Officers
Chair: Daniel Grassner (Wisconsin, Administrator)
Vice Chair: Tom Baker (Washington State, Materials Engineer)
AASHTO Liaison: Greta Smith, Program Manager for Construction and Materials
Katheryn Koretz, NTPEP Project Engineer
Evan Rothblatt, NTPEP Manufacturing Auditor

NTPEP Executive Committee:
David Kuniega (Pennsylvania)
Derrick Castle (Kentucky)
Jerry Peterson (Texas)
Todd Bennett (Missouri)

Proposed Schedule

Organizational and Administrative Framework

NTPEP is a pooled fund engineering technical service program which operates from AASHTO headquarters in Washington, DC. It is staffed by three full-time engineers who are responsible for day-to-day operations, administration and coordination of the NTPEP program. The program coordinates testing and auditing the manufacturing of a wide array of highway safety devices, construction materials and maintenance products. Whenever possible, cooperative agreements are entered into with Industry Associations who are expert in their respective industries. For each class of product category under NTPEP, a Technical Committee of state DOT and Industry membership convenes annually in person and quarterly on conference calls to discuss the status of the ongoing and pending evaluations.

The NTPEP Committee is composed of up to three members from each AASHTO member department. They provide technical guidance to the program. Chairman and Vice Chairman of the NTPEP Committee are appointed by the AASHTO Executive Director. For administrative matters and industry appeals an NTPEP Executive Committee (EC), representing each of the AASHTO regions, is selected by the NTPEP Chairman.

The NTPEP Committee regularly communicates with the Federal Highway Administration (FHWA). FHWA technical subject experts participate in NTPEP technical committees.

Schedule of Activities for Upcoming Year:

During the 2012-2013 fiscal year, NTPEP intends to conduct major field product evaluation projects and nationally-coordinated laboratory testing in the following product categories.

<p>| NTPEP TEST DECKS (MAJOR PROJECTS TO INITIATE, 2012-2013 CYCLE) |
|-----------------|------------------------|-------------------------------------------------------------|</p>
<table>
<thead>
<tr>
<th>#</th>
<th>Due</th>
<th>Lead State(s)</th>
<th>Description of Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>June 2012</td>
<td>Minnesota, Missouri</td>
<td>Coordinate laboratory evaluations of concrete admixtures. Publish and distribute final report</td>
</tr>
<tr>
<td>2</td>
<td>March 2012</td>
<td>Minnesota, Kansas</td>
<td>Coordinate laboratory evaluations of concrete curing compounds. Publish and distribute final report.</td>
</tr>
<tr>
<td>3</td>
<td>April 2012</td>
<td>Virginia, Louisiana, Minnesota, Arizona and Missouri</td>
<td>Coordinate fabrication and install test panels for 2012-2014 cycle of testing for sign sheeting materials. Field evaluation racks are at four locations nationally. Publish previous year’s data on DataMine.</td>
</tr>
<tr>
<td>4</td>
<td>April 2012</td>
<td>Louisiana, Minnesota, Arizona and Missouri</td>
<td>Coordinate, fabricate, and install 2012 “Roll Up Signing Materials” test deck at three field locations. Evaluate products and publish reports.</td>
</tr>
<tr>
<td>5</td>
<td>August 2012</td>
<td>Tennessee</td>
<td>Coordinate, install, and perform field evaluations of Temporary Traffic Control Devices and publish reports.</td>
</tr>
<tr>
<td>6</td>
<td>August through</td>
<td>Pennsylvania, Florida, Missouri</td>
<td>Install and evaluate pavement marking test deck in</td>
</tr>
<tr>
<td>Month/Year</td>
<td>Location(s)</td>
<td>Details</td>
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<tr>
<td>September 2012</td>
<td>New York, Louisiana, Minnesota</td>
<td>Conduct routine readings on test decks installed in previous years (Florida and Minnesota). Perform laboratory evaluation of marking materials. Post data for completed testing for all test sites via DataMine web based data.</td>
<td></td>
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<tr>
<td>7</td>
<td>Fall 2012, Georgia, Florida</td>
<td>Coordinate, install, and evaluate raised pavement marker “sun country” field test deck in Georgia. Conduct laboratory testing on products. Post data for completed testing for all test sites via DataMine web based data.</td>
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<tr>
<td>8</td>
<td>Fall 2012, Ohio, Georgia, Florida</td>
<td>Coordinate, install, and evaluate snowplowable raised pavement marker field test deck in Ohio. Conduct laboratory testing on products. Post data for completed testing for all test sites via DataMine web based data.</td>
<td></td>
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<tr>
<td>9</td>
<td>Fall 2012, Ohio, Kansas, New York</td>
<td>Coordinate, install, and evaluate rapid set concrete patch field test deck. Conduct laboratory testing on products. Post data for completed testing for all test sites via DataMine web based data.</td>
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<tr>
<td>10</td>
<td>February 2012, North Carolina</td>
<td>Coordinate field evaluation of portable changeable message signs and flashing arrow panels. Post data for completed testing for all test sites via DataMine web based data.</td>
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<tr>
<td>11</td>
<td>Quarterly, Wisconsin, TRI Environmental</td>
<td>Quarterly solicitation and laboratory evaluation of Erosion Control Products. Post electronic test reports via NTPEP DataMine.</td>
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<tr>
<td>13</td>
<td>Quarterly Submittals, Texas</td>
<td>Coordinate sampling and laboratory evaluation of Asphalt Release Agents.</td>
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<tr>
<td>14</td>
<td>Continuous Submittals, Kentucky, KTA Tator Inc</td>
<td>Coordinate protective coatings laboratory testing and environmental exposures. Report results through NTPEP DataMine. Coordinate with FHWA on research studies. Review, evaluate and execute contract agreements with private testing laboratories. Monitor private laboratory performance through Quality Assurance reviews.</td>
<td></td>
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<tr>
<td>15</td>
<td>Continuous Program, TRI/Environmental, Kansas, Washington State, NTPEP Auditors</td>
<td>NTPEP Audit Program (NAP) is scheduled to conduct 40 audits for Plastic Pipe in calendar year 2012. Electronic reports are posted through DataMine.</td>
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<tr>
<td>16</td>
<td>Continuous Program, Texas, South Carolina, Illinois, NTPEP Auditors</td>
<td>NTPEP Audit Program (NAP) is scheduled to conduct 35 audits for Reinforcing Steel in calendar year 2012. Electronic reports are posted through DataMine.</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>Continuous Program, Washington, New York TRI/Environmental</td>
<td>Coordinate, sample and test geosynthetic reinforcement materials. Reports are published electronically.</td>
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<tr>
<td>18</td>
<td>Continuous Program, Indiana, NTPEP Auditors</td>
<td>NTPEP Audit Program (NAP) scheduling audits for PVC pipe in calendar year 2012. Electronic reports will be posted through DataMine.</td>
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</tr>
<tr>
<td>19</td>
<td>Quarterly Submittals, Texas</td>
<td>Coordinate sampling and laboratory evaluation of Asphalt Release Agents.</td>
<td></td>
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<tr>
<td>20</td>
<td>Summer/Fall 2012, Kentucky, Utah</td>
<td>Coordinate sampling, laboratory testing and field evaluation of Polymer Concrete Overlays for bridges and friction surfacing for pavements.</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Continuous Program, Texas, South Carolina, Illinois, NTPEP Auditors</td>
<td>NTPEP Audit Program (NAP) is scheduled to conduct audits for Welded Wire Reinforcement fabrication facilities in calendar year 2012. Electronic reports are posted through DataMine.</td>
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<tr>
<td></td>
<td>Continuous Program</td>
<td>Texas, South Carolina, Illinois, NTPEP Auditors</td>
<td>NTPEP Audit Program (NAP) is scheduled to conduct audits for Geosynthetic Reinforcement Materials and Geotextiles in calendar year 2012. Electronic reports will be posted through DataMine.</td>
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<tr>
<td>22</td>
<td>Fall 2012</td>
<td>Concrete Anchor Systems</td>
<td>Coordinate sampling and laboratory testing of Concrete Anchor Systems (utilized in non-load bearing applications)</td>
</tr>
</tbody>
</table>

**Ongoing Activities supporting NTPEP expansion and promotion:**
NTPEP staff has revised the committee website and maintain data and information for the committee, [http://www.ntpep.org](http://www.ntpep.org). The program’s success is largely due to public-private partnerships, demonstrating the added value from testing and auditing materials under a national program. NTPEP staff and members make regular presentations at various regional and national conferences and liaison reports are provided to other AASHTO committees.

**Goals for Next 3 Years:**

- Continue to increase the use of NTPEP results through speaking engagements, training opportunities, and peer exchanges.
- Coordinate additional collaborative online communication for committee correspondence.
- Establish a greater presence in the AASHTO community. Work with the Subcommittees on Materials and Maintenance to increase awareness and add additional product evaluations relevant to any unmet needs of these groups.
- Structure the NTPEP organization to handle program growth – two additional technical committees are being formed by NTPEP; one for the evaluation of Elastomeric Bridge Bearings and another to evaluate Warm Mix Asphalt manufacturers. These program should be ready for product evaluations to begin in 2013.

**Upcoming Meetings:**

NTPEP 2013 annual meeting of the NTPEP Committee
- Dates: May 5 – May 10, 2013 – Location: Pennsylvania
SPECIAL COMMITTEE ON US ROUTE NUMBERING

- **Chair**: Ken Sweeney, ME - Region 1

**Members**:
- Mark McConnell, MS, Region 2
- Gregory Johnson, MI - Region 3
- Cathy Nelson, OR - Region 4
- Marty Vitale, AASHTO, Secretary

**Review of Subcommittee Charge Statement**:
- The charge statement has been reviewed and determined to be relevant. The policy statements are current and relevant. No changes necessary.

**Schedule of New/Updated Publications and Other Activities for 2012-2013**:
- Continue progress with the online database. Several states need to utilize and update their records. Chun Ho Yeom, AASHTO’s Engineering Fellow from Korea has made great strides in creating this comprehensive database and all states have complied with our requests but some still need the final and current data entered.

**Expected Goals for Next 5 Years**:
- Find a permanent location for the historical data and files for the Special Committee that dates back to 1926. These files should be scanned and saved on some type of disc for backup of all these records.
- Begin to create a database for the U.S. Bicycle Route Systems since states are beginning to see the benefits and are applying for permanent numbers.

**Upcoming Meetings**:
- **Special Committee USRN**
  - 2012 Spring Meeting Traverse City, Michigan
  - 2012 Annual Meeting Pittsburgh, Pennsylvania
  - 2013 Spring Rhode Island
SPECIAL COMMITTEE ON WIRELESS COMMUNICATIONS TECHNOLOGIES (SCOWCT)

Officers
- Chair: William A. Brown, VA
- Vice Chair: David S. Chase, NH
- Secretary: William Brownlow, AASHTO
- AASHTO Liaison: William Brownlow
- U.S. DOT Liaison: James Arnold

Proposed Schedule

- **New or Updated Publications**
- **Other Activities For The Coming Year**
  
  - Participate in the Joint Committee meeting with the Special Committee on Transportation Security and Emergency Management.

  The Committee intends to sponsor a booth at the International Wireless Communications Expo in February 2013. This is the largest event for the Public Safety Communications community, attended by more than 350 vendors, organizations, and several thousands of public safety communications officials.

- **Upcoming Meetings**
  
  - August 19 – 24, 2012, Joint Committee meeting with the Special Committee on Transportation Security & Emergency Management, Irvine, California

GOALS

The Special Committee on Wireless Communications Technologies will continue to raise the awareness of the Committee in two fronts. First, it will continue to participate and conduct joint meetings with other committees within AASHTO and the Transportation community. This will raise the value of the Committee's members and of wireless communications technologies within the member organizations. Second, elevate the posture of the states’ DOTs and the transportation community within the Public Safety Community and at the Federal Communications Commission. Such visibility is critical to ensure that the emergency response communications needs of DOTs, transit, and critical infrastructure are known and appreciated by those responsible for planning communications systems. Examples are the continuing participation by Bill Brownlow on various national Public Safety Communications Organizations, the participation by Committee Chair Bill Brown, VA DOT, on a national FCC Panel regarding transportation use of the 4.9 GHz microwave band, and the recent selection of Paul Gilbert, TX DOT as a full voting member of the Project 25 Joint Committee for standards development.

The Special Committee on Wireless Communications Technologies will continue developing a training program leading to accreditation as an AASHTO Certified Frequency Coordinator.

The Committee emphasizes the need for all departments to maintain a trained staff of wireless and communications professionals, with the necessary visibility within the organizational structure to be incorporated in their department’s current and long range programs that can benefit from modern wireless communications technologies. This includes the need to support their attendance at AASHTO events and relevant trade shows that will help maintain currency of technical expertise in this most rapidly changing field.
Introduction:

- The conference is organized as a partnership between the American Association of State Highway and Transportation Officials (AASHTO), the Transportation Research Board (TRB), the Federal Highway Administration (FHWA), the Virginia Center for Transportation Innovation and Research (VCTIR) and the Center for Sustainable Transportation Infrastructure (CSTI) of the Virginia Tech Transportation Institute (VTTI).

- The Symposium will include: (1) sessions based on this formal call for abstracts and papers, with peer-reviews by the scientific committee, (2) technology updates by equipment and data service providers, (3) panel discussions to identify emerging issues, research problems, and educational needs, (4) optional technical visits, and (5) an exhibition.

Organizational Details:

- A local organizing committee with representatives from AASHTO, TRB, FHWA, VCTIR, VDOT, and Virginia Tech has been appointed.
  - Prepared two announcements and a sponsorship package, which has been distributed widely.
  - Selected the hotel and signed a contract with the Norfolk Waterside Marriott, which has excellent facilities for the presentations, social events, and exhibition.
  - Developed a budget and defined the registration fees.
  - Prepared a web site (www.surf2012.org), which has been up for a while and has been recently updated with the registration costs and other travel information.
  - Requested quotes for simultaneous translation.
  - The committee meets monthly via web-conferencing.

- An international scientific steering committee and an expanded paper review committee have been appointed.
  - The paper review is progressing slowly. We received more than 110 abstracts, accepted approximately 90, and received 76 full papers.
  - We will likely invite a few more in areas that are not very well covered.
  - The main roadblock is that reviews have not been assigned to the reviewers; Jean-Francois is working on it.
  - We are also considering two panels: one integrated by representatives from the pavement, vehicle and tire industries (probably at the opening plenary session), and a second integrated by three members representing a cross section of the data users (on the second day or at the plenary closing).