



## National LTAP/TTAP Association Annual Report July 2011 – July 2012

Annual Conference Edition

Hello NLTAPA Members,

The NLTAPA Officers and Executive Committee members are pleased to provide you with this annual report for the period of July 2011 to July 2012.

### FROM THE OUTGOING PRESIDENT

*James Martin, North Carolina LTAP  
NLTAPA President 2011/2012*

It has been my privilege and honor to serve the LTAP/TTAP community as President of NLTAPA over the past year. The experience has been challenging but also most rewarding. I can thank Janet Degner for calling me three years ago, to convince me to run for Vice President after being off the Executive Committee for a few years. My tenure as President has gone by way too fast. Taking office in Boston last year seems like yesterday. I noted some priorities for myself and for NLTAPA at that time. With the help of many of you and members of the EC, some progress has been made.

Our work groups have been streamlined and have become more productive over the last year. The Internal and External Communications work groups have been combined into a single Communications work group. Many thanks go to Bill Bivin and his efforts to direct the newly formed work group. We have been able to eliminate some redundancy, and better prioritize our communications efforts.

The Training Resources work group has been chaired by Victoria Beale, and she has reenergized that group. She has worked with our partners at FHWA and NHI to conduct numerous course reviews and allow these materials to be repurposed for LTAP/TTAP usage. This is an ongoing effort that will result in many more resources being available to centers. The workgroup is developing an online database of resources, including an extensive collection of photos and videos. Lastly, the

work group is coordinating the offering of NHI instructor training for center personnel, who will then be certified to deliver NHI courses across the country.

I have stressed the importance of safety as a NLTAPA priority. We continue to partner with FHWA, AASHTO, NACE and APWA and be at the table representing local road interests whenever safety is discussed. Clearly there is much more to do, but we are viewed as a national voice for our constituency. Evidence of our efforts is more safety training tools, guidebooks, courses and involvement in Toward Zero Deaths and other similar programs. This will continue to be an important part of our mission- to save lives.

Lastly, I want to assure you that the leadership of our organization is in good hands. I have been fortunate to work with a top notch group of people on the Executive Committee. Jim Grothaus and Renee Railsback will provide great leadership in the following years. Valerie Pitts, Secretary, and Jim Self, Treasurer, have provided tremendous support and effort to the association. LTAP/TTAP is in my blood and I have been engaged in the program since 1986. Truly the folks coming along behind me are more than capable of leading the charge forward.

Congress just passed a two year Transportation Authorization bill. That relieves some anxiety about funding, but only for a short while. We will continue to have to prove our worth, as I am sure funding will continue to be tight. But we have a great program to talk about, and I dare say we get the most possible out of the funding provided to us. Thank you to each and every center and the great work that you do. I am glad to say I played a small part in all of this.

Best wishes,

*James Martin, NLTAPA President*

## ***2011-2012 Officers***

**President:** James Martin, NC LTAP

**President-Elect:** Jim Grothaus, MN LTAP (Chair of 2012 Conference Planning Committee)

**Vice President:** Renee Railsback, CO LTAP (Chair of the Partnership Work Group)

**Treasurer:** Jim Self, OK TTAP (Chair of the Professional Development Work Group)

## ***Regional Representatives***

**Region 1:** Janet Leli, NJ

**Region 2:** Jim Self, OK TTAP

**Region 3:** Earl "Rusty" Lee, DE LTAP

**Region 4:** Valerie Pitts, KY LTAP  
(NLTAPA Secretary)

**Region 5:** John Habermann, IN

**Region 6:** Marie Walsh, LA LTAP

**Region 7:** Bill Bivin, NE LTAP  
(Chair of the Communications Work Group)

**Region 9:** Nick Jones, UT LTAP

## ***Liaisons to Partners***

**AASHTO:** Kevin Burke, IL LTAP & Marie Walsh, LA LTAP

**NACE:** Dan Cady, NE LTAP

**APWA:** Martha Horseman, KY LTAP



## WORK GROUP UPDATES

### Providing Tools and Resources in the Safety Focus Area

*Safety Work Group*

*Chair, Bruce Drewes, ID LTAP*

Workforce Development, Janet Leli, NJ LTAP  
Technical Communications, Tim Collins, MI LTAP  
Communications, Michele Beck, MT LTAP  
Past-Chair, Marie Walsh, LA LTAP

#### Goal:

To establish the Local Technical Assistance Program as a leader in local road safety, both nationally and within each state. Work group members will work closely with other associations to spearhead transportation safety activities nationally.

The Safety work group has worked closely with FHWA Office of Technical Services and the Office of Safety to provide support and technical content to the programs supported by these offices. Specific activities and accomplishments include:

- Identified subject matter experts to assist in the development of the following guides:
  - Maintenance of Drainage Features for Safety
  - Road Safety Information Analysis
  - W-Beam Guardrail Repair
  - Maintenance of Signs and Sign Supports
  - Intersection Safety
  - Roadway Departure Safety
- Identified topics, locations and hosts for Local Agency Peer Exchanges.
- Collaborated on a safety management plan to manage joint safety activities between NLTAPA and Office of Technical Services.
- Worked with the NLTAPA Training Resources Workgroup to review two safety related NHI courses.
- Coordinated the National LTAP/TTAP summer conference safety session.
- Support safety components at the 2012 LTAP/TTAP region meetings.

All three of the LTAP/TTAP partners (AASHTO, NACE and APWA) have workgroups organized to address the issues

and concerns of their organization in the area of highway safety on the local system, and the Safety Workgroup has been working with the partner safety committees in providing a conduit of information and a common message concerning the needs of the local highway jurisdictions. Some of these activities include:

- Participate as a non-voting member of the AASHTO Standing Committee on Highway Traffic Safety (SCOHTS),
- Participate in the SCOHTS, Safety Management Subcommittee,
- Participate on the NACE Safety Committee,
- Assist in identifying and providing speakers to the NACE Conference
- Participated with APWA's Safety Committee, hold two joint calls between the NLTAPA Safety Workgroup and APWA's Safety Committee.
- Assisted in the development of an APWA Click, Listen and Learn program on the use of crash data to assist urban agencies in identifying areas for improvement to reduce crash numbers. Participated in the development and presentation of an APWA webinar on use of HSIP funds on local roads.
- Presented local issues and challenges relating to using more scientific and data driven methods and tools such as the Highway Safety Manual to the TRB Highway Safety Performance Committee meeting at the TRB annual meeting in January 2012.

The Safety Workgroup distributed two LTAP Safety Briefing Sheets, as well as additional safety related resources, including a menu of Highway Safety Manual resources, on the Workgroup's Forum. The leadership of the workgroup continues attending the Governors Highway Safety Association and Highway Safety Partners Venture meetings and will be attending the SCOHTS Safety Management Subcommittee meeting in Baltimore, MD on Aug. 29 to 31, 2012. NLTAPA has also participated in the TRB Highway Safety Performance committee to represent local issues and has been involved with the NCHRP Highway Safety Manual Lead State Initiative Program.

## **Communications: Linking NLTAPA and the LTAP/TTAP Community**

*Communications Work Group  
Chair, Bill Bivin, NE LTAP*

The communications work group has seen some changes this year. Internal and External Communications were combined into a single group. Janet Leli stepped aside as chair and Bill Bivin took over. Special thanks to Janet for all her past efforts on this work group. She continues to be a valued resource. The association web site, [nltapa.org](http://nltapa.org), continues to be updated and centers are encouraged to use it as a resource. The work group has been modifying the general content, posting meeting minutes, and assisting work group chairs with updating their individual pages. The work group will continue to promote both the association web site and the use of the LTAP/TTAP Clearinghouse forums.

## **National Partnerships: Together is Better**

*Partnership Work Group  
Chair, Renee Railsback, NLTAPA Vice President  
CO LTAP*

From the wise words of the richest man in the world, *"In this new wave of technology, you can't do it all yourself, you have to form alliance,"* Carlos Slim Helú.

NLTAPA and the Partnerships Work Group have formed some great alliances. Partnering activities allow NLTAPA to leverage resources among organizations with similar goals and objectives. NLTAPA maintains 3 national level, formal partnerships with the National Association of County Engineers (NACE), the American Public Works Association (APWA), and the American Association of State Highway and Transportation Officials (AASHTO). Copies of these National Partnering Agreements are available at: <http://nltapa.org/content/partnerships>.

## **NACE Partnership Update**

Eager to continue strengthening these bonds, is Dan Montagna, MA LTAP. Congratulations, Dan, on being recently elected as NLTAPA's new NACE Liaison! Dan looks forward to working with Brian Roberts, NACE Executive Director, and its committees to strengthen

the benefit of our relationship. The NACE-NLTAPA Partnering Agreement will be reviewed and updated to assure we're still getting (and providing) mutual benefit from our partnership. If you have hopes and dreams for the new NACE agreement, please contact Dan M. Special thanks goes to Dan Cady, our previous liaison, for his continued work with NACE throughout the years.

## **APWA Partnership Update**

As part of our partnership, APWA has been open to NLTAPA representation on strategic APWA Technical Committees. We are still eagerly soliciting a volunteer to serve on APWA's *Engineering and Technology Committee*. We don't want this vital connection to lapse, please let us know asap if you are interested in participating. Submitting articles to the APWA Reporter is another great way to participate. Centers should consider publishing successes and new technologies in their magazine. Once again, NLTAPA is honored to have representative speakers at the upcoming APWA Congress in Anaheim, CA, Aug. 26-29, 2012. Members from the Kentucky LTAP center will be presenting on improving crash data systems and LTAP resources. The 2013 APWA Snow Conference will be held April 7-10 in Charlotte, North Carolina. This is another great opportunity to showcase LTAP/TTAP. If you are not already participating, become active in your state chapter. There has been a dues increase with more benefit. APWA dues have been increased \$15 per member (excluding retired and student members) to fund new opportunities. On July 1, APWA members will be able to participate in live Click, Listen & Learn (CLL) presentations, access previously recorded CLL programs, access content from past International Public Works Congress and Exposition sessions, read downloadable versions of select books from the APWA Store, view select podcasts and track Continuing Education Units and Professional Development Hour credits - *all without paying a fee*.

APWA recently launched, the *Donald C. Stone Center* (DCS Center) for Leadership Excellence in Public Works. The DCS Center is the place to go for training, instruction and education for all public works professionals. It is a system of career paths with progressive educational experiences that lead to



certificates, certifications, CEUs, undergraduate and graduate credits, and degrees. The DCS Center offers three main career paths:

- Leadership and Management
- Public Works Professional
- Technical Specialty (Operator & Technical Specialist I, II, and III)

Several LTAP/TTAP Centers have been approached by APWA to become involved in the DCS program, or for LTAP training to be included in this program. Collaborations are developing in several states.

### **AASHTO Partnership Update**

During the past year the NLTAPA/AASHTO partnership team updated the tri-annual work plan and continued to work on safety and other common goals. Kevin Burke (IL LTAP) and Marie Walsh (LA LTAP) communicated regularly with AASHTO's representative to NLTAPA, Tony Kane, AASHTO Director of Engineering and Technical Services.

Reauthorization was a significant topic of discussion and they included LTAP in their legislative platform that was developed for use in the lengthy negotiation process. Tony Kane participated in NLTAPA meetings in Boston 2011, and at TRB 2012. Through his assistance, NLTAPA was invited to the AASHTO Spring Meeting in Michigan. Victoria Beale, OH LTAP, represented NLTAPA and provided a presentation to state DOT executives. NLTAPA coordinated LTAP participation on a special AASHTO committee on workforce development to address concerns over the shortage of qualified and competent workers in the transportation field. This special committee has not yet been formally implemented, but NLTAPA continues to work with AASHTO on this initiative. NLTAPA participated in several safety efforts and worked with Kelly Hardy, AASHTO Safety Programs Manager and Tony Kane on the *Towards Zero Death* (TZD) initiative. Marie Walsh, Victoria Beale, and Nina Barker (FL LTAP) participated in the Safety Management Subcommittee meeting in Sept 2011. Marie is co-chair on the Task Group working on the TZD effort. Marie also represented NLTAPA at the Standing Committee on Highway Traffic Safety (SCOHTS)

meeting in May 2012, and presented on local road safety issues along with the NACE rep. SCOHTS accepted a research proposal to investigate the administration of local road safety programs at the state level to identify successful practices; which will be initiated in late 2012 or 2013. NLTAPA worked with AASHTO and FHWA on project delivery efficiency issues and will continue this effort considering the host of new provisions in MAP 21, as well as a continued focus on project delivery in EDC. NLTAPA was invited to attend AASHTO peer exchanges between local, state and federal agencies to discuss the process. This issue is very important to local agencies with federal aid projects, and NACE has also been actively involved in promoting streamlining.

NLTAPA and AASHTO clarified guidelines for Center's access to AASHTO publications which had become ambiguous. LTAP/TTAP Centers will receive member pricing and bulk discount, and the Clearinghouse will receive a free copy of each manual for loaning to individual Centers. The Partnerships work group had hoped to have LTAP representation at various AASHTO committee and subcommittee meetings during the year. However, due to travel costs this was not possible. NLTAPA did participate via conference call at the recent Technology Implementation Group (TIG) meetings.

Recently, Tony Kane announced his intention to retire from AASHTO in March 2013. While this will be a great loss to NLTAPA's partnership, discussions are already underway to help ensure a smooth transition. Tony's interest and continued support of local issues and LTAP participation in AASHTO activities is greatly appreciated. We hope the best for Tony as he transitions into his new phase of life. Other key supporters that announced their retirement from AASHTO include Executive Director John Horsley and Jack Basso. In these changing times, the Partnerships Work Group is cognizant of the importance of keeping up the momentum gained with AASHTO in recent years. We are eager to coordinate with new staff when they are announced.

### **Future Partners**

In addition to the success of our professional partnerships, members of the Partnerships Work Group

are investigating the benefit of some formal *Technical Partners*. Technical Partners might include institutions such as the National Asphalt Paving Association, American Concrete Pavement Association, Salt Institute, etc. Sticking to our creed that the LTAP/TTAP organization cannot endorse one organization over another, and does not promote any specific products, LTAP/TTAP does provide technical information, technology transfer and training to local agencies; and certain organizations are a staple in helping provide such services to local transportation agencies. Making connections at the local Chapter and National level could open doors for training and technological resource opportunities, vendors, conference speakers, etc. As formal Technical Partners, these strategic alliances would be better educated on the scope and reach of the LTAP/TTAP association and may be more receptive to inquiries, and responsive. If anyone is interested in participating in this endeavor or providing comment, please contact the Partnerships Chair.

### ***Creating Resources You Can Use!***

*Training Resources Work Group*

*Victoria Beale, OH LTAP, Chair*

*Matheu Carter, DE T2, Vice Chair*

During 2011-2012, the Training Resources Work Group (TRGW) experienced a change in its leadership. Under new leadership and with an energized work group membership, the work plan for TRGW has been updated to include the following:

- Review of NHI Safety Courses in order to have course materials reworked for centers into one-day, locally focused, ready to deliver courses.
- Creation of at-a-glance resource syntheses to provide centers a starting point for resources on specific training topics for their centers.
- Course development and resources libraries to be created for sharing the building blocks for courses.
- Establish a Needs Assessment to be conducted during 2012-2013.
- Continue partnerships with NTTD and TCCC.

During 2011-2012, two NHI Safety courses were completely reviewed and submitted to NHI for

development into one-day, locally focused, ready to deliver courses: Low Cost Safety Improvements and Improving the Safety of Horizontal Curves. A third course is near finalization, Signalized Intersection Guidebook Workshop. Two additional courses are also under review: Roadside Safety Design and Design, Construction and Maintenance of Highway Safety Appurtenances and Features.

For at-a-glance resource syntheses, the first one was published in January on available training for the Highway Safety Manual. It was incredibly well received and many centers have taken advantage of the easy to use listing of available HSM training options. Four other at-a-glance resources syntheses are currently under development with various members of the team.

The group has established test YouTube and Flickr accounts to promote video and photo sharing (components of training courses). We also have a PILOT location on the University of Delaware's filing sharing system which is being tested for sharing course research and outlines. We hope to have all of these sharing sites fully functional and ready for virtual sharing of course components for all centers within the next year (2012-2013).

In preparation for developing a needs assessment, the group conducted some mini-focus groups at some of the regional meetings this spring.

Partnerships with NTTD and TCCC were continued throughout 2011 – 2012. In the fall of 2011, Matheu Carter attended the NTTD conference and presented on behalf of NLTAPA concerning the TRWG and possible future synergy between our organization and theirs. Victoria Beale began working on the TCCC course development committee and is currently in the process of creating a TCCC web-based course on how to establish work plans for managing transportation employee performance.

Overall, 2011-2012 has been a very productive year for TRGW and we look forward to even more productivity, and therefore more resources you can use, in 2012-2013.

## FROM THE INCOMING PRESIDENT

*James (Jim) Grothaus, MN LTAP Director  
Incoming NLTAPA President 2012/2013*

Hello NLTAPA Membership,

As incoming President I am honored, privileged and excited to be the President of the National Local Technical Assistance Program Association (NLTAPA). It is a great time to begin in this position and I am very fortunate to be succeeding our successful out-going President James Martin from North Carolina LTAP. NLTAPA has matured over the past year and is left in a good position within the transportation community.

First off, I would like to share a few things about myself. I have been with MN LTAP at the Center for Transportation Studies at the University of Minnesota since June 2001. Twenty-one days later, as the MN LTAP Technology Transfer Engineer, I attended my first LTAP/TTAP National Conference in Florida. In 2005 I moved into the position of Program Director for MN LTAP, started working with the NLTAPA Partnership Work Group, represented Region 5 on the NLTAPA Executive Committee and was elected Vice President of NLTAPA in July of 2010.

I feel the most important part of our association is to keep moving our main objectives forward. For those that do not remember, NLTAPA's main objectives are:

- \* Build awareness about LTAP in the transportation community
- \* Assist FHWA with developing strategies for the program
- \* Build the capacity of each Center to best meet the needs of its customers

I look forward to working with the NLTAPA EC to keep these objectives on track and over the next year NLTAPA leadership will move these objectives forward while focusing in the following areas:

**Communication:** It will be a priority for NLTAPA Leadership to communicate with NLTAPA members, friends and partners. But it should be an equal priority for NLTAPA members, friends and partners to communicate with NLTAPA Leadership

**Partnerships:** NLTAPA Leadership will continue to evaluate and renew current partnerships with NACE, APWA and AASHTO along with assessing new partnerships that could benefit our association's main objectives.

**Membership Participation:** Increasing NLTAPA membership participation in work groups, task force, and other key initiatives is important to sustain our association and move our main objectives forward in the future.

**Association Excellence:** Evaluating the services the association provides; focusing on efficiently doing our association business and aligning our efforts to better meet our main objectives.

It took me awhile, perhaps 4 or 5 years, to understand NLTAPA and to realize that NLTAPA and the LTAP program are trusted and valued resources that provide technical assistance to local and tribal agencies in our nation. As President I look forward to keeping our association moving in this direction and helping make it sustainable for the future.

Regards,



## REGIONAL MEETING HIGHLIGHTS 2011

Over the years, regional meetings have been a great way for Centers to share information and best practices. In recent years they have also provided an opportunity to communicate with the Centers about national LTAP efforts initiated by NLTAPA or FHWA and to get Center input on those efforts.

These highlights were prepared by the regional representatives. It is easy to see why LTAP has become such a valued partner to our local, state and national stakeholders.

### Region 1.....

The centers in Region One met May 1-2, 2012 in New Brunswick, NJ. All eight LTAPs in the region were represented. In addition to reports from the Federal Highway Administration (including an overview of 2011 PAR data, strategic planning outcomes, Clearinghouse activities, and the ASAP funds RFP), individual center highlights from the past year were shared. Centers brought examples of new training programs and DVDs, marketing materials, and thoughts about their programs. Unfortunately, we ran short on time to discuss operational issues. The second half day of the meeting was devoted entirely to a facilitated discussion about the current state of practice in safety activities.

We were joined by representatives from both the NJ and RI FHWA Division Offices and NJDOT. Mark Sandifer (FHWA) also joined us to share information about the Federal Aid Essentials for Local Public Agencies video project. It was interesting to note that involvement with local public agency (LPA) training was quite varied among centers. While a few states are becoming increasingly involved with LPA training support, others have had little or no engagement from their DOT and/or FHWA Division.

Similarly, when it came to discussing the availability and quality of local crash data, some states had very positive remarks and others have very troubling issues with data accessibility and completeness. Much of the region meeting discussion touched upon safety. Vermont

reported that they have begun awarding Vermont Local Roads Program Roads Scholar credit for safety courses provided by other sources. They are also interested in conducting some Kirkpatrick Level Three evaluation on some of their safety programs. Connecticut reported that they are fairly well involved in the safety culture in their state now and would like to see a more coordinated effort between agencies. CT is now part of their state's Comprehensive Strategic Highway Safety Plan steering committee, and noted it is difficult for local agencies to put a prevailing focus on safety when they are faced with the burdens of trying to do basic day to day activities with limited resources. New York has had success delivering its Safety Circuit Rider program and they are working on scheduling their first Highway Safety Manual training for engineers. Massachusetts and New Hampshire are including information about HSM and SHSP activities in their newsletters, but are still working on establishing their roles in local road safety. Maine has had a lot of success with its sign replacement program and their crash data quality and accessibility is currently in good shape. Rhode Island is having a difficult time with crash data reliability and they are not using it for analysis; they are, however, doing very well with their RI STARS program that addresses safety and congestion through RSAs to identify low cost safety improvements on local roads. New Jersey has been actively participating in safety activities in coordination with their DOT, FHWA Division and MPOs; crash data is currently easily accessible and heavily relied upon for decision making in NJ.



Since last year, several centers have had personnel changes. Beth Hamilton has become the new program manager in New Hampshire, and Maureen Dakin has been promoted to Assistant Director in Vermont. Brian Tobin has joined the New Jersey LTAP; Steve Jerome



announced he will be retiring from Vermont this summer; and Massachusetts is eagerly awaiting a new staff member to its team. We are also very happy to have Jerry Douglass with us again in Maine. Next year, our region meeting host is the Baystate Roads Program in MA.

## Region 2.....



The seven TTAP Centers of Region 2 met in Grapevine, Texas, on March 5-7, 2012. All Centers were represented. The TTAP at Oklahoma State University hosted the meeting at the Gaylord Texan Resort, the site of the upcoming National LTAP/TTAP (NLTAPA) Annual Meeting. The NLTAPA Annual Meeting is scheduled for July 30 through August 2, 2012, and will be hosted by Region 2.

The gathering began at 11:00 PM on Monday, March 5 with a TTAP staff meeting and NLTAPA conference planning session. This consisted primarily of a tour of the facilities and a discussion of assignments and logistics for the conference.

On Tuesday, March 6, TTAP Center staff members met at 8:30 AM with their partners from the FHWA TPP office, Federal Lands, the Clearinghouse, and the Bureau of Indian Affairs (BIA). Also attending was Tim Penney, Tribal Transportation Program Coordinator – FHWA Office of Legislative Affairs and Policy Communication. After introductions, the session began with an update from the FHWA TPP and staff, including information on the progress and impact of the Every Day Counts (EDC) exchanges. The discussion also included possible peer

exchange opportunities, continued focus on roadway safety, the use of the LTAP/TTAP online forums, and communications at all levels.

The FHWA/Clearinghouse session was followed by updates from representatives of the Indian Reservation Roads (IRR) Program Office of Federal Lands Highway and the BIA Division of Transportation.

On Tuesday afternoon, the Region 2 meeting continued with a safety session entitled TTAP Centers Focus on Safety: Peer and Partner Exchange. The session was moderated by Craig Genzlinger, Tribal Coordination Team, Federal Lands Highway, and Fawn Thompson, FHWA OTS TTAP Program Manager. The session included information on Safety Management Systems in general, as well as reports by various Centers on specific activities and noteworthy practices, including:

- Standing Rock Sioux Road Safety Audit – Northern Plains TTAP
- Seminole Nation of Oklahoma Safety Plan – OSU TTAP
- Planning for Safety Activities – Alaska and Michigan Tech TTAPs
- Washington State Safety Summit – Northwest TTAP
- Safety Summit Planning – Michigan Tech TTAP
- Upcoming National Tribal Safety Summit – Colorado State TTAP
- Scheduled FY2012 Tribal Safety Plans
- FY 2012 Tribal Safety Summits
- Standardizing Documents and Reports for Summits and Safety Plans

On Wednesday, March 7, the meeting continued at 8:00 AM with a discussion of the TTAP Strategic Initiative. The participants were joined via teleconference by Bob Sparrow, IRR Program Manager, Federal Lands Highway. Bob offered his perspective on Tribal/Federal Government to Government Agreements, TTAP involvement in Tribal Safety Planning, and training delivery with and for Federal Lands and the BIA. Following the teleconference, the meeting covered TTAP Agreement Modifications and funding, as well as a report on the LTAP/TTAP Strategic Planning Committee activities.

The meeting then moved on to another teleconference with NHI and the FHWA Office of Planning. This included a discussion of the current and planned Tribal Transportation Planning Training Modules, and methods for documentation and reporting of deliverables for Planning Office funded events.

The afternoon was devoted to a Clearinghouse update and an open forum on completed and upcoming Center activities. Among these were:

- Ongoing development of the Acquisition of Road Right of Way on Tribal Lands Guidebook – Colorado State TTAP
- Planning for the National Tribal Transportation Safety Summit – Colorado State TTAP
- Involvement of five (5) FHWA sponsored Eisenhower Fellows with the Northwest TTAP and TRB.
- NW TTAP collaboration with FHWA and the Idaho LTAP in a NW Safety Peer Exchange in August 2012.
- NW TTAP is assisting the Washington State DOT with planning and coordination of a Tribal/State Conference scheduled for October 2012. They are also collaborating with Northwest Indian Health Board in a research project focused on vehicle crash reduction on Indian reservations.

The meeting adjourned at 4:00 PM.

**Region 3.....**

Region 3 has had a very active year. The Region 3 annual meeting was held on October 17-18, 2011 at the Pennsylvania State Association of Township Supervisors Headquarters Building, Harrisburg, PA and hosted by the Pennsylvania LTAP Center. Attending were Louis Ferretti, Shelley Scott, Sean Oldfield, Carol Kilko, Tina Holtzman, and Bonnie Fields from Pennsylvania; John Zaniwski, Kim Carr, and Andrew Morgan of West Virginia; Ed Stellfox from Maryland; Bill Kelsh from Virginia; Rusty Lee and Matt Carter from Delaware and Jeff Zaharewicz and Coral Torres from FHWA. A wide

range of topics was covered. The FHWA update included a number of topics including the upcoming EDC Exchange series and the State Transportation Innovation Council kickoffs; updates to the PAR and CAR and updates from the Clearinghouse. Individual centers shared their own concerns as well as regional concerns to solicit ideas and solutions. Among those topics were the on-going video updating project with Ed and Matt of various pavement preservation methods, with discussion on how these videos could be stored and shared easily. Along with that went a discussion on an improved photo repository through the Clearinghouse. There was an extensive discussion on the then recently completed Center Safety Activities Worksheet, especially regarding its structure, redundancy and definitions. Pennsylvania discussed their continuing travel restrictions and also shared a set of legislative outreach letters for the centers to use. There was a discussion regarding bringing back the Roadway Management Conference. There was concern about lack of attendance in light of current travel restrictions and scrutiny in all states as well as conflicts with other major center events such as the PA Road Maintenance and Safety Symposium and the WV Snow and Ice Conference. The meeting also gave the centers time to share things they are doing. Examples were the Roadway Sleuth Summaries from WV- simple, one-page handouts addressing myths or questions our locals frequently ask; WV also discussed their work zone, flagger training and safety kits programs; Road Scholar Programs from PA, MD, VA and WV; the MUTCD and MN Traffic Sign Management Programs were presented by Matt and Rusty as well as a short presentation on Tailgate Safety Briefs which is being led from the Training Resources workgroup. The meeting concluded with the announcement that Ed Stellfox was stepping down as the Region 3 EC rep after many years of service. Rusty Lee was selected to fill the remainder of his term. All of Region 3 would like to thank Ed for his service and leadership within the Region.

Region 3 conducts monthly conference calls to discuss new issues, updates from pending items, and to give updates from working groups and the EC. The minutes from all of these can be found in the Region 3 folder on the forums.

## Regions 4 and 5.....

May 8-11, 2012

Myrtle Beach, South Carolina

For the first time, Region 4 and Region 5 met jointly in Myrtle Beach, SC. The safety focus of this meeting was Roadway Safety. Hillary Isabrandts from FHWA Resource Center gave presentations on the Highway Safety Manual Lite and the systemic tool for crash data. Rosemarie Anderson, FHWA Office of Safety informed the group that her office is developing a PowerPoint geared to locals on developing a safety plan. She will distribute once that is complete. She also discussed other safety initiatives from her office and potential funding for those initiatives. Jeff Zaharewicz updated the group on 2011 PAR Data and Safety Peer Exchanges.

Valerie Pitts gave the NLTAPA update which included the changes to the workgroups and workgroup chair changes. Victoria Beale, Ohio LTAP conducted the needs assessment for the NLTAPA Training Resources workgroup. Garry Havron, Alabama, was elected the Region 4 Representative. The group also shared what's happening in each center, which is always informative!

The group will meet in Kentucky next year.



## Region 6.....

Region 6 had another exciting year of delivering high quality service to our local customers and making transitions due to retirements and personnel changes. Mikie Hinkston took over as Manager at the Oklahoma LTAP Center while Doug Wright assumed the Director position at Oklahoma's Center for Local Government Technology, the parent organization of the LTAP Center. Howard McCann, Director of the Texas LTAP, retired in early 2012 and Bill Lowery assumed the position. David McFarland, Louisiana's long-time trainer and training coordinator, retired in September of 2011 and Nick Verret, a veteran of the LADOTD, joined LTAP. The region gathered in Texarkana, TX/AR, in March for our annual meeting which provided everyone the opportunity to meet and greet new and old friends.

The Arkansas LTAP continued its tradition of safety training and technology transfer information to its local partners, through training, links, DVDs, and newsletters. Special efforts are being made to provide services to rural areas that have not historically participated in training or other LTAP activities. LTAP attended many meetings and provided materials to the Arkansas Municipal League, the Association of Arkansas Counties, and APWA. Popular offerings included "Know the Blind Spots" poster and links to various websites. LTAP supported the Association of Arkansas Counties' Safety Conference where representatives from seventy-one of the seventy-five Arkansas counties were in attendance.

A popular class with a field exercise was the Culvert Sizing and Installation class in Central Arkansas. The

class covered measurements, soil types and materials as well as proper removal and installation of a pipe.

The Louisiana LTAP has several key initiatives underway to provide better services to its local customers as well as its state and federal partners. LTAP was one of six lead agencies signing the Louisiana Strategic Highway Safety plan update and pledge at the annual safety summit in April. LTAP has continued in its role of implementing the Local Road Safety Program (LRSP) in partnership with the DOTD and other safety stakeholders. LTAP is also working closely with the DOT's new Local Program Coordinator and FHWA's LPA manager to develop a new **LPA Manual and to implement "qualifying" training for local agencies, consultants and contractors that participate in the federal aid program.** LTAP coordinated presentations at statewide municipal and county association meetings to introduce the new program and is assisting in the implementation of the pilot training class in late summer. The Louisiana LTAP is also working to implement a **local transportation asset management program** that includes a technical working group reviewing asset management software and making recommendations and a pilot with several local agencies. It is hoped that this will provide the basis to encourage a more structured approach to asset management and decision making for the local transportation community. In preparation for the storm and hurricane season, LA LTAP offered its always popular chain saw safety class followed by "safety and preparation for public works responders." In a departure from the technical and safety training LTAP partnered with the Deep South ITE chapter to sponsor and conduct leadership training as part of their new leadership development program. A fun activity with this group included an LTAP creativity workshop in Gulf Shores during the annual beachside meeting. Well, someone had to do it☺ The Louisiana LTAP continued its aggressive safety program including administration of the HSIP funding for the local roads. LTAP currently administers between \$3-\$5 million per year in funding and has over 100 active LPA projects with direct oversight by LAP. New efforts include support of regional safety coalitions through data collection and analysis; road safety assessment coordination; and

assistance in prioritizing regional projects and developing projects for inclusion in the funding program. LTAP is also involved in oversight of safety research projects including a significant one to collect data to calibrate factors from the new Highway Safety Manual for Louisiana's local roads. LTAP is also coordinating and presenting impaired driving training for law enforcement officers at multiple locations across the state.



Oklahoma LTAP had another very productive year with over 60 activities conducted to approximately 2250 individuals for a total of more than 22,000 training hours. These efforts included the completion of the 120 hours of instruction required to obtain an Oklahoma Roads Scholar Completion Certificate by 84 individual city, county and tribal personnel- a record for a single year.

We were also very much involved in conducting the Federal Highway Administration Every Day Counts Webinars in Oklahoma. Oklahoma LTAP took a unique approach to these Webinars by organizing and conducting training sessions in the morning prior to the afternoon session conducted by FHWA. The morning sessions featured topics and speakers from Oklahoma related to the afternoon Webinar. This approach resulted in many of the individuals and organizations in the state with like interest attending the sessions and exchanging ideas and information. It has also facilitated Oklahoma LTAP developing closer relationships with organizations we may not have had as much contact with in the past.

Oklahoma LTAP continues to provide expended LTAP funds as cost share match for our University Transportation Center's funding of research, education and technology transfer projects. For example, funds



were provided for the development of bridge rehabilitation technologies and the analysis of Federal Accident Reporting System data in Oklahoma. Typically, these projects have an outreach component at their conclusion that Oklahoma LTAP will facilitate. UTC funds using LTAP matching funds have also been provided for the conduct of Oklahoma LTAP's parent organization, the Center for Local Government Technology's Transportation Intern Program (TIP). For the past three years TIP has placed six or seven transportation related majors in paid summer internships with local government agencies. Several of these students have gone on to employment with these agencies after graduation. In addition, these interns have served as a conduit for the implementation of progressive methods and technologies that are advocated through LTAP training activities.

With Bill Lowery as the new TX LTAP Director, the Center is working to better define the needs of the local customers. They launched a survey of the TACERA (Texas Association of County Engineers and Road Administrators) membership. An excellent 31% response rate was generated and the results are expected soon. The Center's proposal to FHWA for a special ASAP project was approved. The initiative includes technical assistance visits to help signal technicians in smaller communities. As part of their aggressive outreach efforts, expert instructors have been dispatched to make presentations at conferences including: The VG Young Institute, the West Texas CJ&C conference in Odessa, the South and East Texas CJ&C Conference in Galveston, and the County Management Institute (CMI) by TAC in Austin as well as the upcoming South Texas County Judge Conference in San Antonio. A first for the Center this year is coupling a presentation of the Low Cost Safety Improvements course with one of TACERA's outreach conferences in Corpus Christi. To further promote safety at the local level, the Texas LTAP linked the Center's Low Cost Safety Improvements course with road maintenance technical assistance training activities which has proved very successful. This combined workshop has been conducted 23 times (over 300 participants) so far this year. In one presentation of the road maintenance course in east Texas the Center

teamed up with a vendor who presented a brief product demonstration along with lunch for all. The success of this partnership is being explored as a model to increase participation in more venues around the state. To date the Center has provided more than 16,000 hours of training or technical assistance to over 2100 people.

**Region 7.....**



Region 7 has been active this year. Colorado LTAP hosted the region meeting this year in Denver on May 30th. Immediately following, all participated in a Local Road Safety Peer Exchange presented by FHWA. Both were well attended. All centers are making use of strong partnerships with other entities in their states and are making more use of technology in their outreach than ever before.

Colorado introduced a credit hours completed approach with its Roads Scholar program. This allows participants to pick and choose courses of interest within four focus areas. Other highlights included the development of a Work Zone Safety Resources folder, the design of a Work Zone Resources booklet, and the hiring of a new web master.

Iowa increased technological capacity with online event management. It also continues its successful local road safety liaison program. It completed a training needs survey and created a Leadership Institute. A strategic planning meeting was held that created a strategic planning document to assist with proposals and actions.



Kansas is celebrating the move to a new facility. It continues its 3 tiered roads scholar program and Traffic Assistance Services to Kansas (TASK) training. Top priorities continue to be Infrastructure Management, Highway Safety, Worker/Workplace Safety, and Workforce development. KS continues to have strong newsletter circulation at over 4000. New courses are planned in traffic signal design and HSM Lite.

Missouri held 200 classes and trained 6728 people in the second year of its 10 year contract. The web site has been redesigned. It now manages LPA basic training for MoDOT and was awarded the RTAP contract. MO now offers online training in soft skills. It continues to have a strong Road Scholar program and plans to add a level 3.

Montana has made consistency in work zones a top priority in an effort with the Montana DOT and the program is proving successful with reduced injuries and fatalities. Gravel roads maintenance continues to be a hot topic as well as it is for all of Region 7. Outreach through a half hour monthly webinar on the same day and time has proven successful. Topics included Preparedness, Winter Maintenance and Survival, Leadership, Materials, Work Zones, and Culverts and Trench Safety.

Nebraska had a big training year with its workforce development plan. 3132 participants completed 35,860 hours of training in the past year with workforce development comprising the majority of the sessions. Technology use continues to be a thrust with web site overhaul and the use of listservs to communicate with targeted audiences. NE continues to benefit from use of eXtension.org which is an interactive learning environment allowing for online training and learning management in a multitude of ways.

North Dakota sees the retirement of long time director Gary Berreth. We welcome Darcy Rosendahl as the new director. Training achievements in Worker/Work Zone Safety, Highway Safety, Infrastructure Management, and Workforce Development included over one thousand participants. ND highlighted its use of Constant Contact for publications sent electronically, and it continues to be a champion of learning management systems with a strong in-house system that continues to be well received.

South Dakota saw an increase of one thousand training participants over last year and record attendance at the regional local roads conference. It has added FEMA training for site inspectors on gravel roads, culverts, and geosynthetic materials. It is closely working with SDDOT on a research project studying life cycle cost of gravel surfacing and continues to deal with customer needs in infrastructure management.

Wyoming has collected gravel roads traffic data that helped in setting speed limits on unpaved roads. It also participated in data collection for an oil and gas impact study. The rural road safety program has delivered over 2000 signs. A Wind Rivers Reservation Safety Program has been developed to expand access to funding and share crash data with the statewide database.

**Region 9.....**

Region 9 LTAPs recently met for the Region Meeting in Fairbanks, Alaska. We had a great slate of two day meetings, as well as, a permafrost tour by the University of Alaska. Permafrost is not something that many of us need to worry about, but permafrost under asphalt roads is a problem that they routinely deal with. Sun on the black road melts the permafrost which then sinks unevenly leading to a roller coaster ride unless dealt with immediately. They also demonstrated research to keep roads from melting the frozen areas. Many of us are still adjusting from the 21 hours of sunlight a day in June. We didn't get much sleep.



Alaska, Washington, Idaho, Utah, Arizona, and Utah were in attendance. Bob Rath from Oregon recently retired and a new director from Oregon has not been

appointed. California is still rebuilding their LTAP probably at Sacramento and Ken Chambers from Nevada DOT said they are reorganizing their LTAP currently at one of their universities. Hawaii was also not in attendance and was missed. Arizona's new director is Rebecca Mayher since Annie Boozer recently retired, and they have a very active program.

Alaska's economy is mining and oil based. Their LTAP is DOT based and is directed by Dave Aldo. Approximately 65% of the land is controlled by the federal government and new roads are difficult if not impossible to receive approval due to very strict environmental regulations. Most of the towns in Alaska are served solely by airplane. As a result much of their transportation revolves around construction and maintenance of their airports. Even when an airport is under construction, airplanes must be accommodated so their work zone safety regarding runways is as intricate as roadways. The TTAP in Alaska works with 224 tribes throughout the state under Brian Bluehorse's direction.

Arizona has a very active training program under Becky's direction. They have a very unique method of financing their LTAP which is located in the Arizona DOT. They charge cities and towns \$100 per employee per year. They can then attend all the workshops that they desire. Cities that don't contribute the annual fee are charged per workshop.

Idaho LTAP under Bruce Drewe's direction is actively involved in local agency safety projects financed through HSIP funding. Their LTAP compiles all of the crash data on a GIS system and then ferrets out the most dangerous road locations throughout the state. They then prioritize locations that would qualify for funding and help the agency decide on improvements. They also organize several Safety Fests in various locations throughout the state which has recently doubled their workshop attendance numbers. Of course they are currently preparing for the National LTAP meeting in 2013 in Boise, Idaho.

Washington under Matt Enders' direction has been involved in promoting distance learning training. DOT trainers are used also for local government training.

They also have a transportation user's forum for online discussions of local problems and solutions amongst the communities.

Nevada is currently advertising for an operator for their LTAP program through one of the state's universities. Ken Chambers said they hoped to have the new operator in place within a few months.

Nick Jones of Utah LTAP discussed the need for training to the elected officials, appointed officials, and the municipal and county workforces. The training needs to be tailored to their time and needs. For example, elected officials will seldom have more than 10 minutes per subject in meetings. So each training subject needs to be offered in 10 minute, 50 minute, 4 hour, and 8 hour versions. If the same training course can be modified for each audience the message gets through. Utah spends 2½ months a year teaching the elected officials in government visits so that the workforce has an easier path to budget needed improvements. Utah has a very urbanized workforce with some widely disbursed rural communities.



***Visit the NLTAPA website for information on...***

- Regional Representative and Executive Committee Contacts
- NLTAPA Executive Committee and Business Meeting Dates
- Past Meeting Minutes and Handouts
- Helpful Links

***See you in Idaho in 2013!***