



National LTAP/TTAP Association Annual Report July 2012 – June 2013

Update to Annual Conference Edition

NLTAPA Members,

The NLTAPA Officers and Executive Committee members are pleased to provide you with this annual report for the period of July 2012 through June 2013.

2012-2013 NLTAPA OFFICERS

President: Jim Grothaus, MN LTAP

President-Elect: Renée Railsback, CO LTAP
(Chair of 2013 Conference Planning Committee)

Vice President: Valerie Pitts, KY LTAP
(Chair of the Partnership Work Group)

Treasurer: Victoria Beale, OH LTAP

Secretary: Earl “Rusty” Lee, DE LTAP

REGIONAL REPRESENTATIVES

Region 1: Janet Leli, NJ LTAP
(Co-Chair of the Safety Work Group)

Region 2: John Velat, MI TTAP

Region 3: Earl “Rusty” Lee, DE LTAP
(Chair of the Professional Development Work Group)

Region 4: Garry Havron, AL LTAP

Region 5: Victoria Beale, OH LTAP
(Chair of the Training Resources Work Group)

Region 6: Laura Carter, AR 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 & Marie Walsh, LA LTAP

APWA: Martha Horseman, KY LTAP

NACE: Lisa Harris, KS LTAP

FROM THE OUTGOING PRESIDENT

*Jim Grothaus, Minnesota LTAP
NLTAPA President 2012/2013*

Hello NLTAPA Membership,

Where has the year gone? Or should I say the last seven years? The 2006 Region 5 meeting is where I stood still and everybody else stepped back. No, that is not true; I did raise my hand to volunteer for the Region 5 NLTAPA Executive Committee Representative and jumped at the chance in 2010 to be elected into the leadership track of the organization. After being elected as Vice President in 2010, I think I might have heard a few comments whispered in the back of the room in Oklahoma City: “What is he doing?”, “What is he thinking?” and “Does he know what he is getting into?” I will not name names, but I really think I did here some of these phrases. Looking back, it has been a great experience and I would do it again (give me a few years to catch up on other things) and I would even have a better understanding of what I was getting myself into.

To this day I still feel the most important part of our association is to keep moving our main objectives forward.

- 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

It was my privilege to work with a talented group of volunteer members who make up the Executive Committee (EC) and the association’s work groups. The Executive Committee and work group members provide a great amount of time and effort to keep these objectives on track and moving forward. It would never happen without these volunteers. Thank you so much for your time, knowledge and dedication.

Below is a list of four focus areas I highlighted in my 2012-2013 President Message along with a brief reflection comment.

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.

Reflection Comment: During 2012-2013, the EC and association work groups continued to increase communication with the association by using the LTAP Forum on a monthly, sometimes weekly basis. EC meeting minutes, agendas and solicitation for membership input were posted on a regular basis and numerous thoughts and comments from centers across the association were provided to the association leadership. Remember all you have to do is connect with a regional representative to get your voice heard.

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

Reflection Comment: These partnerships continue to be a very important part of our association's success. In 2012-2013 the association was able to update the NACE-NLTAPA agreement and provide updates to AASHTO and APWA.

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

Reflection Comment: Over the last year we have seen 4 new association members become involved in the EC from Regions 2, 4, 6, 7 and 9. Numerous other new association members have joined existing work groups or have volunteered for other duties. Our association will continue to need new ideas and new representation in order to succeed in the years to come.

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

Reflection Comment: Over the past year the association leadership continued to evaluate the way business was run. The EC made changes in meeting commitments, structure and treasury duties. A face to face EC meeting was eliminated in 2013 and replaced with a series of other EC meetings held during the annual winter business meeting at TRB and the annual conference. Additionally, a new treasurer was appointed and for the first time (that I know of) the association started to invest some of its funds held in reserve.

In addition to the comments above, I would like to take the time to commend FHWA staff and consultants for all the time that they dedicate to make the National LTAP/TTAP Program a success and for the resources that are provided to help make the National Local Technical Assistance Program Association a thriving association. One of my greatest rewards from the past year has been the development of strong relationships with staff from ARTBA and FHWA.

Finally, I would like to thank the association for supporting me during my tenure as President and to Executive Committee members for your continued support and friendship. The past year has gone very quickly and I, like many others who have served as President, have an even greater appreciation for those who have served as Officers in the past and for those who will do so in the future. The national service and leadership of our association is an important role that has a very bright future based on the current Officers and Executive Committee members.

Remember to always add value and take away some value from your NLTAPA relationships and commitments.

Regards,

James (Jim) Grothaus
2012-2013 NLTAPA President

NLTAPA WORK GROUP UPDATES

The Association's main objectives are to build awareness about LTAP in the transportation community, assist FHWA with developing strategies for the Program, and build the capacity of each Center to best meet the needs of its customers. The Association manages six work groups to help accomplish this goal.

National Partnerships: Strengthening Our Ties

NLTAPA formally partners with the American Association of State Highway and Transportation Officials (AASHTO), American Public Works Association (APWA) and the National Association of County Engineers (NACE); and we have seen great progress this year with our partners.

This year we are reviewing and updating the partnership agreement with NACE. Lisa Harris, the NACE Liaison from KS LTAP, has worked hard with NACE on getting this task completed. There are some great opportunities for the Association and NACE on developing one or two activities to focus the strengths of the two associations and bring real value to each association.

APWA has again allowed NLTAPA to present a session at the 2013 Congress in Chicago, IL. Ken Skorseth will present on pavement preservation and we can be certain there will be some time spent on gravel road maintenance. APWA revamped their education committee and Martha Horseman, the APWA Liaison from KY LTAP, is working to see how we can benefit from a member on that committee. Matthew Enders (WA) is our rep on the Engineering and Technology Committee; Ben Jordan (WI) is our representative on the Winter Maintenance Subcommittee.

AASHTO has a new Executive Director, Bud Wright. Our liaisons, Kevin Burke (IL) and Marie Walsh (LA) are working with the new leadership to promote the LTAP/TTAP program. They are also reviewing the committees and subcommittees to see where Association participation would be most beneficial.

We would like to thank all of the Partnership Work Group members for their time and participation. We've had a challenging year with new leadership in our partnering associations. This group is continually looking for partnering prospects and hopes to have some technical partners in the future to share subject matter experts and training opportunities.

Training Resources Update: A Work Group Working for You!

During 2012-2013, the Training Resources Work Group (TRWG) continued to deliver upon the group's established work plan. Membership in the group increased, with new team players enabling the work plan tasks to equitably distributed among even more transportation professionals.

Highlights of our accomplishments:

NHI Safety Course Reviews – The TRGW finalized reviews on 3 more NHI Safety Courses, bringing the total number of reviewed courses to 5. The 3 additional courses reviewed were: 1) Roadside Safety Design, 2) Signalized Intersection Guidebook Workshop, and 3) Design, Construction and Maintenance of Highway Safety Features and Appurtenances. The team decided through consensus to table further course reviews as NHI had not yet begun the actual course redevelopment process for any of the five reviewed courses. The team was concerned that the reviews would become outdated and need to occur again if too much time passed from the actual review until the course re-development began. Once NHI is able to begin actual course re-development on the reviewed courses, the team will once again move forward with additional work in this area.

Resource Syntheses – Three new resource syntheses were developed by the TRWG covering: 1) Pavement Preservation, 2) Winter Maintenance and 3) Work Zone Training. The syntheses were added to the Highway Safety Manual synthesis created last year to bring the total available to four. The documents can be accessed from the TRWG page on the NLTAPA.org website and in the general area of the LTAP forums. The syntheses provide a 'one-stop-shop' when a center is looking for the available training materials or subject matter experts on the listed activity. They are a great starting point if you need to develop training in this area, or are looking for a quick way to review what is currently available to help update your center's materials.

LTAP Instructors Certified as NHI Instructors – The TRWG established a Memorandum of Understanding (MOU) between NHI/FHWA and NLTAPA to facilitate LTAP/TTAP Instructors being certified as NHI Instructors. As a part of the MOU, the NHI Certified LTAP/TTAP Instructors would then be able to deliver NHI Safety courses for their local audiences, without incurring the NHI price per person. To date, 21 LTAP/TTAP Instructors have completed the NHI Instructor Development Course and are now able to begin delivering NHI Safety courses. This is a tremendous benefit for our centers, as NHI Safety courses can range in price from \$200 per person to \$500 per person to attend a single course. These prices have traditionally been out of the range our locals could afford. We are very pleased to now have a means to provide NHI Safety courses which provide the actual NHI credit, but without the NHI price. If you are interested your center participating in this MOU, please contact our work group for more information.

Resource Sharing Platforms – The YouTube and Flickr accounts were officially launched as a platform for sharing videos and photos between centers. Quick start guides on how to login and upload resources are available on the forums.

NTTD and TCCC – Partnerships were continued with the National Transportation Training Director's (NTTD) association and the Transportation Coordination Curriculum Council (TCCC). Ted Green (NJ LTAP) attended the NTTD conference in fall 2013 as the work group liaison. He presented on LTAP as a whole and specifically on the TRWG's activities. The presentation was another step towards hopefully partnering more fully with NTTD to share resources when appropriate. Rebecca Mayher from the AZ LTAP is the group's liaison to TCCC. She has attended the monthly TCCC conference calls and provided updates on eLearning course development activities. The TRWG has also

assisted TCCC with reviewing eLearning courses before they are deployed to the public on the NHI website.

Last, but certainly not least, TRWG formulated and conducted a training resources needs assessment for all LTAP centers. The assessment was extensive and we thank all of the centers who participated. We are currently in the process of review the results and will be developing our work plan for calendar year 2014 based upon the survey's results.

Thank you for allowing us to be YOUR Training Resources Work Group!

Internal & External Communications Work Group

The Communications Work Group continues to address issues related to the association web site and common messaging to centers. The association web site, 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. The Communications Work Group lost two significant participants this year – thanks to Bill Bivin (Internal) and Maureen Dakin (External) for all you've done with the group. The work group is looking for a new Chairperson if you are interested!

JOINT FHWA/LTAP WORK GROUPS

NLTAPA coordinates with FHWA on two joint work groups.

Joint Professional Development Work Group

It has been a year of re-vitalization, renewal and re-focusing for the Professional Development Work Group. At the 2012 Fall EC meeting, Rusty Lee, DE LTAP offered to co-chair the group. When Jim Self expressed a desire to step down and focus on his responsibilities to his center, Rusty became Chair. Denise Brown, ND LTAP, serves as co-chair. The work group consists of Kim Carr, WV LTAP; John Velat, MI TTAP; Jaime Carreon, FL LTAP; and Laura Carter, AR LTAP. After discussions with the group and FHWA, it was decided the first order of business was to re-write the FHWA/LTAP *Joint Professional Development Program Guidelines*. The existing guidelines had been developed years ago and needed to be brought in line with current practices and intentions. The new guidelines will contain current practices for new staff and director orientations, continuing education for center staffs and guidelines for

achievement awards. The work on this document is in progress and should be finalized soon.

The workgroup was tasked with developing informative professional development (PD) sessions for both the January and July annual meetings. Other efforts include the development of a PD library. It is envisioned that it would be a collection of items other centers have found useful to train staff on administrative issues, conducting training and additional operational needs. The form this library will take is still unclear – but the list of resources that could be there is being developed.

Please join the PDWG during the annual LTAP/TTAP meetings to meet and network with other Center staff. The committee is always looking for new members.

Joint Safety Work Group

In 2012-2013, the Safety Work Group continued its mission to establish LTAP/TTAP and NLTAPA as national leaders in the area of transportation safety. In addition, the Joint Safety Work Group (JSWG) sought to provide the LTAP/TTAP community with timely and value added safety related resources to enhance Center capabilities to better serve our local customers and contribute to state and national efforts to save lives. Activities included regular meetings/calls; capacity building opportunities; sponsorship of sessions at the regional and national meetings; and participation in partner activities.

The Joint Safety Leadership Team (JSLT) composed of Bruce Drewes (ID), Janet Leli (NJ) and Marie Walsh (LA) from NLTAPA and Jeff Zaharawicz and Cameron Ishaq representing FHWA, worked to strengthen the processes used to achieve the goals of the JSWG and strengthen the LTAP/TTAP Program's safety focus and program delivery. The JSLT spent time "storming and norming" as we moved to performing as a team. We bid farewell to Bruce Drewes (ID) who retired after many years of devoted service to the LTAP/TTAP community and welcomed Matthew Enders (WA). The JSLT worked to refine a management tool that was used not only to document and track activities but also to evaluate and prioritize current and potential opportunities. This effort is resulting in a process to more strategically allocate the limited resources of the JSWG to advance the LTAP/TTAP Safety initiatives. One of the primary goals for 2013-2014 will be to revitalize the regular work group calls/meetings and encourage more Centers to participate. The new meeting format will include bimonthly meetings with brief updates on current safety events, partner news, followed by technology transfer of a specific technical topic that is of immediate interest and use to the Centers. The November 2013 meeting

will include an update on safety data that all Center personnel should be aware of as they consider their safety efforts in 2014 and beyond.

Notable achievements that were accomplished through the coordinated efforts of the JSLT; the NLTAPA Safety Work Group; the LTAP/TTAP community; and our FHWA safety partners include:

- Planning and implementation of regional peer exchanges. Five major exchanges occurred in 2013 including those in Regions 1, 9, 3/5 and 4.
- Coordinated safety sessions at all regional meetings focused on the status of the safety program and train the trainer for developing local road safety plans.
- Delivery of a pre-conference train the trainer workshop at the National LTAP-TTAP Conference by the TRB Committee on Safety Performance Measures on the topic of *Safety Analysis in a Data-Limited, Local Agency Environment*. The TRB Committee volunteered their time to develop the materials and present the class at national. Tim Colling (MI) coordinated the effort.
- Increased awareness throughout FHWA Division Offices and HQ sections of LTAP/TTAP capabilities to deliver safety programs as well as the needs of the community and the locals including input to the FHWA Office of Technical Services report.
- Coordinated participation of work group and Center members on technical oversight working groups with the FHWA Office of Safety including topics such as high risk rural roads; friction pavement and curve mitigation; and others.
- Coordinated participation of FHWA Office of Safety leadership and Resource Center Safety Team members at annual meeting; regional meetings and peer exchanges.
- NLTAPA representation at the AASHTO Standing Committee and Highway Traffic Safety and the AASHTO Standing Committee on Traffic Engineering; AASHTO Safety Management Subcommittee; and, NACE Annual and Safety Committee meeting. NLTAPA presentations were made at all of these meetings. Participation in NACE and APWA Safety Committees.
- Preparation of Bi-annual JSWG Bulletins for Winter TRB meetings and summer 2013 LTAP-TTAP National Conference contained various safety transportation highlights from LTAP/TTAP centers and were also published on websites.

The Joint Safety Leadership Team and the Joint Safety Work Group will continue to participate in national safety efforts to maintain the focus on local road safety and on LTAP/TTAP as a valued partner. Emphasis in

2014 will include providing services and resources directly to the LTAP/TTAP community to enhance capabilities to work with our local customers and other stakeholders to improve safety and save lives. The Joint Safety Work Group hopes to engage the entire LTAP/TTAP community in future work group efforts and in the safety improvement initiatives that will move the nation towards zero deaths.

NLTAPA REGION UPDATES

Region 1 Report

The Region 1 meeting was held May 6-9 in historic Sturbridge, Massachusetts and was hosted by the Baystate Roads Program. While we missed representation from New York, the meeting still had good attendance, with more than 20 registrants. We were introduced to several new LTAP staff members- Lisa Knight from Connecticut; Aldo Villani, Cindy Schaedig, and Jandrow from Massachusetts; and Amy Begnoche from New Hampshire.



Region 1 staff learning from each other at beautiful Sturbridge Village, MA – May, 2013

The conference agenda included updates from NLTAPA, FHWA, and LTAP/TTAP Clearinghouse. We also had breakout sessions for hot topics discussions and staff development programs about better communications from Rocky Blunt of Blunt Consulting Group. New to this year's agenda was a focused "show and tell" segment that required each center to highlight a single new activity or product implemented or produced in the last year. We also devoted a half day to safety activities, which included a presentation from the FHWA Office of Safety, an overview of the local road safety peer exchange synopses, and a discussion about Toward Zero Deaths and available resources from FHWA. The group agreed the focus on safety and the participation in events such as the peer exchanges are valuable activities for centers to engage in.

Some of the programs highlighted by the region centers included Connecticut's special edition newsletter showcasing the great efforts made by their public works community in addressing the Blizzard of 2013; Massachusetts shared their new social media activities; New Jersey shared their ADA training; Rhode Island presented their latest workforce development initiative-Engineering Career Day. To mix things up a bit, everyone participated in a group exercise that set us out exploring transportation related topics in the historic Sturbridge Village. Photos from the meeting are on the Baystate Roads Flickr account: <http://www.flickr.com/photos/baystateroads/>.

Region 1 bids farewell to long time Vermont LTAP colleague, Maureen Dakin. Maureen retires this July and we wish her much happiness and relaxation!

Region 2 Report

Members of Region 2 (consisting of the 7 TTAPs) met in Bloomington, MN at the Bureau of Indian Affairs (BIA) Midwest Region Office in March. All TTAPs were represented, with TTAP at Colorado State University joining via webinar. Others in attendance included Carolyn Kramer of LTAP-TTAP Clearinghouse, Todd Kennedy and Tom Fronk of the Midwest BIA Office, Fawn Thompson, Jerry Roche, Galen Balster and Jeff Zaharewicz of FHWA. The meeting was hosted by the Michigan Tech TTAP. A majority of the meeting focused on reviewing the LTAP/TTAP Strategic Plan to better reflect the relationship between FHWA, LTAPs, and TTAPs. Other items discussed included successes and challenges from each Center, updates from Federal Lands Highway, the FHWA, the BIA, and the Clearinghouse. The group met for dinner at Famous Dave's inside the Mall of America where we were treated to a private jungle themed room at Kokomo's, and of course continuation of many of our discussions from earlier in the day. On Day 2 of the meeting, the group was joined by members of the Minnesota Advocacy Council for Tribal Transportation. The joining members included Barb Brodeen and Teresa Martin (MNDOT), Mike Moilanen (Mille Lacs Band of Ojibwa) and Marc Mogan (Prairie Island Indian Community). They joined the group to discuss combining the 2013 National Tribal Transportation Conference and the Minnesota Tribes and Transportation Conference. It was decided that the two meetings would be joined and a larger planning committee was created.

Each year, the TTAP Centers get together to provide a very successful tribal transportation conference. The 2012 National Tribal Transportation Conference was held in Phoenix, AZ in November and comprised of beautiful weather, energized attendees, and a brilliant

interchange of knowledge and ideas as they related to tribal needs. After an opening prayer, several notable speakers discussed transportation issues and MAP-21, leading into a presentation on the Every Day Counts Initiative. A short video featuring Victor Mendez, FHWA Administrator, highlighted the initiative, followed by Greg Nadeau, FHWA Deputy Administrator, expanding upon the initiative in person. Other conference topics included Tribal Transit Programs; BIA Streamlining; Tribal Transportation Funding; ROW BIA Records Access; Performance Standards; Environmental Issues; Geospatial Data; Intersection Geometrics; Design Build Contracting; 3-D Modeling; Lockout Tag-out; Sign Management; Bridges and Safety topics. The conference also offered participants Flagger Certification and an always popular Equipment Rodeo. Reps from 41 different organizations exhibited; and local artists displayed an impressive selection of hand-made jewelry, pottery and blankets. Region 2 invites you to Minnesota for the 2013 National Tribal Transportation Conference.



Several hundred tribal participants engaged at the National Tribal Transportation Conference.

The Southern Plains TTAP also hosted the 2013 *Tribal Transportation Summit ~ Moving Ahead* in Oklahoma. Topics addressed: Tribal Transportation Safety & Management; MAP- 21; Environmental Issues in Transportation; Tribal Right of Way Issues; Keys to Collaboration with Local Governments; MAP---21: Changes for Rural and Tribal Transit Operators; Tribal Transportation Planning; Federal Aid Essentials for Local Public Agencies; Building Successful Safety Coalitions; Tribal Safety Plans. The Southern Plains TTAP welcomed approximately 100 participants and vendors at this year's Summit.

Region 3 Report

It has been another interesting year in Region 3. We've had some great opportunities to be together, welcoming new friends and saying goodbye to old friends. After a

great Annual meeting in Grapevine, the region planned to get together in October for our regional meeting. However, the first of the EDC 2 summits was scheduled for the same dates. So with no suitable alternate dates, the meeting was cancelled. Most of the region was able to attend the NLTAPA Business Meeting in DC in January and we welcomed Emily Parkany to the LTAP family as the new Director in Virginia. Of course, a new director means that someone leaves and we all wished Bill Kelch the best in all of his future endeavors.

Their most significant event this past year was the Region 3 and 5 Safety Peer Exchange. Planning began in the fall of 2012, using lessons learned from two exchanges that had been held. Issues included topics, format of state presentations, finding a venue, etc. One unique aspect for the Region 3/5 event was the fact that in three of the eleven states the state DOT owns over 80% of all roads. For Delaware, Virginia and West Virginia, there are some advantages, concerns and challenges that other states do not face. These three states formed their own breakout group and were able to share their experiences and challenges. Victoria Beale (OH) took the lead as far as venue and logistics, finding a great hotel, building an excellent shuttle system and just being a great host for the event. I speak on behalf of the entire region in thanking her and her staff, all the FHWA staff and consultants that made this a great event.

Rusty Lee was re-elected to as EC Region 3 rep. Region 3 conducts monthly conference calls and is planning for the 2013 regional meeting in October in West Virginia.

Region 4 Report

LTAP Region 4 represents Alabama, Mississippi, Georgia, Florida, Kentucky, Tennessee, North Carolina, South Carolina, and Puerto Rico. Region 4's activities for 2013 can be summed up by 2 main events - the *Local Road Safety Peer Exchange* in Georgia in March, and the *Region 4 Annual Meeting* in Kentucky in May.

The Local Road Safety Peer Exchange was a success with over 75 people attending. All but one state had at least one representative from FHWA, LTAP, DOT, Local Government, and Municipality representatives.

The feedback from the exchange was positive, and most every state walked away learning something. Each state presented on different topics ranging from local safety efforts in data collection, funding, analysis and Highway Safety Improvement.

The second event was the Region 4 Annual Meeting in Louisville, KY. This meeting gave all the LTAP centers in Region 4 a chance to get together and see how each state was running their program and what training they

had offered over the last year. This also gave each center a chance to hear an update from FHWA.



Region 4 leadership exercises courtesy of the Kentucky LTAP.

The meeting agenda was filled with several Safety topics as well as Center Operations, Partnerships, Funding Alternatives, and EDC II Initiatives. They had a presentation on *How to Grow Your Partnerships* by Richie Beyer, NACE President; and the Kentucky LTAP hosts incorporated some interactive group activities.

Region 5 Report

LTAP Region 5 met in Columbus, OH, in March for their first in-person regional meeting in a number of years. The meeting began with critical updates from FHWA/TPP, the LTAP-TTAP Clearinghouse and NLTAPA. The group then moved into sharing of individual center technology transfer strategies, which enabled good discussion and sharing of resources. The sharing sessions were followed by a "hot-topics" discussion which further facilitated the team's open dialog about daily challenges and center operations.

On day two of the regional meeting, the agenda for the entire day focused on Safety. The discussion began with a FHWA/TPP update of Safety specific information from nationwide center PARs for 2012. The team was then able to receive training on the FHWA *Developing Safety Plans – A Manual for Local Rural Road Owners* guidebook. Following the training, the team participated in a facilitated roundtable discussion on Safety toolkits and Safety focused technical assistance. The discussion was then followed by a mini-peer exchange formatted session on the subjects of data availability and strategies and each center's safety circuit rider programs. During this session, Minnesota provided an overview of their successful Towards Zero Deaths program. The day concluded with a report from FHWA/TPP on the 2012 Safety Peer Exchange Reports from around the country and a 'hot-topics' discussion focused on roadway safety.

Region 5 also had the privilege of hosting Region 3 in June, again in Columbus, OH, for a joint Safety Peer Exchange. Each state from the regions were invited to have in attendance their FHWA Division Safety Engineer, their DOT Safety Program Manager and their LTAP Center Director for two days of excellent strategic discussion, identification of critical success factors for improving roadway safety in their respective states and action planning. Every state in both regions was represented and we are looking forward to the issuance of the final Peer Exchange Report.

Region 6 Report

The LTAP Region 6 annual meeting was a great opportunity for us to meet and learn from each other. The meeting was held on April 18-19, 2013 in Texarkana, TX. Laura D. Carter, from the Arkansas LTAP Center, was officially voted in as the NLTAPA Region 6 representative. A wide range of topics were covered during the meeting. The topics included EDC events, 2012 PAR data, and clearinghouse updates from Jeff Zaharewicz, FHWA TPP. Each participating Center reported on ongoing events in their States, and Louisiana led a SWOT exercise for each State to work out as a group. The meeting included federal representatives and Jim Self from the Southern Plains TTAP Center. The Region 6 LTAP Centers have been very active in providing new services to our local partners.



The **Arkansas** LTAP Center continues to provide safety, infrastructure maintenance, and workforce development training and information to its local partners. In May, Dr. Stacy Williams of the University of Arkansas successfully conducted a pilot asphalt maintenance course. The course included why asphalt pavements behave a certain way, and the most effective techniques to extend the life span for these roadways. It also covered the various flexible pavement distresses, severity levels of the distresses, and asphalt repair techniques. Repair techniques included pothole patching, crack repair, and surface treatments. Upcoming

courses are being developed for the near future. The Center continues to promote the LTAP Program at Arkansas Municipal League, Association of Arkansas Counties, APWA, and ATSSA statewide meetings.

The **Louisiana** LTAP offered a variety of courses this past spring including Bridge Inspection & Maintenance, and Basic Sign Installation. To better service local customers, a new handbook was created for the Basic Sign Installation course titled "*LA Local Road Traffic Sign Handbook for Parishes and Small Communities*" which focused on educating locals on the first two chapters of the 2009 MUTCD. In addition to offering a wide range of training, LA LTAP has several key initiatives underway. First, LA LTAP continued its role of implementing the Local Road Safety Program (LRSP) in partnership with the DOTD and other safety stakeholders.

Second, LA LTAP developed a new course within the Local Public Agency (LPA) Qualification Training Program which is a collaborative training effort between LA LTAP, LA DOT, and FHWA that aims to assist locals in meeting federal requirements when utilizing federal aid dollars for local transportation projects. The introductory module, LPA Core Training Program, was initiated in late 2012 and has been conducted at 11 locations across the state. A new module has been piloted twice and is focused on Construction Engineering and Inspection. This new module will be offered at six locations throughout the state beginning in July. The key topic areas covered in this course include: an overview of construction administrative, disadvantaged business enterprise programs, materials and testing, contract administration for work zone safety, site manager, partial estimates for payment, and construction project closeout procedures. The target audience for the course is local project engineers & consultants who work on federally funded projects.

Third, LA LTAP implemented a local transportation asset management pilot program with two local agencies. This pilot provided the basis for a more structured approach to asset management and decision making for the two agencies. Fourth, LA LTAP has chosen to continue to assist local associations including the Deep South ITE chapter and the Louisiana Parish Engineers and Supervisors with their conference programs. LA LTAP has offered leadership training to the Deep South ITE on several subjects including the following: dealing with difficult people, managing change, motivating employees, and dealing with elected officials. Fifth, LA LTAP won an award in February at the Louisiana Department of Transportation's 2013 Conference for Special Achievement in Customer Service for Improving LA DOTD/ LPA Partnerships.

The **New Mexico** LTAP has been busy partnering with the NM DOT and the FHWA Division Office in developing a training program on the highway project development process. *Cradle to Grave: Federal and State - Inception to Completion* was designed to train local public agency staff on State and Federal regulations and requirements on project design and construction while incorporating them into MAP-21. More than 60 people participated in the sessions. The goal was to require participation in the training to certify local public agencies to manage projects involving state and federal funds.

In May, NM DOT staff, local government employees, consultants, and bicycle enthusiasts, attended the NHI's Bicycle Facility Design Class; a NM LTAP sponsored training. Attendees spent 12-hrs learning about the different aspects of bicycle operating environments, roadway facility design and selection for bicycles, how to accommodate bikes at intersections, and best design practices for shared-use paths. Bicycles are vehicles and this class taught design methods and calculations to use in order to create the best facility design for a site while considering its constraints. The training included numerous hands-on components, where teams worked together to design intersections and shared-use paths to achieve particular levels of services for bicyclists.

NM LTAP joined with NM DOT's Bicycle, Pedestrian, Equestrian (BPE) Program to offer a bicycle skills class, where NM DOT and City of Albuquerque engineering staff received instruction on making right and left turns – even riding through roundabouts by “occupying the lane.” This supplemental training was conceived to give participants a chance to safely experience riding with traffic on different bicycle facilities which gave NM DOT engineering and design staff to see bicycle facilities from a different perspective.

The NM LTAP joined the Gravel Roads Academy for two free 2-day trainings on best practices for maintaining a gravel road. The first 8 hours were classroom instruction that taught latest techniques to create and maintain roads that addressed stretching their budgets. The Gravel Roads Academy spoke about shape, drainage, and aggregate considerations. They also provide free road stabilization product and discussed the benefits the clients can expect from a stabilization product. In addition, the training mentioned the cost vs. savings, air quality, and safety to the travel public when a gravel road is properly maintained. Finally, when clients got out of the classroom and were out into the field they got a hands-on experience with grading techniques, measuring slope automatically and manually, and road stabilization application.

The **Oklahoma** LTAP Center had a busy year conducting their normal training schedule and in providing technical assistance to the local government transportation agencies in Oklahoma. In addition to this, they have been involved with implementation of several of the Every Day Counts technologies and in conducting relevant training sessions in concert with the EDC webinars. OK LTAP has worked closely with their sister program at the Center for Local Government Technology, the Southern Plains Tribal Technical Assistance Program, to provide quality technical training to the tribal government employees in Southern Plains TTAP Region. The Southern Plains TTAP Manager, Jim Self, and the OK LTAP Manager, Michael Hinkston, have developed a synergistic relationship that has greatly benefited both of their client groups."



Despite severe weather in Oklahoma this spring, LTAP managed to conduct several of its 4-day surveying classes.

The **Texas** LTAP Center hosted a traffic safety workshop on June 3rd in Fort Worth, Texas. Along with city and county representatives, MPOs, TxDOT, FHWA, TEEX, and TTI, were invited to attend the workshop. The objective was to raise traffic safety awareness to a higher level of intentionality in engineering (from project planning through engineering and construction), and for all types of road users.

Region 7 Report

LTAP Region 7 met in Sioux Falls, SD this year and once again had 100% of centers represented. The meeting was highlighted by Center successes and challenges, and a FHWA/NLTAPA Joint Safety session. Region 7 remains committed to data collection/analysis tools, strategic highway safety planning, and localized use of HSIP funds. South Dakota was gracious hosts of this year's meeting and coordinated a tour of the Hancock Concrete dry cast pipe construction process.

Colorado LTAP continues to experience success with freshly formed relationships with CDOT and FHWA Safety contacts as a result of the Safety Peer Exchange

they hosted in 2012. Contacts include areas such as local agency projects, data management, traffic records, and the Colorado state patrol. After 15 months, Colorado finally got a web site designer to update their web site. The free Gravel Roads Academy workshops have been a great success; and they continue to develop new courses for the recently implemented RS II: *Road Master* program. Training Coordinator, Lindsay Marshall, became NLTAPA's shortest serving Regional Rep when she was voted in on May 31st and then found out June 1 that she was accepted to Graduate School in Kentucky. Lindsay will be leaving the Colorado LTAP Center on July 31st after being with the Center for 10 years.

Iowa LTAP has taken a new approach with customer surveys to identify key training needs in the state and is conducting a thorough evaluation of its Roads Scholar program. Iowa has also been successful in securing some alternative funding for its programs. Iowa is updating its LTAP advisory board bylaws in an effort to make that board more efficient and effective in its efforts.

Kansas LTAP has identified infrastructure management as a strong strategic priority, and all of the centers within the region will benefit from their experience going forward. Kansas continues its strong publication development with fact sheets and field guides. See the Kansas LTAP web site for further information on these useful tools and their recently updated *Field Guide for Rural Roads*. Kansas continues its successful 3-level Roads Scholar program and a leadership role in the state's strategic highway safety plan.

Missouri LTAP expanded their email listings and lowered printing costs by sending info out electronically. Although the number of classes they offered was down, attendance numbers were up. They also keep Roads Scholar information updated with their constituents.

Montana LTAP highlighted the Gravel Roads Academy and how this successful private/public partnership is working. Continued support from Montana DOT (MDT) for MT LTAP's management of Montana's Work Zone database is very strong. MT LTAP just awarded nine Road Masters. Their Roads Scholar program is a valuable tool for recognizing locals. Their monthly safety webinars fill the training gaps indicated from their needs assessment survey. The recorded webinars are available online and available to all.

Nebraska LTAP again touted the use of 504e funding for the Nebraska workforce development project where virtually all LTAP training in the state of Nebraska is free to local public agencies. Anyone interested in this funding model should contact the Nebraska LTAP for more details. Dan Cady announced he will be retiring at

year's end. A reception for Dan will be held sometime before then. Anyone interested in attending can find more details on the Nebraska LTAP web site. Nebraska also mourns the loss of Bob Hyberger who died in March of this year after a long career with the center.

North Dakota LTAP continues an ambitious training schedule, combining technical, safety, and personal skills. It also leads in serving oil field counties and providing them with technical support representative site visits to address their unique challenges. The center also participated in a rewrite of asset management programs and the state's strategic highway safety plan.

South Dakota LTAP, after a lengthy search, filled its field services manager position in October 2012 when they hired Greg Vavra. SD LTAP has moved their offices into the main building of the college of engineering at SD State University. It continues outreach on local road maintenance issues with successful workshops across the state and continues research into paving alternatives.



Members of Region 7 participated in a tour of the Hancock Concrete dry cast pipe construction process.

Wyoming LTAP noted they work very close with their DOT and legislature, receiving monies based on their research studies for rural road improvements. They highlighted several of their research projects.

Region 7 will vote on a new regional representative at their meeting during the National Conference in Boise.

Region 9 Report

The LTAP Region 9 meeting was held in Boise, Idaho. Seven of their nine states were able to attend: Alaska, Arizona, California, Idaho, Nevada, Utah, and Washington (missing Hawaii and Oregon). They discussed/shared a number of things going on in their states over the two days. Some of the highlights, broken down by focus area for this past year, are noted below.

Safety

Their Region 9 Safety Peer Exchange is set for September 17-18 in Sacramento, California. It will build upon the framework established by all of the other region peer exchanges. This event follows our Safety Data Peer Exchange held in Boise, ID last August. The Utah DOT now performs a Road Safety Audit (RSA) for every fatality in the state. The Utah LTAP provides support for RSA's that involve local agencies. California LTAP shared that their DOT (Caltrans) has a roadway safety manual for local agencies. During safety discussions at the meeting, they learned that at least 4 of our region's states have Toward Zero Deaths policies currently in place (ID, NV, UT, WA). Washington LTAP has been directly involved in the state's update to their Strategic Highway Safety Plan, providing representation for local agencies as well as providing technical expertise for infrastructure-related focus areas/priorities (Run-Off-the-Road, Intersection, and Opposite Direction crashes).

Technology Transfer

Alaska LTAP shared that they make significant use of NHI training (half of their training each year) due to the fixed cost (which is a significant benefit when bringing instructors up to Alaska). They have also experimented with providing NHI training to multiple sites via video connection (with an instructor at only one of the sites). Alaska continues to produce new videos (about one per year) on a variety of relevant topics, such as snow plow orientation, rural airport maintenance, etc. Arizona LTAP makes significant use of NHI courses, with funding support provided both through NHI and STP funds from their Council of Governments (COG). Washington LTAP, in partnership with FHWA, used the pooled Technology Transfer funds and LTAP funds (50/50 match) to provide 57 copies of the Highway Safety Manual to local agencies across the state. This allowed nearly all counties and over 2 dozen large cities to gain access to the HSM for safety planning efforts. Utah LTAP runs a careers day open house (for junior high & high school aged kids) in one central location every year. The event is organized with schools (providing things like reimbursed transportation costs), fully sponsored by vendors, and has equipment provided by local agencies. A highlight for Centers that operate a Road Scholar program is that one of Idaho's city agencies has an incentive program to increase pay for employees that have completed the road scholar (3%) and road master (7%) programs due to cost savings to the city for better trained employees.

Partnerships & Relationships

Region 9 has had a fair amount of turnover in the past two years, including new center operations or directors in California (now hosted at California State University Sacramento), Nevada (now hosted at Truckee Meadows Community College), Oregon, and soon-to-be Idaho. This was the first time that new directors from California and Nevada were able to join the Region 9 meeting. California and Nevada are both rebuilding their LTAP operations, including things like developing needs assessments for training, creating new mailing lists, starting new advisory committees, developing new websites, and getting the word out to local agencies about the new LTAP Centers. Utah and Washington LTAPs both partner with APWA for their annual state conferences. Utah is also in charge of organizing one track of the conference (Four 4-hour courses).

Region 9 elected a new region rep to the NLTAPA Executive Committee – Matthew Enders, WA LTAP. Next year our Region 9 meeting will be hosted by the California LTAP Center. Welcome everyone to Boise and Region 9 for this year's annual meeting!



FROM THE INCOMING PRESIDENT

*Renée Railsback, CO LTAP Director
Incoming NLTAPA President 2013-2014*

Greetings friends and family,

I have always thought of myself as the newbie, and sat in awe of the more experienced LTAP staff. I remember when I first started, I panicked thinking I would never remember all the different names of heavy equipment. Now, somehow along the way, I woke up and suddenly was a grown-up LTAPer!

I came into LTAP with a totally different background in Architecture Design and Structural Engineering. I hadn't yet finished my second master's degree when I told my family I had accepted the Training Coordinator position for Colorado LTAP. One year later, I moved up to Director. Still confused about this "LTAP" thing,

friends and family had asked, “Well how long do you plan to do this before starting in engineering?” I adamantly responded, “3 years.” (Because in 3 years was the National LTAP-TTAP Conference in Hawaii – and I had to at least make it until then!)

I mention this now - 13 years later – because it is the love for what we do that binds our community together. (And I’d like to think a love for each other as well.) I never envisioned such a long journey with the organization. A guiding passion keeps us coming back year after year.

In addition to my wonderful husband, it has been the support of my LTAP “family” that has helped me overcome the many road blocks of the last year. In the last 12 months, I have experienced 8 life changing deaths and losses; including the departure of my Center’s only other staff person. I share this with you because it has required me to step back and seriously reevaluate moving forward with the Presidency, the future of my Center, and personal growth.

I’ve known all along in my heart that I must continue, but in preparing my words of wisdom, I learned I had to answer the question – WHY is it so important for me to fulfill my term as President?

Through the years, I have gained a lot of knowledge from participating on FHWA’s Roles and Responsibilities and Strategic Planning committees; the Clearinghouse Advisory Board; and the NLTAPA Executive Committee as regional rep and work group chairs. While managing a center with only 2.0 FTE, I’ve used this experience to whole-heartedly pursue what makes a successful center the most beneficial to its local agency customers. I am continuously searching, and focused on making sure our best practices are promoted and shared for the betterment of all centers.

Many of you know I can be passionate about endeavors that are important to the success of the Program, but I also want to be a President that *listens*. If you have ideas for change, concerns on the direction of NLTAPA initiatives, or you’re at a Center in need of help, I hope you will feel comfortable to call on me to be the representative of your voice as we progress forward. The Association exists to support YOU.

In the past year, at least 12 Centers have experienced change in management or directors; 4 regional reps have changed over; and several significant work group participants have retired. We have an opportunity to incorporate fresh perspectives and review the success of

what’s currently in place. I look forward to working with our great new group of volunteers. I feel strongly about...

Accountability - Demonstrating the benefit of the Association to its members; Roles of EC members; Tangible outcomes and external deliverables.

Awareness - LTAP as a national leader focused on local road needs; Beneficial state collaborative relationships. (Nothing has propelled my center more than participating in FHWA’s Regional Safety Peer Exchanges.)

Communication - Common messaging across the board – Centers/states, FHWA, Partners; Assure common goals are supported through all our efforts.

Funding - Federal Transportation Reauthorization will soon be looming once again. Although we’re just diving into implementation of MAP-21, it’s almost time to prepare for another reauthorization. Is local justification for funding aligned with priorities in MAP-21? How can we support them while working diligently to secure the future of the LTAP program once again? Data is critical to be able to compete in a performance based system. How can locals and Centers broaden their view of effective strategies they can implement?

The NLTAPA Officers and Executive Committee representatives will meet in September to finalize specific Association goals and strategies for the upcoming year.

Who knows what the future holds for me after this coming year, but right now I am excited and honored to become the new President of the National Local Technical Assistance Program Association, and I want to reassure the membership of my dedication and commitment to advancing the successes set forth by previous NLTAPA leadership.

Together –



Visit NLTAPA.org for information on...

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

See you in St. Louis in 2014!