



NATIONAL LOCAL TECHNICAL ASSISTANCE PROGRAM ASSOCIATION

2013 NLTAPA

Training Resources Workgroup Work Plan

Workgroup Members	Purpose
<p>Victoria Beale, Ohio LTAP, Chair Matheu Carter, Delaware LTAP, Asst. Chair George Huntington, Wyoming LTAP Darcy Rosendahl, North Dakota LTAP Ron Hall, Colorado TTAP Mark Hood, Pennsylvania LTAP Ted Green, NJ LTAP Andrew Morgan, WV LTAP David Orr, NY LTAP Dan Cady, NE LTAP Nick Jones, UT LTAP James Martin, NC LTAP Gwen Montgomery, IL LTAP Rebecca Mayher, AZ LTAP</p> <p><i>Advisory Members</i> Susan Monahan, LTAP/TTAP Clearinghouse Jeff Zaharewicz, FHWA</p>	<p style="text-align: center;"><u><i>GOAL:</i></u></p> <p>Determine LTAP/TTAP training product needs, identify existing training product resources and recommend training products.</p> <p style="text-align: center;"><u><i>MISSION:</i></u></p> <ul style="list-style-type: none"> • Establish and maintain a listing of training resources available to centers. • Lead development of training resources as needed by the centers. • Build relationships with other transportation training organizations in an effort to establish resource sharing and eliminate duplication of efforts in the creation of training materials.

2012 Major Accomplishments
<ul style="list-style-type: none"> • Created four resource syntheses on the following training topics: <ul style="list-style-type: none"> ○ Highway Safety Manual ○ Pavement Preservation ○ Winter Maintenance ○ Work zone Training • Completed reviews of the following five NHI courses: (add NHI course numbers) <ul style="list-style-type: none"> ○ Improving the Safety of Horizontal Curves (380088) ○ Roadside Safety Design (380032A) ○ Design, Construction and Maintenance of Highway Safety Features and Appurtenances (380034)



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- Signalized Intersection Guidebook Workshop (380078)
 - Low Cost Safety Improvements (380076) [completed late 2011]
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- Surveyed LTAP/TTAP Centers to update the NHI Safety Courses priority listing.
 - Established a Memorandum of Understanding between NHI, TPP and NLTAPA to have LTAP/TTAP Centers' designated staff trained to deliver NHI Safety courses.
 - Piloted YouTube and Flickr Accounts for resource sharing.
 - Continued the training partnerships with the National Transportation Training Directors (NTTD) and the Training Coordination Curriculum Council (TCCC).

Task	Due Date	Status/Notes	Budget	Budget Remaining
1. NHI Course Conversion Recommendation Reports <ul style="list-style-type: none"> a. Highway Safety Manual Practitioner's Guide for Two-Lane Rural Roads b. Designing and Operating Intersections for Safety 	9/2013 12/2013	We will revisit this item at TRB time to see if the process is moving forward. If it is moving forward, then look at adding two more courses to the list for 2013.	None requested	
2. Resource Syntheses Creation <ul style="list-style-type: none"> a. Wearing Courses b. MUTCD – Design and Placement c. Asset Management d. Basic Math 	3/2013 6/2013 9/2013 12/2013		None requested	
3. Course Development Resources Library <ul style="list-style-type: none"> a. Finalization and rollout of YouTube and Flickr Accounts b. Work with the Clearinghouse on restructure of the database 	3/2013 TBD		\$50.00 (flickr account annual fee)	



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<p>4. Review of TCCC Courses</p> <ul style="list-style-type: none"> a. Develop a structure to provide audience, summary and recommendation information for TCCC courses available from NHI b. Develop a schedule to review TCCC courses <ul style="list-style-type: none"> i. Course 1 Review ii. Course 2 Review 	<p>2/2013</p> <p>2/2013</p> <p>6/2013 12/2013</p>		<p>None requested</p>	
<p>5. Needs Assessment</p> <ul style="list-style-type: none"> a. Determine what information the group wants to gather from the survey, based upon our goal, mission and current work plan items. b. Formulate and finalize questions. c. Establish delivery mechanism and data collection to ease the collation of information into readily available, ad hoc reporting. d. Develop communications regarding the survey to promote participation. e. Compile survey results, create initial report of findings and provide mechanism/instructions for further ad hoc reporting to be completed. f. Utilizing survey results, establish a multi-year plan to address the needs determined to exist in the survey results. 	<p>1/2013</p> <p>2/2013 3/2013</p> <p>3/2013</p> <p>6/2013</p> <p>8/2013</p>		<p>None requested</p>	
<p>6. Training Partnerships</p> <ul style="list-style-type: none"> a. Continue training partnership with National Transportation Training Directors (NTTD) Association through 	<p>TBD</p>		<p>\$2,000.00</p>	



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<ul style="list-style-type: none"> i. attendance at annual NTTD meeting ii. exploration of and recommendation on methods training resources can be shared by both groups b. Establish partnership with the Transportation Coordination Curriculum Council through <ul style="list-style-type: none"> i. attendance at annual TCCC meeting if held at NTTD Conference ii. exploration of and recommendation on leveraging training resources of both groups to maximize resources delivered to our customers 	TBD		None requested	
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Total budget request for CY 2013

\$2,050.00