

NLTAPA Training Resources Workgroup (TRW) Meeting Minutes December 8, 2014 – 1:00 PM to 2:00 PM Eastern Standard Time

Members:

- Ted Green,
- Matt Carter,
- Susan Monahan,
- David Orr,
- Jeff Zaharewicz,
- Victoria Beale
- Cameron Ishaq,
- Gwen Montgomery,
- Nick Jones,
- Andrew Morgan,
- Rebecca Mayher,
- Mark Hood,
- Bob McCullouch,
- Nicole Frankl

Yellow highlighted names – attended and participated in this meeting.

Visitor: Mark Sandifer

Agenda & Minutes

- *Review proposed Work Plan for 2015*
 - Overview provided of work plan. Approved after discussion. Work group strongly supports the creation of the George Huntington Award – doesn't matter if it remains with TRWG or if EC transitions it to another work group so long as the award is established and administered by the association.
- *Report on NTTD Conference*
 - Rebecca attended on behalf of the work group. Excellent hospitality.
 - Conference focused on self-development for centers.
 - Met Valerie Briggs, new Director for NHI. Looking at NHI courses to make certain they are self-sustaining. What could be better with NHI courses? What could they work on?
 - Changes on cost to web-based training. Not applicable to TCCC courses, they are still free.
 - No change on instructor led courses.
 - She wants to make NHI courses, both instructor led and TCCC, more compelling.
 - TCCC transition to AASHTO is complete.
 - Goals developed for 2014
 - New TCCC app available for download
 - Don't anticipate a charge for the TCCC courses as long as the state is supporting AASHTO. If state is not supporting through AASHTO then there will be a fee.

- David wants to know if that is true for locals. Matt agreed that we need clarification on this.
 - Appeared to Rebecca that TCCC wants to separate itself from NHI
 - A lot of good personal development training
 - Generations in the workplace
 - Culture and performance (all day workshop within the conference – by the pacific institute)
 - A lot of good networking opportunities
 - Conference is really more soft skills based
 - Structured State Sharing occurred
 - The participants felt they were bringing more home because of the all-day workshop being included
 - DOTs still are experiencing a disconnect with the centers in their state
 - Rebecca feels that NTTD is more soft skills and they see us as more technical skills
 - Proposed tapping into DOT's training office for assistance with soft-skill training in order to begin building the relationships
 - Succession planning was a huge topic of discussion
- *Follow-up items from October meeting:*
 - Partnership Agreement with NTTD – Donna Shea – guest
 - Still being reviewed by Partnership Work Group if we even need it. The agreement, if needed, will be under the Partnership Work Group.
 - Question is what will an agreement bring to us? Follow back up with Donna.
 - Resource sharing with the NTTD centers.
 - Making sure it is truly a partnership – quid pro quo, not unilateral.
 - T2 Handbook Webinar
 - Well attended – over 50 participants, robust registration.
 - LTAP centers, FHWA offices
 - Mark focused in on the “What’s In It for Me”
 - Need to follow-up with posting the video on our YouTube Channel.
- *Status updates:*
 - Resource Syntheses
 - One completed – Asset Management.
 - Tabling scheduling of webinars on resource syntheses until January.
 - TCCC Course Reviews
 - Table until January.
 - Asset Management Course Update (Jeff Z.) – No update provided.
 - FHWA – Slide-in-Bridge Train-the-Trainer (Jeff Z.)
 - SIBC: My technical Point of Contact (Romeo Garcia, now with FHWA Office of Infrastructure) met this morning after a long hiatus while he

relocated to HQ. Plans to offer the train-the-trainer event for the LTAP/TTAP and local audiences are still being evaluated. Romeo mentioned that every attempt will be made to honor the previous commitments of the LTAPs who were to attend the session in Arlington (e.g., if the trainer session is held at another event/venue in 2015, Romeo would pursue invitational travel as we were for the ill-fated session in Arlington). Access to the materials should not be an issue for LTAPs/TTAPs down the road. I also learned that the SIBC training materials will also be provided in a Web-Based format. More details on that and other aspects of this effort will be forthcoming.

- IDC update from Jeff Z. -
 - IDC: Within the past few weeks, Kevan Shafizadeh (CA LTAP) reached out to Tom Elliott with the interest expressed to instruct a new NHI Course on Combating Roadway Departures (NHI 380117). Thus far, the vetting of Kevan's CV/resume has been favorable with FHWA-CA and the FHWA-Resource Center technical team. I believe Kevan was an attendee at the Baton Rouge session this past year.
- *Decisions to be made:*
 - IDC Course Sessions for 2015
 - Arizona offered up for the Western Region.
 - Rebecca will provide me a date.
 - Chicago does have space – Mark to provide dates.
 - Arlington session.
- *Partnerships*
 - TRB – Winter meeting session schedule
 - NHI - Course materials sharing agreement
 - Talk to Jeff about this item before calling Tom. Susan is aware that this has been worked on.
- *Open discussion*
 - LoTrans was discussed.

Next meeting -January 11th, 2015 – Immediately following NLTAPA TRB Winter Meeting