



# NATIONAL LOCAL TECHNICAL ASSISTANCE PROGRAM ASSOCIATION

## Safety Work Group Minutes

Monday, April 15, 2013

1:00 PM Eastern

### LINK TO JOIN THE WEB CONFERENCE

<http://fhwa.na3.acrobat.com/ltaptapsafetywgmtg/>

### TELECONFERENCE NUMBER TO ACCESS AUDIO PORTION

Toll-free number: 877-336-1839

Participant passcode: 5440010

- **Welcome and Roll Call –**

Rosemarie Anderson, FHWA Office of Safety  
Michele Beck, Montana LTAP  
David Brand, NACE  
Matthew Enders, Washington LTAP  
Kelly Hardy, AASHTO

Hillary Isebrands, FHWA Resource Center  
Cameron Ishaq, FHWA  
Dina Johnson, Kentucky LTAP  
Janet Leli, New Jersey LTAP  
James Martin, North Carolina LTAP

Tom McDonald, Iowa LTAP  
Susan Monahan, Clearinghouse  
Todd Morrison, Kentucky LTAP  
David Orr, New York LTAP  
Marie Walsh, Louisiana LTAP  
Jeff Zarhewicz, FHWA

- **LTAP Joint Safety Program Update - Jeff Zaharewicz, FHWA**

They just finished up their third regional meeting and all went well. They will be using this effective design at the remainder of regional LTAP/TTAP May meetings. Although Toward Zero Death is not a prominent topic at these regional meetings, it has been addressed. At the recent Boise, Idaho Peer Exchange, Rosemarie Anderson reviewed peer exchanges demonstrating LTAP/TTAP connections and accomplishments within a limited time frame. Matthew Enders commented this meeting went well covering safety topics. Anderson noted there will be two more Peer Exchanges with Regions 3 and 5 combined in June and Region 9 being held in California in September. Zaharewicz is just updating the overall notes on the Joint Safety spreadsheet and will be passing it on to Janet Leli to review. They are also working on the preconference session for the summer LTAP conference.

- **NLTAPA Safety Work Group Focus Area Updates**

- **Technical Resources and Services – Tim Colling (Janet Leli)**

Janet said Tim met recently with the TRB Committee on Safety Performance Measures who are developing the National LTAP/TTAP summer preconference workshop on “The development of a safety program in a data poor environment.” There are about 20 volunteers working on seven different modules to be presented this summer. They will have slides ready to review for the Safety Working Group by the end of April. They are firming up how much time this will entail. Janet mentioned they have the entire day blocked for the preconference and there should be time to include a SWG meeting.

- **Communications and Outreach – Michele Beck**

Michele published the following items of interest to SWG Members:

North Dakota Rumble Strips from the latest TRB newsletter (Todd Morrison)

38011 HSIP Project ID from NHI Training

Submit article to Safety Compass (Rosemarie Anderson)

Safety in Numbers – NHTSA 4-page flyer (Michele displayed on screen)

- **WF and Capacity Building** – Janet Leli  
Janet said the focus is on the summer conference preconference training at this time.
- **FHWA TPP (Technical Partnership Programs)** – Jeff Zaharewicz  
Jeff congratulated those states who received 2013 ASAP Grants for their submitted projects (displayed on screen). There are two 2012 ASAP reports attached to these minutes for New Jersey (pages 4-5) and Texas (pages 6-7). (Thanks to Mark Sandifer, FHWA TPP for supplying these reports.) For the May SWG meeting there will be more discussion about the 2012 ASAP grant highlights and a full report on those states who received 2013 ASAP grants.

## Partner Reports

- **FHWA Office of Safety** - Rosemarie Anderson, FHWA Office of Safety
  - Although she may not be able to attend all regional meetings there will be FHWA representation.
  - For the Peer to Peer Exchange, Iowa solicited to travel to Minnesota to review their safety plans for Minnesota's local road program. There were two other states, Ohio and Missouri, who also may be included. Rather than have each state traveling individually to Minnesota, they are trying to coordinate for all three states to attend at the same time, saving Minnesota's efforts in sharing information.
  - As they move closer on the rural roadway departure solutions, they will be looking for more local involvement and will be calling on LTAP/TTAP for input.
- **NACE** – David Brand
  - David described the various topics at the upcoming NACE conference next week focusing on Toward Zero Deaths and Safety Plans. After this conference where his Safety Committee will be meeting, they will know more of how they can get more involvement from the local level and how LTAP/TTAP can assist in this process. With the FHWA tools online for the Safety Plans, he is unsure how to engage local governments and believes LTAP/TTAPs will be there to help. But even more difficult will be those local governments working on their own and trying to develop a strategy to get them involved. Marie noted perhaps to make a map of who can help now and strengthen capacity. David will be going to the June Ohio peer exchange. **Marie noted David Brand will be on the SWG agenda for May to let us know where we can help NACE.**
- **FHWA** – Hillary Isebrands, Resource Center
  - Hillary discussed just finishing a one-day training session in Idaho with Bruce Drewes, ID LTAP, on Designing Pedestrian and Bike corridors at hazardous intersections. This was a very similar workshop Hillary presented in Ohio with Victoria Beale, Ohio LTAP. Although this was originally designed as a two-day course, Hillary customized it for each center. She has taught this particular module five times and each time it has been filled to capacity. Instruction includes how to design intersections for pedestrians and bike paths, timing and lights. They also work with the local jurisdiction on field studies to find a difficult corridor, providing professional judgments.
  - The best way to request this class is to contact Hillary directly or through your FHWA Division office. You can or Hillary will always copy your request to your local FHWA office. At this time they are booked out through August. There are 26 focus cities that FHWA has identified, but Hillary can work with others.
  - Answering Matthew Enders question about ADA, Hillary said ADA is limited as a topic in this specific workshop focused on design and safety but questions were answered by Brook Struve out of Denver office with her depth of knowledge on this topic and covered this question at the Idaho workshop.
  - With MAP 21, bike and pedestrian safety and design is part of the Indian Reservation Roads High Priority Projects Program also.
  - Marie encouraged everyone to get on the mailing list for educational opportunities so locals know about what training is coming up through state or local federal offices. SWG appreciates this special partnership with Hillary at the Resource Center and all her help with these valuable training tools.
- **FHWA** – Kelly Hardy, AASHTO
  - There have been a few staff changes, with Jim ("Bud") Wright stepping in as the new Executive Director. One of his priorities is safety. Tony Kane's position has not been replaced yet. Greta Smith is now program manager for Construction and Materials. Jameelah Hayes is Program Manager for Maintenance and Traffic Engineering.

- Toward Zero Death is moving along slowly as a new contractor is writing section by section, cleaning house. When this draft is completed, Kelly will be asking for LTAP/TTAP assistance for reviewing this document.
- There are some new NCHRP projects regarding traffic safety culture approved the end of March and will be requesting volunteers to serve on these panels. She will make sure SWG members will get this information.
- A few years ago there was a special Work force Development Committee but they could not find someone to volunteer to chair it. Chair needed to be State DOT/Commissioner status.
- **SWG will put together LTAP/TTAP package showing ASAP efforts and hopes to present documentation to Jim Wright in person, perhaps at the SCOHTS meeting in June. Marie will be at this SCOHTS meeting.**

- **New Business**

- Safety Toolkit Overhaul – Jeff Zaharewicz  
With the Clearinghouse webpage being overhauled, they thought this would be a good time to refresh the Safety Toolkit and make it a more viable tool for LTAP/TTAP's.  
-Todd Morrison liked the info available, especially the links to training. However, for a new user coming to the website, the basic interface did not draw him in to search out the Safety Toolkit.  
-Tom McDonald reviewed the Safety Toolkit and found it quite complete and comprehensive, although he understands it will be expanded significantly in the future.  
-Michele Beck concurred with above folks and suggested as new items are added to the Safety Toolkit to either put that news on the Forum and/or she would be willing to post it on the National LTAP/TTAP page and send out to the SWG listserv.  
-Janet Leli agreed to get people to look at the Safety Toolkit there needs to be an initial promotion through the Forum or some other such channel.
- Laura Slusher could not attend today due to other commitments.
- TOWG – Todd Morrison reported the “Tools, Training and Technical Assistance for Local Rural and Tribal Roads Practitioners” Technical Oversight Working Group (TOWG) met in February and looked at the goals involving safety information. Their plan is to distill this down into safety tool guides for users. This will be more than just a list, but rather a decision tree to evaluate their programs. There will be two user guides that will include scenarios of how to use the information in the tool kit. The focus will be more than just a reactionary for solution, but rather start thinking holistically about the whole network. Cambridge Systematics is going over the data from February's meeting and will have some data to review by the end of April. Rosemarie said this project will be finished in stages as this is a three-year project. They are planning for two user guides next summer; then move to training modules. Todd will report at May's SWG meeting on their progress.
- **Marie is presenting at NACE next week and requested from SWG members to send her their crash data sources for local agencies to her.** Tom McDonald will provide some information. Marie requested if you have any new items on crash data, please let her know before the end of this week.
- Highlights of ASAP Projects – Jeff Zaharewicz referenced above ASAP information. Tom McDonald reported they had finished up their 2011 ASAP project and by the end of May will have their other ASAP project completed on Crash Mitigation Methods on Unpaved Rural Roads.

- **Action Items/Next Steps:**

- **SWG to gather ASAP Highlights package for Jim Wright, AASHTO, at SCOHTS June 23-26, 2013 Meeting**
  - **NLTAPA SWG: May 13, 2013, Monday - 1pm Eastern**
  - **Agenda items for May meeting:**
    - **Dave Brand – NACE – Report from April Conference on Safety Plans**
    - **Laura Slusher on use of HSIP for the purchase of signs (ATSSA)**
    - **More Highlights on ASAP Projects**
    - **Todd Morrison on TOWG status**
    - **Send in Articles for Summer Safety Bulletin for Summer Conference**
    - **Marie Walsh on NACE Conference**
- (Attached: ASAP 2012 Report Highlights from New Jersey and Texas)**

## ASAP Highlight Report from New Jersey

### Designing for Pedestrians: An Engineering Symposium

#### 2012 Accelerating Safety Activities Program event (\*Postponed from October 2012 due to Superstorm Sandy)

The New Jersey Local Technical Assistance Program (NJ LTAP) developed and hosted a one-day symposium on March 21, 2013 to address pedestrian safety issues. *Designing for Pedestrians: An Engineering Symposium* was held on the campus of Rutgers University and was attended by 183 people representing local and state agencies, engineering firms, and metropolitan planning organizations. This event was made possible through funding provided by the Federal Highway Administration (FHWA) Office of Safety's Accelerating Safety Activities Program.

The agenda was developed to address some of the challenges faced by New Jersey, which is a FHWA designated pedestrian focus state. The program began with a keynote address by a representative from FHWA's Office of Safety. This presentation provided the foundation for the rest of the day's discussions about identifying problem locations and implementing appropriate countermeasures. Presentations were made in the same transitional order as problem location, planning, and design would: the first topic addresses was crash data, how to access data, and how to use data. The next topic discussed pedestrian road safety audits as a tool to evaluate problem locations; this was followed by a discussion on potential funding sources for pedestrian safety improvements.

After attendees were introduced to the ways and means of determining their problem locations and potential solutions, the agenda addressed technical aspects of engineering countermeasures. Three speakers covered different aspects of signalized intersections, including ADA compliance and adaptive signal control. The next group of speakers addressed unsignalized crosswalks and methods of increasing safety, such as hybrid beacons and sign enhancements. The program recapped with further review of low cost safety enhancements and a review of proven safety countermeasures and resources available from the Federal Highway Administration Office of Safety. The final agenda presentation was a case study example of a very urban city where many low cost countermeasures have been successfully implemented, including curb bump outs and pavement marking enhancements.

This event met the project objectives of improving participants' understanding of pedestrian safety issues and methods of remediating common problems. The agenda set out to provide information that encourages implementation of countermeasures, and the presentations addressed many attainable safety enhancements, as well as real-life examples from local areas.

Attendees were provided guidance about crash data and its use- including a real-time demonstration of a crash data search and mini-analysis. Attendees were also given the opportunity to ask questions of the speakers, and many also stayed afterward and asked questions. Road diets, hybrid beacons, medians and pedestrian crossing islands were all explained and accompanied by actual local examples.

Evaluation forms for this event were completed by participants. The three topic areas listed as most useful were 1) Signalized Intersections, 2)Plan4Safety crash software, and 3)Unsignalized Crosswalks.

Presentations from this event will be archived on the NJ LTAP website as a resource for all.

(Continued....)

## **Symposium Agenda (Final)**

<b>9:00-9:15</b>	<b>Opening Remarks</b>
<b>9:15-10:00</b>	<b>Keynote Address</b>  <b>Karen Y. Scurry, P.E.</b> , Transportation Specialist, FHWA Office of Safety
<b>10:00-10:15</b>	<b>Break</b>
<b>10:15-11:15</b>	<b>Data: What to Look for and Where to Find it</b>  <b>Michael Weber</b> , Research Project Assistant, Rutgers' CAIT  <b>Pedestrian Road Safety Audit</b>  <b>Caroline Trueman</b> , Safety Engineer, FHWA NJ Division  <b>Funding Local Safety Improvements</b>  <b>Christine Mittman</b> , Project Manager, North Jersey Transportation Planning Authority
<b>11:15-12:15</b>	<b>Panel Discussion: Signalized Pedestrian Crossings</b>  <b>Ted Green, P.E.</b> , Engineering Project Manager, Rutgers' CAIT <b>Matthew T. Carmody, P.E.</b> , Senior Project Manager, VHB  <b>Chris Barretts, P.E.</b> , Manager, Bureau of Traffic Engineering, NJDOT
<b>12:15-1:00</b>	<b>Lunch</b>
<b>1:00-2:00</b>	<b>Panel Discussion: Technologies Panel for Un-signalized Crosswalks</b>  <b>Patrick Hefferan</b> , Regional Manager, Traffic, Carmanah Technologies Corp. <b>Robert Kiser</b> , P.E. Director of Engineering, Princeton <b>Kimberli Craft, P.E.</b> , Township Engineer, City of Montclair
<b>2:00-2:15</b>	<b>Break</b>
<b>2:15-3:00</b>	<b>Low Cost Safety Enhancements</b>  <b>Rosemarie Anderson</b> , Transportation Specialist, FHWA, Local and Rural Roads Office of Safety <b>Susan Poliwka</b> , Mobility and Planning Division Head, City of Hoboken

## **FHWA – Accelerated Safety Activities Program – FY12**

### **Traffic Signal Safety Training for Technicians** **Lone Star LTAP Center at TEEX – Texas**

#### **Final Report**

**Project** The aim of the project was to improve intersection safety by delivering technical assistance to traffic signal technicians serving smaller urbanizing areas, and to introduce them to two of the nine proven safety countermeasures. This project was made possible through funding provided by the Federal Highway Administration (FHWA), Office of Safety's Accelerating Safety Activities Program (ASAP).

**Work Steps** Work on the project was divided into several basic steps: 1) a working outline of the most salient basic information for use in these 24-hour (three-day) workshops was drawn from an extensive inventory of traffic signal training curricula; 2) literature, signal controllers and other equipment for classroom use was selected; 3) participating communities were selected from several that had expressed interest in the project; 4) a presentation about two applicable safety countermeasures (reflectorized back plate boards, and pedestrian hybrid beacon) was prepared; 5) a schedule was developed for delivery of the information and assistance; and 6) the information and technical assistance was delivered to five municipalities (three host cities and two guest cities).

**Background** By Texas practice, when a municipality's population exceeds 50,000 it must assume responsibility for the traffic signals on state routes within the city, in addition to those already being operated by the city (if any). In most cases, this becomes the city's entry into traffic signal operation and maintenance. Rarely do cities of this size (and those somewhat larger) have a qualified traffic engineer on staff, so technicians are largely left to their own devices for dealing with the new challenge. The focus of this project was to assist three such places, with a view of how to best help many more.

**Nature of Cities** In total, the three host cities have responsibility for 139 signalized intersections (68, 48, and 23). One of the cities assumed signal responsibilities less than two years ago. Two of the three host cities lack a traffic engineer, but both of the guest cities have traffic engineers on staff. The city caring for 48 signalized locations only has two personnel serving as signal technicians, but three people with almost no signal experience are being called on to deal with after-hour trouble calls. This latter situation truly highlights the need for the type of technical assistance provided by this project.

**Summary of Results** In total, the three cities assembled 14 people for this training, meeting the project objective. Of these, ten are technicians having some level of experience; one is a qualified traffic engineer; and three have virtually no prior experience with traffic signals. One city invited technicians from two neighboring cities, so 5 cities were actually served by the project.

The technical assistance was provided in a workshop format. This allowed the instructor to first assess the knowledge and experience level of participants and then tailor the discussion-based presentation to fit the immediate audience. Question and answer techniques were readily used and resulted in very interactive open discussions, partly due to the small groups. As a result, no two sessions were the same. However, in all cases participants learned about the two signal-related

safety countermeasures. In addition they learned to recognized the key operational components of a signal cabinet and explain their basic functions.

Complete, operational signal cabinets were used as props in class or visited in a nearby signal shop. In one case the class also assembled at a nearby signalized intersection to see the relationship between cabinet components and regulation of traffic movements. In all cases participants learned NEMA (National Electrical Manufacturers Association) phasing and how to input basic timing into a controller; and they learned about critical timing for clearance intervals and for pedestrians. They learned the importance of good detector maintenance to safe clearances for both vehicles and pedestrians. In addition, some basic trouble-shooting techniques were discussed and illustrated. In-depth, hands-on trouble shooting exercises, and sophisticated subjects such as signal systems operation were generally well beyond the scope of these workshops, due to limitations in time, and limitations in the knowledge and experience of the audiences.

Feedback from the participants was highly positive. To a person, participants recognized their lack of knowledge, and their need to understand how to deal with their responsibilities for traffic signals. One very important feed-back often received was a heightened awareness of the critical importance of their work. The one traffic engineer who participated reported it to be an excellent work shop for both him and his team, stating that even a much longer session could have been very helpful. Since it was largely a new initiative (in terms of format), the instructor reported it to be an excellent example of an adaptive class tailored to meet the needs of each participant.

**Conclusion and Findings** By all accounts, the project was very successful. It introduced 14 personnel representing five cities to helpful new technology. It improved their ability to address their own problems, and increased their awareness of the critical importance of their work to traffic safety. It helped them see their need for much more training, and, perhaps most importantly, it increased their awareness of their own limitations. In several ways, it helped some personnel know what not do without getting help from more experienced technicians.

Anecdotal though they are, findings among the three cities tend to ratify the hypothesis that smaller cities in Texas desperately need, and want, more traffic signal training than has been available during recent years. It highlights the thin edge existing every day, every minute, between routine operations and serious crashes in many smaller cities across the state.

~~~~~END~~~~~

Report in completion of task purchase order for ASAP12 Texas project  
Report by William R. Lowery, P.E., Director  
Lone Star LTAP Center at TEEX  
Texas A&M Engineering Extension Service

Note: Due to somewhat sensitive information, this reporting purposely avoids identifying workshop participants and specific jurisdictions.