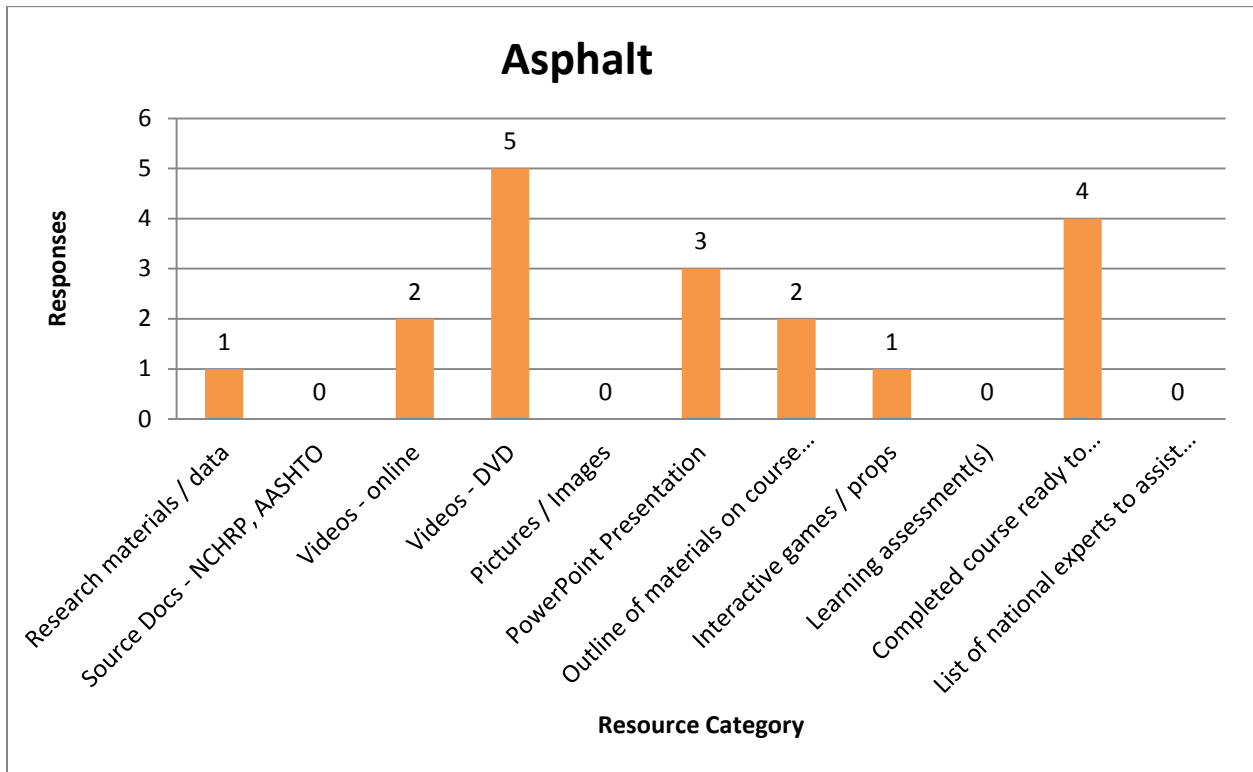
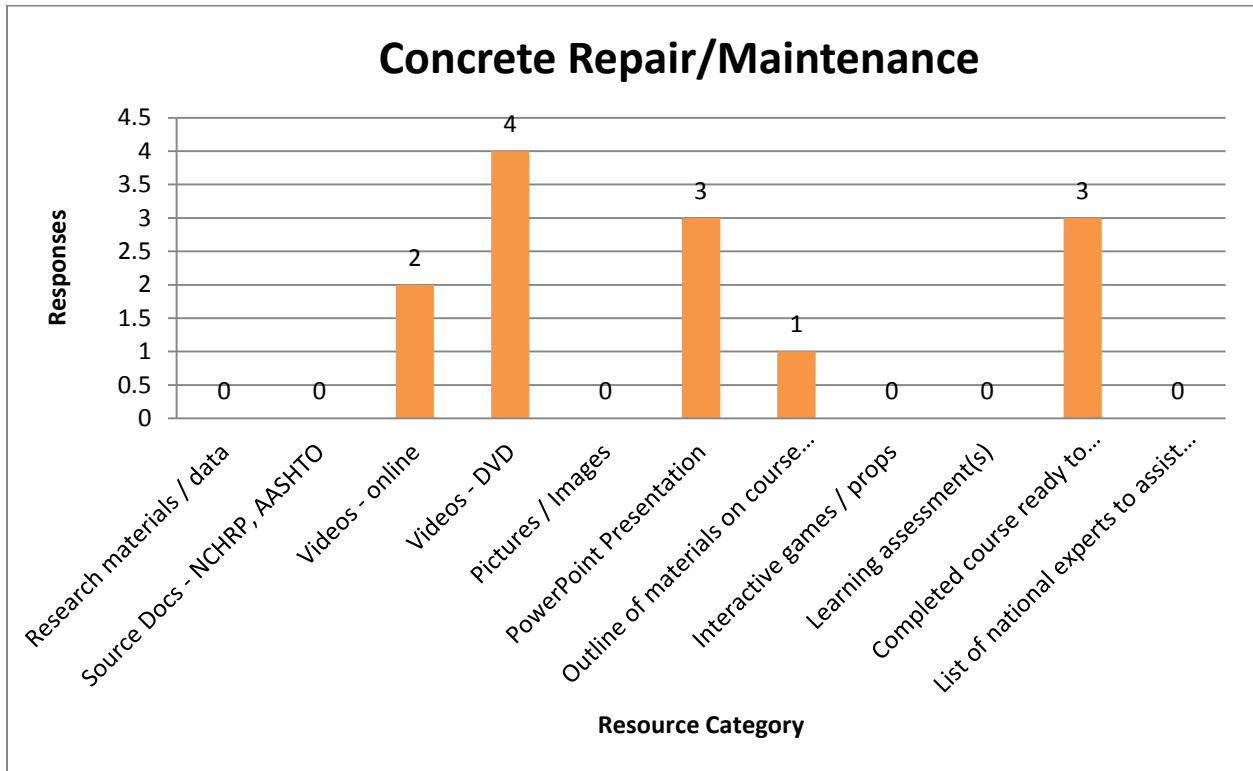


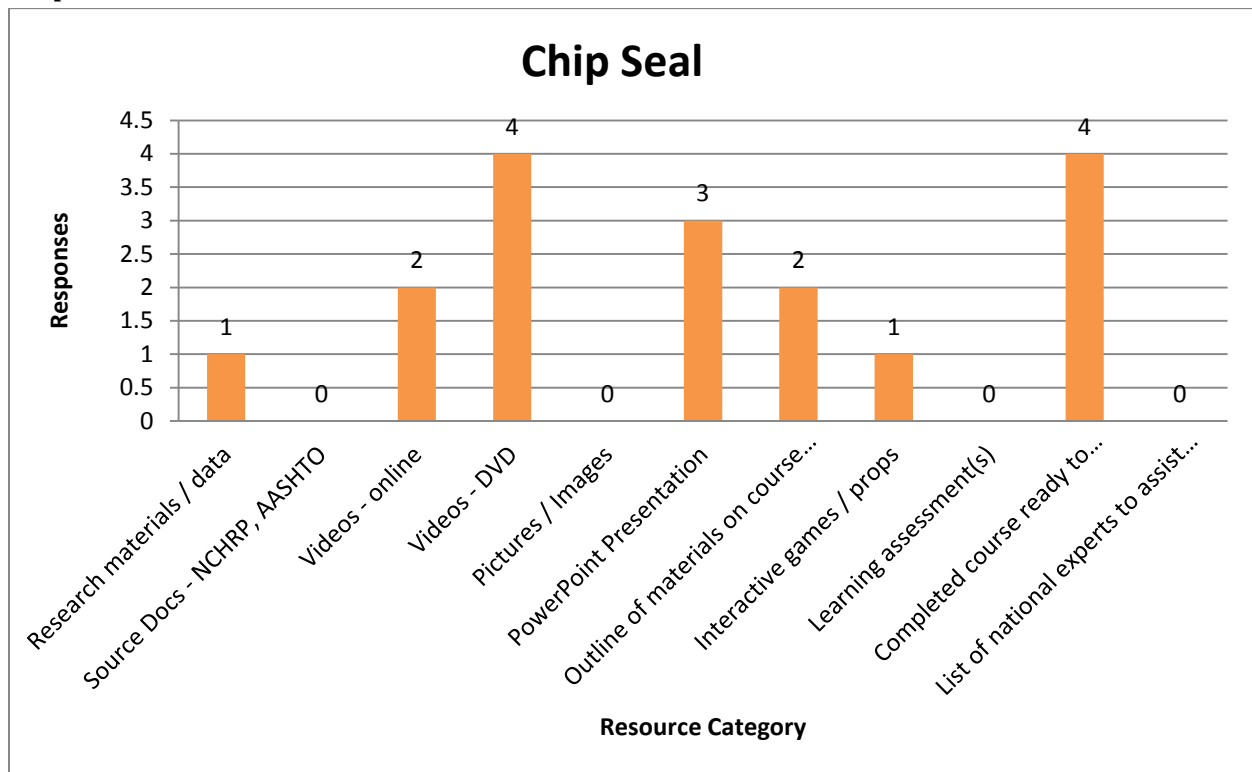
Asphalt



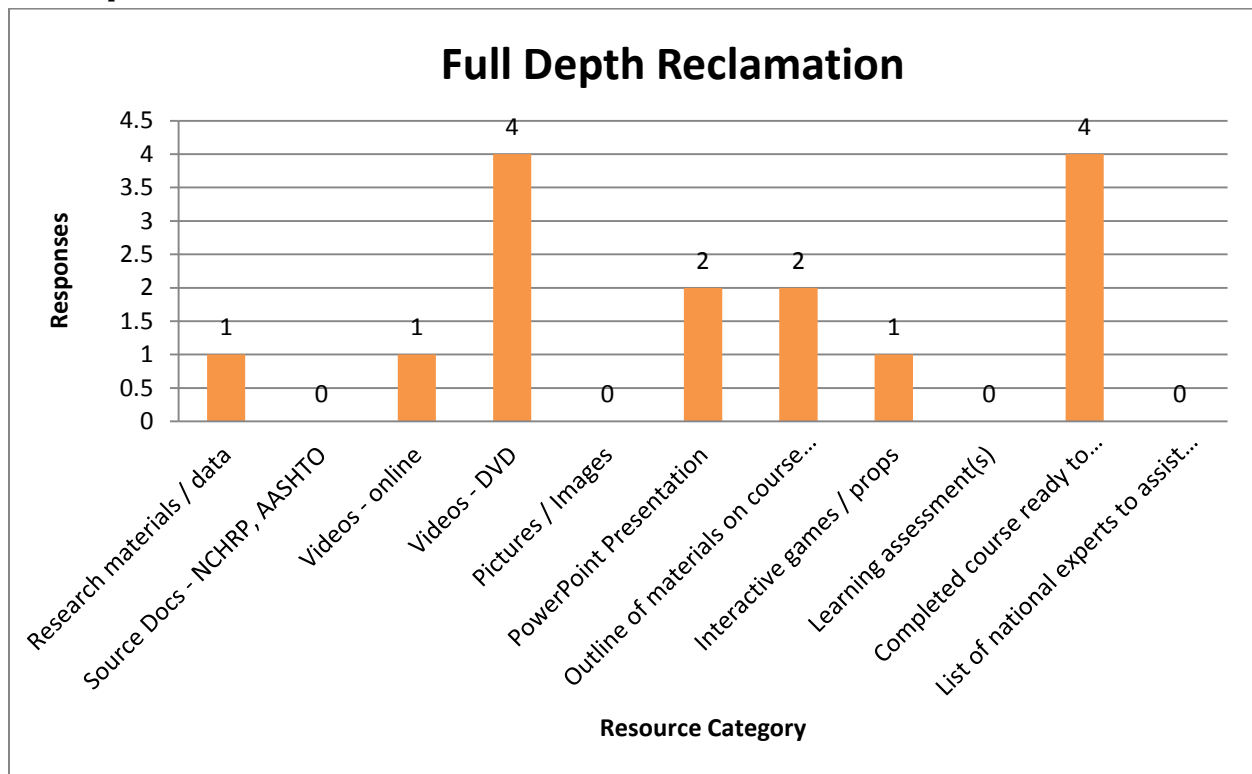
Concrete Repair/Maintenance



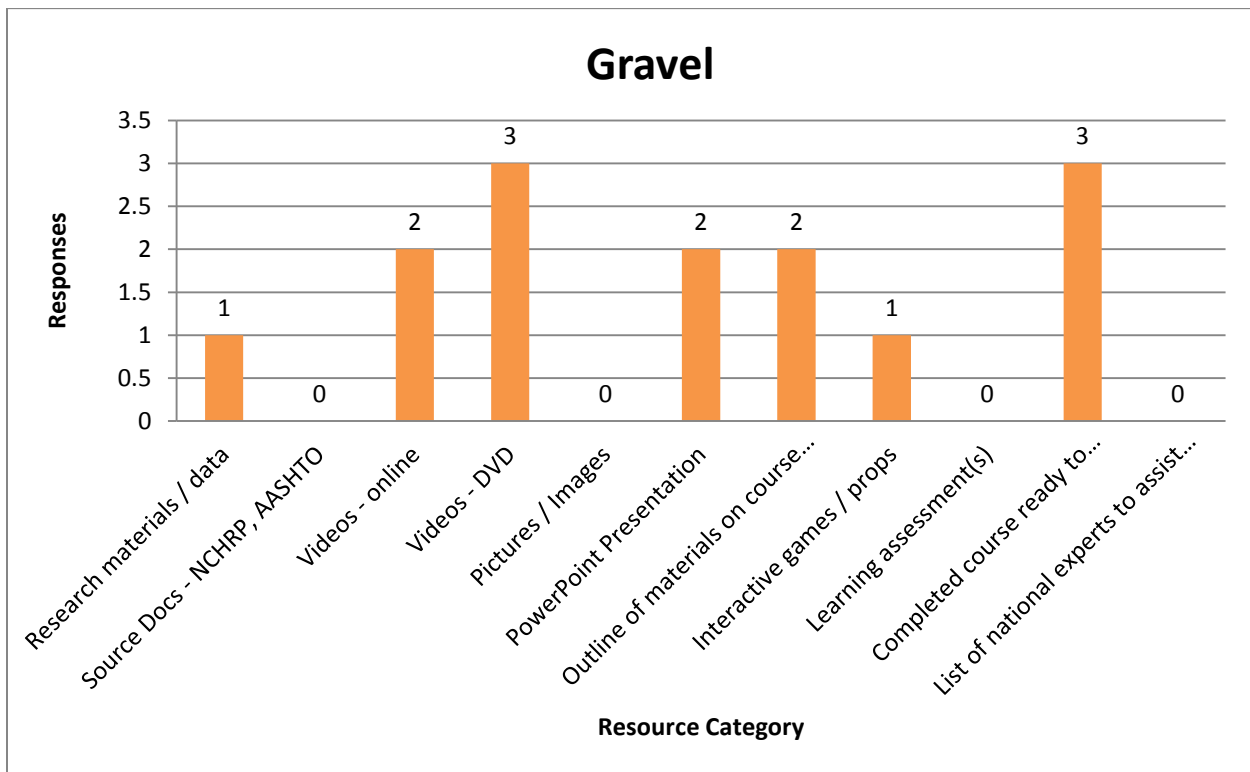
Chip Seal



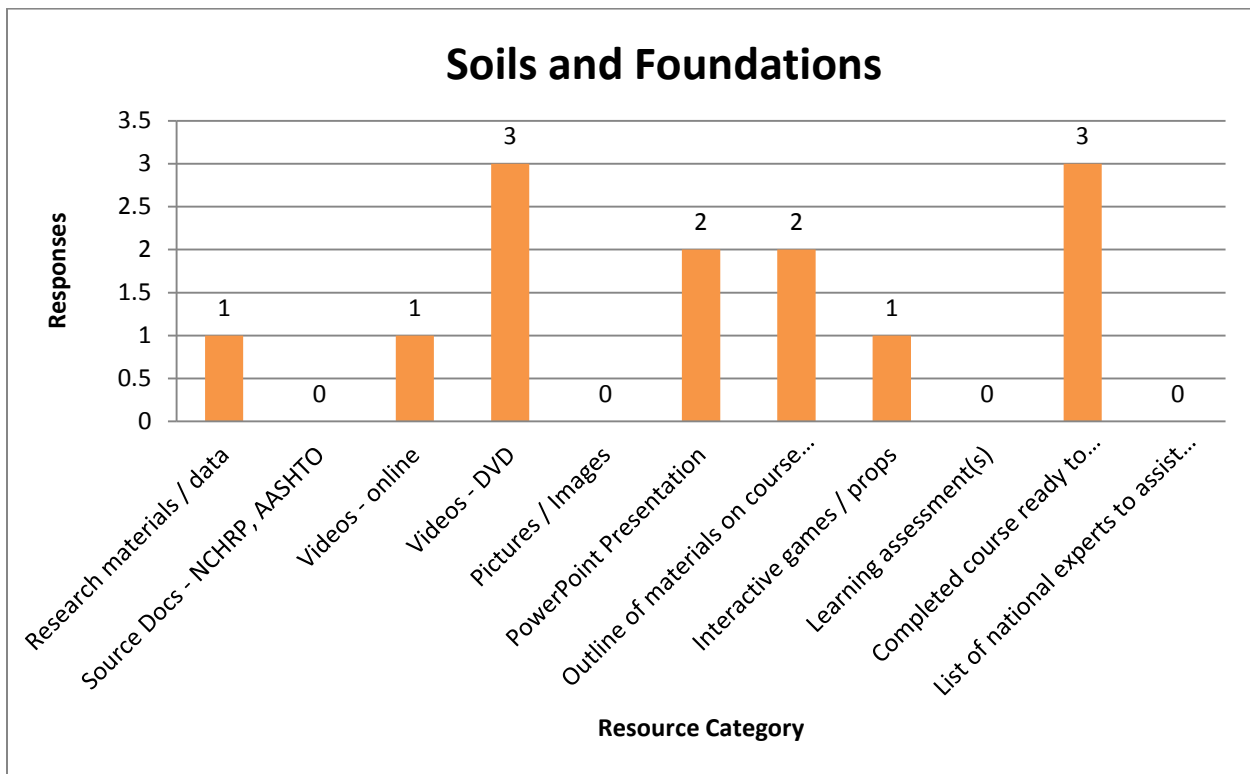
Full Depth Reclamation



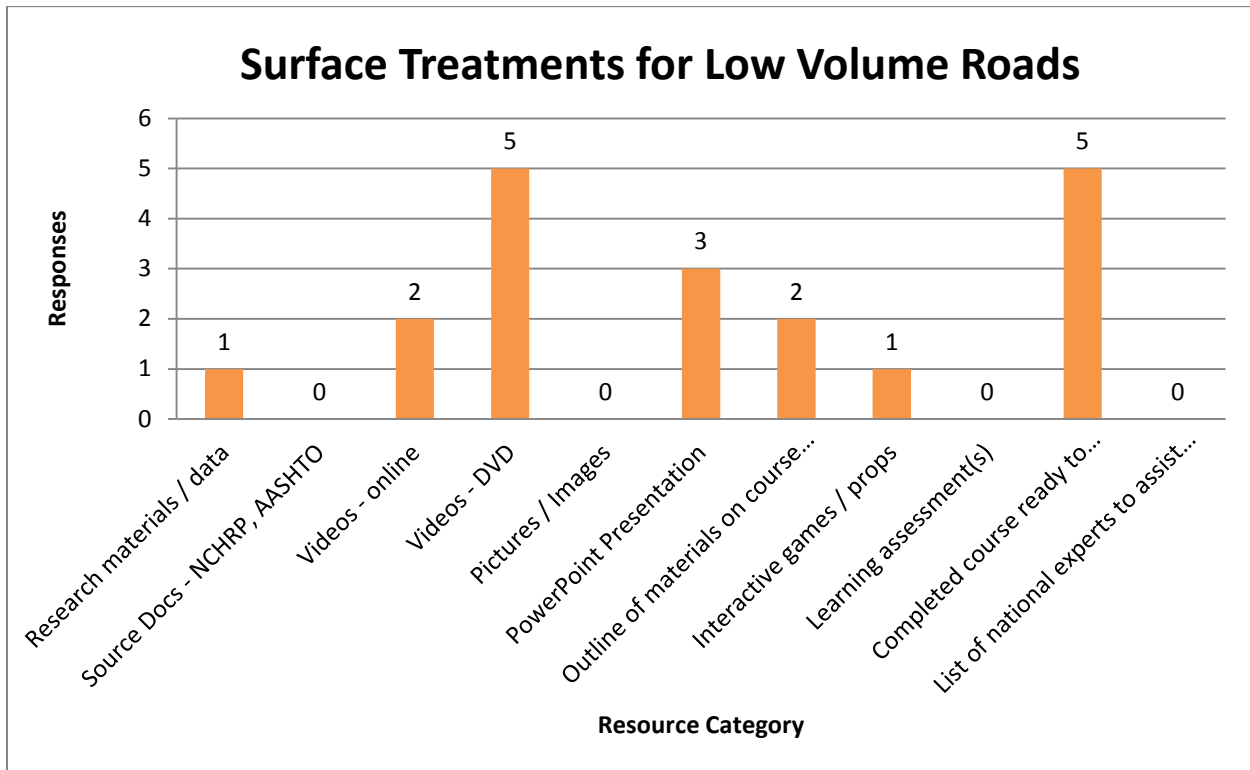
Gravel



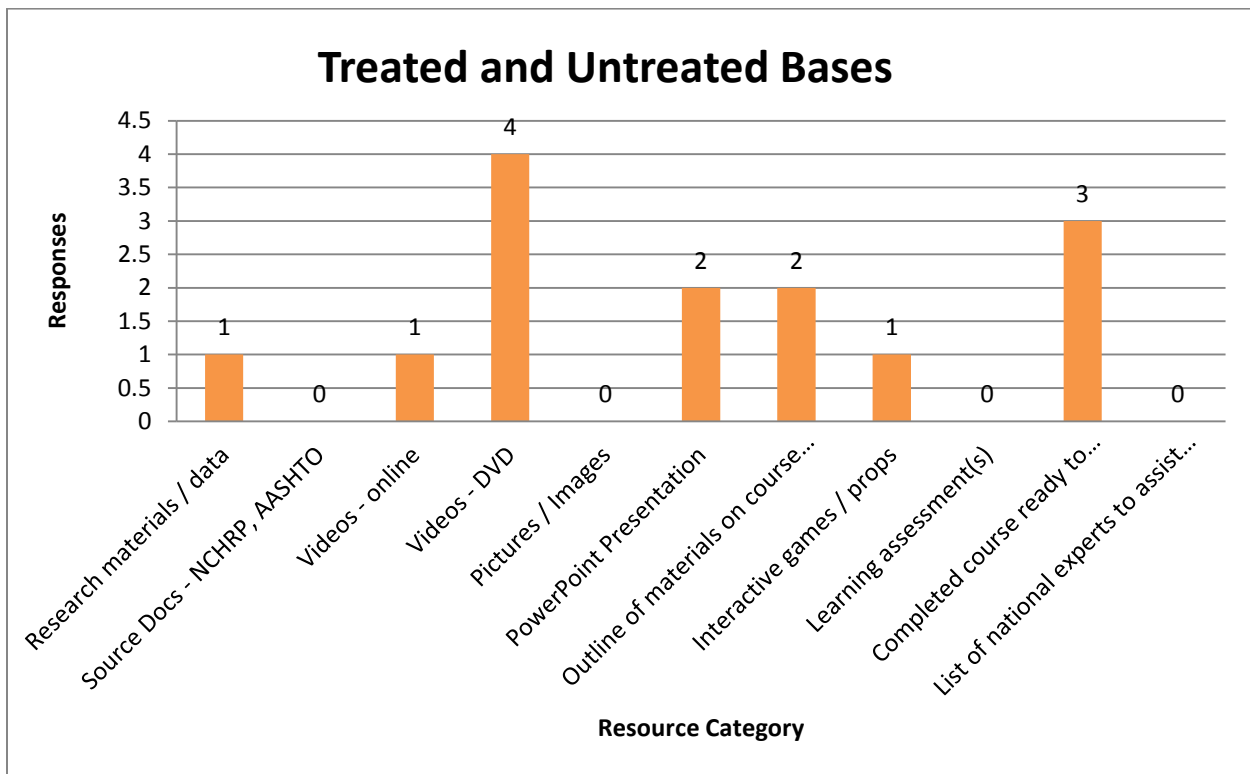
Soils and Foundations



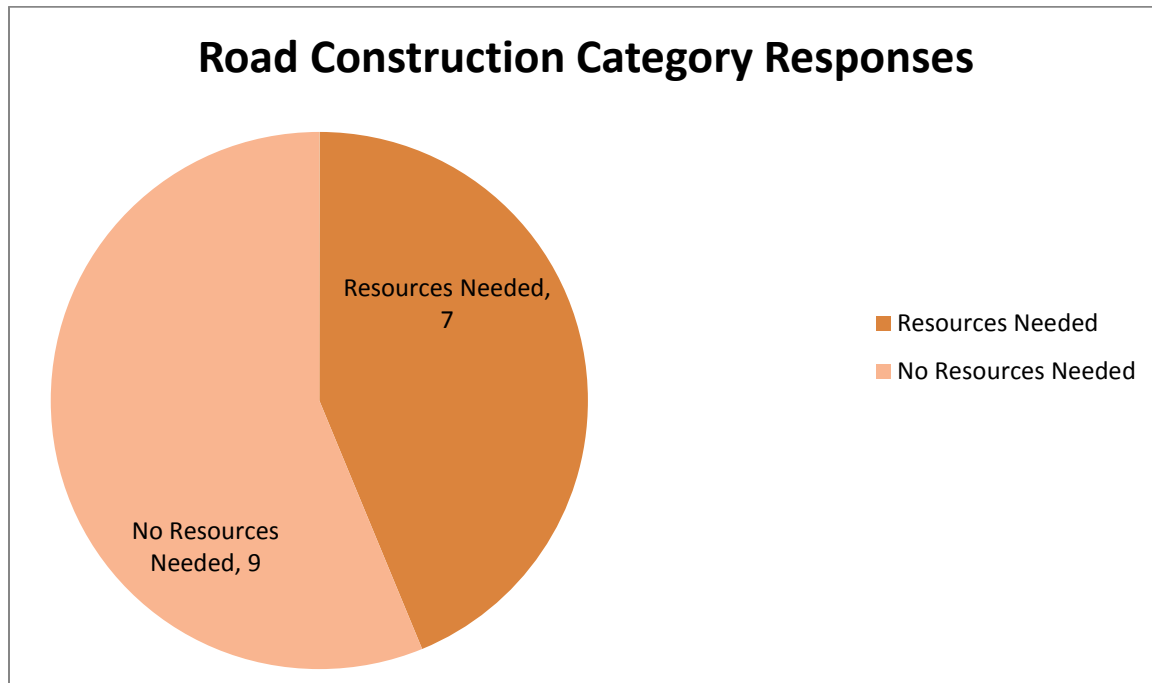
Surface Treatments for Low Volume Roads



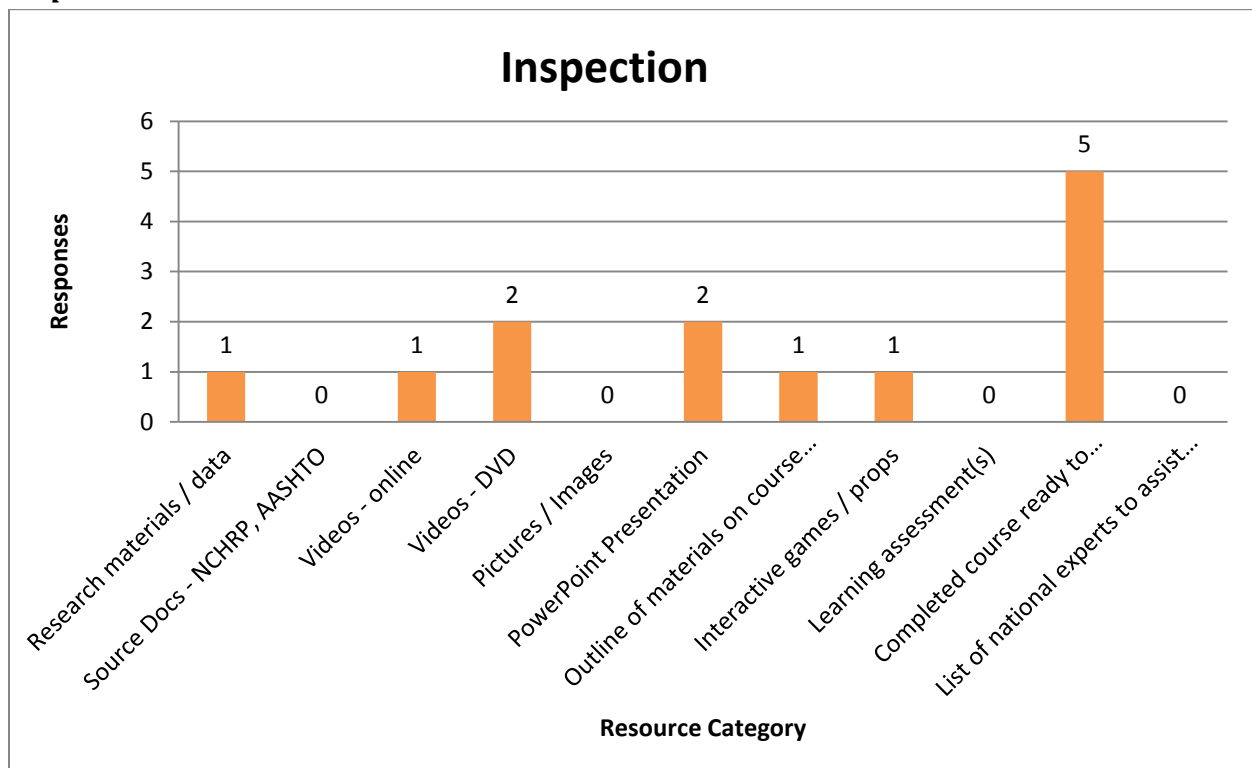
Treated and Untreated Bases



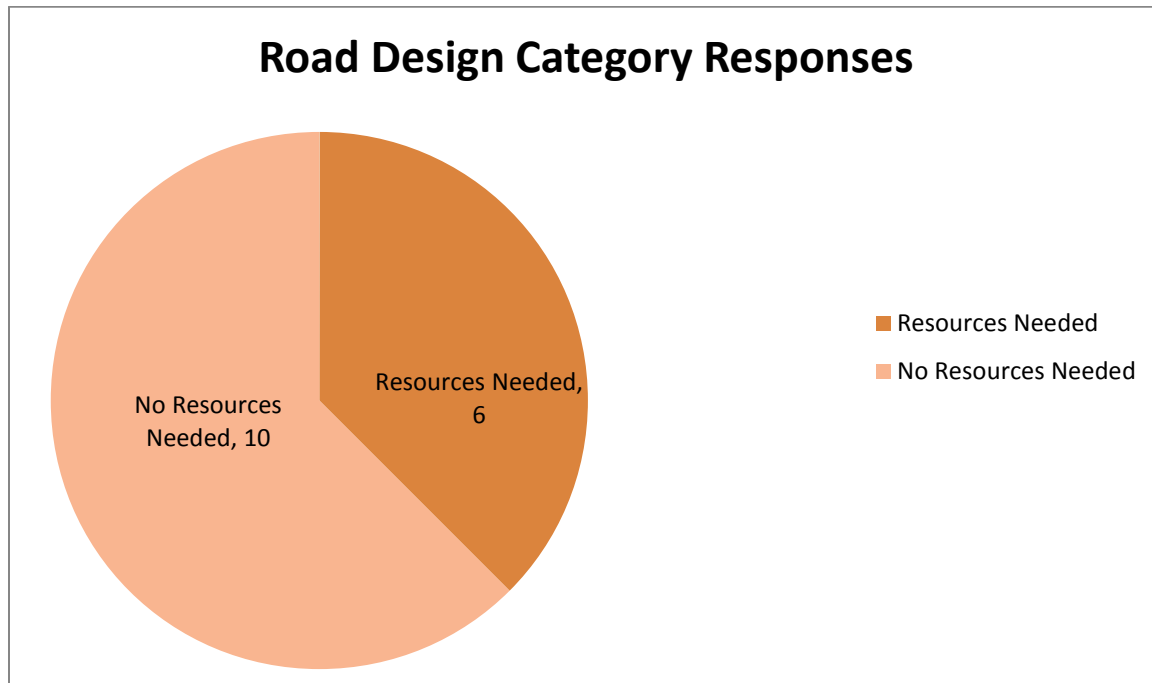
Road Construction



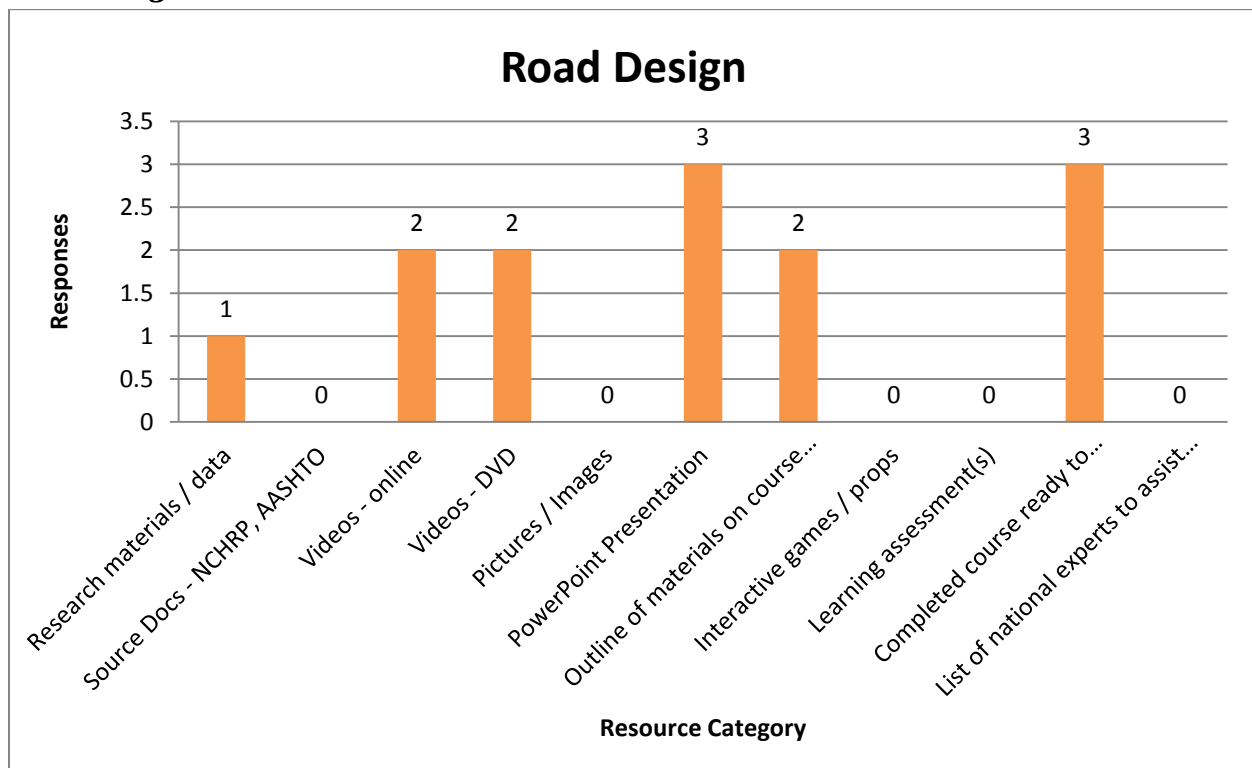
Inspection



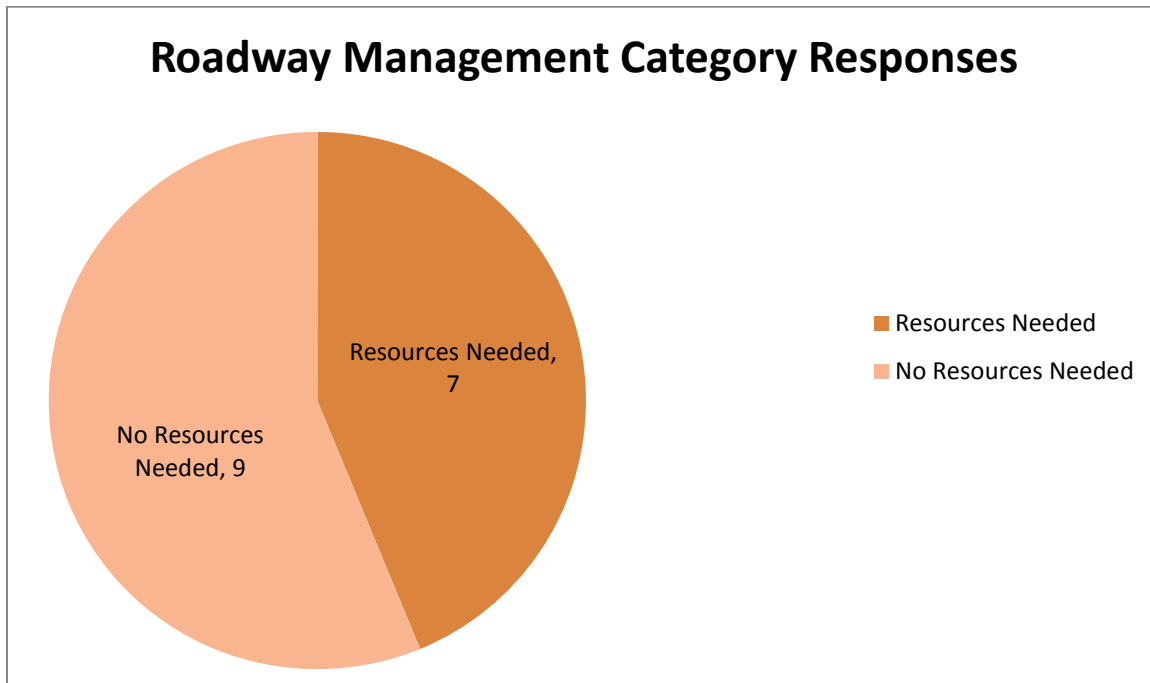
Road Design



Road Design



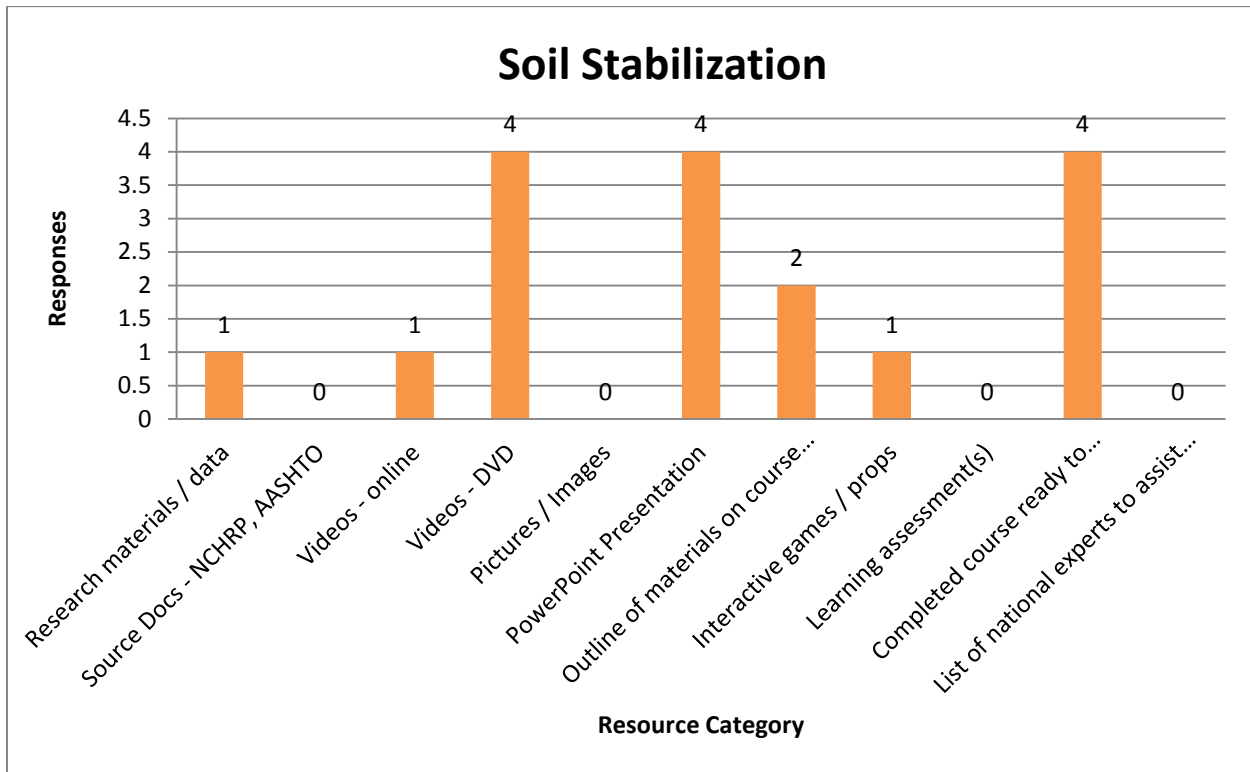
Roadway Management



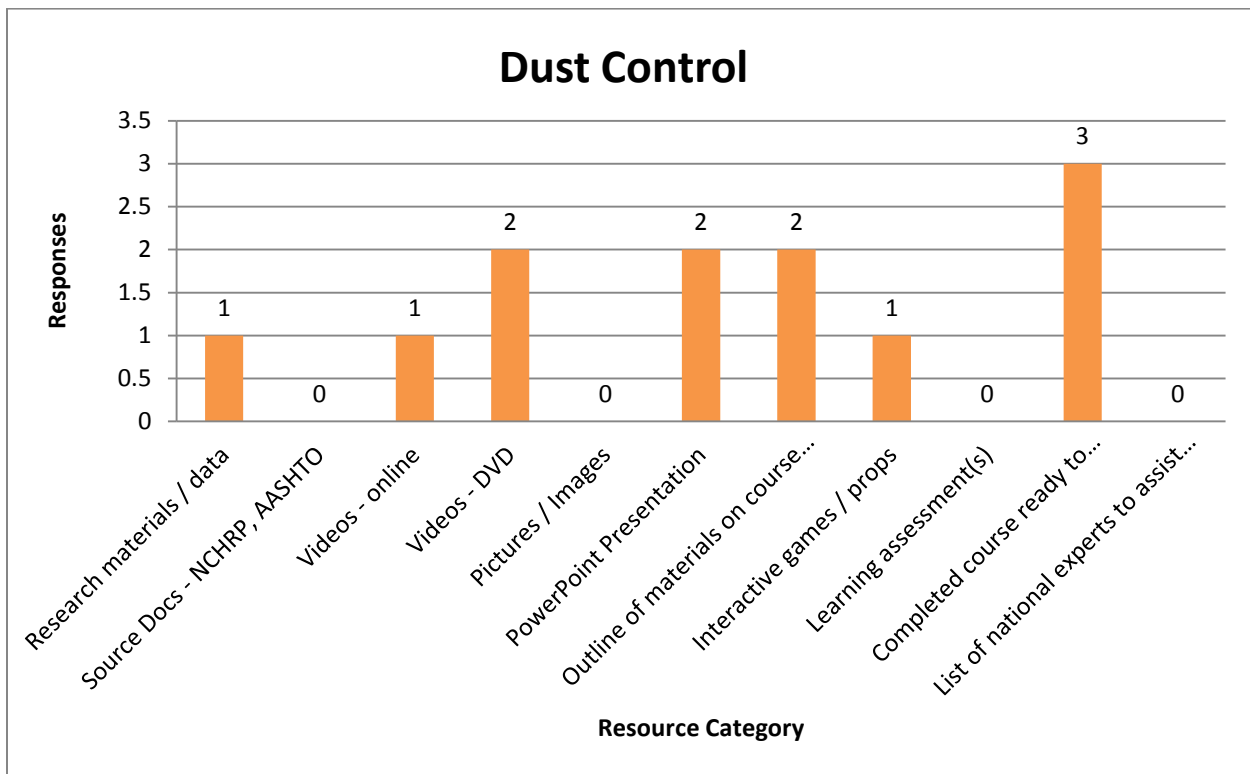
Sign Management



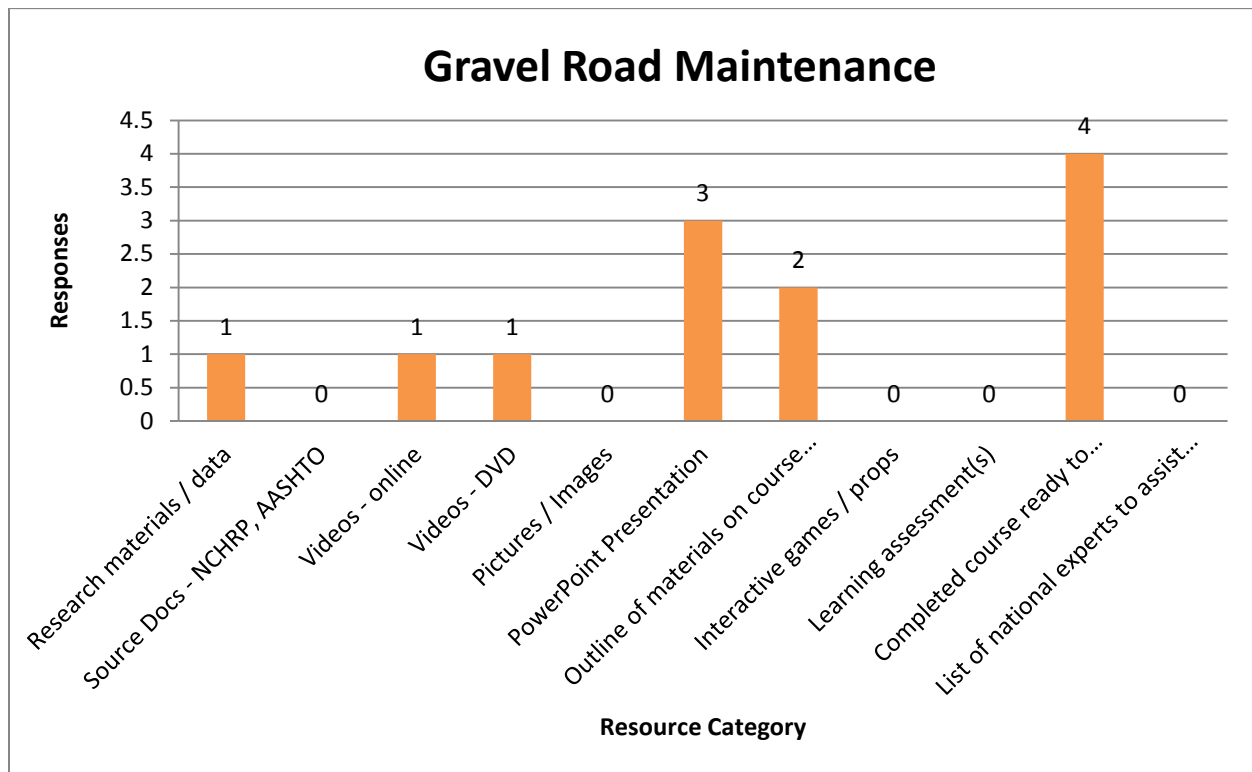
Soil Stabilization



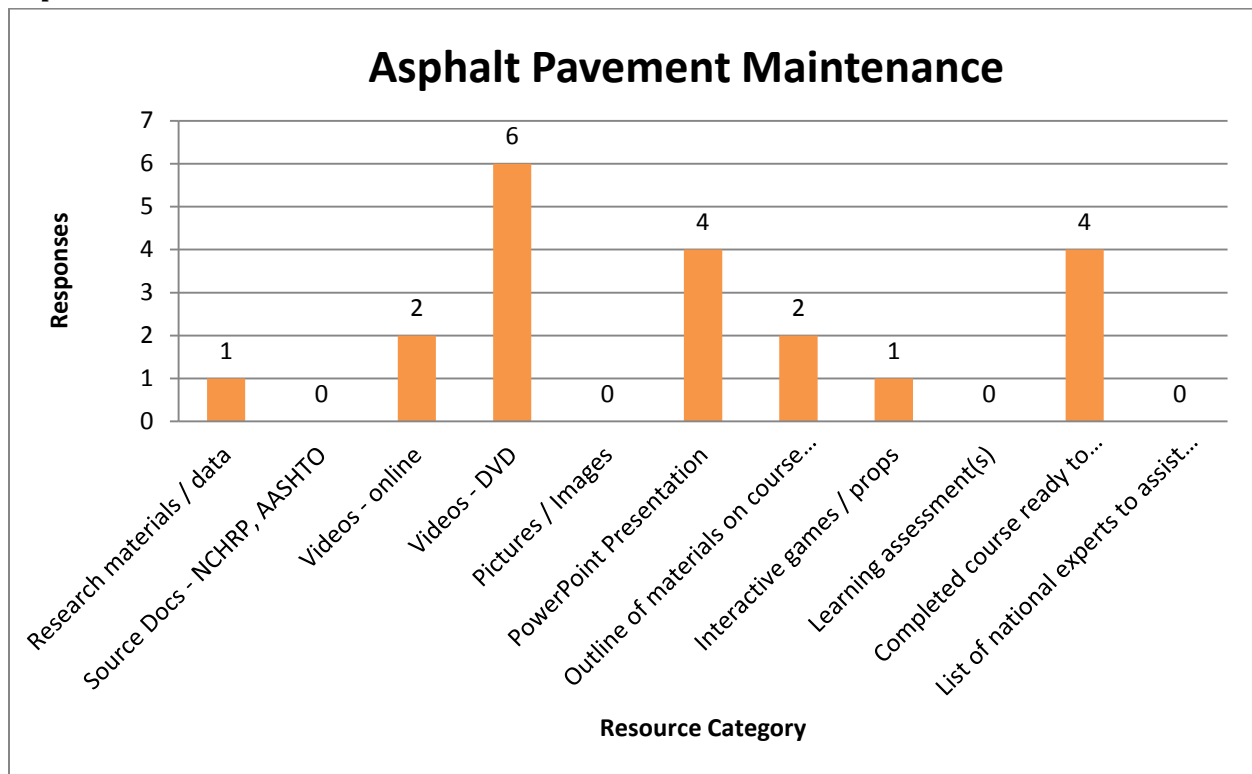
Dust Control



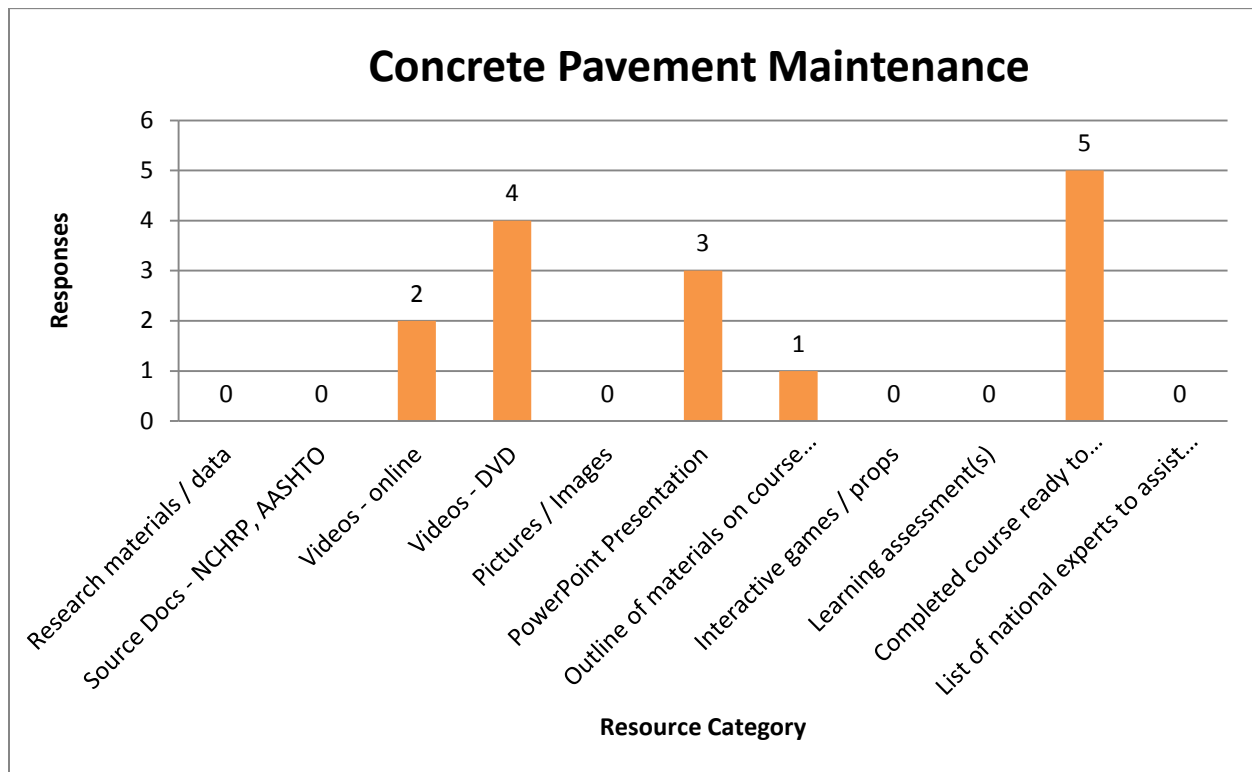
Gravel Road Maintenance



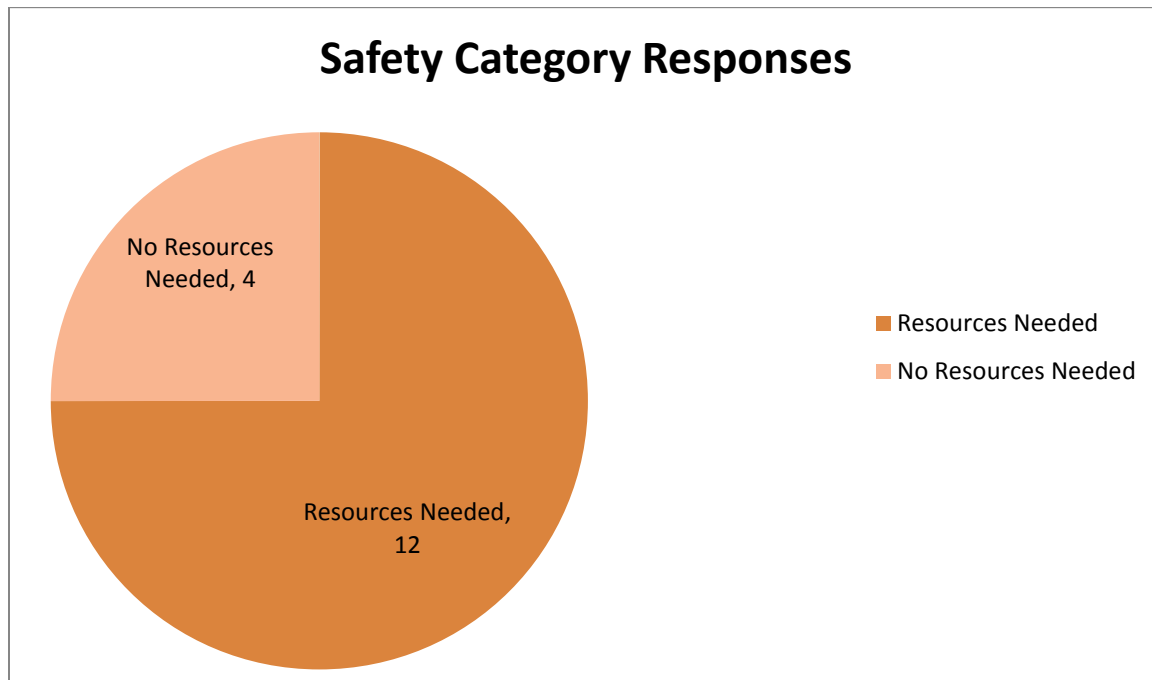
Asphalt Pavement Maintenance



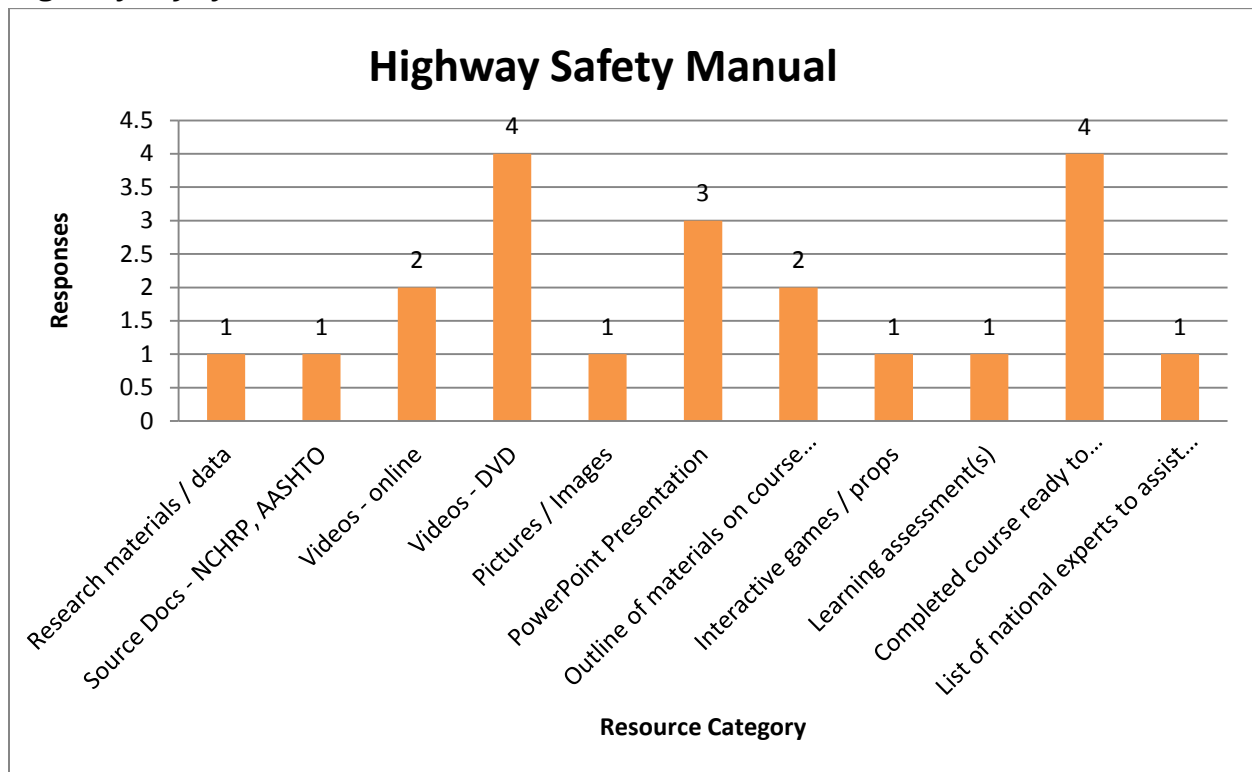
Concrete Pavement Maintenance



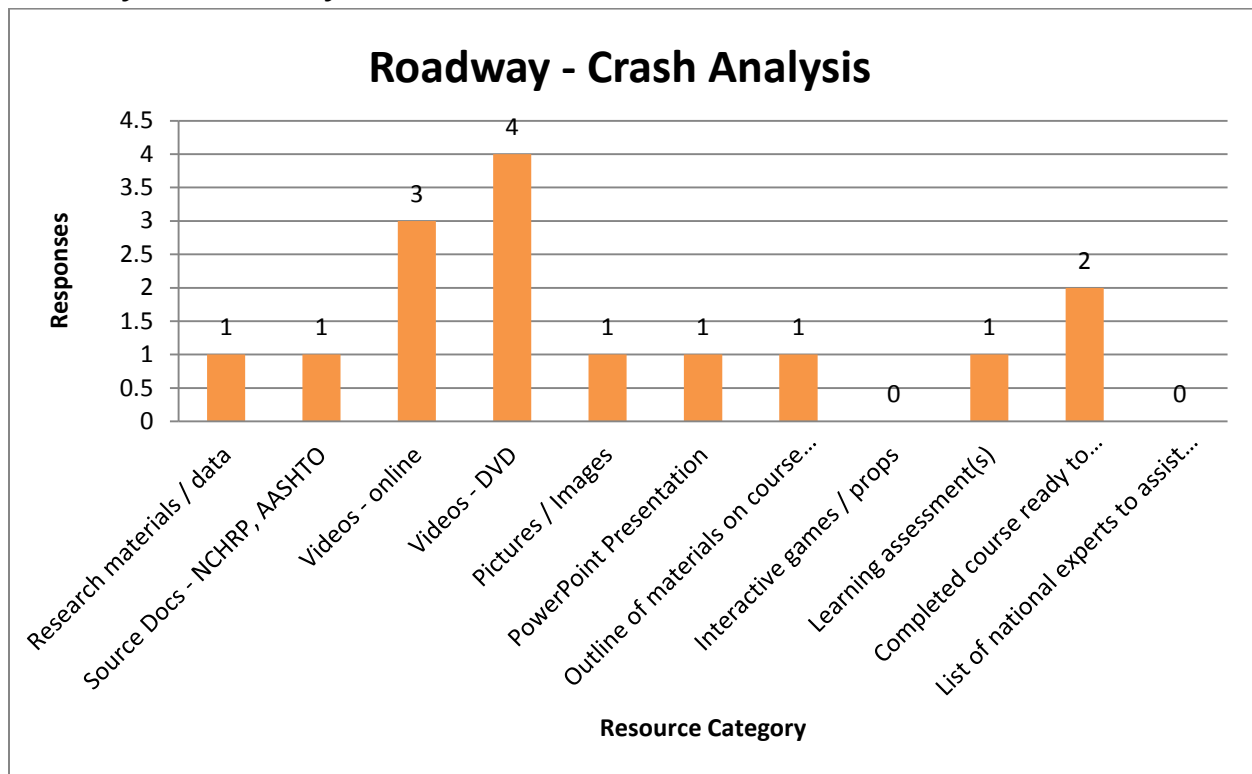
Safety



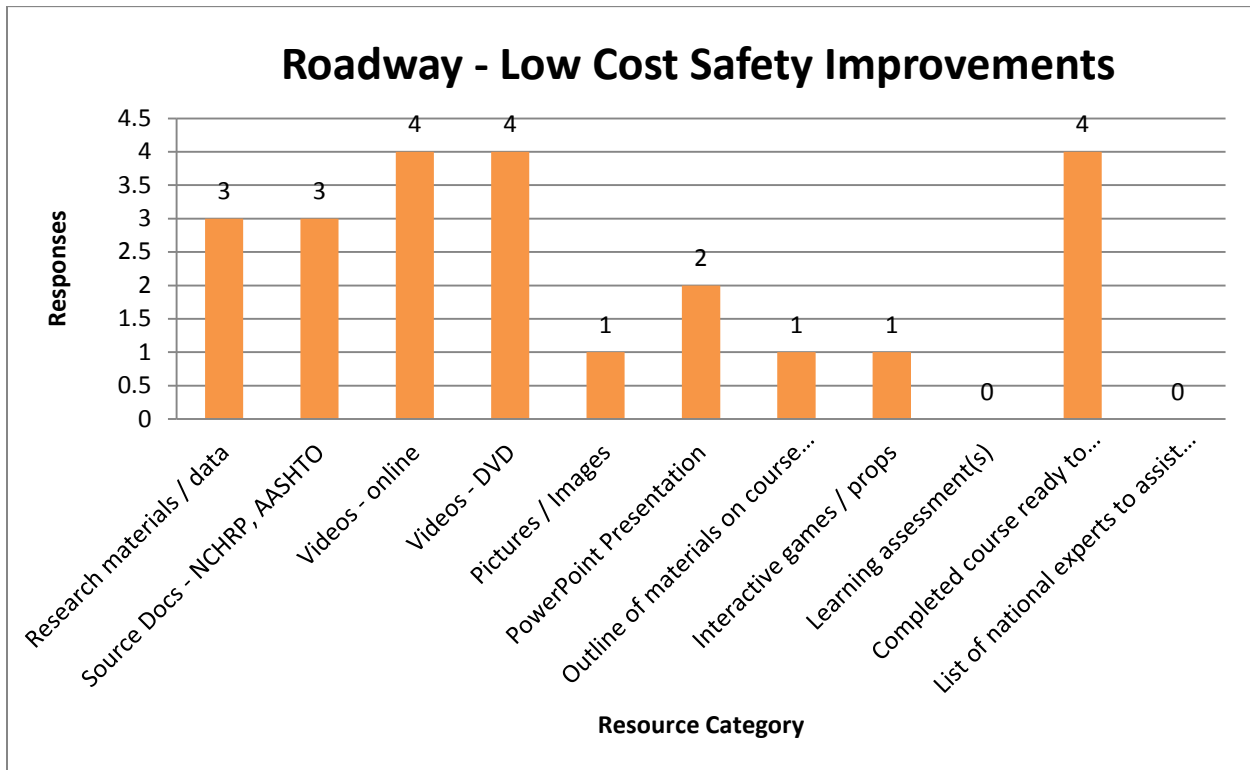
Highway Safety Manual



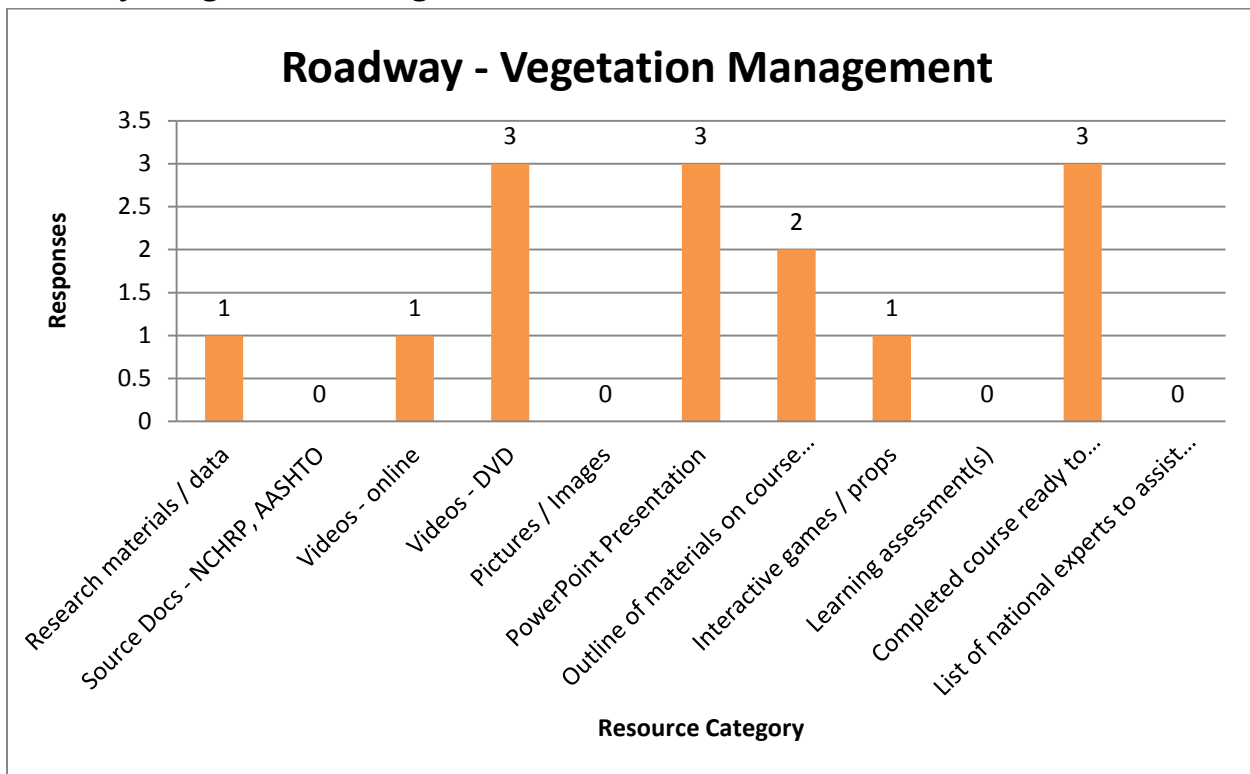
Roadway - Crash Analysis



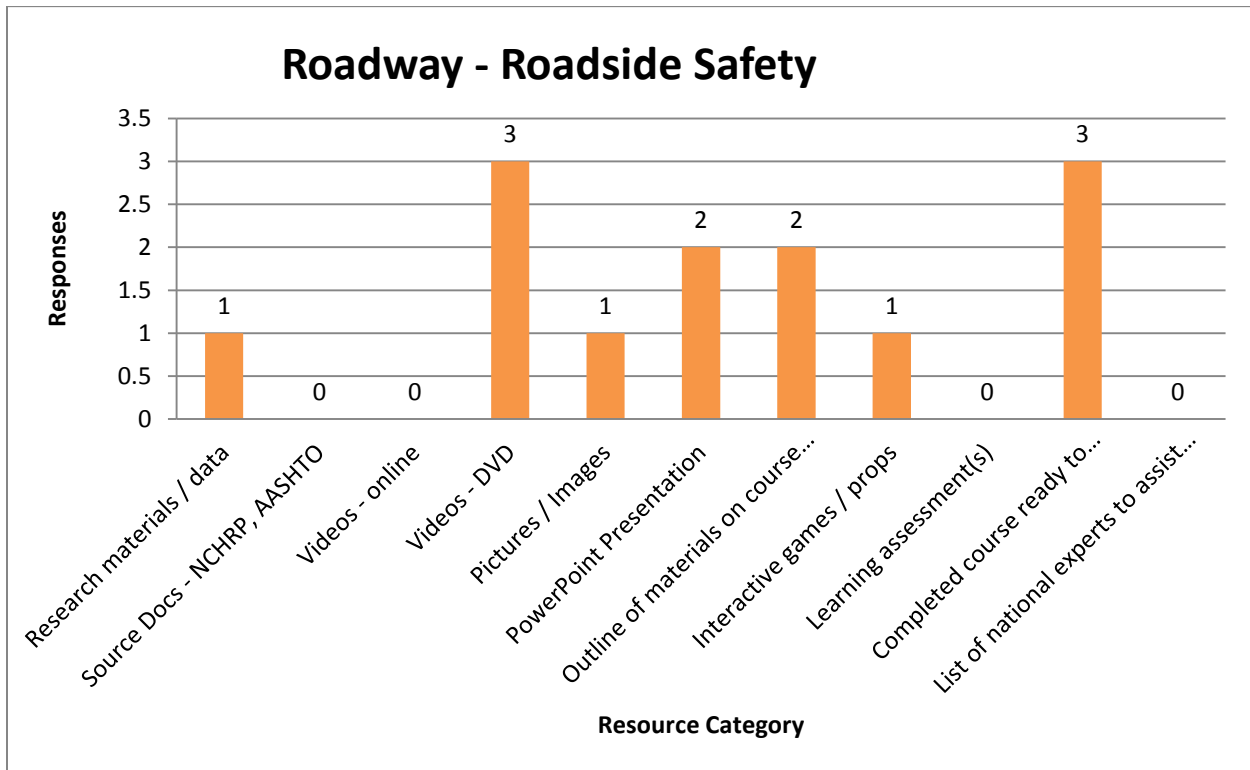
Roadway – Low Cost Safety Improvements



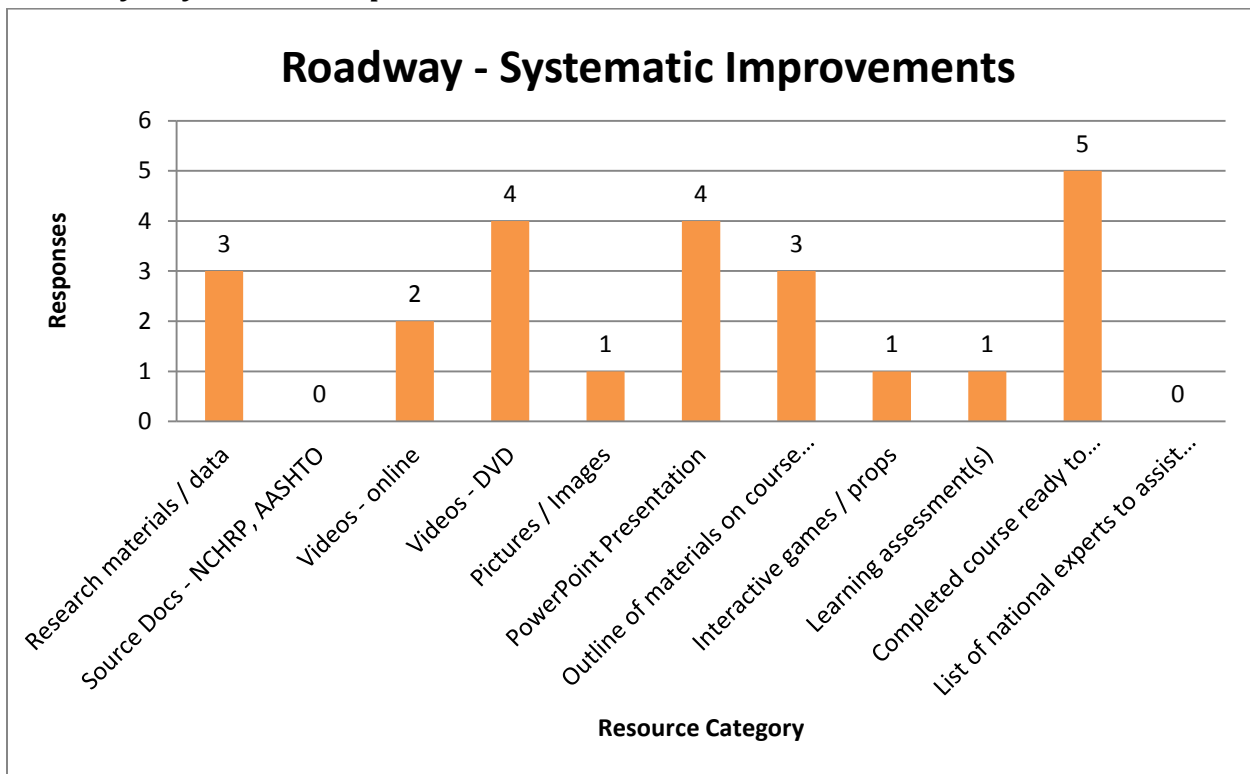
Roadway – Vegetation Management



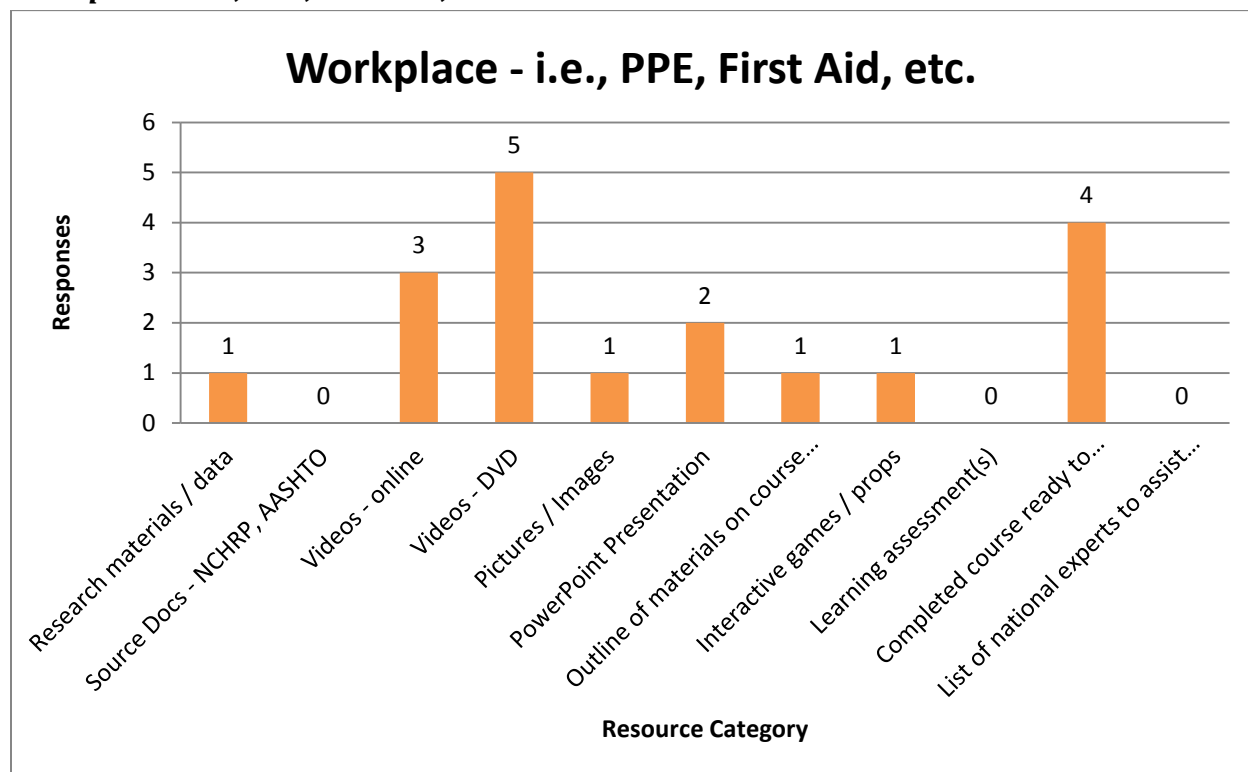
Roadway – Roadside Safety



Roadway – Systematic Improvements



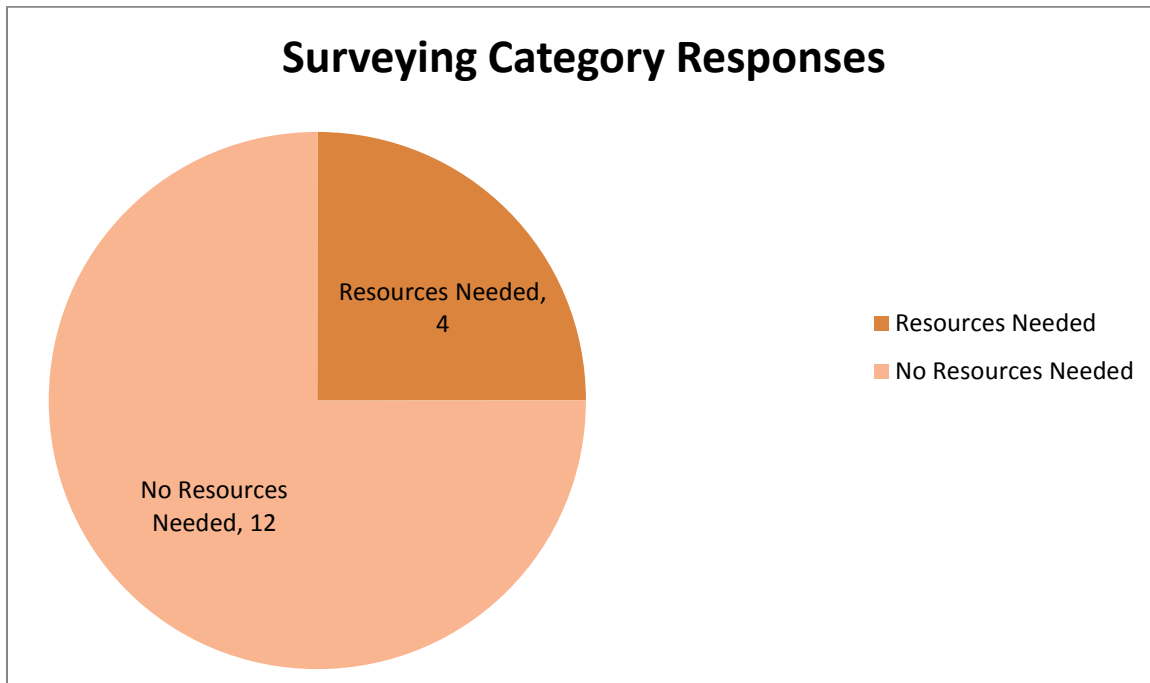
Workplace – i.e., PPE, First Aid, etc.



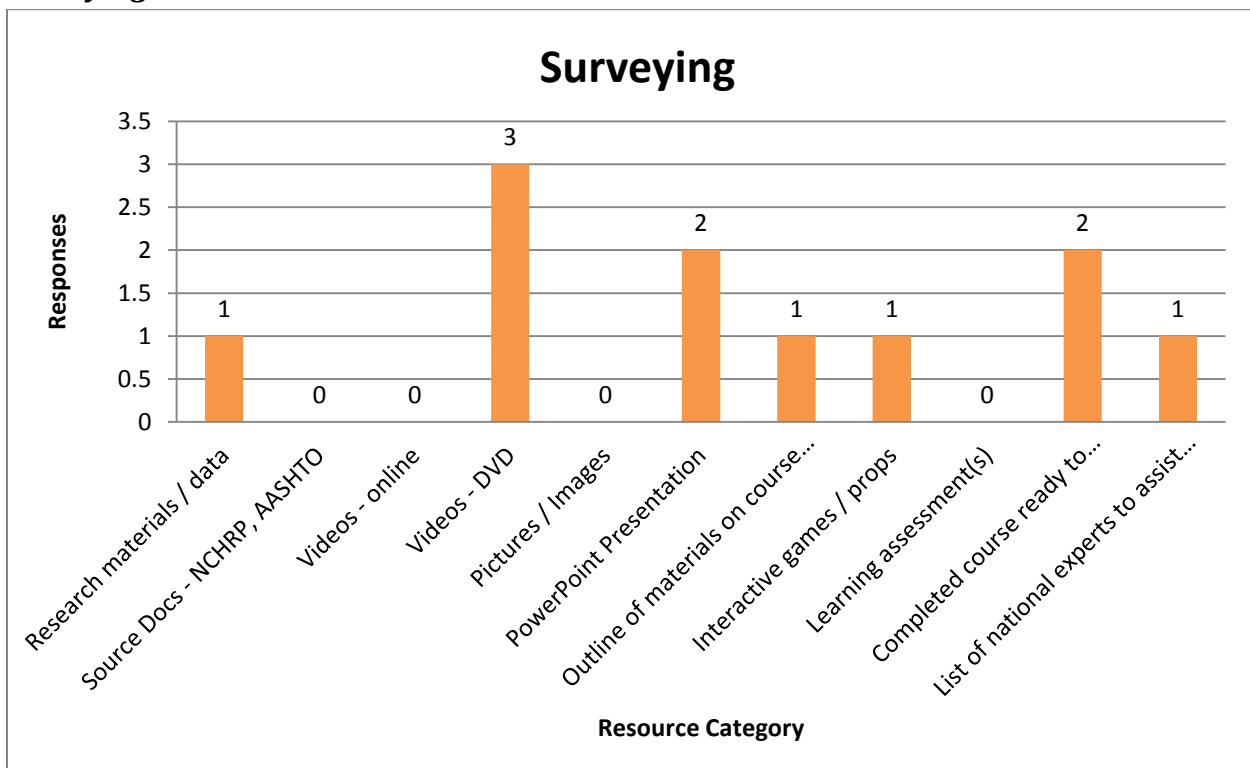
Workplace – Dealing with Meth Waste



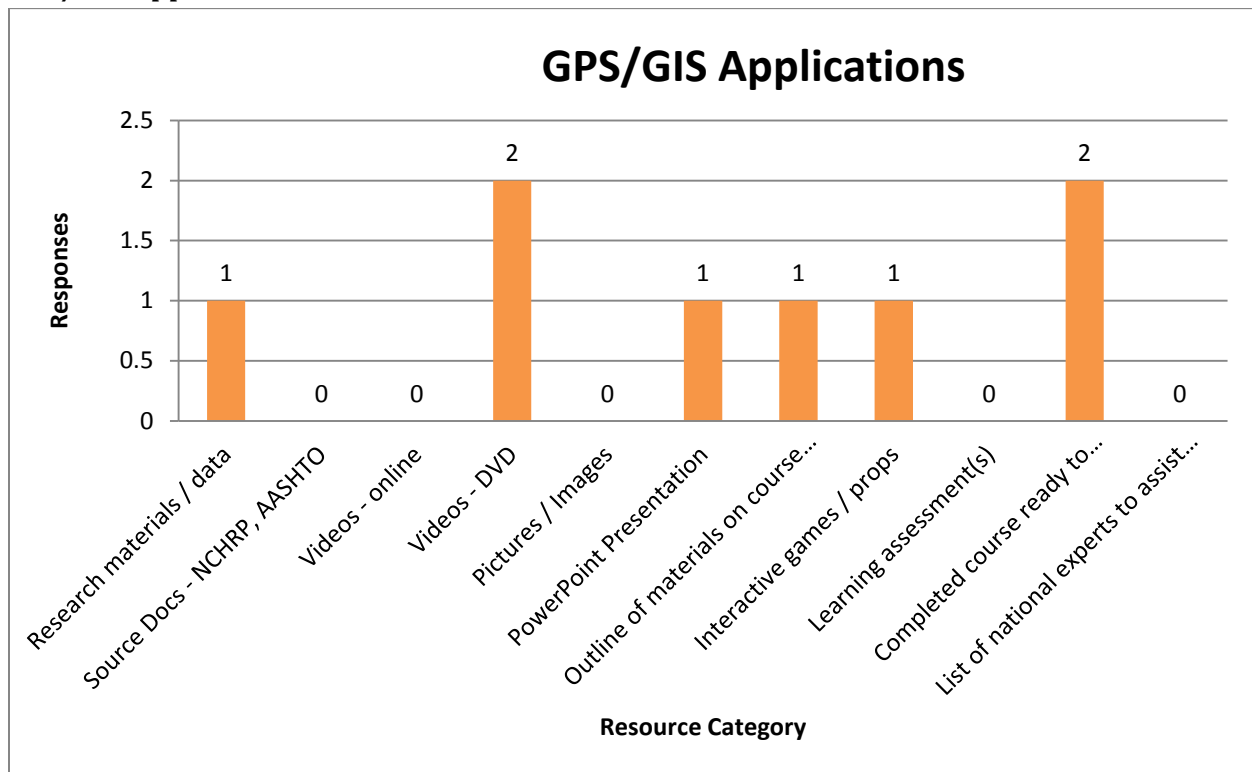
Surveying



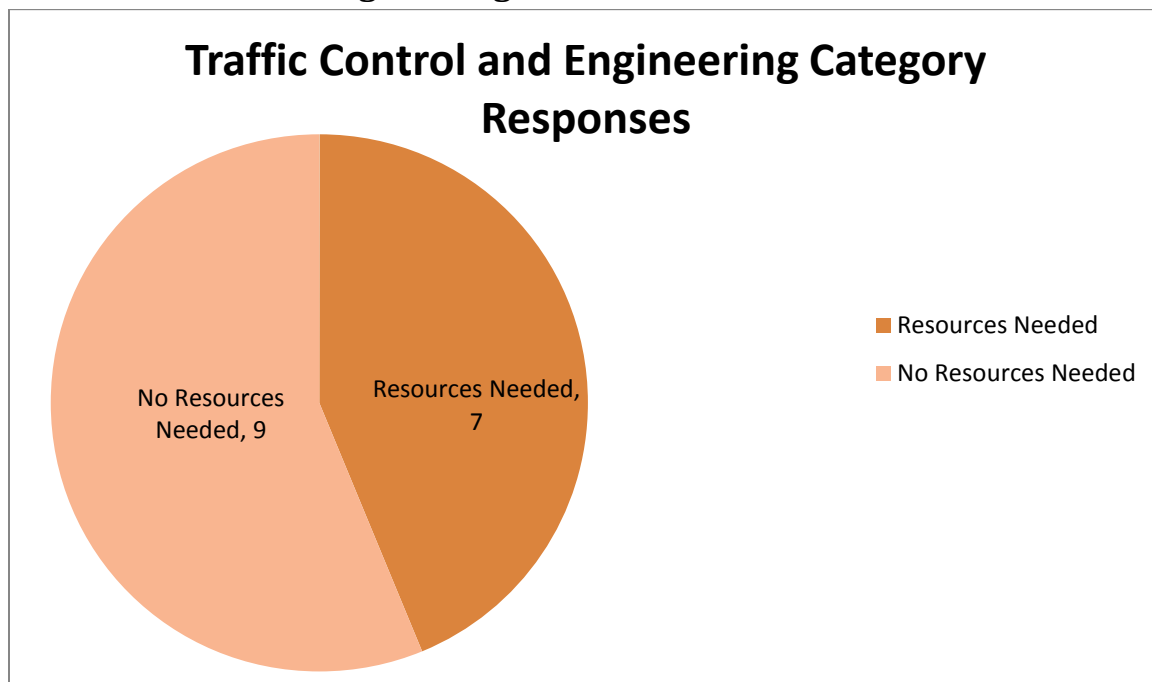
Surveying



GPS/GIS Applications



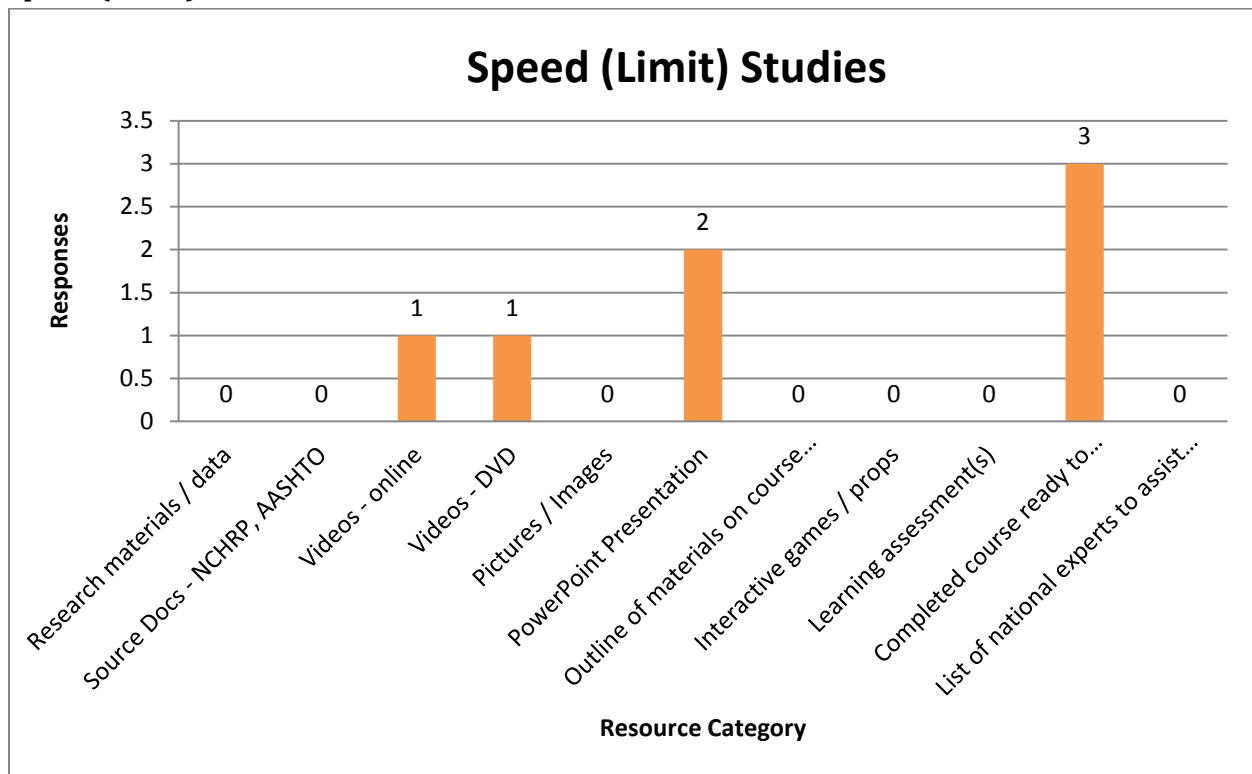
Traffic Control and Engineering



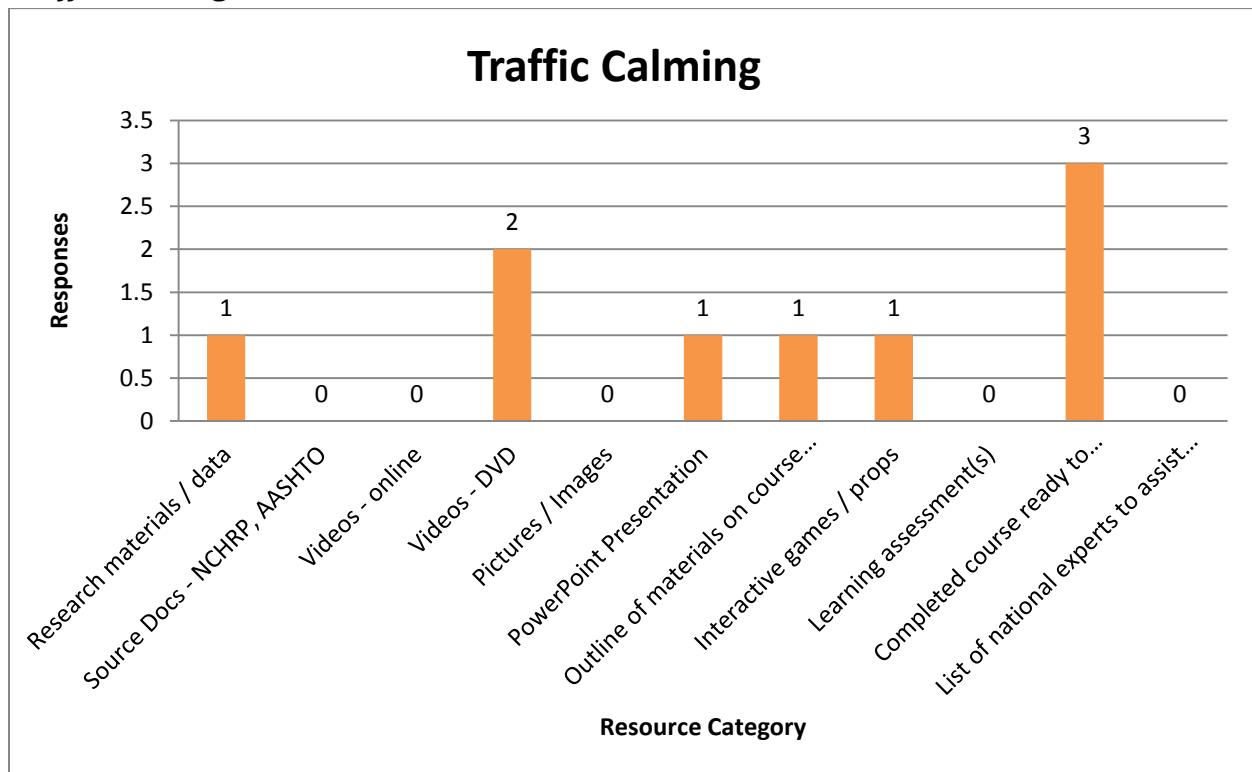
Incident Management



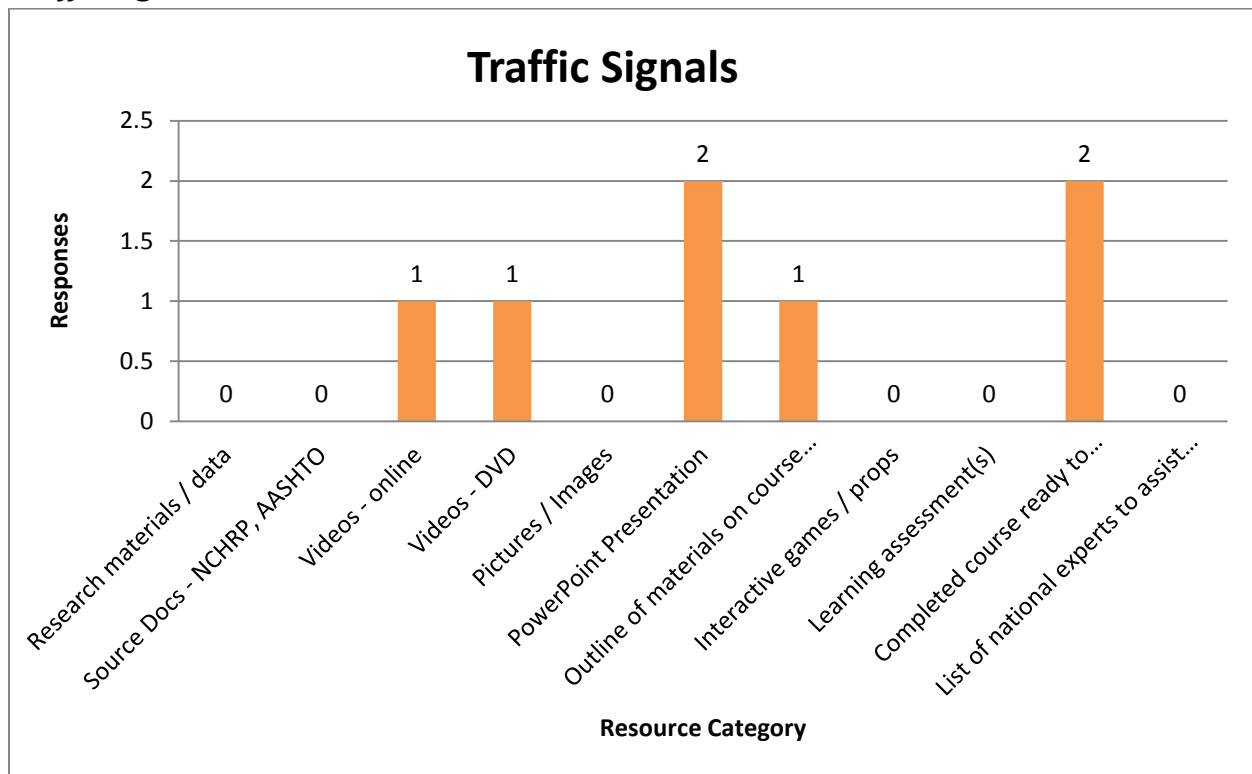
Speed (Limit) Studies



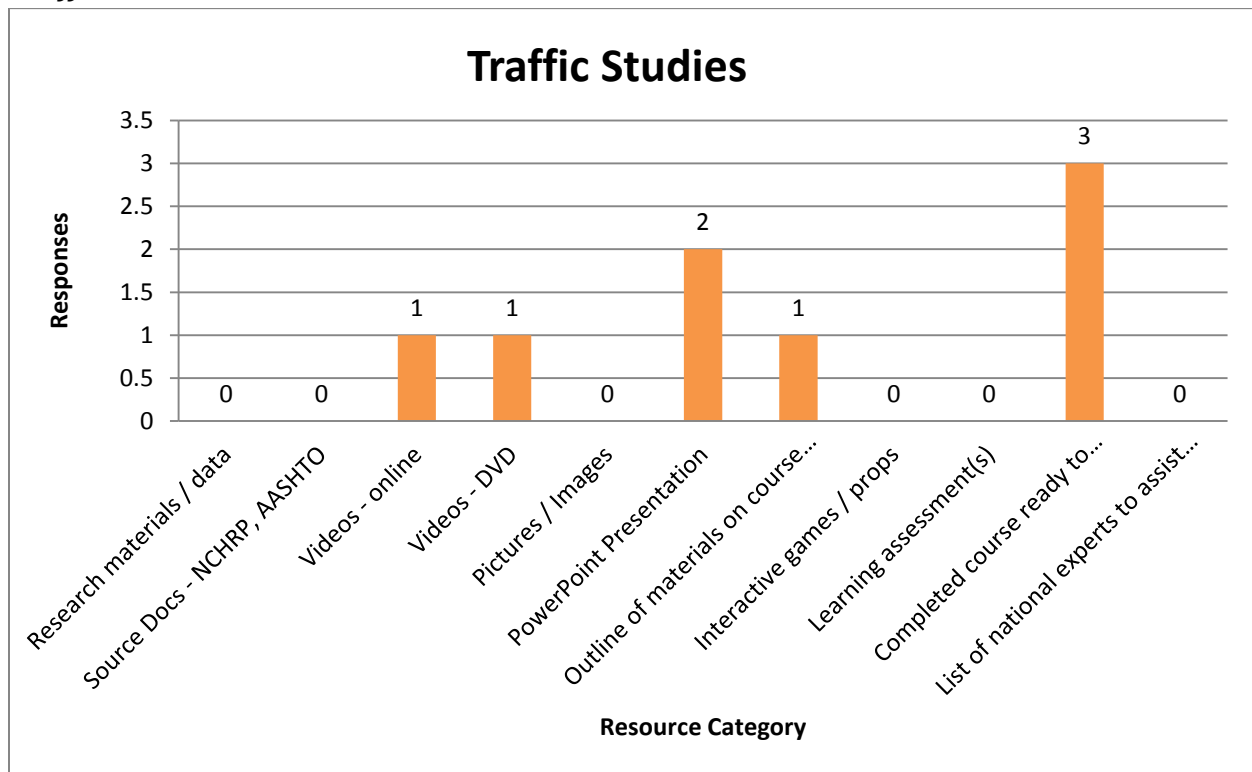
Traffic Calming



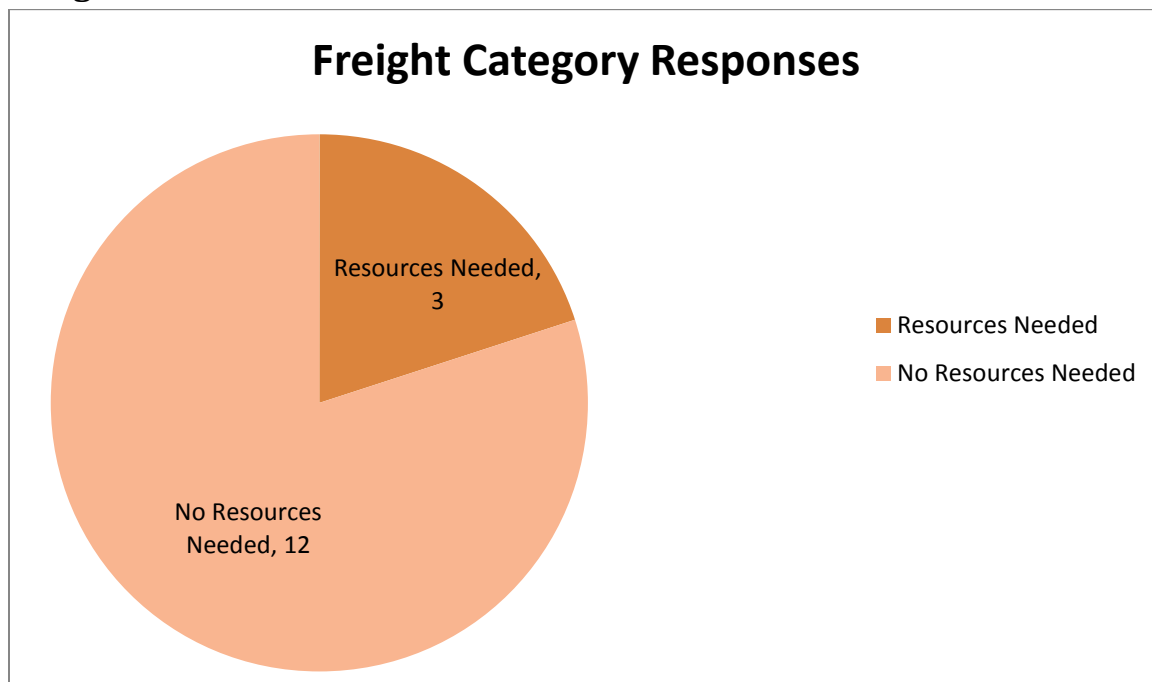
Traffic Signals



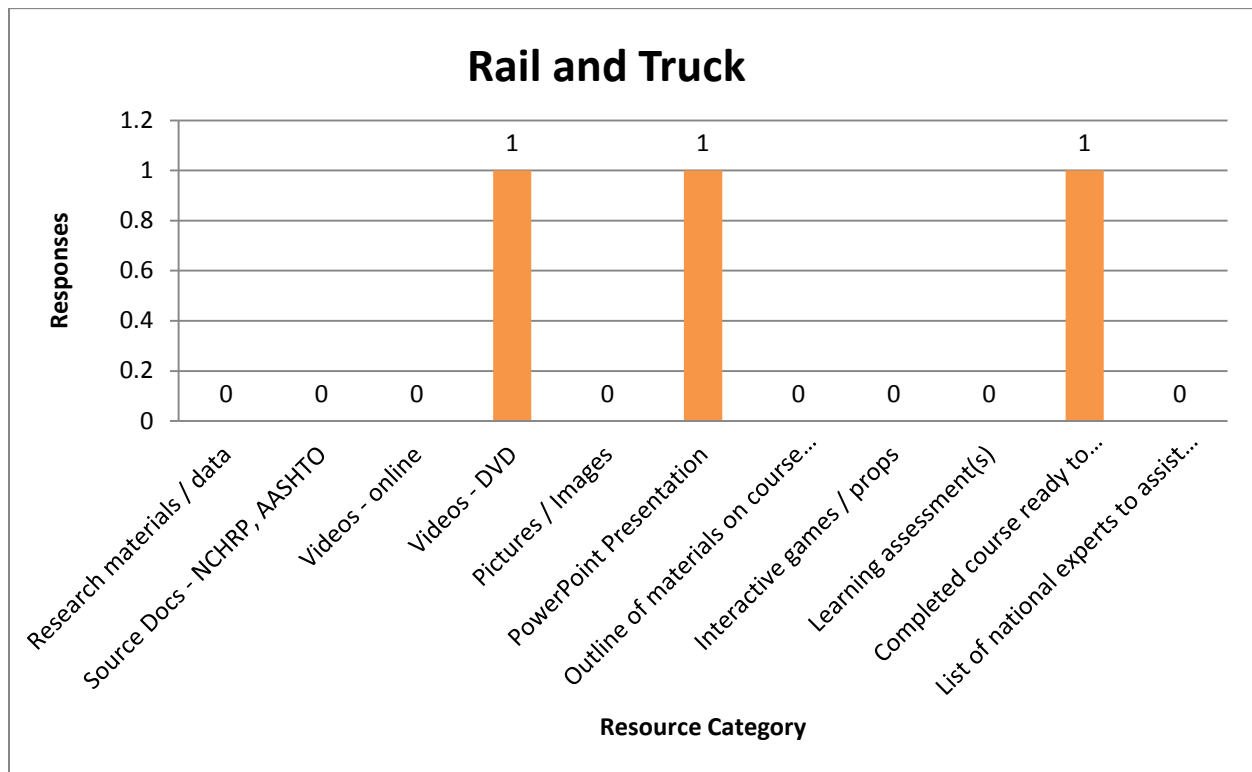
Traffic Studies



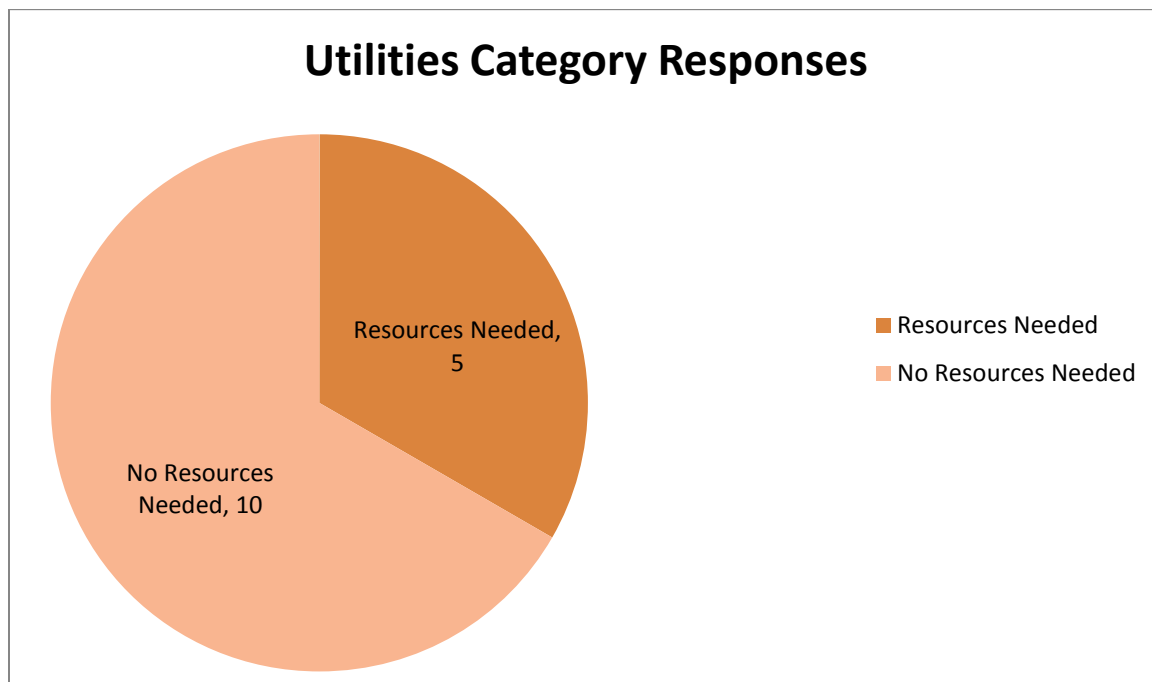
Freight



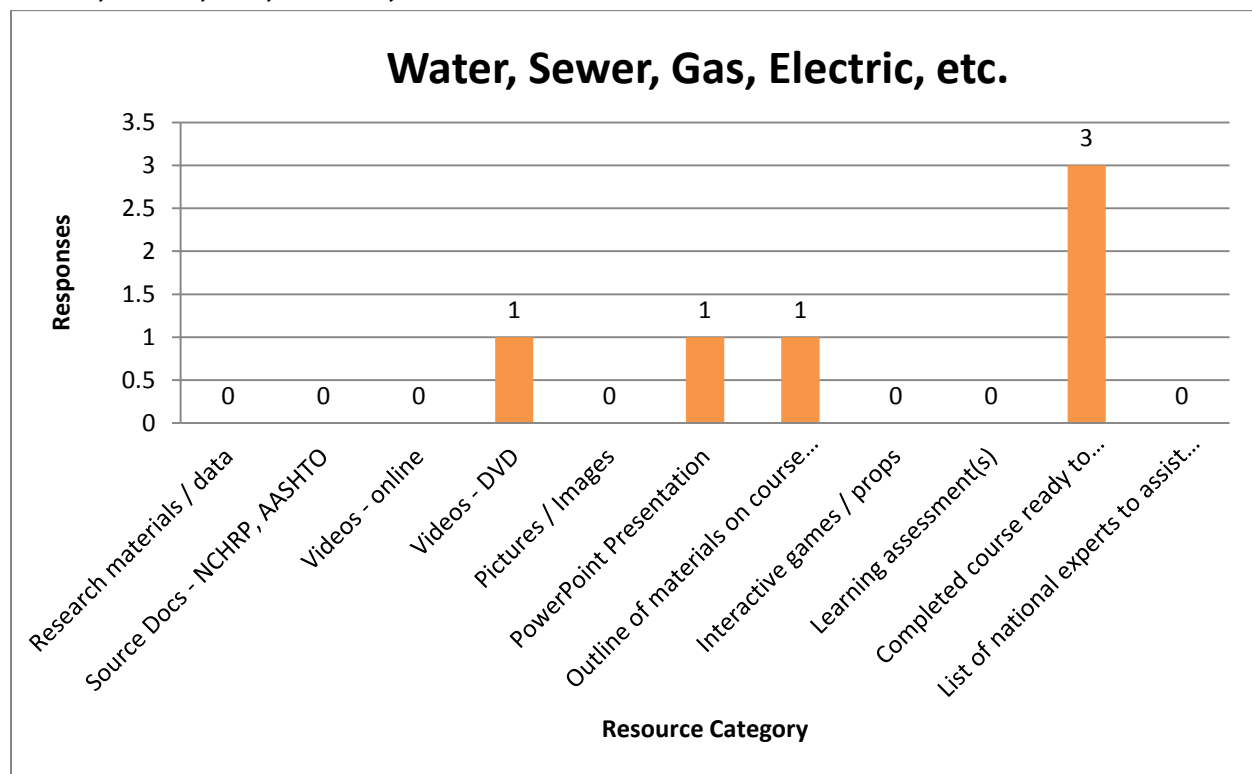
Rail and Truck



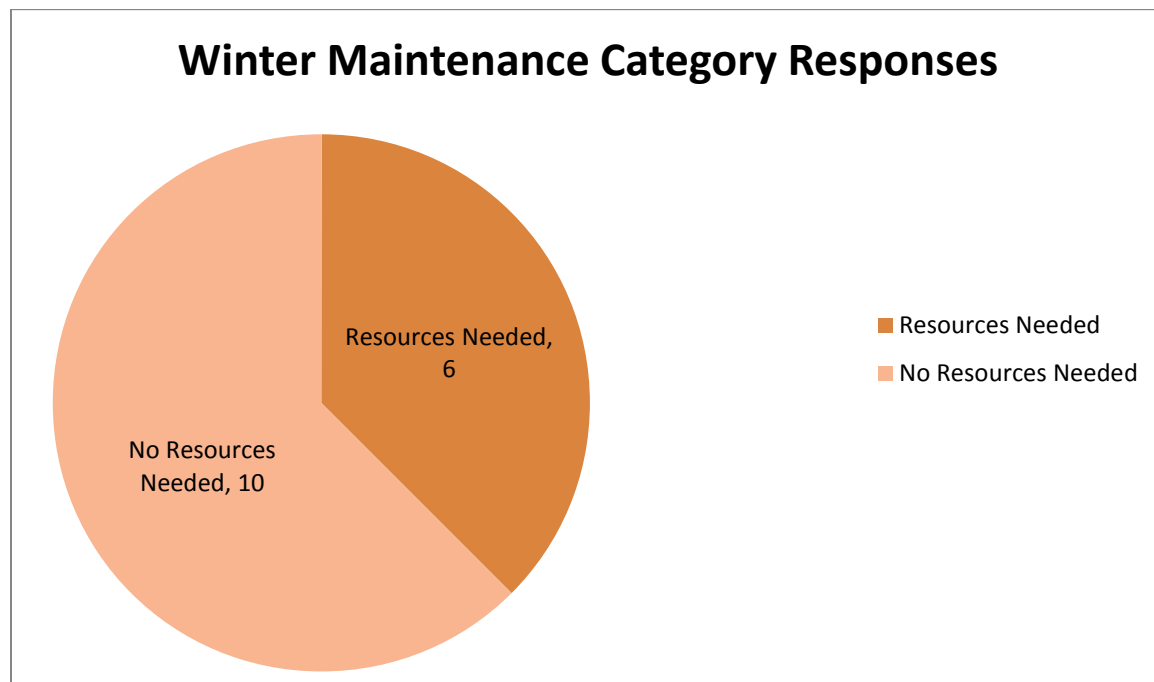
Utilities



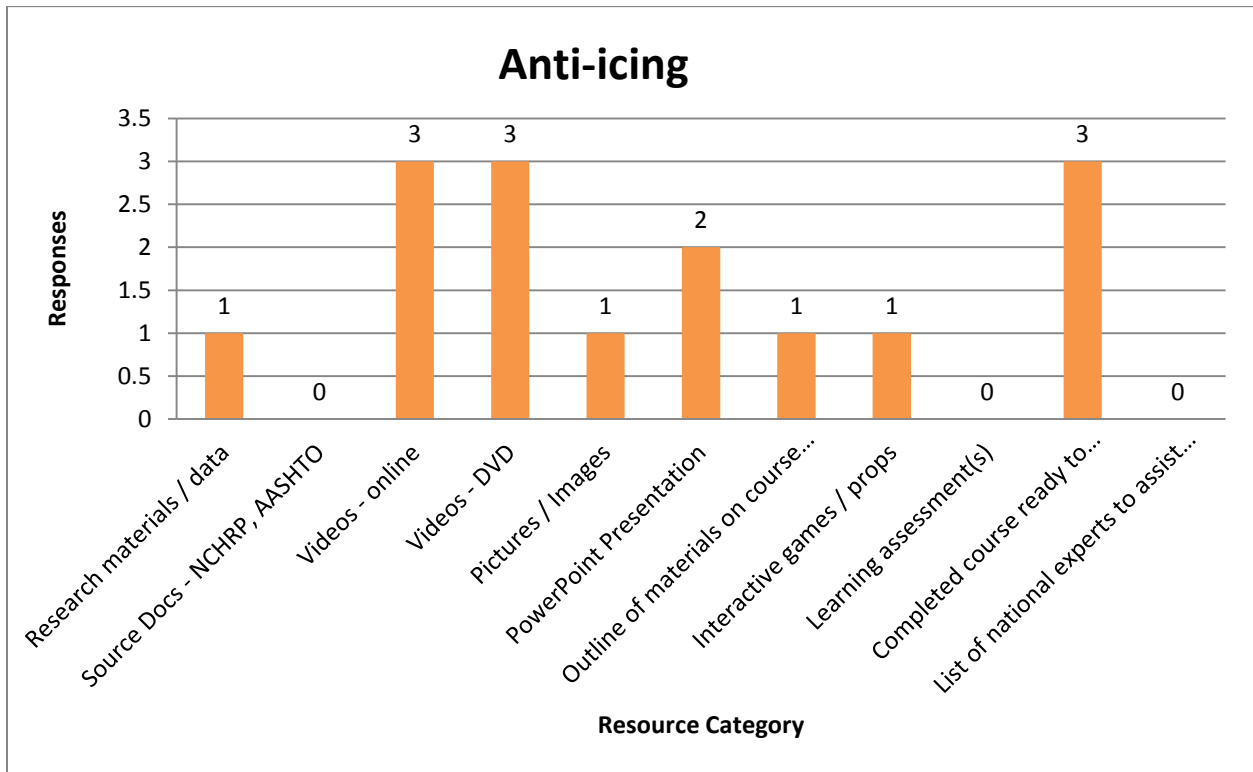
Water, Sewer, Gas, Electric, etc.



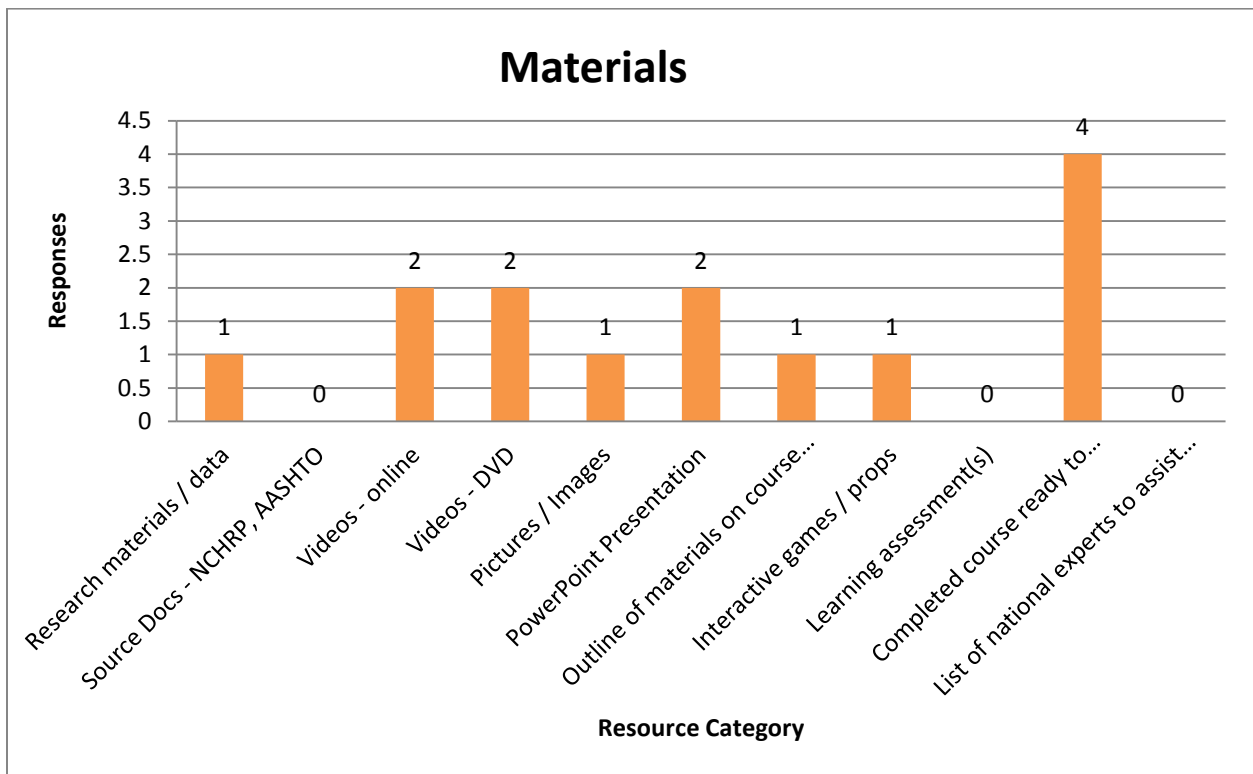
Winter Maintenance



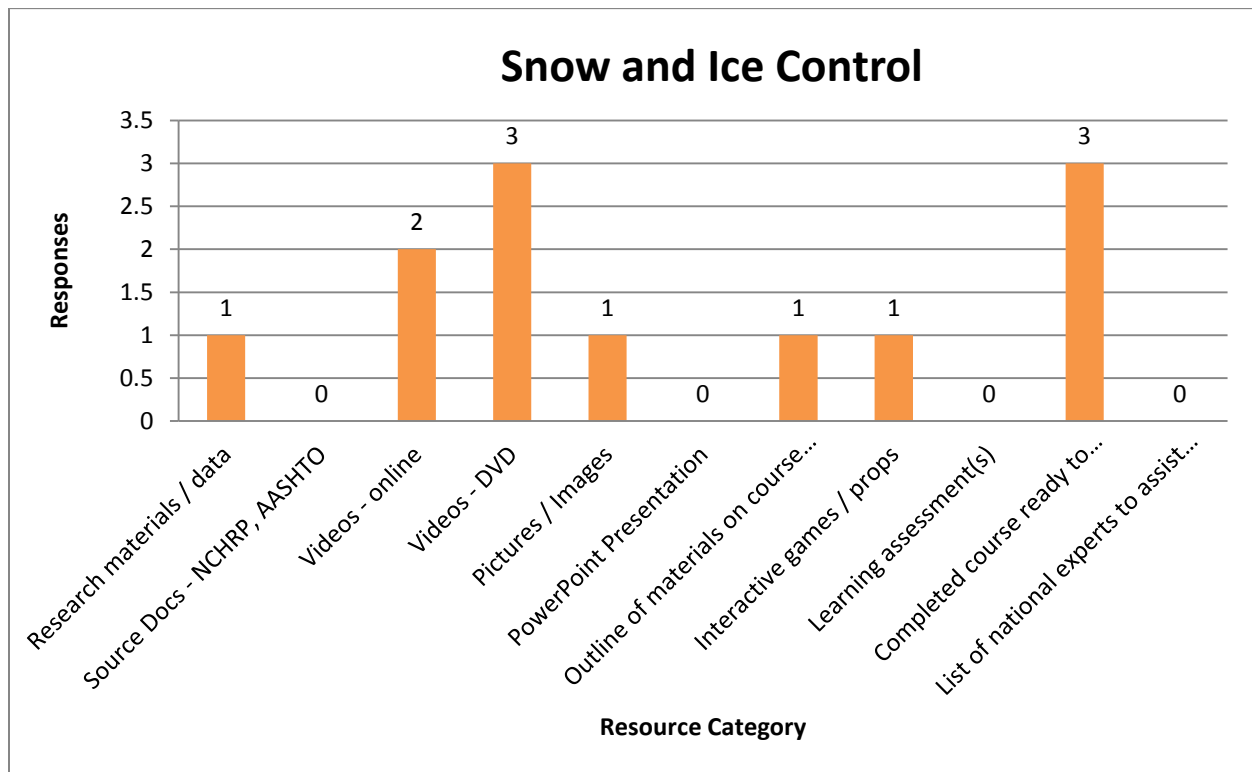
Anti-Icing



Materials



Snow and Ice Control



Appendix A – Survey Template

NLTAPA Training Resources Work Group (TRWG) 2013 Needs Assessment

Survey link: <http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/National LTAP Association Training Resources Work Group/Pages/NLTAPA-Training-Resources-Work-Group-2013-Needs-Assessment.aspx>

Instructions

In the survey below, needs are categorized into three general audience types:

1. Field Crew / Field Supervisor – defined as front line employees or their supervisors, more of a technician level; works directly on project tasks such as snow and ice removal, culvert installation, installing and/or inspecting signage along the roadways, ditching, etc.
2. Engineer – defined as holding a professional engineering degree and the majority have also been licensed as professional engineers and/or surveyors in their respective states; responsible for technical designs, official construction plan approval, specifications, etc.
3. Administration – defined as responsible for the overall function of a local roadway agency; involved in the agency's planning process, financial structure, project delivery, etc.

For each audience type, there are topic areas where the TRWG would like to know of any training product needs. Specific to each topic area is the identification of the type of need that exists for your center.

As you work through the on-line version, the survey will ask for more details if you respond that a need exists for a specific topic under an audience section. If you indicate there is no need at this time, then the survey will move on to the next topic. If you indicate there is a need at this time, the survey will prompt you to identify the type of training product need existing – i.e., your center needs videos, PowerPoint presentations, pictures, list of FHWA national experts who can serve as subject matter experts to review a course, etc.

Please use the charts on the following pages as a planning tool within your center to prepare for submitting your survey results online.

NLTAPA Training Resources Work Group (TRWG) 2013 Needs Assessment

Survey link: [http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/National LTAP Association Training Resources Work Group/Pages/NLTAPA-Training-Resources-Work-Group-2013-Needs-Assessment.aspx](http://www.dot.state.oh.us/Divisions/Planning/LocalPrograms/LTAP/National%20LTAP%20Association%20Training%20Resources%20Work%20Group/Pages/NLTAPA-Training-Resources-Work-Group-2013-Needs-Assessment.aspx)

Section 1 – Audience: Field Crew / Field Supervisor

Please place an “X” in each box below where you center identifies it has a need to the training resources in the subject area.

<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Asset Management	General Asset Management											
Asset Management	Sign Management											
Asset Management	Data Collection / Inventory											
Bridges	Construction											
Bridges	Design											
Bridges	Inspection											
Bridges	Maintenance											
Bridges	Instability											
Bridges	Repair											
Bridges	Welding											
Complete Streets	Bicycles											
Complete Streets	Pedestrians											
Complete Streets	Transit											
Culverts	Construction											
Culverts	Design											
Culverts	Inspection											

NLTAPA Training Resources Work Group (TRWG) 2013 Needs Assessment

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<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Culverts	Maintenance											
Culverts	Instability											
Culverts	Repair											
Computers	General operation											
Computers	Microsoft Softwares – word, excel, etc.											
Drainage	Ditches											
Drainage	Erosion Control											
Drainage	Roadway Crowns											
Drainage	Runoff											
Drainage	Soils											
Drainage	Sub-Surface Drains											
Drainage	Stormwater											
Environmental	Cultural Resources											
Environmental	Environmental Justice											
Environmental	Evasive Species											
Environmental	Historical Preservation											
Environmental	Wetlands											
Equipment	CDL											
Equipment	Grader											
Equipment	Dozer											

NLTAPA Training Resources Work Group (TRWG) 2013 Needs Assessment

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<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Equipment	Backhoe											
Equipment	Trackhoe											
Equipment	Skid Steer											
Equipment	Snow Plow											
Equipment	Trenching / Excavation											
Equipment	Loader											
Equipment	Load Securement											
General Interest	Grant Writing											
General Interest	Basic Math											
General Interest	Roads Basics for Public Officials											
General Interest	Technical Writing											
Human Resources	Communication Skills											
Human Resources	Management Skills											
Human Resources	Succession Planning & Retention											
Human Resources	Policies – i.e., Drug and Alcohol, Testing, etc.											
Liability / Legal	Property Law											
Liability / Legal	Tort Liability											
Management	ADA											

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<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Management	Budgeting											
Management	Aid											
Management	Agreements											
Management	Contract Management											
Management	Funding											
Management	Financing											
Management	LPA Programs											
Management	Planning											
Management	Knowledge Management											
MUTCD	Pavement Markings											
MUTCD	Signs											
MUTCD	Work Zone											
MUTCD	Work Zone - Rural											
Pavement Management	Aggregate testing											
Pavement Management	Asphalt											
Pavement Management	Concrete Repair / Maintenance											
Pavement Management	Chip Seal											
Pavement Management	Full depth reclamation											
Pavement Management	Gravel											
Pavement Management	Soils and foundations											

NLTAPA Training Resources Work Group (TRWG) 2013 Needs Assessment

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<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Pavement Management	Surface treatments for low volume roads											
Pavement Management	Treated and untreated bases											
Road Construction	Inspection											
Road Design	Road Design											
Roadway Management	Sign Management											
Roadway Management	Soil Stabilization											
Roadway Management	Dust Control											
Roadway Management	Gravel Road Maintenance											
Roadway Management	Asphalt Pavement Maintenance											
Roadway Management	Concrete Pavement Maintenance											
Safety	Highway Safety Manual											
Safety	Roadway – Crash Analysis											
Safety	Roadway – Low Cost Safety Improvements											
Safety	Roadway – Vegetation Management											
Safety	Roadway – Roadside Safety											
Safety	Roadway – Systematic											

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<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
	Improvements											
Safety	Workplace – i.e., PPE, First Aid, etc.											
Safety	Workplace – dealing with meth waste											
Surveying	Surveying											
Surveying	GPS / GIS Applications											
Traffic Control and Engineering	Incident Management											
Traffic Control and Engineering	Speed (Limit) Studies											
Traffic Control and Engineering	Traffic Calming											
Traffic Control and Engineering	Traffic Signals											
Traffic Control and Engineering	Traffic Studies											
Freight	Rail and Truck											
Utilities	Water, Sewer, Gas, Electric, etc.											
Winter Maintenance	Anti-icing											

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Major Topic Area	Sub Category	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Winter Maintenance	Materials											
Winter Maintenance	Snow and Ice Control											

Additional feedback – i.e., what did we miss that your center needs?

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Section 2 – Audience: Engineer

Please place an “X” in each box below where you center identifies it has a need to the training resources in the subject area.

<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Asset Management	General Asset Management											
Asset Management	Sign Management											
Asset Management	Data Collection / Inventory											
Bridges	Construction											
Bridges	Design											
Bridges	Inspection											
Bridges	Maintenance											
Bridges	Instability											
Bridges	Repair											
Bridges	Welding											
Complete Streets	Bicycles											
Complete Streets	Pedestrians											
Complete Streets	Transit											
Culverts	Construction											
Culverts	Design											
Culverts	Inspection											
Culverts	Maintenance											

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<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Culverts	Instability											
Culverts	Repair											
Computers	General operation											
Computers	Microsoft Softwares – word, excel, etc.											
Drainage	Ditches											
Drainage	Erosion Control											
Drainage	Roadway Crowns											
Drainage	Runoff											
Drainage	Soils											
Drainage	Sub-Surface Drains											
Drainage	Stormwater											
Environmental	Cultural Resources											
Environmental	Environmental Justice											
Environmental	Evasive Species											
Environmental	Historical Preservation											
Environmental	Wetlands											
Equipment	CDL											
Equipment	Grader											
Equipment	Dozer											
Equipment	Backhoe											

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Equipment	Trackhoe											
Equipment	Skid Steer											
Equipment	Snow Plow											
Equipment	Trenching / Excavation											
Equipment	Loader											
Equipment	Load Securement											
General Interest	Grant Writing											
General Interest	Basic Math											
General Interest	Roads Basics for Public Officials											
General Interest	Technical Writing											
Human Resources	Communication Skills											
Human Resources	Management Skills											
Human Resources	Succession Planning & Retention											
Human Resources	Policies – i.e., Drug and Alcohol, Testing, etc.											
Liability / Legal	Property Law											
Liability / Legal	Tort Liability											
Management	ADA											
Management	Budgeting											

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Management	Aid											
Management	Agreements											
Management	Contract Management											
Management	Funding											
Management	Financing											
Management	LPA Programs											
Management	Planning											
Management	Knowledge Management											
MUTCD	Pavement Markings											
MUTCD	Signs											
MUTCD	Work Zone											
MUTCD	Work Zone - Rural											
Pavement Management	Aggregate testing											
Pavement Management	Asphalt											
Pavement Management	Concrete Repair / Maintenance											
Pavement Management	Chip Seal											
Pavement Management	Full depth reclamation											
Pavement Management	Gravel											
Pavement Management	Soils and foundations											
Pavement Management	Surface treatments for low											

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	volume roads											
Pavement Management	Treated and untreated bases											
Road Construction	Inspection											
Road Design	Road Design											
Roadway Management	Sign Management											
Roadway Management	Soil Stabilization											
Roadway Management	Dust Control											
Roadway Management	Gravel Road Maintenance											
Roadway Management	Asphalt Pavement Maintenance											
Roadway Management	Concrete Pavement Maintenance											
Safety	Highway Safety Manual											
Safety	Roadway – Crash Analysis											
Safety	Roadway – Low Cost Safety Improvements											
Safety	Roadway – Vegetation Management											
Safety	Roadway – Roadside Safety											
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Safety	Workplace – i.e., PPE, First Aid, etc.											
Safety	Workplace – dealing with meth waste											
Surveying	Surveying											
Surveying	GPS / GIS Applications											
Traffic Control and Engineering	Incident Management											
Traffic Control and Engineering	Speed (Limit) Studies											
Traffic Control and Engineering	Traffic Calming											
Traffic Control and Engineering	Traffic Signals											
Traffic Control and Engineering	Traffic Studies											
Freight	Rail and Truck											
Utilities	Water, Sewer, Gas, Electric, etc.											
Winter Maintenance	Anti-icing											
Winter Maintenance	Materials											

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Winter Maintenance	Snow and Ice Control											

Additional feedback – i.e., what did we miss that your center needs?

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Section 3 – Audience: Administration

Please place an “X” in each box below where you center identifies it has a need to the training resources in the subject area.

<u>Major Topic Area</u>	<u>Sub Category</u>	Research materials / data	Source documents - NCHRP reports, AASHTO publications	Videos - online	Videos - DVD	Pictures / Images	PowerPoint presentation	Outline of materials on course topic	Interactive games/props	Learning assessment(s)	Completed course ready to deliver with instructor notes	List of national experts - assist in course development
Asset Management	General Asset Management											
Asset Management	Sign Management											
Asset Management	Data Collection / Inventory											
Bridges	Construction											
Bridges	Design											
Bridges	Inspection											
Bridges	Maintenance											
Bridges	Instability											
Bridges	Repair											
Bridges	Welding											
Complete Streets	Bicycles											
Complete Streets	Pedestrians											
Complete Streets	Transit											
Culverts	Construction											
Culverts	Design											
Culverts	Inspection											
Culverts	Maintenance											

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Culverts	Instability											
Culverts	Repair											
Computers	General operation											
Computers	Microsoft Softwares – word, excel, etc.											
Drainage	Ditches											
Drainage	Erosion Control											
Drainage	Roadway Crowns											
Drainage	Runoff											
Drainage	Soils											
Drainage	Sub-Surface Drains											
Drainage	Stormwater											
Environmental	Cultural Resources											
Environmental	Environmental Justice											
Environmental	Evasive Species											
Environmental	Historical Preservation											
Environmental	Wetlands											
Equipment	CDL											
Equipment	Grader											
Equipment	Dozer											
Equipment	Backhoe											

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Appendix B – Survey Additional Comments

⇒ Consistent comment received throughout is the need for resources to be made available in Spanish as well as English.

⇒ **Field Crew / Field Supervisor**

- o Public Relations - Case studies with proven results and cost data – areas like anti-icing, pre-wetting, traffic calming, pavement management, pavement preservation, intersection improvements, etc. The issue we have is that there is a lot of “fact” out there regarding accident reductions claimed or savings claimed...but as soon as you pull the string a little, there is no data to back up the claim.
- o Winter Maintenance – updated videos and photos – not whatever everyone has had for the last 20 years. As Matt puts it, “lets get ones showing 2000’s era vehicles and 2000’s haircuts.”; also a comprehensive list of chemicals being using along with advantages, disadvantages, lessons learned.
- o Legal responsibilities of pedestrians and bicycles when sharing the road. (Category of Complete Streets)
- o An instructor with all course materials ready to come and present. (Category of Culverts)
- o An instructor with all course materials ready to come and present. (Category of Drainage)
- o What would really be beneficial in all of these areas is a developed course with a knowledgeable instructor who could teach. Updated trenching and shoring safety videos would be very beneficial. (Category of Equipment)
- o An instructor with a workshop that has been presented and accepted in other states. (Category of Liability/Legal)
- o You missed Warm Mix Asphalt (WMA), Stone Mix Asphalt (SMA).
- o An instructor with a proven workshop. (Category of Winter Maintenance.)

- o Motorgrader - V-Plow – Wing (Category of Winter Maintenance.)

⇒ **Engineer –**

- o Contract management – Bidding, selection, award, inspection, direction, claims management.
- o Safety – Sight distance – need a good video of how to measure based on new green book.
- o Pavement management – the general story, pave and wait until it falls apart vs. pavement management, general costs – (current) case studies with life cycle costs; charts and graphs that make the case; newest methods with case histories and costs (beyond chip seal and microsurfacing)
- o Brochures covering these topics could be helpful on the engineering and non-engineering side. (Drainage Category)
- o State specific MUTCD changes if any, Florida has a lot (MUTCD Category)
- o Techniques to calm traffic in rural communities and in small villages with main highways running through them. (Category of Traffic Control and Engineering)
- o Conducting Public Meetings - Video/DVD/PowerPoint Dealing with the Press - Video/DVD/PowerPoint (Category of Winter Maintenance)

⇒ **Administration**

- o Public relations, public relations and public relations
- o Conducting Public Meetings: DVD/Video/PowerPoint; Dealing with the Press: DVD/Video/PowerPoint
- o Memorandum of Understanding and Agreements between utilities companies and administrative agencies; Flexibility in Utility Relocation, liability and tort claims.
- o Coordinating roadway capital improvement programs through utility coordination planning and permit process.
- o You miss subcategory on Truck permits, oversight truck and weight regulations.

- o Implementing permits for heavy vehicles on local road to limit the amount of road damage they cause, including agricultural vehicles on under-designed local rural roads.
- o You missed Adaptive Signal Control Technology (ASCT). (Under Traffic Signal Control subcategory)
- o You missed Safety Edge, Crash Modification Factor (CMF) as a separate subcategory of the Highway Safety Manual (HSM).
- o You missed Warm Mix Asphalt (WMA), Stone Mastic Asphalt (SMA) and SuperPave.