



NATIONAL LOCAL TECHNICAL ASSISTANCE PROGRAM ASSOCIATION

Safety Work Group Minutes – ROUGH Draft

Monday, May 14, 2012

1:00 PM EST

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 – Bruce Drewes, Chair

Rosemary Anderson, FHWA

Victoria Beale, Ohio LTAP

Michele Beck, MT LTAP

David Brand, NACE

Tim Colling, MI LTAP

John Dewar, FHWA

Bruce Drewes, ID LTAP – CHAIR

Janet Leli, NJ LTAP

Mike Fitch, Ohio LTAP

Ron Eck, WV LTAP

Cameron Ishaq, FHWA

James Martin, NC LTAP, NLTAPA President

Susan Monahan, LTAP/TTAP Clearinghouse

Todd Morrison, KY LTAP

Laura Slusher, IN LTAP

Jeff Zaharewicz, FHWA

• NLTAPA Safety Work Group Focus Area Updates

•Technical Resources and Services – Tim Colling

Tim reported he had not received the notification of a previous meeting (May 2-4, 2012) for NCHRP 1750 Lead States Implementing HSM in time to register. However he has signed up and paid for the Committee on Highway Safety Performance Midyear Meeting in Chicago June 27-29, 2012. He will send Bruce details of registration costs, etc. (Link for this meeting: <http://www.cvent.com/events/committee-on-highway-safety-performance-midyear-meeting/event-summary-5af80bb0abc345f6a8b7d349ccaf3625.aspx>) He looks forward to reporting on activities from this meeting in July.

• Communications and Outreach – Michele Beck

In the last couple months Michele placed various notifications on the LTAP/TTAP Clearinghouse Forum such as US Senate Recognizes NOYS Month and More (May); Revised Accelerating Safety Activities Program (April). She also emailed notifications to SWG members including NHI's Web-based training 133110 Strategies for Developing Work Zone Traffic Analyses, the above NOYS notification from Tony Kane, and Lane-Departure Countermeasures Webinar from CERS. For today's meeting, she posted the latest on 46 traffic sign MUTCD regulations eliminated at <http://mutcd.fhwa.dot.gov/index.htm>. This site has several PDF's that were issued today, May 14, for Engineering Judgment and Compliance Dates. Also available is the NACE/ATSSA publication of **Cost Effective Local Road Safety Planning and Implementation** (see next paragraph for link). Michele will send David Brand appropriate links.

The following three items will be placed in the summer SWG bulletin for LTAP/TTAP Summer Conference.

- 1). Excerpts from **Cost Effective Local Road Safety Planning and Implementation** by NACE/ATSSA. Available at this link for download: <http://www.countyengineers.org/RESOURCESEDU/NACEPUBLICATIONS/Pages/default.aspx>;
- 2). Changes in the MUTCD on Traffic Signs issued on May 14, 2012; and 3). From LTAP/TTAP Centers, Best Practices focusing on roadway safety issues thereby providing guidance for other LTAPS/TTAPS who may not be getting this

information and will have summary outlines to provide assistance along with contact names and centers. (See below examples of Safety Best Practices from Centers.)

- **WF and Capacity Building – Janet Leli**

Janet provided as well as requested outlined regional update components for each regional meeting as it occurs from the NLTAPA Executive Board. By compiling ideas from each regional meeting, these items could also be included in the summer SWG bulletin for the LTAP/TTAP Summer Conference. She will continue to review these with Cameron and Jeff over the next couple of weeks to complete Best Practice Guides. Cameron noted that Region 4 and 5 information has been gathered and by June, after Region 9's meeting, they should be able to submit small articles for the Roundabout and put them on the web. Janet saw this as another way of providing useful information for the LTAP/TTAP membership at large.

She is presently working on the agenda for the Monday meeting on the first day of the LTAP/TTAP Summer Conference, so folks can make travel arrangements accordingly.

Victoria Beale, Ohio LTAP, noted her training group has just finished reviewing 3 NHI Courses and hopes to be announcing them this fall for local government use. Discussion followed about SWG members assisting in also reviewing (dual reviews with SWG & Training committees) NHI courses. Synergy develops when working together. She already has a template set up for reviewing slides. Victoria uses a time frame chart to track and collect engineering review information, following with calendar deadlines. Cameron mentioned a bit of a back log would be okay because they can use the reviews for final course work. It is important in the safety review process that needs assessments are conducted to know where and what course work need area might be fulfilled.

- **Leadership Document- Cameron Ishaq and Bruce Drewes**

Bruce outlined background information on the development of the Leadership Document which will be used to guide the SWG committee. He noted at a meeting in Colorado began the defining of the SWG document and how to help centers increase their focus on roadway safety. This document will provide insight into how much is going on within the SWG; how NLTAPA is putting dollars and man-hours into various projects; and how the SWG is accountable for ongoing projects. With this information in one document SWG can have: 1) Place to go to view everything SWG is doing in safety; and 2) See limited resource needs in staffing, Clearinghouse, and centers.

The document is now almost completed and Bruce and Janet will review monthly. This document should be able to increase knowledge of activities in roadway safety area and provide tangible benefits back to centers with materials, resources, etc. This document also shows the symbiotic relationship with NLTAPA and FHWA working together.

Bruce explained this is a working document and will continually be added to showing what we are doing, who is doing it, and what needs to be done. Hopefully there will be no gaps in identifying work. Things that Marie started such as contacts with ATSSA, NACE, and APWA will be continued to leverage partnerships. Cameron noted by capturing leadership activities, those at chapter levels of NACE, APWA or DOT's can let SWG know of activities and perhaps these activities could go to the national level. In the reverse, information coming from national meetings can go to chapter organizations.

This document is now posted on the Safety Forum page and can be reviewed there.

Janet will be taking it to the next NLTAPA Executive meeting. James Martin noted there seems to be some members being stretched, such as Marie's commitments. Bruce explained she is reducing her capacity on some of these committees due to her LTAP Center's demands.

Bruce also outlined how this document can achieve depth with partners and keep a congruent discussion, making sure the same message is being carried forward. There is always a Leadership meeting a few days after this SWG meeting to continually review document.

- **SCOHTS Meeting- Marie Walsh**

Marie was not able to attend today and this report will be included on June's agenda.

- **Safety Best Practices conducted by the Centers-** *to be included in the report for the annual meeting*

Idaho LTAP will send in an outlined summary of Local HSIP analyzing crash data for a new stream of funding.

Michigan LTAP is tentatively working on possible low volume roads and HSIP funding with their DOT and hope to have training for HRRR webinar and HSIP How to Train. He sees about a month out on possibilities yet to be determined.

Victoria Beale, Ohio LTAP, will write up summary on HRRR funding also.

If you have something you would like placed in the summer SWG bulletin for LTAP/TTAP Summer Conference, Bruce requested all reports be sent to him by **mid-June/early July**. He will review and then forward to Michele and Rosemarie. This bulletin will then be provided to the LTAP/TTAP community.

- **Nominations requested for the Panels for FY 2013 Projects in the National Cooperative Highway Research Program (NCHRP) - please respond by June 15, 2012** – Marie Walsh (from Website

<http://www.trb.org/Highways1/Blurbs/167090.aspx>):

“TRB's National Cooperative Highway Research Program (NCHRP) is soliciting nominees to serve on oversight panels for new projects being established under the NCHRP's FY 2013 program. Nominees should have expertise directly relevant to the proposed project topic. To help identify nominees who are members of historically under-represented groups, TRB encourages the nomination of women and members of minority groups. Nominations are due by June 15, 2012.

Panels for the new projects are scheduled to meet beginning in late July through September. Panel members are prohibited from submitting or participating in preparation of proposals on projects under their jurisdiction, and they serve without compensation but are paid travel and subsistence expenses.

Although the FY 2012 projects are tentative (they have not yet been approved by a states' ballot), TRB is soliciting nominees now in order to meet future deadlines and would appreciate receiving nominations as soon as possible but not later than June 15, 2012. Individual [descriptions of each new project](#) are available online.”

This notice will be sent out again to all SWG members to forward to those who may be interested:

<http://www.trb.org/Highways1/Blurbs/167090.aspx> There is more information at this site.

Partner Reports

- **FHWA Office of Safety Update**

-Rosemarie Anderson

There will be an evaluation of the Local Rural Roads Program and centers may be contacted and asked for help for this report. They want to get questions answered, please be helpful like LTAP/TTAP centers always are. Rosemarie found at Region 4 and 5 meeting the new local roads manual, for developing a safety program, was only being used by three centers. She thought it was more far reaching than that because it was reprinted a third time and was wondering where all the copies were being distributed. Also at this meeting there was discussion about Road Safety Audits and it was indicated to her nobody was conducting audits. This evaluation will be more in the form of an interview and will not be a paper questionnaire. Centers will be randomly selected. She thanked everyone for participating when contacted.

Regarding the peer exchange with Region 1, it has to be postponed due to travel constraints and budget travel limitations. Rosemarie said they will be looking to reschedule after the first of October.

-John Dewar announced he will be retiring as of June 1. He thanked the SWG members for all their good work they have done for roadway safety. Bruce expressed thanks to John for his help and assistance and wished him the best in his retirement.

-Jeff Zaharewicz

1) The Accelerated Safety Activities Program (ASAP) helps FHWA Division Offices promote safety innovation. As the name implies, ASAP provides funding to accelerate the advancement of safety efforts across the nation. Jeff reported they are accepting proposals from the 23 focus states for Pedestrian, Intersection, and Roadway Departures. Contact Mark Sandifer at mark.sandifer@dot.gov. Due date is May 22.

2) They have attended regional meetings and will be at Region 7 the end of May presenting how accomplishments have dovetailed with Rosemarie's activities and Hillary Isebrands' areas of accomplishments.

3) He has visited with Janet, Region 1, discussing the most recently published manual and practitioner's guide for the Road Safety manual. There will be a power point forthcoming.

•New Business

Laura Slusher requested information from centers regarding HSIP and how they have been working with their state DOT's on prioritizing HSIP funding. Discussion followed on benefit cost analysis on cost of project vs return on crashes.

• Action Items/Next Steps:

1. **Next Meeting: June 11, 2012 – 1PM EST**
2. **SCOHTS Meeting Report** – Marie Walsh
3. Send in Best Practices for summer conference SWG report by early June to Bruce; articles will be published in summer Safety Work Group Bulletin