



NATIONAL LOCAL TECHNICAL ASSISTANCE PROGRAM ASSOCIATION

Safety Work Group Minutes (Revised)

Monday, November 19, 2012

1:00 PM EDT

LINK TO JOIN THE WEB CONFERENCE

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

TELECONFERENCE NUMBER TO ACCESS AUDIO PORTION

Toll-free number: 877-336-1839

Participant passcode: 5440010

Michele Beck, Montana LTAP
David Brand, NACE
Raymond Brushart, Ohio DOT
Kevin Burke III, IL LTAP
Tim Colling, Michigan LTAP
Ben Colucci, PR LTAP
Bruce Drewes, ID LTAP

Joni Graves, WI LTAP
Cameron Ishaq, FHWA TPP
Janet Leli, NJ LTAP
Laura Slusher, IN LTAP
Dennis Trusty, NP TTAP
Jeff Zaharewicz, FHWA TPP

- **Welcome and Roll Call by Chair Bruce Drewes, ID LTAP**
- **LTAP/TTAP Joint Safety Program Update**
 - Cameron Ishaq, FHWA TPP, reported the Leadership team met last week to review updating the Leadership Document (an Excel sheet) and should have it available soon. Their main focus has been on planning the 2013 Safety Work Group work plan by identifying what is available now, what resources can be shared, etc. One of their primary efforts includes organizing LTAP/TTAP regional meetings with one-half day safety session on county-wide safety plans. They are still monitoring the Toward Zero Death Initiative and what it means to LTAP/TTAPs. As soon as a directive plan is broadcast, the Leadership Committee can then move forward with possibilities. With limited number of people and funding, they want to coordinate efforts to best use the Safety Work Group to reach toward the safety goal. Cameron expressed need for membership to go from passive to active participants so the same people do not continually show up on projects. He sees the necessity to broaden the activity of this group to become activity-based. The Leadership team will meet once more before the TRB meeting in January. Bruce sees all SWG membership actively participating in regional discussions. Bruce also thanked Cameron for his help in identifying the important meetings we need to attend and to identify products that will assist LTAP/TTAPs. Janet suggested everyone review last year's SWG Work Plan that was emailed to them today (starts on Page 7) for a reference as a starting point. (Also available on the Forum under SWG.)
 - Joni Graves, WI LTAP, noted the Crash calendar project may be something SWG could use as a presentation tying in with the Preconference Workshop at the 2013 summer conference or be part of an NLTAPA project. They recently received an award from MADD. Ben Colucci, PR LTAP, said he would be happy to step forward to help also. He is very active internationally as a spokesperson for the next generation of EDC as well as Decade of Action for Road Safety in Puerto Rico and the US Virgin islands.
- **NLTAPA Safety Work Group Focus Area Updates**
 - **Technical Resources and Services** - Tim Collins
 - Preconference Workshop for Summer 2013 Conference - Please see comments below under this heading.

- **Communications and Outreach** – Michele Beck, MT LTAP, issued numerous notices via listserv, Forum, and NLTAPA website. Cameron commented this usage of the Forum should be reported to the EC so all will know how useful it can be to receive the “Digest” from the Forum at the end of day. The Digest includes posts of the day that the user signs up to receive.
 - **WF and Capacity Building** – Janet Leli, NJ LTAP, has been very busy with Hurricane Sandy’s disruptive situation and on the Leadership meetings.
 - **FHWA TPP**- Jeff Zaharewicz said with Region 1’s Peer Exchange in October, the initial proceedings have been completed. They are now translating this information into materials that can be shared within the LTAP/TTAP community. It looks like the plans for the two Peer Exchanges are set for March 2013 with a combination of Region 3 and 5 and then in June 2013 with Region 4. These exchanges will be unique to their particular regions. There will be good discussions about integrating the local perspective, not just LTAP/TTAP, but local government. Dave Brand, NACE, will be part of the sessions. Brian Roberts, NACE, expresses interest in what we are up to in the safety arena.
- **2013 Work Plan and Budget Workshop:**
 - Bruce outlined what the Leadership team has focused on and will continue involvement with AASHTO SCHOTS committee and other AASHTO meetings. He sees SWG primarily contributing to other activities in the regional meetings formats and national conference. Bruce sees SWG Work Plan and Budget developed by middle of December and get final review from SWG membership first of January before submitting to NLTAPA EC January 13, 2013. If SWG members have any other items to add to work plan and budget, send to Bruce, Janet or Marie in the next week.
- **Regional Meetings (Proposed topics):**
 - **Safety Peer Exchanges:** Bruce discussed Regional meeting activities from the past three Safety Peer Exchanges held in Colorado, Idaho and New Jersey.
 - Renee Railsback, CO LTAP, presented at the SWG July 2012 meeting highlights from that exchange. Go to this site and under Documents, click on region7_Safety Peer Exchange Highlights: <http://www.nltapa.org/content/safety>
 - Bruce noted he hosted the Idaho Peer Exchange and had 32 people from county, LTAP, FHWA, DOT, Bureau of Indian Affairs, Tribal and TTAP representatives including states of Washington, Oregon, California, Nevada, and Utah.
 - Janet reported only three of the eight LTAP centers could participate from the New Jersey region. Because there was only one representative from the Massachusetts DOT and single-person representation from several other states, they were not able to maximize breakout discussions. There were local, DOT, FHWA and LTAP reps from New Jersey. Discussions were lively about how their data is being dealt with in those states.
 - Bruce said the Leadership team wants to be able to identify the best practices coming out from the peer exchanges to help with the discussion at these two exchanges coming up.
 - **County-wide Safety Plans:** Brian Roberts, NACE, could see the regional meetings as a place where county-wide safety plans be discussed such as identifying ways of developing county-wide safety plans and developing that partnership with counties and jurisdictions. NACE is looking at the TZD program trying to plan a coordinated effort to how to distribute it and how to sell it. There is a need to develop the package from the elected officials’ standpoint of what the counties are going to get out of it. Roberts thought NACE may need to be at the regional meetings also. They are in the planning stages of how to lay out the course of where to go, where do they want to be at the end of the year. He is hoping to plan for the next five years, making a significant impact by have twenty percent of the counties each year develop the county road safety plan. By the end of the five years, they will have a domino effect of county road safety plans that can then be used to access money.

- Janet noted Rosemarie does have information to incorporate into this topic. She suggested that Brian check with Rosemarie to see if the peer program funding might be used for travel to these regional meetings.
 - **High Risk Road Best Practices:** Bruce explained in SAFETEA-LU, a set of best practices needed to be identified and reported back out to the U.S. Congress of what is going on and where. Different entities are going through that process now. Larry Christensen, SAIC (Science Applications International Corporation), sent out an email looking for contacts to send a survey. NACE submitted over a hundred names. Marie also submitted names and is on that committee. Bruce was contacted by Larry to get information on lead people. Laura Slusher was one of the first one to respond. Kevin responded also. Joni thought the survey may have gone to Steve. Bruce would like to be able to give an update at regional meetings with Region 5 starting in March. Dave Brand said the weakest contacts for HRRR is Montana, Oklahoma, Kentucky, Mississippi, Wyoming, and Colorado. Bruce said he will follow up with those states.
 - **TZD:** Bruce indicated the TZD initiative is still moving forward although somewhat slowly. Dave Brand mentioned Brian Roberts is NACE's best contact for the TZD initiative. Bruce hopes to have more information on TZD before first regional meeting. Cameron interjected the Joint Program strongly believes in the TZD program, but they, too, are waiting for the final plan. Something may be developed at the 2013 summer conference.
 - Bruce welcomed any other topics for the regional meetings, just email him.
- **Assist NHI in the updating and develop of educational programs:** Janet said Victoria Beale, Ohio LTAP, sent out a survey to LTAP/TTAPs need assistance in prioritizing the NHI Safety courses to be developed into one-day, instructor led sessions focused on local roadway agencies. (If you need the survey link, please contact Michele or Janet.) Bruce noted Victoria and NHI will be looking at the locations, budgets, etc. He said it will be interesting to see how the NHI training project progresses.
 - Cameron wanted to give a heads up on the latest training mechanism NHI has been looking into this past year and that is mobile strategy. They noticed many possible training constituents do not sit at desks or have computers readily available. What they do have are Smart phones. NHI is trying to follow up to find what can be turned into APPS. This effort is picking up steam now. Bruce said NHI has moved ahead with innovative types of training programs using smart phones to poll the audience off their smart phones and put into power point they were presenting. New training tools are being examined and hopefully we will see some of these at the national conference that are cutting edge with NHI.
 - Another point Cameron wanted folks to know about is the Intersection Signaling course Tom Elliot is working on from the Office of Safety.
 - Cameron also would like to see the Forum used for responses to short inquiries from the SWG.
 - **Preconference Workshop for LTAP/TTAP Summer Conference 2013: The TRB Committee Highway Safety Performance Committee is proposing a train the trainer workshop titled "Safety Analysis with Limited Data"** Janet, Marie, and Tim were approached at the SCHOTS meeting last year at TRB and requested a preconference workshop to be developed on "Safety Analysis with Limited Data."
 - Tim provided a brief background on how this module came about. He has been heavily involved with the Highway Safety Performance Committee over the past year. Their committee wanted to work with the SWG committee to promote highway safety. LTAPers joined their committee to give the local agency perspective. HSP Committee heard the training LTAP/TTAPs were requesting needed to be focused on local governments that had little or no data. HSP kicked around some ideas their training may not only be for just LTAP/TTAP summer conference but perhaps three types of agencies: 1) little or no data at local agency; 2) Police Data; 3) Specialty DOT data.
 - HSP Committee will be meeting December 13 to talk about refining this outline. Tim wanted to know if this is the training LTAP/TTAP is looking for, a train-the-trainer module on this type of topic. Marie was concerned

about safety work group or FHWA wasn't behind this. Tim has been attending these meetings for the last two years. Discussion followed about training in place such as Isebrands' HSM Light, Overview of HSM, Washington state's training customized for locals. Tim noted HSP has limited scope, scale and budget. Dennis Trusty, dtrusty@uttc.edu.com, will join Tim on next HSP conference call to add insight of limited types of data for tribes. Jeff noted at the preconference there are other sessions and therefore suggested this to be just a four-hour training session at this time. Jeff agreed to be available for the HSP conference call also. Tim said we need to give them clear direction. Tim will forward information from this HSP committee to Cameron and Jeff. Cameron will also bring it to the EC and Jim on November 28 meeting.

- Bruce will bring forward Washington training example to Renee for Planning Committee. He will be able to give Tim a better idea of half day or full day or not at all before the December 13 meeting date.
- **Winter Safety Bulletin 2013:** Bruce asked SWG members what types of topics would be of interest to LTAP/TTAPs. Janet mentioned putting together the Winter Safety Bulletin for TRB and calling on those LTAPs that received ASAP funding for reports. Other possible information could be provided from Ben Colucci on Decade of Action. Ben also requested that a list of recent safety webinars be listed in a specific section could be helpful for LTAP/TTAPs. He also thought a brief update on MAP21 would be another helpful topic. Bruce requested brief reports of interest to be sent to Michele or himself by December 10 so the bulletin can be put together by mid-December.
- **Action Items/Next Steps:**
 - **Next SWG Meeting: December 10, 2012 – 1:00pm EDT**
 - **Winter Safety Bulletin – Articles Requested/Received**
 - **Status of SWG Work Plan and Budget**
 - **Tim Colling Receives Info from November 28 EC Committee meeting Regarding Moving Forward with HSP Train the Trainer**
 - **Bruce to follow up on HRRR states with weak response to SAIC survey: Montana, Oklahoma, Kentucky, Mississippi, Wyoming, and Colorado**