# Conference Call

# December 7, 2015 – 1:00 PM to 2:00 PM Eastern Standard Time

Connection information:

==== LINK TO JOIN SESSION ====

<https://connectdot.connectsolutions.com/ltapttap-trwg/>

==== TELECONFERENCE NUMBER ====

Conference #: 877-535-2644

Participant Access Code: 4653621399

**Attendees:**

* Victoria Beale, OH
* Matt Carter, DE
* Nicole Frankl, NE
* Ted Green, NJ
* Rebecca Mayher, AZ
* Susan Monahan, Clearinghouse
* Andrew Morgan, WV
* David Orr, NY (Chair)
* Jeff Zaharewicz, FHWA

**Notes**

* Approved minutes and notes from (Oct & Nov) (attached)
* Approve Work Plan & Budget (attached)
  + Ask for membership especially for regions not represented at winter meeting (David)
  + Look at needs assessment (David) and discuss at Winter meeting (David)
  + AASHTO TCCC Course guidance document (Victoria) – Try for one year and see who takes advantage of the arrangement in 2016. Bring back to the EC and ask for an MOU. (David)
  + Leave the $1,800 in TRWG, but discuss with Partnerships. NLTAPA should only send 1 person as a representative. (Rebecca)
* Winter Business Meeting
  + Does TRWG want a meeting in the afternoon? (3-5 pm available)
    - Yes – 1 hour (David will ask John)
  + Winter Business Meeting requests (other than NTTD update)
    - Confirm TRWG 15 minutes (David)
* Summer 2016 National Meeting Sessions (Send list to Matt Enders)
  + Panel on NHI, TCCC, Clearinghouse, …
    - Processes, availability, resources.
    - May be an agency rep or an L/TTAP rep serving on the panel
  + L/TTAP Sharing (posters with 10 minutes each)
  + Other Ideas – Training Resources Available – LTAP U (David will talk to Rusty)
    - Not everybody is at LTAP U

* Old Business
  + Resource Syntheses Webinar (Matt and David): Dec. 14, 2015
    - Next Roundabout or a separate email blast (Matt)
    - Send note to the Regional Reps (David)
  + NHI IDC Sessions (Andrew Morgan & Jeff Z.)
    - Jeff has a list from 2012 but there are issues in reconciling the data
    - Should ask all Centers if they have additional names (via Regional Reps?)
    - Report data at Winter meeting (David)
  + Asset Management for Local Materials Review (Jeff Z.)
    - Andrew gave a quick summary of materials review. Ask Charlie Goodspeed for a poster at the National meeting. Maybe apply roadway safety focus area concept to other areas. Data tracking and more interaction would be good. May need to be more generic. Will send final notes to Jeff (David).
  + NTTD Partnership

(update at Winter meeting (Rebecca Mayher and Donna Shea))

Information to NTTD Contacts (status of getting this list) (Rebecca)

* + George Huntington Award
    - Bring back up to the EC (David).
    - 3 Work Groups have discussed. Maybe have a ‘Hall of Fame.’
  + Train-the-trainer Slide in Bridge volunteers (Ted, Matt, & David)
    - Recirculate. (Jeff)
    - No train-the-trainer will be provided. See online materials.
    - From Jeff Z. –
      * The train-the-trainer opportunity I was pursuing on our behalf last year never came to pass as the Office of Infrastructure eventually took a different approach. That said, the materials associated with the topic have literally just been made available at: <http://www.fhwa.dot.gov/construction/sibc/>
      * There you will find six “Do It Yourself” modules in ppt format, which seem to be geared towards specific audiences. By all means, if you are interested in this topic, please review these new materials and let me know your thoughts.
      * My understanding that my colleagues in the FHWA Center for Accelerating Innovation plan to prepare some marketing announcements so I will pass those along to all in the LTAP/TTAP community when I receive it.
    - If you have any questions or comments on the SIBC materials, please let Jeff know.
  + Center for Accelerating Innovation update when available (Jeff)
    - Will meet with them at the Winter Business meeting. Possible source for funds. Come to DC and learn something new.
* New Business
  + 2016 Transportation Curriculum Coordination Council,   
    April 10 -14, 2016 - Columbus OH ~~($250/$300~~)
    - Victoria will be going and report.
  + FAST Act
    - Expansion of funding WZ Clearinghouse to add guardrail (Victoria)
    - Need to keep locals involved in expansion. Will add to list of items to be watched into the future.
  + Gravel training
    - Dragging or not dragging question was asked. Suggestion was to contact Iowa or Minnesota for research information.

Action items

* *Post approved minutes and notes from (Oct & Nov) (David)*
* *Approve Work Plan & Budget (attached)*
* *AASHTO TCCC Course guidance document (Victoria)*
* *Try for one year and see who takes advantage of AASHTO TCCC in 2016. (David)*
* *Bring back to the EC and ask for an MOU. (David)*
* *Winter Business Meeting setup and TRWG Update (David)*
* *Summer 2016 National Meeting Sessions (David)*
* *Resource Syntheses Webinar (Matt and David): Dec. 14, 2015*
  + *Send note to the Regional Reps (David)*
* *NHI IDC Sessions – Report at winter meeting and ask regional reps for additional names (David)*
* *Asset Management for Local Materials Review – Send final notes to Jeff Z. (David)*
* *Information to NTTD Contacts (status of list) (Rebecca)*
* *George Huntington Award – Bring back up to the EC (David).*
* *Center for Accelerating Innovation*
  + - *Get feedback to Jeff (everybody)*

NLTAPA Training Resources Workgroup Meetings 2016

* All meetings will be from 1:00 – 2:00 PM Eastern Time unless noted.
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Meetings are open to all LTAP center personnel – **we always welcome new ideas and new workgroup members!**

* Schedule:
  + January 10th – Meeting at TRB – FHWA Arlington – Room: TBA
  + February 1, 2016
  + March 7, 2016
  + April 4, 2016
  + May 2, 2016
  + June 6, 2016 (will need to move or have someone else chair)
  + July & August meetings to be held at NLTAPA Conference   
    July 18-21, Madison, WI, Date & Room: TBA
  + September 12, 2016
  + October 3, 2016
  + November 7, 2016
  + December 5, 2016