



No Boundaries Phase II Transportation Pooled Fund #TPF-5(330)

Minutes - Teleconference

August 4, 2016 | 11:00am to 12:30 p.m. Central

Attendees

Florida: Kristin McCrary	New York State DOT: Greg Grimshaw
Illinois: Stephanie Dobbs	North Dakota: Les Noehre
Louisiana: Kevin Reed, Ken Free	Ohio DOT: John Stains
Michigan DOT: Todd Rowley, Melissa Howe	CTC: Kim Linsenmayer, Kirsten Seeber
Missouri DOT: Mike Shea, Becky Allmeroth	DW Clonch: Diana Clonch, Diane Watkins

Membership and outreach

- Kevin Reed, LADOTD – The Louisiana DOTD will become the newest member of the study and plan to be at the October meeting in Ann Arbor.
- SCOM Annual Meeting presentation – Becky Allmeroth (MO), Steve Cook (MI) and Thomas Lyden (OH) presented on No Boundaries and received lots of positive feedback and questions from attendees. Thomas followed up with several attendees who were interested in the study.
- Todd (MI) – He will include a flyer in the attendee packet of National Roadside Vegetation Managers Conference happening in August. The conference director would like us to present at next year's conference, including information on the study and hot topics.
- Stephanie (IL) – She will promote the study at the National Safety Rest Area Conference.
- Diana (DW Clonch) – Information she presented at the APWA Winter Maintenance Subcommittee is getting passed on to their Transportation Committee. Diana and Diane will continue their outreach to some larger cities in Ohio and Michigan.

ACTION ITEMS

CTC:

- Send Stephanie flyers to distribute at the National Safety Rest Area Conference in October.

October face-to-face meeting – Ann Arbor, MI

- Mark Chaput from MDOT will give the opening remarks.
- Maintenance management presentations:
 - Jon Wilcoxson from the Kentucky Transportation Cabinet will be our guest and present on implementing maintenance management systems.
 - John (OH) - The Ohio attendee (TBD) will present on their maintenance management system and a few large scale asset management projects.
- Members who have confirmed their attendance at the meeting - Mike (MO), Todd (MI), Ohio attendee, and Kevin (LA).

ACTION ITEMS

CTC:

- Follow up with Jay Wells to confirm if Joe Schmit will attend and present on Washington's maintenance management system, specifically data collection.
- Send an email to the members regarding their travel approval.

Maintenance management survey

- Twenty one states have responded so far – 16 non-members and 6 members.
- CTC will compile the survey results and see where we might need further information.

ACTION ITEMS

CTC:

- Send Stephanie (IL) and Kristin (FL) the names of their SCOM members who received the survey email. Send Becky (MO) the survey email.

Work plan

- Kim (CTC) reviewed the activities completed to date and reviewed the proposed work plan (activities and associated budget) for No Boundaries over the next year. The group discussed priorities and opportunities in the key task areas.
- Task 1: Membership and marketing – Maintain a focus here with the goal of encouraging all states to become members.
 - Mike (MO) – Joe Conway (FHWA) has international maintenance contacts, especially with Canada and Mexico.
 - Becky (MO) – SCOM has various teams and subcommittees that might be good to work with.
- Task 2: Promoting innovations
 - Newsletters – The goal is for newsletters to have recent content that would lead folks to the website, so they will learn about, and find value in, No Boundaries.
 - Innovations database on the website - The group discussed promoting the database, giving people reasons to submit their innovations and how to evaluate submitted innovations.
 - Redesigning the website – If we want to use the website to promote the study, do we want to redesign the website to make it more modern and accessible to users? Examples of other groups with good websites are [Clear Roads](#), [Mississippi Watershed Management Organization](#) and [Crossroads, MN Transportation Research Blog](#).
 - ≈ We could have a blog showcasing innovations and featuring interviews with users.
 - Webinars on innovative practices – A low cost way to feature a variety of practices to an audience beyond our members. Attendees would be able to ask questions and share their experiences. We would record and post the webinars on the website/YouTube channel.
 - Field videos on the innovations – Informal videos posted on the website/YouTube channel.

- John (OH) – Likes promoting innovations through the Task 2 activities. This should be the main focus of the study as it will reach a lot of people and also ties into recruitment.
 - Diana (DW Clonch) – Create simple, one-page data sheets on topics that highlight basic areas of concern, suggestions, and resources. Focus on a “how-to” or “recipe” for how to get started on a topic. These can tie into the webinars or videos. Distribute them widely so folks know that others are working on the featured topic.
 - Member can always send an email or call Kim with ideas for focus areas for the study or ideas for how to share promotions.
- Task 3: TAC Meetings/Tech Transfer Events
 - Use the TAC calls to share information on topics of interest.
 - Innovation Rodeo – These can involve LTAPs, FWHA, AASHTO, local agencies, etc. to promote collaboration between agencies.
 - ≈ Mike (MO) – MoDOT ties their Innovation Challenge event to the annual statewide maintenance meeting.
 - ≈ Diane (DW Clonch) – Ohio holds an annual event (Team Up Ohio) where folks come from across the state to share their innovations.
 - ≈ The members would like to find out more about what other DOTs are doing related to rodeos and innovation sharing. The group is interested in learning how to host a rodeo and in sharing innovations from each state.
 - We have the funds available to have another face-to-face meeting/event before 9/30/17. We could have smaller face-to-face events, such as a pilot project demo (document the experience of the piloting state and share with others) or a mini peer exchange (one state doing an innovation and teaching a few other states).
 - Task 4: Pooled Fund Management (Financial management, TAC communications, etc.)
 - Other potential tasks/topic areas to focus on?
 - Mike (MO) – Funding of maintenance operations. MoDOT has been federalizing some of their maintenance activities so they can get a match of their spending with federal dollars. What are other states doing to federalize their maintenance program?
 - Stephanie (IL) – Roadside issues (right of way as habitat and the pollinator issues) - policies, procedures, seed mixes, etc. How are other states dealing with the I-35 Monarch highway corridor? FHWA has put out a lot of papers on it and she would like to see innovations in the database. Can we encourage folks to submit what they are doing to the innovations database?
 - ≈ Diana – OH APWA is hosting a symposium on this issue at the end of August.
 - ≈ Stephanie – She has a summary of the papers the federal government sent out related to the pollinator issue.

ACTION ITEMS

CTC:

- Task 1: Follow up with Becky on her notes from the SCOM Annual Meeting.
- Task 3: Create and send a short survey to find out who has rodeos. We will get TAC’s feedback on the survey and who it should go to at each state.



- Task 4: Research the idea of federalizing maintenance activities to see what DOTs are doing. This will be a topic for a future meeting.
- Other topics: Add roadside issues (right of way as habitat and pollinator issues) to the website, have them in mind for the newsletter and make this an initiative going forward. Post the federal papers written on the topic on the No Boundaries website.
- Ask the TAC for feedback on the work plan and the innovations database via email.