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

Minutes - Teleconference
February 8, 2016 | 2:00 to 3:00 p.m. Central

Attendees

Illinois: Stephanie Dobbs,
Michigan DOT: Todd Rowley, Alison Porrett
Missouri DOT: Mike Shea, Becky Allmeroth
North Dakota DOT: Les Noehre
Ohio DOT: John Stains, Zona Kahkonen Keppler, Mitch Blackford

South Carolina DOT: Jim Johannemann
Washington State DOT: Jay Wells,
CTC: Kim Linsenmayer, Patrick Casey, Kirsten Seeber
DW Clonch: Diana Clonch, Diane Watkins

Outreach/membership update

- **State recruitment.** Pat Casey has made several contacts with individuals in Minnesota DOT and Wisconsin DOT about joining No Boundaries. There is strong interest but no commitments yet.

- **TRB Meeting outreach.** Pat Casey and Kim Linsenmayer attended the TRB Annual Meeting in January and spoke about the No Boundaries pooled fund study at several maintenance-related meetings.
  - ➢ At the Maintenance and Operations Management Committee Pat talked one-on-one about No Boundaries with representatives from Utah, Alaska, Arizona, and Nevada, as well as Mark Robinson of DBI Services, Inc. Mark is the chair of the committee is interested in learning more about the pooled fund.
  - ➢ Also at the Maintenance and Operations Management Committee, the subject matter expert for the Domestic Scan on Leading Management Practices in Determining Funding Levels for Maintenance and Preservation (Katie Zimmerman), gave a presentation on the scan findings. The chair of this scan and SCOM is Mark McConnell from the Mississippi DOT. The scan team would like to do a peer exchange on the condition data of maintenance assets.

- **TAC outreach assistance.** In order to recruit new members, it might be most productive to have a personal message come from a TAC member about our study. Kim pulled together a list of potential contacts (see handout). CTC could draft an email that TAC members could send out, or CTC could send out on a TAC member's behalf, to potential contacts. The members could also follow up via phone.
  - ➢ Jim Johannemann – Will reach out to the NC and GA.
  - ➢ Mike Shea – Will reach out to CA and IA.
  - ➢ John Stains – Will contact the remaining folks.
  - ➢ Les Noehre – He has already reached out to Manitoba and is researching contacts in Saskatchewan.

- **Conference attendance.** Kim will follow up with everyone via email to see who is attending the maintenance conferences on the list she provided.
  - ➢ Jay Wells – The WS DOT is hosting WAASHTO in March. If we can get him something, he can talk about it at the meeting. There will be about 32 maintenance folks there.

ACTION ITEMS

CTC:
- Work with TAC members on targeted outreach to interested states.
- Follow up with the National Center for Pavement Preservation regarding potential collaboration.
- Follow up with the Domestic Scan maintenance project panel about potential collaboration.
- Follow up with TAC members about expected conference attendance and work with them to develop appropriate materials to share.
- Assist TAC members in coordinating No Boundaries with SCOM.

TAC members:
- Assist with No Boundaries state recruitment as indicated above.
- Promote No Boundaries at upcoming conferences.
- Assist with SCOM coordination.

Website Updates
- CTC refreshed the look of the site and added new information and sections.
- Update in progress to the Missouri panic lights page.
  - ➢ There are three demonstration videos on the new No Boundaries YouTube channel, which will also be linked to the No Boundaries website. CTC will also update the information on the panic lights, such as costs and the addition of sound.
- February maintenance newsletter – This is the second newsletter. The resources that are featured in the newsletter are a compilation of meetings, training opportunities, resources and research related to non-winter maintenance. The emphasis is on very recent information.
- TRB maintenance research compilation – CTC will post on the website a compilation of maintenance-related papers presented at the TRB Annual meeting.
- Members-only section – The group agreed that a members-only area of the website would be useful for sharing working documents and state presentations.

ACTION ITEMS

CTC:
- Create a members-only area of the No Boundaries website.

Promoting Innovations/Information Sharing Online

- No Boundaries email announcements will begin in February. This will be a designed email that uses Constant Contact, which allows us to manage a large number of email addresses.
- Maintenance listserv using Google Groups. At the December meeting the TAC had decided that No Boundaries should initiate a listserv for non-winter maintenance folks, similar to the snow and ice listserv on the winter side. Pat pointed out that some TRB committees use Google Groups for a listserv. We could try this out to see how it works for the group, beginning with the

TAC members and affiliates from member states. If it works well, we could invite more folks from the wider maintenance community. Only invitees could view it and post to it.

➢ The group liked this idea. Pat will invite everyone and encourage the TAC members to start some discussions. Then when we invite outsiders there is activity there so they know it's an active group.

• CTC is working on a few synthesis projects for various DOTs that might be of interest to the membership. Wherever we see overlap in the work we do, we will let you all know.

➢ Caltrans synthesis report on mobile apps for maintenance needs reporting (will be posted online soon).

➢ MnDOT synthesis on practices in outsourcing the maintenance of native plants on highway ROWs to private or local organizations (in progress).

➢ Caltrans synthesis of state practices on pavement markings practices (warranties and minimum retroreflectivity requirements) (in progress).

➢ MnDOT synthesis (in progress) on asset management tools and practices used by DOTs. This is a follow-up effort to the MN2050 July 2015 Infrastructure Survey (www.mn2050.org/survey).

ACTION ITEMS

CTC:
• Set up Google Groups as a non-winter roadway maintenance discussion group/listserv and invite the TAC members to participate.

TAC members:
• Initiate discussions using the new Google Groups to ensure there is content on the site for inviting broader participation.

Asset Management

• **Survey of current practices.** The TAC previously requested a short survey to all states to get a baseline on their maintenance asset management practices and tools. In searching online for related topics, CTC found that there are several recent surveys that could help inform next steps.

➢ Andrea Thomas (CTC) briefly reviewed existing surveys she found. Below are a few highlights.

≈ Tools for Managing Specific Assets – MT DOT did a two-question survey that we could build off of. NCHRP Synthesis 371 is a 2007 survey that might be a good starting place, even though the tools may be old. FHWA 2006 survey may also be an interesting baseline for our survey.

≈ Use of Mobile Field Devices and Automated Data Collection Techniques – There are three surveys related to this topic, two of which have not yet published their results.

≈ How Data is Used - Pooled fund study TPF-5(335) is a biennial asset management conference and they do a survey that we could build on.

➢ CTC is looking for guidance from the group on the focus of the survey.

≈ Jay (WA) – How are other states using life-cycle costing within an asset management system to identify and account for the lifetime maintenance costs of construction project elements? For example, one type of guardrail or end treatment may have greater maintenance costs than another. Same with different species of trees. Are agencies using AM to factor these costs into project planning/life-cycle budgeting?

≈ Mike (MO) – Maintenance employees sometimes need to use multiple databases to enter information associated with a single task (financial, HR, inventory, fleet). How are other states using integrated asset management systems to reduce this type of double entry or use it as a forecasting tool? What do other states' inventories include? Is there a common base that could shared?

≈ Todd (MI) – How are agencies sharing the data that they gather with others? (Which other agencies are allowed access?) Example: ESRI Collector app (http://www.esri.com/products/collector-for-arcgis) lets Michigan DOT share data on invasive weeds with construction contractors, allowing them to go in and pull out the invasive or endangered plants they have mapped with the app.

➢ Allison (MI) – MDOT works with the Department of Public Service to create a transportation asset management system that pulls everything together. It contains a GIS inventory system, a work order system for maintenance crews, an HR element to report hours, a fleet system to report vehicle information. It ties in with a budget system. They are just getting started. They work with the vendor VUEWorks (http://www.vueworks.com/).

- **Asset management resources for website.** CTC is in the process of compiling current resources for posting in this new section of the website.

- **Potential peer exchange collaboration.** As mentioned above, NCHRP Domestic Scan 14-01 on Leading Management Practices in Determining Funding Levels for Maintenance and Preservation is considering a follow-up peer exchange on best practices for collection and documentation of condition data. It may be a fit for No Boundaries to collaborate with this group (both in terms of planning and funding).

ACTION ITEMS

CTC:
- Draft potential survey topics and/or questions on asset management for review by the TAC.
- Finish compiling asset management resources and post them on the No Boundaries website.

TAC members:

- Provide feedback on the draft survey content that CTC will email.

Soliciting and Sharing Innovations

- The group agreed that a form or survey of some kind through the No Boundaries website is needed for inviting states to share innovative maintenance practices. CTC will put together the form for review by the TAC. Comments about form content and next steps:
  ➢ Invite innovation submissions from all states. Members would still get the extra benefit of having innovations demonstrated at a TAC meeting.
  ➢ Review the form used in Phase I for content ideas. Be sure to capture the important information on an innovation including cost, brand name, how it works, where the innovation is being used, etc.
  ➢ The group agreed that any innovations submitted (as long as they are being used effectively by the submitting state) can be shared on the site. No Boundaries members will evaluate all of the submissions for potential tech transfer support by the pooled fund.

> Provide a forum for discussion or comments on the submitted innovations by the TAC in a members-only section.

ACTION ITEMS

CTC:
- Create an online form for soliciting innovative maintenance practices. Solicit feedback on the form from the TAC members.
- Create a place on the website for viewing and discussing (members only) the innovations submitted.

TAC members:

- Provide feedback on the draft form that CTC will create.

Next Steps for Meetings/Tech Transfer

CTC will schedule the next conference call in six weeks or so and make the next call 90 minutes to allow the group to talk about everything we need to. Future topics include:

- Next in–person TAC meeting - timing, location and attendance.
- Member innovations that are ready to share or demonstrate.
- Potential No Boundaries-sponsored competition to encourage sharing of innovative practices.
- Potential ideas for upcoming tech transfer (maintenance apps showcase, asset management peer exchange or tools demonstrations, other?)
- Asset management survey and next steps.