

AASHTO SUBCOMMITTEE ON DESIGN 2008 ANNUAL MEETING MINUTES

July 13 – 17, 2008

Albuquerque, NM

Region IV and the New Mexico Department of Transportation hosted the 2008 annual meeting of the AASHTO Subcommittee on Design (SCOD) that was held in Albuquerque, New Mexico, on July 13-17. The minutes, presentations that were made and resolutions approved at this meeting are available on the AASHTO SCOD web site (<http://design.transportation.org/?siteid=59&pageid=745>).

MONDAY, JULY 14:

Opening Session

Moderator, Carolann Wicks, SCOD Chair (Delaware)

- Carolann Wicks, Chair of the SCOD, opened the meeting and welcomed attendees. She introduced the individuals who provided the following presentations:
- Max Valerio (Director of Design of New Mexico (NM) DOT) welcomed participants to the meeting on behalf of Rhonda Faught, the Secretary of the NM DOT. Mr. Valerio provided an overview of the activities of the NM DOT.
- After these welcoming remarks, Ms. Wicks asked attendees to introduce themselves (name and affiliation). 142 individuals were in attendance, consisting of 39 member departments (83), FHWA (31) and other stakeholders (28).

Report on SCOD Vision Task Force

Dan D'Angelo (New York State DOT), Task Force Chair, provided an overview of the process that was followed along with the draft SCOD vision, mission, goals and strategies. Each AASHTO Region was tasked with reviewing and reporting on possible revisions to the draft strategic work plan. The final draft of this strategic work plan will be balloted on Thursday during the Annual Business meeting.

FHWA Report

Jon Obenberger (FHWA, Infrastructure) provided the FHWA Report highlighting key design related programs, initiatives and activities which included:

- FHWA Stewardship & Oversight Initiatives:
 - National Program Reviews
 - Consultant Services Procurement & Management
 - Value Engineering
 - Context Sensitive Solutions (CSS)
 - Utility Accommodation & Relocation
 - Designing Accessible Facilities
 - Interstate System Access
 - Active Traffic Management & Managed Lanes
 - Major Projects
- Other FHWA Programs & Initiatives

Reducing Engineering Standards: Good or Bad?

Moderator: Mike Simmons (Delaware)

Panelists provided presentations during this session on the following topics:

Reducing Engineering Standards: Good or Bad?, David O'Hagan (Florida DOT)

Reducing Engineering Standards: Good or Bad?, Marc Cote' (Delaware)

Reducing Engineering Standards: Good or Bad?, Paul Bercich (Wyoming)

Reducing Engineering Standards: Good or Bad?, Ken Davis (FHWA, Arizona)

A Strategic Plan for Pavement Engineering

Moderator: Phil McConnell (Arkansas)

Dan Dawood (Pennsylvania) provided a presentation on the updated AASHTO Strategic Plan for Pavements.

Regional Meetings, Part 1

SCOD Executive Council Meeting (*Evening Session, 7:30 – 9:45 p.m.*)

Carolann Wicks, SCOD Chair (Delaware), facilitated a discussion with SCOD Executive Council members regarding the initial review comments on the draft SCOD Vision. To address these review comments, the Executive Committee made changes to the draft Vision. The Executive Committee also reviewed the current policies and resolutions of the SCOD. It was determined that a more detailed review and possible recommendations on these policies and procedures will occur at a future Executive Council meeting prior to this fall's SCOD meeting.

TUESDAY, JULY 15:

Reaction to and Questions on the Draft SCOD Vision from the Regional Meetings

Moderator: Carolann Wicks, SCOD Chair (Delaware)

The reviews of the Draft SCOD Vision were presented by the Chair of each Region.

Update on Highway Safety Manual

Moderator: Bart Thrasher (Virginia)

John Zegeer (Kittelson and Associates) provided an update on the Highway Safety Manual.

The New Hydrology Manual

Moderator: Phil McConnell, Arkansas DOT

Mike Fazio (Utah) provided an overview of the new AASHTO Hydrology Manual.

Update on ADA Issues

Moderator: Phil McConnell (Arkansas)

Panelists provided presentations during this session on the following topics:

Update on ADA Issues, Brooke Struve (FHWA)

ADA Compliance in Maryland, Kirk McClelland (Maryland)

Smart Transportation Guidebook

Moderator: Mike Kennerly (Iowa)

Brian Hare (Pennsylvania) provided an overview on PennDOT's Smart Transportation Guidebook.

Authorization of a New Federal Transportation Bill

Moderator: Carolann Wicks, SCOD Chair (Delaware)

Lunch Speaker: John Horsley, Executive Director (AASHTO), provided an overview of the key issues of interest and aspects of AASHTO's proposed position on Authorization of a New Federal Transportation Bill.

Complete Streets in Practice

Moderator: Mukhtar Thakur (Minnesota)

Panelists provided presentations during this session on the following topics:

Complete Streets: Basic Design Considerations, John LaPlante (TY Lin International)

Complete Streets – Michigan's Approach, Mark Van Port Fleet (Michigan)

Implementing the Transportation Management Plan

Moderator: Mohammed Mirshahi (Virginia)

Panelists provided presentations during this session on the following topics:

Implementing the Transportation Management Plan, Tracy Scriba (FHWA)

Transportation Management Plan – Efforts in Missouri, Kathy Harvey (Missouri)

Tennessee Work Zone Safety and Mobility Manual, Jim Ziegler and Dyan Damron (Neel-Schaffer)

Design Considerations for Complex Freeway Interchanges

Moderator: Mohammed Mirshahi (Virginia)

Mark Doctor (FHWA) provided an overview of the key findings and design issues to consider (Design Considerations for Complex Interchanges) with complex freeway system interchanges based on an FHWA review that was performed in 2007 around the country at complex interchanges.

Small Group Discussion/Feedback Session (*Optional Evening Session, 6:00–8:00 p.m.*)

“Low Cost Improvement for Freight and Goods Movement,” Tim Neuman (CH2MHill)

This session facilitated a roundtable discussion and feedback session on effective and readily implementable low-cost solutions to facilitate freight movement that may be appropriate to integrate into the National Cooperative Freight Research Program (NCFRP) project focusing on this topic.

WEDNESDAY, JULY 16

Concurrent Sessions: (8:00 – 12:00 p.m.)

- FHWA Meeting
- Regional Meetings, Part 2 (continuation of dialogue started on Monday afternoon)

Successes in Reducing Highway Facilities

Moderator: Leslie Tribelhorn (Montana)

Panelists provided presentations during this session on the following topics:

Success in Reducing Highway Facilities – Missouri, Kathy Harvey (Missouri)

Michigan's Initiatives for Reducing Highway Fatalities, Mark Van Port Fleet (Michigan)

Success in Reducing Highway Facilities – Colorado, Jacob Ojera (Colorado)

New Mexico Spotlight Project – The Rail Runner (Commuter Train)

Moderator: Gabriela Contreras-Apodaca (New Mexico)

Presenter: Paul Lindberg (New Mexico)

Reports/Discussions from the Regional Meetings

Moderator: Rick Land (California)

The Regional Chairs provided an overview of their comments and discussions of the Draft SCOD Strategic Work Plan (vision, mission, strategies), Technical Committee's reports/activities, along with results from the rotation of officers, proposed motions/resolutions, proposed research topics, and key design related challenges of national interest their region is facing.

Region 1: Kirk McClelland, Chair (Maryland)

- Draft SCOD Strategic Work Plan. Comments were provided on the draft SCOD Vision.
- Encouraged SCOD Executive Committee to coordinate with AASHTO Subcommittee on Traffic Engineering to ensure the Technical Committee on Work Zones and Mobility expands efforts promote successful WZ transportation management best practices and work accessibility issues;
- Value Engineering Technical Committee should consider reviewing the results of past ACTT workshops to be aware of successful VE practices identified in these workshops in support of promoting as successful practices;
- Expressed concerns with the apparent duplication of efforts of the AASHTO Subcommittee on Quality related to project development and delivery conflicting with the activities of the technical committee's of the SCOD and SCOH;
- Supports the proposed NCHRP research proposal on Utility Relocation;
- Encouraged the SCOD Executive Committee to form the Electronic Engineering Data for Project Development Task Force that the SCOD approved forming in 2007 based on the interest shown by other SCOH subcommittees;
- Encouraged the SCOD Technical Committee on Cost Estimating to include a chapter in their upcoming guide to address and provide strategies to account for cost escalation;
- Encouraged the SCOD to have Technical Committee on Geometric Design provide updates on activities, work plan, and evolving issues of national interest every year at the SCOD annual meetings;
- Encouraged future research be conducted and efforts of the Technical Committee on Geometric Design address the development of design standards and criteria in support of managed lanes;

- Encouraged the SCOD Executive Committee to work with the Environmental Design Technical Committee's to ensure they are engaged and active with national activities of interest and limit their meetings to once a year until such an agenda is developed;
- Maine DOT has agreed to host the 2011 SCOD annual meeting for Region 1; and
- Region 1 leadership for 2009 will be: Chair, Maine; Vice-chair, New Jersey; and Secretary, New York.

Region 2: Mohammad Mirshahi, Chair (Virginia)

- Draft SCOD Vision. Comments were provided on the draft SCOD Vision.
- Encouraged the SCOD Vision be distributed to Technical Committees for comments and ask for comments in support of future updates, along with direction for the work plans future activities show how they are supporting the SCOD Vision and strategies;
- IHSDM software. Information was provided indicating the incremental development along with the expected timing for future updates to the functionality of this software.
- Concerns were discussed with facilities having design speeds which differ from posted and actual operating speeds.
- State DOTs are using and encountering different issues with engineering software systems which extend beyond what is supported by the AASHTO software effort;
- Of the 7 States in attendance, 4 have adopted the 2004 version of the AASHTO Green Book with two others in the process of adopting; and
- Region 2 leadership for 2009 will be: Chair, Arkansas; Vice-chair, Tennessee; and Secretary, Mississippi.

Region 3: Mukhtar Thakur, Chair (Minnesota)

- Draft SCOD Vision. Comments were provided on the draft SCOD Vision.
- Concerns were discussed with facilities having design speeds which differ from posted, actual operating speeds and require design exceptions.
- Encourage FHWA to develop guidance in support of clarifying and enhancing consistency as to what is the depth of a surface treatment that is considered a structural overlay (e.g., ¾" or 1.5") vs. maintenance and clarify range of surface treatments that are considered to be maintenance (e.g., micro-surfacing);
- Practices vary with how State DOTs are designing and maintaining shoulders on freeways where truck parking is expected or occurring on ramps;
- Concerns with consistency of how State DOTs are addressing reductions in roadway and roadside standards associated with pavement rehabilitation projects;
- Interest with exploring experiences of State DOTs with using technicians; and
- Region 3 leadership for 2009 will be: Chair, Iowa; Vice-chair, Ohio; and Secretary, Illinois. If Ohio and Illinois are not able to fulfill these responsibilities, Wisconsin and Michigan will be moved up in the rotation.

Region 4: Lesly Tribelhorn (Montana)

- Draft SCOD Vision. Comments were provided on the draft SCOD Vision.

- Presented a resolution developed for the SCOD to support an International Scan on Universal Acceptability in Pedestrian Design;
- Presented a resolution for the SCOD to support associated with reactivating the SCOD Joint Technical Committee on Highway Lighting. An example of the issues State DOTs are facing related to lighting include but are not limited to: impact on habitat, energy usage, and types of lighting appropriate for different needs;
- Potential research project or technical guidance needed to enhance practices and communication of how “shall” and “should” are defined, how they may apply to a range of criteria provided for a specific design element, and content within which this information is provided in the AASHTO Green Book in support of enhancing design decisions that are sensitive to the context of a particular project;
- Region 4 leadership for 2009 will be: Chair, Wyoming; Vice-chair, Arizona; and Secretary, North Dakota; and
- The States to be considered for hosting the 2012 SCOD annual meeting are Montana, Idaho, and California.

SCOD Awards Banquet (*Evening Session, 5:30 – 8:00 p.m.*)

Awards Recipients

- National Award, **(To Be Announced at a Later Date)**
- Region 1 Award, Kirk McClelland (Maryland)
- Region 2 Award, Mohammed Mirshahi (Virginia)
- Region 3 Award, Mark Van Port Fleet (Michigan)
- Region 4 Award, **(To Be Announced at a Later Date)**

THURSDAY, JULY 17:

SCOD Executive Council Meeting (*Evening Session – 6:30 – 8:00 a.m.*)

Carolann Wicks, SCOD Chair (Delaware), facilitated a discussion with Executive Council members regarding final modifications to draft SCOD Vision to address the final comments provided by the Regions. The revised final draft of the SCOD Vision will be distributed for review and discussed in support of the SCOD adopting the Vision during the SCOD Business Meeting. The Executive Council also reviewed and made minor modifications the proposed resolutions to be considered for adoption by the SCOD at the following Business Meeting.

SCOD Business Meeting

Carolann Wicks, SCOD Chair (Delaware), called the SCOD Business Meeting to order. 36 member states were in attendance, representing a quorum. Carolann Wicks, SCOD Chair (Delaware), provided an overview of the issues the SCOD Executive Committee discussed, decisions made or actions expected in response to the issues which were identified by the regions:

ACTION ITEMS:

- SCOD Vision Task Force will be reviewing and developing updates to the SCOD Operating Procedures. This review will address the chairs of Technical Committees if a SCOD member is also a member of the Technical Committee.
- A calendar will be developed depicting the timelines and actions associated with all of the various responsibilities of the SCOD. This calendar will identify the key issues and actions to be addressed by the SCOD, align agendas of Executive Committee meetings during the year, and promote Technical Committee coordination.
- SCOD Executive Committee will work with the SCOH to develop a letter and fact sheet identifying the benefits and importance of State DOT staff participating in future SCOD and Technical Committee meetings.
- SCOD Executive Committee will coordinate with the Subcommittee on Construction in support of more than two SCOD representatives participating on the Construction Management Expert Task Group (CMETG), to reflect the role and influence designers have in the planning and development of the ultimate project.
- SCOD Technical Committees:
 - SCOD Executive Committee will request all Technical Committees to submit updated multi-year work plans reflecting anticipated activities.
 - SCOD Executive Committee will review Environmental Design Technical Committee's work plan and work with them to ensure they are engaged and active with national activities of interest to SCOD, which may include:
 - AASHTO CSS Work Plan;
 - AASHTO Center for Environmental Excellence activities aimed at improving context sensitive decision making, project designs, and overall delivery; and
 - Environmental management systems; and
 - Promote and facilitate the distribution of best practices.
 - Initiate the development of the Technical Committee on Electronic Engineering Data that the SCOD approved forming in 2007 based on the interest shown by other subcommittees of the SCOH.
- SCOD will review the SCOH policies and resolutions related to design at an upcoming Executive Committee meeting to determine which should be maintained.
- Nominations and notifications of approved members to serve on SCOD Technical Committees will be the responsibility of the regional chairs of the SCOD.
- SCOD Executive Committee will coordinate with and ensure design related issues are considered in the deliberations of the AASHTO Task Force that was formed on Program and Project Development and ensure SCOD activities and interests are integrated into the recommendations and proposed action that are developed.
- SCOD Executive Committee will coordinate with the AASHTO Subcommittee on Quality to ensure that the efforts they may be pursuing on project development and delivery do not conflict with or duplicate the efforts of the SCOD or any other SCOH technical committee.
- SCOD Executive Committee will coordinate with the AASHTO Subcommittee on Traffic Engineering to ensure their Technical Committee on Work Zones and

- Mobility considers expanding efforts to promote successful WZ transportation management and work accessibility issues.
- SCOD Executive Committee will work with Geometric Design Technical Committee to ensure updates (e.g., work plan, key activities) occur at SCOD meeting each year
 - FHWA will develop and distribute guidance clarifying the depth of an asphalt overlay that is considered to be structural and not a micro-surfacing or maintenance activity.

SCOD Vision.

Carolann Wicks, SCOD Chair (Delaware), reviewed the changes that were made to address and integrate the comments that were presented by the regions the previous afternoon. A copy of the revised SCOD Strategic Plan was distributed.

The revised SCOD Vision was adopted as presented, with no changes or additions. (Indiana moved, Alaska seconded, with the SCOD Strategic Plan unanimously approved). Member discussion noted the words “draft” would be removed throughout the final version of the SCOD Vision that was distributed for review and consideration.

SCOD Resolutions:

Carolann Wicks, SCOD Chair (Delaware), reviewed the changes that were made to several of the proposed resolutions to address and integrate the comments that were presented by the regions the previous afternoon. A review of the changes made were highlighted on the display screen and discussed.

- Recruitment and Retention (from Region 1).
This resolution was adopted as presented, with no changes or additions. (Delaware moved, North Dakota seconded, with the resolution unanimously approved).
- Work Zone Safety and Mobility Technical Committee (from Region 1)
This resolution was adopted as presented, with no changes or additions. (Oregon moved, Idaho seconded, with the resolution unanimously approved).
- Consistent Use of Dual Units in AASHTO Publications (from Region 4)
This resolution was adopted as presented, with no changes or additions. (Nebraska moved, Oregon seconded, with the resolution unanimously approved).
- Universal Acceptability in Pedestrian Design – International Scan (from Region 4)
This resolution was adopted as presented, with no changes or additions. (Maryland moved, Michigan seconded, with the resolution unanimously approved).
- Reactivate the Joint Technical Committee on Highway Lighting (from Region 4).
Discussion occurred around: 1) two provisions were added to address the consideration and needs of elderly drivers, and 2) ensure consistency with revisions to the SCOD Vision.

- Motion was approved to amend the resolution ensuring consistency with the SCOD Vision. (Alaska moved, Utah seconded, with this change unanimously approved).
- Motion was approved to amend the resolution as presented, to remove the second proposed provision to address the consideration and needs of elderly drivers. (Montana moved, Wisconsin seconded, with this change unanimously approved).
- This resolution was adopted as amended. (Nebraska moved, Oregon seconded, with this change unanimously approved).

- Proposed US Bicycle Routes Corridor Plan and Designation System.
 Discussion occurred on this proposed resolution. Concerns expressed included: need to consider all highway users, of which bicyclists are one user; dual route signing when designated bike route would be on a highway facility; implications on State DOTs to accommodate routes; and expectations of stakeholder assuming a plan will result in implementing or build new facilities. Consideration of the resolution was deferred until after the presentation on the US Bicycle Routes Corridor Plan and Designation System to allow more questions to be asked of the presenters. After the presentation, a quorum no longer existed due to early departures, so the resolution will be balloted electronically.

Preview of the 2009 SCOD Meeting – Indianapolis, IN

Presenter: Gary Mroczka (Indiana)

Status Reports on Ongoing Projects

Moderator: Rick Land, SCOD Vice-Chair (California)

Panelists provided presentations during this session on the following topics:

- U.S. Bike Routes Corridor Project, Virginia Sullivan (Adventure Cyclist Association) and Richard Moeur (Arizona)
- SHRP2 Update, Monica Starnes (Transportation Research Board)
- Environmental Management Systems, Dave Soltis (AASHTO Center for Environmental Excellence/TLI Solutions)

Future SCOD Meetings:

- 2009 - Region 3, Indianapolis, Indiana
- 2010 - Region 2, South Carolina
- 2011 - Region 1, Maine
- 2012 - Region 4, To be determined

Wrap up and Adjournment

Carolann Wicks, SCOD Chair (Delaware), adjourned the meeting at 11:00 a.m.