

## Tasks for the SCOD Regional Meetings, 2009

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**Monday, July 20, 1 PM – 5 PM**

*[Note: Items do not have to be followed in the order presented below.]*

### **1. Discuss Lessons Learned/Experiences with Economic Recovery Projects**

- Questions for consideration were included in the meeting materials (“Economic Recovery Program Questions”)
- In addition to these questions, what can the Subcommittee (or AASHTO in general) take away from this experience? Need for guidance? Leadership? Other?
- After the discussion, **select one person** from your region (someone who has had an interesting experience or has a good lesson to impart on the group) to participate in the Tuesday afternoon panel session, “Economic Recovery: Have We Been Stimulated Enough,” to talk briefly about their state’s experiences. (They should not summarize the region’s discussion, but talk about something from their state.)
- Tell Vice Chair, Rick Land, who your representative will be, since he is moderating the session.

### **2. Discuss the Technical Committees’ Input to the SCOD Strategic Plan**

- A spreadsheet with input from the Technical Committees is included in the meeting materials. Note that there are many activities being undertaken in some areas, and gaps in others. The compilation of this information will likely involve a few more “back-and-forths” with the technical committees before it is finalized.
- Please review the input and discuss the following:
  - Are the activities needed, relevant, and/or important? Are the tasks appropriate? Are there other tasks that should take precedence? What are the most important activities that the technical committees (individually or collectively) should be focusing on?
  - Which group(s) should cover the gaps where no one is currently doing any work? This could include a subgroup of the Subcommittee as well as the Technical Committees.
- The Chair will present the Region’s recommendations to the Executive Council meeting Monday night.

### **3. Discuss the SCOH Strategic Plan**

- Letter from SCOH Vice Chair, Neil Pedersen, in the meeting materials asks for SCOD’s response to the following:
  - Identify which of the 10 “critical areas” identified in the letter are relevant to SCOD
  - Identify activities/efforts/products/research that SCOD could take to contribute to the achievement of the objective
  - Identify other subcommittees, standing committees or special committees that you would need to coordinate with in these efforts
  - Establish general timeframes and persons responsible for accomplishment of these efforts
  - Identify any other major objectives that SCOH should include in its Strategic Plan
- This input will be compiled at the Executive Council meeting and provided to SCOH by August 15

### **4. Conduct regional presentations and roundtable discussions as usual**

## Wednesday, July 22, 8 AM – 12 Noon

[Note: Items do not have to be followed in the order presented below.]

1. **Discuss any additional topics assigned by the Subcommittee Chair.**
  - Prepare a summary of the discussion for presentation at the Wednesday afternoon report-out session.
2. **Based on attendees' review of the Technical Committee Work Plans, discuss any observations, comments, requests, or proposed assignments that you think SCOD should give to the Technical Committees.**
  - The Technical Committees' Work Plans are located in the meeting materials.
  - Past requests from the Subcommittee on Design to its Technical Committees have included such items as:
    - Development of guidance on using "visualization" in the project development process (*an online document was developed by the Technical Committee on Environmental Design*)
    - Development of guidance on flexibility in highway design (*this request came from SCOH and a joint committee was developed, composed of Roadside Safety, Environmental Design, and Geometric Design. This new committee – the Joint Task Force on Aesthetic Design – produced the document, "Guide for Achieving Flexibility in Highway Design"*)
3. **Discuss proposed research topic areas that could be proposed by the Subcommittee on Design for funding. These research topics could be based on any discussions or presentations at the meeting.**
  - Provide a short description of the topic or issue (1-2 sentences). (Full write-ups do not have to be turned in today.)
  - Identify a person or persons who will assist in the development of the 1-to-2-page problem statement(s) for submittal to NCHRP:
    - NCHRP "full-blown" project proposals are due September 15 and will be submitted directly to TRB.
    - NCHRP 20-7 Projects (short turn-around projects, \$100,000 max) are due two weeks before the Spring and Annual AASHTO Meetings and will be submitted to AASHTO.
    - Formats for these research proposals are included in your meeting handouts.
4. **Discuss proposed motions or resolutions that have been put forth by the Technical Committees, as well as those your region would like to put forth for consideration by SCOD and forwarded to SCOH.**
  - Two resolutions are in the meeting materials:
    - *Endorsement of TransXML* – Joint Technical Committee on Electronic Engineering Data
    - *Formation of a Joint Task Force on Pipe Issues* – Technical Committee on Hydraulics and Hydrology
5. **Rotate officers for the coming year.**
  - Selection usually follows the rotation shown below, but a state may request to be bypassed as noted in the SCOD Operating Guidelines. The Vice Chair usually becomes the new Chair, the Secretary usually becomes the new Vice Chair, etc.
  - [See SCOD Operating Guidelines for more details, if needed.]

- Region: \_\_\_\_\_
  - New Chair (name and state): \_\_\_\_\_
  - New Vice Chair (name and state): \_\_\_\_\_
  - New Secretary (name and state): \_\_\_\_\_

**Rotation:**

**Region 1:** Connecticut, Maine, Maryland, New Jersey, New York, Delaware, Rhode Island, New Hampshire, Vermont, Massachusetts, District of Columbia, Pennsylvania

**Region 2:** Virginia, Arkansas, Tennessee, Mississippi, North Carolina, Georgia, Kentucky, Alabama, Florida, South Carolina, West Virginia, Louisiana, Puerto Rico

**Region 3:** Ontario, Missouri, Minnesota, Nebraska, Iowa, Ohio, Illinois, Wisconsin, Michigan, Kansas, Indiana

**Region 4:** California, Nevada, New Mexico, Oregon, South Dakota, North Dakota, Utah, Idaho, Texas, Oklahoma, Colorado, Washington, Montana, Arizona, Wyoming, Alaska, Hawaii, Nebraska

**6. Solicit volunteers to host future SCOD Meetings from your region for the appropriate year.**

- Locations of past meetings:
  - 2000: Rapid City, SD (Region 4)
  - 2001: Ypsilanti, MI (Region 3)
  - 2002: Savannah, GA (Region 2)
  - 2003: Boston, MA (Region 1)
  - 2004: Snowbird, UT (Region 4)
  - 2005: Chicago, IL (Region 3)
  - 2006: Orlando, FL (Region 2)
  - 2007: Burlington, VT (Region 1)
  - 2008: Albuquerque, New Mexico (Region 4)
  - 2009: Indianapolis, Indiana (Region 3)
  - 2010: South Carolina (Region 2)
  - 2011: Region 1 \_\_\_\_\_
  - 2012: Region 4 \_\_\_\_\_
  - 2013: Region 3 \_\_\_\_\_