Approved Minutes
By ADC10 at Santa Fe Summer Workshop on September 11, 2005

Prepared and Submitted by:

Susan Killen
Secretary ADC10

September 16, 2005
Minutes

The meeting was called to order at 8:10 AM by Mark Kross, Committee Chairperson

1) INTRODUCTION OF MEMBERS AND FRIENDS OF THE COMMITTEE
Members and guests then introduced themselves and stated their professional affiliation and their status related to the committee. Appendix A contains the meeting agenda and Appendix B contains the list of attendees.

2) REVIEW AND APPROVAL OF MINUTES OF AUGUST 16, 2004 BUSINESS MEETING
The minutes of the summer business meeting held in San Diego, California were approved as distributed without discussion.

3) REMARKS OF THE CHAIR AND DISCUSSION – Mark Kross
   a) Overview of Committee Activities for the Past Year
      • Directory for State Environmental and Transportation Agency Officials: The Directory was updated in 2004. Most of the Committee should have received and thank those who produced over the years – most recently Craig Casper led this update. The Committee suggested 3-year cycle of updates.
      • 2004 Annual Summer Meeting: There were 120 attendees at the 2004 Annual Summer Meeting. There were 22 members and 38 guests at the business meeting. The meeting was held with the Intercity Guided Passenger Rail Committee and ICOET. Marilyn Duffey spoke for the Intercity Guided Passenger Rail Committee, noting:
         – disappointment not more rail people,
         – focus was on rail and tiered documents, and
         – committee now considering being included as subcommittee on ADC10 or a Committee on environmental issues on rail.
      Tom spoke for ICOET. He said the meeting was good and there was a good mix of presentations. ICOET will have their annual meeting in San Diego in the Fall of 2005.
      • Committee Goals Statement: Kim Gambrill will begin to circulate to look again at Committee goal statement. It will be topic of discussion in Santa Fe in late summer. Mark Kross will be sending email with goals and statement for review in advance in advance of the summer meeting.
      • Triennial Self Evaluation (TSE): The Triennial Self Evaluation was submitted. No feedback from TRB leadership so Mark noted that is great and the Committee should go with it. In San Diego there was some interest expressed in hearing about this again. Some highlights:
This is road map where we have been and have for 2001, 2002, and 2003. Mark would like to see as much as possible discussions, conferences and workshops to tap our resources.

So make sure you think of ways to coordinate with ourselves and others in the environmental field. ADC10 is the wellspring from which other environmental committees emerge.

Mark encouraged everyone to stay involved with emphasis from TRB leadership on new members and young members.

Kim Gambrill chaired the Steering Committee and will have a hand in the rewrite in 2007

Wayne Kober commented that a good way to learn about the Committee is through the TSE.

b) Sessions and Meetings Sponsored/Co-sponsored by ADC10 at January 2005 TRB

- We had 2.2 committee sessions allotted to ADC10 – 1 paper session and 1 conference/presentation session
- Mark also got a session on reader-friendly documents. Unfortunately, conflicts on session with Planning and NEPA on Monday night.
- Therefore we got a total of 3 sessions!
  - Environmental Analysis Coast to Coast – Practices Processes and Coordinated Analyses
  - Environmental Analysis from Air to Over There
  - Environmental Mega Poster Session
    - Ron DeNadai reported on the ADC10 Committee poster. Ron said the poster is a tri-panel with photos and history to show what the Committee does. There also will be handouts on the table.
    - Sometimes if not enough presentations there will be posters for the papers. These posters are just as important and you can meet the authors at these poster sessions.
    - Andy Fekete suggested that everyone should have a one-sheet summary so that there is more time to engage in a conversation with the authors regarding their topic.
    - Mark also noted the posters could be on the web site.
- Planning Input into the Environmental Process is the co-sponsored session with 3 other committees with lead committee – Statewide Multimodal Transportation Planning.
- On Sunday there was a workshop on Invasive Species and Transportation Issues and Challenges. Tom Weck said that if you were not scared about invasive species before you would be after the session – “frightening”.
- Final session was Making NEPA Reader-friendly documents. Panel on NCHRP findings and presentation by Doug McDonald.
- Mark reminded us about thinking about future sessions – look ahead to 2006 session - one possible topic is Tiering.
• Mark discussed the Committee meeting space. We were at scheduled for 7:30 PM Tuesday but we were able to change to 8:00 AM Monday morning, but we may have to have an evening committee meeting in the future. Mark may send out a comment form to everyone about the annual meeting and what is preferred, including time and topics. Generally Mark said we were fortunate to have a 4-hour spot at the front end of this meeting.

c) Review of Committee Organization, Workloads, and Calls for Support

i) Discussion of Roles of Committee Friends

• There are 24 Committee members – with more than 150 Friends of the Committee. Friends of the Committee take on tasks, attend meetings such as the ADC10 Business Meeting, provide input to further the Committee goals and objectives.

• Every three years about 1/3 of the Committee members rotate off so that Friends list is useful to nominate new members of the Committee. There are established member criteria which include geography, place of employment, and diversity. If you are interested in being Committee member candidate then good to have track record as a Friend of the Committee.

• Mark then asked for feedback from the Committee – are we doing the right things.
  − Gary McVoy noted that the Committee has a web site which it is under utilized. The web site often does not hit home with what you are doing “here and now”. Could the web site have better linkage with other happenings in the business? Maybe there are too many things going on? There are other sources such as AASHTO, but there still seems to be a gap.
    In addition, Gary noted that there does not seem to be closure of the research projects such as 25-25. How does it all fit together?
  − Joe Shalkowski said that his report will touch on things that the Friends of the Committee can do. The Committee really needs the support. In addition, the Friends can take an active role in activities such as contributing articles, writing papers and giving presentations in addition to helping a Committee member with a specific activity. In other words the individual friends really need to find their niche.
  − Mark said that yesterday at the All Chairs meeting, Cheri Marti said she put out a poll/survey to identify interests. Cheri is going to send Mark a poll she has used. Mark could send out the poll with adjustments and, as a result, identify a nucleus of people with common interests working within the Committee itself.
  − Jim Bach said that Friends were involved in paper review and, in fact, a vast majority of the reviewers were drawn from the Friends. He noted that there are at least four reviews on average per paper. The Friends can also get involved in the direction and selections of topics.
  − Pat Trombly suggested that the poll also find out why Friends signed up in the first place, what were their expectations and maybe there could be a more detailed phone follow-up.
Mary wanted clarification on how the paper review is done and will discuss in the publications committee report. Jim noted that they try to marry the various topics and technical interests and technical capabilities. Number of reviewers unknown until August – this year 13 papers were reviewed.

ii) Young Members
Two of the young member terms are about to expire. There is one 3-year term per member. The requirement is to be under 30 years of age. Mark encouraged any Friends of the Committee to consider if they meet requirements. Mark encourages everyone to talk to people and see about getting names submitted. The Committee needs a pool of candidates.

d) Other TRB Issues
In the coming year TRB will be reviewing its *Critical Issues 2002*. TRB encourages input from the standing Committees as a first step in updating the *Critical Issues 2002*. Critical issues are defined as important unresolved issues that are national or international in scope on which there are variety of unresolved issues on which there are possible actions or uncertain or for which decisions will be made at the policy level. These issues should represent a forward-looking synthesis across committee scope boundaries. Mark asks, on behalf of TRB, for a description – a brief paragraph describing any critical issues that would fit this criterion. Mark read the email from TRB to the Committee which asks for submittal to them of new issues and a brief paragraph on these issues. Mark will circulate the email.

Tom said that TRB senior staff will be coming out with a series of critical issues for criticism and refinement – so they are also inviting critique of what they send out as well. Mark will get the 2002 critical issues out to the Committee and Friends for review. Tom also said he hope that this will tie into the environmental needs conference. TRB has been going cautiously on this because of funding issues. They want to look out to 2025 – looking out at design life.

Mark encourages the Committee to look at addressing this in the Committee’s Strategic Plan which fits in with the Committee’s goals and objectives.

Wayne Kober gave an update on the Cooperative Research Advisory Report – with six areas covered ($150 million) for environment research (another one noted). Then 2002 Environmental Needs report which the Committee took the lead on. Wayne suggested that the Committee should look at all the materials and develop a real solid agenda and not just have another needs conference and problem statements. In other words, the Committee should consider taking on a different approach. Note as an example NCHRP only funded one problem statement last year.

Mark also noted some issues from the All Chairs meeting the previous day:
- How can committees coordinate and communicate with other committees to address crosscutting issues and topics?
- How can committees do to better communicate with their Friends and constituencies? Mark said he had a pretty long ADC10 email list. There is
also the ADC10 list serve, which Mark noted could be useful to capture many things.

- Brenda Kragh said it is better to have one point of contact. Brenda like the list serve concept but some time you cannot pinpoint who needs to receive.
- Bill McCartney noted that there is Re:NEPA. He asked if there is a need for yet another communication tool. Mark suggested that we use the list serve for Committee business only. Mark encouraged all to sign up and to also keep their mailing address current.

The list serve discussion continued. Doug Smith said that one list serve problem is that you may be inundated with too many topics when you are only interested in one is Doug suggested revert to email and then can focus to people you need to talk to. Tom commented that “respond to all” does not work as well. Kati McDermott said that others committees use just for committee business. She said that there are ways to adjust list serve to make more efficient – options can be set up. Kati suggested just using for Committee business first.

- What are some effective approaches committees have used to developing sessions and sponsoring sessions with other committees? Mark would encourage feedback to developing sessions and Ron DeNadai’s report will look at session topics for upcoming meetings.
- How can a Committee more effectively propose and sponsor needed research? Joe Shalkowski’s report will cover some of this.
- What additional assistance or services can TRB provide to the committee chairs? Money for travel was one issue TRB hears most about; therefore, they are looking into it. Carol Cutshall noted that there is an international committee that will provide monies for international presentations/technical transfer. Martine Miccozzi is the contact.
- There also was a discussion about the 2006 annual meeting starting on January 22nd which is the result of hotel selling out. January 22nd was the earliest time available. In this way all three hotels are available. In January 2007 the meeting starts on the 21st because there are concessions for the holidays. These two years are exceptions and generally the meetings will be earlier in the new year. TRB also asked if TRB is beyond the three-hotel concept and should TRB look at other venues.
- There also discussion of unpublished papers and counting these toward tenure.
- The chairs also discussed mentors and mentees – with emphasis on a much more diverse group.
- There were some paper awards being discussed – the Fred Burggraf Award and the Pyke Johnson Award. Kim Fisher is providing a list of those papers eligible for awards. Tom noted the awards are usually for current papers.
- Mark said that there is also recognition given to research with “Research Pays Off”, a continuing series of case studies in TR News.
- Third Urban Streets Symposium is planned for the summer of 2007 with AFB10 and AHB65 and wanted to know if ADC10 is interested in
participating. There may be the ability to partner in 2007 so Mark will get the email to Ron DeNadai and he can explore the opportunity.

4) REMARKS BY TRB STAFF LIAISON – Kim Fisher

- Kim Fisher provided a report noting that Mark had covered some of the statistics earlier in the meeting.
- July 15\textsuperscript{th} to 17\textsuperscript{th} is the \textit{Environmental Stewardship in Transportation} conference in North Carolina. All information is posted on the TRB web page.
- She also passed out a paper on TRB’s structure with an organization chart and what all the codes mean. This will be distributed through Mark. See Appendix C.
- There was a request for a written summary of the cooperative research programs. This is a first draft and Kim would like comments so she can hand out a paper that will be most useful to members. She will send to Mark and he will distribute as well. See Appendix D.
- Kim also passed out a description of the awards for papers. There are two awards – the Fred Burggraf Award for young researchers and the Pyke Johnson Award, as discussed earlier. The concern was raised that many did not know that their papers were eligible for awards. Over 2,600 papers were submitted this year. Planning and Environment had 468 of them. See Appendix E.
- By mid-December there were more than 7,500 registered and there is the possibility of breaking 10,000. (FYI 9,600 last year.) There were some makeshift rooms for committee meetings which were better than previous space last year – space is a real problem. TRB is trying to optimize what is available so she welcomes suggestions.
- There are web casts on some of the sessions to serve those who cannot travel to the annual meeting. Twelve sessions were recorded this year and see how this works. These will be the most representative sessions. This is an evolving thing and notice will go out in e-newsletter.
- Next year’s annual meetings will be January 22\textsuperscript{nd} to 26\textsuperscript{th} as noted earlier.
- Kim asked to see hands of those attending for the first time. The reception was “mobbed”. She suggested those who are “new” asked those who have attended previously how to get the most out of the meeting. There are lots of opportunities to get involved. She extended a welcome to new members and also to young members.
- Kim talked about the AASHTO web page and the generation of lots of research – along with a concern about getting the research out into the profession. She talked about the organization of the Center for Environmental Excellence web page organization. Borrowing that concept she explored ways to set up a web site for the committees, including a list of ongoing projects. Kim will send to Mark for distribution. Kim proposed committees start working on something like this or feeding more “stuff” to AASHTO. Suggested overarching topics such as ongoing projects or 10 top reports you should have on your shelf (ask emeritus members).
Tom took the opportunity to announce that Kate Quinn will be the new section chair. Kate was a committee chair of the archaeological committee.

5) STEERING COMMITTEE REPORT – Chair, Kim Gambrill (Given By Mark Kross)
   • Triennial Self-Evaluation (TSE)
     – For Kim’s report see Appendix H. The Steering Committee helped prepare the TSE. The next report is due in February 2007.
     – Mark will circulate the Mission Statement and ask for additional, modifications, subtractions for discussion in Santa Fe.
     – Two goals and objectives were approved in San Diego.
     – Mid-Year Workshop Subcommittee and the Environmental and Stewardship Subcommittee goals and objectives still need to circulate for adoption in Santa Fe. (Ron and Andy will circulate.)
   • Committee membership and rotation coming up in 2006 and rotation of 1/3 every 3 years, not more than one member from more than organization. Tom reinforced rotation and be a candidate by volunteering, speak to the sub-committee chairs and playing an active role.

6) SUB-COMMITTEE REPORTS
   a) Natural Resources & Environmental Stewardship – Chair, Andy Fekete
      • Andy briefly reflected on the history of the sub-committee. The sub-committee looks at emerging environmental issues such as stewardship, biodiversity, bioengineering and so forth; trying to bring these into the mainstream. For example last year the group had a good session on bioengineering with experts from all over the country. There was a news article written for the Committee.
      Andy learned some folks call Bioengineering - Soils Engineering. The conversation will continue this and other topics at the Sub-committee meeting the following morning. Also discussed will be the synthesis problem statement they put together – there is already project E2419 on bioengineering.
      In addition, there is another session on session on Bioengineering and Transportation Infrastructure on Wednesday by another committee. Andy encouraged everyone to check it out.
      • The sub-committee will also talk about the sub-committee’s goals and objectives and discuss the green highway initiative at their meeting.
      • Andy also attended Invasive Species session and would like to look to greater future coordination. One consideration is a paper or presentation in invasive species, especially during NEPA and project planning.
   b) Liaison – Chair, Jim Bednar
      Jim encouraged all to participate and contribute from various committees. This is an opportunity for the Friends of the Committee. Jim also asked for everyone to contribute information to the newsletter. Each of the liaisons reported to the Committee as follows.
      i. Brenda Kragh: Community Impact Assessment and the Committee on Social and Economic Factors in Transportation.
The Committee will meet Wednesday from 8 AM to noon at Hilton followed by the Sub-committee following the ADC10 meeting from 1:30 pm to 3:15 PM.
This past year the national conference on Community Impact Assessment (CIA) was held in South Portland, Maine. Other items of note:

- Working on Community Impact Assessment Questions and Answers.
- Meeting Arizona DOT June 4th – 9th (information in web site).
- New Jersey hosting a CIA workshop will be held in late August.
- Colorado DOT will hold its 5th national CIA conference July 31st to August 6th at Adams Mark Hotel.

Brenda also noted community impact assessment issues that are under discussion:

- Urban Campers (people with no fixed address). A NCHRP problem statement has been submitted on this topic.
- Hotel and Motel residences – how are they defined as residence? Is this an environmental justice issue?
- Growth attributed to transportation improvements
- Changing the name of CIA
- Grieving process when giving up land and so forth

There remains a question of where this Sub-Committee best placed. Mark asked for input from the Committee and Friends regarding placement of this Sub-Committee. Mark will get word out and solicit feedback.

ii. Pat Trombly reported on ADC70 (Committee on Transportation and Energy) and ADC80 (Committee on Alternative Transportation Fuels). She said that there is some overlap. They meet every other year together at Asilimar Conference Center in California. The focus of these committees is on alternative energy sources such as hydrogen and fuel cells. They are looking at human factors and the relationship to the acceptance of alternative fuels.

Pat also reported on ATO40 – Committee on Transportation and Hazardous Materials. This Committee is trying to establish a strategic hazardous materials research program. Homeland security is the driving force behind this focus. The Committee had a meeting this past summer in Utah and discusses how to get funding sources for research in this area. There also was a transportation and security workshop this past summer which they participated in. Other ongoing issues and actions include data compatibility, freight survey and hazardous materials packaging.

Amanda Hardy reported on the Animal Vehicle Collision Sub-committee which is part safety group. The Sub-Committee will meet Wednesday from 8 AM to noon at the Marriott.

- Keith Nap will do an informal presentation on the Deer Vehicle Collision Clearinghouse at the Sub-committee meeting.
- David Jared from the Georgia DOT will make a presentation on deer safety and behavioral facts which influence safety.
• Amanda will demonstrate hand held PDA software to collect spatially accurate data on road kill data – testing the prototype in the field. If anyone has interest please contact Amanda. The Sub-committee is still working on issues such as the intellectual property of their programs.

• The Washington DC Council of Governments will have a report from their Deer Vehicle Collision Task Force.

• The Sub-Committee is considering a co-sponsorship of a meeting in 2006.

• The Sub-Committee is resubmitting a problem statement for NCHRP on Animal Vehicle Collision Standards. How can you solve the problem is you do not know where the problem is?

Gary McVoy reported on Environmental Maintenance Subcommittee – meeting the next morning. The Committee will discuss new compendium for Best Practices in Construction and Maintenance.

Fred Skaer just signed up for the Context Sensitive Design and Solutions Ad-hoc Task Force. The task Force is getting off ground. The Task Force will look at a guide of roadway surface selection. Scott Bradley from the Minnesota DOT is heading up the task Force. Kathy Ames reported that they are sponsoring a workshop in June in Chicago and training session in Minnesota in August. Jim Bednar and Kathy Ames are the ADC10 representatives on that Task Force.

Fred Bank reported on the Committee on Hydrology and Water Quality. One item of note is their sub-committee on Fish Passage which may be of interest to ADC10 members.

c) Web site – Chair, Dan Wallace (given by Mark Kross)
   The web site has the current newsletter from November posted. Mark requested that the 2004 summer session meeting information be taken off the web site and more information be put on regarding the 2005 meeting in Santa Fe. Generally Mark emphasized that we need to be more up-to-date on the information for the web site.

d) Mid-Year Workshop – Chair, Ron DeNadai
   Ron first reported on the 2004 Summer Meeting in San Diego.
   • It was a joint meeting with two other committees: ADC30T - Task Force on Ecology and Transportation and ARO10(1) - Intercity Guided Passenger Rail Committee.
   • There were 130 attendees with 40 speakers from 15 states. Forty (40) percent were from DOTs, 30 percent Federal, 15 percent were from the private sector, and 12 percent represented academics.
   • It was a great program. There was lunch by the pool. Tijuana Trolley ride pictures are at the poster session.
   • Conference broke even.
   • Ron extended a thank you to Caltrans on behalf of the Committee.
Ron then reported on the progress in planning the mid-year Workshop in Santa Fe from September 11 to 14, 2005, introduced Terry Klein the Executive Director of SRI. See Appendix F.

- The workshop is planned for 200 people. The SRI foundation is hosting with help from the New Mexico State DOT.
- The hotel is the Inn at Loreto ($250 conference registration and $94 room rate).
- ABE80 Native American Issues in transportation and ADC50 Archaeology and Historic Preservation are co-sponsors.
- Terry explained that SRI non-profit foundation working with AASHTO and SCOE so big involvement in transportation.
- The big issue for the three committees is “Streamlining and Stewardship in Transportation – Fact or Fiction” What is it? Does it work? Do we know we are doing it? from tribal, public and professional in the perspectives.
- The business meeting will be at 1 PM on Sunday.
- Sunday’s reception will be at Palace of Governors.
- Plenary Sessions:
  - Monday there will be 6 or 7 perspectives on streamlining and answer questions. The second part will showcase project examples across the country. Ron is looking for input for speakers and projects such as the US 93 project in Montana, the Trans-Texas project, and the Oregon bridge project.
  - On Tuesday groups will brainstorm themes on streamlining and stewardship with trained facilitators.
  - On Wednesday the groups will report out and the plenary speakers will return and talk about what they think happened based on the results. The conference will end at noon on Wednesday, September 14.
- Program Subcommittee on program volunteers working with Ron and Terry include Bill McCartney, Susan Killen, and Joe Shalkowski.
- Mark will email drafts of program and agendas to members and Friends with feedback to Ron the latter part of February.
- Mark called for suggestions for plenary speakers – no more than 6 or 7 speakers.
  - Denise Rigney suggested some agency members who worked on the Streamlining Task Force such as Fred Skaer.
  - Shari suggested summary of the ICOET findings (will be the previous week – see Appendix G) as its topic is also related to streamlining.
- Wayne noted that there could be a lot of congressional and contractor interest in the summer workshop topic.
- Mark endorsed the program approach after asking the Committee.

Ron concluded with a brief discussion on future meetings. For 2006 Washington State Department of Transportation (WSDOT) has expressed interest. However, Mark said that was some time ago so Ron will need to recheck. Ron also will consider other suggestions.

One member mentioned coordination with NAEP. Tim Hill suggested coordination with ECOs which was endorsed by Andy. ECOs has a research arm and meets twice a year. ICOET has expressed interest for 2007. Mark said
AASHTO and SCOE might be possible partners. Mark also heard New Jersey may have an interest in sponsoring.

Brenda suggested looking at the human environment. However, many of the toxics and human health issues are handled by other committees. The key to success is to find a good sponsor first.

e) Newsletter – Chair, Craig Casper
Craig emphasized getting articles into the newsletter, especially encouraged Friends to contribute. Craig suggested using papers that have been submitted. Jim said we could include an abstract from the papers. Joe suggested some articles can be broken down into a series of articles.

Carol said getting a short newsletter is fine. Mark also said ADC10 can tap other sources of information. Brenda noted we could link to Community Impact Assessment and other committees.

Craig set March deadline with the newsletter out in May.

f) Research Topics – Member, Joe Shalkowski
Joe noted Dianna Noble, chair, could not attend. The other Sub-committee member is Tim Hill. Joe reported on items of interest that include:

- Joe emphasized participation of the entire Committee and Friends.
- The Sub-committee is in midst of investigating the status of the ongoing research identified at the 2002 Research Needs Conference. The Sub-committee is also going back to the 1997 Research Needs Conference.
- A survey was sent out by the Sub-committee to the members. Pages 6 and 7 from the Summer Workshop 2004 Minutes shows the results of the research on priorities and interests of the Committee (12 listed items with 2 priority items). This should lead to 2007 Environmental Research Needs Conference (if still held – see earlier discussion).
- Joe also noted that there are a lot of problem statements are out there; therefore, is there a need for new problem statements? The Sub-committee would like to look at the progress on the problem statements submitted in the past. Where have the research needs gone and what research has not begun. Status needed so the Committee does not lose sight of this. The Sub-Committee will report out at Santa Fe regarding the status.
- Tim Hill reported that ADC10 should be on the same page as SCOE and AASHTO regarding what 25-25 is doing. Coordinating Research among TRB/AASHTO/SCOE is imperative. There is a lot of research that everyone is aware of the research and everyone is coordinated. Tim said everyone needs to be on top of this and expressed a desire to make a focus point for 2007 Research Needs Conference.
- Joe invited anyone to contact any member of the Sub-committee regarding the problem statements from 2002 or 1997.
- Andy asked what happens in making the results of the research known. It seems as if people are not getting this. This is certainly fertile ground for papers and presentations. When a project is finished what happens. The Committee should have a better defined process.
• Tom expressed a concern about duplication of effort. He cited CTE as a source of information on research – suggesting the Committee use what is available now. He also suggested outreach to other committees. He noted that there is a research needs effort at ICOET.

g) Publications – Chair, Jim Bach
Jim said that there had been a call for papers on bioengineering thanks to Andy. Two papers on bioengineering were submitted. Here were 30 different reviewers for papers this year. He expressed his thanks to the reviewers. The quality of reviews was outstanding. Mark also gave a thank you to the paper reviewers. Seven of the papers are being presented. There are a number of Potential 2006 Paper Topics such as “Tiered” documents. There will be a call for topics out shortly.

He cautioned that once the papers are submitted the Committee cannot control where the papers go. Mark and Jim have discussed succession planning in the Publications Sub-Committee and he suggested breaking up some of the tasks that occur with publications process to engage more people. If members and Friends are interested send name to Jim or to Mark and he will forward.

7) Green Highways Conference – Denise Rigney
EPA received funds to put together a conference to integrate all aspects of “Green Highways”. The three-day interactive conference will showcase the “Best of the Best” in environment protection, enhancement and streamlining activities as a mechanism to build a “Green Highway” certification Program like “Energy Star”. (See Appendix I.) The Conference will be at the University of Maryland September 26-28, 2005. There is a call for Best Practices.

EPA met with Shari Schafflein (FHWA), Fred Skaer (Director of FHWA Office of NEPA Facilitation) and Shannon Eggleston (AASHTO’s Center for Environmental Excellence). They want endorsement from TRB and consideration as a co-sponsor. They also envision that this would be on a performance track.

Shari commented that 80 percent work is system preservation not building a new highway. Gary related “Green Highways” to the compendium of Stewardship Practices in Highway Maintenance. (See Appendix J.). It may provide a focus.

There are two benefits: everyone will see all the best practices – what is happening and pull together to make certification so there is a product that lives on.

8) CTE ACTIVITIES – James Martin, CTE
Kati McDermott presented for James Martin.
Research – CTE is partnering with US DOT Center for Climate Change addressing sea level change on transportation infrastructure with a potential workshop. Contact James if you know anyone interested.

Education – CTE is focusing education initiatives on Context Sensitive Solutions from practitioners’ perspective and through a series of graduate and undergraduate training programs. CTE is working with North Carolina DOT to migrate training modules to the web. CTE is building graduate engineering course on CSS which will pilot tested in North Carolina State University in fall 2006 and then nationally available.
Technology Transfer - ICOET has call for abstracts and will have conference in fall. Submissions must be done on line. Beginning March 3rd – Scenario planning for Better Transportation. CTE is also planning to disseminate some of the NCHRP results: “Advanced Technologies of Better Project Analysis.”

9) Report from FHWA Office of Project Development and Environmental Review – Fred Skaer (See Appendix K.)
Fred announced that Jim Shrouds retiring from the Federal Highway. A reception will be held at DOT headquarters.
FHWA has focused on the vital few goals. The Environmental Stewardship and Streamlining Exemplary Ecosystem State Initiative was launched in 2002. There are 30 states with examples of “doing the right thing” – available on the web.
Joe Burns spoke about the partnership with Fish and Wildlife Service.
See Appendix K for priorities in office: support vital and improving quality for transportation decision making (broad agenda with maintenance and safety staff).
Other initiatives include:
• EIS team building initiative to get projects off on the right start, using lessons learned.
• Improving the timeliness of NEPA process so that it will take less than 36 months. It is still around an average of 54 for last year. The goal is 12 months for an EA while last year it was 25 months.
• Project time frame wizard will be available soon so can build time frames up front.
• Internal environmental document tracking system
• Oversight of mega projects and more involved in environmental review and planning
• Focus on working with specific agencies to improving liaisons positions - process and redesign positions such as one with Corps on 404 permit

Section 4(f) is in final phases of a revision of the policy papers from the 1980s.
Fred noted that EPA mobile source air toxics are a new issue in lawsuits and Sierra Club has made it a major topic area. There are no health standards so how will we deal with it in the NEPA process?

10) AASHTO REPORT/CENTER FOR ENVIRONMENTAL EXCELLENCE – Shannon Eggleston
The Center developed in 2002 with assistance from FHWA as stewards of the environment to provide: 1) information sharing, 2) providing training, 3) providing technical assistance on a variety of environmental matters.
CEE was to be a one-stop resource – submit if you see anything missing.
How to Negotiate Programmatic Agreement CD-rom is available and CEE is reaching out to develop a comprehensive library.
CEE is introducing an EMS guide and training this year.
The research product “Compendium of Environmental Practices” is now on web site. (See Appendix J.)
CEE is hosting best practices in context sensitive solutions.
Everyone should remember that CEE has a technical assistance program with experts that can give assistance. Their biographies are on site and CEE will be recruiting additional names this year. Everyone can subscribe to BNA on the web site (any one can subscribe for a fee).

11) NCHRP 25-25 RESEARCH UPDATE/STEWARDSHIP PRACTICES – Gary McVoy
The 25-25 Research Program (see Appendix L) is to support SCOE, but not exclusively. There are two dozen research projects are in play at around $50,000 each. A Compendium of Construction and Maintenance Practices (see Appendix J) was one of the outputs. There are 7,000 entries of stewardship practices in 800 pages. The information is built into a living document - information can be directly downloaded.

12) 2007 ENVIRONMENTAL RESEARCH NEEDS CONFERENCE
Committee has set up a Task Force which includes Pat Trombly, Joe Shalkowski, Shari Schaeftlin, James Martin, Dave Sullivan, Dianna Noble, Kim Fisher (to be asked), and Jon Williams (to be asked).

13) OPEN DISCUSSION
Additional discussion was invited.

Mark thanked and recognized Tom Weck on behalf of the Committee for his years of service. Tom has been a strong advocate for the environment on the Group 1 Council.

Mark recognized Tom Linkous and the Ecosystem and Transportation Task Force.

The Chairman adjourned the meeting at 12:08PM.
Appendix A
1) Introduction of Members and Friends of the Committee
2) Review and Approval of Minutes of August 16, 2004 Business Meeting
3) Remarks of the Chair – Mark Kross
   a) Overview of Committee Activities for the Past Year
      i) Triennial Self Evaluation (TSE)
   b) Sessions and Meetings Sponsored/Cosponsored by ADC10
   c) Review of Committee Organization, Workloads, and Calls for Support
      i) Discussion of Roles of Committee Friends
      ii) Young Members
   d) Other TRB Issues
4) Steering Committee Report – Chair, Kim Gambrill (given by Mark Kross)
5) Sub-Committee Reports
   a) Natural Resources & Environmental Stewardship – Chair, Andy Fekete
   b) Liaison – Chair, Jim Bednar
   c) Web-Site – Chair, Dan Wallace (given by Mark Kross)
   d) Mid-Year Workshop – Chair, Ron DeNadai
   e) Newsletter – Chair, Craig Casper
   f) CIA Joint Subcommittee – Brenda Kragh
   g) Research Topics – Member, Joe Shalkowski
      i) Coordinating Research Among TRB/AASHTO/SCOE
   h) Publications – Chair, Jim Bach
      i) Description of Process for Members and Friends
      ii) Potential 2006 Paper Topics
6) Green Highways Conference – Denise Rigney
7) CTE Activities – James Martin, CTE
8) Report from FHWA Office of Project Development and Environmental Review – Fred Skaer
9) AASHTO Report/Center for Environmental Excellence – Shannon Eggleston
   a) NCHRP 25-25 Research Update/Stewardship Practices – Gary McVoy
10) Other NCHRP Research Updates
    a) NCHRP Synthesis Program—Environmental Topics
11) 2007 Environmental Research Needs Conference
12) Remarks by TRB Staff Liaison – Kim Fisher
13) Open Discussion
# Environmental Analysis in Transportation Committee (ADC10)

**Chair:** Mark Kross  
**Hotel:** Hilton Washington  
**Room:** International West  
**Date:** Mon, Jan. 10  
**Time:** 8am-noon

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<td>LC54 7800 E Colfax, CO 80234</td>
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**TRB ENVIRONMENTAL ANALYSIS IN TRANSPORTATION**
**ADC10 (A1F02) COMMITTEE BUSINESS MEETING**

Monday, January 7, 2005 8:00 AM 12:00 noon  
Hilton DuPont Circle, Washington D.C. – International West Room
<table>
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<td>973-678-6766</td>
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ADC10 Member: Yes ☐ No ☑

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ADC10 Member: Yes ☐ No ☑
TRANSPORTATION RESEARCH BOARD
OF THE NATIONAL ACADEMIES

The mission of the Transportation Research Board (TRB)—one of six major program units of the National Research Council of the National Academies—is to promote innovation and progress in transportation through research. TRB fulfills this mission through the work of its standing technical committees addressing all modes and aspects of transportation; publication of reports and peer-reviewed technical papers on research findings; administration of cooperative research programs; conduct of special studies on transportation policy issues at the request of the U.S. Congress and government agencies; operation of an online bibliographic database of published and ongoing transportation research; and hosting of an annual meeting that attracts more than 9,000 transportation professionals from the United States and abroad.

www.TRB.org

With the support of the TRB Executive Office and the Administration and Finance Division (Division C), four Divisions have responsibility for TRB programs and activities:

Technical Activities (Division A)—Provides a forum for transportation professionals to identify research needs and to share information on research and issues of interest. Staff specialists in each mode and discipline work with a network of volunteers to carry out activities on behalf of TRB sponsors and the transportation community—including the TRB Annual Meeting, conferences and workshops, publications, visits to each state, and responses to inquiries. The volunteer network includes members and friends of more than 200 standing committees, supplemented by designated TRB representatives in each state, more than 150 universities, and 35 transit agencies.

Studies and Information Services (Division B)—Conducts policy studies that provide advice to government and the transportation community on national transportation issues, based on the deliberations of specially appointed, independent study committees. This division also oversees TRB's information services, which include the Transportation Research Information Services (TRIS) and the TRB library; and it produces syntheses of current practices in highway and transit operations.

Cooperative Research Programs (Division D)—Manages cooperative programs of panel-guided contract research, on topics identified by the sponsors and intended users of the research—the National Cooperative Highway Research Program, the Transit Cooperative Research Program, and the Commercial Truck and Bus Safety Synthesis Program.

Special Programs (Division E)—Administers short-term investigations of innovative concepts, under its Innovations Deserving Exploratory Analysis programs, and supports committees that advise the federal government on the conduct of long-term pavement research and technology programs.
Appendix D
Summary of the TRB Cooperative Research Program

The National Cooperative Highway Research Program (NCHRP), Transit Cooperative Research Program (TCRP), and Airport Cooperative Research Program (ACRP) are applied- contract research programs that develop near-term, practical solutions to problems facing transportation agencies. Additional Information on the Cooperative Research Programs may be found at http://www.trb.org/nchrp

National Cooperative Highway Research Program (NCHRP)

For FY 2005 the program anticipates receiving at least $35.4 million and will fund 25 continuing projects and approximately 40 new projects. Project costs range from $200,000 to $150,000.

There are several special set aside projects and these projects are described on the next page.

Project Submission

Problem statements for the NCHRP projects must come from or through a State DOT, AASHTO, or FHWA.

Selection Process

NCHRP projects are selected by the AASHTO Standing Committee on Research and the AASHTO Research Advisory Committee. Both of these committees are composed of State Departments of Transportation leadership.

Projects are selected with the following criteria:

- Does the proposed topic represent a priority area of interest to many states?

- Can the topic be handled effectively under a cooperative program?

- Are similar efforts already underway or are satisfactory answers already available?

- Is there a high probability of resulting with a well-defined, implementable product?

Schedule

- September '04 – Topic statement submission deadline
- March '05 – Project selection
- April '05 – Panel nomination request
- June '05 – Panel selected
- July-August '05 – First panel meeting

Transit Cooperative Research Program (TCRP)

In 2004 the program received approximately $8,250,000 and 12 new projects were initiated. Project costs range from $200,000 to $150,000.

Project Submission

Project statements for TCRP projects may be submitted by anyone or any organization.

Selection Process

Projects are selected by the TCRP Oversight and Project Selection Committee which is composed of transit industry executives.

Projects are selected with the following criteria:

- Does the project support the FTA Strategic Initiative and the TCRP Strategic Plan?
- Is the topic important to transit agencies?
- Is the topic researchable?
- Is the topic timely?
- Would a successful project produce significant benefits?
- Is probability of success sufficiently high?
- Can the proposed project be designed to avoid undesirable duplication of other completed or ongoing research?
- Is the topic appropriate for TCRP or should it be performed elsewhere?

Schedule

- June '05 – Topic submission deadline
- October '05 – Projects selected
- November '05 – Panel nomination request
- January '06 – Panels selected
- April '06 – First panel meeting
Project 8-38, FY 1999 and continuing - Research for the AASHTO Standing Committee on Planning
This is a quick-response research and development program for the states to address near-term improvements in statewide and metropolitan transportation planning and project development processes. Ron McCready is the TRB staff for this project (rmccready@nas.edu)
In 2005 this project will likely receive $600,000 and initiated approximately 10 projects each year. Project costs range from $25,000 to $150,000 and timeframe of usually up to 12 months.
Proposed topic should be statewide or MPO transportation planning, economic planning, financing issues, environmental analysis tools or intermodal issues. Ron suggests that proposed problem statements discuss the need and application potential for State and MPO practitioners.
Schedule
- May '05 - Call for topics issued
- July '05 - Proposed topics due
- August '05 - Projects are selected
- November '05 - RFPs sent to Task Order Contractors and projects are assigned by December
- February '06 - Project start
Project 25-25, FY 2003 and continuing - Research for the AASHTO Standing Committee on the Environment This is a quick-response research program established to develop improvements to the analytical methods, decision-support tools, procedures, and techniques employed by practitioners in environmental streamlining, environmental stewardship, statewide and metropolitan environmental transportation planning, program delivery, and project development. Chris Hedges is the TRB staff person for this project (chedges@nas.edu)
In 2005 this project will likely receive $600,000 and the project initiates approximately 20 projects each year. Project costs range from $25,000 to $150,000.
Schedule
- Feb '05 - Call for topic statements
- July '05 - Project statements due
- September '05 - Panel meets to select FY06 projects
Project 20-7, FY 1969 and Continuing Research for AASHTO Standing Committee on Highways The American Association of State Highway and Transportation Officials (AASHTO) Standing Committee on Highways must rule on engineering and operations policies. This is a quick-response research program helps the committee obtain guidance on a reasonably prompt schedule. Bob Reilly and Crawford Jenkins are the TRB staff for this project (cjenkins@nas.edu)
In 2005 this project received $1 million and the project initiates approximately 10-15 projects each year. Project costs range from $20,000 to $100,000.
Project 20-65, FY 2004, Research for the AASHTO Standing Committee on Public Transportation This is a quick-response research program established to develop improvements to the analytical methods, decision-support tools, and procedures employed by state DOT practitioners as state involvement in public transportation continues to grow.
Chris Jenkins is the TRB staff person for this project (cjenkins@nas.edu). In 2003 and 2004 this project received $300,000 each year. The project has initiated 8 projects to date. Project costs range from $20,000 to $100,000.
Schedule
- March '05 - NCHRP funds allocated
- April/May '05 - Topics solicited
- August '05 - Topic due
- Fall '05 - Projects selected
Synthesis Program
Under the sponsorship of the National Cooperative Highway Research Program (NCHRP) and the Transit Cooperative Research Program (TCRP), TRB prepares syntheses of current practice in the highway and transit fields. This synthesis series reports on current knowledge and practice in a compact format, without the detailed directions usually found in handbooks or design manuals. Additional information on the Cooperative Research Programs may be found at http://www.national academies.org/parallel_synthesis.nsf/.

NCHRP Synthesis
In 2004 this program received $1,200,000 and approximately 12 projects were initiated that year.

Project Submission
Applications for Synthesis projects can come from any source.

Selection Process
The following factors are considered in the selection process for synthesis topics:

- The topic should address a problem that is widespread enough to generate broad interest in the synthesis.
- The topic should be timely and critical.
- The topic is appropriate if current practice is non-uniform or inconsistent from agency to agency, or if the validity of some practice appears to be questionable.
- The quality and quantity of useful available information should indicate a need to organize and compress that which has already been learned and written on the topic.
- The topic should not be one where ongoing research or other activities in progress might be expected to render the synthesis obsolete shortly after completion.

Schedule
- January ’05 — Topic statement submission deadline
- May ’05 — Projects selected
- July ’05 — First panel meeting

TCRP Synthesis
In 2004 the program received $500,000. 5 projects will be initiated in 2005.

Project Submission
Applications for Synthesis projects can come from any source.

Selection Process
The factors considered for the TCRP Synthesis Program are the same as used in the NCHRP Synthesis program.

- The problem should be widespread enough to generate broad interest in the synthesis.
- The problem should be timely and critical with respect to economic impact, safety, or social impact.
- The problem is appropriate if current practice is non-uniform or inconsistent from agency to agency, or if the validity of some practices appears to be questionable.
- The quality and quantity of useful available information should indicate a need to organize and compress that which has already been learned and written on the topic.
- The topic should not be one where ongoing research or other activities in progress might be expected to render the synthesis obsolete shortly after completion.

Schedule
- March ’05 — Topic statement submission deadline
- May ’05 — Projects are selected
- June ’05 — Topic panel nomination request issued
- July ’05 — Topic panels selected
- August ’05 — First topic panel meeting
The Planning and Environment Group reviews the papers submitted for the Annual Meeting and considers three papers for two awards each year — the Fred Burggraf Award and the Pyke Johnson Award. These prestigious awards are presented during the Annual Meeting Chairman’s Luncheon at the TRB Conference. The Group leadership is looking for papers that move the transportation planning profession forward in a very significant manner, through technical breakthroughs, innovative applications or important policy findings.

The paragraphs below describe the two awards.

- The Fred Burggraf Award was established in 1966 to stimulate and encourage young researchers to contribute to the advancement of knowledge in the field of transportation. Papers may be nominated for this award by any TRB Group. The award provides recognition of excellence in transportation research by researchers 35 years of age or younger whose papers have been selected for publication by TRB and it includes a cash prize.

- The Pyke Johnson Award was established in 1971 to honor an outstanding paper published in the field of transportation systems planning and administration. Technical papers that report on important breakthroughs or groundbreaking applications are eligible for the award. In addition, non-technical papers that propose new policy or planning approaches or that provide a historic assessment of the transportation profession are also eligible for the award.
Environmental Stewardship and Streamlining: Fact or Fiction

2005 Joint Summer Meeting

Native American Transportation Issues Committee (ABE80), Environmental Analysts in Transportation Committee (ADC10), and Historic and Archaeological Preservation in Transportation Committee (ADC50) of the Transportation Research Board

Santa Fe, New Mexico
September 11-14, 2005

Sponsored by the New Mexico Department of Transportation
with assistance from the SRI Foundation

Conference Theme: Environmental Stewardship and Streamlining: Fact or Fiction
This conference will serve as a forum to review and critique streamlining and stewardship efforts from around the country. The benefits and problems associated with these efforts will be examined from the perspective of tribes, the public, and environmental and transportation professionals.

Conference Location: The summer meeting will be held in Santa Fe, New Mexico. The main conference hotel will be the Inn at Loretto, two blocks from Santa Fe’s historic plaza.

Conference Registration: $200 registration fee; Registration information to be provided at a later date

Hotel Registration: Inn at Loretto
211 Old Santa Fe Trail
Santa Fe, NM 87501
(800) 727-5531

Room block name: “New Mexico Department of Transportation
check in on 10th-check out on 15th of September 2005”

Room block rates: $149.00 plus tax
Government rate: $94.00 plus tax
(Limited number of rooms available at room block rate for the 15th and 16th)

MAKE YOUR HOTEL RESERVATIONS EARLY!
SPACE IS LIMITED AT THE MAIN CONFERENCE HOTEL!
(Overflow hotel information to be provided at a later date)

For additional information, contact Terry Klein, (505) 892-5587; tkleinsrifoundation.org
International Conference on Ecology and Transportation 2005
On the Road to Stewardship
August 29 - September 2, 2005
Hilton San Diego Resort
Mission Bay
San Diego, California
Co-hosted by:
California Department of Transportation
University of California-Davis
Road Ecology Center

ICOET is a multi-disciplinary, inter-agency event conducted biennially to identify and share quality research applications and best management practices that address wildlife, habitat, and ecosystem issues related to the delivery of surface transportation systems.

The theme for the 2005 program is "On The Road To Stewardship." The Call for Abstracts will be issued in January 2005 in coordination with the Transportation Research Board Annual Meeting. Please check the ICOET Web site for details.


The Center for Transportation and the Environment at North Carolina State University is an official ICOET co-sponsor and the host conference organizer.
I. Triennial Self-Evaluation of Committee Activities

- Next report is due in February 2007.

II. ADC10 Committee Goals and Mission Statement

- Current goals and mission statement were adopted in July 2001.
- These need to be reviewed by the Committee membership this spring, modified as necessary and adopted anew at the Mid-year meeting in Santa Fe next September.

III. Subcommittee Goals and Objectives

A Current Committee requirement is to update each subcommittee’s Goals and Objectives every four years.

- The ideal situation is to stagger the adoption dates for the subcommittees so they don’t all come due at one time.
- At the past Mid-year meeting in San Diego we approved, with minor editorial changes, the Goals and Objectives for the Research Topics Subcommittee and the Web Site Development Subcommittee.

B The Goals for two of our subcommittees still need to be brought up to date:

- Mid-Year Workshop Subcommittee
- Environmental Stewardship Subcommittee.
- Every effort should be made to bring these two up to date in time for adoption at the Mid-Year Meeting.

C Steering Subcommittee Goals and Implementing Strategies

- Current goals were also adopted in July 2001.
- Will be circulated for review and comment next summer, modified as necessary and adopted anew at the 2005 Mid-year meeting.
IV. Committee Membership Rotation

- All TRB Committees must rotate one-third of their membership every three years.

- TRB membership rosters should, to the degree possible, meet the following guidelines:
  1) Have a balanced representation of the relevant disciplines
  2) Have a good geographical balance
  3) Give proper consideration to women and minorities
  4) No more than one member from any organization

- Each committee may have up to 25 North American members (including the chair), 2 young members (under 30) and an unspecified number of foreign and emeritus members.

- Also, committee members that have served over nine years require special justification for extending their membership.

- In the last rotation (January 2003), eight new members were added to our Committee.

- This topic will need to be discussed further at the Mid-Year Meeting. Introduction of this topic should be done in the spring newsletter.

Respectfully Submitted by:

Kim Gambrill, AICP
Carter & Burgess, Inc.
January 7, 2005
This three day interactive conference will showcase the "Best of the Best" in environmental protection, enhancement & streamlining activities as a mechanism to build a "Green Highway" Certification Program. The Forum will be held September 26 to 28, 2005 in College Park, Maryland at the Marriott Hotel. General Sessions, breakout and facilitated sessions will make up the Forum format. A registration fee will be charged.

Organizations or other parties interested in co-sponsoring this event or that wish to showcase innovative products or methods should contact Frank Reilly at 540-296-0072.

Federal Highway Administration
Office of NEPA Facilitation
Fred Skaar, Director

AASHTO
AASHTO Center for Environmental Excellence
Shannon Eggleston, Director

U.S. EPA Region III
Water Protection Division, Office of Watersheds - Dominique Lueckenhoff
Environmental Assessment & Innovation Division, Environmental Programs Branch - William Huffman
Building on the successful results of the President's Task Force on Stewardship & Streamlining recently reported to Congress, & AASHTO's recently completed Report on "Environmental Stewardship Practices, Procedures and Policies for Highway Construction", the purpose of the Green Highway Forum is to showcase the premier examples of integrated planning, streamlining, stewardship, environmental management systems, & watershed protection. The ultimate goal of the Green Highway Forum is to strategically integrate environmental & transportation priorities & resolve regulatory concerns in a holistic manner through the collaboration of professionals from all aspects of the transportation & environmental industries.

Our target audience is transportation, environmental & planning professionals involved in the planning, development & design, construction, maintenance, & regulation of transportation projects. Your input into the Green Highway Certification Program is vital to its development & implementation. Through facilitated sessions during the forum the critical elements of a Green Highway Certification Program will then be investigated based on the lessons learned from the showcased examples.

EPA's well established Performance Track Program is an example of how moving beyond compliance to being "Green" has benefited major industries through flexibility in regulatory application. Aside from the benefits of being recognized as sustainable, the Green Highway Program will investigate the potential for Certified Green Highways to benefit from regulatory flexibility, & alignment of funding, policies & environmental priorities.

We are focusing our attention on innovative projects, initiatives, or activities which weave together the environmental regulatory requirements with ecosystem protection & community preservation activities to create a sustainable approach to achieving safe & efficient transportation systems.

Abstracts should showcase your experiences with the topics listed below & other experiences with streamlining, environmental stewardship, cost-effective solutions, & environmental management systems for transportation programs & projects:

- Coordination of green infrastructure, land use & transportation planning
- Watershed-based mitigation approaches
- Context Sensitive Solutions in a project
- Integrated environmentally based mitigation - watershed or project based
- GIS tools for project development & resource protection
- Bioengineering approaches for resource protection during major-erosion activities
- Use of EMS in transportation programs, policies & projects
- Innovative storm-water management programs & use of Low Impact Development techniques
- Use of bio-fuels in construction & non-road vehicles
- Coordinating land use & water-shed planning with transportation planning & development
- Regulatory Issues & Concerns
  - Barns & waste site identification
  - Storm-water management
  - Regulatory flexibility & consistency
  - Wetlands

To submit an abstract & for more information visit our information on www.wetlandsworkgroup.org.
AASHTO - Compendium of Environmental Stewardship Practices in Construction and Maintenance

What is it?
The Compendium of Environmental Stewardship Practices in Construction and Maintenance is a compilation of approximately 7,000 environmental practices employed by DOTs and in some cases utilities, and includes current research on a wide range of construction, maintenance, and organizational categories. The Compendium was prepared as part of the National Cooperative Highway Research Program (NCHRP) Project 25-25 and is a joint project of the AASHTO Subcommittees on Construction and Maintenance and the Standing Committee on the Environment (SCOE). Preparation of the Compendium entailed review of tens of thousands of practices in use at state DOTs, utilities, and DOTs abroad, as well as over 800 recent research reports.

Who contributed to it?
All state DOTs were contacted and this Compendium contains practices from 48 states. While focusing on practices in the U.S., model practices were discovered and included from six Canadian provinces, and DOT counterparts in Europe, Australia, and New Zealand.

Where can I find it?

Why does it matter?
DOTs are seeking ways to efficiently and effectively benefit the environment in the course of their business, without "reinventing the wheel." To this point, few practices have been reviewed and assembled in one place for easy information exchange and re-use by DOTs. This Compendium provides a tool to help DOTs meet the public's demand for mobility while ensuring that transportation projects protect and enhance natural and cultural resources.

How can it be used?
The Compendium can be used in developing and updating DOT manuals, procedures, policies, performance standards, bulletins, specifications, and in formal training as well as tailgate discussions. It is intended to be available as a live, on-line resource for:
- Environmental Stewardship - How to do it better
- Innovation - What's being done, what works
- Benchmarking - How are we doing
- Sharing ideas and experience

How do I locate the practices in the Compendium that would best apply to my project?
The Compendium has a detailed table of contents that can direct you to specific areas of practice. In addition, there will soon be a keyword search mechanism established for this document.

What's in it for me?
Incorporating environmental stewardship into highway construction and maintenance work is quite simply the right thing to do, and this Compendium shows how to do it in a range of proven and practical ways. DOT customers expect their government to "do right by the environment," and doing so builds good will with regulatory agencies and the public, ensuring that public resources are employed to meet the transportation need without sacrificing our natural or cultural heritage. Incorporating proven, cost-effective environmental stewardship practices into day-to-day front-line activities is a key to building needed support for DOTs' work.

Who has responsibility for it now?
The AASHTO Center for Environmental Excellence has lead responsibility for the Compendium, with support from the AASHTO Subcommittees on Construction and Maintenance and the NCHRP 25-25 Research Program.
Will it be kept up-to-date?
A steering committee of state DOT leaders is overseeing plans to keep the Compendium up-to-date.

How do I get my materials into the system? Is there a screening system?
Please send your practices and material to Shannon Eggleston at seegleston@ashto.org. AASHTO Subcommittees and expert DOT practitioners will continue to be involved in the review of submitted materials.

Who do I talk to if I have questions?
If the question involves individual practices, you should feel free to directly contact the agencies involved. If you have a question about the Compendium itself (as opposed to individual practices) then you may contact Shannon Eggleston at seegleston@ashto.org.

Are these endorsed practices?
No. The practices are presented to readers and potential users for their information and possible application. There is no endorsement intended or liability incurred on the part of those whose practices are presented or those involved in preparing and disseminating the Compendium.

Are these more regulatory? Voluntary?
The Compendium has no impact on legal or regulatory requirements. Some practices may be legally mandated but most are not. The Compendium should be viewed as a menu of practices from which DOTs can determine what is appropriate in their state. Many of these practices were initially developed in cooperation with resource agency partners. DOTs are advised to implement practices they identify as appropriate in a proactive fashion. Proactive implementation of environmental practices is the best way to both care for the environment and ensure regulatory compliance.

How is the Compendium being publicized?
Implementation plans for reaching those who may be interested in the Compendium and in learning about and applying its practices are being developed by the Center for Environmental Excellence and a joint steering committee of leaders from the AASHTO Subcommittees on Construction and Maintenance.

Who will measure success?
Measurement of success is largely up to individual state DOTs. Various systems that DOTs are using to implement and measure environmental stewardship on an organizational level are included in the Compendium. Investigation is continuing, in this area. It is also possible that future researchers might be interested in measuring success.

How do I implement these practices?
Practices can be implemented through organizational and/or individual commitment to environmental stewardship, on small or broad scales. This commitment can be expressed in "top down" policies and implemented through revised procedure manuals, training, and support materials as well as part of an overarching system of incentives and directives that reinforce the desired policies and outcomes. In organizations that are more decentralized and where staff members are empowered to experiment and initiate improvements at the "grass roots" level, then it is expected that a "bottom-up" approach will be more common.

How can I get help implementing practices in my state?
AASHTO’s Center for Environmental Excellence offers a team of highly qualified and experienced experts on-call and ready to assist transportation and environmental agency officials in improving environmental performance and program delivery. The team members individually or as a team supply strategic environmental analysis and focused environmental management technical advice through short-term assignments. For more information, visit the Center Website’s Technical Experts Program or contact Shannon Eggleston, at seegleston@ashto.org.

How can I communicate directly with the practitioners?
Plans are being made for a further evolution of the Compendium as an electronic and more personal Community of Practice, including access to contributing practitioners and the ability to pose and receive responses to questions. More information will be posted on the Center for Environmental Excellence Website.
1. Improving the Environmental Quality of Transportation Decisionmaking
- Context Sensitive Solutions: Keith Moore
- Planning-NEPA Linkage: Carol Adkins
- Integrated Transportation & Environmental Planning: Carol Adkins
- GIS Applications: Aung Gye
- EIS Teambuilding: Harold Peaks
- Wildlife and Habitat Handbook: Carol Adkins
- AASHTO/ACEC/FHWA Document Quality Initiative: Lamar Smith

2. Improving the Timeliness of the Environmental Review Process
- 36 month EIS/12 month EA: Marilyn Osterhaus
- Project Timeframes Wizard: Ruth Rentch
- Environmental Document Tracking System: Dawn Whiteside
- Interagency Perception Survey: Kreig Larson
- Executive Order 13274 priority projects: Harold Peaks
- Mega project oversight: Harold Peaks

3. Enhancing Federal Agency Partnerships
- EO 13274 Work Group on Purpose and Need: Pam Stephenson
- EO 13274 Work Group on Indirect and Cumulative Effects: Lamar Smith
- EO 13274 Work Group on Integrated Planning: Carol Adkins
- Conflict Management: Ruth Rentch
- Interstate System 106 Exemption: MaryAnn Naber
- Revised Section 4(f) Policy Paper: Lamar Smith
- 404 Permit Process Improvements: Carol Adkins
- ESA Process Improvements: Shari Schaefflein
- USFS Process Improvements: Carol Adkins
- Mobile Source Air Toxics: Carol Adkins

4. Supporting Reauthorization
- SAFETEA Refinements: Fred Sklar
- Technical Assistance to Congress: Fred Sklar
- Implementation Actions: Shari Schaefflein

For further information, and to find out what else is happening, visit us on the web:
- General NEPA stuff: http://environmental.fhwa.dot.gov/projdev/index.htm
Doing the Right Thing: FHWA's Exemplary Ecosystem Initiatives

In 2002 FHWA identified ecosystem conservation as a top priority under the agency's "vital few" goal of Environmental Streamlining and Environmental Stewardship. Each year, as a hallmark demonstration of its commitment to this goal, FHWA designates State DOT-sponsored "Exemplary Ecosystem Initiatives." These extraordinary projects and processes are showcased on the agency's new Doing the Right Thing website at

Flint River Ravines conservation area (Georgia DOT)

Washoe Lake Wetland Mitigation Area (Nevada DOT)

Here are the 2002-2004 Exemplary Ecosystem Initiatives you'll find on Doing the Right Thing:

Alabama—Gopher Tortoise Conservation Area
Arizona—Comprehensive Approach to Wildlife Protection on State Route 260
Colorado—Shortgrass Prairie Initiative
Florida—Wildlife and Wetland Habitat Mitigation Program
Georgia—Building Partnerships to Balance Transportation Planning with Ecosystem Integrity
Illinois—LaGrange Wetland Bank
Mississippi—Deatons Ecological Preserve
Montana—US 93 Memorandum of Agreement
Nevada—Washoe Lake Wetland Mitigation Area
New Hampshire—Route 101 Ecological Protection and Enhancement Features
New York—Adirondack Park Invasive Plant Program
North Carolina—Ecosystem Enhancement Program
Oregon—Fish-friendly Maintenance Practices
Virginia—Great Dismal Swamp Wildlife Management Area
Washington—Watershed-based Environmental Improvements

U.S. Department of Transportation
Federal Highway Administration

Research for the AASHTO Standing Committee on the Environment:
http://www4.trb.org/ftp/erp.nsf/AllProjects/NCHRP-25-25

Background

The AASHTO Standing Committee on the Environment (SCOE) is called on continuously to provide information for establishing policies and positions of the state highway and transportation departments on issues associated with the nation’s transportation system. The Committee needs information on a reasonably prompt schedule, through a continuing research project geared to its responsibilities. Member departments require timely information on new environmental analysis, streamlining, stewardship, and planning methods and procedures to respond effectively to program-delivery and project-development issues.

A quick-response research program has been established to develop improvements to the analytical methods, decision-support tools, procedures, and techniques employed by practitioners in environmental streamlining, environmental stewardship, statewide and metropolitan environmental transportation planning, program delivery, and project development.

Objective

The objective of Project 25-25 is to provide flexible, ongoing, quick-response research on environmental issues in transportation. This research will be designed to develop improvements to analytical methods, decision support tools, procedures, and techniques employed by practitioners to support statewide and metropolitan transportation planning, programming, and development.

Depending on the nature of the research, assistance may be secured through various mechanisms, including: sole source contracts; standard Request For Proposals (RFP) solicitations for larger, more complex projects; or task-order contracts.

Upcoming activities:

- Call for new problem statements
  - February 2005
- SCOE mid-year meeting
  - April 2005
- New problem statements due
  - July 2005
- 25-25 panel meeting to select FY06 projects
  - September 2005
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*PB=Parsons Brinckerhoff; CES=Cambridge Systematics, Inc.; ICF=ICF Consulting, Inc.; TBD=To Be Determined*
Appendix A
1) Introduction of Members and Friends of the Committee
2) Review and Approval of Minutes of August 16, 2004 Business Meeting
3) Remarks of the Chair – Mark Kross
   a) Overview of Committee Activities for the Past Year
      i) Triennial Self Evaluation (TSE)
   b) Sessions and Meetings Sponsored/Cosponsored by ADC10
   c) Review of Committee Organization, Workloads, and Calls for Support
      i) Discussion of Roles of Committee Friends
      ii) Young Members
   d) Other TRB Issues
4) Steering Committee Report – Chair, Kim Gambrill (given by Mark Kross)
5) Sub-Committee Reports
   a) Natural Resources & Environmental Stewardship – Chair, Andy Fekete
   b) Liaison – Chair, Jim Bednar
   c) Web-Site – Chair, Dan Wallace (given by Mark Kross)
   d) Mid-Year Workshop – Chair, Ron DeNadai
   e) Newsletter – Chair, Craig Casper
   f) CIA Joint Subcommittee – Brenda Kragh
   g) Research Topics – Member, Joe Shalkowski
      i) Coordinating Research Among TRB/AASHTO/SCOE
   h) Publications – Chair, Jim Bach
      i) Description of Process for Members and Friends
      ii) Potential 2006 Paper Topics
6) Green Highways Conference – Denise Rigney
7) CTE Activities – James Martin, CTE
8) Report from FHWA Office of Project Development and Environmental Review – Fred Skaer
9) AASHTO Report/Center for Environmental Excellence – Shannon Eggleston
   a) NCHRP 25-25 Research Update/Stewardship Practices – Gary McVoy
10) Other NCHRP Research Updates
    a) NCHRP Synthesis Program—Environmental Topics
11) 2007 Environmental Research Needs Conference
12) Remarks by TRB Staff Liaison – Kim Fisher
13) Open Discussion
Appendix H
Transportation Research Board
ADC10 COMMITTEE BUSINESS MEETING
January 10, 2005

Steering Subcommittee Report

I. Triennial Self-Evaluation of Committee Activities

• Assisted the Chair in the preparation of the 2001-2002-2003 Triennial Report.
• Next report is due in February 2007.

II. ADC10 Committee Goals and Mission Statement

• Current goals and mission statement were adopted in July 2001.
• These need to be reviewed by the Committee membership this spring, modified as necessary and adopted anew at the Mid-year meeting in Santa Fe next September.

III. Subcommittee Goals and Objectives

A. Current Committee requirement is to update each subcommittee’s Goals and Objectives every four years.

• The ideal situation is to stagger the adoption dates for the subcommittees so they don’t all come due at one time.
• At the past Mid-year meeting in San Diego we approved, with minor editorial changes, the Goals and Objectives for the Research Topics Subcommittee and the Web Site Development Subcommittee.

B. The Goals for two of our subcommittees still need to be brought up to date:

• Mid-Year Workshop Subcommittee
• Environmental Stewardship Subcommittee.
• Every effort should be made to bring these two up to date in time for adoption at the Mid-Year Meeting.

C. Steering Subcommittee Goals and Implementing Strategies

• Current goals were also adopted in July 2001.
• Will be circulated for review and comment next summer, modified as necessary and adopted anew at the 2005 Mid-year meeting.
IV. Committee Membership Rotation

- All TRB Committees must rotate one-third of their membership every three years.

- TRB membership rosters should, to the degree possible, meet the following guidelines:
  1) Have a balanced representation of the relevant disciplines
  2) Have a good geographical balance
  3) Give proper consideration to women and minorities
  4) No more than one member from any organization

- Each committee may have up to 25 North American members (including the chair), 2 young members (under 30) and an unspecified number of foreign and emeritus members.

- Also, committee members that have served over nine years require special justification for extending their membership.

- In the last rotation (January 2003), eight new members were added to our Committee.

- This topic will need to be discussed further at the Mid-Year Meeting. Introduction of this topic should be done in the spring newsletter.

Respectfully Submitted by:

Kim Gambrill, AICP  
Carter & Burgess, Inc.  
January 7, 2005