Minutes

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

I. 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.

II. Review and Approval of Minutes of January 10, 2005
The minutes of the annual business meeting held in Washington, DC were approved as distributed without discussion.

III. Remarks by the Chair and Discussion – Mark Kross
a. The Santa Fe meeting
This is the 25th Summer Meeting of the Committee. The SRI foundation is hosting with help from the New Mexico State DOT. ABE80 Native American Issues in Transportation and ADC10 Archaeology and Historic Preservation are co-sponsors.

b. Introduction of the Section Chair
Mark introduced Kate Quinn who is the section chair for the Environment and Energy Committee. She replaces Tom Weck.

Kate reported that in January there was a section chair meeting. Two items were discussed as follows:

i. There is the potential need for another research needs conference. The group usually meets every 5-6 years. The conference usually lasts about 3 days. Groups develop statements and look for funding for the most critical areas. The section chair needs to use lessons learned from past such conferences in setting this conference. (Also see III. g.)

ii. There is an opportunity for all the environmental committees to get together. This was done in Pittsburgh in 2000. There is a member of the Historic Preservation Committee, Aristedes Colastes, who wants to hold a global meeting in Europe for 2008 in Greece. So far the American Society of Civil Engineers is working on this with him. He would like have the environmental side represented. This would be a tremendous opportunity to go global and to have better cross-pollination between committees. Kate will take responsibility for contacting Aristedes and also the global portion of TRB. Ron DeNadai asked who is organizing the global meeting. Kate was not sure but thought that
they (Aristedes and his company) would host and an opportunity for the environmental committees to plan some things. It will probably be up to us to put something together.

Mark reported on behalf of Marcy Swartz. Marcy asked Mark to bring up the meeting of all environmental committees previously held in Pittsburgh — in light of considering another similar meeting. There were 650 people at that meeting. She however does not want to upset other committee meetings that are held mid-year. Wayne Kober noted you can learn a lot about many other things at the meeting but difficult to conduct a lot of business.

c. The ADC10 survey
Mark sent a survey to more than 220 Committee members and Friends of the Committee — to gather information. Of the 220 surveys, 32 surveys have been returned. More returns are expected, as they are not due until October. The Committee can use the results as a tool and can better assign people, especially Friends to certain tasks.

Wayne asked if a summary of the results could be put together.

d. TRB Papers and Reviews

d. Current status
Reviews are due and Jim has a sufficient pool of reviewers. The process is going well.

ii. Planning for the 2006 Annual Meeting - January
Mark reported that there is a 2.3 session limit, but the Committee has 2.8 plus sessions so far.

- Paper session – 1 session
- Conference session – on tiering environmental documents. It is co-sponsored with the Committee on Guided Intercity Passenger Transportation (AR020).
- Co-sponsored sessions – Under safety and environmental analysis, Engineering Geology Associated with Environmental Documents. AFP10 is the Committee on Engineering and Geology. They are focused on Design and Construction (earth materials and properties). Mark noted that no papers were received and there is opportunity for developing a presentation for the session. Kim Gambrill said that in the survey there was at least one person who expressed an interest in the field. Kim Fisher said options are to drop the session or have one but it needs to be organized by October 1. Wayne Kober and Bill McCartney will work on this. Kim Fisher will help to get web access for Bill to register the session. Kate and Wayne both had examples of how important this issue is to cover. Bill asked for clarification regarding what they are looking at, as this is a very broad topic. He noted that if the topic was
narrow there would have been more focus. Kate replied that the issue is constructability.

- Poster session - Mark asked if we are going to resurrect the Committee poster. He also suggested that maybe some of the papers not selected may be used as posters. The poster session is not considered juried and the Committee is still struggling with this issue. There has been discussion of poster sessions instead of presentations. Kim Fisher said one committee is trying to change by giving very limited presentation time with additional information on a poster. This is still an experiment. Mark also noted that this year the Marriott will be under construction so there is the loss of 6 meeting rooms and some display space.

- Workshops - This year there are 3 workshops on Sunday and everyone should plan to stay stay until Thursday in case the Committee gets a late session. Workshops will include:
  - Managing the NEPA process with Bill Malley
  - Building a Green Highway with Denise Rigney
  - Wildlife Connectivity and Crossing Structures with 11 co-sponsoring committees

Mark reminded that Committee that we should think about “how can we best educate the people who come to the meeting?” There was further discussion regarding how to best use the ADC10 sessions. Mark will ask for feedback by email.

e. Planning for the 2006 Mid-Year Workshop (Seattle, WA)
Washington State Department of Transportation (WSDOT) made an offer to have in the Mid-Year Meeting in Seattle in 2006 (time to be determined between mid-July and September). Martin Palmer is the lead for WSDOT. Ron DeNadai introduced Martin Palmer and reported on the discussion to date. He said that there is still a broad time frame. WSDOT has narrowed the specific site to six potential locations with the availability of a room for poster sessions and exhibitors. Ron noted the hotels’ availability often dictates the dates of the Mid-Year Meeting. Martin remarked some conferences scheduled for New Orleans may be looking to relocate as well; therefore, competing with our meeting for space.

The discussion turned to potential co-sponsors. Ron said Tom Linkous has already signed on for the ADC10 meeting in Seattle next year. Kate said air quality might be possibility. Kim Fisher said Waste management also asked about co-sponsoring the meeting.

In debriefing about this year’s Mid-Year Meeting, Terry Klein said 210 people registered – probably 215 will have registered by the close. About 80 registrants are representing this Committee. He noted that the format is a little different than past meetings. Tomorrow morning Lamar Smith
and Bill Malley will talk about SAFETEA-LU. In Ron’s session Dave Gamble will speak on Section 4(f) changes.

f. Early Planning for the 2007 Annual Meeting
Ron asked if there are any issues out there that could be the focus of 2007 meeting. Ron said that there is a provision in SAFETEA-Lu for five pilot states and he would like to hear how they are going. Bill added that would be great, but if the pilots are not in force long enough it may be appropriate to say what SAFETEA-LU overall has done in the last 12 months. Ron thought maybe we could have a session with presenters from the pilot states giving a status report.

Kim Gambrill reminded the Committee that it might consider lots of research that could come out of Hurricane Katrina, especially anything on ecological recovery.

Michele des Hotels also said to look at the databases. Kim Fisher said we need to find the “hook” for the environmental side.

Wayne said that there is a report on Tiering with CTE, but the report is not out yet. The Committee could ask the consultants on that project if they would present. If we want to have a poster at a session we need to have it in by October 1. Wayne will take the lead on this. Wayne also suggested that the Steering Committee talk about sessions for the 2007 meeting.

g. 2007 Environmental Research Needs Conference
Mark said a Steering Committee was set up to strategize this fall regarding an Environmental Research Needs Conference. The conference would be officially recognized by TRB after the Steering Committee finds some money to hold the Research Needs Conference.

Wayne indicated that it takes about $50,000 to $100,000 to conduct such a conference. Wayne described the past history of the Research Needs Conference. Wayne said initially they had $90,000. Tom Larson said he would make a commitment to $250,000 over 5 years but there needed to be research agenda/problem statements. They held the meeting in 1991 in Denver. That meeting generated more than 110 problem statements. Since that meeting, a lot of people have picked up those topics.

Wayne Kober reported on Future Strategic Highway Research Program (F-SHRP). Wayne, under the NCHRP Project 20-58, served on the Capacity Technical Panel that oversaw the development of detailed research. Special Report 260 provided a strategic direction and general outline for F-SHRP. F-SHRP is funded from Surface Transportation Research, authorization in 5101(a)(1). Funds are contract authority, to remain available for 4 years, and may not be transferred. Federal share is 100%. F-SHRP will issue requests for proposals, award contracts, conduct research, and disseminate research results as defined in Special Report 260 (Strategic Highway Research: Saving Lives, Reducing Congestion, Improving Quality of Life) and NCHRP Report 510 (Interim
Planning for a Future Strategic Highway Research Program) to support the priority areas of renewal, safety, reliability, capacity.

The Surface Transportation Environment and Planning Cooperative Research Program, which might be administered similar to NCHRP, was just approved by the new bill, SAFETEA-LU (Section 5207). Therefore, about $16 million should be available per year for four years. Wayne suggested that the Committee should look at the book of problem statements and also participation on the panels. Therefore, we should put our money into the research and not spend it on another conference.

Mark noted that there had been trouble tracking and coordinating – to know what is in play in research. Kate said that there are problem statements that were previously developed that should be considered and may still reflect the research you want. If a meeting were held, you can have people come to the meeting knowing where the research is and be ready for that conference.

Dianna Noble gave her Research Topics subcommittee report. Shannon Eggleston will go back and look at research needs, asking DOTs what access they have to research. This would be put into a database by topic. Shannon has put out an RFP for that scope of work. Hopefully this might clarify and resolve the research database issue. Dianna has received a copy of the scope of work. Therefore, a consultant will manage that database. Timing for the work under the RFP has not been defined until the consultant is on board. The focus will be to utilize whatever databases are being used so functional for TRB, SCOE, Federal Highway, and State DOTs. Kate noted that priorities are still not resolved. Dianna said that the RFP was coordinated with SCOE and the TRB Committee. Dianna said there was a great deal of research but no one managed a single database for research information. ADC10 put in their research priorities last year.

Kate was still not sure that dropping the Research Needs Workshop was appropriate. Kate said they had looked at 2007 for the conference – so it would be every 5 years. Kate said if we know a database is being assembled then we can proceed to plan and cull through what is complete, what has not been addressed and what gaps remain. Dianna will check on timing of the database research and management.

Wayne said to look at F-SHRP program, Surface Transportation Board put into 6 categories and FHWA will look at Board’s report in 6 areas. Now we need to shepherd the results. Bill McCartney observed that it seems as if there is no follow-up. This is where it falls down. The technology transfer between states breaks down really quickly. Dianna noted in Texas they ask for implementation as part of the project and they test it in TXDOT districts. Maybe we can do this through ADC10. Kate agreed but not just ADC10.

Mark said we should not be wedded to 2007 for the meeting so we can have the database and other information to use. Joe said all needs to be
in place by January if going for a 2007 meeting. Wayne supported working with AASHTO – recognizing Dianna and Tim Hill on SCOE as well.

Kate reminded us that there are 7 environmental committees that need to be part of this and she will coordinate with Mark and Dianna. Kate will provide the RFP scope and get to Kate. Kate will send to all the committee chairs – maybe have a placeholder for some kind of meeting as late as 2008. If we are having a meeting then it should be very focused.

h. Environmental Research in SAFETEA-LU Reauthorization
Mark turned to SAFETEA-LU reauthorization and indicated the sections the Committee could look at for research as follows:

i. 5207 – Surface Transportation and Environment and Planning Cooperative Research Program. This is a new program US DOT established for more accurate models for evaluating transportation control measures, improving transportation systems designs to meet environmental requirements, improving the understanding of environmental factors contributing to the demand for transportation, developing indicators of environmental, social and economic performance to facilitate analysis in developing alternatives and meeting its priorities in strategic planning. There is greater than $16M per year for four years.

ii. 5208 – Transportation Research and Development in Strategic Planning. The Secretary is directed to develop a 5-year research and development strategic plan within 1 year of enactment, to be reviewed by the National Research Council, and report to Congress annually on R&D spending.

iii. 5210 – Future Strategic Highway Research Program (F-SHRP) The Secretary, in consultation with the American Association of State Highway and Transportation Officials (AASHTO), is to establish and carry out this research program through the National Research Council (NRC). Program priorities are to be based on NRC Special Report 260, and funds totaling $205 million through 2009 from Surface Transportation Research funds are authorized. Federal funding share is 100%.

iv. 5401 – National University Transportation Centers.

v. 5402 – University Transportation Research. Wayne noted AASHTO Center for Environmental Excellence was funded to $5 million.

IV. Remarks by TRB Staff Liaison – Kim Fisher
Refer to earlier discussion on the annual meeting. Kim also acknowledged Jim Bach as working on paper reviews. All reviews must be in by September 16.

All information on sessions must be entered by October 1. Kim has given almost everyone web access to do this.
Kim has run webinars this past year. There is the potential for the webinar tool. Kim will be working to see how the webinar tool use can be increased and be more effective. If anyone has the opportunity they should try this.

The Transportation and Ecology Task Force (ADC30T) is going to submit a proposal for Standing Committee status in December. They will submit the proposal to Kim and the section head and go through the structured subcommittee approval process. Ultimately the head of the National Academy must approve. They may be asking for a letter of support from Mark.

Kim reported that Tom Palmerly for TRB is going to be putting together peer exchange environmental data needs. He has some funding from Federal Highways to do this. He has some ideas on how to approach this but he is interested in getting a couple representatives from the environmental committees. He will start with GIS peer exchange and continue, incorporating feedback into the process, including posting information on a web site. They are still open regarding the product. The volunteers would come for one meeting, several teleconferences and then the actual peer meeting. The request is for a couple of volunteers if possible from the Committee. They are looking for people with knowledge of environmental data and also a good sense of who in the country is doing interesting work in this area. It does not have to be a state DOT.

Mark called for volunteers. Wayne suggested including other agencies that have control of the data such as the MPOs, Corps, National Fisheries, and Nature Conservancy. Dianna observed that data is an area that warrants work and cited a specific example. She volunteered Nancy Kematsu. Linking Planning and NEPA workshop has data as one of the outputs according to Pat Trombly. Joe Shalkowski suggested Larry Barfield. Names given, in summary were Nancy Kematsu, Bill McCartney, Joe Shalkowski, Pat Trombly, Larry Barfield and Carolyn Nelson. Just send Mark a paragraph about why you want to be on it. Kim said they wanted to start it in late fall.

All TRB staff contact information is now on the web page.

V. Steering Subcommittee Report – Kim Gambrill (see Attachment C)
   a. Subcommittee Goals and Objectives
      There are eight subcommittees. The Committee updates the subcommittee goals every 4 years. The current goal is to bring all subcommittee goals up to date. The Committee reviewed two subcommittee goals (see below). There is a liaison for Community Impact Assessment (CIA) but it is not a subcommittee. Only the Steering Subcommittees goals are not current but want to do both overall Committee’s goals and the Steering Committee’s goals after the new membership is selected next year.

      i. Mid-Year Meeting Subcommittee
         Twelve (12) members commented on the first draft of the goals statement. These have been sent out twice for review. Most of the comments were clarifications. A taskforce would be set up with 4 members who would plan with host of pervious meeting, host of
meeting being planned, Committee chair and chair for the mid-year meeting. There was a discussion of helping the host with a guidebook which includes a description of registration fees and how they are set (try to make zero-net).

The Mid-Year Meeting Subcommittee goals were adopted.

ii. Environmental Stewardship/Natural Resources Subcommittee
Andy Fekete is the chair of the subcommittee. Originally a task force on natural resources in 1993 was established. Task forces generally have a life span of 3 years and during that time a determination is made if the task force should be a standing committee of TRB. In 1996 determined not enough interest to be a committee so this Committee absorbed as a subcommittee. In 2000 the main interest of those natural resource subcommittee members shifted to stewardship. However, there remained a desire for a natural resource subcommittee. Ecology was considered a focus. This is first time for the subcommittee to articulate its goals and objectives.

A couple of issues were raised with 12 members commenting. Six members raised concerns about overlap with this task force and the task force on Ecology and Transportation. The second concern was over potential confusion if streamlining and stewardship were folded together into this subcommittee. The subcommittee members felt strongly that they are interested in both streamlining and stewardship and it is impossible to separate both. Research is still needed with presumption that stewardship leads to streamlining. Andy and the subcommittee would satisfy the goals and would like to sort out this over time. This may be rougher than others, but Kim indicated that he finds this okay.

Mark also has expressed concern that the two may overlap, but it seems that this is not an issue.

The Environmental Stewardship/Natural Resources Subcommittee goals were adopted.

b. ADC10 Membership 2006-2009
Mark reviewed the Committee membership. The Committee allows for up to 25 North American members, 4 international members and 2 young members. The number of emeritus members is not specified. Currently we do not have any young members.

One-third of the committee must rotate off every 3 years. TRB also expects representation of a balance of disciplines, geography, proper consider of women and minorities and no more than 1 member from any organization. There is also a request no one serve more than 9 years, but may extend with special justification. Of the current members, 7 members have served more than 9 years.
In 2003 7 new members were added. Mark asked for membership applications through a survey. There have been 32 respondents and have asked for a more active role on the Committee. There also will be a newsletter article. Kim is sending out a letter survey and maybe a second solicitation in the fall. Mark will then put together a recommended Committee roster for 2006-2009. The final decision is made by TRB review and TRB formally invites the new members. Final invitations from TRB will be made in the spring of 2006. If interested please give Mark a call or email.

VI. Other Subcommittee Reports – Subcommittee Chairs
a. Web site – Dan Wallace
Dan Wallace reported that Chris Gessing updated the web site last summer. He has done a great job and will continue to help the Committee keep it up to date. The Committee thanked Chris for his work. However, the web site needs to go beyond being information dispersal. We have list serve but no one uses. Mark continued to encourage all to enroll. In addition, you can send information with a link to the web master.

A suggestion was made to review at least once a year the Committee should review what is put on the web site.

b. Mid-Year Meeting – Ron DeNadai
Ron recognized all those who worked on the Conference Subcommittee which included Bill, Joe, Chris, Susan, Tim Hill, and Kris Hoellen. He said that the Conference Subcommittee is in discussions for 2007 with the possibility of New Jersey or Philadelphia (with legal committee). The AASHTO Standing Committee on the Environment also wants to meet with us in 2007 wherever the meeting is held. AASHTO prefers early meetings like spring or early summer.

c. Research - Dianna Noble
This item was covered earlier in the meeting under IV. e.

d. Papers – Jim Bach
Jim reported that TRB issued the annual call for papers. As a result, TRB received 2,900 papers. Of these, 530 were related to Planning and Environment with 12 papers directly related to ADC10. Jim noted that it is very consistent with past years' submittals. There will be 37 reviewers doing 57 reviews to ensure that each paper has a total of 5 reviews. (Also see item IV. a.)

Paper reviews are due September 15. Recommendations to TRB due September 26. Jim works with Mark on these recommendations. Mark needs to set posters and presentations by October 1. Authors will be notified October 15 notifications. Authors have until November 15 to revise. Only 1 or 2 papers usually get published in the proceedings. This is decided on February 1.
Mark noted that the surveys have indicated an interest by some people in being reviewers.

e. **Liaison – Mark Kross (for Jim Bednar)**
Jim was unable to attend but Mark referred the Committee to the ADC10 newsletter for many of the reports of other subcommittees’ activities.

f. **Newsletter – Mark Kross (for Craig Casper)**
The newsletter went out, but Craig still needs articles for the next newsletter. The next newsletter is in December with information about the upcoming meeting.

g. No reports from CIA or Environmental Stewardship/Natural Resources Subcommittee.

**VII. CTE Activities – Mark Kross (for James Martin)**

a. CTE was included as one of 22 Tier II centers in the new SAFETEA-LU bill and will receive $500,000 per year to CTE for fiscal years 2006 through 2009.

b. The 2005 International Conference on Ecology and Transportation was conducted in San Diego August 28 through September 2. The conference drew over 390 attendees, including 65 representatives from 15 countries and nearly 40 students, many of whom also presented papers and posters. Special thanks to the ADC10 Committee and the Ecology and Transportation Task Force for actively promoting this event and participating in the development of the program. Five states are interested in hosting the 2007 conference: Washington State, Minnesota, Texas, Arkansas, and Louisiana. The steering committee will announce the 2007 host state by November of this year. The final proceedings will be available in March 2006. Please visit the Web site for more information: [www.icoet.net](http://www.icoet.net).

c. CTE has completed the development of the national training course on “Community Impact Assessment,” funded by the Federal Highway Administration. Six courses will be conducted in late 2005 and early 2006, beginning this month in Olympia, Washington.

d. CTE continues to provide training to North Carolina DOT on Context Sensitive Solutions in Transportation, from planning through project development, and into construction operations and maintenance. The Center is also busy with a new course module on CSS for graduate students in civil engineering, also funded by FHWA. The module is expected to be pilot tested in the fall 2006 at NC State University and will be made available for national application soon thereafter.

e. CTE will conduct a national broadcast on September 29 featuring the results of NCHRP 25-22 (Phase 2) on *Technologies to Improve Environmental Considerations in Transportation Decisions*. The broadcast will be moderated by project PI and CH2M Hill senior vice
president Marcy Schwartz. Two more broadcasts will be conducted this year, including one on the new SAFETEA-LU bill. For more information, please visit CTE’s Web site at cte.ncsu.edu.

VIII. Report from FHWA Office of Project Development and Environmental Review – Lamar Smith (for Shari Schaftlein)
Lamar answered questions regarding the implementation of SAFETEA-LU. Lamar said that FHWA is very busy putting out information daily on SAFETEA-Lu. Not everything requires rulemaking explicitly although some will and these will be in the Federal Register. They have made a stab at getting back to Congress what is reasonable/unreasonable in terms of implementation. For example, FHWA thinking 1 year on standards for feasible and prudent and 270 days on delegation.

i. Interim Guidance on implementation of several SAFETEA-LU provisions came out on September 2nd. This is done two ways – FHWA only and FHWA/FTA. The guidance covers many items briefly, saying what is “implementable” right now and how to implement.

ii. There are several delegations of authority to States, including delegation of Categorical Exclusions for all states, as well as a 5-state delegation of the USDOT environmental review authority under NEPA and other environmental laws.

iii. Regarding the Interstate is exemption and identification of specific elements of national significance, Lamar suggested contacting MaryAnn Naber.

iv. Under SAFETEA-LU, the Secretary has some flexibility to allow an exemption from 4(f) requirements if a program or project will have a “de minimis” impact on the area – i.e., there are no adverse effects of the project and the relevant State Historic Preservation Officer or other official with jurisdiction over a property concurs. The goal is to complete within 1 year.

v. A 180-day statute of limitations for lawsuits challenging Federal agency approvals is provided, but it will require a new step of publishing environmental decisions in the Federal Register. Previously there was a 6-year limitation. FHWA is still working out mechanism to put announcements in the Federal Register.

vi. The 45-day period is now no more than 60 days.

vii. Under 1503, design-build contracting, the Secretary must issue revised regulations that will allow transportation agencies to proceed with certain actions prior to receipt of final NEPA approval.

Mark noted that there are not major changes in the environmental process.

IX. Open Discussion

a. Wayne said that he is working with a group of national consultants interested in holding a multimodal transportation environmental management conference in Dallas (this would be aviation and ports as well) in 2006-2007. He has spoken to Shannon and still in the idea stage.
Mark asked if the Committee could use as the 2008 Mid-Year Meeting. Wayne replied that, at this point, this would be beyond a Mid-Year Meeting. Wayne will send a 1-page concept.

The Chairman adjourned the meeting at 6:05 PM.
CTE Update
TRB ADC10 Summer Meeting
Santa Fe, New Mexico
September 2005

- CTE was included as one of 22 Tier II centers in the new SAFETEA-LU bill and will receive $500,000 per year to CTE for fiscal years 2006 through 2009.

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PUBLICATIONS SUBCOMMITTEE

TRB Paper Reviews Status
ADC10
September 11, 2005

• Call for Papers - General Topic of Environmental Analysis in Transportation
  - Posted TRB Website
  - Sent to other Environmental Committees; Organizations; Newsletters
  - Distributed to electronic list of Committee Members, Friends, prior Authors and related contacts
  - 2900 Papers to TRB (530 to Planning and Environmental Committees)

• Total of 12 Papers Submitted to ADC10 for Review
  - 3 International paper topics
  - Topics include, Cumulative Impacts, Ecological Engineering, Highway Runoff, Planning/NEPA Integration and Streamlining

• 37 Different Reviewers
  - Total of 57 reviews
  - Many first timers
  - Tremendous response from interested reviewers
  - Old stand-bys

• Key Dates
  - September 15th Reviews Due
  - September 26th Recommendations
  - October 1st Setting of Paper/Poster Sessions
  - October 15th Notification to Authors of Paper Status
  - November 15th Paper Revisions Due
  - January 22-26th TRB Meeting
  - February 1st Publication Decision
APPENDIX C
TRB ADC10
Steering Subcommittee
Business Meeting Discussion Topics
September 11, 2005

A. Status of Subcommittee Goals and Objectives

B. Adoption of Subcommittee Goals
   1. Mid-year Subcommittee Goals
   2. Stewardship Subcommittee Goals

C. ADC10 Committee Membership Rollover
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<th>Subcommittee</th>
<th>Chairperson</th>
<th>Date of Current Goals &amp; Objectives</th>
<th>Proposed Date for Draft Update</th>
<th>Proposed Date for Final Update</th>
<th>Proposed Adoption Date</th>
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Goal: Facilitate an annual mid-year meeting that provides an open forum for communication of current research, policies, issues, case studies and emerging technologies as they pertain to environmental analysis in transportation.

Objectives:

1. Assist the ADC10 Chair in proactively soliciting and selecting meeting locations and hosts two years in advance, if possible. Working with the ADC10 Chair, provide a meeting location that will encourage maximum participation by environmental and transportation professionals and other interested volunteers. To the degree practicable, conduct mid-year meetings in different regions of the country to gain greater national exposure and support for the work of the Committee.

2. Actively participate on a mid-year meeting task force created to plan for each mid-year meeting. Members of the task force will include the Chair of ADC10, the chairperson of the Mid-year Meeting Subcommittee, the chairperson from the organization hosting the upcoming mid-year meeting, and other members and friends of the Committee who indicate a desire in serving. The mid-year meeting task force is responsible for developing the theme, logo, program, location, schedule, fee structure, agreements, disbursements, logistics, and activities for the meeting.

3. Provide direct assistance to the host of the next mid-year meeting of ADC10 to ensure a quality meeting program focused on current environmental-related transportation research, policies, issues, and emerging technologies. Each meeting host should highlight relevant case studies, conduct a field trip and provide a social program that will encourage attendance by families, spouses and guests of the attendees.

4. Provide the host with materials from previous meetings to assist in meeting arrangements. Materials may include a copy of the ADC10 Mid-year Meeting Guidebook, checklists, schedules, evaluation forms, and financial information regarding previous mid-year meetings. The Mid-Year Meeting Subcommittee Chairperson is responsible for maintaining the Guidebook and providing copies to the meeting host.
5. Provide assistance to the ADC10 Committee Chair in determining the need for and amount of financial assistance to be provided to future mid-year meeting hosts. Financial assistance may be offered to assist meeting hosts with initial costs, reasonable budget overruns and unanticipated expenses. Any excess revenues over and above the host costs to conduct the meeting will be deposited into the Committee account. The ADC10 Committee Chair or the Chairperson of the Steering Subcommittee (in the ADC10 Chair's absence) will make all disbursements from the account.

6. Maintain a summary record of previous year’s mid-year meeting financial statements to provide to future meeting hosts.

7. Maintain a current list of TRB guidelines and practices for the proper conduct of Committee mid-year meetings and provide this information to the host of each mid-year meeting and to Committee members, upon request.

Adopted by the Committee
_______________, 2005
Santa Fe, New Mexico
DRAFT

TRB COMMITTEE ADC10
Environmental Stewardship/Natural Resources Subcommittee Goals
and Implementation Strategies
, 2005

Scope: The Subcommittee on Environmental Stewardship and Natural Resources is concerned with the integration of environmentally enhancing measures into planning, designing, constructing, and maintaining our transportation infrastructure. Emphasis is placed on identification and application of new environmental initiatives and research results essential to environmental stewardship in transportation.

Goal #1: Provide focused support in fulfilling the environmental stewardship and streamlining elements of the scope of TRB Committee ADC10.

Strategies:

1. Provide a forum to define and clarify emerging environmentally enhancing initiatives, which hold promise for improving environmental stewardship in transportation.
   a) Organize at least one paper session, conference presentation or workshop at the annual TRB meeting on a current topic involving environmental stewardship.
   b) Provide support to the Mid-Year Subcommittee Chairperson by submitting presentation topics for future mid-year meeting agendas.

2. Identify research opportunities to evaluate stewardship initiatives and showcase good examples.
   a) Prepare research problem statements focused on environmental stewardship to supplement ones identified in the current TRB Environmental Research Needs document.
   b) Submit research ideas and statements to the Research Topics Subcommittee Chairperson as they are developed.

3. Encourage and solicit papers for publication and presentation on environmental stewardship and its effects on environmental streamlining.
   a) Coordinate with the Publications Subcommittee Chairperson to suggest ideas, potential papers, and contact information involving environmental stewardship, its benefits, applications, examples, and impacts on environmental streamlining.
Goal #2: To the degree practicable, integrate emergent issues involving natural resources into the overall environmental stewardship paradigm.

Strategies:

1. Identify emergent natural resource management issues of potential value to transportation.

2. Sponsor/conduct workshops to discuss issue parameters and their potential impact on transportation.

3. Collaborate with and support efforts of the Ecology and Transportation Task Force (ADC30T) with regard to natural resource topics and research.

Goal #3: Collaborate with, support and inform other appropriate TRB Committees and Task Forces about environmental stewardship and natural resources research opportunities and results.

Strategies:

1. Share future research ideas and research results within TRB and with other groups interested in environmental stewardship and natural resources.

2. Support joint workshops at the TRB Annual Meeting and other venues sponsored by other committees and task forces.

Adopted by the Committee

_______, 2005
Santa Fe, New Mexico
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01/13/04
APPENDIX A
TRB Environmental Analysis in Transportation (ADC10) Committee Business Meeting
Sunday, September 11, 2005  3:00 – 6:00 PM
Inn at Loretto, Santa Fe, NM – Zuni Room
Final Agenda

I. Introduction of Members and Friends of the Committee

II. Review and Approval of Minutes of January 10, 2005

III. Remarks by the Chair and Discussion – Mark Kross
   a. The Santa Fe meeting
   b. The ADC10 survey
   c. TRB Papers and Reviews
      i. Current status
   d. Planning for the 2006 Annual Meeting
      i. Paper session
      ii. Conference session
      iii. Cosponsored sessions
      iv. Poster session (ADC10 poster?)
      v. Workshops
   e. Planning for the 2006 Mid-Year Workshop (Seattle, WA)
   f. Early Planning for the 2007 Annual Meeting
   g. 2007 Environmental Research Needs Conference
   h. Environmental Research in SAFETEA-LU Reauthorization

IV. Remarks by TRB Staff Liaison – Kim Fisher

V. Steering Subcommittee Report – Kim Gambrill
   a. Subcommittee Goals and Objectives
      i. Mid-Year Meeting Subcommittee
      ii. Environmental Stewardship/Natural Resources Subcommittee
   b. ADC10 Membership 2006-2009

VI. Other Subcommittee Reports – Subcommittee Chairs

VII. Report from FHWA Office of Project Development & Environmental Review – Shari Schaaflein

VIII. AASHTO Report/Center for Environmental Excellence – Shannon Eggleston

IX. CTE Activities – Mark Kross (for James Martin)

X. Reports on NCHRP Projects

XI. Recognition of NMDOT’s and SRI’s Efforts for Summer Workshop

XII. Open Discussion