1) Introduction of Members and Friends of the Committee

Muggs welcomed everyone. He would like feedback from the attendees on how the teleconference works.

Meeting participants included:
Members-
1. Chris Gesing
2. Dr. Carissa Schively-Slotterback
3. Barney O’Quinn
4. Ileana Ivanciu
5. Joe Shalkowski
6. Doug Booher
7. Jen Johnson
8. Downey Brill
9. Susan Killen
10. Pat Trombly
11. Rick Record
12. Joe Crossett
13. Mark Kross
14. Colleen Vaughn
15. Craig Casper
16. Shari Schaftlein
17. Ken Hess
18. Martin Palmer
19. Tamara Cook
20. Muggs Stoll

Emeritus Members-
1. Wayne Kober
2. Carol Cutshall

2) Review and Approval of Minutes of July 2009 Mid-Year Workshop Business Meeting

No additional comments or revisions were heard on the minutes from the Mid-Year Workshop. Mark moved to approve. Barney seconded the motion. Hearing no objections the minutes were approved.

3) Remarks of the Chair and Discussions (“Muggs” Stoll)
   a) Pre-Meeting Teleconference vs. Business Meeting at Annual Meeting
The goal is to keep this to administrative issues and at the Annual meeting we have an hour and 45 minutes to focus on the strategic type issues. If there are items that come up between now and the Annual meeting, the subcommittees can add to their reports.

b) 2010 Annual Meeting (Need Volunteer(s) for Poster Session)

The meetings and workshops have been finalized and the schedule is available.

Muggs sent out the new emeritus rules to emeritus members and did receive some feedback. He will summarize the feedback and pass this on to TRB.

Christine passed on that TRB is not going to supply teleconference options for the meetings as it is too costly. Muggs is looking at whether the committee can supply this opportunity. Mark suggested checking with the Hilton to see if the committee can just pay for the capabilities. Muggs would like to offer this and will investigate it further.

We reserved a slot for a poster session. Muggs is looking for committee members with an interest in manning the poster session and representing the committee. Anyone who is interested should contact Muggs. Chris added that we have been asked to provide people to assist with the session for new and young members. There is also an ambassador program for the more experienced attendees to help out the new ones. Muggs will forward on the requests.

c) 2010 Summer Environmental "Mega" Meeting

Information has gone out with the dates and location of the summer workshop. Muggs would like everyone to be thinking about potential sessions and come in January with some ideas. This will be an item on the agenda at the Annual Meeting. Any thoughts will be passed on to the planning committee to get on the agenda for the summer meeting.

The Meeting dates are June 6-10th.

TRB Cheat Sheet – record number of papers submitted. About 3700 papers were submitted, which is the highest ever. Fifty-nine percent are going to be presented but the number presented in lecture sessions is less. More papers will be presented in poster sessions. This is a result of the construction at the Hilton. There are no attendance projections available. Attendance will likely be down but it is unclear how much. Two years ago they broke 10,000 attendees and last year was about the same.

Work is being done to improve communications within TRB. Some changes have been made to the website but may be more forthcoming.

Policy studies that may be of interest to our committee. [Get list from Muggs]

4) Sub-Committee Reports
   a) Web-Site – Chair, Joe Crossett

Joe is continuing work with CTE on the website. We have the ability to post meeting minutes from the committee meetings for the members to see and comment on. The Natural Lawyer is also being hosted on the site along with the committee’s newsletter. The November/December newsletter is available. Joe is also doing some general
maintenance. Non-members have the ability to contact the Chair if they want to become a friend and they can contact Ken to say if they are interested in reviewing papers. Let Joe know if you have other suggestions.

TRB has been pushing more electronic communications and have been offering teleconferences. Joe has been participating in those. It has been helpful for the committees to share what they do with their websites.

Muggs added that we have one of the best websites and tools of all of the committees.

b) Steering – Chair, Chris Gesing

Adopt a couple of subcommittee goals at the meeting. Those are done. Joe’s research topics are in and finalized and up on the website.

   i) Triennial Strategic Plan
This has been reviewed and is available. It is about 15 pages. There is a new format so they are all similar. Muggs wants to talk more about how we move forward and implement it. Take a look at it and discuss more about this in January.

Mark said that Kate Quinn was interested in having performance measures spelled out. He asked if those were included specifically. Chris didn’t think that this was spelled out and didn’t think that this was a big question. It’s not boiled down to sort of a check list. Muggs said that there are a lot of things that are tracked but there isn’t one specific list or section. Maybe that would be something for the committee to add even though TRB didn’t ask for it. Mark said ADC60 was used as an example of this.

Have to prepare annual report on the committee’s work for 2009. Also attached to the report is a status of the committee goals and objectives. The report has to be done every 4 years. Liaison, Publications and Strategic Issues Subcommittees have to look at their goals and objectives in 2010. This will be discussed this summer.

Comments have already been received on the public officials directory. Revisions have been made and will be posted soon.

c) Strategic Issues Subcommittee – Chair, Rick Record

The notes from summer subcommittee meeting are attached with the e-mail Muggs sent out. Wrangling with how to structurally make this work. Trying to identify emerging issues that cut across many areas that inform research needs and come home to roost with how we do environmental analysis. Quickly identify the many issues coming in, tag them, identify them and find a home for them. Track them under the umbrella construct of ADC10. Everyone thinks every issue is important to a single committee so this is difficult.

An informal poll was sent to some other committee chairs and TRB staff asking for 3 emerging ideas, beyond research needs, that they see on their horizon. Rick will collect those and distill for January meeting. The poster session on emerging issues will help identify these areas as well. A few responses have been received from the other committees but may have to prompt them again. Susan can also use this as the liaison to help the discussions.
d) Liaison – Chair, Susan Killen

Have an initial list of the liaisons for the committees. Want to share those in a report to
the committee. Prioritizing and limiting number of committees was the original goal. In
re-examining there is no need to impose a limit at this point if those committees are
interested. Compile a report in the summer so there would be two a year. Also have
SCOE liaison which is not on the list. When working on G&O with Chris decide if this
remains appropriate.

Echo what Rick said because we want the relationships to be dynamic. Getting liaisons
to be active and participate with the committee is the objective.

Also do some succession planning for someone to continue in this role.

ALO50 – Environmental Issues in Transportation Law has been contacted about being
involved in the summer meeting. Some ideas have been put together and submitted to
Kate Quinn.

Joe S. asked about the table for the community impact assessment committee. Lee
Lane is the contact and is back at CTE. Downy asked to get new contact information to
Susan. Interim contact information is Leeblane@yahoo.com.

Susan looked through a long list and left some blanks to add in.

Craig Casper volunteered for ADA20 liaison. Shari was hoping to get somebody for the
Sustainability committee before the summer workshop.

Even if it’s difficult to travel to meetings there can still be a regular contact person that
can be meaningful.

e) Mid-Year Workshop – Chair, Martin Palmer

Summer meeting planning is moving slowly. The flyer with the prelim program sessions
is completed. The one idea from ADC10 is landscape level mitigation. Two sessions
have been potentially offered from this committee. If want to offer those there is still
time. The registration booklet will be out after annual meeting.

Shari talked about the research workshop that is on Sunday. Outgrowth of requests
received on strategic research discussions. Put resources into supporting Sunday
workshop to figure out how to take committees involved in summer meeting and have 4
pre-read ahead strategic white papers on cross cutting subject areas. Summarize work,
state of the practice questions and challenges, synopsis of what’s been done in the past.
Facilitate highlights and look at cross-cutting issues. Tee off the balance of the
conference. Opportunity to see if there is anything to add to the ongoing dialogue and
this would be recorded for each session. At the end offer FHWA staff and have a
representative from each committee there and record directly to that program. Write up
and report from the meeting. Circulate that to the committees. So far the feedback is
that the effort should be ‘How are we doing using research we’ve generated and how
have we implemented’. Each committee can have a representative on conference calls
to set agenda for the workshop so it’s collaborative effort.
Focus on cross-cutting issues. Still spots for committee-only type topics. Business meetings scheduled to 2 hours rather than the longer ones.

There is still discussion on the dates. The issue is whether to include AASHTO’s meeting on the 10th. Early registration is $350 per person and goes up to $450 after April 1st.

Martin will send out flyer once it is finalized so attendees can start registering.

Muggs added the other two sessions were Climate Change Revisted and Carissa’s research because couldn’t get together for Annual meeting. Information should be sent on to Martin with a title, who and brief description. Ideas can also be sent directly to Kate Quinn. Carissa’s research is on state level environmental review on climate change policy. She will put something together for the summer meeting. Martin said the sooner the better.

Also some interest from Historic Preservation committee. Muggs to see if there is still an interest there.

2011 and Beyond – Minnesota and Arkansas are still willing to host. Martin is tracking with other states as alternatives or beyond. Not a lot willing to host or make commitments for 2013. If anyone wants to work with their state DOT to host, Martin would be interested in hearing about that.

Martin is also thinking about succession planning for the subcommittee. If anyone interested in helping out and looking potentially to the future, talk to Martin.

f) Newsletter – Chair, Tamara Cook

The 2009 November newsletter went out a few weeks ago. Work has begun on getting articles in March of 2010 for the May newsletter. Make a plug for any photos from the Annual meeting as Tamara can’t attend. Include these in future newsletters.

Muggs added we got a lot of good feedback from the latest newsletter.

g) Research Topics – Chair, Joe Shalkowski

Joe sent out the subcommittee report this morning to the members. The report included activities since the mid-year meeting. There were 20 new research ideas and were captured over the course of the summer meeting as the sessions were monitored.

Finalized G& O and contributed article to newsletter. In preparation to respond to FHWA’s 2010 STEP program. The prioritized research program included ten topics. Muggs sent those on. These are listed in the subcommittees report. These were offered to Martin and Ken as new ideas to see if they are to look at sessions, poster sessions and call for papers.

For the Annual Meeting session, Joe will send out announcement to the members and friends with an agenda and call for membership from 2010-12.
Joe is also working on a succession plan. Finalize list of research priorities to focus on in 2010. Recruit people to write problem statements for these. The list of ten is the place to start for this.

h) Publications – Chair, Ken Hess

Ken received feedback on the online survey from 86 people. The intent of the survey was to help identify who is the best to review individual papers. It has helped Ken with this. The other purpose was to increase the opportunity for members and friends to participate. Trying to get 5 reviewers for each paper which is an opportunity for others to get involved. Ken has a matrix of the survey responses with specialties and level of experience. Hoping the list will continue to grow. This is out on the website and can continue to add to this.

Total of 7 papers received. They were assigned by TRB to the committee. There were 34 reviews. Had 4 to 5 reviewers per paper. Ken had forgotten to include reviewers on the comments that went back to the authors. Three papers recommended for formal presentation. Two publication slots have been identified by TRB. All three are contenders. Sent back papers to initial reviewers to give final comments. The final selection will be made after the re-review comments are received. Fourth paper recommended for poster session. All identified in the publications subcommittee report. All four confirmed that someone will be there to present either as presentation or poster session.

Ken thanked reviewers for their timeliness and reviews.

i) History – Chair, Pat Trombly

Flushing out a list of people to do initial interviews and finalizing questions and prompts. Hopefully that will go out to everyone shortly after the January meeting.

5) Remarks by Christy Gerencher, Senior Program Officer, TRB

Muggs gave Christine’s comments. She noted that she appreciated participation in the web survey that was sent out.

Now looking for Power Point for presentations to be submitted to TRB centrally to have it all loaded up and ready to go.

AICP credits from W.Va. didn’t work out too well but for Annual meeting and for 2010 meeting to make sure that the descriptions get provided to get them qualified. Muggs will follow-up on this. Susan says the TRB website identifies the one that is considered eligible but not on AICP calendar yet.

6) Report from FHWA Office of Project Development and Environmental Review – Shari Schaftlein

Turner Fairbanks outreach – expand discussion at annual meeting

National liaison report interviewing 8 states about how the program’s evolving in linking Planning and NEPA. The report is up on the website now. Now posted performance measures for the PEL activities on PEL website in tools section. Like to receive feedback on this. These tie in to the list of 10 priorities.
Last week hosted in Denver a peer exchange on PEL. The focus was on “How do you do work so have good NEPA trade-offs?” The materials will be up on website in about a month.

Water and wildlife – not as much research as EPA new stormwater regulations. This is a high risk area. Divert attention from other things as the regulation phases in over the next year.

Workshops/Webinars – Lessons learned on preventing animal and wildlife collisions. There was an adaptation workshop on Climate Change that was a peer exchange. Materials will be available in the near future.

Tools and data issues been promoting EPA/NEPA assist tool. There are webinars on this. Warehouse data layers nationally to tap into. This will be applicable for transportation. Joe S. says consultants can’t access information only MPO’s or state DOTs. Shari said she had heard this but have to work on security issue first.

There are some internal FHWA initiatives that would like some help on. Trying to send a message that everyday counts. One area is shortening project delivery time but not just burden on NEPA. Pulling together improvements on pilot projects to show timeframe can be half. Partnering with AASHTO on this. Draw on the research that’s been done in the past. Pull together and synthesize best practices. Second aspect is accelerating technology deployment. Not as much for environmental side but maybe remote sensing and EMS. Lastly, walk the talk with going greener which is more internal.

USDOT has sustainability and livability initiatives. What does that mean when you translate to tools, alternatives development and evaluation. Not to open to new world of lawsuits. Research effort to help define sustainability characteristics and how to apply in planning and project development.

National dialogue website on CSS.org. Hosted some meetings and coming up in Minneapolis and Charlotte and one in northeast. Trying to recast CSS and how it is helping as delivery mechanism. CSS has gotten a bad rep.

Air quality – new moves model. Q & As on practitioners on transition from old model to new model.

Muggs asked Shari to summarize to send out to members.

7) CTE/ICOET Update – Downey Brill (10 min-11:50 to Noon)

ICOET update - Meeting in Duluth went well from CTE’s perspective. About 450 participants. Next one for 2011 in Seattle probably in September. Welcome any suggestions for that.

On the website, CTE is ready to help with any other changes to the website.

8) Wrap-up Discussion – 2010 Mid-Year Workshop Session Planning, Update on TRB Special Task Force on Climate Change and Strategic Direction of Committee/Agenda for Business Meeting at Annual Meeting
Connecting the dots. Joe S. report, Shari’s report on DOT, Rick looking at strategic issues, publications and the coming mid-year meeting. In January talk about how to connect all of these. Focus this down into a few things that the committee can really be working on to make the mid-year meeting a success.

Craig gave an update on Special Task Force on Climate Change. Looking at research topics that cross the spectrum. There is a workshop on Saturday before Annual Meeting to talk about list of topics. Second issue is dealing with future of the special task force and how TRB tackles climate change. Some movement for a committee but TRB got push back because there are some existing committees looking at this. Special task force will continue for at least one more year. Get a grip on climate change things outside of TRB. Adding another layer of complexity. Push for the last year has really been the research topics.

Joe S. – Does anyone know when climate change guidance for NEPA coming out? Shari says copies circulating but last heard is that it won’t be that radically different from what went public years ago. On adaptation side is to put together a framework model. Joe says getting pushed on when is this going to be available. FHWA opening up sustainability and livability has invited this but there’s nothing out there.

Wayne - Anyone looking with whether state plan has anything related to climate change? Climate change office working with states on workshop to contribute to state climate change plans. Help states be stronger player.

Muggs added that in CA all transportation plans go through CEQA even though not through NEPA.

There is a spreadsheet on state action plans and which have transportation elements. TRB Planning 2009 record has article on state of the practice.

January Agenda Ideas – Peruse the Triennial strategic Plan, implications of climate change on project delivery if something is out from CEQ (may be possible to have the person there), …

Is it possible to have CEQ there? CEQ wants to know in next ARRA report “How NEPA process has helped your project?” Looking for that across the NEPA reporting board on all the stimulus money. Won’t be available in January but could be some valuable lessons learned. Fine to invite Horst and offer highlights from the committee’s perspective and then ask questions.

ARRA about shovel-ready projects so they were either simple from environmental perspective or just needed more funds to keep going. NEPA pretty much already done. Weren’t many that had a lot of work to do that were seeking stimulus funds.

Mark – How are environmental mitigation aspects in place performing or are they being ignored due to the economics? Collateral damage on commitments that aren’t in place yet.

FHWA’s response is to beef up Environmental Competency tools and turn everything digital to get real-time, easy to access information.

Let Muggs know if you have additions for the agenda for the business meeting in January.