FINAL MEETING SUMMARY
ENVIRONMENTAL ANALYSIS IN TRANSPORTATION
TRB COMMITTEE ADC10 BUSINESS MEETING
2010 SUMMER MEETING
MARRIOT CITY CENTER, RALEIGH, NORTH CAROLINA
SUNDAY, JUNE 6, 2010
10:00 AM – 12:00 PM EST

(All ADC10 Members & Friends and Others are Welcome)

Members Present: Downey Brill, Craig Casper, Tamara Cook, Joe Crossett, Carol Cutshall, Buddy Desai, Chris Gesing, Christy Gerencher (TRB), Ken Hess, Kris Hoellen, Illena Ivanciu, Susan Killen, Mark Kross, Lynn Malbrough, Barney O’Quinn, Martin Palmer, Rick Record, Shari Schafflein, Carissa Schively-Slotterback?, Muggs Stoll, Pat Trombly

Friends of the Committee Present: Joe Burns (US Forest Service), Martha DoByns (Baker), Kate Quinn (FHWA Freight Office), Kate Kurgan (AASHTO), Pete Dodds (A.D. Marble & Co.), Frank Pafko (MNDOT), Carol Legard (Advisory Council on Historic Preservation), Laura Bachle (EPA HQ), Jill Gurak (PBS&J), Kristina Miller (Arcadis), Alex Levy (Arcadis), Sandra Jacobson (US Forest Service), Caroline Paulsen (AASHTO), Nanda Srinivasan (TRB)

Others: Susan Sturges (EPA Region 9)

1) Introduction of Members and Friends of the Committee
Muggs Stoll, Committee Chair, called the Business Meeting of ADC10 to order on Sunday, June 6, 2010. Everyone in attendance was asked to introduce themselves.

2) Review and Approval of Minutes of January 12, 2010 Business Meeting
Muggs made one change to the Annual Meeting Minutes, calling to strike “pre” from the minutes. Craig Casper, requested to correct the spelling of “Brenda Craig” on page 5. Craig made a motion to approve the minutes and Buddy Desai seconded. The motion carried unanimously.

3) Remarks of the Chair
Muggs mentioned the Subcommittee Chairs participated in a Strategic Planning Session on Saturday, June 5, 2010. Muggs also noted that the conference was a tremendous opportunity to meet other committee members and encouraged networking. Muggs noted that the Subcommittee Reports are short for this meeting because he did not want to focus on the business side of this meeting. He will set up a meeting in July to conduct more thorough updates.

4) Subcommittee Brief Reports
Each subcommittee provided a short update of accomplishments since the Annual Meeting.

Tamara Cook – Newsletter Subcommittee Chair
Tamara mentioned that the May edition of the ADC10 Newsletter had been published and is viewable on the website. The next scheduled newsletter is November 2010.
Joe Crossett – Website Subcommittee Chair
Joe mentioned that the website has had lots of information added to it including a recent update to the Directory of State DOT Professionals. Joe mentioned that the committee is looking for ways to improve the website and noted that there are presentations on the website that have been given by members of ADC10.

Chris Gesing – Steering Subcommittee Chair
Chris provided a “Steering Subcommittee Report” as a handout that highlights the activities of the Subcommittee since the Annual Business Meeting and Future Efforts. Chris noted that the Liaison Subcommittee’s Goals and Objectives were updated and a final copy is provided in the handout.

Pat Trombly – History Subcommittee Chair
Pat noted a review of information and meetings from the 1980s and is putting together a list of environmental practitioners to interview. She also noted that a review of Emeritus Members and the criteria to look at in determining who is eligible for Emeritus Member status is ongoing.

Susan Killen – Liaison Subcommittee Chair
Susan noted that the committee has 19 liaisons identified. She also noted that the committee is looking to develop ways to incorporate more dynamic use of liaisons.

Ken Hess – Publications Subcommittee Chair
Ken noted the Call for Papers for the Annual Meeting was opened in May. Papers are due August 1, 2010. Last year, Ken sent out a survey to gather interest from members and friends to conduct paper reviews. He has received 89 names to date and will be revising the survey and posting to the ADC10 website to encourage additional participation. The purpose of the survey is to gather information on backgrounds so that paper topics can be matched with reviewers of like background.

Rick Record – Strategic Issues Subcommittee Chair
Rick mentioned that during Winter 2010, he conducted a survey of the other Section Committees of which the results are displayed in the Newsletter.

Martin Palmer – Mid-Year Workshop Subcommittee Chair
Martin mentioned that the Mid-Year Workshop Subcommittee is looking for a home for the 2011 Summer meeting and beyond. Minnesota is a potential host for 2011 and Arkansas has been identified as a potential for 2012. The Mid-Year Workshop is looking for volunteers to host future meetings.

5) Remarks by Christy Gerencher
Christy noted that the TRB Annual Meeting will be held January 23 – 27, 2011. She received one workshop request from the ADC10 Committee that will be held on Sunday. She explained that the Hilton construction is on track to be completed so there will not be any restrictions on spaces. Christy mentioned that Registration Rates for the Annual Meeting will be a little different including reinstatement of the student registration rate. She also mentioned that they will not charge rates for presentations and that everyone registered for the meeting will have access to the presentations, but the registration fee will be increasing by 10% to make up the difference.
Christy mentioned that she submitted the workshop proposal that will be co-sponsored by the Social and Economic Factors in Transportation Committee (ADD20) Community Impact Assessment Subcommittee. Muggs mentioned that this summer workshop is a good time to network with other committees to develop sessions for the Annual meeting and requested any ideas to be sent to him.

Christy discussed the reworking of the TRB webpages and noted that draft pages are up and that the survey results were very helpful in making the website more user-friendly.

6) Report from FHWA & Overview of Afternoon Research Workshop
Shari Shaftlein described several FHWA initiatives including a push for in-lieu fee and mitigation banking, flexibility in ROW procedures; planning and environment linkages and products to handoff during NEPA; enhancing technical assistance on delays in NEPA; reducing the time for preliminary design; and, increasing the use of programmatic agreements.

Shari mentioned support that is being provided to the Federal Railroad Administration in efforts to meet ARRA objectives. She also noted the recent Travel and Land Use Forecasting Guidance issued by FHWA. Another round of Linking Conservation and Transportation Planning Workshops are being put together and the CSS.org website has been updated recently with a lot of materials.

Shari also noted that a recent report on SAFETEA-LU Section 6002 shows that the US continues to show that the 6002 approach results in a faster NEPA process.

Shari described the Research Workshop that was being conducted in the afternoon. Breakout groups on four different topics including Sustainability, Energy, Climate Change, and Livability will be asked to develop ideas for research to be conducted related to each topic. After each session, participants will be asked to vote on the results of each breakout topic and a town hall meeting will be conducted on Wednesday to identify the top 10 research ideas.

7) Report from AASHTO/Center for Environmental Excellence
Carolyn Paulsen provided a handout that describes the accomplishments of the Center for Environmental Excellence in several key areas including: website, Practitioner’s Handbooks, Climate Change, Communities of Practice, Stormwater Practitioners Meeting, Programmatic Agreements Library, Environmental Sustainability/Stewardship (ES2), and AASHTO Climate Change Technical Assistance Program.

Shari noted that the Center for Environmental Excellence board members meeting was going to be held Thursday morning where ideas are welcomed.

8) Remarks by Kate Quinn
Kate Quinn, Environment and Energy Section Chair provided a short update on the Summer meeting. She thanked everyone for attending and stated there were over 500 registrants. She recognized CTE for their great job in planning the conference. Kate presented Muggs Stoll a Certificate of Appreciation for his support of the conference. Kate also pointed out that this year’s Summer Conference has some committees present that are not normally in attendance like AASHTO’s Standing Committee on Environment.
Muggs presented Martin Palmer, Mid-Year Workshop Subcommittee Chair a Certificate of Appreciation for his work and support for the mid-year workshop. Muggs and Kate thanked Martin for his contributions to the conference.

9) Remarks by Downey Brill
Downey noted that the 2011 ICOET meeting will be held September 2011 in Seattle, Washington. Muggs thanked Downey for all of his work on putting together the summer conference.

10) Yesterday’s Strategic Planning Session Overview
Muggs provided the Committee an update on the Strategic Planning Session conducted on Saturday, June 5, 2010. He noted the five major topics of focus included: 1) Focus on Environmental Analysis in both the Planning and Project Development processes; 2) Revisit and refine the scope and mission of the committee; 3) Relationships within TRB itself and with other important stakeholders; 4) Involvement of Committee Members and Friends; and, 5) Technology and Communications.

The action items that resulted from the planning session and the identified lead member included:
1) Developing Poster Sessions – Martin & Ken
2) Communications Plan – Joe Crossett and Tamara Cook
3) Panel Development – Muggs, Shari & Joe C
4) Webinars – Joe S and Shari
5) Scope of Committee – Chris Gesing and Rick Record
6) Strategic Issues and Liaisons – Susan Killen and Rick Record
7) Marketing Plan Development – Mark Kross and Pat Trombly
8) Reconvening “Steering Committee” – Muggs and Chris
9) Track Performance on Action Items – Muggs
10) Write-up and distribute notes from June 5, Strategic Planning Meeting to full membership – Muggs

11) Wrap-Up Discussion
None – just reiterated some of the highlights from the strategic planning session.