AGENDA
ENVIROMENTAL ANALYSIS IN TRANSPORTATION
TRB COMMITTEE ADC10 BUSINESS MEETING - TELECONFERENCE
PRE-2010 ANNUAL MEETING
THURSDAY, DECEMBER 16, 2010
10:00 AM – 12:00 PM PST

1) Introduction of Members of the Committee (10 min-10:00 to 10:10 AM)
All members noted their attendance: Muggs Stoll, Jeff Heilman, Craig Casper, Christy Gerencher, Chris Gesing, Carissa Schively-Slotterback, Kris Hoellen, Barney O’Quinn, Ken Hess, Joe Crossett, Rick Record, Joe Shalkowski, Pat Trombly, Mark Kross, Ileana Ivanciu, Tamara Cook, Colleen Vaughn, Martin Palmer and James Martin (for Downey Brill).

2) Review and Approval of Minutes of June 2010 Mid-Year Workshop Business Meeting (5 min-10:10 to 10:15 AM)
The Minutes from the June 2010 Mid-Year Workshop were approved for posting on the website.

3) Remarks of the Chair and Discussions (“Muggs” Stoll) (15 min-10:15 to 10:30 AM)
   a) Summer 2010 Strategic Planning Session Follow up & Steering Committee
   Muggs noted that the Steering Committee has held three follow up meetings and that the actions had been forwarded to the committee.
   b) 2011 Annual Meeting
   Muggs reminded the committee that the 2011 Annual Meeting ADC10 activities matrix had been sent out and there are many opportunities for involvement.
   c) 2011 Summer Meeting – options under consideration
   Muggs noted that discussion is needed on this issue as there may be difficulties in making Minnesota work.
   d) Triennial Strategic Plan – Response from TRB
   Muggs noted that the comments received from TRB staff on the plan were quite positive and he would forward the response to the plan to all members (done). He thanked Chris Gesing for his work in putting it together.

Other comments: Mark Kross asked about the potential for Emeritus membership. Muggs responded that the new TRB procedures prohibited ADC10 from pursuing new Emeritus members due to the number of currently active. Christy Gerencher confirmed this.

4) Sub-Committee Reports (60 min-10:30 to11:30 AM)
   a) Web-Site/Communications – Chair, Joe Crossett
   Joe and Tamara both reported on the proposed change in Subcommittees structure to form a new Communications Subcommittee with Joe as Chair and Tamara would remain involved, but would take over as Committee Secretary with the departure of Jen Johnson from the committee. They noted that they had sent out a draft communications plan and are looking for input.

   b) Newsletter – Chair, Tamara Cook (see a above)

   c) Steering – Chair, Chris Gesing
Chris covered the updates he is working on for the committee mission statement and various subcommittee goals and objectives. He noted that he will be looking for approvals at the Annual Meeting business meeting.

d) Strategic Issues Subcommittee – Chair, Rick Record
Rick explained that the subcommittee is trying to bring awareness of key issues to appropriate TRB committees and in monitoring the flow of research topics. He has a working template for the subcommittee’s goals and objectives out for circulation and is working to develop the agenda for the meeting of the Subcommittee at the Annual Meeting.

e) Liaison – Chair, Susan Killen
There has been a growing amount of dialogue with Rick’s subcommittee and one effort they are working on is to get time on other liaison committee’s agendas. They are also working to tie in with the research topics discuss in Raleigh.

f) Mid-Year Workshop – Chair, Martin Palmer
Considerable discussion on this topic. There have been difficulties in arranging for a Minnesota Summer Workshop. Martin discussed possible alternatives: the TRB Summer meeting in Boston, ICOET in Seattle and he had checked with the proposed venues for future years (including Arkansas – projected for 2012). James Martin from CTE confirmed that ICOET could accommodate ADC10. It was decided to follow up in a week or so to make a decision on the Summer Workshop and get the notice out to the membership and friends of the committee (subsequent decision was made to hold Workshop at ICOET in Seattle).

g) Publications (Report on Poster Session) – Chair, Ken Hess
Ken reported on the status of the poster session and asked that all members work on poster sponsors to consider submitting papers next year or to get involved in developing sessions for future Annual Meetings/Summer Workshops. All information received on posters added to an ftp site for review by members prior to the Annual Meeting.

h) Research Topics – Chair, Joe Shalkowski
Joe reported that the subcommittee meeting agenda is being prepared for the Annual Meeting and will focus on follow up to the Raleigh meeting.

i) History – Chair, Pat Trombly
Pat reported that she continues to work on gathering documents and developing an interview schedule.
5) Remarks by Christy Gerencher, Senior Program Officer, TRB (10 min-11:30 to 11:40 AM) Among other topics, Christy wanted the members to know about the recent update to the TRB Technical Branch website at www.trb.org/technicalactivities.

6) Report from FHWA Office of Project Development and Environmental Review – Shari Schaftlein (10 min-11:40 to 11:50 AM) Shari was unable to be on the call….she had e-mailed an update to Muggs and will be prepared to report at the Annual Meeting.

7) CTE/ICOET Update – Downey Brill (10 min-11:50 to Noon) Provided a brief update on the UTC program.

8) Wrap-up Discussion –Strategic Direction of Committee/Agenda for Business Meeting at Annual Meeting (10 min-Noon to 12:10 PM) Noted that a call to other committee liaisons will be issued to invite them to our Business Meeting.

Teleconference Information:

| USA Toll-Free:       | 866-528-2256 |
| USA Caller Paid:     | 216-706-7052 |
| For Other Countries: | Click Here to View Global Conference Access Numbers |
| Access Code:         | 2054487      |