



NETC Advisory Committee Minutes

Tuesday, February 25 , 2024, 11:00 a.m. –12:00 p.m. ET

Attendees:

Ulrich Amoussou-Guenou, MaineDOT	Emily Parkany, VT AOT
Dave Gaylord, NHDOT	Kirsten Seeber, CTC & Associates
Brian Hirt, CTC & Associates	Nicholas Zavalas, MassDOT
Devon Kleebatt, CT DOT	

Identified efforts to use the remaining funds in CTC contract (ends 9/30/2025)

- Remaining funds through 12/31/24 = \$44,864. Plan on \$40,000 for group projects.
- The selected efforts and key NETC people CTC will work with on each effort are listed below, in the order CTC will work on them. The full Advisory Committee will review and approve the key deliverables.

~ **Catalog website materials**

- CTC will continue to host the website for three years for \$900/year to be prepaid prior to the end of the contract.
- CTC will name and organize the website materials to make it easy for others to locate documents. CTC will produce a table of contents for the materials. CTC will provide a folder of materials with subfolders. The materials will be uploaded to a SharePoint site (TBD).
- MassDOT has indicated that these materials will need to be 508-compliant, citing Title II of ADA:
 - *Like the rest of Title II, the rule applies to all state and local governments (which includes any agencies or departments of state or local governments) as well as special purpose districts, Amtrak, and other commuter authorities. State and local governments that contract with other entities to provide public services for them (like non-profit organizations that run drug treatment programs on behalf of a state agency) also have to make sure that their contractors follow Title II.*
- Brian – Remediating will take up the whole budget. These materials won't be available to the public so they don't have to be remediated. Everyone agree? Yes.

- Nicholas – MA IT can't host materials that aren't compliant. The other option is to store the non-remediated materials on a SharePoint site. MA won't be able to put on their SharePoint.
 - Brian – CTC will put it on a physical drive and send a drive to all of the DOT members or put it on a SharePoint site and give everyone access. Then someone can put it online when/if needed.
- ~ **NETC At-A-Glance** – Emily and Ashlie
 - CTC met with Emily and Ashlie on 2/20/25 to discuss ideas regarding the AAG.
 - Initial thoughts: Four-page document that focusses on this phase of the pooled fund. Include a sentence or two on the history of NETC. Have a couple of pages with stats and graphics. Highlight a couple of projects and a topical discussion.
 - Katie Johnson (CTC) will send a first draft to Emily and Ashlie by 3/14/25.
- ~ **Research success videos key contacts** – Jeff and Devon
 - Begin with one video. Potential projects to highlight:
 - To be discussed in the implementation section below.
- ~ **SME recognition synthesis** – Dee and Jeff
- ~ **Report remediation** – Devon and Emily
- The table below shows the selected efforts with CTC's hours and cost estimates. The projects total \$38,599

Effort	Notes	Hours	Cost Estimate
Selected			
Methods for SME recognition – Synthesis and summary of national practices. Include a very short RAC survey.		85	\$10,158
Section 508 remediation of key reports			
VT - Smart Growth	Alt text and contrast appear to be straightforward. Nesting and table errors could get complicated but should be fixable.	18	\$2,151
CT - Bridge AI Report	Appears to be straightforward.	10	\$1,195
NETC At-A-Glance brochure – Four designed pages; featuring overall program stats and specific project highlights		90	\$10,755
Two videos on selected research success – 3-4 minute narrated videos, with SME or PI interviews intercut with stills and footage. Cost for two videos.		120	\$14,340
		Total	\$38,599

Implementation discussions

- Emily suggested a two meeting plan to approach project TACs regarding implementation/follow up activities.
 - ~ Meeting 1 – Convene the SMEs to see if they are excited about their projects.

- ~ Meeting 2 – Webinar to present a project summary, a couple of states sharing how they are implementing or using the project results, and next steps.
- Kirsten sent emails to the TACs of the following projects to determine interest.
 - ~ [18-3: Integration of Unmanned Aircraft Systems \(UAS\) into Operations Conducted by State Departments of Transportation](#) and [20-3: Investigating Thermal Imaging Technologies and Unmanned Aerial Vehicles to Improve Bridge Inspections](#) – MA and VT responded.
 - ~ [19-1: Curved Integral Abutment Bridge Design](#) – CT responded.
 - ~ [21-3: Initiating Seed Production for Effective Establishment of Native Plants on Roadsides in New England](#) – MA and VT responded.
 - ~ [21-1: Quality Review and Assessment of Pavement Condition Survey Vehicle Data Across New England](#) – CT, ME, NH, RI, VT responded
 - A meeting is scheduled for February 27 to discuss follow up/implementation activities. The invitation has been extended to additional staff including the “owners” of the profiler in the states. We will also discuss [TPF-5\(537\) Improving the Quality of Highway Profile Measurement](#).
 - Emily – How are the profilers working? Control site to help them calibrate their profilers? TPF-5(537) on calibration. Not sure if a webinar is the right idea.
- Potential projects to highlight in research success videos.
 - ~ 21-1: Pavement Conditions Survey Vehicle Data
 - ~ UAS projects 18-3: UAS in DOT Operations/20-3: UAS for Bridge Inspection – The DOTs are using UAS in many ways.
 - ~ 19-1: CIAB
 - ~ Choose 21-1 for the first one. May not get to a second video.
 - Brian – 21-1 will have great visuals. The video can speak to what’s being planned.
 - UAS could be the next option. What kinds of UAS activities are the states doing? Who also doing this and influenced by the UAS project.
 - Brian – Having a couple of states might be enough since only six states.
 - ~ AAG projects to highlight
 - UAS projects? MA and VT have robust UAS programs. MA would be doing UAS activities with or without the NETC project.
 - We can include shorter project write ups to feature more projects to show the depth of what NETC has focused on. It would showcase more than only pavement projects.
 - Add the MASH projects – See what the states did.
 - Whichever one we do the video for, add a QR code to the video and don’t do a write up.

Pooled fund final report

- The NETC AAG will serve as the final report document for the pooled fund.

Adjourn

Next meetings: March 25, 2025 at 11:00 a.m. ET.