



NETC Advisory Committee Meeting Minutes

Tuesday, April 23 , 2024, 11:00am–12:00pm ET

Attendees:

Ulrich Amoussou-Guenou, MaineDOT	Kirsten Seeber, CTC & Associates
Ashlie Mercado, VT AOT	Hao Yin, MassDOT
Dee Nash, NHDOT	Nicolas Zavalas, MassDOT
Emily Parkany, VT AOT	
Jeff Pulver, MaineDOT	

Open Project Review (April 2024)

Project # and Title	PI, Organization AC Liaison CTC Project Manager TC Chair	Update	End Date Budget
21-3: Initiating Seed Production for Effective Establishment of Native Plants on Roadsides in New England	Julia Kuzovkina, UConn D. Nash K. Seeber Arin Mills, NH DOT	The PI requested a NCTE until 8/20/24. The reason for the request is to extend monitoring of the demonstration sites over the summer and to complete preparation of final reports and educational materials. This project would be completed prior to the CTC contract ending 9/30/24. The Advisory Committee approved the extension as long as the TC approves it. Emily wants to ensure the draft final deliverables get to the TC with enough time for them to review everything.	6/30/24 \$200,000

Implementation/Tech Transfer

- TAAC members to report on any implementation activities for recently closed projects.
- Check in on the implementation of the last two projects, 19-3 and 21-3.
- 19-3: Improved Load Rating Procedures for Deteriorated Unstiffened Steel Beam Ends
 - ~ CT – The Load Rating Section is reviewing the final report and will make the final determination for incorporation into the load rating manual.

- ~ RI – Evaluating the research.
- ~ MA – It’s easy to adopt these research findings because this project is an extension of other MA research projects. The current MA procedures are the most accurate to date. They have made some edits to the original report findings based on the application and testing of the formulas as originally written. Matt Weidele (TC Chair) is considering bringing this to the AASHTO Bridge Safety and Evaluation Committee (formerly T-18) to propose as a ballot item for 2025 or 2026.
- ~ ME – Will bring to the Load Rating Group to evaluate and slowly put into place as they come across corroded bridge beam ends.
- ~ VT – Evaluating for use as they come across individual bridges that require evaluation.
- ~ Emily – This maybe could go in their bridge manual, but they are interested in it being in an AASHTO manual first.
- 21-3: [Initiating Seed Production for Effective Establishment of Native Plants on Roadsides in New England](#)
 - ~ Jeff – Does ME have a TC member on this project. Ulrich – ME wasn’t interested in the project from the beginning. Jeff will reach out to someone to see if anyone is interested.
 - Emily – Would like to talk about 21-3 now or wait until get closer to the end of the project? Put on the agenda for the next meeting.
- Tech Transfer – Keep sharing tech transfer activities and putting them on the project pages.

Topical Discussion Events

- A series of virtual in-depth Topical Discussions designed to bring together SMEs from the New England transportation agencies around specific topics.
- Animal Vehicle Collision Avoidance
 - ~ Event held on 1/24/24.
- Advanced Air Mobility Regional Plan
 - ~ Day 1 held on 2/13/24. Forty-one people attended. Day 2 held on 3/6/24. Forty-five people attended.
 - ~ Follow up planning team meeting scheduled for 5/13/24.
- Geotech
 - ~ This event was held on 3/21/24.
- e-Construction
 - ~ Planning team meeting held 3/26/24. The planning team had difficulty coming up with topics and therefore was not super excited about the event. A strong enthusiastic planning team has been the key to the success of these events thus far.
- **Action item: Kirsten will post all materials to the NETC website.**
- Cindy Dionne, ME, is considering a Topical Discussion on stormwater management and road salt chloride mitigation. She will bring it up to her New England group and get back to Jeff and Kirsten.
 - ~ Jeff - Cindy a passionate SME and she knows what the NE states are doing. The NE states have road salt rations. Groups looking into innovate around this topic.
- There is still time to plan another Topical Discussion.
 - ~ Emily – Agrees time to do one if the topic chosen quickly. Mid-May.

Other Business

- 508-compliance for final reports from this phase of the pooled fund
 - ~ CTC remediated the final reports for the following research projects: 18-1 (report only), 18-2, 18-3, 19-1 (report and guidelines), 19-2, 19-3, 20-1, 20-2, 20-3, 20-4 and 21-1.

- ~ Action item: Kirsten will send/upload the remediated reports to TRID and Rosa-P.
- Emily - Is it legit to use NETC funds to help with 508 mitigations?
 - ~ Jeff – Doesn't see it's wrong. It might be in the existing scope of CTC's contract.
 - ~ Nicholas – is this the first time we 've don this? Emily – Yes, for non-NETC reports.
 - ~ Emily – Ways to use the CTC funds to help the states until the end. Maybe 508 isn't the right way. Share of their research in general.
 - ~ Dee - She thinks it's a good idea to think of ways to come up with ways to use the CTC funds.
 - ~ For next month's agenda, additional ways to use CTC's NETC funds.
 - ~ Does Jeff need to check with FHWA and/or does the contract need to be amended for additional tasks? Jeff will check into it.
- Website
 - ~ Description of what was on the NETC site as of 9/13/23.
 - The site is built on WordPress
 - Total installation size: 7.72GB
 - Database size: 64.70MB
 - 35 published Pages
 - 47 published Posts
 - 31 published Projects (custom post type)
 - 425 published Downloads (custom post type)
 - ~ Options for the website at the end of the pooled fund:
 - CTC to continue hosting for three years for a total cost of \$2,700.
 - CTC would back up the website and put it on a hard drive, flash drive or upload it to its new location, free of charge. The website is currently on a MAC-based server so if it needs to be translated to Word, CTC would either charge for that work or the IT staff on the receiving end would do the work.
 - Digital Repository, such as ScholarWorks - Someone would have to upload everything to the selected platform. CTC would charge if NETC wants us to do the uploading.
 - DOT takes on the website – A DOT could host the final reports, materials, recordings, etc. on their website but doesn't have to replicate the website. A DOT could also replicate and host the website.
 - Nicholas – He is in discussions with MassDOT hosting. He will look into it further. He will provide the information on the website to his IT staff and get back to the AC.
 - Emily – Leans towards option 1.
 - Dee – If the project reports are in Rosa P then how much will the website be visited after NETC ends?
 - Emily – Over the three years, there may be information that others are interested in.
 - Dee – Yes, information on website that have value (materials). But the information listed on the project pages, such as the TAC members, may be less desirable. She feels a DOT should take on the materials only or a condensed version of the website.
 - Jeff – Is it harder to condense the website?
 - Emily – Need a state to say they will take it on and decide what materials and information should be saved.
 - Emily – Let's see what Nicholas comes up with regarding the website. If another state wants to save anything, they can. She is a fan of moving the conversation down the road.

- NETC Budget Review
 - ~ CTC contract
 - Funds spent through 3/31/24 = \$124,612.25
 - Remaining funds through 9/30/24 = \$125,046.57
 - NETC 19-3 remaining funds = \$0
 - NETC 20-2 remaining funds = \$3,747.75
 - NETC 21-3 – ME is waiting for the first invoice from UConn. The PI confirmed on 3/26/24 that they will start the invoicing process on their end for Task 1 (Current knowledge and practices) and Task 3 (Establish demonstration plots).
 - Jeff – He is getting a list of transfers from financial people. Their system showing \$68,000 less than what he’s showing in transfers. \$289,000 left in the project WIN and \$357,000 in contracts. He will see if there is a transfer that didn’t go through.
 - Kirsten – Show Jeff what Dale used to show.
 - Dee – Does the \$357,000 includes the CTC and UConn contracts? Yes.
 - Emily – It may be RI’s transfers.
 - Emily – Previous pf? Did leftover money go to this pf or go back to the states.
 - Dee – She can tell him how much they sent.
 - Jeff – He exported some stuff from the TPF website.
- NETC Research Peer Exchange (CT, ME, NH)
 - ~ The peer exchange is scheduled for Tuesday, 6/25/24 (full day); Wednesday, 6/26/24 (full day); and Thursday, 6/27/24 (AM only).
 - ~ Non-NETC attendees:
 - Cindy Smith, Mississippi DOT
 - Cameron Kergaye, Utah DOT
 - Lucy Koury, Nevada DOT
 - Pragna Shah, NJ DOT
 - ~ Selected topics:
 - Research Program Overviews
 - Engaging Subject Matter Experts – Shortage of SMEs throughout the agency, recruitment, engagement, reducing SME burnout, best practices and tools to canvass ideas from agency staff despite SME shortage.
 - Optimizing the Research Budget and Staff – Working effectively with a small budget and few staff.
 - Technology Transfer - Effective tools and processes to share research results within and beyond the agency.
 - Options for NETC transportation agency members to move forward once the pooled fund ends.
 - ~ Two research staff from each NETC transportation agency are invited to attend. Expenses will be paid for with NETC funds.
 - ~ A planning team meeting was held on 3/20/24. The group drilled down into the three main topics and came up with questions to ask the participants. The group is still figuring out the specific format for each topic.
 - CTC drafted a survey for all attendees regarding additional topic questions they would like to address during the peer exchange.
 - ~ The next planning team meeting is scheduled for 4/26/24.

Adjourn

Next meeting: May 28, 2024, from 11:00am–12:00pm ET