

TRB Bicycle Transportation Committee (ANF20)
Midyear Meeting September 6, 2006
Minutes

Jennifer Dill (Chair) opened the meeting 7:04 PM

1. Introductions

Committee members present: Mia Birk, Ralph Buehler (phone), Bob Chauncy, Jennifer Dill, Ann Do, Billy Fields, Martin Guttenplan (phone), Bill Fields, Michael Jackson, David Loutzenheiser, John Madera, Mary Meletiou (phone), Richard Mouer, Theo Petrisich, Dick Schaffer (phone), Cara Seiderman (phone), Yang Tao, Libby Thomas.

Others present: Paula Bawer (NHTSA), Jenny Percer (NHTSA), John Fegan (FHWA), Craig Raborn (UNC/PBIC), Reed Huegerich (UNC/PBIC), Roger Herz, John LaPlante (TY Lin), Charlotte Claybrooke (WSDOT), Justin Kristan (Fargo-Moorhead Metro COG)

2. Review of agenda:

Nothing was changed.

3. STEP

John Fegan introduced the STEP process. Research budget is 40% less than last year. Must ask partners what research to do and how much to spend. Right now have \$70k proposed for ped/bike research, which could go up or down. Asking for input on how to spend the \$\$\$. Have listed 5 areas, is this what we should be doing? **Provide comments to FHWA by September 15th**. Jennifer – this committee cannot submit comments as a committee, must have individual member comments submitted to John.

4. Clearinghouses

Craig Raborn gave brief updates on the Pedestrian Bicycle Information Clearinghouse (PBIC) and the Safe Routes to School Clearinghouse. PBIC plans to archive old bike/ped documents provided by John Fegan and will post to PBIC website. Will work with partners to develop case studies, innovations, programs, projects, success stories. Developing speakers bureau, mentoring program, university outreach. Q/A database, on-line resource library – now funded. SR2S clearinghouse has these things operating and PBIC is trying to follow lead. All info will be publicly available to use. SR2S: launched new site, w/ on-line guide and database, marketing materials, data collection forms, etc.

This committee can help review the standardized forms and questions the SR2SC is developing to evaluate programs, including in class counts & parent surveys. The parent survey has 14 core questions the Clearinghouse would like used in evaluations. **PBIC would like committee members to encourage the use of these tools as a starting point in evaluations, so that comparable information is collected.** These will be posted very shortly.

Paula Bawer: NHTSA is also trying to develop standardized data collection tools that will be complementary – by October.

Craig mentioned that PBIC might be able to host the committee's website.

5. Subcommittees

There were not subcommittee reports. Jennifer explained that three of the subcommittees may lack a chair. The main activity for subcommittees in the recent past has been to develop research problem statements. She opened the floor to discussion of what to do with the subcommittees.

Cara – some problem w/overlap into separate committees, but good interaction happened in subcommittees. Mary had a similar observation

Jennifer – other committees have subcommittees that are formed by function not topic, eg paper review committee

David suggested eliminating subcommittees & form as needed

Mary – have at least one committee focused on preparing research statements – important for a broad range of issues to be looked at

Libby – have opportunities for broad range of activities and interests

Richard – problem statements that were submitted to AASHTO – only a few were well received – might have better chance of success if statement more closely aligned with the interests of the AASHTO non-motorized committee – some needed honing/tightening

Libby – what is the purpose of this committee? Michael – what is expected for the subcommittees? Jennifer – reviewing papers for annual meeting & generating research through the problem statement process. Subcommittees should help facilitate those two main functions. Michael expressed concern about making decisions now. Cara indicated that we should not wait too long. Martin – the committees were a good outreach tool. If we eliminate we would need to get the info from the topic areas before the general meeting. Mary – goal could be to move the research statements along more quickly?

Jennifer – we have 4 committees, but 3 lack leadership, idea to have functions instead of topic areas, but Martin's point is well taken. TRB will set-up conference calls for subcommittees to meet. Michael – suggestion to come up with expectation for subcommittee tasks; should be easier to recruit members if expectation is clear.

Outcome: Jennifer will check with TRB (Rick Pain) about timing of annual meeting to see when we need to set the subcommittee meetings. She agreed to continue the discussion by e-mail. She will also contact current/past subcommittee chairs to get an idea of what the priorities should be. She will also contact other TRB committees to get ideas of how their subcommittees work.

Cara – there were lists of funding sources for grad student research – check with Lisa. Craig – PBIC will have a little money for grad student research through their new young mentors program.

Michael – hope for mainstreaming bike/ped planning into university curriculum? Jennifer – increase in bike/ped specific courses but not so much in engineering. Possibility for a subcommittee? Mary & Linda Crider worked on a problem statement – perhaps need to be reworked. Yang Tao – no specific curriculum but guest speakers here in Madison. Martin – talk to John Fegan about FHWA education activity. Ann – FHWA updated the course & will produce CDs to send to professors. Mia – curriculum is solid, it's the lack of trained confident professors

using it. Theo- professors teach what is being tested – does AICP have test questions on it? No any questions in the engineering course area.

Outcome: The committee agreed that the list of research ideas for students should be brought back and updated. The committee agreed that promoting education at the university level is an important topic and should be an activity of committee. Jennifer will solicit volunteers to lead these efforts and contact John Fegan about FHWA's efforts.

6. Research Problem Statements

The committee's research problem statements from the past year will be posted soon on the TRB website. Jennifer will ask Dick Albin for notes from the AASHTO meeting with feedback on the statements and get that info out to the committee. We need to do a better job framing statements. Richard: Ones that were done well were well received, but others weren't. Jennifer: need to better understand what good problem statements look like. This will help us turn in better and tighter statements.

Jennifer suggested that committee members review RPSs from other committees posted on the web to see how our committee might be involved in supporting or advancing bicycle research interests.

Outcome: Jennifer will follow up to see if there are any guidelines and look for good examples to share.

7. Triennial Review

Jennifer: we need to get going on this. Based on the discussion at this meeting, Jennifer will follow up on this and send out a draft to committee.

8. Committee Liaisons

Jennifer: formal liaisons with other TRB committees would be beneficial. David: suggested that we need to understand where the possible problem areas might be in other committees. Identify these problems and then build bridges. Dick: suggested that contact with highway safety task force would be beneficial. Dick is on this committee. Jennifer: will collect information on who can help and then disseminate; Michael: says he is on tort liability committee. It was thought that many members are already serving this function informally.

Outcome: The committee agreed that more formal liaisons would be useful. Jennifer will seek volunteers via e-mail.

9. 2006 meeting sessions and paper update

Jennifer: we are allotted 2.5 sessions. Michael is putting together a session on liability. Michael: working with Maryland DOT to find an attorney who might be able to help. Looking for an engineer and a practitioner to round out the group. Suggestion from the phone: Jim Greene from Asheville, NC might be good. Will follow up on this lead. Jennifer: we received 29 papers. Last year we received 21. Lisa coordinating paper reviews. Need quality research. Papers end up on CD so this is important. Richard: paper review issues that he raised have not been addressed in a clear way. Jennifer: will follow up on this. Jennifer: asking for volunteers with paper committee to make decisions on papers. Need to get an update on human factors workshop/aggressive driving from Gihon. He is ill now.

Outcome: Jennifer will solicit one or two member to help on the paper selection committee. Jennifer will follow-up with Lisa on process to make sure reviewer comments were addressed.

10. 2006 Committee Meeting

Jennifer: past meeting have been a series of updates that often seem to take time away from discussion. Jennifer would like to seem more dialogue and discussion. There seems to be consensus on this. Jennifer will send out updates of information before meeting and then elicit discussion. Richard: suggests that it is important to find an avenue to get out important information beforehand. Cara: meeting would be good for brainstorming. Jennifer: suggests that feedback and discussion be the screens for determining who is invited to present at meeting. Jennifer will follow up on this. Also, looking for focused topics and speakers to fit these topics.

Outcome: The 2006 January committee meeting will focus on discussion, committee decision-making, and focused presentations, rather than updates of activities. Announcement will be at the end of the agenda. Jennifer will solicit update information to disseminate before the meeting, electronically, and on paper at the meeting. Committee members should suggest focused topic presentations.

11. Committee Communications

Jennifer: trying to consolidate communications. Is a listserv something people would be interested in? Dick: likes listserv idea because of small group Jennifer: we have a long list that includes friends of the committee Dick: suggests that listserv be focused only on committee members. Libby: listserv could be a good tool. Jennifer: concerned about volume of email. Suggests to focus on committee-only listserv. Also, Jennifer will follow up on where website will be housed, since Lisa has moved from UConn to U Vermont.

Outcome: The committee members supported the idea of a member-only list serve to continue discussions relevant to committee operations.

12. Committee Membership Update

We rotated people on and off. We can have 25 regular members plus 2 young members (under 30) and international members. Issue: are there other emeritus members that we should consider? Michael says he might qualify. Jennifer will follow up.

14. Minutes

Minutes from the January meeting were approved, with minor changes noted.

13. News, etc.

Michael: concerned that NTSA doesn't collect data on shared use paths (only collect at intersections now). Michael would like to see a broader data collection system. Jennifer: would be good to have brainstorming list of important topics.

Ann: shared use path report has just come out. Email Ann to acquire report.

John: survey of bicyclists by Delaware RPC has just been completed. Jennifer suggested that this might be a good topic for a committee meeting presentation.

Outcome: Jennifer will start a list of topics the committee is interested in.

Minutes prepared by Mia Birk, Billy Fields, and Jennifer Dill.