

Action Items Jan. 23 & 26, 2006

Policy and Organization Group

Distributed 1/31/06

Next call March 8, 2006, 1:00-2:30pm Eastern

Teleconference # (866)606-4717, Access # 763-1355

Annual Meeting Debrief

Lum session is interested in posting Power Points on the web site.

Action Jan 2006: Johns recommend consideration of posting Power Points on the web site by TAC. Palmerlee add to debrief notes.

Note: Confusion on Cheat Sheet instructions relative to what the committee needed to do relative to the Strategic Plan and the TRB Critical Issues. The intent was to reinforce the importance of the committee roles. There is misunderstanding on the links to the committees.

When critical issues are revised, spend time in committee meetings to discuss the relevance to the TRB committee issues.

Action Jan 2006: Lum will summarize comments made to better orient new attendees. POG members send relevant comment to him

Transportation Information Needs Assessment

Action Jan 2006: Transportation Information Needs Assessment consider how to get input later in the year

Task Force on Visualization in Transportation (ABJ95T) Proposal for Committee Status

The Policy and Organization Group is favorable to committee status and will act on the proposal during a March 8 conference call, well before the TAC consideration. The following should strengthen the proposal.

- Add back the task force activities summary
- Make the case that visualization is a major emerging technology that crosscuts many topics
- Add linkage infrastructure protection (see Critical Infrastructure Protection chair Jeff Western, jeffrey.western@dot.state.wi.us, (608) 264-8712.
- Scope. Describe what visualization is and expand the scope to include major application areas and likely outputs.

Assuming the scope of the committee would be broad, cutting across many transportation applications, the Data and Information Systems Section (ABJ00) is the appropriate location since those committee deal with cross-cutting data and information technology issues.

Action Jan 2006: Palmerlee communicate status to Manore, Sweedler, Pisarski, and Pain.

Done

2007 Annual Meeting

2007 Spotlight Theme

Transportation Institutions, Finance and Work Force: Meeting the Needs of the 21st Century.

Decision Jan 2006: Proposals for cross-group spotlight sessions needed **before June 17-18 TAC meeting.**

Decision Jan 2006: Look to the POG cross-cutting sessions this year as a starting point. Build on them and the July summer conference sessions and propose both 2007 sessions and other activities on cross-cutting themes.

POG Critical and Cross-cutting Issues

Action Jan 2006: Sections chairs update the Section critical and cross-cutting issues. Send to Palmerlee to post on web site by **March 1.**

Next Call Issues

POG critical and cross-cutting issues. The range for the number of critical issues is 5-6. Descriptions of critical and cross-cutting issues should follow the TRB critical issues format. The following components should be included:

- what is the issue
- what do we know about it
- what do we need to know (that is researchable)
- others within TRB to collaborate with

POG Action Plan

Action Jan 2006: Johns update the Action Plan based on discussions at this meeting.

Action Jan 2006: Johns include action to encourage committee membership and session participants reflect the age, gender, ethnic background and employment diversity of the transportation community. Also suggest POG actions to assist with identifying potential young members, new members, international members, and participants at invited sessions.

Action Jan 2006: Palmerlee remind POG about POG web site with a brief note on content.

"See the Policy and Organization Group (POG) web site at <http://www.trb.org/Committees/AB000/> for information for information about the POG, its committees, plans and Critical and Cross-cutting Issues."

Action Jan 2006: Palmerlee send reminder of NCHRP deadlines to section chairs. **Done for Syntheses**

Action Jan 2006: Palmerlee post a POG key dates calendar on the POG web site.

<i>Date</i>	<i>Activity or Action</i>	<i>Note</i>
10-Feb-06	NCHRP Synthesis Proposals Due	
1-Mar-06	Section Chairs send Critical and Cross-cutting Issues to Palmerlee to post	
March	TAC Conference Call to be scheduled	
8-Mar-06	POG Conference Call, 1:00-2:30pm Eastern	
31-Mar-06	TCRP Synthesis Proposals Due	

15-Apr-06	Complete TSE report with attached Annual reports and submit to Section Chair and staff	
June	NCHRP Planning Quick Response (8-36) Problem Statements due	Under \$100k
15-Jun-06	TRCP Research Problem Statements due	
17-Jun-06	TAC Meeting Starts	Woods Hole
8-Jul-06	POG Midyear Meeting	La Jolla, CA
9-Jul-06	TRB Summer Conference Starts	La Jolla, CA
30-Jul-06	Second International Symposium on Transportation Technology Transfer*	St. Petersburg, FL
15-Sep-06	NCHRP Research Problem Statements due	
21-Jan-07	TRB Annual Meeting starts	

Committee Reporting Process

TSE Process and Evaluation

Next call discuss process for evaluation and processing by the Group.

2006 Schedule for Triennial Self Evaluations (TSEs)

Date	Unit Responsible	Action
December 1	Committee Chair (or sub- committee)	Submit draft TSE with Annual Reports attached (including preliminary Annual Report for third year) to Committee members for review
January	Committee	Discuss and Revise draft TSE.
April 15	Committee	Complete TSE report with attached Annual reports and submit to Section Chair and staff, who forward to Group subcommittee
May 15	Group Subcommittee	Review TSE reports, interact with Section Chair, identify opportunities and gaps that call for action on critical and cross-cutting issues.
June 1	Group Subcommittee	Provide summary report of TSE key issues to Group, recommending actions related to committees and actions related to critical and cross-cutting issues identified in TSE reviews.
July 9, San Diego	Group Chair	Discussion with Group Executive Board at Midyear Group Meeting and decide on on opportunities and modifications to the Group strategic and action plans.
September	Group Chair	Provide summary report of TSEs to Technical Activities Council Chair and TRB staff as needed
January	Technical Activities Council	Review and take action as needed.

Committees Not Due until March, 2008

- ABG40 Library and Information Science for Transportation
- ABJ10 National Transportation Data Requirements and Programs
- ABJ20 Statewide Transportation Data and Information Systems
- ABJ30 Urban Transportation Data and Information Systems
- ABJ40 Travel Survey Methods
- ABJ70 Artificial Intelligence and Advanced Computing Applications