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TRANSPORTATION RESEARCH BOARD

TRB Executive Committee Meeting
- Minutes-

Wednesday, January 16, 2019, 8:30 a.m. – 4:30 p.m.

Thursday, January 17, 2019, 8:30 a.m. – 11:45 a.m.

Marriott Marquis, Washington, D.C.

View the [Executive Committee Website](#) for the Agenda Book and Select Presentations

January 16, 2019

- I. Introductions and Announcements (p. 2) Turnbull**
- A. Katie Turnbull thanked outgoing committee members for their work and welcomed incoming and reappointed members of the committee. Turnbull also thanked the participants of the USDOT Modal Administrators panels taking place later in the day.
 - B. Policy Statement on Preventing Discrimination, Harassment, and Bullying (p. 6)
 - The committee was referred to the new NASEM policy statement.
 - C. Bias/Conflict of Interest Discussion (p. 7)
 - No conflict or biases reported by all of the members, except one. Ginger Evans disclosed her consulting firm, Tower Consulting, is serving as an expert on a case before the Federal Court of Claims. Parties are the Port of Anchorage vs the Maritime Administration, and Evans is representing the Port of Anchorage.
- II. Approval of June 13 & 14, 2018 Minutes (p. 9) Turnbull**
- **Approved**
- III. Approval of Consent Agenda Turnbull**
- A. Conference Approvals (p. 22)
 - **Approved**
 - B. Subcommittee on Policy and Planning Review Report (p. 41)
 - **Approved**
- IV. Executive Director's Report (p. 56) Pedersen**
- A. Neil Pedersen provided a summary of convening activities, including papers submitted for the 2019 TRB Annual Meeting, the numbers of conferences and co-sponsored events, and growth in the webinar program.
 - B. He also provided an update on the Cooperative Research Programs, advising activities, the SHRP2 database, and the TRID database.
 - CRP launched new Behavioral Traffic Safety Cooperative Research Program (BTSCRCP) in 2018.
 - Pedersen cited growth in social media as particularly important for communicating with young professionals.
 - Pedersen requested Executive Committee's continue to market the TRID database.

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- C. Other notable 2018 milestones included the release of the Critical Issues in Transportation 2019 report and National Research Council transformation.
 - D. The National Research Council issued the National Academy of Public Administration NRC product and process review report in February 2018. It called for changes to a number of the National Academies' products and processes. In response to the report's recommendations, the NRC has undertaken a "Transformation" effort. The initiatives being undertaken by the NRC will inform TRB's strategic planning effort. More information will come at the June Executive Committee meeting.
 - E. The National Academies/TRB Forum on Preparing for Automated Vehicles and Shared Mobility has been going on for a year and continues to be a vibrant roundtable.
 - During the 2019 TRB Annual Meeting, meetings will discuss whether a second forum on critical issues in transportation will take place, as suggested during the October 2018 SPPR meeting.
 - F. TRB has signed a Memorandum of Understanding with the Council of University Transportation Centers (CUTC). TRB is in discussion with APTA and other transportation organizations about future MOUs.
 - G. Discussions are currently ongoing with the Administration about U.S. DOT's priorities to ensure TRB is responsive to its needs.
 - H. Finances
 - Pedersen reported that TRB's FY 2019 and FY 2020 finances are in relatively good shape.
 - USDOT core program support will decline in TRB FY 2021 by \$900,000. TRB has been anticipating this cut and taking proactive steps. It will make decisions on raising revenue. These cuts will scale back TRB's plans to expand.
 - More financial uncertainties exist because of the possible rescission in current FAST Act and unknown funding levels in the 2020 reauthorization of the FAST Act
 - I. Pedersen outlined the transitions to the leadership and membership of the Executive Committee, welcoming Vicki Aroyo as the incoming chair and Leslie Richards as the incoming vice chair of the Executive Committee.
 - Tom Menzies was named TRB's Director of the Consensus and Advisory Studies Division in 2018.
 - Mike Salamone, director of the Airport Cooperative Research Program, recently passed away.
- V. TRB Centennial Update (p. 67) Larson**
- A. Sandra Larson reviewed the goals of the TRB Centennial celebration as well as the upcoming milestones.
 - The Centennial website will launch in 2019.
 - The history book, now in review, will debut at the 2020 Annual Meeting. In addition, a roaming history exhibit will debut at the 2020 Annual Meeting and be available to organizations that want a display at their meetings that year.
 - A TR News-themed edition will be released in September 2020.
 - A commemoration reception will take place November 11, 2020, in Washington, D.C. More details on what, when, and where to follow later this year.

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- B. Century Patrons and Club
 - Efforts have raised \$150,000 so far.
 - Executive Committee members were challenged to contribute and help secure Centennial Patron contributions.
 - A 2019 fundraising campaign will use testimonials to help generate funding. The campaign will continue in the E-Newsletter and social media.

VI. International Subcommittee (p. 70)

Ford

- A. Nathaniel Ford, the new chair of the subcommittee, recapped the committee's 2018 progress and identified data points to reflect on the impacts of TRB's programs on international audiences.
 - This past June, the subcommittee decided to collect data over the next three years on its strategic plan and report it during the January Annual Meeting.
- B. Goal 1: Engage non-U.S. colleagues and partners
 - CRP had four international research projects in 2018.
 - Shared critical issues with international partner organizations.
 - 49% of papers for 2019 Annual Meeting came from authors outside the U.S.
- C. Goal 2: Leverage bilateral relations in convening activities
 - Engaged in international conferences throughout the year (see Agenda Book p.72).
 - Joint webinar on safety that attracted over 500 attendees from 40 countries.
- D. Goal 3: Provide guidance on new international activities
 - Currently there are two letters of intent to enter into partnerships with international organizations underway. A Letter of Intent was signed with the International Transport Forum earlier during the annual meeting. Another Letter of Intent is in development with the International Civil Aviation Organization. More information will be forthcoming as progress is made.
- E. Goal 4: Facilitate cooperative international activities
 - On Sunday, the subcommittee discussed current agreements now in place. There are four Memoranda of Understanding with international partners in Europe and Asia that are under evaluation. These four will be submitted at the appropriate time for consideration and approval.
- F. 2019 Tasks
 - Considered new structure for the EU-US Transportation Research Symposiums that will let the subcommittee evaluate the needs statements for the symposium, promote the event, track progress of research, and adopt best practices.
 - Review agreements and meet mid-year to review progress on existing MOUs.
- G. Committee Comments
 - Shaheen said the incoming president of the World Conference of Transport Research, Tae Oum, is interested in more formal collaboration efforts with TRB in 2020, and approached her. Shaheen requested the subcommittee's assistance in making this connection happen.

VII. Critical Issues in Transportation Update (p. 81)

Sperling/Turnbull

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- A. Daniel Sperling and Turnbull reviewed the recently released Critical Issues in Transportation 2019 document, noting how it can guide TRB research, policy discussion, and public discourse. They highlighted how the document went through the Academies report review process, making this a robust document.
- B. A press event held two days earlier during the Annual Meeting received modest interest from the media.
- C. Different activities will target different audiences. Seeking input over the next year on how to increase outreach.
- D. Executive Committee was asked to fill out ballot survey before the end of the meeting outlining their top 3 topic areas and top 10 framing questions
 - Pedersen noted that some of the Executive Committee members may be asked in the future to represent TRB at events and discuss the critical issues. He also requested the Young Members Council do additional balloting for their input. Ballot results will help identify what areas are important to focus on.

VIII. Strategic Plan Update (p. 12) Sperling/Turnbull

- A. Sperling spoke on the status of TRB's next strategic plan, summarizing what took place at October's Subcommittee on Planning and Policy Review meeting. The new strategic plan retained the vision and goal of the previous plan with its emphasis on communication and marketing.
- B. Turnbull reviewed the comments from the SPPR's October meeting. SPPR will be examining these and any comments from the Executive Committee at the April SPPR meeting and discussing how to turn these into action items and performance measures. A final draft plan will be presented at June 2019 Executive Committee meeting.

IX. BREAK

X. USDOT Modal Administrators Panel (p. 138) Turnbull

- A. Brandye Hendrickson, Acting Administrator for the Federal Highway Administration, was moderator for the session.
- B. Mark Buzby, Administrator for the Marine Administrator, summarized the three areas his staff is working on:
 - How to develop a more innovative use of marine highways with the increase of cargo and passenger movement, such as through electric vessels or autonomous operations.
 - How to optimize automation in maritime operations, especially when it comes to safety and interfacing with other vessels that are not automated.
 - Finding the best way to use inexpensive technology to protect merchant vessels in time of war. As merchant vessels are currently unarmed, Buzby requested help from the committee to find ways to transport crew and cargo safely.
- C. Howard Elliott, Administrator of the Pipeline and Hazardous Materials Safety Administration, said that PHMSA is looking for assistance to understand how technology can assist the agency with its limited staff manage. He outlined areas of critical need:

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- Balancing demands of current and emergency work with available resources and becoming more nimble as demands change.
 - Increasing the effectiveness of the oversight of state hazmat programs.
 - How to create distance learning programs without losing quality of in the classroom.
 - How to take new technology and evolve over time.
 - Cybersecurity, especially with the potential transportation of hazardous materials in autonomous vehicles.
 - Proliferation of lithium batteries and how to transport them safely.
 - Finding a technology solution for compliance when shipping hazardous materials through UPS or FedEx.
 - PHMSA's role in regards to shipping using autonomous vehicles.
- D. Raymond Martinez, Administrator of the Federal Motor Carrier Safety Administration, outlined his agency's four priority areas:
- Electronic logging devices, which have received a lot of interest and press because of the decision to make their use mandatory. Recent data shows hours of service violations have decreased by 48% over the last year.
 - The crash preventability demonstration program, which allows drivers and carriers to remove crashes from records if they were not preventable. This is now under trial.
 - Compliance, Safety, and Accountability program, which it has been working on with TRB. The National Academies released a report on the program in June 2017, and FMCSA fully accepted the National Academies' recommendations.
 - Introduction of autonomous vehicles – very few in the public think about it in commercial motor vehicle context. Martinez wants to make sure oversight is not done in a heavy-handed way. Wants to work with TRB to make sure the U.S. maintains its leadership role in the technology's development.
- E. Keith Nelson, Office of the Assistant Secretary for Research and Technology, Senior Advisor to the Secretary, said it is looking to merge OST-R with the Office of the Under Secretary of Transportation for Policy (S-3) in the FY 2019 budget. OST-R has four research principles:
- Avoid pitting safety and mobility in conflict. Make performance-based regulations rather than prescriptive measures.
 - Focus on market failures. See where a market is failing and have government step up.
 - Maximize value and avoid duplication.
 - Focus on projects about economic impact and regulatory reform, permitting reform, performance and safety-based rules, impact of value capture, asset recycling, improving mobility of freight, feasibility of microtransit, mobility and underserved communities, and cybersecurity.
 - OST-R has also established a multimodal working group around automated vehicles and 11 other cross-modal topical working groups now in the early stage: systemic safety, human factors, state of good repair, environmental stewardship, economic competitiveness, emerging and enabling technology, mobility innovation,

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cybersecurity, tech transfer, evaluation/performance measurement, and data research.

- F. Modal administrators were asked to summarize how TRB can help their missions
- Buzby wants help with cybersecurity issue as it impacts all the modes.
 - Elliott stated that he wants TRB's thoughts and ideas on how to accelerate transformational technology in order to take the next step in safety.
 - Martinez is looking for opportunities to become more of a data-driven organization and be more efficient; he wants a close relationship and more conversations with TRB throughout the year.
 - Nelson would take any support for crosscutting groups and priority areas, especially when keeping them up to date.

XI. CHAIR'S LUNCHEON –Washington Convention Center, Ballroom AB.

Speakers, Norman R. Augustine and Norman Y. Mineta. Respectively, the chair and member of Future of the Interstate Committee.

XII. Briefing by Derek Kan, U.S. Department of Transportation Under Secretary of Transportation for Policy

Kan discussed the Administration's position regarding infrastructure policy.

XIII. Policy Session on Rural Transportation Issues (p. 147)

Turnbull

- A. Steve Andrle, Program Manager, SHRP 2 Naturalistic Driving Study Safety Data and Public Transportation, Technical Activities Division provided an overview of standing committees, recent CRP projects, 2018 Annual Meeting sessions, and past and future convening activities with rural themes.
- B. Stephan Parker, TRB Senior Program Officer, discussed the workshop on rural issues that was about to be held following the 2019 Annual Meeting. This is the third such workshop.
- The goal for the research team is to put together a rural research roadmap. Rather than prioritizing items, the roadmap will likely have a menu of thematic areas in each of the research topics.
 - The roadmap will not belong to one group or committee, even though it originated in an NCHRP panel.
 - The AASHTO Special Committee on Research and Innovation, NCHRP's governing board, allocated money for rural transportation issues in March 2018. So far, the research team has delivered seven research statements for consideration, which are out for balloting. Action will be taken in April 2019.
- C. Panel Presentations
- Economic Well-being Kissel
 - Carrie Kissel, Associate Director for the National Association of Development Organizations (NADO)'s Research Foundation, explained how the term "rural" does not refer to one definition and described trends in population, demographics, unemployment, and poverty levels. According to Kissel, when it comes to transportation, regional planning and development organizations say

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the top priorities are maintaining existing systems and services, economic development, resilience, and safety.

- Moving forward, Kissel said there was a great deal of research underway on advanced technology in different sectors that could be applied to transportation, such as telecommunications/remote operations in mining and agriculture, broadband coupled with additive manufacturing, and climate change adaptation and mitigation.
- Social Wellbeing Schauer
 - Peter Schauer, Principal, Peter Schauer Associates, discussed how the rural transportation problem, except in the cases of bridges, is not a transportation infrastructure issue but a human factors problem. Rural areas have the same concerns as urban areas, except they are spread out.
 - Higher suicide rates in rural areas are the leading indicator of a lack of well-being. Schauer said there is a need for accurate data on medical appointment no-shows because of a lack of transportation and making health care providers aware of the problem; demonstrating the benefits of a rework of medical intake forms to inquire about transportation needs; and making Rural Transit Assistance Program training available to private non-emergency medical transportation providers.
- Executive Committee comments
 - Investing in transportation along with regional planning may prevent jobs from leaving rural areas.
 - Different states have different challenges regarding rural communities. Political divides between rural and urban areas are also creating challenges.
 - As Metropolitan Planning Organizations often have rural areas in their boundaries, they need to think more about rural communities and aligning transit with rural areas.

XIV. **Break for Evening**

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- XV. Summary and Discussion of Special Policy** **Turnbull**
- A. [Breakout Session Report on The Big Picture](#) (Chris Hendrickson, Rapporteur)
- Key themes
 - Sparseness
 - Multiple distinct mobility problems
 - Numerous inefficient or absent mobility services
 - Lack of available resources
 - Potential actions
 - Develop synthesis or guidance documents on broadband fiber optics on right of way, tele-health, alternatives for health product delivery, and data sharing
 - Develop consensus or advisory studies on encouraging efficient mobility as a service in rural areas and effectiveness of drug zero tolerance policies
 - Include international comparisons.
- B. [Breakout Session Report on Social Wellbeing](#) (Susan Shaheen, Rapporteur)
- Key themes
 - Well-being means healthy, happy, and prosperous individuals and groups
 - Problems are the same as in urban areas but are more spread out in rural areas
 - Focus on people at all levels
 - Potential strategies involve people, technology, or policy/funding. These strategies could inform research into what the range of options could be.
 - People – Volunteer ride-service options
 - Technology – “Dial-a doc”; access to goods from Amazon and their impact on physical stores; barriers to technology
 - Policy – pooled versus siloed funding for rural transportation; benefit cost analysis to determine when agencies should no longer invest in a specific location.
- C. [Breakout Session Report on Economic Wellbeing](#) (Jack Hu, Rapporteur)
- Key themes
 - Economic resilience
 - Access to jobs, health care, and education
 - Role of multimodal transportation
 - Underserved populations
 - TRB could act as a convener of focus groups on:
 - Community visioning
 - Social scientists and economic development specialists
 - Role of technologies such as broadband, automation, and connectivity
 - Role of small scale, customized fabrication and manufacturing
 - Sharing economy
- D. Executive Committee Discussion
- Several committee members said that hard decisions may be needed when deciding which areas are worth the support and whether relocation may be a better solution

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than propping up systems. This may require a structured system or assessment tool necessary. There was a question about which is the best group to make the decision.

- Examination of how transportation dollars are spent may counter argument that most money goes to urban areas.
- International comparison may highlight current U.S. problems.
- Research suggestions for TRB
 - Policies on incentives for people to relocate and how different levels of governments are making these types of policy decisions differently.
 - Non-emergency medical transportation and medical institutions funding transportation, i.e., why people are missing their medical appointments.

XVI. Future Policy Session Topics (p. 160)

Houston

- **Approved: The Executive Committee selected distraction for the June 2019 policy session with some re-scoping based on the discussion.**

XVII. Technical Activities Council Report (p. 170)

A. Council Report

Park

- TAC embarked on strategic alignment a year ago. At this stage, there are recommendations from Technical Activities through small group activities and TRB staff on ways to create a sustainable process for committees. More decisions will come at the June Technical Activities Council meeting with the roll out next January.
- The spotlight theme for next year's TRB Annual Meeting is *Century of Progress: Foundation for the Future*.

B. TRB Annual Meeting

Brach

- Total verified attendance at the 2019 TRB is 13,378.
- Notable events
 - U.S. DOT Secretary Chao spoke Monday.
 - Future of the Interstate report featured at the Chair's Luncheon. There also was a special session after the luncheon with committee members, the Chamber of Commerce, and others, including a discussion.
 - Critical Issues of Transportation 2019 press event.
 - Moving posters to Hall A in order to expand the Exhibit Hall to accommodate the automated vehicle demo area.
- Exhibit Hall
 - New Connected and Automated Vehicle demo area with Keolis automated bus, Ford automated vehicle, and USDOT Automated Vehicle 3.0.
 - TRB Live! theaters added where patrons and exhibitors could make presentations.
 - Photographers took free professional headshots, which were popular.
- TRR Journal
 - Papers are published faster because of the partnership with SAGE. About 50 papers published before this year's Annual Meeting.

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- TRR can now measure non-academic citations/mentions in newspapers, social media, and government and industry policy document.
 - Focus group met on Wednesday.
- C. SHRP 2 Safety Database Brach
- Naturalistic Data Study database used in ~300 studies. Largest such database in the world.
 - TRB is working with FHWA, AASHTO, and others on long-term stability and availability of the data.

XVIII. Cooperative Research Programs (p. 174) Hedges

- A. Chris Hedges described the “year of change” for NCHRP
 - Reorganization of the AASHTO governing body.
 - Initiation of a new NCHRP communication plan.
 - Funding for implementation support.
 - New impact reports.
 - New funding for off-cycle requests when an immediate need arises.
 - Quick turnaround workshops on rural transportation issues.
- B. TCRP organized its first TCRP Day with events at the Keck Center and around the country. It also released innovative dissemination products, like a video on college transit pass systems.
- C. ACRP launched the ACRP IdeaHub and hosted the first ACRP Insight events, which are the model for the rural research workshop.
- D. In BTSCR’s first full year of operations, it awarded its first research contracts.
- E. The American Association of Motor Vehicle Administrators signed an agreement with TRB for a project on projected future scenarios based on current social and technological trends, which may lead to other projects.
- F. The CRP 2.0 initiative is now underway
 - Business process review under development.
 - New systems for people, project, and portfolio management.
 - Integration of Synthesis and IDEA programs, centralization of publishing services, and centralization of travel support.

XIX. Marine Board (p. 179) Comstock

- A. Edward Comstock detailed the takeaways from the two focus session topics at the Marine Board Fall Meeting in November: Future Marine Navigation Technology: Advantages and Challenges and Paths Towards Zero Emissions Shipping Operations.
 - With regards to the focus session on navigation technology, TRB could help create future architecture for navigation issues, like a Minding the Helm 2.0 study.
- B. Spring meeting in Paducah, KY, will examine inland barging, institutional resilience factors, system infrastructure challenges and opportunities, and commercial challenges and opportunities.

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- C. Planning for the fall meeting in Woods Hole this November is now underway. The organizers are considering two focus sessions on autonomous shipping and offshore wind energy.
- D. Executive Committee members suggested TRB could look into sulfur requirements and batteries.

XX. Inclusion and Diversity

- A. TRB Division Committee Report (p. 198) Hanson
 - After summarizing the committee's activities in 2018, Susan Hanson said that the data shows that progress is being made toward increasing inclusion and diversity, especially in the makeup of CRP panels.
 - Progress has accelerated over the past five years.
 - More needs to be done for the African Americans, Hispanic Americans, and American Indian and Alaskan Native communities where the increases are not as large as with other groups.
 - Chris Hendrickson is taking over as chair of the committee.
- B. Inclusion & Diversity Special Committee (p. 213) Lewis
 - Carol Lewis stated that the Inclusion & Diversity plan was approved last year and she is pleased with progress so far.
 - Anecdotal evidence indicates that people feel there is more inclusion at this year's Annual Meeting, so the special committee is working to get more people onto committees and to update their MyTRB account.
 - Now developing language in Request for Proposals asking for a description for how contractors would include diversity into their products and practices. There are also plans this year for a fact sheet and webinar with tips when submitting competitive RFPs.
 - This year, it wants to incorporate more mentoring and peer-to-peer relationships.
 - Moving forward, the committee will look for intersections with Academies-wide Inclusion & Diversity initiatives, as well as develop goals for 2019.
- C. Minority Student Fellows (p. 224) Febey
 - Karen Febey listed the program's 2018 accomplishments and program sustainability now that it is in its 10th year.
 - There is a specific initiative to make fellows friends of committees by identifying their interest and signing them up.
 - In a summary of the program over the past 10 years, Febey said that 90% of Fellows attended their first TRB Annual Meeting through the program. Many of those also made their first conference presentation. Twenty-two current and former Fellows are CRP panel members, friends of committees, or committee members.
- D. Young Members Council (p. 231) Ivanov
 - Nikola Ivanov said that the YMC is determining what the difference is between YMC at the TRB level and the individual group councils.
 - On the group level, young member councils will continue to engage young members in their individual groups by organizing sessions, webinars, etc. that are tailored to

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young members or where young members are presenters. They will also identify committees in need of young members and make sure young members integrate into the committee structure.

- At the TRB level, YMC will formalize input guidance and relationship with TRB leadership, TAC, and Executive Council.
 - Discuss critical issues and TRB organizational challenges and provide more a unified input into those activities.
 - Act as a knowledge exchange forum for individual group Young Member Councils.
 - Organize cross-cutting sessions, workshops, and webinars.
 - YMC is also establishing a different way of communicating between council members to preserve knowledge across the years.
 - YMC is currently garnering individual committee support for a crosscutting Energy Ideathon that could be held in a session at the 2020 Annual Meeting. The format is not pinned down as of yet.
- E. Executive Committee Discussion
- In response to a question about outreach, Executive Committee members were asked for their knowledge of organizations like the Conference of Minority Transportation Officials (COMTO) to help increase representation of groups that have lower percentages to reach out directly. As one venue for outreach, AASHTO is standing up a community of practice among states that are working with Native Americans.
 - One suggestion was to join the Fellows reception with other young member receptions so the Fellows aren't separated.
 - Committee members recommended TRB consider engaging those minority students not at a historically black college or similar institution and think about collecting metrics for first-born college students.

XXI. Consensus and Advisory Studies (p. 232)

Menzies

- A. Menzies provided an update of the division, summarizing the completed studies since June 2018, the ongoing studies, and potential studies currently in the FAA Reauthorization Act, Water Resource Development Act, and U.S. Coast Guard Reauthorization.
- B. Menzies also described four potential self-initiated studies to determine if there is interest and any potential for sponsorship. The Executive Committee was asked for their comments on the proposed studies.
 - A majority of the comments from the Executive Committee supported the potential study on transportation workforce issues and transformational change. Those commenters stated that the study could be in relation to automated vehicles or cybersecurity.

Next meeting takes place June 19-20, 2019, in Woods Hole, Massachusetts.

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