EMPOWERING I-80 COMMUNITIES
TODAY AND TOMORROW

A13. Maintenance Working Group

I-80 CSMP Maintenance Working Group

Meeting Attendance Record

The following Working Group members have RSVPed to date for our meeting. Y= accepted; D= declined; N= no reply; T= Tentative. The meeting agenda is at:

https://sites.google.com/site/i80csmp/topic-summary/maintenance/meetings

RSVP	Name	Organization	Email	Headshot
	Doug Hattery	Washoe Front Regional Council	dhattery@wfrc.org	
	Gary Arnold	Caltrans D3	gary.arnold@dot.ca.gov	
	Anita Bush	NDOT HQ Maintenance	abush@dot.state.nv.us	
	Mike Murphy(Co Chair)	NDOT District 3	mmurphy@dot.state.nv.us	
	Coy Peacock	NDOT	cpeacock@dot.state.nv.us	
	Tim McGary	WyDOT	Tim.Mcgary@wyo.gov	
	Kent Ketterling	WyDOT	Kent.Ketterling@wyo.gov	
	Mark Wingate	WyDOT	mark.wingate@wyo.gov	
	Jeff Hale	Washoe RTC	jhale@rtcwashoe.com	
	Joseph Aguilar	Caltrans District 4	joseph.aguilar@dot.ca.gov	
	Mike Lawson (Chair)	Atkins	Michael.Lawson@atkinsglobal.com	
	Luke Mcneel-Caird	Placer County	lmcneel-caird@pctpa.net	
	Mike Fuess	NDOT District 2	mfuess@dot.state.nv.us	
	Cory Pope	UDOT	corypope@utah.gov	
	Melanie Crotty	MTC	mcrotty@mtc.ca.gov	

	Matt Carpenter	SACOG	mcarpenter@sacog.org	
	Perry Gross	Atkins	Perry.Gross@atkinsglobal.com	
	Joseph Spencer	NDOT	jspencer@dot.state.nv.us	
	Laycee Kolkman	HDR	Laycee.Kolkman@hdrinc.com	
	Shawn frye	HDR	Shawn.Frye@hdrinc.com	

The following list will allow group members to Email all group members during or after the conference call if the need arises.

Email All (Copy and Paste into the To: section of Outlook)

mmurphy@dot.state.nv.us; Michael.Lawson@atkinsglobal.com; cpeacock@dot.state.nv.us; mark.wingate@wyo.gov; joseph.aguilar@dot.ca.gov; Kent.Ketterling@wyo.gov; Tim.Mcgary@wyo.gov; dhattery@wfrc.org; jhale@rtcwashoe.com; richard_helman@dot.ca.gov; abush@dot.state.nv.us; lmcneel-caird@pctpa.net; dtitzel@dot.state.nv.us; corypope@utah.gov; mcrotty@mtc.ca.gov; mcarpenter@sacog.org; gary.arnold@dot.ca.gov; Perry.Gross@atkinsglobal.com; jspencer@dot.state.nv.us; Laycee.Kolkman@hdrinc.com; Shawn.Frye@hdrinc.com;

I-80 CSMP Maintenance working group- meeting # 1

Mission Statement:

The following Mission statement is proposed for discussion at the first meeting of the I80 CSMP Maintenance working group meeting:

The mission of the I-80 CSMP Maintenance working group is to thoroughly investigate all issues relevant, important, and actionable regarding the topic of maintenance the I-80 corridor from San Francisco to Cheyenne.

Topics for further development:

The following sub-topics are proposed for discussion at the first meeting of the I80 CSMP Maintenance working group meeting:

1- Flexible pavement maintenance
2- Rigid pavement maintenance
3- Structures maintenance
4- Snow removal
5- Snow fence maintenance
6- Landscape maintenance
7- Guardrail maintenance
8- Other maintenance
9- Maintenance Performance Measures
10- Maintenance Budget - Federal
11- Maintenance budget - State/Local

Objectives, Goals, Deliverables:

The following Objectives, Goals, and Deliverables are proposed for discussion at the first meeting of the I80 CSMP Maintenance working group meeting:

Objective: Engage in a dialog that identifies relevant issues and best practices with regard to maintenance in the I-80 corridor

Goal: Determine the existing condition(s) of each sub-topic, identify gaps and/or unmet needs, and develop actions to address deficiencies.

Deliverables: Technical memorandums for each sub- topic that define the existing condition, best practices, unmet needs, and proposed actions to address deficiencies.

Process for developing Topics:

The following process for developing the topics is proposed for discussion at the first meeting of the I80 CSMP Maintenance working group meeting.

1- Identify a “volunteer” to lead discussion for each topic
2- Identify working group members to assist in development of each topic
3- Identify a mechanism to facilitate development of each topic matter (teleconferences of topic groups?)
4- Establish how existing documents can be identified to inform each discussion and how they will be compiled.
5- Establish time frames for “topics reporting” back to the working group.

Group:	I80 CSMP XX Working Group		
Subject:	Organizing the group		
Date and time:	January XX, 2013 2:00 P.M. PCST	**Meeting no:**	1
Meeting place:	Teleconference	**Minutes by:**	ML

Attendees:

Agenda

ITEM	DESCRIPTION	TIME	RESPONSIBLE
1	Roll call for RSVP and other attendees	2:00	XX/All
2	Presentation of I-80 CSMP study background	2:10	Perry/Mike
3	Establish ground rules for how to best engage in conference calls and other group activities	2:20	All
4	Review the stakeholder primer that establishes how to use the web site and RSS feeds	2:30	XX/Perry
5	Next steps including identification of additional working group members	2:55	XX/All
6	Adjourn	3:00	

EMPOWERING I-80 COMMUNITIES TODAY AND TOMORROW

Group:	I80 CSMP Maintenance Working Group		
Subject:	GIS		
Date and time:	August 13, 2013 10:00 A.M.	**Meeting No:**	2
Meeting place:	Teleconference	**Minutes by:**	Mike Lawson
Attendees:	*Mike Lawson (Atkins)* *Bill Thompson (NDOT)* *Coy Peacock (NDOT))* *Brian Kramer (NDOT)* *Mike Murphy (NDOT)* *Val Halford (WFRC)* *Jeff Mourno (Caltrans)* *Bill Bainter (NHP)*	**Attendees:**	*Jeff Richter (NDOT)* *Peter Bang (Washoe RTC)* *Tony Riviera (NDOT)* *Ben Craig(NDOT)* *Bryan McCurdy(NDOT)* *Mark Wingate(WyDOT)* *Brian Kramer(NDOT)*

Agenda/Minutes

ITEM	DESCRIPTION
1	Roll call and introductions from RSVP and other attendees *Members were called on and asked to identify who was participating on the call.*
2	Review subtopics and consider adding Asset Management. *Mike Lawson provided a summary of the subtopics where the work of the group will be focussed. Working group members shared the idea that the 511 systems and Assets Management need to be included on the list of subtopic.* *Federal and state interstate funding budgets are inadequate to meet the needs of corridor maintenance, therefore funding will be a main topic of discussion. The group will focus their efforts on identifying what our needs are in the future if we do not preserve our system and what are the potential funding mechanisms to be used. The impact of environmental regulations on the maintenance budgets is another area that needs to be explored by the group.* *Traffic control is another topic of interest. States have different standards on how to set up traffic control. This becomes confusing for drivers traveling across borderlines, therefore standardization of traffic control across the states is perceived as a need.* *Each state calls things different names. Working towards a standardized terminology may be an additional focus for the work of this group.*
3	Discuss GIS data needs & availability *A spreadsheet including a compiled list of information that would be beneficial to this group on a GIS format is distributed to working group members. Group members discussed the GIS data needs and availability. Data and terminology changes by state and so does the data availability.*

Asset management is an important element that will be represented in GIS. This is an opportunity for the group to understand best practices, share information, and facilitate the conversation on what needs are on the corridor. Group members agreed that the same assets for all states will need to be displayed. The group will determine what data is usable and what data can be displayed.

Wyoming will work to get GIS data. Combining the list with the other groups would help the agency to compile the information.

HPMS data is available in GIS but not publicly available yet.

Next time HDR will have a presentation in 2 weeks on GIS layers.

4 Review and discuss relevancy of I80 Winter coalition

The group members were informed that the I-80 Winter Coalition has recently rebranded themselves as I-80 Coalition. Group member input on what has been accomplished by this coalition and what we can accomplish to benefit their work.

Terminology changes across the states including 511 and the way the message is delivered. This confuses public. The group needs to work on standardization across the lines.

The existing coalition has a lot of information from user's perspectives which can be beneficial for the work of our group. All group members agree that the efforts need not to be duplicated.

5 Next Steps

Recruiting will continue and additional members will be included in the working group.

A survey monkey will be sent out to solicit input for topics and GIS information. The survey will include a rating option so the group can focus on the most important items first.

Next meeting will be on August 27th at 10:00 A.M

6 Adjourn

Meeting was adjourned at 10:30 A.M. PST

Group:	I80 CSMP Maintenance Working Group		
Subject:	GIS		
Date and time:	August 27, 2013 10:00 A.M.	**Meeting No:**	3
Meeting place:	Teleconference	**Minutes by:**	Mike Lawson
Attendees:	*Mike Lawson (Atkins)* *Bill Thompson (NDOT)* *Coy Peacock (NDOT))* *Bill Bainter (NHP)* *Brian Kramer (NDOT)*	**Attendees:**	*Michael Murphy (NDOT)* *Steve Merrill (Atkins)* *Jeff Ritcher (NDOT)*

Agenda/Minutes

ITEM	DESCRIPTION
1	Roll call and introductions from RSVP and other attendees *Members were called on and asked to identify who was particpating on the call.*
2	Discuss GIS data needs & availability *Laycee Kolkman provided a review of the interactive GIS platform and all the layers that are available to date. Laycee explained that the database will provide data useful for each working group. Each group will be asked for feedback through a survey monkey to determine what is more important for each working group.* *More bookmarks will be provided at the county or MPO level as an additional feature. Laycee gave examples of the work that has been done with the Energy Infrastructure Working Group.* *Other working groups have required incorporating truck volume data and we are in the progress of incorporating these data.* *Mike explained that the GIS database is very important for us to understand the information that is out there.* *Agencies have already developed many of the layers presented. It is important to make sure that we use a consistent symbology which will make it easier for members. Also a metadata list may need to be created and distributed to participants. This will make it clear where the data came from and also will make it easier on identifying the gaps and collect additional data.* *RWIS data and the performance measures related to these data would be great information that can be incorporated into the database.*
3	Review and discuss I80 coalition involvement *We have been trying to figure out how to blend our work with their work. We will investigate the*

opportunities to broaden the work of the coalition.

Mr. ..... indicated that the I-80 coalition is part of the maintenance working group. The goal of the coalition has been winter operations and how maintenance activities can help the winter operations. Their scope of the coalition is more defined and not as broad as the working group.

4 Next steps

An e-mail with a survey monkey will be sent to participants on the GIS layers and data to be included. The group agreed to next meeting at 10:00 on Tuesday, September 17.

5 Adjourn

Meeting was adjourned at 10:30 A.M. PST