NETC Advisory Committee Minutes

Tuesday, January 28 , 2024, 11:00 a.m. –12:00 p.m. ET

Attendees:

Ulrich Amoussou-Guenou, MaineDOT	Dee Nash, NHDOT
Mauricio Garcia-Theran, CT DOT	Emily Parkany, VT AOT
David Gaylord, NHDOT	Jeff Pulver, MaineDOT
Brian Hirt, CTC & Associates	Kirsten Seeber, CTC & Associates
Devon Kleebatt, CT DOT	Hao Yin, MassDOT
Matt Mann, UMTC	Nicholas Zavolas, MassDOT

New Advisory Committee Members
- Mauricio Garcia-Theran – New Research Supervisor at Connecticut DOT, replacing Melanie Zimyeski.
- David Gaylord – New Research Engineer at New Hampshire DOT. Dee will be staying in her post-retirement part-time position for at least one year.

Project Review (January 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	Project complete. The TC chair requested separate documents for three fact sheets and four seed mixes, which the PI sent to Kirsten. Kirsten posted the docs on the project page and added the links to the final report. Colleen reviewed the final report for Section 508 compliance. The TC was sent a link to all docs and the final report was resent to the national repositories.	8/20/24 $200,000

Website

- The pages to be migrated to the MA website are listed below. The pages will consist of tables that will have links to documents and recordings.
    - ~ [Complete Research Reports](#)
    - ~ Events (Symposiums, Topical Discussions, Research Peer Exchange)
    - ~ About NETC (Links, Accomplishments pages) – Suggested by Nicholas
- Nicholas met with MassDOT IT and Mass GIS about the NETC website migration. Below are two issues for the Advisory Committee to review and discuss. The bullets below are taken from Nicholas's 12/17/24 email to the full committee.
    - ~ Need to refine the volume of NETC website files to be migrated.
    - ~ Significant resources (labor and costs) will be needed to ensure website migration information (i.e. documents, video) meet accessibility requirements.
- Nicholas – MA IT reviewed some materials on the NETC website and found that much of the NETC materials are not 508 compliant. There will be labor and costs to make the materials compliant. IT suggests migrating the bare minimum of documents to reduce costs.
- Who would pay for the remediation? Once the volume of information to be moved is determined, then we can discuss moving it over and the requirements.
- Older research reports going back are not compliant. CTC stopped moving forward on all activities because remediation can cost a lot.
- Nicholas – Anything that will be put on the MassDOT website will have to be compliant.
- Jeff suggests not moving the materials to MassDOT and have CTC host instead. This option is straightforward and costs less.
    - ~ Emily agrees.
- Brian – Pre-paying will make it so ME will not have to keep CTC under contract. It assumes that CTC, as a company, will be around for three years.
- Jeff suggests putting the materials that were going to be migrated to the MassDOT website on a SharePoint site that everyone could access. It wouldn't be published so the materials wouldn't have to be compliant. Staff could access the materials through their Research Office.
- CTC would want to take some time to correctly name the files, organize them by year or some way that would make it easier for others to find them. CTC will produce a table of contents for the materials. CTC will provide a folder of materials with subfolders.
- Emily – CTC to catalog materials now but keep the website as it is for the three years.
- Jeff – TRID links back to the NETC website and Rosa-P. So anything on ROSA-P would live on. Would need to check which of our reports are in ROSA-P.

Identified efforts to use the remaining funds in CTC contract (ends 9/30/2025)

- Remaining funds through 12/31/24 = $44,864. Plan on $40,000 for group projects.
- The selected efforts and key NETC people CTC will work with on each effort are listed below. The full Advisory Committee will review and approve the key deliverables.
    - ~ **Research success videos key contacts** – Jeff and Devon
    - ~ **SME recognition synthesis** – Dee and Jeff
        - ○ Start on the survey.

- ~ **NETC At-A-Glance** – Emily
- ~ **Report remediation** – Devon and Emily
- ~ **Review website materials and ask CTC to help catalog them**.
  - o Jeff – The NETC AAG will have a list of projects done by NETC that people could look on Rosa-p. What is on Rosa-p now?
  - o Devon – Most efficient way to do this is to download the files, label by years and topic titles. Topical discussions, final reports, etc. We don't need to evaluate the importance of the materials, just download them.
  - o Brian and Jeff agree with Devon. Easy to download. Everyone can decide later what is important to them. Don't take the time to evaluate them.
  - o Time will be needed for a naming plan.
- ~ Take a research success video off the list to fund this. Get started on the efforts.
  - o Jeff – Do the website stuff first to see how much it costs.
  - o Save the remediation to the end to see how much money remains.
  - o Brian suggests beginning with the AAG and one video. Do we have video topics?
    - ─ Canvass the group to figure out the video topics.
- The table below shows the selected efforts with CTC's hours and cost estimates. The projects total $38,599

Effort	Notes	Hours	Cost Estimate
Selected			
Methods for SME recognition – Synthesis and summary of national practices. Include a very short RAC survey.		85	$10,158
Section 508 remediation of key reports			
VT - Smart Growth	Alt text and contrast appear to be straightforward. Nesting and table errors could get complicated but should be fixable.	18	$2,151
CT - Bridge AI Report	Appears to be straightforward.	10	$1,195
NETC At-A-Glance brochure – Four designed pages; featuring overall program stats and specific project highlights		90	$10,755
Two videos on selected research success – 3-4 minute narrated videos, with SME or PI interviews intercut with stills and footage. Cost for two videos.		120	$14,340
		Total	**$38,599**

Implementation/Tech Transfer

- TAAC members to report on any implementation activities for recently closed projects.
- Emily suggested an implementation meeting among the DOTs for a few specific projects. It would be a chance to get everyone in the room to discuss the next steps for projects.
- Projects to consider for an implementation meeting:

- ~ [18-3 Integration of Unmanned Aircraft Systems (UAS) into Operations Conducted by State Departments of Transportation](#) – ME, NH and VT are using UAS in various capacities.
    - ○ Combine with the UAS for bridge inspection project.
- ~ [19-1 Curved Integral Abutment Bridge Design](#) – CT and VT incorporating into their bridge design manual. ME will use the guidance if they build a curved steel bridge.
- ~ [19-3 Improved Load Rating Procedures for Deteriorated Unstiffened Steel Beam Ends](#) – Simos Gerasimidis wants to do a follow up research project with the New England states on bridge repair.
- ~ [20-2 Current Status of Transportation Data Analytics and Pilot Case Studies Using Artificial Intelligence (AI)](#) – AI is a hot topic so this project could be the basis for an implementation discussion around AI.
- ~ [20-4 Coordinating State Policies, Laws and Regulations for Automated Driving Systems Across New England](#) – A discussion could be had about what states are doing and if/how they are working together as a region. Is this being addressed regionally by the Eastern Transportation Coalition?
    - ○ 20-04 – Is this being addressed via the Eastern Trans Coalition? Emily – Yes, but recently it has been an all TETC state conversation (along the eastern seaboard). She feels this is a TETC/national project.
- ~ [21-1 Quality Review and Assessment of Pavement Condition Survey Vehicle Data Across New England](#) – A discussion could focus on next steps for the region.
- ~ [21-3 Initiating Seed Production for Effective Establishment of Native Plants on Roadsides in New England](#) – The TC is definitely interested and activated by the project results. A discussion could focus on the next steps as a region.
- ~ Emily – Two meeting plan. Meeting 1 – Convene the SMEs to see if they are excited about their projects. Meeting 2 – Present a project summary, have a couple of states share how they are implementing or using the project results, and next steps.
- ~ SME groups to contact to determine if they are interested.
    - ○ 18-3/20-3 – UAS projects
    - ○ 21-1 – Pavement condition project
    - ○ 21-3
    - ○ 19-1
    - ○ Alternate project - 19-3
- ~ **Action item:** Kirsten will draft an email and send it to Emily. A majority of the SMEs need to attend, or we don't go forward.
- ~ Brian – We need a couple of more projects to feature in the AAG.

Pooled fund final report

Final Report and Summary (from TPF website)

A final report of work processes, findings, and recommendations will be required for each project. An executive summary will accompany each final report. The summary may be in a format that the lead agency proposes (e.g., a short multipage report, or flyer), should provide concise and useful information on the study, and should provide direction on how readers may easily gain access to the full report and to information on other individual deliverables. When appropriate, the final report should include the

following:

- A discussion of the problem that was researched.
- A review of current practices.
- An in-depth review of the procedures and processes used to conduct the project.
- Conclusions and recommendations.
- References.
- A bibliography.
- Acknowledgments with a listing of TAC members for the project.
- The lead agency and TAC members, consistent with the project plan of work, may request additional elements.

- Does Maine require a final report as part of CTC's contract? Jeff didn't see anything in our contract, but the TPF program requires some final document.
- Jeff approves using the AAG as the final reporting document to upload to the TPF site.

Adjourn

Next meetings: February 25, 2025 at 11:00 a.m. ET.