

Date: Wednesday, September 14, 2016

Attendees: Christos, RI; Michael Nesbitt, FHWA Deanna Belden, MN; Michael Henry, AR; Lori Richter, WI; Chad Silva, TX; Rachel Roper, HI; Matt Haubrich, IA; Andrea Long, Oahu MPO; Julie Dunning, Roy & Steve Guenther, CA; Scott Young & Susan Raferty, CO; Daniela Bremmer, WA; Ed, CT; Imad, MS; John Thomas, UT; Adele, NJ; Terri Holley, OR

1. Goals of today's call - Christos
 - Finalize charter
 - Review survey results
 - Review draft budget

2. Status of pooled fund - Matt
 - TxDOT most recent member so have 21 agencies
 1. NJ and AR have signed up but not committed funds at this time.
 - Current commitments at \$590,000 with \$299,000 ready to spend. If NJ and AR pay, total funding will be \$650,000
 - Christos asked members to recruit others to join us

3. Charter Review and Approval – Matt
 - What's difference between TAC and a "pooled fund member"?
 1. TAC would be the one voting person per agency; pooled fund members are not limited per state
 2. Voting TAC member to be emailed to Matt
 - Christos/ Lori F to update charter with changes
 - All to review and approve charter using AASHTO's ballot email process

4. Survey Results & TPM Draft Budget – Matt
 - Got 3 more responses from resending survey in July
 - Matt reviewed survey results power point
 - Based on survey results and conversations in San Antonio – what tasks are next?
Refer to budget page:
 1. TPM Clearinghouse – this is our primary task
 2. TPM Knowledge Development
 3. TPM Knowledge Transfer
 - Christos says Clearinghouse is most important item for all transportation agencies, however he does not agree with the payment for the framework design of the clearinghouse by only 19 transportation agencies, when it supports all 50 states. Can AASHTO contribute funds for this to become the SCOPM website?
 - The existing TPM portal was developed with NCHRP funds per Matt
 - Can we tap into the NCHRP 20-118 research project funds to help with this clearinghouse? This pooled fund would support 19/52 towards it with the rest coming from this research project. Matt cautioned on carefully selecting how this would play out as that research panel would select the contractor and be responsible for the research, so clear expectations of who does what between the two (pooled fund and NCHRP) needs to be clearly outlined.

5. Action Items:

- Matt to ask each pooled fund member agency to select their TAC voting member
- Christos/ Lori to update charter with changes
- Matt to email final charter to pooled fund members to approve via AASHTO's ballot email process
- Matt to provide total number of pooled fund member responses vs. non-member responses on survey
- Matt to set up next call with TAC members only on Oct 3 to talk about budget, scope of work and NCHRP proposal for participation