



<http://www.trbsustainability.org/>

**Mid-Year Meeting Minutes**  
**Tuesday, June 17, 2014, 4:00-5:30pm (Eastern)**  
**NYC MTA, 2 Broadway, New York, NY 10004**  
**5th Floor, Room A5.01**

*Held in conjunction with the Committee on Waste Management and Resource Efficiency (ADC60) summer workshop on Sustainable and Resilient Infrastructure*

Meeting convened at 4:15pm.

**1. Welcome, introductions, and new members (Joe Zietsman)**

- Recap mission of committee and thanks to ADC60 for hosting.
- Introductions all around.
- Welcome Josh DeFlorio as new member. Welcome Monica Starnes as TRB staff member.
- Announce Todd Litman stepping down as Indicators subcommittee chair – many thanks for long tenure. Dan Hardy and Henrik G taking over. Have refined the vision and mission of the subcommittee.

**2. TRB updates (Monica Starnes)**

- Reminder to everyone to log into MyTRB website and check your profile info. New platform for all committees. Can manage subscriptions, committee communications, etc. Adding capabilities for forum discussions etc.
- Other big thing is the new venue for the next annual meeting – at DC convention center. Similar amount of space, but the rooms are generally bigger. Sessions: likely to get credit for 2 sessions (not 2.3). Free wifi for all attendees – could do, e.g. skype connection.
- TRB about to approve a new strategic plan – in past TRB was quite bottom-up (from committees). New direction will have stronger strategic view from TRB leadership. Themes: 1 Connected/autonomous vehicles; 2 Future impacts of increased demand of zipcar, bikeshare, lyft etc plus shift in demographic trends; 3 Use of mega data; 4 Federalism in public-private roles (devolution of responsibilities to states; 5 technology and health; 6 Research dissemination and tracking of the dissemination. Q: what is impact of the top down themes on committees? A: would promote, eg, cross cutting sessions in their emphasis areas. Q re any new research updates? Damon: we should all try to do blog posts as we hear of things.

**Action:** Joe and Damon to send reminder re MyTRB

**3. Communications update; solicit input and feedback (Ralph Hall)**

- Ralph has stepped in for Nidhi as Communications Chair while she is out on maternity leave. Ralph has been updating the committee website:
  - Created research portal – updates, research needs updates, etc. There is an open google docs document for research needs – anyone can go in an edit to add RNS. Please do! Modeled on other committees.

- Listed “connected” committees and hyperlinks (based on his social network analysis). Could add liaisons/friends/members of other committees. Intent is to facilitate partnering and cross-connecting.
- Please consider contributing to blog. Easy to learn. Need 4-5 folks.
- Communication channels: LinkedIn has 61 people right now. Google groups for friends has 318, for members has 39. Google+ has 54 members. Also have listerv for STI indicators group. So, we have 5-6 platforms right now. Ralph thinks we should keep Wordpress, STI, LinkedIn (although pretty dormant), then close Google+ and shared GoogleDrive documents and then test the water with the new MyTRB tool. Some members have had difficulty with MyTRB - may need more time. Plan to revisit at Annual Meeting.
- One new idea is a clearinghouse – place on website for the “classic” reports, books, papers etc in the field – may need volunteer group to act as “vets”.
- Last, need a big presence on the website for the international conference. TRB is preparing the conference website, but we can certainly link to it from the website.

**Action:** All members and friends to review research needs google document and suggest improvements/additions.

**Action:** All members and friends to consider writing a blog post.

**Action:** Ralph to continue to explore the “clearinghouse” idea and consider working with a grad student to pull suggested docs. Volunteers: Deb, Ann, Marie. Others requested to volunteer by email to Ralph.

#### 4. Research Subcommittee update (Ralph Hall)

- There are currently two ideas for research needs statements (RNS). Ralph asked folks to access from website and edit right in the document. One from Henrik: national frameworks for sustainable transportation; Second: Reconciling the two reports: NCHRP Report 708: A Guidebook for Sustainability Performance Measurement for Transportation Agencies and NCHRP Report 750, Volume 4: Sustainability as an Organizing Principle for Transportation Agencies (Caltrans is looking at them seriously; question is how we reconcile the two reports and other relevant reports that are out there).
- Marie Venner mentioned Asset Management and Sustainability research statement proposal to SCOR. Would like ADD40’s input. Ralph is coordinating and will pass around. Compatible with the second RNS above.
- Other items from Marie: Webinars coming up on climate change adaptation and cost benefit analysis.
- Update from Carlson on Report 750 v4 and Report 708. 750 didn’t go quite as planned. Suggested some kind of synthesis across all relevant reports.

#### 5. Sustainability Measurement Subcommittee update (Dan Hardy and Henrik Gudmundsson)

- Dan: Happy to be new co-Chair with Henrik. Todd leaves big feet to fill. Rebranding/refocus of subcommittee: increase awareness of state of practice and focus on *measurement* more broadly. 400 members on the STI listserv. Replies now default to sender, not whole list (anyone can still email the whole list).
- Two areas of focus: One: what is happening around the world – googledocs for e.g. contacts at different agencies and frameworks/rating systems. Second: started by Gary

McVoy – how best to balance the three pillars – use dollars as common framework? Could be good RNS.

- Dan invited folks to call or email him or Henrik with any ideas.

## 6. Preparing for Annual Meeting: Call for papers, workshops, and sessions (Tien-Tien Chan and Damon Fordham)

- Workshop update from Tien-Tien:
  - Deadline was June 16<sup>th</sup>. Each committee had 0.5 credits. Each section is selecting 2 (maybe 3) workshops.
  - ADD40 supported the following:
    - Health subcommittee for transportation and health workshop – also had support from other section committees (0.25 credits).
    - TRB’s pedestrian committee for workshop on pedestrian improvements – variety of committees are supporting (0.08 credits).
    - Dan Hardy and others for workshop on estimating bike/ped demand for planning – based on NCHRP report 770, coming out this summer (0.17 credits).
  - ADD40 can now support any workshop that makes it through selection, but Monica suggests we only support where we can actually add to the content and make sure the workshop is high quality.
  - Jenny Armstrong: ADC60 looking for support from ADD40 on workshop to get environmental knowledge/awareness out to folks who actually have to implement it in the field, eg maintenance, ops, contractors, etc.
- Damon: update on call for papers and session planning (on behalf of John MacArthur):

June 1	Paper Submission website opens
August 1	Deadline for submission of the full paper in <b>PDF format</b>
September 15	Deadline for reviewers to complete paper reviews
October 15	Deadline for chairs to send review results to authors
Mid to Late October	TRB invites presenters to the Annual Meeting
November 15	Deadline for paper resubmission for inclusion on the Annual Meeting Compendium

- Anyone who is new to the committee membership or friends list should contact John if they are interested in paper review. John will be sending out a survey link to update the committee paper review database in early July.
- John needs 2-3 people to be on this year's subcommittee to help with initial abstract review between August 7-14, including at least one conference call.
- Paper reviews will be assigned in the middle of August and due September 15.
- Most committee members will be assigned at least 2 reviews.
- Paper review is a critical responsibility of committee membership and one of the key considerations when membership rotation occurs.
- Tien-Tien encouraged folks to volunteer to help with session planning subcommittee – email her to volunteer.
- Monica: Paper submissions should form the basis of sessions, but other ideas can be presented at committee meeting and webinars.

**Action:** All members and friends to consider volunteering to help John with paper review

coordination.

**Action:** All members and friends to consider volunteering to help Tien-Tien with session planning.

## 7. International Subcommittee update and International Conference planning (April Marchese)

- **Overview** (April): Conference details: Spring 2015. Washington DC, Keck Center. Planning coming together. Seeking feedback on the concept. Have 3 working groups: agenda, call for presentations and student posters, preconference.
- **Agenda:** Conference will begin with plenary and lead into breakout sessions then close with “thinking” session – pull out ideas and discussion points to leave participants with something of substance. Tara: Agenda that was distributed shows general structure. Suggestion was made to increase number of breakouts. Thoughts welcome. Kseniya mentioned Siemens work as well as projects in Berlin, Sao Paulo, Sweden. Deb: fewer breakouts help participants focus better. Jenny agreed – ADC60 have done it both ways and like 2 better than 3 – prevents people drifting across sessions. Tara – agree; there is an attendee cap of 135. Martin: make connections across sessions very clear.
- **Call for presentations** (Henrik): not sure how many we will get. Might need member/friend support in the reviews. Joe suggested a two-tier of review if we get a lot of submissions – first from just the abstracts then ask for a 2-page detailed description to help us decide.
- **Call for posters from students** (Henrik): looking to next generation for ideas. May be able to sponsor travel. Deb supports this: what are the students seeing as the trends for the future? Problem for students – conflict with finals week. Mid or late May might be better for students. But the date is pretty locked in now. Ralph said professors typically give flexibility for students presenting at conferences. And for grad and PhD students, exams are less critical and more flexible.
- **Preconference activities:** Ann, Josh and Damon: Ann sent an email with the current ideas: (1) HUD EPA DOT partnership (2) bike tour (3) WMATA tour (4) roundtable with multi-lateral development banks. Focus on how sustainability is being taught could be a focus.
- **Sponsorships:** April collecting ideas for sponsorships. Have some initial interest. Greenroads will sponsor (Jeralee). World Bank/EMBARQ may sponsor.
- **Other ideas/discussion:** Sustainability of supply as well as demand to make the link between developing and developed nations.

## 8. Update on liaisons and coordination with other committees / subcommittees, including Climate Change joint subcommittee and Health and Transportation joint subcommittee (Donna Day)

- Donna working with Ralph to focus liaison coordination around developing RNS’s and being transparent on who liaisons are. Folks invited to send notes to Ralph to indicate where they are friends/members.
- Mike S: No update.
- Update on Health subcommittee (Damon): Updates are in the latest newsletter: <http://www.trbhealth.org/newsletter/april-2014-newsletter>. Health subcommittee mid-year meeting will be held in Burlington, Vermont in conjunction with the Tools of the Trade conference. Subcommittee meeting will be Wednesday, July 23, 2014, from 1-4pm Eastern.

**Action:** All members and friends please inform Ralph if you are a member or friend of other committees.

## 9. Roundtable updates from the floor / any other business (1 min/person max)

- Ann: National Center for Sustainable Transportation. Lead by UC Davis. Georgia Tech leading education component. About to deploy expert opinion survey on what should be included in curricula. Developing 8 courses. Ann will send survey link out for input.

## 10. Closure

5:50pm.

### Attendance (partial list)

#### In room

Joe Zietsman, TTI	Damon Fordham, Cadmus
April Marchese, FHWA	Josh DeFlorio, Cambridge Systematics
Monica Starnes, TRB	Kseniya Shelkovskaya
Jeralee Anderson, Greenroads	Deb Nelson, NYSDOT
David Ponder, Good Company	Ann Xu, Georgia Tech
Dave Carlson, Parsons	Barbara Thompson
Jim Herron, Dewberry (ADC60 member)	Hilda ____ (?)
Jenny Armstrong, ODOT (ADC60 Vice Chair)	Aleysha____, BEM (?)
Ralph Hall, VT	

#### By phone:

Gui Shearin, Atkins	Tara Ramani, TTI
Tien-Tien Chan, Fehr and Peers	Mike Chester, ASU
Dan Hardy, Renaissance Planning	Donna Day, CH2MHILL
Mike Savonis, ICF	George Dondero, Santa Cruz
Marie Venner	Michelle Oswald Beiler, Bucknell
Seth Stark, WSDOT	Jim Dodds (?)
Martin Lee-Gosselin, Universite Laval	Alyse Beron (?)
Jonathan Rubin, University of Maine	

*Note: Committee leadership contact info is on the committee website at <http://www.trbsustainability.org/>*