**TRB Committee on Transportation and Sustainability (ADD40)**

**Conference Call Minutes**

**11/29/11**

**Attendees:**

Joe Zietsman, Committee Chair

Martine Micozzi, TRB Staff

Damon Fordham

Burr Stewart

Donna Day

Joanne Potter

Mike Savonis

John Horsley

Tien-Tien Chan

Todd Litman

June Carlson

Steve Winkelman

Petra Mollet

Tina Hodges

Nidhi Kalra

John MacArthur

Henrik Gudmundsson

Paul Marx

**Welcome and introductions**

* Joe Zietsman welcomed the committee members as the new Chair, and thanked Paul Marx and June Carlson for their service

**Comments from TRB Staff Representative (Martine Micozzi)**

* Martine provided a brief overview of the committee and the current status:
  + Committee was formed in 2005
  + 1/3 of members have to rotate off by April 2012 (includes US and international members)
  + 9 years is the maximum committee tenure
  + Each committee is allowed 25 regular US members, 5 international members (which includes Canadians), 4 young members (<35 years old), plus emeritus members
  + Subcommittees are typically comprised of 5-6 members and/or friends and don’t have to follow all the rules for full standing committees – for example, there are no term limits, and only the chair must be a full committee member

**Annual meeting sessions/events**

* Joe Zietsman highlighted the Annual Meeting sessions that ADD40 has sponsored (see email from Joe, 11/18/11) as well as other sessions that might be of interest:
  + Transportation and Sustainability Committee, ADD40 (Hilton, Jan 23 2012 1:30PM- 5:30PM)
  + Climate Change Joint Subcommittee of ADC70, ADC80, ADD40 (Hilton, Jan 24 2012 7:30PM- 9:30PM)
  + Health and Transportation Joint Subcommittee of ADD50, ADD40, ADB10 (Hilton, Jan 23 2012 8:00AM- 9:45AM)
  + Sustainable Transportation Indicators Subcommittee, ADD40(1) (Hilton, Jan 23 2012 10:15AM- 12:00PM)
  + 298, Health, Transportation, and Data – Poster (Hilton, Jan 23 2012 10:45AM- 12:30PM)
  + 484, Sustainability in Transportation, Part 1 (Hilton, Jan 24 2012 8:00AM- 9:45AM)
  + 702, Sustainability in Transportation, Part 2 (Hilton, Jan 25 2012 8:00AM- 9:45AM)
  + 192, Following in Lee Schipper's Footsteps in Pursuit of Good Travel and Fuel Economy Data: Status of U.S. Travel Data and Options for Improvement (Hilton, Jan 22 2012 1:30PM- 5:00PM)
  + 187, Urban and Regional On-Road Transportation Greenhouse Gas Mitigation Options and Strategies Analysis (Hilton, Jan 22 2012 1:30PM- 4:30PM)
  + 683, Role of Transportation System Operations in Supporting Livability and Sustainability (Marriott, Jan 25 2012 8:00AM- 9:45AM)
  + Workshop on health and transportation

**Committee dinner at TRB**

* A dinner for committee members will be held on Sunday night at 8:00pm at La Fourchette in the upstairs room
* Address is: La Fourchette, 2429 18th Street Northwest, Washington, DC (in the Adams Morgan neighborhood)
* June Carlson has made the reservation and will send around invitations
* Friends of the committee will be invited as space permits, once members have RSVP’d

**Committee leadership and subcommittees**

* Damon Fordham was appointed as Vice Chair/Secretary of the committee
* Establishment of subcommittees and appointed chairs:
  + Sustainable Transportation Indicators – Todd Litman agreed to continue as chair
  + Research – to be appointed (see below)
  + Communications – Nidhi Kalra agreed to serve as chair
  + Paper Review – John MacArthur agreed to serve as chair
    - Paul Marx and June Carlson to support
  + Conference and Session Planning – Tien Tien Chan agreed to serve as chair
    - Tina Hodges and Mike Savonis to support
* Joint subcommittees:
  + Climate Change – Mike Savonis agreed to liaise (current chair is Lewison Lem)
  + Health and Transportation (Environmental Justice, ADD50, is lead committee)

**Communications and committee website**

* Current website URL is <http://www.trbsustainability.org/>
* Website has a calendar function, but it is not used
* Two google groups have been set up for communications – one for members only, and one for both members and friends
  + Nidhi requested that we stop sending ad-hoc email distributions, since those list are likely old, and instead use the google group distribution lists
  + Friends list is currently 151 members
* Joe mentioned the possibility of starting a committee newsletter

**Update of Strategic Plan**

* Current Strategic Plan was done about a year ago; good idea to take a fresh look now, especially with the change in chair
* A task force will be formed to undertake the update – members should indicate interest to Joe
* The Strategic Plan should be coordinated with the research plan
* Pulling ideas from the 2010 Environmental Needs workshop in Raleigh, NC, would be a good idea
* Members that indicated interest include Donna Day

**Minutes from prior committee meetings**

* June Carlson has minutes from the Annual Meeting, and Todd Litman has minutes from the summer meeting; Damon will collect and summarize at the upcoming committee meeting in January

**Suggested agenda items for annual meeting**

* Summary of prior meeting minutes
* Presentations:
  + Marie Launay, Euro Project Consult, “Promoting Sustainable Mobility in Urban Areas”
  + Commission on Environmental Cooperation (CEC) – Mexico-US-Canada freight corridors
* Subcommittee updates
* Liaisons to other committees (Donna Day and Nidhi Kalra)
* Papers that were submitted but not accepted (June Carlson)
  + # 12-0820, "Best Practices for Integrating Sustainability into Roadway Project Development" (submitted by Lisa Reid, Anneke Davis and Tim Bevan) – reviewers thought it was a good starting point but needed more vetting; committee could hear a short presentation by Lisa or Tim and discuss
* Committee brainstorming on ways to leverage practitioners’ energy and enthusiasm, including that of students and young members, as well as social networking tools that can help promote the work of the committee (Damon Fordham)

**Summer meeting possibilities**

* The dates for the summer meeting of the Transportation-Related Environmental Analysis, Ecology, and Air Quality Summer Conference have not yet been finalized, but July 2012 in Little Rock, Arkansas has been targeted for the timeframe and location.
* The other possibilities are June 25-27 with the policy and finance committees at the Beckman Center in CA, or July 8-11 with the planning and data committees at the Beckman Center.

**ACTIONS**

* Committee members should let Joe know if interested in serving as Research Subcommittee chair
* Committee members should let Joe know if interested in serving on the Strategic Plan update task force
* Subcommittee chairs should appoint/invite members and be prepared to give update at the committee meeting in January
* Donna Day to send list of potential new ADD40 committee members that were considered during last committee rotation
* Joe to schedule conference call for subcommittee chairs prior to the Annual Meeting