

AASHTO
Technology Implementation Group
Action Items: Updated April 26, 2005

Action Item	Assigned to	Action Due
1. Follow up with staff at Caltrans to determine if they are willing to sponsor/manage a pooled funds study for the use of SP&R funding support for the TIG (Wes Lum/Jeremy Fissel/FHWA (Lisa Williams?) are meeting May 24 th at Turner Fairbank to discuss other options. Possible US DOT as the “central” state? This may not fall within AASHTO Guidelines.)	Randy Iwasaki	Next meeting
2. Need to recruit a new SCOH member from Region 1 to replace Doug Rose who has resigned for the TIG. (Carolann D. Wicks, Chief Engineer Del. DOT identifies as candidate. Jeremy to check in AASHTO and with Gary Hoffman. If appropriate, Gary can invite Carolann at upcoming midyear meeting)	Gary Hoffman Jeremy Fissel	Next meeting (Jeremy needs to get to Gary in time for midyear meeting)
3. Solicit a proposal from Worth Associates for support to assist the TIG in developing and executing a communications plan. (John McCracken to prepare a draft Statement of Work by 5/16/2005)	Jeremy Fissel John McCracken	Next meeting
4. Develop a plan to identify how the TIG should manage the communications activities. (John McCracken to develop a draft by 5/16/2005. Need to identify and recruit a replacement from the Administrative Subcommittee on Public Affairs. Valerie Edgar, MD DOT has been identified as a potential replacement for Linda South. Valerie is Public Affaire coordinator for NPHQ and is local. Jeremy will follow up in AASHTO and with Gary. Neil will touch base with Neil Pederson, MDSHA.)	Communications Task Force John McCracken	Next meeting
5. Provide support the ACTT Workshops with up to \$30,000 funding in 2005.	Jeremy Fissel	Next meeting Done
6. Develop a work plan for ITS in Workzones that the Lead state team can manage and deliver.	Lead State Team TIG Liaison	Next meeting Done

<p>7. Appoint a new TIG Liaison to the ITS in Work Zones to replace Doug Rose who resigned from the TIG. (Carolann D. Wicks's background is believed to be traffic engineering. If she is asked and accepts TIG membership this might be a good opportunity for her to take on an assignment. Jeremy will run this past AASHTO and Gary. Len Sanderson is the Chairman of the Work Zone Safety Taskforce of SCOH and if Carolann does not work out indicated he would be willing to take on this assignment. The Lead State Team leader is from NC.)</p>	<p>Gary Hoffman</p>	<p>As soon as possible. Jeremy will need to talk to AASHTO and Gary soon, so that Gary can ask Carolann at the midyear meeting.</p>
<p>8. Prepare a letter from the TIG Chairman to the SOM Technical Section chairman encouraging their action on the guide specification.</p>	<p>Jeremy Fissel Gary Hoffman</p>	<p>As soon as possible Done</p>
<p>9. Update TIG website to reflect actions on GPR and Low Cost RR Crossing Warning Systems</p>	<p>Jeremy Fissel</p>	<p>As soon as possible Done</p>
<p>10. Need to work up a closeout plan for FRP repair of cracked overhead sign structure aluminum tri-trusses: with NY DOT.</p>	<p>Jeremy Fissel Paul Wells</p>	<p>Next meeting Pending</p>
<p>11. Need to find a new team leader for Thermal Image Safety Screening using Infrared Inspection Technology Lead State Team and a team needs to be identified.</p>	<p>Jeremy Fissel Gary Hoffman</p>	<p>As soon as possible Done (David Jackson (KY DOT) is leading this. CA has added 1 as well.)</p>
<p>12. Add Stewart Thompson, Utah LTAP, to the Road Safety Audits team. Recommended getting Legal involvement.</p>	<p>Jeremy Fissel Anthony Giancola</p>	<p>As soon as possible Done</p>
<p>13. Prepare a letter to FHWA inviting cooperation between the TIG and Highways for LIFE. Invite FHWA Getting Started teams to the next TIG meeting and include them as affiliate (or other terminology) members of the TIG. (Byron will work up a draft for Jeremy by 5/16/2005)</p>	<p>Jeremy Fissel Gary Hoffman</p>	<p>As soon as possible</p>
<p>14. Prepare guidance on Closeout of Focus Areas for lead State Teams and TIG (Neil will prepare a draft over the summer, July/August)</p>	<p>Washington support group Neil Hawks Jeremy Fissel</p>	<p>Next meeting</p>