

**Local Road Research Board
Video Conference Meeting Minutes
November 20, 2008
1pm – 5pm**

LRRB Members present:

**Deb Bloom, City of Roseville
Sue Miller, Freeborn County
Mitch Anderson, Stearns County
Julie Skallman, Mn/DOT State Aid Division Director
Sue Lodahl, Mn/DOT Research Services (notetaker)
Keith Shannon, Mn/DOT Materials
Bob Johns, CTS
Rick West, Otter Tail County
Ken Saffert, City of Mankato
Bruce Hasbargen, Lake of the Woods County**

Others Present:

**Linda Preisen – CTS
Maureen Jensen – Mn/DOT Materials
Alan Rindels – Mn/DOT Research Services
Cory Johnson – Mn/DOT Research Services**

Deb Bloom, LRRB chair, began the meeting at 1:08pm

1. Introductions and Welcome to Bruce H. – Deb Bloom

Introductions were done and then Deb Bloom welcomed Bruce Hasbargen to the board. Bruce was at the D1B Virginia Video Conference site.

2. Last call for votes – Cory Johnson

The LRRB proposal spreadsheet with votes received to date was brought up on the video conference screen. It was difficult to see and was not used throughout the meeting. Mitch Anderson submitted his 20 votes to Cory, who then left the meeting to tally the votes, prepare spreadsheet and print copies for everyone.

3. Future LRRB meeting administration – Sue Lodahl

Mn/DOT's Research Services Section (RSS) has reorganized. Alan Rindels will no longer be organizing the LRRB meetings and taking minutes. This will now be done by those RSS employees who already attend the meeting and with the assistance of Sandy McCully from RSS.

4. Roadmap Managers in RSS - Sue Lodahl

Mn/DOT's research program has 8 strategic program areas. As discussed at a previous board meeting, research roadmaps or plans for innovation can be developed within these 8 areas. The new concept of a Roadmap Manager (RM) was developed in RSS and the RMs were assigned to the program areas. When assigning these areas we took into

account the 4 strategic research goals of the LRRB and made sure assignments aligned. The following are the assignments for the Mn/DOT areas:

- Provide a Multi-Modal Infrastructure – Bruce Holdhusen
- Organizational Transformation – Sue Lodahl
- Innovative Project Delivery – Clark Moe
- Traffic Safety – Low cost options to zero deaths – Alan Rindels
- Infrastructure Preservation – Clark
- Responding to and credibility with customers and stake holders – Building Public Confidence – Sue Lodahl (for now)
- Green Roads – Bruce Holdhusen
- Congestion Management – Alan Rindels

5. Dollars available – Sue Lodahl

The budget spreadsheet was discussed. The spreadsheet showed that there were \$304,494 in spendable assets as of 11/20/08.

Sue Miller thought the FY2009 contingency account was counted twice, but after the meeting Sue Lodahl verified that it was not.

It was asked that we remove the uncommitted carryforward balance for future years because these funds would most likely be spent on projects and initiatives and not available as carryforward. An updated spreadsheet was sent out after the meeting.

Updated budget will be made available at the next meeting on December 10, 2008.

6. Review of proposal votes and selection of presentations for Dec. 10th and 11th – ALL

Updated spreadsheet was handed out indicating the top 15 proposals. According to the draft agenda for Dec. 10th and 11th, there are 17 presentation slots available. There was lots of discussion and the following are highlights:

- Projects with multiple votes should receive higher consideration.
- Projects voted on by mostly Mn/DOT LRRB members should receive lower consideration
- Should all 17 presentation slots be used when we only have a limited budget? Why should we make the presenters on lower ranked projects go through all the time and effort.
- Bob Johns usually abstains from voting, but he was encouraged to vote.
- Concerns on the research roadmaps. We have to make sure that we still cover the front end in the roadmap process, desktop and basic research. PIs were not interested in a lot of the problem statements since they were very applied. However, the PIs who did submit put effort into the proposals.
- City and county engineers represent the field and naturally there is a focus on applied research.
- The board has heard that county engineers think we are not funding enough applied research. We need to continue to reach out and solicit ideas from these folks.

- During the proposal presentations we need to look closely at duration and dollars. Be focused and be aware of what we are programming.
- Note that reading a proposal vs. hearing a proposal may change your mind.

Final outcome was that 17 presentations will be heard on December 10th and 11th.

7. TERRA research proposal – ALL

TERRA research proposal was included in the above discussion (agenda item no. 6) and will be presented on December 11th.

8. Adjourn

Motion to adjourn meeting was made by Sue Miller and seconded by Deb Bloom. All present were in favor. Meeting adjourned at 3pm.