

Minutes

Mississippi LTAP Advisory Committee Meeting Minutes March 28, 2013

Present:

Ray Balentine, Chairman
Mike Monk, Vice-Chairman
Mark McConnell
Judy Adams
Pragati Srivastava
Jeff Ely
Lygunnah Bean

Carl Frelix
Derrick Surette
Shari Veazey
Don Davis
Carr Brown
Andrew Ellard

Absent:

Terrell Temple
Carey Webb
Shirley Thomas
David Taylor

Guests:

Lannie Glover
Sandra Moffett
Jeff Zaharewicz
Mike Burke

The Mississippi LTAP Advisory Committee met on Thursday, March 28, 2013 at 1:30 p.m., MDOT Administration Building-6th Floor Conference Room, 401 N West Street, Jackson, MS.

Chairman Ray Balentine called the meeting to order at 1:35 p.m.

Jeff Ely, State Planning Engineer welcomed all the advisory committee members. He introduced Jeff Zaharewicz and Mike Burke from FHWA Headquarters in Washington, D.C.

Introductions:

Ray asked each committee member to introduce him/herself. He then went over the agenda and the meeting goals. Those goals were:

- (1). To review the structure and highlights of the LTAP Center;
- (2). To identify new course opportunities for the center;
- (3). To review and adopt the proposed bylaws;
- (4). To review the LTAP Needs Assessment Data and input of local agency training needs.

Presentations:

Chandra gave a presentation on the Mississippi Local Technical Assistance Program Advisory Committee role. The presentation explained the importance of the LTAP Advisory Committee is to promote and increase knowledge in technology transfer to local entities through advisement and support of the center. She also stated the purpose of having an advisory committee.

Shirley gave a presentation on the LTAP Overview. She gave an overview of the history of the LTAP, the primary focus areas (Safety, Infrastructure Management, and Workforce Development), who the center serves, the center's organizational structure and what LTAP can provide to local agencies. Also, she gave an update on the recent training workshops which included Work Zone Safety, Gravel Roads and Maintenance, Design and Operation of Work Zone Traffic Control, Retroreflectivity and Warm and Hot Asphalt.

The Center's Strategic and Operational Plans were also presented.

Approval of the Bylaws:

Ray asked everyone to read over the by-laws for adoption and if there were any corrections to the by-laws.

Andrew asked about the length of the elected positions. He said the by-laws stated one year in one paragraph and two years in another paragraph.

Jeff stated that it would be a one year term and officers could be reelected for two additional terms before rotating off.

Judy asked to be added to the permanent list.

Jeff stated that the by-laws would be changed to reflect the corrections.

Mark McConnell made a motion to adopt the by-laws, seconded by Judy Adams. Motion carried with all ayes.

Discussion:

Carl with Hinds County Public Works addressed transportation issues faced by small towns and rural counties. He stated that Hinds County has approximately 900 miles of roads in the unincorporated or rural areas of the county and that the average life span of a road before it drastically starts to deteriorate is approximately 8 to 10 years. Resurfacing roads in Hinds County within a 10 year period would cost \$5.4 million a year, but the County can only spend \$300,000 a year on roads. He suggested using rubberized asphalt to increase the pavement life span.

Lygunnah added to Carl's discussion by talking about road design, sign maintenance and communication gaps between Boards of Supervisors and Road Managers. He suggested opportunities for educating Boards of Supervisors and County Engineers on maintenance activities that Road Managers face.

Mark stated that MDOT is developing a Safety Circuit Rider Program. He added this program offers methods to identify low cost and easy to implement solutions to improve safety on non-state maintained routes, provide cities/counties with available crash data and provide some instructions on how to identify problematic roadway conditions and corresponding low cost countermeasures to help address these issues/develop projects for funding.

Ray asked Sandra Moffett to introduce herself.

Presentation:

Kemba spoke briefly on the center needs assessment surveys that were mailed out January 21, 2013. Only 41 respondents were received out of 900 surveys. Kemba reviewed the survey results and explained what types of agencies responded. Results also showed that most prefer ½ - 1 Day of Training, January – March were considered to be the training months and Tuesday-Thursday was suggested for the training days. Suggested courses included road drainage, CPR/First Aid, Customer Service for Public Official, Design and Operation of Work Zone Traffic Control, Public Works Construction Inspection and Road Safety Management Systems.

Shari and Mike suggested using an electronic survey and link it to the Center's Website.

Don made remarks about the momentum of the center being really good and we need to make sure the locals are informed and aware.

Mike Burke spoke about the transitioning and staying connected to the locals.

The committee members were asked to fill out an Advisory Committee Survey in order to identify services that could be added or improved to make the center more effective.

Meeting was adjourned at 2:52 p.m.