



AGENDA

Clear Roads 2011 Kickoff Meeting:

Pooled Fund #TPF-5 (218)

Tuesday- Thursday, February 1-3, 2011

Virginia Tech Transportation Institute

Expected Attendees:

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| David Wieder, Colorado DOT | Mike Mattison, Nebraska DOT | Monty Mills, Washington DOT |
| Annette Dunn, Iowa DOT | Caleb Dobbins, New Hampshire DOT | Mike Sproul, Wisconsin DOT |
| Tim Peters, Illinois DOT | Mike Lashmet, New York DOT | Cliff Spoonemore, Wyoming DOT |
| Paul Brown, Massachusetts DOT | Larry Gangl, North Dakota DOT | Rudy Persaud, FHWA – D.C. |
| Tim Croze, Michigan DOT | Charles Goodhart, Pennsylvania DOT | John Scharffbillig, APWA |
| Tom Peters, Minnesota DOT | Lynn Bernhard, Utah DOT | Jason Norville, Aurora |
| Tim Jackson, Missouri DOT | Allen Williams, Virginia DOT | Colleen Bos, CTC & Assoc. |

Monday, January 31, 2011

Meet in hotel lobby at 6:45 p.m. Dinner is at 7:00 at Macados located at 922 University City Boulevard. (Shuttle provided)

Tuesday, February 1, 2011 9:00 a.m. – 5:00 p.m.

Hawthorn Suites provides a free hot breakfast buffet.

Meet in the lobby at 8:30 a.m. Shuttle departs for the meeting facilities at Virginia Tech at 8:45 a.m.

| Time | Facilitator | Topic |
|----------------|-------------|--|
| 9:00 to 9:15 | Paul Brown | Introductions and Meeting Objectives Meet new Clear Roads members. Provide brief overview of Clear Roads goals and activities. Primary meeting purpose is to get updated on current Clear Roads research and to select new projects for RFP development. |
| 9:15 to 10:15 | Paul Brown | Presentations of Research Proposals Discussion and evaluation of potential Clear Roads research projects. Each TAC member will present their research proposals, taking no more than 15 minutes for each proposal. |
| 10:15 to 10:30 | Break | Break |
| 10:30 to 12:30 | Paul Brown | Continue Project Presentations Continue discussion and evaluation of potential Clear Roads research projects. |
| 12:30 to 1:30 | Lunch | A group lunch will be catered in for all attendees. |
| 1:30 to 2:00 | Paul Brown | Complete Project Presentations Complete discussion and evaluation of potential research projects. |
| 2:00 to 2:30 | Colleen Bos | Implementation Projects Update Review the status of implementation of past research projects. |
| 2:30 to 2:45 | Colleen Bos | Clear Roads Budget Colleen will provide an update on the Clear Roads budget, including current and expected available funds and expenses for research, administration, travel, and marketing. |

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| 2:45 to 3:00 | Colleen Bos | Ranking Research Projects Rank all of the proposals presented and turn ranking sheets in to Colleen. |
| 3:00 to 3:15 | Break | Break |
| 3:15 to 3:45 | Jason Norville | Aurora Update Bill will present an update on Aurora projects and initiatives for the Clear Roads membership. |
| 3:45 to 4:15 | John Scharffbillig | APWA Update John will present an update on APWA projects and initiatives. |
| 4:15 to 4:30 | Allen Williams | Peer Exchange 2011 Lee will update Clear Roads on the progress with planning the 2011 winter maintenance peer exchange. |
| 4:30 to 5:00 | Tim Jackson | State Report Share report on winter maintenance from Missouri. |
| 5:30 to 6:30 | Tim Croze | Winter Operations Budget Discussion - *attendance optional* This attendance-optional session is intended to follow up on Annette Dunn's question and the subsequent responses regarding what states are doing differently in winter operations due to budget reductions. |
| 7:00 | | Dinner Meet in hotel lobby at 6:45 p.m. Dinner is at Bull and Bones located at 1470 South Main Street #120. (Shuttle provided) |

Wednesday, February 2, 2011 9:00 a.m. to 5:30 p.m.

Hawthorn Suites provides a free hot breakfast buffet.

Meet in the lobby at 8:30 a.m. Shuttle departs for the meeting facilities at Virginia Tech at 8:45 a.m.

| Time | Facilitator | Topic |
|----------------|------------------|---|
| 9:00 to 9:15 | Paul Brown | Review the Day 2 Agenda Review the day's agenda and goals. |
| 9:15 to 9:45 | David Wieder | State Report Share report on winter maintenance from Colorado. |
| 9:45 to 10:30 | Paul Brown | Research Project Selection Discuss the results of the rankings and vote on which projects should be funded and move to the next step of RFP development. |
| 10:30 to 10:45 | Break | Break |
| 10:45 to 11:30 | Paul Brown | Finish Research Project Selection Discuss the results of the rankings and vote on which projects should be funded and move to the next step of RFP development. |
| 11:30 to 12:30 | Charlie Goodhart | State Report and Winter Maintenance Presentation |
| 12:30 to 1:30 | Lunch | A group lunch will be catered in for all attendees. |
| 1:30 to 2:45 | Paul Brown | Next Steps and RFP Development Select project oversight committee members. Discuss in detail the goals, expected deliverables, implementation opportunities, etc. of the projects selected for funding. |
| 2:45 to 3:15 | Colleen Bos | Vice Chair Selection Every two years, Clear Roads selects a new Vice Chair as the current Vice Chair replaces the current Chairman. |
| 3:15 to 3:30 | Break | Break |
| 3:30 to 5:30 | Allen Williams | VTTI/Smart Road Tour Allen Williams will take the group on a tour of the VTTI/Smart Road facilities. |

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| 7:00 | | Dinner Meet in hotel lobby at 6:45 p.m. Dinner is on your own in downtown Blacksburg, but VDOT will provide a shuttle downtown and provide return transportation as well. |
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Thursday, February 3, 9:00 a.m. – 12:30 p.m.

Hawthorn Suites provides a free hot breakfast buffet.

Meet in the lobby at 8:30 a.m. Shuttle departs for the meeting facilities at Virginia Tech at 8:45 a.m.

| Time | Facilitator | Topic |
|-----------------------|---------------------|--|
| 9:00 to 9:15 | Paul Brown | Meeting Objectives Recap of meeting so far. Overview of the morning agenda. |
| 9:15 to 9:45 | Mike Lashmet | State Report Share report on winter maintenance from New York |
| 9:45 to 10:15 | Paul Brown | Winter Maintenance Operations Knowledge Base Paul will review the status of the Aurora Knowledge Base and Clear Roads involvement and suggested procedures. |
| 10:15 to 10:30 | Paul Brown | Deicing Video Paul will provide an update on the progress of this project. |
| 10:30 to 10:45 | Break | Break |
| 10:45 to 11:15 | Paul Brown | Plug and Play Specifications Meeting Update Paul will provide an update on the outcome of this meeting. |
| 11:15 to 11:30 | Paul Brown | Understanding the True Costs of Snow and Ice Control Operations Paul will provide an update on this project. |
| 11:30 to 11:45 | Paul Brown | Report Distribution Discuss what the plan should be for distribution of Clear Roads research reports beyond the website, the Snow & Ice Listserv and the Knowledge Base. |
| 11:45 to Noon | Colleen Bos | Clear Roads Brochure Review what the TAC would like to see included in the updated Clear Roads brochure. |
| Noon to 12:15 | Colleen Bos | Meeting Attendance Policy Discuss the policy on Clear Roads members getting funding to attend meetings of other organizations, such as Aurora, APWA, PNS, Road Salt Conference, etc. |
| 12:15 to 12:30 | Paul Brown | Wrap Up Brief recap of the day's discussions, decisions and next steps |

Clear Roads Meeting Location

Hawthorn Suites

1020 Plantation Rd
Blacksburg, VA 24060
(540) 552-5636

<http://tinyurl.com/4de8u92>

Hotel confirmation number for all rooms:

Belter, Dennis - 52353
Bernhard, Lynn - 52354
Bos, Colleen - 52375
Brown, Paul - 52355
Clonch, Diana - 52357
Croze, Tim - 52358
Dobbins, Caleb - 52359
Dunn, Annette - 52360

Gangl, Larry - 52361
Goodhart, Charlie - 52362
Jackson, Tim - 52363
Lashmet, Mike - 52364
Mattison, Mike - 52365
Mills, Monty - 52366
Norville, Jason - 52376
Persaud, Rudy - 52377

Peters, Tim - 52367
Peters, Tom - 52368
Scharfbillig, John - 52378
Spoonemore, Cliff - 52370
Sproul, Mike - 52371
Stollings, Kyle - 52372
Williams, Allen - 52374
Wieder, David - 52373

If you are flying:

Virginia DOT Shuttle

Everyone who is flying will be taking a shuttle provided by the Virginia DOT on Monday, January 31st from the Roanoke Airport. You should go to the greeting area outside baggage claim and find the VDOT staff with Clear Roads signs.

If for any reason, you do not see them, here are their cell numbers:

Allen Williams - (540) 537-8685
Buddy Buchanan - (540) 521-6305.

For the departure on Thursday, February 3rd, there will be a shuttle departing from VTTI no later than 12:30 p.m.

If you are driving:

The hotel is located at 1020 Plantation Rd, Blacksburg, Virginia. Please let me know if you'd like directions from your location to the hotel.

