AASHTO Committee on Maintenance

2018 ANNUAL MEETING – CHARLOTTE, NC
Introductions
Acknowledgements
AASHTO Changes
AASHTO Strategic Goals

Provide value to members
Provide innovative technical and professional services and products
Be a leader in national transportation policy development
Communicate the value of transportation
Strategic Objectives/Outcomes

Organizational Structure
◦ Provide an organizational structure that ensures committees can operate efficiently and be nimble, adaptable, and forward looking.

Organizational Focus
◦ Broaden multimodal perspectives of committees and their coverage.

Committee Priorities
◦ Prioritize committee activities and the resources required to support and conduct these activities while representing the diverse views of the member departments.

Cross-Committee Interactions
◦ Provide for increased communication between committees
Committee Procedural Changes

- Better define the roles and responsibilities of the committees
- Establish committee activities focused on Strategic Plan goals.
- Improve direction from parent committees to subgroups
- Committee chairs be members of a Council, the TPF or Board, and that subgroup chairs be members of the parent committee.
- Establish “steering committees” within committees.
- Identify cross-cutting liaisons between appropriate committees.
- Technical service programs guided by appropriate committee(s).
- Encourage groups to operate virtually.
- Establish Communities of Practice for discipline/topical areas.
- Establish ad-hoc, short-term task forces for specific matters.
- Formalize the role of the Associate Members.
- Allow limited participation by private sector representatives.
The MaC
AASHTO Naming Convention
- Official Name is “Committee on Maintenance”
- Abbreviated as COM

True Name is “the MaC”
- Scientifically proven to be way cooler
- MaC Daddy
- Big MaC
- Rap Anthems: “You down with M-a-C? Yeah, you know me!”
MaC Goals

Be committed to fundamentals while embracing new technologies and processes.
- DOTs are transitioning from a primary focus on capital programs to a primary focus on preservation and operation
- Excellence in the fundamentals is essential; new technologies/processes must be incorporated

Be recognized as an organizational leader in the Maintenance community

Better coordination between MaC and TSPs.

Improve participation and attendance by MaC member agencies

Become more engaged with other AASHTO communities that have influence on Maintenance practices and processes
Updates from AASHTO Spring Meeting

Publication Approval Process
- Technical Documents Approved at Committee Level.
- Exceptions – see list at right

TSP Triennial Reviews by Parent Committee
- Presented by Rick Nelson during SICOP Update
- Vote during Business Meeting

MaC Resolutions
- EMTSP Annual Membership Fee Increase
- Pavement Preservation Construction Guide Specs

<table>
<thead>
<tr>
<th>Publication Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manual for Assessing Safety Hardware</td>
</tr>
<tr>
<td>Transportation Glossary</td>
</tr>
<tr>
<td>U.S. Numbered Highways</td>
</tr>
<tr>
<td>Guide for Achieving Flexibility in Highway Design</td>
</tr>
<tr>
<td>Guide for Geometric Design of Transit Facilities on Highways and Streets</td>
</tr>
<tr>
<td>Guide for the Development of Bicycle Facilities</td>
</tr>
<tr>
<td>Guide for the Planning, Design, and Operation of Pedestrian Facilities</td>
</tr>
<tr>
<td>Guide to Park-and-Ride Facilities</td>
</tr>
<tr>
<td>Policy on Geometric Design of Highways and Streets (The &quot;Green Book&quot;)</td>
</tr>
</tbody>
</table>
Updates to Committee Documents

Committee Purpose Statement (Charge Statement)
- Submitted to September 2017

Committee Charters
- MaC Endorsement at Business Meeting

Committee Strategic Plan
- Update of the Strategic Plan submitted April 1, 2018
- MaC Endorsement at Business Meeting

Committee Annual Work Plan and Activity Reports
- Due in August 2018

<table>
<thead>
<tr>
<th>Old Name</th>
<th>New Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work Plan</td>
<td>Action Plan</td>
</tr>
<tr>
<td>Activity Report</td>
<td>Accomplishment Report</td>
</tr>
</tbody>
</table>
Publication Process for MaC Publications

Process Decisions
- Assign Publications to TWGs
- Establish Frequency of Review
- Designate Who Performs Review
- Define Review Output
- Schedule Interim Calls and Work Sessions

TWG Tasks
- Discuss the above items during the Monday breakout sessions
- Report during Tuesday Leadership Breakfast Meeting

The MaC currently has seven publications in the AASHTO Library. The updating of those publications has been sporadic at times. As part of being recognized as the organizational leader in the Maintenance Community, we need to make sure the publications for which we are responsible are current and relevant. To that end, please discuss the items below during your first TWG breakout session and be prepared to share a summary during the Tuesday morning Leadership Breakfast meeting.

I am certainly not expecting that we will have everything about publications decided or worked out in one Annual Meeting, but there is much we can do while we are in Charlotte to get this on a good foundation.

a. Assign existing publications to appropriate TWG(s). Are the TWG assignments shown below correct?

b. Identify documents that are missing. What publications are needed that are not currently part of the Maintenance library?

c. Frequency of review. What would be an appropriate review schedule? Should there be one schedule (example: COMP reviews every one of their specifications on a three-year cycle) or should a custom review schedule be established for each publication (because the pace of change is likely different for the various subjects covered)?

d. Who does the review? Would it be an assigned responsibility to a specific member(s) of the TWG? Assign chapters/sections to various TWG members?

e. What is produced by a review? Written assessment? Oral report? Email summary?

f. Proposed schedule and logistics for Interim conference calls and virtual work sessions.
Emerging and Priority Topics

MaC Assigned Coordinating Roles

- UAS – Lead: Aviation
- Human Trafficking – Lead: TPF

Proposed Coordinating Role

- Emergency Response – Lead: TSSR

As you know, the AASHTO Strategic Management Committee (SMC), a subgroup of the Board of Directors, is charged with providing direction to councils and committees regarding addressing emerging and priority national issues. At the AASHTO spring meeting in May, the SMC discussed a variety of emerging and priority topics and how to best address these topics within the AASHTO structure. Due to the multidisciplinary nature of these topics, the SMC identified a lead council/committee and coordinating councils/committees for each topic. Please see the following list of topics with designated lead and coordinating councils/committees.

- Cyber security:
  - Lead: Data Management and Analytics
  - Coordinate: Transportation Systems Operations, Transportation Systems and Security Resilience, Traffic Engineering
- Emergency response:
  - Lead: Transportation Systems and Security Resilience
  - Coordinate: Transportation Systems Operations, Communications
- Unmanned Aerial Systems (Drones):
  - Lead: Aviation
  - Coordinate: Transportation Systems Operations, Environment and Sustainability, Bridges and Structures, Maintenance, Communications
- Buy America:
  - Lead: Transportation Policy Forum
  - Coordinate: Right of Way and Utilities, Construction, Funding and Finance
- Human Trafficking:
  - Lead: Transportation Policy Forum
  - Coordinate: Transportation Systems Operations, Maintenance, appropriate councils
- Steel and other Material Prices (best practices for risk allocation and approaches being used):
  - Lead: Highways and Streets
  - Coordinate: Construction, Materials and Pavers, appropriate councils

As a topic lead, committees/councils are responsible for addressing the topic in their annual work plans and working with topical liaisons from each coordinating council/council. Coordinating committees/councils will provide liaisons to the lead committee/council. Liaisons will provide input to the lead committee/council on behalf of the coordinating committee/council and inform the coordinating committee/council about lead committee/council activities on the topic.

Please let me know if you have any questions.

Sincerely,
Carlos
TWG Membership Structure

TWG Members
- Employee of an AASHTO Member Agency
- Agree to be active with the TWG outside the annual meeting
- Facilitates continuity of TWG efforts

TWG Friends
- Industry, Consultants, Academics
- Not able to vote on TWG matters.

Expected, but not mandatory, that SCOM members are members of one TWG.
Outreach – Web Page

SCOM Website needs to be an **active, working** site
- TWG specific pages
- Functionally organized
- Publication of surveys (searchable, organized)

Our web presence is probably the primary gateway used by non-committee members to learn about the work of the committee.

Important First Step – accurate and complete membership information
Member Agency Attendance by Region and Year

(As of 7-22)
# Participation and Involvement

## Member Agency Attendance by Region and Year

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MAASTO</td>
<td>8</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>7</td>
</tr>
<tr>
<td>NASTO</td>
<td>10</td>
<td>7</td>
<td>7</td>
<td>5</td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>SASHTO</td>
<td>13</td>
<td>13</td>
<td>13</td>
<td>12</td>
<td>13</td>
<td>11</td>
</tr>
<tr>
<td>WASHTO</td>
<td>14</td>
<td>14</td>
<td>12</td>
<td>13</td>
<td>10</td>
<td>8</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>45</strong></td>
<td><strong>42</strong></td>
<td><strong>41</strong></td>
<td><strong>39</strong></td>
<td><strong>40</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

### Count of Count

- **Year**
  - 2013 - VT
  - 2014 - WV
  - 2015 - IA
  - 2016 - NV
  - 2017 - RI
  - 2018 - NC

### AASHTO Region

- **MAASTO**
- **NASTO**
- **SASHTO**
- **WASHTO**
Business Meeting Information

Conference Call Information
- Business Meeting Thursday morning
- Conference Call Number: (866) 434-5269
- Conference Call Access Code: 6885423

Sent out to MaC membership on July 17

Proxy policy
- Absent voting members encouraged to designate their proxy for the business meeting
- Without a designated proxy, a Member will considered a proxy by default
Thank You