

**Environment and Human Resources Section
Meeting Minutes
AASHTO Subcommittee on Construction
July 31 - August 4, 2011 Virginia Beach, Virginia**

*2011 - 2012 Section Leadership
Chairman – Mark Leja, CalTrans (absent)
Vice-Chairman - Frances Hood, Idaho DOT
Secretary – Jeff Lewis, FHWA*

Ms. Hood welcomed the Subcommittee members and guests to the 2011 Environment and Human Resources Section (EHR) meeting. The attendees included 17 representatives, including 9 State DOT representatives, 3 academia/consultant representative and 5 FHWA representatives. An attendance list is attached for reference.

Summary of 2010-2011 Work Plan Accomplishments

Research proposal on “Staffing Levels”. **Lead: Russell Lenz - TX**

Plan/Status: Staffing levels – what tools are available for construction staffing? What strategies are there for reducing work force staffing? Frances Hood (ID) to provide draft template on how to prepare proposal.

Action: Russel L. to draft proposal and Frances H. to provide draft template on how to prepare proposal.

Accomplishment: Completed and accepted by Research Panel.

Research proposal on “Determination of strategies to manage the reduced staff size and increased workload of SHA personnel”. **Lead: Frances Hood - ID**

Plan/Status: Resurrection of a Research Proposal from AASHTO SOC 2002 work

Action: Frances H. to draft proposal.

Accomplishment: Completed and accepted by Research Panel.

Environmental Stewardship

SURVEYS

#1) SOC on “Focused ACTIVITY List”. **Lead: Frances Hood - ID**

Plan/Status: Based on the top 10 environmental issues survey; poll the SOC members on what they would like our section to focus on.

Action: Frances H. to develop survey.

Accomplishment: Completed.

#2) Ancillary Waste Management. **Lead: Frances Hood - ID**

Plan/Status: Questions include: How do we treat it?
How handled?
Structure wash water included.

Action: Frances H. to develop survey.

Accomplishment: Carryover.

#3) Tracking Recycling. **Lead: Jeff Carpenter - WA**

Plan/Status: Questions include: How much is going where?
WA has requirements for buildings.

Who is managing, monitoring, and tracking their recycling and what are they doing with it?

Action: Jeff C. to develop the survey.

Accomplishment: Completed.

#4) ADA Ramp Temporary Conditions and its Construction. **Lead: Jeff Shapiro - NV**

Plan/Status: Assume design flagged it.
Do you close the facility?
Possible presentation.

Action: Jeff S. to develop survey.

Accomplishment: Completed.

Human Resources

#1) Attend meetings of Transportation Curriculum Coordination Council (TCCC) and coordinate issues of interest. **Lead: Jeff Carpenter–WA (EHR rep)**

Action: Jeff C. provide status at annual EHR Section mtg.

Accomplishment: Completed.

#2) Participate on a pilot panel for a new National Highway Institute (NHI) class on “Environmental Factors in Construction”. **Lead: Jeff Lewis – FHWA**

Plan/Status: Carryover from 2010 as class was delayed as of 08/01/10 due to sample state not allowing their environmental training material to be used.

Action: Jeff L. to provide RFP to Section members and be on panel.

Accomplishment: Completed. Pilot to be held in Atlanta, GA August 16, 2011.

Work Zone Safety (Traveling Public and Workers)

#1) Survey of positive protection used in mobile operations for highly mobile work zones (IE, striping operations, BALSIBEAM). **Lead: Bernie Kuta – FHWA & Mark Leja - CA**

Plan/Status: Look closer at moveable, temp barriers. i.e. zipper barriers? Different positive barriers being used. TMA & BALSIBEAM used by CA maintenance staff but not construction. What are others using/requiring? What is state of practice? How many states are using the moveable?

Action: Carryover from 2010 and 2011.

Accomplishment: Dropped.

Summary of 2011-2012 Proposed Work Plan

Environmental Stewardship

#1) Ancillary Waste Management. **Lead: Frances Hood - ID**

Plan/Status: Questions include: How do we treat it?
How handled?
Structure wash water included.

Action: Frances H. to develop survey. Look at comments received on questions from CA.

Accomplishment: Carryover from 2011.

Human Resources

#1) Group discussion on Training at 2012 conference – **Lead: TBD**

Plan/Status: Training people on reduced budget? How are you verifying workmanship/quality? What are indicators/measures? Cross-training? Supported by state budget? No use of FHWA funds for training as it takes away from projects. i.e. General inspector – 1) Initial training, 2) continued training.

Action: Develop some lead questions to prep audience.

Accomplishment:

#2) Survey States experience with CEI – **Lead: TBD**

Plan/Status: VA – getting consultants as they are limited. Are there any Regional certifications? Is there reciprocity for adjacent states? Does your certification process make it more difficult to move consultants from one state to another state? Russel (TX) – how many are requiring consultants to be PMP – CEC certified? What is being used for ATSSA? NICET?

Action: Develop survey questions.

Accomplishment:

Presentations

#1) **Inspector Qualifications/Reciprocity**

Speaker: TBD

#2) **Green House Gases**

Speaker: Mark Leja – CA. Possible 2 parts: 1) DOT and; 2) Contractor

#3) **New NHI class “Environmental Factors in Construction and Maintenance”**

Speaker: Jeff Lewis – FHWA

#4) **Mass/Haul Diagram Use in Determining Storm Measures**

Speaker: Skip Powe – AL

Names of Other Committees Involved or with an Interest in Each Activity:

None

Dates and Locations of Future Committee Meetings:

Monthly status teleconference meetings are being initiated.

EHR Section Monthly CONFERENCE CALL schedule:

Once a month (week before officers mtg) (IE, 2nd Wednesday of each month – start in NOV), as the following week (3rd Wednesday of each month) the larger AASHTO-SOC has their call.

Invite appointment to be sent out by Jeff L.

OPTION: If you have a presentation, make it a webinar (IE, draft presentation with the group) but let Jeff L. know so a meeting room can be reserved.