



## Infrastructure Focus Group Meeting June 12, 2012



**Location:** 3<sup>rd</sup> Floor Conference Room - 10:00am – 12:00pm

**Present:** Bruce Nyquist (VTrans Chair), Josh Schultz (VTrans), Jon Kaplan (VTrans Bike/Ped), Nancy Avery (VTrans Safety Unit), Susan Clark (VTrans), Mark Fountain (Springfield PD), Maureen Dakin (VT Local Roads), Keith Kane (3M Company), Eleni Churchill (CCMPO), Erin Parizo (VHB)

### 1. General

- a. Josh distributed meeting minutes from May 2, 2012 Infrastructure Focus Group Meeting (see minutes here:  
<\\vtnfdata\projects\57551.00\docs\VARIOUS\Meetings\2012-06-12 Infrastructure Focus Group Meeting\2012-05-02 VTrans Infrastructure Meeting Minutes.pdf>)
  - i. Review of minutes from May 2<sup>nd</sup>
- b. New member of Infrastructure Focus Group – Nancy Avery, VTrans Safety Unit
  - i. Supervisor for the Safety Unit. Commonly works with High Risk Rural Roads, VT Local Roads, etc.
- c. Across the country people are using systemic safety improvements rather than High Crash Locations (HCL). After improving key safety spots in VT, VTrans will begin focusing on systemic approach for the greatest safety benefit.

### Core & Focus Group Updates

#### 2. Safety Consultant: VHB Meet and Greet

- a. Introduce Staff
- b. Erin gave an overview of the team at VHB working with the Safety Alliance as well as what VHB has been currently working on and will proceed to do.
- c. VHB to begin crash data analysis shortly
  - i. Getting clearance
  - ii. Jon mentioned that a couple possible new CEA's are peds and motorcycles.
  - iii. The SHSP may focus mainly on several emphasis areas but will also mention every area so that none feel left out.
- d. VHB has and is reviewing the requisite reports to note significant aspects and reveal overlap between them.
- e. Eleni asked who the steering committee will be for VHB's efforts.
  - i. Bruce responded that he is the Project Manager and that the Core Group will do the majority of the facilitating, but for example may validate VHB's proposed CEA's through Focus Groups.
  - ii. One objective is to get current trends and information from VHB and present it to the public through Regional Safety Forums.
- f. Maureen asked if the SHSP going to focus on the next 5 years, ten years, etc?
  - i. Bruce – **VHB will be looking at the previous 5 years worth of data to re-write the SHSP.** This is a living document that will be continually updated in the future.
- g. The last SHSP included specific strategies but lacked performance measures so therefore the progress was unable to be tracked. **VHB will be sure to more clearly develop performance measures in order to track progress.**
- h. Josh mentioned that he will be assisting VHB with clear performance measures.



## Infrastructure Focus Group Meeting June 12, 2012



- i. **VHB will be the thread between all of the focus groups and understand each of the group's performance measures and strategies for their respective relevant CEAs.**
  - j. The SHSP Coordinator position is on its way. That person will be the link to VHB and everything SHSP related.
- 3. VT Highway Safety Alliance (VHSA):**
- a. VHSA is a Private/Public partnership that the core and focus groups will work under.
  - b. Board recruitment
    - i. Board of Directors Structure
      1. Looking for more private parties (e.g. Roland Belevance, Tom Williams, etc.) to be on the Board of Directors.
      2. The Core Group will likely be merging with Board of Directors.
    - ii. Draft of bylaws is in progress.
  - c. June 28<sup>th</sup> is looking to be the first organizational meeting for the Alliance.
  - d. Bruce passed around organizational structure of the Core/Focus Groups
  - e. Data Focus Group Update
    - i. Data query tool has made little progress lately because the lead IT person on this project left for new job.
    - ii. Hopefully the tool will be ready to use before the Regional Safety Day in September.
    - iii. The group hasn't had a meeting in quite some time but they're still making progress on individual task items.
  - f. Education Focus Group Update
    - i. Working with law enforcement and the DMV regarding graduated licensing requirements and creating a generic pamphlet with laws and statutes - "Cheat sheet" for enforcement officers. The State Police is heading this effort and it is unknown if local law enforcement will have access as well or if only the State Troopers will have the cheat sheets.
    - ii. E-Citation – Software that allows an officer to swipe a person's license at their cruiser and the software will locate all information and populate appropriate fields of data for the officer. This will save time from hand writing the whole citation. DMV would also issue a swipe-able vehicle registration card to help populate the vehicles information.
      1. This effort is being federally funded.
      2. Saves time, is always legible, and takes away the human error factor from having to re-enter data in multiple places.
      3. Better efficiency, more accurate data, but risk limiting the jobs of those who currently enter and transfer data.
      4. The idea had been stagnant for a while, but is gaining traction now.
      5. If local enforcement agencies are using different software systems from each other this idea will be harder to manage. Will be easier if they could get everyone on the same software.
    - iii. Court systems could look into updating the antiquated software to assist enforcement in the field.
  - g. Outreach & Marketing Focus Group Update



## Infrastructure Focus Group Meeting June 12, 2012



- i. This group hasn't met for a couple months. Having two chairs for this group may be needed in order to increase frequency of meetings. Currently trying to organize who else could be a chair person.
  - h. Enforcement Focus Group Update
    - i. Finalizing the Focus Group team and should be meeting soon.
    - ii. This group is the one who put the electronic signs speed warning signs on I-89 in Waterbury to attempt to slow traffic. This was discussed in more detail at the Core Group meeting – refer to 5/30/12 Core Group Notes.
- 4. Regional Safety Day:**
- a. Refer to it as the Regional Safety **FORUM** – Using the word “Day” is semi-deceiving as to the atmosphere at the event.
  - b. Purpose: Disseminate information on programs and best practices to enhance safety along state and local roads.
  - c. Looking into setting a date in September 2012 with Two Rivers Ottauquechee as the host RPC.
  - d. Bruce has rough agenda put together.
    - i. 8-8:15 - Kevin speaks on SHSP, VHSA
    - ii. 8:15-8:50 - Maureen speaks on programs and safety initiatives
    - iii. 8:50-9:30 - Josh and Jon speak on HRRR, Bike & Ped Program, HSIP, Safety Initiatives
    - iv. 9:30-10 break with vendor tables available (DMV, State Police, VT Local Roads, VTrans, etc.)
    - v. 10-10:30 – Mary will discuss data information
    - vi. 10:30-11 – John F/Tom F will touch on current Enforcement Initiatives
    - vii. 11-11:30 –Glen B, AARP, AAA ? - Education
    - viii. 11:30-12 – Emergency Services? – RPC contact
      - 1. Eleni said to check with RPC about any programs or volunteers to speak.
    - ix. 12-1 Lunch
    - x. 1-2 Breakout sessions
      - 1. Regional Brainstorming or Case Studies
      - 2. What programs are in place and who's doing them?
      - 3. Other opportunities? Combine resources?
      - 4. Other programs to incorporate into our community?
    - xi. This is a rough agenda with times, speakers, and topics still up for debate.
    - xii. Bruce mentioned that having a Regional Safety Forum at 6 RPC's (11 total in VT) is the goal for next year.
      - 1. Keith suggested maybe having two days at different RPC's back to back in order to minimize effort of travel, etc.
    - xiii. Susan will begin looking for venue and setting a date for the Two Rivers Ottauquechee Regional Day in September.
      - 1. Determine who will be invited (Approx. # of guests)
        - a. Town Road Forman/Public Works Directors
        - b. Town Administrators/Managers
        - c. Town Select Board members
        - d. RPC Employees



## Infrastructure Focus Group Meeting June 12, 2012



- e. District VTrans employees
  - f. Local Police and Fire
  - g. Local Emergency Depts.
  - h. Local Educators (Principals, Drivers Ed)
  - 2. Two Rivers RPC has 27 towns
  - 3. Approx. ~100 guests
  - xiv. The Forum will need invitations/RSVP's/Food/Registration
    - 1. Maureen offered that VT Local Roads may be able to help out with those logistics. Everyone agreed that her help would be great and she will act on it.
  - e. Susan mentioned that she had seen an FHWA publication that Kim Eccles assisted with. Wondering if through her work with FHWA she's had experience in setting up a similar event to the Regional Safety Forum and could offer any advice.
    - i. Has Kim assisted with a Regional Safety Forum before?
    - ii. Any Towns or municipalities that have local safety plans or have done this type of thing?
    - iii. Any advice on advertising, set up, goals?
    - iv. Hoping to prevent people from eating lunch and leaving before the break out group sessions. How could they assign groups with key players in each to deter people from leaving? (Ex. Have a group with the Bethel Town Manager along with Bethel educators, law enforcement, a VTrans representative, an RPC employee, etc. so that they can all discuss common goals for their specific Town from a local point of view as well as the county and state point of view)
  - f. Potential enforcement additions include: driver's education outreach, distracted driving (golf cart), beer goggles, Act 114 law.
5. Maureen noted that she is collecting photos of "Focus on Safety" stickers in order to create a collage for an upcoming National presentation. Send her photos of all Focus on Safety sticker locations!

### **The following agenda topics were unable to be discussed due to time constraints:**

- 6. **New Business**
  - a. Statewide Curve signing and delineation project
  - b. TAPCO sign discussion (Representative unable to attend)
  - c. Double Crossover Diamond Interchange - Colchester, Exit 16