

North Carolina Department of Transportation
Work Zone Safety & Mobility Final Rule
September 14 & 21, 2006 Policy Sub-Committee Meeting
 Traffic Control Conference Room, Century Center B2



Sub-Committee Members attending:

<i>Name</i>	<i>Representing</i>	<i>Sub-Committee</i>
Joseph Ishak, PE - Lead	NCDOT Work Zone Traffic Control Unit	Policy
Gus Jordi, PE	Charlotte Department of Transportation (CDOT)	Policy
Michelle Long, PE	NCDOT Construction Unit (Public Information)	Policy
Derrick Lewis, PE	NCDOT Feasibility Studies Unit	Policy
Charles Cox, PE	NCDOT Project Development & Environmental Analysis	Policy
Terry Hopkins, PE	NCDOT Traffic Safety Unit	Policy
Lawrence Gettier, PE	NCDOT Work Zone Traffic Control Unit	Policy

Sub-Committee Members not present:

Max Tate, PE	Federal Highway Administration (FHWA)	Policy
DeWayne Sykes, PE	NCDOT Roadway Branch	Policy
Kevin Lacy, PE	NCDOT Traffic Engineering Branch	Policy
Mike Bruff, PE	NCDOT Transportation Planning Branch	Policy
Stuart Bourne, PE	NCDOT Work Zone Traffic Control Unit	Policy

Others attending:

Jennifer Portanova, PE	NCDOT Work Zone Traffic Control Unit	Policy
Kelly Damron, PE	NCDOT ITS Operations Unit	Significant Projects

Joseph Ishak began the meeting by providing attendees with an update from the Executive Committee Meeting and the Operation Staff Meeting. The members of the Executive Committee (Debbie Barbour, Steve Varnedoe, Steve DeWitt) were supportive of the mission of the Work Zone Safety and Mobility Committee but would like to see more details. They had some questions about their role in the determination of “Significant” projects and agreed that the Division Engineers should be involved with the decision. Debbie Barbour requested that a meeting be held with the Branch Managers to educate them on the Final Rule. Steve Varnedoe agreed that the public does not know the difference between a maintenance or construction project. The Division Engineers were presented the status of the policy development at the September Operations Staff meeting. There were not many questions from the Division Engineers. However, they were told that members of the Work Zone Safety and Mobility Committee would be visiting the Division Engineers individually to discuss the draft policy.

At the previous subcommittee meeting on August 3, 2006, the members were each assigned a goal and were asked to identify the strategy owners. The purpose of the meeting on September 14, 2006 to discuss and agree on the strategy owners that were identified the individual members. During this discussion, attendees realized that it was important to identify the expectations of these strategies before passing it onto the responsible unit. Also, by identifying the expectations of the strategies it would verify that the correct strategy owner was identified. The group decided to start by discussing the strategy owners and later go back and document the expectations.

At the meeting on September 14th, the group did not finish discussing the strategy owners. Therefore, another meeting was held on September 21, 2006 at 2pm to continue the discussion. The attendees for this meeting included the following:

<i>Name</i>	<i>Representing</i>	<i>Sub-Committee</i>
Joseph Ishak, PE - Lead	NCDOT Work Zone Traffic Control Unit	Policy
Michelle Long, PE	NCDOT Construction Unit (Public Information)	Policy
Derrick Lewis, PE	NCDOT Feasibility Studies Unit	Policy
Kelly Damron, PE	NCDOT ITS Operations Unit	Significant Projects
Charles Cox, PE	NCDOT Project Development & Environmental Analysis	Policy
Terry Hopkins, PE	NCDOT Traffic Safety Unit	Policy
Mike Bruff, PE	NCDOT Transportation Planning Branch	Policy

The group did not complete the discussion at the September 21st meeting. Therefore, at the next full committee meeting on October 5, 2006 the subcommittees will split apart after 45 minutes and the group will complete the discussion.

Attached to these minutes is the progress that has been made thus far. Captured in this document are the following:

- Any project level processes that have been identified in previous meeting or through comments from the Committee Members
- Any discussions that occurred during the last two subcommittee meetings on strategy expectations or changes to Goals, Objectives, or Strategies (September 21st additions are highlighted in yellow)
- Recent comments from the Division and the ITS Operations Unit on the strategies