

**TRANSPORTATION ASSET MANAGEMENT COUNCIL  
ADMINISTRATIVE, COMMUNICATION, and EDUCATION COMMITTEE**

April 11, 2018 at 10:30 a.m.  
MDOT Aeronautics Building, 2<sup>nd</sup> Floor Commission Room  
2700 Port Lansing Road  
Lansing, Michigan  
**MINUTES**

**\*\*Frequently Used Acronyms Attached**

**Members Present:**

Don Disselkoen, MAC – Vice-Chair  
Gary Mekjian, MML

Rob Surber, DTMB/CSS

**Support Staff Present:**

Roger Belknap, MDOT via Telephone  
Dave Jennett, MDOT  
Polly Kent, MDOT

Joshua Ross, DTMB/CSS  
Gloria Strong, MDOT

**Members Absent:**

Derek Bradshaw, MAR  
Jonathan Start, MTPA/KATS – Chair

**Public Present:**

None

**1. Welcome – Call-to-Order – Introductions:**

The meeting was called to order at 10:34 a.m..

**2. Changes or Additions to the Agenda:**

None

**3. Public Comments on Non-Agenda Items:**

None

**4. Consent Agenda – J. Start (Action Items):**

**4.1. - Approval of the March 7, 2018 Meeting Minutes (Attachment 1)**

**4.2. – TAMC Financial Report (Attachment 2)**

R. Belknap gave an update of the TAMC financial status. A copy of the report was provided. R. Surber made a motion to approve the March 7, 2018 meeting minutes and Financial Report; G. Mekjian seconded the motion. The motion was approved by all members present.

**5. Review and Discussion Items:**

**5.1. – 2017 Michigan Roads and Bridges Annual Report Status Update – R. Belknap/D. Jennett**

An updated draft copy of the annual report and a handout of text for the report looking ahead to 2018 were shared with the committee for review and comment. Committee made several revisions and D. Jennett will update the annual report accordingly. The committee likes the new look of the report and the new look of the Cycle of Life graphics. The report will be less than 40 pages. G. Mekjian made a motion to move the annual report forward to the full Council with the amendments as discussed; R. Surber seconded the motion. The motion was approved by all members present.

**Action Item:** D. Jennett will make the suggested changes to the annual.

### 5.2. – 2018 TAMC Awards – R. Belknap (Attachment 4/Action Item)

There are two TAMC Organization Award nominations and one Carmine Palombo Individual Award nomination: The two Organizational Award nominations are - The 21<sup>st</sup> Century Infrastructure Pilots Program lead participants – 1) Governor’s Office, Grand Valley Metro Council, South East Michigan Council of Governments, West Michigan Shoreline Regional Development Commission [nominated by Joanna Johnson]; 2) City of Grand Rapids for their comprehensive approach to asset management implementation [nominated by Roger Belknap], and 3) Vicki Sage from MTU was nominated for the Carmine Palombo Individual Achievement Award for her assistance with the workshop for asset management plans for bridges [nominated by the TAMC Bridge Committee]. G. Mekjian made a motion to accept these nominations and present them with the TAMC awards at the May 22, 2018, TAMC Spring Conference in Traverse City, Michigan; R. Surber seconded the motion. The motion was approved by all members present.

### 5.3. – TAMC Customer Satisfaction Survey – R. Belknap

Support staff created a TAMC Customer Satisfaction Survey to get feedback from people on how much they know about the TAMC. The survey was initiated at a meeting held with the MDOT Performance Excellence Section in January regarding subjects that will need to be discussed at the June 6, 2018, TAMC Strategic Planning meeting. The survey was created through Survey Monkey. Survey Monkey will do the survey analysis at the end of the survey. The survey will end on May 1, 2018. So far, the responses are good. Survey Monkey will tally the responses and the results will be shared at the June 6, 2018, Strategic Planning Session.

### 6. Public Comments:

None

### 7. Member Comments:

CSS has done some minor updates to the Website. It was discovered that some people may not be able to get to the dashboards due to different browsers. CSS is working to update their browser to one that it is more compatible.

It will be discussed at today’s TAMC full council meeting whether or not to hold or cancel the May 2, 2018, ACE and full Council meetings.

### 8. Adjournment:

The meeting adjourned at 11:57 a.m.. The next meeting will be held May 2, 2018 at 10:30 a.m., 2700 Port Lansing Road, Lansing, Michigan.

| <b>TAMC FREQUENTLY USED ACRONYMS:</b> |  |
|---------------------------------------|--|
| <b>AASHTO</b>                         | AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS   |
| <b>ACE</b>                            | ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)  |
| <b>ACT-51</b>                         | PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN’S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY. |
| <b>ADARS</b>                          | ACT 51 DISTRIBUTION AND REPORTING SYSTEM   |
| <b>APWA</b>                           | American Public Works Association  |
| <b>BTP</b>                            | BUREAU OF TRANSPORTATION PLANNING (MDOT)   |
| <b>CPM</b>                            | CAPITAL PREVENTATIVE MAINTENANCE   |
| <b>CRA</b>                            | COUNTY ROAD ASSOCIATION (OF MICHIGAN)  |
| <b>CSD</b>                            | CONTRACT SERVICES DIVISION (MDOT)  |
| <b>CSS</b>                            | CENTER FOR SHARED SOLUTIONS  |
| <b>DI</b>                             | DISTRESS INDEX   |
| <b>ESC</b>                            | EXTENDED SERVICE LIFE  |
| <b>FAST</b>                           | FIXING AMERICA’S SURFACE TRANSPORTATION ACT  |
| <b>FHWA</b>                           | FEDERAL HIGHWAY ADMINISTRATION   |
| <b>FOD</b>                            | FINANCIAL OPERATIONS DIVISION (MDOT)   |

|                     |  |
|---------------------|--|
| <b>FY</b>           | FISCAL YEAR  |
| <b>GLS REGION V</b> | GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION |
| <b>GVMC</b>         | GRAND VALLEY METRO COUNCIL   |
| <b>HPMS</b>         | HIGHWAY PERFORMANCE MONITORING SYSTEM                                  |
| <b>IBR</b>          | INVENTORY BASED RATING   |
| <b>IRI</b>          | INTERNATIONAL ROUGHNESS INDEX  |
| <b>IRT</b>          | INVESTMENT REPORTING TOOL  |
| <b>KATS</b>         | KALAMAZOO AREA TRANSPORTATION STUDY                                    |
| <b>KCRC</b>         | KENT COUNTY ROAD COMMISSION  |
| <b>LDC</b>          | LAPTOP DATA COLLECTORS   |
| <b>LTAP</b>         | LOCAL TECHNICAL ASSISTANCE PROGRAM                                     |
| <b>MAC</b>          | MICHIGAN ASSOCIATION OF COUNTIES                                       |
| <b>MAP-21</b>       | MOVING AHEAD FOR PROGRESS IN THE 21 <sup>ST</sup> CENTURY (ACT)        |
| <b>MAR</b>          | MICHIGAN ASSOCIATION OF REGIONS  |
| <b>MDOT</b>         | MICHIGAN DEPARTMENT OF TRANSPORTATION                                  |
| <b>MDTMB</b>        | MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET               |
| <b>MITA</b>         | MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION                 |
| <b>MML</b>          | MICHIGAN MUNICIPAL LEAGUE  |
| <b>MPO</b>          | METROPOLITAN PLANNING ORGANIZATION                                     |
| <b>MTA</b>          | MICHIGAN TOWNSHIPS ASSOCIATION   |
| <b>MTF</b>          | MICHIGAN TRANSPORTATION FUNDS  |
| <b>MTPA</b>         | MICHIGAN TRANSPORTATION PLANNING ASSOCIATION                           |
| <b>MTU</b>          | MICHIGAN TECHNOLOGICAL UNIVERSITY                                      |
| <b>NBI</b>          | NATIONAL BRIDGE INVENTORY  |
| <b>NBIS</b>         | NATIONAL BRIDGE INSPECTION STANDARDS                                   |
| <b>NFA</b>          | NON-FEDERAL AID  |
| <b>NFC</b>          | NATIONAL FUNCTIONAL CLASSIFICATION                                     |
| <b>NHS</b>          | NATIONAL HIGHWAY SYSTEM  |
| <b>PASER</b>        | PAVEMENT SURFACE EVALUATION AND RATING                                 |
| <b>PNFA</b>         | PAVED NON-FEDERAL AID  |
| <b>PWA</b>          | PUBLIC WORKS ASSOCIATION   |
| <b>QA/QC</b>        | QUALITY ASSURANCE/QUALITY CONTROL                                      |
| <b>RCKC</b>         | ROAD COMMISSION OF KALAMAZOO COUNTY                                    |
| <b>ROW</b>          | RIGHT-OF-WAY   |
| <b>RPA</b>          | REGIONAL PLANNING AGENCY   |
| <b>RPO</b>          | REGIONAL PLANNING ORGANIZATION   |
| <b>RUCUS</b>        | Roadsoft Users Conference United States                                |
| <b>SEMCOG</b>       | SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS                              |
| <b>STC</b>          | STATE TRANSPORTATION COMMISSION  |
| <b>STP</b>          | STATE TRANSPORTATION PROGRAM   |
| <b>TAMC</b>         | TRANSPORTATION ASSET MANAGEMENT COUNCIL                                |
| <b>TAMCSD</b>       | TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION               |
| <b>TAMP</b>         | TRANSPORTATION ASSET MANAGEMENT PLAN                                   |
| <b>TPM</b>          | TRANSPORTATION PERFORMANCE MEASURES                                    |
| <b>UWP</b>          | UNIFIED WORK PROGRAM   |

S:/GLORIASTRONG/TAMC FREQUENTLY USED ACRONYMS.11.16.2017.GMS