

**TRANSPORTATION ASSET MANAGEMENT COUNCIL**

May 6, 2020 at 1:00 p.m.

Meeting was held via Teleconference per Governor Gretchen Whitmer’s Executive Order  
Discontinuing In-Person/Large Meetings Due to the Coronavirus 19 Pandemic

**MINUTES**

**\*\* Frequently Used Acronyms List attached**

**Members Present:**

Christopher Bolt, MAC  
Joanna Johnson, CRA/RCKC – Chair  
Gary Mekjian, MML  
Jonathan Start, MTPA/KATS  
Jennifer Tubbs, MTA  
Brad Wieferich, MDOT

Derek Bradshaw, MAR/GLS Region V  
Bill McEntee, CRA – Vice-Chair  
Robert Slattery, MML  
Rob Surber, DTMB/CSS  
Todd White, MDOT

**Support Staff Present:**

Niles Annelin, MDOT  
Tim Colling, MTU/LTAP  
Michele Fedorowitz  
Mark Holmes, DTMB/CSS  
Gloria Strong, MDOT

Roger Belknap, MDOT  
Eric Costa, MDOT  
Cheryl Granger, DTMB/CSS  
Dave Jennett, MDOT  
Mike Toth, MDOT

**Public Present:**

Amber Hicks, MIC  
Jessica Moy, MIC

**Members Absent:**

None

**1. Welcome – Call-To-Order:**

The meeting was called-to-order at 1:01 p.m. Everyone was introduced and welcomed to the meeting. Attendance was verified by roll call by G. Strong.

**2. Changes or Additions to the Agenda (Action Item):**

None

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

None

**4. Consent Agenda (Action Item):**

**4.1. – Approval of the April 15, 2020 Meeting Minutes (Attachment 1)**

A. Hicks made a change to the MIC section of the minutes informing the Council that the April 15, 2020 minutes should read “WAMC submitted their 2019 Annual Report on April 14, 2020.”

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

R. Belknap provided a copy of the updated TAMC Budget Financial Report–FY2018-FY 2020.

**Motion:** G. Mekjian made a motion to approve the Consent Agenda with the MIC change to the meeting minutes; D. Bradshaw seconded the motion. A roll call was taken for Council members to cast their vote on the motion. The motion was approved by all members present.

## **5. – Correspondence & Announcements:**

Everyone that participated in the creation of the 2019 Roads and Bridges Annual Report was thanked. The Annual report was released on April 30, 2020. The annual report was featured in an article in “*Bridge Magazine*” which was shared with the Council. So far, no one has received any feedback on the annual report.

## **6. Michigan Infrastructure Council Update – J. Moy**

The MIC, Water Asset Management Council (WAMC), and Michigan Public Service Commission Annual Reports have been submitted and posted to the MIC website. The next MIC meeting is scheduled via teleconference for June 11, 2020.

## **7. New Business:**

### **7.1. – Data Collection, Training, and TAMC Communications – J. Johnson/T. Colling/R. Belknap (Memo and Attachment 3)**

The Council does not want to reformat the remaining on-site PASER trainings in 2020 to web-based training. Therefore, there will be no more PASER trainings for this year. The reason MTU cannot do online training for the new raters is the use of the rating system is interactive. Saginaw, Auburn Hills, and Okemos were the only sites this year that had training. Governor Whitmer’s state of emergency runs until May 28, 2020. Social distancing directives may still be in effect, which would cause cancellation of all on-site trainings. The on-site trainings were primarily for new raters. Federal Aid data collection is not being done in April or May and may not commence in June due to Executive Orders for COVID-19. Therefore, Federal Aid PASER data collections will be behind schedule this year. Collection can’t be conducted in two vehicles as each person has a function to do such as type on a computer, write or collect different data so the third person cannot drive and conduct their function at the same time in a second vehicle. The Council would like to get as much data as they can for 2020. TAMC will allow the 2018 and 2019 trained raters to continue to do the data collection for 2020. R. Belknap estimated less than six people would be participating from the 2018 trained raters. Federal Aid data collections are on hold until we get through the COVID-19 stages. When the COVID-19 State of Emergency directives are lifted, data collections must be conducted using creativity and safety measures. TAMC does not expect to receive the same level of data for 2020. There is a concern on how this will affect the data sets for next year and what TAMC needs to do with the data. More non-federal aid data may be collected this year due to agencies not being able to do a three-person team as required by TAMC, but they can do a two-person team or less for non-federal aid data collection due to different standards. Agencies cannot collect culvert data as TAMC has not established data sets for culverts. Agencies may need to coordinate efforts between surrounding transportation partners and regions in order to get data collected within a shorter time frame. The Council will not provide specific guidance to the agencies on how they follow the directives of the executive order while doing their data collection. Each agency is expected to do what is best for their agency to get the data collected in the way they feel best fits the unique needs of their agency. The current budget is for FY2020 which ends September 30, 2020. It is important that agencies work together with their partners to use the FY 2020 funds as they do not carry over into FY 2021. The collection of federal aid data is priority with the funds the agencies receive.

**Motion:** J. Start made a motion to allow anyone that has attended the PASER trainings in 2018 and 2019 is eligible to participate in the federal aid PASER data collection in 2020; and anyone that is PASER certified in 2018 and 2019 is also eligible to participate in federal aid PASER data collection in 2020. All additional PASER trainings for 2020 has been suspended and TAMC will allow transportation agencies to continue data collections throughout the state and work with their regional partners and in compliance with any of the Governor’s Executive Orders or Center for Disease Control COVID-19 guidelines; J. Tubbs seconded the motion. A roll-call vote was

conducted with the Council members on the motion. The motion was approved by all members present.

### **7.2. – 2019 TAMC Annual Report Release – J. Johnson/R. Belknap**

The annual report was previously discussed under agenda item 5 – Correspondence and Announcements. The report will be printed in a smaller size, approximately 6” X 9”. All Council members will receive six hard copies per member at the June 3, 2020 TAMC Strategic Planning Session.

### **7.3. – TAMC Strategic Planning Session 2020 – R. Belknap (Memo and Attachment 4)**

Due to the uncertainty of when the state of Emergency will be lifted and if the Governor’s Executive Order on social distancing will be extended, the Council decided not to hold the Strategic Planning Session on June 3, 2020. Council members also feel it is not conducive to hold the session via Microsoft Teams or Zoom. I was suggested to possibly hold the strategic session the day before the fall conference in the upper peninsula. R. Belknap has already provided feedback on the tasks in the current work program. J. Johnson would like all TAMC Committee’s to continue to work directly with R. Belknap on updating and getting a final draft of the 2021 TAMC Work Program. It is felt that an updated work program can still be accomplished via emails. R. Belknap will present the final draft of the 2021 TAMC Work Program at the August 2020 full Council Meeting.

**Motion:** A motion was made by J. Start to remove the June 3, 2020 Strategic Planning Session from the TAMC 2020 schedule; T. White seconded the motion. A roll call was conducted for Council members to cast their vote on the motion. The motion was approved by all members present.

## **8. Committee Review and Discussion Items:**

### **8.1. – Bridge Committee Update– B. Wiefierich**

B. Wiefierich gave a review of the last Bridge Committee Meeting discussions. The Bridge Committee spent a lot of time discussing the culvert schema and culvert data integration and validation technologies through different presentations. The Bridge Committee is working with MTU on culvert data collection. They have done two more culvert trainings since the last Committee meeting. M. Holmes gave an update on culvert data collection and housing being done with 1 Spatial, Inc. and looking at the different GIS tools in order to validate the culvert data. Culvert data will be provided through different agencies and partners and eventually housed in one location. There is still need for conversation on condition ratings and kind of a cross walk to align the data at a higher level. J. Johnson wants it understood that MTU is also doing training in compliance with the culvert pilot and would like the Bridge Committee to really focus on what that looks like and what data agencies should be collecting. All culvert trainings are done until November 2020. J. Johnson will talk off-line with staff on drafting a culvert data collection policy. B. Wiefierich is working with MDOT Financial Services to get a final total of remaining culvert funds and more discussions will need to be had on this in the future.

### **8.2. – ACE Committee Update – J. Start**

The ACE Committee discussed the TAMC culvert budget and had final discussions on the 2019 annual report. The last ACE meeting was held on April 15, 2020 and the Committee canceled the TAMC Spring conference.

### **8.3. – Data Committee Update – B. McEntee**

#### **8.3.1. – Pavement Forecast and Statewide Investment Strategy – B. McEntee/E. Costa**

This has been put on hold until after the annual report is completed. Support staff is looking into the 2019 data for PASER ratings. One issue discussed is the funding estimate for the future years and things are changing. E. Costa is working on the PCFS rewrite. In the next week or two he will be testing the modules that he has completed. He will then be using

the 2018/2019 PASER data to go through the entire PASER forecasting like they did this past Spring with the broken-down model. This task is almost complete. Due to COVID-19, the PASER data collection process will likely be impacted and he is developing a contingency plan on how they will handle the forecasting if they do not get a complete collection cycle. They may have to use data from 2018, 2019 and whatever they receive for 2020.

### **8.3.2. – Creation of TAMC Glossary for TAMC Website – C. Granger**

CSS has the glossary and has received feedback from A. Hicks at MIC. They are trying to coordinate with TAMC on some of the MIC glossary. CSS is currently working on the glossary and it is expected to be completed around June 2020.

### **8.3.3. – Traffic Signal Inventory – B. McEntee/T. Collings**

The traffic signal inventory is on the MTU work plan. MTU has found a way to use Traffic Crash Data Reports in order to locate signals. They are getting a good number of signals and getting about 90% correct matches using the report. They feel this is going to be an easy and sustainable way for TAMC to keep up with traffic signals. They continue to test this and as soon as they have additional information, they will run a count and create a map for TAMC.

## **8.4. – Michigan Center for Shard Solutions Update – C. Granger**

### **8.4.1. – Website Traffic – C. Granger/D. Jennett**

There were approximately 50 hits on the TAMC 2019 Roads and Bridges Annual Report after its release and approximately 40 hits more on the dashboards. CSS will provide a more detailed report in the future. CSS will add the tracking to the dashboards. John Estill who works at CSS eMichigan and who implemented Google Analytics at the state, would like to see larger analytic runs for TAMC.

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### **8.4.2. – Activities and Priorities Updates – C. Granger**

In the last couple of months CSS has released version 2.15 which included the Legislative Districts dashboards. It is in production. They have also uploaded on April 30, 2020, all of the dashboards for pavements/bridges and loaded in the framework version 20 to support the Roadsoft tools.

CSS is working on the next release version 2.16, which is the culverts added to the interactive maps and dashboards. They expect to have this in production the first week of June 2020.

The next release will include three items which include the STIP program, the glossary release, and the version 20 tile cache for the interactive map.

C. Granger has been meeting with the support team and looking over the top priorities for CSS to be included in the next 2021/2022 TAMC work program.

### **8.4.3. – Training Update – C. Granger/R. Belknap**

CSS has rescheduled the IRT onsite trainings for Saginaw, Gaylord and Marquette to webinar trainings. The Gaylord and Marquette webinars are scheduled in June. R. Surber will represent the Council at the June webinar. The Saginaw webinar is scheduled for Tuesday, August 11, 2020. CSS needs a Council representative to volunteer for this training. The trainings have been updated on the TAMC website and went out on the TAMC ListServe. So far, the webinars are being well attended.

**8.5. – Michigan Technological University/Technical Assistance Reports – T. Colling**

**8.5.1. – Monthly Activities Report (March 2020) (Attachment 5)**

T. Colling reported that MTU will be conducting asset management plan trainings online for bridges and pavements and later will hold a small office hours class for one-on-one assistance.

They are also working on collecting culvert data and placing this data into one repository. MTU is working with 1 Spatial, Inc. to identify duplicate culverts from different data sets and between data sets. They are working with different agencies including the Michigan Department of Natural Resources to talk about stream processing data.

MTU is working on collecting signal counts. They are working on a process to identify signals based on Traffic Crash Data Reports. The crash data reports are helping them to identify where signals are located. MTU is working on a process for calculating average project data costs by removing outliers. They are attempting to do this process faster and collect it annually. This data can be used by local agencies and for modeling. They think they found a way to identify and remove outliers by using an automatic process called a log transform. This will speed up the process and is very effective and will take some of the judgement calls out of it and come up with average costs.

**8.5.2. – Monthly Training Report (March 2020) (Attachment 6)**

See above discussions (8.5.1.)

**9. Public Comments:**

None

**10. Member Comments:**

D. Bradshaw commented that he likes the fact the MTU is working with other agencies and using their crash data reports to obtain traffic signal information. The Council is scheduled to present the 2019 annual report to the State Transportation Commission on July 23, 2020. G. Strong will add the STC meeting to the Council members calendars.

**Action Item:** G. Strong will add the July 23, 2020 State Transportation Commission Meeting to Council members calendars.

**11. Adjournment:**

The meeting adjourned at 2:37 p.m. The next full Council meeting is scheduled for July 1, 2020, at 1:00 p.m., via teleconference on Microsoft Teams Meeting.

| <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>ADA</b>                            | AMERICANS WITH DISABILITIES ACT  |  |
| <b>ADARS</b>                          | ACT 51 DISTRIBUTION AND REPORTING SYSTEM   |  |
| <b>BTP</b>                            | BUREAU OF TRANSPORTATION PLANNING (MDOT)   |  |
| <b>CFM</b>                            | COUNCIL ON FUTURE MOBILITY   |  |
| <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 CONTRACT  |  |
| <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>MIC</b>                            | MICHIGAN INFRASTRUCTURE COMMISSION   |  |
| <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>RBI</b>    | ROAD BASED INVENTORY                                     |  |
| <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>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                                     |  |

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