AASHTO CPBM/TPM Pooled Fund Joint Quarterly Meeting Notes  
March 4, 2021, 2:00 PM – 4:00 PM EST

* **Welcome and Agenda.** CPBM Chair Tim Henkel welcomed attendees to the Joint American Association of State and Highway Transportation Officials (AASHTO) Committee on Performance-Based Management (CPBM) and Transportation Performance Management (TPM) Pooled Fund quarterly meeting. He shared the purpose of the quarterly web calls is to share AASHTO and CPBM Committee information and updates with CPBM members and TPM Pooled Fund Members and to get input on TPM needs. He reminded attendees that links to the notes and slides from today’s web call will be posted on the TPM Pooled Fund Web Portal at [tpm-portal.com](http://tpm-portal.com/).
* **AASHTO Update.** Matt Hardy provided an AASHTO update.
  + **Attendees wished CPBM Chair Tim Henkel a very happy birthday!**
  + **Reauthorization.** Matt shared news from AASHTO’s Washington Briefing last week. There will be a new emphasis on new performance measurement areas and performance measures, including resiliency, racial equity and accessibility. AASHTO is actively involved with the AASHTO CPBM Policy and Rulemaking Work Group on what is to be included and what position AASHTO will be taking related to performance measures.
  + **ASCE released their Quadrennial Infrastructure Report Card.** This report ranks all states on roads, bridges and transit as well as the overall national grade. They did not use federal TPM data that is being collected.
  + **TPM Technical Service Program.** Matt discussed transitioning the current TPM Technical Service Program (TSP) as the funding is spent down through 2022. The prospectus will be voted for approval at the AASHTO Annual Meeting. He hopes to have the program available for states to sign-up in July 2021. Watch for an announcement over the next few months.
* **Feature Presentation: *TPM Significant Progress Determination (Mid-Point 1st Performance Period*.** Susanna Reck, FHWA
  + **Process Overview.** Susanna Reck, TPM Team Leader provided an update from FHWA on the significant progress determination for NHPP and NHFP measures. She reminded attendees of the performance period and state DOT biennial performance reporting requirements.
    - She indicated that FHWA evaluates target achievement as well as improvement over the baseline. If either one satisfies, FHWA determines that a state DOT has made significant progress toward the achievement of 2-year targets. For more information on significant progress determinations of NHPP and NHFP targets, see 23 CFR 490.109.
  + **Other questions and comments**.
    - Can the slides be made available? Yes, as soon as Susanna gets clearance from council to share them. Lori will share them via email with invitees.
    - Is it true that we are encouraged to submit documentation before October 2022? Yes. Technically, it is due in the next biennial report; however, sending the documentation early may help states make a plan of action.
    - Moving forward, FHWA Hqtrs. can improve preparation of the FHWA divisions offices to assist them in communicating results to their State counterparts.
    - Susanna: Going forward, FHWA will do what they can to encourage good business practices, regardless of whether the state made significant progress.
    - Will the results be on the FHWA website soon? Yes, FHWA is doing some redesign on the site, and the results should be available by the end of March along with the raw data.
    - Is there a process to correct target values that were inadvertently, erroneously reported? The opportunity is at the mid-period performance reporting. States are encouraged to start the target setting process well in advance of reporting in order to allow time for adjusting targets and for coordinating with all necessary parties.
    - How should states deal with traffic volume data as a result of COVID-19? FHWA is aware of issues created by COVID-19 related to data collection FHWA is looking at the scope of the issue and how best to respond. Should there be a change in policy or procedures, they will communicate that out to states. Pete Stephanos also referenced the MDOT article in the latest TPM Newsletter related to this issue.
* **CPBM Business Meeting – CPBM Subcommittee Updates.**
  + **Asset Management Subcommittee update.** Matt Haubrich, Chair, provided an overview of the subcommittee and invited attendees to participate in monthly calls with the TRB Asset Management committee. He also invited attendees to visit the AASHTO TAM Portal at [https://www.tam-portal.com](mailto:https://www.tam-portal.com) 
    - Recent highlights include:
      * Approval of the 3rd edition of the TAM Guide, which can be accessed at [https://www.tamguide.com](mailto:https://www.tamguide.com).
      * Matt reminded folks that TAMP updates are coming in 2022. Dates are specific to individual states. The subcommittee is assisting states in getting aligned for the 2022 TAMP recertification process.
      * The subcommittee is also working with the TRB committee on the new research cycle. Virtual workshop will be coming later this spring.
      * The new TAM Portal and research management system is coming soon.
      * The next TPM newsletter will focus on TAM.
    - Upcoming events
      * The next TAM webinar is on April 21, 2021, topic TBD. Visit <https://www.tam-portal.com/event> to register.
      * The 13th National (virtual) TAM Conference is August 2021. An in-person conference will take place in Boston in 2023. For register: <https://trb.secure-platform.com/a/page/assetmanagement2021>
  + **Subcommittee on Organizational Management Update.** Deanna Belden and Charlie Purcell, Co-Chairs, provided an update from the OM subcommittee.
    - Deanna reviewed the mission and goals of the subcommittee. The subcommittee is partnering with TRB AJE15 on activities, with joint meetings on the 3rd Tuesday monthly from 11 AM – 12:30 PM CST.
    - Deanna provided an update on work plan activities related to process improvement and the Transportation Lean Forum and Non-System Performance Measures. The subcommittee submitted a problem statement in February 2021 on program and project delivery performance measures used for decision making within State DOTs.
    - Charlie provided an update on Support for the Agency Capability Building (ACB) Portal. The subcommittee implementation project was approved to develop and conduct webinars and pilot implementation projects. The next step is to form a project panel.
    - Charlie invited attendees to participate in monthly subcommittee web conferences and attend annual or mid-year subcommittee meetings, usually held in conjunction with an AAHSTO or TRB conference.
    - Those wishing to assist with or lead one of the subcommittee activities should e-mail Deanna or Charlie.
    - The next subcommittee meeting is April 20, 2021, 11:00-12:30 Central Time.
  + **Subcommittee on Risk Management Update.** Jean Wallace, Co-Chair, provided an update from the RM subcommittee.
    - Jean explained the subcommittee’s mission: The focus of this subcommittee is on the development, implementation, and use of tools, methods, and strategies by a state transportation agency in order to take advantage of opportunities and mitigate potential threats.
    - Jean highlighted SRM-sponsored research projects:
      * NCHRP 20-123(04), *Strategic Planning Session and Development of a Risk-Management Research Roadmap*. Status: The literature review has been drafted and a workshop with SRM was held in February 2021.
      * NCHRP 23-09, *Scoping Study to Develop the Basis for a Highway Standard to Conduct an All-Hazards Risk and Resilience Analysis*. Status: Two workshops were scheduled for March 22 and April 12, 2021. Members of CTSSR, SRM and SAM were invited to participate.
    - Jean provided an update on a completed project:
      * NCHRP 20-44(02), *Implementation of the AASHTO Guide for Enterprise Risk Management.* Status: CoP members have joined the SRM membership.
    - Jean listed an NCHRP Problem Statement Selected for FY21 Funding:
      * NCHRP 23-15, *Prioritization of Risks Related to Connected and Automated Vehicles and Emerging Technologies*. Status: RFP closes March 4, 2021.
    - Jean described two FY2022 NCHRP research needs statements that have been submitted and need votes to support them:
      * A-04, Develop Methods to Allow Agencies to Incorporate Quantitative Risk Assessment at Project and Network Level (developed with the Subcommittee on Asset Management), and
      * B-03, Building Risk-Management Momentum in Agencies.
    - The next TPM Webinar, The Intersection of Risk and Performance Management, is scheduled for Wednesday, March 17, 2021 from 2-3:30 PM EST.
    - Subcommittee meetings are the 2nd Monday of even-numbered months, from 1-2 p.m. Eastern Time. The next meeting is scheduled for Monday, April 12, 2021 from 1-2 PM Eastern.
    - Visit the CPBM SRM website at: <https://www.tpm-portal.com/community/cpbm/rm/>
  + **Subcommittee on System Mobility and Emerging Technology Update**. Daniela Bremmer provided an update on the subcommittee.
    - Daniela provided information about the subcommittee’s structure and focus on serving as a forum to share how DOTs are managing system operation and mobility, exploring performance, data, analytical tools, communication, reporting, research and partnerships. The subcommittee is also examining current and emerging system management approaches.
    - This is a joint subcommittee with CTSO and CDMA.
    - The subcommittee provides a forum to share how states are handling system operation and mobility and how it is impacted by technology. Their focus is on performance, data, analytical tools, communication, report, research and partnerships.
    - The subcommittee is interested in topics related to CAV, CAT and MOD.
    - Daniela shared several resources:
      * Website: <https://www.tpm-portal.com/community/cpbm/sm/>
      * Covid-19 Related System Impact/Data Projects:
      * Survey: State DOT COVID-19 Response: Use of Transportation Data and
      * Information for Decision Makers (<https://www.tpm-portal.com/resource/dotcovid19-data-survey/>
      * Special Webinar Covid-19 Data Accessibility and Free Data Sources at <https://attendee.gotowebinar.com/recording/2019291993716040707>
    - Daniela shared that NCHRP Project 20-123 Research Proposal: Strategic Planning and Research Roadmap Development has been approved.
    - Daniela shared highlights from the 2021 action plan:
      * PM3 workshops with FHWA
      * Revisit the COVID-19 data survey
      * Engage with AASHTO inter-committee working groups
      * Collaborate with NOCoE and the TPM Pooled Fund on developing case studies for sharing the use of system data for decision making
      * Continue bi-monthly meeting
      * Reach out to identify opportunities for collaboration with TRB partner committees
    - Daniela provided contact information and invited attendees to participate in the next monthly meeting on April 20, 2021 at 2:30 PM Eastern.
  + **Policy and Rulemaking Work Group.** Paul Degges, Co-Chair, provided an update on the work group. He indicated that there is nothing to report at this time. He will report on further developments as they arise.
  + **Research Work Group.** Tammy Haas, Chair, provided an update. The committee works with membership to identify research needs, provide updates on ongoing research and identify ways to implement research. William Johnson has stepped up as work group Vice Chair.
    - The Research Work Group meets on the second Friday of each month at 10 AM Eastern.
    - The Research Work Group needs help with tracking ongoing research in order to provide updates as well as ideas on how to better implement research. Research is funded via NCHRP Programs for Problem Statements, Domestic Scans, Synthesis and Implementation.
    - CPBM submitted 2 NCHRP Problem Statements (also, see Risk Management Subcommittee notes above)
      * A-04, Develop Methods to Allow Agencies to Incorporate Quantitative Risk Assessment at Project and Network Level (developed with the Subcommittee on Asset Management), and
      * B-03, Building Risk-Management Momentum in Agencies.
    - CPBM submitted 2 synthesis proposals (also, see Asset Management and Organization Management Subcommittee notes above)
      * Program and Project Delivery, Performance Measures
      * Lessons Learned from Consistency Determination
    - Tammy shared upcoming research timelines (see slides for more information)
    - Tammy shared near future activities
      * Research workshop
      * AASHTO/TRB TAM Conference (August 7-10, 2021)
    - Additional web resources
      * NCHRP Project 08-36(134) Transportation Asset Management Research Roadmap ([tam-portal.com/roadmap](http://tam-portal.com/roadmap))
* **TPM Pooled Fund Business.** Christos Xenophontos introduced Perry Lubin, Spy Pond Partners.
  + **Transportation Management Hub Introduction and Background.** Perry provided with the background of the legacy TAM Portal, TPM Portal and ERM Portal, which were developed through three separate research efforts. They had three separate databases organizing the information. The new hub will integrate the architecture and consolidate the database to provide additional functionality and a stronger platform. The new Transportation Management Hub will:
    - Improve usability and timeliness
    - Strengthen connection and integration
    - Support user communities
  + **Site Demo.** Perry provided a brief tour of the Transportation Management Hub at [transportationmanagement.us](file:///C:\Users\loririchter\Dropbox\TPM%20TPF\TPM%20TPF%202020\TPM_TPF%202021\transportationmanagement.us). Perry encouraged attendees to visit the hub and provide feedback on the new AASHTO TPM Portal at <https://www.transportationmanagement.us/tpm/>.
  + **Note: additional slides are included in the meeting materials on the TPM Portal and in a special video created for attendees: [VIDEO]**
* **Action Items.** Karen Miller, CPBM Secretary, reviewed the meeting action items:
  + The next State DOT TAMP is due in 2022 – check with your FHWA Division office on exact date
  + Be sure to vote on the proposed NCHRP projects – Matt Hardy will email a list of those submitted by CPBM
  + If interested in being a pilot for Agency Capability Portal Project – contact Charlie Purcell at [Charlie.Purcell@iowadot.us](file:///C:\Users\loririchter\Dropbox\TPM%20TPF\TPM%20TPF%202020\TPM_TPF%202021\Charlie.Purcell@iowadot.us)
  + If you self-nominate or want to get selected as a panelist for an NCHRP project, let Matt Hardy know so your nomination can be supported
  + Review AASHTO Transportation Management Hub and provide feedback as soon as possible – a video will be included in today’s meeting notes
  + Get Involved! Listen in on subcommittee calls and remember you can involve other staff from your agency, you do not have to be a CPBM member.
* **Wrap Up.** Matt Hardy thanked attendees and presenters and wrapped up the meeting.

**The meeting ended at 4:00 PM EST.**