California Local HSIP Advisory Committee

Meeting Minutes
Thursday, October 1, 2015
1:00 pm – 4:00 pm

Sacramento International Airport
Terminal A, 2nd Floor, Air-Media Conference Room

Attendees: John Hoole, Robert Peterson, Chiu Liu, Stephanie Holloway, Ross McKeown, Rick Tippett, Dean Lehman, Steven Castleberry, Arsen Mangesarian, Jana Cervantes, Adriann Cardoso, Ken Kochevar, Michelle Gianini, Susan Herman

Time	Topic	Lead(s)
1:10 pm	Welcome and report of committee member changes • New member: Paul Moore • Jana Cervantes will represent Northern CA with Daryl Rigby as alternate • Robert Peterson is now head of Office of Bridge, Bond, and Safety Programs (OBBSP) within CalTrans Division of Local Assistance; John Hoole will transition back into Implementation • Greg Tom has accepted a new position and will no longer be part of the HSIP advisory committee; his position will be filled in coming months	John Hoole
1:15 pm	HSIP Cycle 7 Update Presented *Cycle 7 Highlights and Early Observations* handout and statistics sheet Of 213 applications, 197 projects are likely to be selected Clarifying the definition of, and amounts of funding available for, signal upgrade countermeasures will be a priority when developing Cycle 8 guidelines.	Robert Peterson
2:23 pm	HSIP Project Delivery Status Update (Cycles 0-4) • Cycles 0-2: Construction authorization delays will de-obligate 5 projects • Cycle 3: CalTrans will approach agencies with delayed projects in early November	John Hoole
2:36 pm	Roadside Safety Hardware Letter Update (referring to June 9, 2015 letter encouraging local agencies and state to systematically upgrade guardrail and terminals) • FHWA: Make sure replaced end treatments hit/replaced or being replaced as part of any HSIP projects	Ken Kochevar

	• Emergency Relief(ER) definitely available for replacing guardrails from fire loss and adding new guardrail if standards have changed (i.e. grade 6% instead of 10%) • Need better training (e.g. webinars, YouTube videos) for maintenance foreman to install the correct devices Ken Kochevar will prioritize training need for end treatments in discussions with FHWA	
2:52 pm	Systemic Safety Analysis Report (SSAR) Update • Guidelines updated to create step-by-step process for local agencies to follow; no longer uses RFA verbiage • $250K for 1 agency, $500K for more than one agency per district w/ allowance for justification if more is needed	Robert Peterson
3:10 pm	Proactive HSIP Update Presented *Draft Local HSIP Proactive Program* handout: preliminary list of project types that do not need B/C and minimum criteria Input from advisory committee is requested by October 15.	Robert Peterson
3:55 pm	Roundtable	All
4:15 pm	End of Meeting	

Next Meeting: November 12, 1-4pm
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<u>Future Agenda Topics</u>

- Clarify the definition of signal upgrade countermeasure; discuss limiting dollars or percentage HSIP available for these in Cycle 8
- FHWA training opportunities for guard rail end types
- DLAEs and CalTrans education and outreach opportunities to encourage agencies to participate in HSIP, apply for SSAR and proactive measures with alt. criteria (no B/C)
- Develop boilerplate/sample RFPs and contracts agencies can use to hire engineering firms and a list of pre-approved engineers

<u>Carried over from July</u>

- Target fatal and serious injuries locations
- Effective use of toll credits; incentives; and state funding
- Discuss SWITRS issue to gain input from this committee and the potential use of subgroups
- Modify deadlines with more consistency in delivery
- Liability reduction of collisions