

Freight Advisory Council
November 6, 2012 Meeting Minutes
10:00am-2:00pm
Courtyard Marriott
Ankeny, IA

ATTENDANCE:

Members:

X Zach Bader	X Bill Phelan
X Kevin Burke	X Dan Sabin
Larry Daily	Kelly Sanders
X Tom Determann	Jeff Schnell
X Kathy Evert	X Devin Sires
X Murry Fitzer	X Scott Stabbe
Natalie Hammer	X Mike Steenhoek
X Bill Horan	Brent Vanderleest
X Ron Lang	X Tim Woods
Delia Moon-Meier	

Ex-Officio:

X Todd Ashby	X Shirley McGuire
Kate Carlucci	X Mike Norris
X Mike Hadley	X Brett Tjepkes
X Becky Hiatt / Lubin Quiones	X Jennifer Wright
X Joseph Rude	Cecil Wright
Harold Hommes	

Iowa DOT:

X Paul Trombino III	X David Lorenzen
X Stu Anderson	X Mark Lowe
X John Adam	X Craig Markley
X Phou Baccam	X Amanda Martin
Mike Clayton	X Tammy Nicholson
X Dan Franklin	X Craig O'Riley
X Tina Hargis	X John Selmer
X Laura Hutzell	X Kim Snook
X Sandra Larson	Lee Wilkinson

1) Welcome and Introductions (10:00am): Stuart Anderson of the Iowa Department of Transportation (DOT) and other Iowa DOT Staff welcomed the members of the Freight Advisory Council (Council). The Council members introduced themselves; a sign in sheet was made available.

2) Freight Website: Craig O’Riley of the Iowa DOT updated the Council on the progress being made to the Freight website. Craig gave a brief presentation walking the Council through the website explaining its contents. Council members noted that they would like to see a change in the “contacts” section of the website, the contacts should be organized in a more user friendly way. Laura Hutzell then gave a brief presentation explaining to the Council how Google Earth could be used as a mapping tool for freight data such as the location of rail lines, grain facilities, and barge terminals. She noted that this tool would eventually be made available on the website for use. Council members expressed that they would like to see pipeline data added to the tool.

3) Issue Prioritization: After August’s meeting, the Council members were tasked with casting votes via email to help prioritize and rank the list of issues they had come up with. Iowa DOT staff began a review of these ranked issues, which lead to a discussion about how to proceed with addressing these issues. Dan Sabin, owner of the Iowa Northern Railway, suggested that instead of talking about each issue individually, the group should instead, narrow down the issues into six or seven categories and have each council member “sign up” under the category in which they could bring the most expertise. This was done and seven issue sub-committees were created. It was then agreed upon by the Council that the Iowa DOT’s “Freight Action Team” would assist in supporting these newly created sub-committees, to lead a detailed discussion for each of the seven issue categories via conference calls. A summary of each conference call along with a status report would be presented at the next Council meeting.

4) Freight Value Stream Mapping: Craig Markley of the Iowa DOT gave a presentation on the Freight Value Stream mapping event that took place at the Iowa DOT. He explained that a group of Iowa DOT staff, assembled from different areas of the Iowa DOT, were invited to participate in a four day mapping event. The event began with staff documenting the freight processes/activities in their day-to-day work. The purpose being to identify possible steps missing in these processes, which could potentially provide value, as well as identify any redundant processes due to different people doing the same or very similar tasks within a large organization. A total of 46 processes were identified along with high level steps for each process. Green arrows were then used to show how these processes interconnect with one another. The group then identified ways/activities to help improve these processes. The group came up with an “action plan” that identified 52 improvement activities. The Iowa DOT’s internal Freight Action Team, with the help of the Council, will be prioritizing these activities in the near future.

5) Map-21 Update: Iowa DOT Staff reviewed with the Council updates to the freight components in MAP-21. Staff stated that the U.S. Department of Transportation has issued a notice providing interim guidance on both State Freight Plans and State Freight Advisory Committees. This new guidance helps to encourage States to develop freight plans and provides guidance on the required elements of a State Freight Plan. It also encourages States to develop State Freight Advisory Committees as part of their process for developing a State Freight Plan. Staff also noted that the U.S. Department of Transportation is currently taking public comments on this interim guidance. The Iowa DOT will be submitting their comments soon and encourages Council members to do the same.

6) Iowa Freight Plan Development: Next, was a discussion on the future development of an Iowa Freight Plan. During the presentation on the interim guidance for MAP-21, a color coded map was shown that depicted which states have or are currently working on a State Freight Plan. It was suggested that it might be a good idea if the Council, along with the help of staff from Iowa DOT, took a look at plans completed by neighboring states to obtain a more regional perspective on freight. The Council also agreed it would be a good idea to use these plans to gather content information to help determine how Iowa's plan should be laid out. It was also suggested by the Council that the future white papers, which will be written to help summarize the seven issue categories talked about at the beginning of the meeting, may provide content for various chapters within the plan.

7) Staff from Motor Vehicle Division gave a brief presentation outlining the services they provide, staggered registration, move to a new system from oversize/overweight permitting, and changes to Iowa Code 321E.

Iowa's Move to a Staggered Registration System for Motor Carriers

Staff noted that the staggered registration, which is a method of distributing registration renewals so credentials expire in different months, will not affect 2012 credentials. Customers will renew this year like always. The registration renewal process for 2013 will be the same as prior years, with the difference being, that the month credentials expire, which will affect the amount owed. Beginning in 2013, there will no longer be a grace period. The renewal notice will be sent 60 days prior to the renewal month. Credentials expire the last day of the renewal month.

Introduction of Bentley Permit System

Staff from the Department of Motor Vehicles, gave a brief presentation outlining their proposed oversize/overweight legislative changes. Staff noted that the Iowa DOT is upgrading their oversize/overweight permitting and routing from Lotus Notes. A group by the name of Bentley Systems will be providing the new software and services needed to configure the solution to meet Iowa's rules and regulations. The Iowa DOT plans to go live with this new system in January of 2013. This new system will be web-based; no software installation will be required. The permit system is being updated to replace the 14 year old system. It will also help to improve highway safety, be able to integrate with 511, improve permitting queues, and provide real-time law enforcement access to permits.

8) Future Meeting Agenda Items: Staff asked the group to help develop future agenda items. Ideas discussed by the Council included:

- Have one person from each categorized issue give a status report at the next meeting
- Have at least one Council member report on their challenges in freight at every meeting.
- Entertain the idea of a group "field trip" as another way to explore freight.

9) Next Meeting Date: Staff concluded the next meeting of the Iowa Freight Advisory Council would take place sometime during the month of February. Iowa DOT staff will send out a meeting notice to Council Members within the next two weeks with confirmed date and location.

Meeting adjourned at 2:00pm.

