Wednesday, October 24, 2012, 2:00 p.m.

1. Welcome and introductions – Ray Huber, Committee Chair


As a part of the freight provisions in the Map21 federal transportation bill, it is recommended that States use a collaborative process for freight planning that involves all of the relevant stakeholders affected by the freight transportation system. “States are strongly encouraged to establish State Freight Advisory Committees to facilitate this collaborative process.”

The *Interim Guidance on State Freight Plans and State Freight Advisory Committees* recommends that the State advisory committee should include a cross-section of public and private sector experts and stakeholders including department of transportation, MPOs, transportation authorities, local government, freight associations, shippers, carriers, and other stakeholders. The guide also recommends that the committee should be charged with advising the State on freight projects and issues; serving as a forum for discussion; coordinating regional priorities; promoting the sharing of information; and participating in the development of a State Freight Plan. The guidance document can be found on the Map21 website ([www.fhwa.dot.gov/map21/](http://www.fhwa.dot.gov/map21/)).

Some questions yet to be answered about a potential State Advisory Committee are:
- Will there be regional representation as well as industry/mode representation?
- How many will be on the committee and how long will they serve?
- How are the members chosen and appointed?

The State of Ohio has not moved forward on the formation of a State committee and there doesn’t seem to be a plan to do so at this time. Because the Ohio Freight Plan has been generally completed at this time, there is no need for an advisory committee to participate in its development. Staff will pass along any further information we receive on the formation of an Ohio State Freight Advisory Committee.

3. Steering Committee/Full Committee Membership – *Rebuilding Steering Committee/recruiting new members* – All

With the Freight Steering Committee down to five or six active members, it’s time to rebuild a new committee. The Freight Committee operating procedures recommend a minimum of seven (7) and maximum of eleven (11) steering members, keeping an odd number of members. The operating procedures also list seven modes or industries to be represented: railroads, trucking, air freight, water freight, government, industry, and economic development.

The steering committee is tasked with guiding and providing leadership to the full committee and making recommendations on major issues. Before we ask for new members to join the steering committee, there should be a clear agenda of what the full
freight committee would like to accomplish in the coming year, under the leadership of the steering committee. Having a clear view of what the committee would like to accomplish is also important to attracting new full committee members. With committee input, and with guidance from the Ohio State Freight Plan, we would like to have that agenda in place by early 2013.

As we have done in previous years, staff will contact all committee members later this year to find out their membership status for 2013. We may also include a survey this year to gain some feedback on our member’s expectations of the TMACOG freight committee.

4. Freight Meeting Format/Schedule – Are changes needed to the current format or schedule? – All

From the committee’s discussion, we have proposed some changes to the meeting format and schedule for 2013.

Meetings will continue to be bi-monthly and one and a half hours long. However, there may be occasions when meetings will be shorter in duration or may be canceled if there is no pressing business. Not all meetings will have speakers or presentations, especially in the summer when attendance is usually down. In short, we will keep meeting schedules flexible.

Tuesday or Wednesday seems to be the best meeting days and we will ask our membership which is more convenient as a part of our member status update. We have proposed moving the starting time of the meetings to 11:30 a.m. or noon, and we may bring back the option of ordering lunches. Having meetings at lunch time is most convenient to our members.

The steering committee meetings will be held on the same day and time as the full meetings, on the in-between months. Any meeting schedule changes will be brought to the full committee for approval and will not take effect until the first meeting of 2013.

5. Committee Member Survey – Methods of getting feedback from committee members – All

To have a successful and productive committee, we need to know if committee membership and meetings are fulfilling the expectations of the committee members. Do they consider their time to be well-spent? Do they find value in membership and do they gain useful information from the committee meetings? Why do they attend, or why do they no longer attend? And what are some potential work products for the freight committee to undertake? Staff would like to get answers to these questions with a brief survey that will be distributed to committee members. This information will be valuable to setting an agenda for committee activities for the next year.

We would also like to get information from our members on what they consider to be important freight issues facing our region, and where is it important to make investments and improvements. Staff will put together a brief, easy-to-use survey by early 2013.
6. Agenda Topics for Future Meetings – Meeting content for upcoming full freight meetings – All

Some possible topics for upcoming meetings:
- The growth of shale gas production in eastern Ohio and the local transportation impacts.
- What’s happening at the CSX Northwest Ohio facility? We have word of possible expansion and additional cranes. Also, any updates on development adjacent to the facility?
- Energy expansion in Ohio and local impacts to BP-Husky, Toledo Refining, others.
- North American Free Trade Agreement (NAFTA) and its impact on local transportation.
- Agricultural product transportation in the region – balancing impacts on the economy with impacts to infrastructure.
- Computerized traffic control systems as a method of relieving congestion and bottlenecks.
- We will also keep the committee informed of any developments related to Map21 and the Ohio State Freight Plan.

If you know of someone who can present on any of these topics, please contact staff with a brief overview of their presentation, availability, and their contact information (streifert@tmacog.org).

7. Other Business/Discussion – All

The December Freight Steering Committee meeting has been moved from Wednesday, December 26 to Wednesday, December 19, at the same time and place.

Pending approval from the full committee, the steering committee has proposed to add the word “Advisory” to our committee name: The TMACOG Freight Advisory Committee. “Advisory” is commonly used by MPOs and DOTs nationwide and connotes involvement and guidance. We will not make any changes to the operating procedures at this time, but the name change will be used in freight committee documents and correspondence beginning in 2013.

8. Adjourn