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**MINUTES OF COMMITTEE ADC20
TRANSPORTATION AND AIR QUALITY
ANNUAL MEETING**

**Wednesday, January 14, 2004
Washington Hilton Hotel
International Center C
2:30 p.m. - 6:00 p.m.**

1. Call to Order

Chairman Siwek called the meeting to order at 2:35 p.m. The meeting was well attended by Committee members and other interested parties; attendance sheets are attached.

2. Introductions

Chair Siwek distributed the meeting agenda (attached) and attendees participated in self-introductions.

3. Chair's Report on 2003 Activities and Annual Meeting Sessions

Chair Siwek provided an overview of Committee and related activities for the ongoing TRB Annual Meeting. These included the following workshops and sessions sponsored or co-sponsored by the Committee. Session 153, "Little Data, Big Needs: Tools for Air Quality Planning in Small, Medium-Sized, and Rural Communities", was held on Sunday. Session 314, "Environmental Mega Poster Session", was held Monday afternoon and contained 23 papers. On Tuesday, the project level air quality analysis subcommittee met in the morning; the traffic control measures subcommittee met in the afternoon; and in the evening, Session 579, "Transportation Demand Management and Air Quality", co-sponsored by the Committee, was held. On Wednesday morning, Session 624, "Heavy-Duty Diesel Reductions: Opportunities for Immediate and Substantial Reductions", was held. This was followed by Session 668, "New National Ambient Air Quality Standards and You: Panel on Preparing".

Chair Siwek recognized Shauna Hallmark and Mohan Venigalla for their work in coordinating the process for review of papers submitted to the Committee for the Annual Meeting.

Kim Fisher made some overview remarks concerning the ongoing TRB Annual Meeting. She apologized for the Committee meeting space (the meeting was one of several being held at the same time in a large ballroom, with curtains separating the various meetings). Use of this 'overflow' area was required due to the large number of sessions and meetings requiring space at

the same time. She reported that the reorganizing within TRB had now been completed and she distributed a schematic which provided a summary of the new structure (attached). She reported that it would now be timely to propose new NCHRP, TCRP and synthesis submissions.

She indicated that the 2004 Annual Meeting had about 9,300 attendees, about the same as last year, but there were 15% more papers in total this year (some 2,500 received), and about 30% more in the planning and environment areas (38 papers were submitted to the Committee this year). In terms of future conferences, she reported that the midyear joint Summer meeting of the Planning, Economics, Finance, Freight and Management Committees would be held July 25 - 27 in Park City, Utah and that the next Annual Meeting would be January 9 - 13, 2005. Information for other upcoming conferences could be found on TRB's website. The e-newspaper, available to anyone interested, also contained additional information.

Committee members then responded to Kim's report with the following questions. Roger Wayson asked, since sessions this year in the noise and air areas overlapped and in past years did not, could next year's sessions be scheduled in sequence. Kim suggested that any such preferences be identified in writing for future scheduling consideration. Mohan Venigalla asked whether TRB might consider the paper review practice at other journals of having reviewers acknowledged in the final publication. Kim said she would follow-up on the question.

Kim asked for feedback on this year's experiment of having 'mega poster' sessions in the planning and air quality areas. There seemed to be a generally favorable response except for the room setups, which had very narrow and therefore crowded aisles. Lastly, in terms of the past year's TRB activities, Chair Siwek referred to the TR News special issue which focused on Air Quality and thanked the authors who provided the articles for the report.

4. Officer's Reports

In the first report, Committee Treasurer Roger Wayson presented checks of \$500 to Shauna Hallmark, Rob Ireson and Mohan Venigalla in recognition of their efforts associated with the 2001 Summer Meeting in Ann Arbor. These stipends had been previously authorized by the Committee at the 2003 Annual Meeting. He reported the current treasury balance at \$1,586.16.

In the second report, Committee Secretary Mike Clifford distributed the minutes from the 2003 Annual Meeting. These minutes had been distributed to Committee members in February, and reflected resulting updates from the Chair. The minutes were accepted as submitted.

5. Liaison Reports

The following participants reported on activities for their group (either a TRB committee, or another organization):

Brian Bochner	-	Transportation Demand Management
Mike Lawrence	-	Energy and Alternative Fuels Committee

Randy Guensler	-	Data Committee / Pricing Subcommittee
Rob Ireson	-	Urban Transportation Data and Information Systems
Chris Saricks	-	Transportation and Land Development
Arnie Sherwood	-	Telecommunications
Roger Wayson	-	ASCE
Shauna Hallmark	-	Air and Waste Management Association

Following the reports, Chair Siwek called for additional emphasis in this area, either by persons with existing responsibilities or through expressions of interest from others. The Committee's web site was identified as an area needing improvement and the Chair asked for volunteers for assistance. Becky Dennison offered to assist. The morning's presentations at session #668 were identified as candidate resources to be placed on the web site.

Roger Wayson reported an initiative regarding airport modeling involving projects at eight universities. Chair Siwek indicated that the Committee needed a liaison to the Aviation and the Environment Committee and Cecilia Ho volunteered to serve.

6. Subcommittee Reports

Chair Siwek opened the topic for discussion. Shauna Hallmark led off with a report on the Project Level Analyses Air Quality Subcommittee. She reported on proposed plans for a workshop at next year's meeting to address air toxics, project level work, and PM2.5 issues.

Other reports included: Brian Bochner, on the TCM Subcommittee since the chair of the subcommittee was not present. Mohan Venigalla reported on Air Quality Issues for Small and Medium Sized Areas. Chair Siwek said she would put on the web site a roster of Subcommittees and Chairs.

7. Summer Meeting 2004

Chair Siwek opened up the topic and there was considerable discussion on various proposals for holding the meeting. Primary possibilities included: in conjunction with TRB Committees on July 25 - 27 in Utah; with an Energy and Alternative Fuels meeting in mid-August in Maine; with AWMA on June 22 - 25 in Indianapolis. The Committee decided the best approach would be in conjunction with the TRB Committees on July 25 - 27 in Utah. Tentative sessions included details of the new rules and air quality implications. Volunteers to organize included: Jon Makler, Becky Dennison, Mike Clifford, and Michael Claggett. Chair Siwek indicated that TRB apparently has some funds from a previous Committee meeting; she reported that she would check with Kim Fisher to see whether these monies could be made available for use with the next meeting.

The Committee recessed for a 5 minute break; at 4:30 Chair Siwek reconvened the meeting.

8. Annual Meeting 2005

Chair Siwek began by referencing a proposal for a workshop on air toxics. Paul Lederer ???? volunteered to take the lead on this effort; Rob Ireson, Michael Claggett, Roger Wayson and Rob Kafalenos offered to assist. Volunteers to organize sessions and poster sessions included: Jon Makler, Brian Bochner, Randy Guensler and Guido Schattaneck.

In terms of paper review responsibilities, Mohan Venigalla and Shauna Hallmark volunteered to manage the process once again for this year. Mohan invited any interested parties to send in an information sheet if they were willing to serve in the process as a Friend of the Committee.

9. Membership Issues

To document the current status of members on the Committee Chair Siwek circulated a roster of members, including their dates of service on the Committee and asked members to indicate whether they wished to continue to serve after their current appointment expired.

10. New Business

No new items were brought before the Committee.

11. Presentations

The presentations began with Ed Nam covering the MOVES model, EPA's next generation mobile source emissions factor model. Kathy Daniel spoke on the public education initiative, "It All Adds Up to Clean Air". John Suhrbier spoke on the "Travel and Emissions Impacts of Brownfield and Infill Development". Rob Ireson gave a presentation on "Estimation of Diesel Particulate Matter Concentrations in a School Bus Using a Fuel-Based Tracer". Guido Schattaneck spoke on comparisons of the different versions of EPA's Mobile model.

Adjournment

Chair Siwek adjourned the meeting at 5:40 p.m.

*Respectfully submitted,
Michael J. Clifford
Committee Secretary*