



CENTER FOR INFRASTRUCTURE ENGINEERING STUDIES

Missouri's Local Transportation Resource Center 2004

By

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**UTC
ETT99**

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16. Abstract This project will provide a resource center available for use by local agencies throughout the state of Missouri. Its regular activities include the Proactive Training and Customized Transportation Education Programs (PTP and CTEP, respectively), ongoing development of transportation lending and distribution lending libraries, management of MoDOT's Cooperative Purchasing Program, production of a quarterly newsletter, and functioning as a transportation technical assistance resource for individuals and agencies around the state.			
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Missouri Local Transportation Resource Center (Missouri's LTAP)

LTAP Program Assessment Report

Introduction

The Program Assessment Report (PAR) is a quantitative tool to assist LTAP/TTAP Centers in collecting and reporting data to FHWA regarding activities associated with the performance measures outlined in the LTAP/TTAP Strategic Plan.

Collecting accurate and complete data is essential to capture the aggregate efforts of Centers within the national LTAP/TTAP program. This report will provide both FHWA and program stakeholders with an up-to-date view of the quality of the LTAP/TTAP program and its impact on the surface transportation community.

The LTAP/TTAP centers will collect data between January 1 and December 31 of each calendar year and will submit the completed PAR electronically. The report must be received by FHWA (via the LTAP Clearinghouse) **no later than January 31 of the following year**. Though these reports are remitted once a year, **it is strongly recommended that Centers continually update this data throughout the year** to insure that critical information is captured and time to compile and complete the report is minimized.

Instructions and Additional Information

- To determine the appropriate focus areas for a conference, separate the overall event into individual sessions before coding
- Do not count any training attended by your own LTAP/TTAP Center staff
- Center staff should exercise their best judgment in coding the data provided in each report; assigning workshop topics to each focus area, for example, is not intended to be an exact science
- It may be necessary to count sessions more than once to accurately define our work and its impact. For example, work zone safety impacts both highway safety and worker safety; these sessions should therefore be counted consecutively in both the Highway Safety and Worker Safety training focus areas
- Additional definitions for some of the terms used in this report can be found below on page 9 or by **left clicking** on an underlined word within the MS Word document
- Examples of various courses within focus areas can also be found in the definitions section beginning on page 9

Center Name: Missouri Local Transportation Resource Center

Reporting Period: January 1, 2004 to December 31, 2004

Safety

Training

The “Safety” metric is divided into 2 categories: Highway Safety and Worker/Workplace Safety. Count the training your center conducted and/or had responsibility for conducting, such as training co-sponsored with a partner.

Worker/Workplace Safety

Name of session	No. of sessions	No. of contact hours	No. of participants				
			Local	Tribal	State	Other	TOTAL
MINK4: Local Roads Conference							
St. Joseph, 10/26-7/04	1	12	37		10	25	72
Flagger Training							
Boone County, 10/29/04	1	5	19				19
District 3, 04/29/04	1	4	10		1	10	21
District 2, 04/27/04	1	4	11				11
District 8, 04/08/04	1	4	27				27
District 7, 04/06/04	1	4	12		1	1	14
District 6, 03/17/04	1	4	5				5
District 5, 03/15/04	1	4	5			3	8
Work Zone Traffic Control & Safety							
St. Louis, 12/15/04	1	4				12	12
District 3, 04/29/04	1	4	9		1	10	20
District 2, 04/27/04	1	4	10				10
District 8, 04/09/04	1	4	24				24
District 7, 04/07/04	1	4	11		1	1	13
District 10, 03/30/04	1	4	22				22
District 6, 03/18/04	1	4	5				5
District 5, 03/16/04	1	4	8			3	11
Balwin, MO, 02/25/04	1	4.5	31				31
TOTALS	17	77.5	246	0	14	65	325

Highway Safety

Name of session	No. of sessions	No. of contact hours	No. of participants				
			Local	Tribal	State	Other	TOTAL
MINK4: Local Roads Conference							
St. Joseph, 10/26-7/04	1	12	37		10	25	72
Flagger Training							
Boone County, 10/29/04	1	5	19				19
District 3, 04/29/04	1	4	10		1	10	21
District 2, 04/27/04	1	4	11				11
District 8, 04/08/04	1	4	27				27
District 7, 04/06/04	1	4	12		1	1	14
District 6, 03/17/04	1	4	5				5
District 5, 03/15/04	1	4	5			3	8
Work Zone Traffic Control & Safety							
St. Louis, 12/15/04	1	4				12	12
District 3, 04/29/04	1	4	9		1	10	20
District 2, 04/27/04	1	4	10				10
District 8, 04/09/04	1	4	24				24
District 7, 04/07/04	1	4	11		1	1	13
District 10, 03/30/04	1	4	22				22
District 6, 03/18/04	1	4	5				5
District 5, 03/16/04	1	4	8			3	11
Balwin, MO, 02/25/04	1	4.5	31				31
TOTALS	17	77.5	246	0	14	65	325

Is your center conducting [Kirkpatrick Level II evaluations](#)? yes no

Describe how your center is using these results:

We plan to implement this in 2005.

Newsletter

Total Newsletter Circulation: 26016

Worker/Workplace Safety

Titles/headlines of articles
“Transportation Engineers Association of Missouri”
“Transportation Innovations”
TOTAL NUMBER: 2

Highway Safety

Titles/headlines of articles
“Rural Travelers Hear the Rumble of Safer Roads”
“New Online Resource” (topic: National Highway Specifications website)
“55 th Annual Missouri Traffic and Safety Conference and Seminars”
“NACE 2004 Annual Conference”
“Transportation Engineers Association of Missouri”
“Road Crashes Reduced 42% in Mendocino County, Calif. – Unbelievable, But True!”
“Transportation Innovations”
“CROSS AT YOUR OWN RISK: the Problem of Intersection Safety”
“Imagine a Day with Zero Traffic Fatalities: Help Celebrate ‘Put the Brakes on Fatalities Day’”
“Safer Driving Environments Save Lives”
“Fast Facts” (topics: speeding, teenage MVAs, rail-highway crossings, fixed object crashes)
“Safer Driving Behaviors Save Lives”
“Safer Vehicles Save Lives”
TOTAL NUMBER: 13

Technical Assistance

	Number of Technical Assists
Worker Safety	351
Highway Safety	351

Materials Distribution

	Number of Materials Distributed
Worker Safety	932
Highway Safety	1289

Infrastructure Management

Training

Name of session	No. of sessions	No. of contact hours	No. of participants				
			Local	Tribal	State	Other	TOTAL
Local Street Design and Quality Places							
Kansas City, 11/18/04	1	1.5				72	72
MINK4: Local Roads Conference							
St. Joseph, 10/26-7/04	1	12	37		10	25	72
Best Stormwater Management Practices							
Kansas City, 09/24/04	1	1.5				102	102
Sustainable Highway Development							
Kansas City, 04/30/04	1	1.5				57	57
Designing Healthy Communities							
Kansas City, 02/13/04	1	1.75				58	58
Gravel Road Maintenance							
District 3, 04/28/04	1	4	11			3	14
District 2, 04/26/04	1	4	13				13
District 1, 04/13/04	1	4	15				15
District 8, 04/08/04	1	4	16				16
District 7, 04/06/04	1	4	15		1	1	17
District 10, 03/30/04	1	4	7				7
District 5, 03/15/04	1	4	9				9
TOTALS	12	46.25	123	0	11	318	452

Newsletter

Titles/headlines of articles
“Missouri Professionals Learn a New Bridge Expansion Joint Replacement Method”
“Application of Maturity Technology”
“Improving Pavement Performance through Innovative Design”
“Bridges for Sale” (regular feature in most issues)
“New Online Resource” (topic: National Highway Specifications website)
“2004 Missouri Concrete Conference”
“NACE 2004 Annual Conference”

“Permeability of MoDOT’s Type 5 Base”
“Keeping Up with Missouri’s Bridges”
“Transportation Engineers Association of Missouri”
“Transportation Innovations”
“Pavement Rehabilitation through Ultrathin Whitetopping (UTW) Overlays”
Investigating New Products & Processes”
“CROSS AT YOUR OWN RISK: the Problem of Intersection Safety”
“Considering Various Waterborn Paint and Bead Combinations”
“The Geotechnical TAG {Technical Advisory Group}”
“Evaluation of Bridge Approach Slabs, Performance and Design”
“Design, Fabrication, and Testing of Low-Profile Composite Bypass Road Panel”
“New Rural Transportation Web Resource”
“Slope Stabilization with Recycled Plastic Pins”
TOTAL NUMBER: 20

Technical Assistance

Number of technical assists: 453

Materials Distribution

Number of materials distributed: 1505

Workforce Development

Training

Workforce Development: Management/Leadership/Soft Skills

Name of session	# of sessions	# of contact hours	# of participants				TOTAL
			Local	Tribal	State	Other	
TOTAL	0	0	0	0	0	0	0

For all training sessions conducted in this reporting period:

Total number of training sessions: 28

Total number of contact hours: 111.75

Total number of participants: 705

Special Programs

Special Program	# of graduates
Road Scholar	0
Certification programs	0
Heavy equipment certification programs	0
Other	0
TOTAL	0

Briefly describe special program(s):

N/A

Workforce Development [continued]

	# of participants
Programs for students such as construction career day, summer transportation institute, etc.	15
Showcases (expos, equipment shows, etc.)	0

Briefly describe any such program(s):

The University of Missouri-Rolla hosts a residential Summer Transportation Institute for rising 10th, 11th, and 12th grade students each summer. Typically the program brings 15 – 20 students to campus to study various transportation career opportunities. Students are exposed to federal, state, local, and private areas of the transportation industry through a 4-week series of lectures and field trips both in- and out-of-state. They also get the opportunity to participate in hands-on transportation projects similar to those carried out at the undergraduate level in a civil engineering degree program. In addition to the transportation curriculum, the program focuses on personal skills development in areas such as teamwork, study habits, computer usage (graphic design, website construction), writing abilities, communication, library usage, résumé creation, and conducting an interview. The institute also always includes one 3-credit-hour college course such as history or literature designed specifically with an added transportation focus.

Newsletter

Titles/headlines of articles
“MACTO: A New NACE Affiliate Organization in Missouri”
“NACE 2004 Annual Conference”
TOTAL NUMBER: 2

Value Delivery

Internal (check all that apply)

Hosted a peer exchange

Implemented an instructor evaluation process

If so, describe process and results:

- Instructor evaluation form created for Local Roads Workshop Series.
- Results will be utilized in planning proactive training events for the 2005 year.

Implemented an instructor development course

If so, describe the course and results:

Total number of FTEs: 3.05 (this includes graduate student workers)

External

Organization	Activities					
	# of times center distributed information (mail, e-mail, fax, etc.) for organization	# of Joint training sessions	# of Joint conferences	# of Articles in newsletters from organizations	# of center staff serving on organizations' committees/boards	# of Joint special programs
National						
FHWA (HQ, Resource Center)			1	3		
APWA						
NACE	1*					
AASHTO						
TRB					1	
Other				9		
State/Local						
APWA Chapter						
NACE Chapter	1**			1	1	
AASHTO Region						
Municipal League	1					
County organization	1					
City governments	1					
County governments	1					
Tribal governments						
State government/DOT			1	14	1	
FHWA Division			1			
Other		4	1	4		

* number of items distributed was 23

** number of items distributed was 80

Value Delivery [continued]

Briefly describe other organizations and special programs:

Describe articles written by LTAP staff published in other organization's publications:

Title	Author	Publication

Definitions

FTE: A figure calculated from the number of full-time and part-time employees in an organization that represents these workers as a comparable number of full-time employees. For example, a full time position is equal to 1.00 FTE; a half time position is equal to 0.50 FTE.

Highway Safety: Focuses on the factors that impact national statistics on vehicle-related deaths and injuries. Examples include: Guardrail installation, bicycle/pedestrian safety, work zone safety, flagger training, safety audits, signs and markings, retro-reflectivity, drainage, geometrics, intersection safety, MUTCD, incident management, risk management and tort liability, traffic calming, etc.

Infrastructure Management: Concerns planning, designing, constructing, maintaining and operating local streets and roads. Examples include: Roundabouts, planning, design, construction, maintenance, operations, environment, access management, GPS, GIS, materials, utility cuts, utilities, right-of-way, GASB 34, asset management, pavement management systems, herbicides, storm water, etc.

Kirkpatrick Level I/II Evaluation: Level I measures the reaction to training; whether a customer liked or disliked the course at the most basic level; this is most often obtained through a simple reaction sheet at an end of the course evaluation. Level II measures knowledge, skills, and attitudes imparted by training; whether the customer remembers the lessons taught in the course. Examples include: Role-playing exercises, verbal questions and answers, verbal quizzes, written exams, job simulations (such as observing whether participants properly operate a motor-grader or complete a simulated work zone planning exercise)

Local Participants: Participants in LTAP/TTAP programs who work for local governments; these include cities, towns, townships, boroughs, counties, etc.

Materials Distribution: Report on the number of resources distributed to LTAP/TTAP customers; this includes publications, videos, and software, downloads from your center's web site, etc. Include those distributed in classes as well as through the mail. Also, use the multiplier effect when counting distribution; for example, if your center asks customers for how many people viewed a loaned video, report that number

Newsletter Articles: Substantive articles that move the program in strategic plan focus areas. Do not include course announcements, list of roads scholars, lists of videos available for loan, etc.

Total Newsletter Circulation: Determined by the total number of hard copy newsletters distributed by a Center. Circulation equals how many customers receive x number of newsletter issues; if the newsletter is distributed electronically, use the number on the distribution list to e-mail copies or notify customers that new issue is available

Other Participants: Participants in LTAP/TTAP programs who work for private industry, federal agencies, consulting firms etc.

Special Programs: Those programs that differ from regular LTAP/TTAP center tasks and/or that reach LTAP/TTAP customers in unique ways. These include: Road scholar programs, certification programs, showcases of innovative equipment and procedures, and equipment expos

State Participants: Participants in LTAP/TTAP programs who work for state governments or state departments of transportation

Technical Assistance: One-on-one personal contacts that result in provision of information. Examples include: E-mails, telephone calls, conversations, referrals to other sources of information etc.

Tribal Participants: Participants in LTAP/TTAP programs who work for tribal governments

Training Sessions: Any training event conducted by an LTAP/TTAP center. This includes: Workshops, seminars, conferences and conference sessions, distance learning, and road shows given by an LTAP/TTAP center. It does not include training events attended by LTAP/TTAP center staff. For conferences, count each conference session individually

Worker/Workplace Safety: Concerned with the personal safety of the worker in the workplace, whether in the office or working on the road system. Examples include: Flagger training, chainsaw safety, competent person, equipment training, CDL, on-the-job safety, office safety, lifting and work zone safety (can be double counted as warranted)

Workforce Development/Management/Soft Skills: Efforts to attract, retain and retrain present and future workers, specifically in the areas of management, leadership and supervision. Examples include: Computer skills, managing people, communications, math, leadership, supervision, writing etc.