

**GOVERNING BOARD MEETING NOTES**  
**November 5, 2020**

**Chair:** Randy Breault (City of Brisbane), **co-Chair:** Matt Tuggle (Solano County)

**Welcome and Introductions**

**Attending:** Beth Bourne, Randy Breault, Casey Carlson, Caroline Cirrincione, Howard N. Dashiell, Anna Espitallier, Merrin Gerety, Steve Hartwig, John Harvey, Gary Hicks, Chris Hooke, David Jones, Laura Melendy, Hillary Nixon, Ashraf Rahim, Todd Riddiough, Shadi Saadeh, Eduardo Serafin, Matt Tuggle, Erik Updyke, Najee Zarif, Dingxin "Ding" Cheng

**Not able to attend:** Girum Awoke, Brandon Black, , Marina Espinoza, Jon Lea, Chris Lee, Roger Lee, David Mendoza, Dana Oldknow, Karen Philbrick, Laura Podolsky, Melanie Perron, Jonathan Smith, Jay Spurgin

**Work Plan Progress Updates**

- Training Update
  - Laura Melendy: Went through slides and plans to continue to offer an online option for all classes as this virtual format has become so successful during the Covid period with high enrollment numbers. Can't offer certificate until all courses are in place; will have all of the core courses in place by next fall.
  - New group discount rate on training courses available to agencies – when one person registers at full price, they receive a discount code that they can share with up to 5 colleagues.
  - Board requested that CCPIC review and update the fee structure to allow putting on more classes with local governments paying for that through the fees.
    - **Action:** CCPIC should address before next meeting.
  - Board also requested review delivery technology to allow more than 40 locations to log in to a class so that number of people included per class be increased, potentially to pre-Covid numbers.
    - **Action:** CCPIC should review alternatives and pros and cons of the delivery system and get back to the Board before next meeting.
- Update on Technical Guidance and Tools
  - Existing projects LCCA spreadsheet-completed
  - Asphalt compaction spec-completed
  - Tack coat spec-near completion
  - Concrete mix design spec completed
  - Pavement environmental life cycle cost software-underway and planned complete date by the end of 2020
  - Pavement Condition Index tech brief expected completion in November 2020
  - Superpave for Local Government (SPLG) draft specification
    - Draft completed and have reviewed with CalAPA technical lead. Will work with CalAPA, LOCC and CEAC to will send draft specifications to local agencies and industry for written comments. While written version circulating, will schedule web informational meetings to answer questions/discussion, then prepare final version, before moving out to pilots

- Chris Hooke and Steve Hartwig are still interested in being pilot agencies for the specification
        - **Action:** Matt Tuggle asked for a 1:1 comparison with Caltrans Section 39 so local agencies can clearly see what is different. John Harvey said this is something we could also send out when we send it for review.
          - Local agency survey
            - Conducted a survey of local agencies on their interest in Superpave, RAP, warm mixes and more
            - Developed a contact list for cities and counties
            - Results will provide insight on future needs for local agencies
  - New projects being planned
    - Site investigation guidance manual
    - Specifications for Cold in place recycling and Cold Central plant recycling
    - Tech brief on RAP
    - Long life asphalt pavements for local agencies
- Update on Resource Centers
  - Central California
    - Ashraf Rahim: This month's meeting of the technical advisory committee of transportation agencies for Monterey County was postponed until next year (Jan-Feb-Mar), will coordinate with the CCPIC meeting dates.
  - Southern California
    - Shadi Saadeh: Public Works Officers Institute meeting is scheduled for La Jolla in March 2021 (postponed from fall 2020).
    - John Harvey: Found interesting poll results: 1) 50% of local government, consultants, and industry had heard of CCPIC, 2) the poll results on new asphalt overlay – how long until you see your first age related cracking? More than a third said within 6 years of construction. Gary Hicks noted that the polling capabilities used at CalAPA and other webinars would be very useful for CCPIC. It was noted that there is a polling capability in Canvas used for CCPIC courses.
    - John Harvey: Asked if board members were aware of any technical briefs that may overlap with CCPIC efforts within California, other than San Diego Building Better Roads committees which are putting together technical briefs covering many subjects. Board was not aware of any in the state; Gary Hicks noted that FHWA pavements office has several tech briefs.
  - Northern California
    - Gary Hicks: No activity since July 2020.
    - Will start reaching out to various organizations: APWA. MSA. ASCE, CEAC and others
- CCPIC Website and Peer Exchange
  - Usage update and keeping the website current
 

John Harvey: CCPIC website's reach continues to grow, new users make up 80% of hits, with spikes in users connected to outreach events.
  - Update on creating peer-to-peer communication capability for regional local government discussion groups. See Open Discussion for further information
- Costs and Funding Update
  - Laura Melendy: Went through slides. For 2020-2021 year, UC Berkeley's funding award has increased from \$50k to \$85k. Will go towards instructors' salary and course

development, allowing for more classes. Registration fees may increase as well with some group discounts available to agencies as noted earlier.

- John Harvey: Presented slide with UC Davis CCPIC financial update. Laura and John continuing conversations with Caltrans Local Assistance about funding support, though the answer is no at present. UC Institute of Transportation Studies (research program and technical assistance under SB1) directors have agreed to \$250k commitment - UC Irvine and UCLA are contributing as well as UCD and UCB. Board communicated that this is extended “seed funding” rather than perpetual funding. Will give CCPIC more time to build out the classes and look for other longer-term funding sources during this time.

Another outcome of UC ITS discussions was the recommendation to get an independent researcher from one of the ITS organizations to do a study estimating the financial impacts, in a substantial way, of implementing the improved practices through CCPIC training and tech briefs. The results of this study could be communicated back to the legislators that passed SB1.

Discussion about fee structure going down and increasing participation numbers. Chris Hooke notes many classes will continue to be offered virtually, if we have the capability and could solve registration and technical issues, we could increase the attendance size by double, and lower the registration fee by half, you’ve reached the same number of people for the same cost.

**Action:** John Harvey, Eduardo Serafin and Laura Melendy, will discuss before the next meeting. Laura noted in order to get larger numbers in the hundreds, it would require the format to change from a virtual teaching classroom to Zoom webinar. Also have to balance comfort of instructor with that many participants, Q&A, not as easy for interaction between participants but would want to look into it.

- Hillary Nixon: Mineta Transportation Institute has renewed funding for CCPIC at the rate of \$75k per year for the next 3 years. SJSU Chancellor’s Office would like us to expand our engagement with other CSU campuses: looking at Humboldt State.
- CCPIC needs to transition to alternative funding for mainstay of operations over the next three years
  - There are some additional requirements with the funding:
    - Both UC and CSU want inclusion of more campuses
    - Will need to update website to better recognize funders and all partners
- John’s comments:
  - CCPIC continuing to look at and discuss with different potential sources of funding including Caltrans, FHWA, and others
  - Likely solution will be combination of sources, including greater per use training fees from local agencies
- **Actions:**
  - John to meet requirements from UC ITS and MTI for new funding
  - CCPIC team to continue to work on longer term funding plan and partnerships
- CCPIC Governance and Board Terms and Elections
  - Randy Breault: Charter requires review and renewal every two years, with the terms of the chair and co-chair set at two years. Expectation that the co-Chair automatically

assumes position as Chair after two year term. No objections from the board with Matt Tuggle becoming Chair at the end of this meeting.

In deciding the next chair, Randy suggests that prior to next meeting the LOCC and CEAC reaffirm their appointments as it has been two years.

- **Action:** John to put together an attendance roster for last two years to help organizations with re-appointments/appointments. John will gather attendance from recent meetings as available. Randy believes it might be useful for those making the appointments/reappointments.
- **Action:** Caroline Cirrincione and Merrin Gerety will also review the past call for nominations for cities and counties and will share with the group. Randy notes this will be helpful as we will have the new members in attendance at the next meeting when the co-chair is decided.
- **Action:** Add an action item on the next agenda to elect the co-chair, with the 2-year term rotating between a city representative (and chair would be from a county). Consensus from the group.
- John asked if the current 6 and 6 is fine with the group. Consensus from the group that is a good size and good make-up of the board. John notes that the detail of board terms is scarce in the charter. Randy notes the benefits of appointees having the opportunity to do reappointments from LOCC and counties.
  - Matt Tuggle is new chair as part of City/County rotation
  - John thanked Randy for chairing us for the last two years
  - Discussion needed amongst City members with LOCC regarding election of new co-chair from a city
  - Need to review participation, and identify folks who have not been active, and identify new people from cities and counties to fill gaps by mid-January
  - **Actions:**
    - LOCC to identify new CCPIC co-chair
    - CCPIC to identify folks who have not been participating, let LOCC and CEAC know
    - LOCC and CEAC and Board: recruit new Board members for vacant spots

#### Open Discussion with the Board

- What is the current and expected outlook for local agencies during this Covid-19 time?

John Harvey asked for feedback from the agencies (board members) on funding outlook. Matt Tuggle noted on the SB1 front not seeing the revenue hits that we thought we might see. Howard Dashiell, Mendocino County, notes revenues are okay, and the bids this year have been better than expected. We believe we will have another year of standard maintenance projects (unless something unexpected, resurgence with the virus).

- Covid related economic contraction has not taken as big a bite out of SB1 funding as at first appeared it might
- There will be long-term adjustments potentially affecting fuel taxes for roads:
  - Randy: MTC may mandate 60% tele commuting

John Harvey brought up Governor's executive electric vehicle (EV) mandates (no new internal combustion engine car sales) coming into place after 2035, and similar trucking EV mandates on the horizon. John's ITS study through SB1 for the Legislature projects that while EV trucks are heavier we don't expect that they will decrease pavement performance, as not as many EV trucks, and the battery packs will get lighter as you get 20 years out. Good to see awareness of pavement with the legislature (and purpose for SB1 funding: paving) – thinking about best practices with pavement technology at state and local level, and awareness of environment life cycle assessment and green house gas(GHG) calculations. Legislative staff has asked questions about life cycle cost analysis, and beginning to look at environmental life cycle assessments, best practices

Matt Tuggle notes an MTC study, circa 2012 study about life cycle costing and GHG.

- Feedback on training approach, outreach, and technical content development?  
John Harvey: Is it time to recanvas and survey this group on needs – last survey with 2.5 years ago through the LOCC and CEAC? Looking for feedback from the board on priorities. Randy Breault suggests another solid year of CCPIC before we do surveying again.

John Harvey: CCPIC did an in-place recycling class (in-person) in northern and southern CA, with new guidance out, he would like to put on the agenda for another one of our classes. John interested in Matt's bid prices (Caltrans prices), wondering if local agencies have much lower prices than state.

- Other topics from carryon discussion after board meeting adjourned:
  - Subject driven peer exchanges
    - Don't rely on software (which got hacked and dropped)
    - Identify experts at CCPIC or elsewhere who can be available, identify local folks interested in that item to share with each other.
  - **Actions:**
    - Board communicate need to get folks to sign up for Erik's contact list item on webpage
    - CCPIC update Erik's survey on the webpage to include subject area expertise and areas of interest for peer exchange
    - Wait another year before survey again
  - Potential access by local governments to recordings of classes between new offerings?
    - **Action:** John will follow up with Laura and Eduardo to discuss

#### Next Meeting

- Next meeting will be a virtual meeting
  - Thursday, February 11, 2:00pm-3:00pm [John will check for conflicts with Board members.]
- Items for next meeting agenda
  - Confirmation of city, county representatives on board. Due date for confirming, and recruiting new members: League and counties will target mid-January as due date.
  - Actions items from this meeting