

**Executive Committee for Highway Safety**  
**Meeting Minutes – Mtg. #1**  
**April 24, 2003**

**Location:**

Chief Engineer's Conference Room, Beryl Drive @ 9:30 a.m.

**Committee Members in Attendance:**

Gene Conti	Len Sanderson	Don Goins	Troy Peoples	Debbie Barbour
Don Voelker	Doug Robertson	Calvin Legget	David King	Kevin Lacy
Don Nail	Richard Holden	Doug Galyon	Bob Andrews	Jim Westmoreland
Janet D'Ignazio				

**Guests in Attendance:**

Rudy Umbs	Brad Hibbs	Max Tate	Chris Hartley	Cliff Braam
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**Scribe:**

Cliff Braam

**Minutes:**

- The meeting began at approximately 9:45 a.m.
- Gene welcomed all of the committee members and thanked them for their time and participation in/on the committee. He also gave the committee a brief overview of the need for the committee and the anticipated benefits of the committee. He stated that the committee would be focused on identifying, implementing and evaluating strategies to address highway safety in North Carolina and then modifying/changing these as needed.
- Rudy Umbs from the Federal highway Administration in Washington, DC gave the committee a brief overview of highway safety activities and initiatives from a national perspective along with some basic concepts for consideration as NC progresses with the Executive Committee and a Strategic Highway Safety Plan. Some of these included:
  - ◆ Gaining commitment at the top levels up front,
  - ◆ That identified strategies address needs and resources,
  - ◆ and ensuring that safety is integrated into the entire process and not added to the end of a project as an afterthought.
- All members of the committee introduced themselves since this was the first meeting of the committee. It was noted that the committee is comprised of a diverse group of individuals/agencies (not just engineers) and that this was done intentionally in an effort to incorporate the different perspectives into the entire process.

- Kevin Lacy gave a presentation on the Executive Committee for Highway Safety. The presentation included:
  - ◆ NC specifics; past & present safety initiatives, crash statistics,
  - ◆ The need for a centralized, coordinated effort
  - ◆ The AASHTO Strategic Highway Safety Plan (SHSP),
  - ◆ NC highway data,
  - ◆ Present trends in NC,
  - ◆ The need for an Executive Committee for Highway Safety (ECHS),
  - ◆ Adoption of the AASHTO SHSP,
  - ◆ Details of the proposed NC ECHS; mission/vision statements, organizational structure, anticipated committee duties.
  
- Next there was discussion by the committee on identifying additional representatives for the committee. These included potential representation from:
  - ◆ local law enforcement,
  - ◆ an emergency room or the medical profession,
  - ◆ a small town (population < 50,000) transportation official,
  - ◆ for minority groups and/or Latino community.
  - ◆ a media representative,
  - ◆ someone from the legal system (possibly contact the Association of district attorneys)
- Specific names that were mentioned included:
  - ◆ Nolo Martinez – Latino community,
  - ◆ Herb Garrison – Medical
  - ◆ Drexel Pratt – State EMS
- It was decided that Kevin and Gene would filter through the potential representatives and make suggestions to the committee at the next meeting.
  
- The mission and vision statement of the committee was discussed next. General comments centered on needing a more concise mission and vision statement. Gene asked Janet to head up the effort to revise these for committee approval at the next meeting
  
- Gene asked the committee to adopt the AASHTO Strategic Highway Safety Plan as a starting point for North Carolina noting that all strategies in the AASHTO plan may not be applicable to NC's needs and that NC may have needs that are not specifically addressed within the AASHTO plan. It was stated that this would be a dynamic document that would be modified as needed as the ECHS progressed. The AASHTO SHSP was adopted by the committee.
  
- There were initial discussions as to which emphasis areas in the AASHTO plan the committee should begin to address first. After preliminary discussions, it was decided that these types of decisions should be data driven. Kevin will have his office review all 22 emphasis areas of the AASHTO plan and prepare a presentation for the next committee meeting on what NC's needs are, data from a state and national level as related to each area and what is currently being done in NC (if anything) for each area. This will help the committee prioritize needs. Once the needs/issues are prioritized, they will be assigned to

Working Groups and Technical Work Groups where the problems will be analyzed, strategies/countermeasures developed and recommendations made back to the Executive Committee.

- The meeting was adjourned at 11:25 a.m.

**Action Items:**

- ◆ Revision of mission and vision statements (Janet)
- ◆ Refinement of potential additional committee members (Kevin/Gene)
- ◆ Data validation of AASHTO key emphasis areas (Kevin)