



## AGENDA

<b>Monday, October 29, 2018</b> <i>Workshop/Training</i>	
8:00-12:00	<p><b>Highway Performance Monitoring System (HPMS) 101</b> (Washington 1 &amp; 2)  <i>Ronald Vaughn &amp; Justin Clarke, Highway System Performance Division, Office of Highway Policy Information, FHWA</i></p> <p>This session will provide a high-level summary of the various components of the HPMS program, including collecting, processing, submitting, and reviewing HPMS data, data model, required data sets, data formatting protocols, and submission process.</p>
12:00-1:00	<b>Lunch</b>
1:00-2:00	<p><b>HPMS Federal Lands Coordination</b> (Washington 1 &amp; 2)  <i>Tammy Ratliff and Ron Erickson, Office of Federal Lands and Office of Highway Policy Information, FHWA</i></p>
2:00-4:00	<p><b>HPMS Peer-Exchange</b> (Washington 1 &amp; 2) <i>Jennifer Campbell, Oregon DOT moderating</i></p>
1:00-3:30	<p><b>Complete TMAS Training (Version 2.8 and WIM Reports)</b> (Virginia)</p>
4:00	<b>Adjourn – Doors Close at 4:30</b>



<b>Tuesday, October 30, 2018</b> <i>Highway System Performance</i> Moderator: Chris Allen	
8:30-9:30	<p><b>Moderator and Logistics</b> <i>Chris Allen, Highway System Performance Division Chief, Office of Highway Policy Info., FHWA</i></p> <p><b>Welcome and Introduction</b> <i>David Winter, Director, Office of Highway Policy Information, FHWA</i></p> <p><b>Opening Remarks</b> <i>Mala Parker, Associate Administrator, Office of Policy and Governmental Affairs, FHWA</i></p> <p><b>Overview of HPPI's Data Programs</b> <i>David Winter, Director, Office of Highway Policy Information, FHWA</i></p>
9:30-10:30	<p><b>HPMS &amp; MIRE</b> <i>Bob Pollack &amp; Stuart Thompson, Office of Safety, FHWA</i></p> <p>This session will highlight discussions from a recent peer-exchange on geospatial intersection modeling and its future impact on HPMS.</p>
10:30-10:45	<b>Break</b>
10:45-11:30	<p><b>HPMS Checklist Project Implementation</b> <i>Robert Rozycki, Office of Highway Policy Information, FHWA</i></p> <p>This session will focus on the previously completed results of the "checklist" project research contract and its implementation.</p>
11:30-12:30	<b>Lunch</b>
12:30-1:15	<p><b>HPMS – Field Review Guidelines</b> <i>Robert Rozycki, Office of Highway Policy Information, FHWA</i></p> <p>This session will introduce and review the recently updated <i>HPMS Field Review Guidelines</i> with a focus on TPM-related modifications.</p>
1:15-2:00	<p><b>HPMS Field Manual and Software Updates</b> <i>Ronald Vaughn &amp; Justin Clarke, Office of Highway Policy Information, FHWA</i></p> <p>This session will focus on recent updates to the HPMS Field Manual and in particular, to updates made in support of TPM implementation efforts. Changes and updates to the HPMS software will also be presented and discussed. The participants should take away and in-depth understanding of the updated data collection and reporting requirements, as well as the manner in which they are to be addressed via the HPMS Software.</p>
2:00-2:15	<b>Break</b>
2:15-4:00	<b>HPMS Reassessment Conclusion</b>



U.S. Department of Transportation  
**Federal Highway Administration**

## Highway Information Seminar 2018

October 29-November 2, 2018

National Highway Institute (NHI)

1310 North Courthouse Road, Suite 300, Arlington, VA

	<i>Thomas Roff, Office of Highway Policy Information, FHWA</i> This session will focus on the HPMS reassessment findings, and next steps related to HPMS 9.0 implementation.
4:00	<b>Adjourn – Doors Close at 4:30</b>



<b>Wednesday, October 31, 2018</b> <i>Travel Monitoring and Surveys</i> <i>Moderator: Tianjia Tang</i>	
9:00-9:20	<p><b>Moderator and Logistics</b> <i>Tianjia Tang, Chief Travel Monitoring and Surveys, Office of Highway Policy Info., FHWA</i></p> <p><b>Welcome and Introduction</b> <i>David Winter, Director, Office of Highway Policy Information, FHWA</i></p>
9:20-12:00 (10:30-10:50 break)	<p><b>Traffic Monitoring</b> <i>In this session, a systematic coverage on some key components of travel monitoring as listed below will be provided.</i></p> <ul style="list-style-type: none"> <li>• <i>Traffic Monitoring 101 Knowledge Self-Assessment</i></li> <li>• <i>Traffic Monitoring Objective, Approaches and Funding Opportunities under FAST Act</i></li> <li>• <i>Traffic Monitoring for Volume, Class, and WIM Data Gathering</i></li> <li>• <i>AASHTO AADT Method and FHWA Alt Method</i></li> <li>• <i>The ABCs of Traffic Monitoring Sensors</i></li> </ul>
12:00-1:00	<b>Lunch</b>
1:00-2:20	<p><b>Traffic Monitoring Special Topic</b></p> <ul style="list-style-type: none"> <li>• <i>Keeping Up: Non-traditional Traffic Monitoring Development</i></li> <li>• <i>Vehicle Occupancy Data, Speed, NPMRDS Data, Axle Spacing and Body Type for Classification</i></li> <li>• <i>WIM Pocket Guide</i></li> <li>• <i>National Household Travel Survey (NHTS) – Why, How, and When People Travel</i></li> </ul>
2:20-2:40	<b>Break</b>
2:40-4:00	<p><b>Traffic Data Quality and State Issue Discussion</b> <i>The proof of an effective traffic monitoring program rests with the data it gathers. This session will be devoted to traffic data quality control illustrated through state gathered and submitted TMAS and HPMS data. Discussions will be carried out on challenges, solutions, and data trending as related to population, fuel consumption, and GDP. The bottom-line is to ensure that the traffic monitoring program is meaningful and efficient by identifying issues and developing solutions.</i></p> <ul style="list-style-type: none"> <li>• <i>TMAS Traffic Data – issues observed and suggested solutions</i></li> <li>• <i>HPMS Traffic Data – issues observed and suggested solutions</i></li> <li>• <i>Open Discussion</i></li> <li>• <i>Answers for Self-Assessment Questions</i></li> </ul>
4:00	<b>Adjourn – Doors Close at 4:30</b>



<b>Thursday, November 1, 2018</b> <i>Motor Fuel and Highway Finance</i> Moderator: Michael Dougherty	
8:00-8:30	<b>Welcome and Introduction</b> <i>David Winter, Director, Office of Highway Policy Information, FHWA</i>
8:30-8:45	<b>Moderator and Logistics</b> <i>Michael Dougherty, Motor Fuel &amp; Finance Division, Office of Highway Policy Information, FHWA</i>  <b>Welcome and Introduction</b> <i>David Winter, Director, Office of Highway Policy Information, FHWA</i>
8:45-9:45	<b>Federal-Aid Highway Program 101</b> <i>Todd Kohr, Office of Legislative Affairs and Policy Communications, FHWA</i>  This session will provide an overview of the Federal-Aid Highway Program, including the operation of the Highway Trust Fund and its significance to the funding level of the Federal-aid highway program; the FHWA apportionment process; obligation limitation, allocations, deductions, earmarking and transferability.
9:45-10:15	<b>How the 500 Series Financial Data Are Used in the Biennial Report to Congress</b> <i>Ross Crichton, Investment &amp; Economic Analysis Team Leader, Office of Transportation Policy Studies, FHWA</i>  This session will provide an overview of the biennial Report to Congress "Status of the Nation's Highways, Bridges, and Transit: Conditions and Performance (C&P)," its importance, and the role of the Office of Highway Policy Information's data plays in the report's data quality assurance and timely delivery.
10:15-10:30	<b>Break</b>
10:30-11:00	<b>Heavy Vehicle Use Tax (HVUT)</b> <i>Michael Dougherty, Motor Fuel and Finance Division, Office of Highway Policy Information, FHWA</i>  This session will review the FHWA's responsibility in the HVUT process. Information will be presented on the State Registration Agency's duties in verifying the proof-of-payment of the Heavy Vehicle Use Tax to the IRS, prior to the State issuing a registration for certain vehicles. Materials will be reviewed for the State's responsibility in the maintenance of records, and the FHWA Division Offices' duties, which include the periodic reviews of the State programs. Additionally, the Annual Governors' Certification process will be covered.
11:00-11:30	<b>Motor Fuel Data Reporting</b> <i>TBD, Motor Fuel and Finance Division, Office of Highway Policy Information, FHWA</i>  This session will present an overview on how and why the FHWA Forms 551M and 556 are reported to FHWA. These forms are required for data entry and data QA/QC steps to facilitate data gathering, analysis and submittal of data related to motor fuels use, tax rates and receipts. The goal is to review the due dates and data elements included on the forms,



	discuss the uses of the data, stress the importance of the need for high-quality data, and address questions that data suppliers may have.
11:30-12:00	<p><b>Local Finance Reporting</b> <i>TBD, Motor Fuel and Finance Division Chief, Office of Highway Policy Info., FHWA</i></p> <p>This session is to cover FHWA Forms 536 and 539L. These forms are required for data entry and data QA/QC steps to facilitate data gathering, analysis and submittal of data related to Local Highway Finance. The goal is to review the due dates and data elements included on the forms, discuss some common issues identified on the forms, stress the importance of the need for high-quality data and address questions that data suppliers may have.</p>
12:00-1:00	<b>Lunch</b>
1:00-1:30	<p><b>Vehicle Registration Reporting</b> <i>Brian Lomax, Motor Fuel and Finance Division, Office of Highway Policy Information, FHWA</i></p> <p>This session will cover FHWA Forms 561 and 566. These forms are required for data entry and data QA/QC steps to facilitate data gathering, analysis and submittal of data related to motor vehicle registration counts and receipts. The goal is to review the due dates and data elements included on the forms, discuss some common issues identified on the forms, stress the importance of the need for high-quality data and address questions that data suppliers may have.</p>
1:30-1:45	<p><b>Driver Licensing Reporting</b> <i>Dawn Edwards &amp; Tianjia Tang, Travel Monitoring and Surveys Division, Office of Highway Policy Information, FHWA</i></p> <p>The session will cover FHWA driver license Form 562. It will provide guidance on what data should be submitted and when. The session will provide problem-solving and detail other issues that are encountered when assembling the driver data.</p>
1:45-2:30	<p><b>Demo of the FHWA 541 Form</b> <i>Clarissa Smith, Motor Fuel and Finance Division, Office of Highway Policy Information, FHWA</i></p> <p>This session will cover a Demo presentation on the new automated FHWA 541 Form. It will guide the States on how to input and submit the annual data for the State Transportation Obligations Issued During the Year and Allotment of Proceeds.</p>
2:30-3:00	<b>Break</b>
3:00-4:00	<p><b>State Highway Finance</b> <i>Clarissa Smith, Motor Fuel and Finance Division, Office of Highway Policy Information, FHWA</i></p> <p>This session will cover FHWA Forms 531, 532, 539S, 534, and 542. These forms are required for data entry and data QA/QC steps to facilitate data gathering, analysis and submittal of data related to State Highway Finance. The goal is to review the due dates and data requirements of the forms, stress the importance of the need for high-quality data and address questions that data suppliers may have on the forms.</p>



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4:00	<b>Adjourn – Doors Close at 4:30</b>
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<b>Friday, November 2, 2018</b> <i>HPPI</i> <i>Moderator: David Winter</i>	
9:00-12:00	<b>FHWA HPPI and Division Offices Meeting</b> (Washington 1 & 2/Virginia) <i>Led by David Winter, Director, Office of Highway Policy Information, FHWA</i>
12:00	<b>Adjourn</b>