



Pennsylvania State Transportation Innovation Council

Member Guidance Document

April 2014

**Prepared by
Federal Highway Administration and
Pennsylvania Department of Transportation**



Pennsylvania State Transportation Innovation Council

Overview

General Information

The purpose of this guidance document is to provide information on the roles and responsibilities, administration, and management of the State Transportation Innovation Council (STIC) and the Technical Advisory Groups (TAG). Users can easily navigate through this guidance document by selecting a bookmark on the left-hand side. All members can always view the most current information within the guidance document at the communication portal at www.portal.state.pa.us.

Background Information

In 2010, the Federal Highway Administration (FHWA) implemented the Every Day Counts initiative to shorten project delivery and expedite the deployment of proven technologies. The initiative's goals are to create an innovative atmosphere among the transportation community to allow for a more efficient and effective delivery of projects to address the general public's transportation needs. FHWA introduced the STIC concept to state transportation departments and industry partners to foster ownership and pride in establishing a process in which ideas, innovative techniques, and processes can be evaluated and implemented quickly and proficiently. Pennsylvania held its inaugural STIC meeting just a few short weeks after the concept was presented to further our commitment to innovation for improved efficiency.

Purpose of STIC

The STIC is composed of a multi-stakeholder leadership that works together to forge an environment of innovation, imagination, and ingenuity to pursue specific initiatives and their rapid implementation to deliver a modern, high-quality transportation system to the citizens of the commonwealth. The STIC will be identifying ways that Pennsylvania responds to key issues and challenges that impact the highway program and suggesting options to enhance the program and Pennsylvania's transportation infrastructure.

Purpose of TAG

In order to assist the STIC evaluate the initiatives that should be promoted and implemented, **TAGs have been created to suggest options for potential benefits and uses of initiatives or investment opportunities.** The TAGs will be responsible for ensuring that the chosen initiatives succeed in improving the transportation system and will be required to develop a deployment plan. The TAGs will also be responsible for tracking and reporting the initiatives progress moving forward. The TAGs that have been created thus far are focused in the following areas: project delivery; construction; maintenance; design; environmental; safety; technology; intelligent transportation systems; materials; and, public outreach.



Pennsylvania State Transportation Innovation Council

Charter

Preamble

The Pennsylvania Department of Transportation (PennDOT), Pennsylvania Turnpike Commission (PTC) and Local Public Agencies (LPA) own the transportation system and make key decisions on how to deliver projects, as well as what techniques and technologies to use in its operation and safety. A State Transportation Innovation Council (STIC) is intended to bring together stakeholders that represent market forces to work together to lead innovation in the Pennsylvania state transportation program.

Purpose

This Charter establishes the State Transportation Innovation Council (STIC) and defines its mission, scope and responsibility, membership, and administration.

Vision

The State Transportation Innovation Council (STIC) will foster a collaborative culture for rapid implementation of ready to deploy and beneficial innovations to efficiently delivery the public a modern, high quality transportation system.

Mission

Facilitate the rapid implementation of technology, tactics and techniques among transportation program delivery professionals at all levels of state government and throughout the private and non-profit sector to ensure smart, efficient investment in Pennsylvania's highway infrastructure.

Scope and Responsibility

The State Transportation Innovation Council (STIC) shall provide multi-stakeholder leadership to perpetuate the rapid deployment of innovation in Pennsylvania. The objectives and duties of the STIC shall be to identify and recommend ways to ensure that the State responds to key issues and challenges that impact the highway program. The STIC will act as a catalyst for rapid deployment of those nationally and State identified technologies, techniques and tactics that have been demonstrated in "real world" applications and can offer improved performance/effectiveness in Pennsylvania.

The STIC will:

- Advise the State CEO and FHWA Division Administrator
- Provide a means of ensuring regular contact between the State DOT, Local Public Agencies, and highway sector.

- Report to the PennDOT Transportation Secretary and FHWA Division Administrator the status of implementing *Every Day Counts* initiatives and related matters.
- Provide leadership to promote and support rapid deployment of selected technologies, tactics and techniques.
- Provide a forum for discussing and proposing solutions to transportation-related problems.
- Act as a liaison among the stakeholders represented by the membership, and may provide a forum for those stakeholders on current and emerging issues in the transportation sector.
- Develop a process to select technologies, tactics and techniques on which to focus implementation efforts.
- Identify and mobilize champions within Technical Advisory Groups (TAG) who are committed to the deployment of chosen technologies, tactics and techniques.
- Assist in the development of resource loaded deployment plans.
- Monitor performance metrics to ensure priority initiatives move into standard practice.
- Share information with all state stakeholders through meetings, workshops and conferences.

Membership

The STIC's membership shall reflect the diversity of the transportation industry in the state by representing a balanced cross-section, including entities from various geographic locations and agencies of varying size. At a minimum, membership should represent the following:

- State DOT
- FHWA
- Local Technical Assistance Program (LTAP)
- Local Public Agencies
- Planning Partners
- Contractors
- Consultants
- Federal and/or State Resource Agencies
- University Transportation Centers or Higher Education Institutions

In addition, subject matter experts (SMEs) and other advisory members may be invited to attend STIC meetings with the concurrence of the PennDOT Transportation Secretary and FHWA Division Administrator.

The STIC shall be co-chaired by the PennDOT Transportation Secretary and the FHWA Division Administrator and composed of not more than twenty-five members. All member organizations that are not State and Federal agencies will delegate a representative who is

appointed for a 2 year term by the organization's chief executive officer or board of directors. Any person appointed to fill a vacancy shall serve for the unexpired term with the option, by the appointing power, to succeed himself or herself for one full term. (See Appendix A)

Meetings

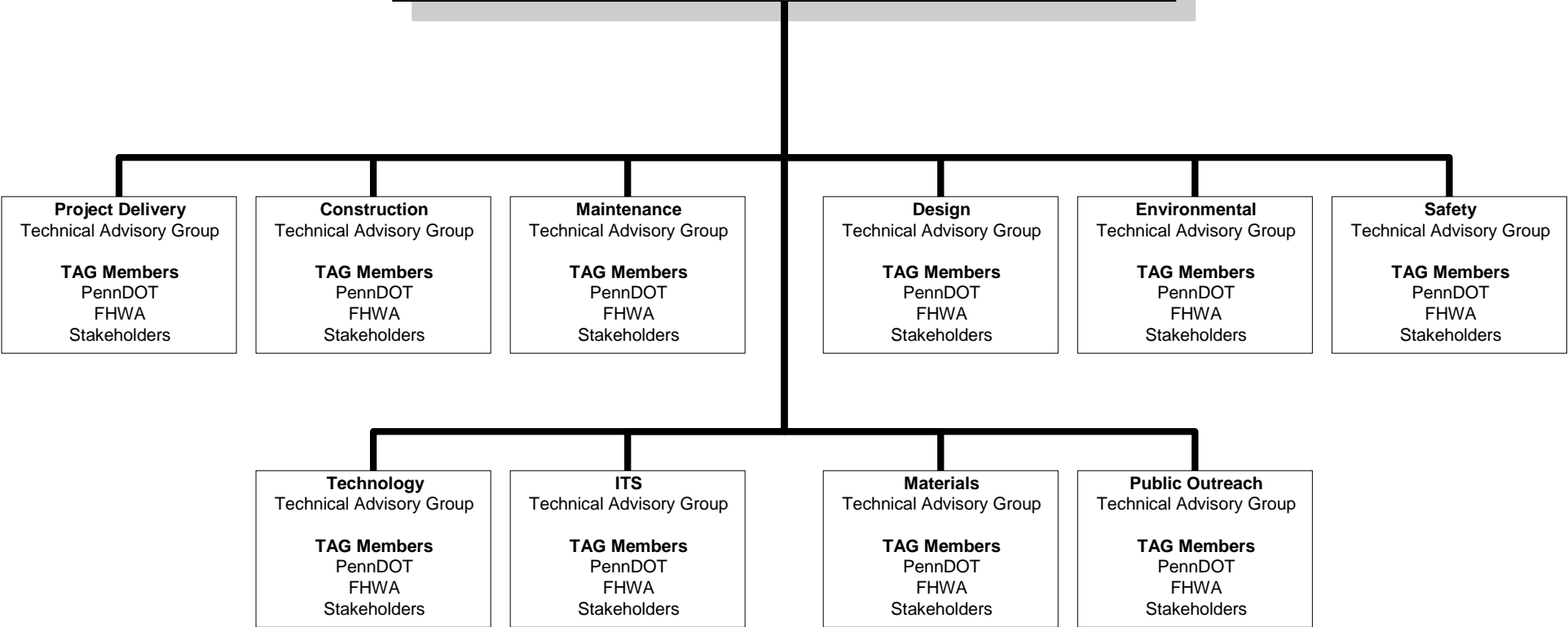
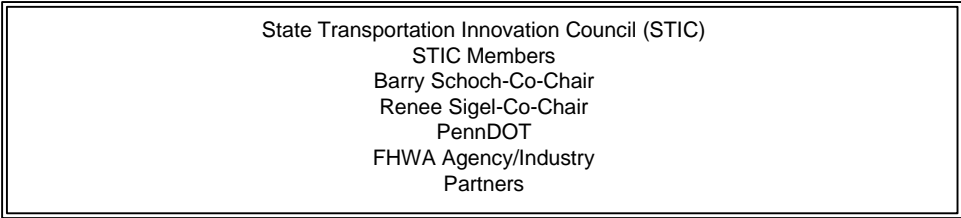
The STIC shall meet regularly at a time and place set by the Co-Chairs. In addition, the STIC may be convened in an emergency session to address time-critical topics as deemed necessary by the Co-Chairs. It is currently expected that the STIC shall meet quarterly. Technical Advisory Groups are expected to meet on a more frequent basis as determined by the TAG leadership.

Members are expected to attend all meetings. Attendance may be in person or any two-way, interactive communications means, such as conference call or video conference. If necessary, a member may be represented by a designated alternate.

Items presented for STIC review shall be circulated electronically for members' review far enough in advance of the meeting to allow members time to review the documents in a meaningful way.

Subcommittees

The STIC may establish subordinate committees as it considers necessary for the implementation of the Every Day Counts initiatives. The subordinate committees, Technical Advisory Groups (TAG), will be responsible for producing and presenting white papers for STIC review and action. The TAGs will be responsible for advancing and monitoring EDC initiatives deployment among the transportation sectors.





Pennsylvania State Transportation Innovation Council

Membership

Name	Organization	Phone	Email
Barry Schoch, Co-Chair	Pennsylvania Department of Transportation (PennDOT)	717-787-5574	bschoch@pa.gov
Renee Sigel, Co-Chair	Federal Highway Administration (FHWA)	717-221-3461	renee.sigel@dot.gov
Kelly Heffner	Pennsylvania Department of Environmental Protection (DEP)	717-783-4693	kheffner@pa.gov
Nathan Flood	Pennsylvania Department of Conservation and Natural Resources (DCNR)	717-772-9084	nflood@pa.gov
David Spotts	Pennsylvania Fish and Boat Commission (PFBC)	814-359-5115	dspotts@pa.gov
Doug McLearen	Pennsylvania Historical Museum Commission (PHMC)	717-772-0928	dmclearen@pa.gov
Rodney Bender	Pennsylvania Public Utility Commission	717-787-9732	rodbender@pa.gov
Mark Compton	Pennsylvania Turnpike Commission (PTC)	717-989-9551	mcompton@paturndpike.com
Brad Heigel	Pennsylvania Turnpike Commission (PTC)	717-989-9551	bjheigel@paturndpike.com
John Ward	Delaware Valley Regional Planning Commission (DVRPC)	215-238-2899	jward@dvrpc.org
Anne Stich	Southern Alleghenies Planning & Development Commission (SAPDC)	814-949-6511	astich@sapdc.org
David Sanko	Pennsylvania State Association of Township Supervisors (PSATS)	717-763-0930	dsanko@psats.org
Stan Caldwell	Carnegie Mellon University	412-268-9505	stancaldwell@cmu.edu
Richard Sause	Lehigh University	610-758-3565	rs0c@lehigh.edu
Martin Pietrucha	Pennsylvania State University	814-863-3954	mtp5@psu.edu
Mark Magalotti	University of Pittsburgh	412-624-9870	mjm25@pitt.edu
Scott Sternberger	American Council of Engineering Companies (ACEC/PA)	717-852-1416	ssternberger@bh-ba.com

Bob Latham	Associated PA Contractors (APC)	717-238-2513 ext. 102	rlatham@paconstructors.org
John M. Becker	American Concrete Pavement Association (ACPA)	717-441-3506	jbecker@pavement.com
Tom Clark	American Public Works Association (APWA)	717-554-3836	tomclark@derrytownship.org
Barry Hoffman	American Society of Highway Engineers (ASHE)	717-540-6040	bghoffman@mccormicktaylor.com
Peter Vlahos	Pennsylvania Aggregates and Concrete Association (PACA)	717-234-2603	peter@pacaweb.org
Darlene Stringos-Walker	Pennsylvania Association of Environmental Professionals (PAEP)	484-366-2088	dwalker@stellee.com
Gary Hoffman	Pennsylvania Asphalt Pavement Association (PAPA)	717-657-1881	ghoffman@pahotmix.org
Angela Watson	Women in Transportation Seminar (WTS)	717-412-4796	watsona@pbworld.com
	Pennsylvania Chamber of Business and Industry		
James Runk	Pennsylvania Motor Truck Association	717-761-7122	jrunk@pmta.org



Pennsylvania State Transportation Innovation Council

TAG Chairs and Facilitators

Name	Organization	TAG	Phone	Email
Ben LaParne	TAG Chair (DOT)	Construction	814-765-0451	blaparne@pa.gov
Tom Cutrona	FHWA	Construction	717-221-3727	thomas.cutrona@dot.gov
Joe Robinson	PennDOT	Construction	717-787-4794	josrobinso@pa.gov
Steve Bolt	TAG Co-Chair (ACEC)	Design	215-275-5301	sbolt@orth-rodgers.com
Scott Sternberger	TAG Co-Chair (PAEP)	Design	717-852-1401	ssternberger@BH-BA.com
Cory Donahue	FHWA	Design	717-221-4423	cory.donahue@dot.gov
Vince Greenland	PennDOT	Design	814-696-7151	vgreenland@pa.gov
Angela Schreffler	TAG Co-Chair (WTS)	Environmental	717-221-2049	aschreffler@mbakercorp.com
Virginia Bailey	TAG Co-Chair (ACEC/PA)	Environmental	717-540-6040	vmbailey@mccormicktaylor.com
Barbara Shaffer	FHWA	Environmental	717-221-3704	Barbara.shaffer@dot.gov
Daniel Stewart	PennDOT	Environmental	717-787-0456	danistewar@pa.gov
Daniel Corey	TAG Co-Chair (PTC)	Intelligent Transportation System (ITS)	215-789-2124	daniel.corey@aecom.com
Laurie Matkowski	TAG Co-Chair (PTC)	Intelligent Transportation System (ITS)		lmatkowski@dvrpc.org
	FHWA	Intelligent Transportation System (ITS)		
Doug Tomlinson	PennDOT	Intelligent Transportation System (ITS)	717-787-3657	dtomlinson@pa.gov
Sam Gregory	TAG Chair	Maintenance	717-903-8923	buffalobills@atlanticbb.net

Clint Beck	FHWA	Maintenance	717-221-3718	clint.beck@dot.gov
Daryl St. Clair	PennDOT	Maintenance	717-214-1883	dstclair@pa.gov
Gary Hoffman	TAG Co-Chair (PAPA)	Materials	717-657-1881	ghoffman@pahotmix.org
James Turici	TAG Co-Chair (ACPA)	Materials	412-302-2493	james.turici@cemex.com
Jennifer Albert	FHWA	Materials	717-221-3410	jennifer.albert@dot.gov
Robert Horwhat	PennDOT	Materials	717-705-3841	rhorwhat@pa.gov
Todd Morris	TAG Co-Chair (ASHE)	Project Delivery	717-975-6481	tmorris@pennoni.com
Gregory Lebo	TAG Co-Chair (ACEC/PA)	Project Delivery	717-796-0625	gjlebo@urbanengineers.com
Bren George	FHWA	Project Delivery	717-221-3759	bren.george@dot.gov
Melissa Batula	PennDOT	Project Delivery	717-214-8734	mbatula@pa.gov
Carol Kilko	TAG Chair (PSATS)	Public Outreach	717-763-0930	ckilko@psats.org
Karyn Vandervoort	FHWA	Public Outreach	717-221-2276	karyn.vandervoort@dot.gov
Jamie Legenos	PennDOT	Public Outreach	717-783-8800	jalegenos@pa.gov
Paul Jovanis	TAG Chair (Univ)	Safety	814-865-9431	ppj2@engr.psu.edu
Mike Castellano	FHWA	Safety	717-221-4517	mcastellano@dot.gov
Gary Modi	PennDOT	Safety	717-787-6853	gmodi@pa.gov
Julie Vandebossche	TAG Chair (Univ)	Technology	412-624-9879	jmv7@pitt.edu
Karyn Vandervoort	FHWA	Technology	717-221-2276	karyn.vandervoort@dot.gov
Laine Heltebridle	PennDOT	Technology	717-787-5796	lheltebrid@pa.gov



Pennsylvania State Transportation Innovation Council

TAG Facilitator and Chairperson Roles

1. PennDOT and FHWA Facilitator Roles:

- Help establish assigned TAG
- Solicit interest among volunteer TAG members to select a chairperson (1-2)
- Assist the chairperson by providing PennDOT and FHWA materials, publications, policy, procedures, etc.
- Recognize and assist the TAG in identifying goals, resolving debate and evaluating actions
- Work with the chairperson to keep TAG activities advancing
- Be informed about the subject matter being pursued by the TAG
- Provide a meeting location for TAG
- Act as a liaison for agency resources that are needed by the TAG such as trainers, specialists, etc.

2. Chairperson Roles:

- Schedule TAG meetings
- Routinely communicate to TAG members
- Determining the TAG's mode of decision making
- Provide agendas for meetings to TAG members
- Review Initiative Nomination forms prior to meetings
- Help TAG members clarify and prioritize nominated Initiatives
- Lead discussion to vet Initiative nominations among TAG members
- Present White Paper to STIC
- Ensure that TAG members complete given tasks
- Assist TAG in identifying unresolved issues which require follow-up action
- Track the progress of each initiative and ensure it is meeting the goals established, including timeline
- Provide status reports to STIC on initiatives being pursued (bi-annual)
- When appropriate, coordinate with other TAGs on Initiatives
- Seek assistance from PennDOT and FHWA facilitators, when necessary



Pennsylvania State Transportation Innovation Council



Initiative Nomination Form



Title	<input type="text"/>
Date	<input type="text"/>
Describe the scope of this Initiative	<input type="text"/>
Is this a continuation of a previous STIC related Initiative ?	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> Not sure
What need(s) will be met ?	<input type="text"/>
What tangible benefit(s) will this Initiative yield ?	<input type="text"/>
Please add any additional comments, including research results, to support this Initiative	<input type="text"/>
Proposed TAG	<input type="text"/>
Contact Name	<input type="text"/>
Email Address	<input type="text"/>
Organization	<input type="text"/>
Phone Number	<input type="text"/>
Supporting Documents	<input type="button" value="Click here to attach a file"/>

Insert Attachment.

Submit

Cancel

If you need any assistance completing this form, please contact Kenita Honesty at (717)214-8685 or via email at RA-PDPennDOTSTIC@pa.gov



Pennsylvania State Transportation Innovation Council



STIC White Paper



Title : **New Form**

Tracking Number:
P-2013-54

TAG : **Public Outreach**

Project Scope:

[View Initiative Form](#)

[Edit Initiative Form](#)

I. Background

What are the needs/problems/benefits of the Initiative and who experienced them ?

To justify the initiative, what are the national or international research results or best practices ?

II. Purpose

What is the purpose of the Initiative?

What immediate or long-range results are expected?

III. Outcomes

What is the estimated cost of implementing the Initiative?

What is the estimated time line to deploy the Initiative?

What performance measure(s) would gauge success?

Who would be involved in implementing the Idea?

IV. Options

Is there more than one option for deploying the Initiative?

V. Administration

Initiative will be presented at the STIC meeting and by whom ?

Presented at the STIC Meeting on:

by:

[Submit](#)

[Cancel](#)



Pennsylvania State Transportation Innovation Council

Initiative Vetting Process

1. Initiative Submission

- a. A STIC or TAG Member (Initiative Sponsor) finds a well-researched and proven technology, tactic, or technique that should be considered to expedite project delivery. A STIC or TAG Member completes an Initiative Nomination Form located in the STIC SharePoint site.
- b. The Initiative Nomination Form is assigned to the respective TAG Chair (and FHWA/PennDOT Facilitators).

2. Initiative Assessment

- a. The TAG Chair (in coordination with FHWA/PennDOT Facilitators) holds a meeting with TAG Members to evaluate the opportunities and feasibility of the initiative.
- b. The TAG decides to accept, dismiss, or request more information by completing the TAG Initiative Response Section on the STIC SharePoint Site.
 - i. *Acceptance*: Write White Paper to probe more deeply on the value, cost, and time to deploy the initiative.
 - ii. *Dismiss*: The initiative is already underway, contrary to PennDOT's mission, prone to negatively impact citizens or environment, or unable to expedite project delivery.
 - iii. *Need more information*: Set a schedule to retrieve more information from the Initiative Sponsor.

3. Initiative Preparation and Presentation

- a. The TAG Chair (in coordination with FHWA/PennDOT Facilitators) holds meetings with the TAG, as necessary, to document the background, purpose, and outcomes of the initiative on the White Paper.
- b. The TAG Chair will submit the White Paper located on the STIC SharePoint site at least **2 weeks** before the next STIC meeting.
- c. The TAG Chair presents the White Paper at the next STIC meeting.

4. Initiative Action

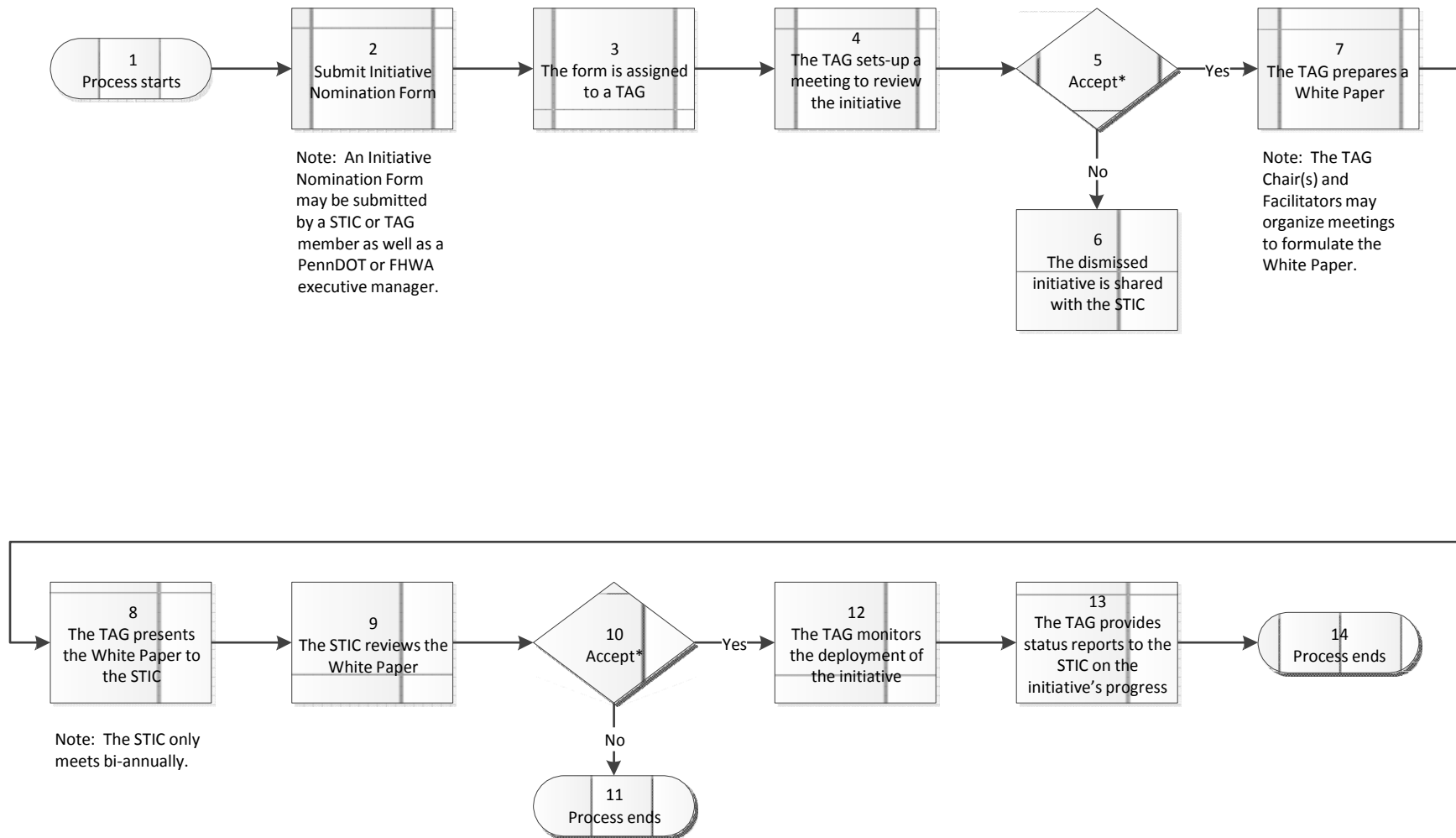
- a. At the meeting, STIC decides to accept, dismiss, or request more information:
 - i. *Acceptance*: Formally assigns the initiative to the TAG to determine timeline for deployment, project activities, outcomes, and goals.
 - ii. *Dismiss*: The initiative is already underway, contrary to PennDOT's mission, prone to negatively impact citizens or environment, or unable to expedite project delivery.
 - iii. *Need more information*: Set a schedule to retrieve more information from the Initiative Sponsor.
- b. Following the meeting, the STIC Manager completes the STIC Follow-up Section on the STIC SharePoint site.

5. Initiative Deployment

- a. The TAG Chair (in coordination with FHWA and PennDOT Facilitators) monitors the deployment and associated activities of the initiative.
- b. The TAG Chair presents the status of the initiative to STIC as requested.
- c. (In this last step, information is no longer tracked in the form.)

Pennsylvania State Transportation Innovation Council

Initiative Vetting Process



*The STIC and TAG only provide options not recommendations.

State Transportation Innovation Council (STIC) Initiatives

Tracking Number	Date Assigned	Submitted by	Organization	Title	TAG	Status
<div data-bbox="58 391 268 509" style="border: 1px solid red; padding: 2px; color: red;"> This field is completed by PennDOT. </div>		<div data-bbox="499 391 724 509" style="border: 1px solid red; padding: 2px; color: red;"> This field is the initiative sponsor. </div>		<div data-bbox="1199 391 1486 472" style="border: 1px solid red; padding: 2px; color: red;"> This field is the title of the initiative. </div>		<div data-bbox="1759 391 2053 542" style="border: 1px solid red; padding: 2px; color: red;"> This field will reflect the current status or progress of the initiative. </div>
	<div data-bbox="260 597 548 743" style="border: 1px solid red; padding: 2px; color: red;"> This field reflects the date the initiative was assigned to a TAG. </div>		<div data-bbox="779 597 1073 711" style="border: 1px solid red; padding: 2px; color: red;"> This field is the initiative sponsor's organization. </div>		<div data-bbox="1514 597 1801 748" style="border: 1px solid red; padding: 2px; color: red;"> This field marks which TAG was assigned the initiative. </div>	
			<div data-bbox="737 1003 1461 1112" style="border: 1px solid red; padding: 2px; color: red;"> *The most current tracking report will always be posted on the STIC portal. </div>			



Pennsylvania State Transportation Innovation Council

Initiative Deployment Plan Guidelines

The following guidelines are intended for the Champion(s) and PennDOT Lead to provide details on the 11-step deployment process.

Step 1: STIC accepts initiative

- At the meeting, the STIC accepts the initiative for immediate deployment. The action by STIC may result in the full implementation or a pilot study of the initiative.
- The STIC Management Team will review the exact recommendations made by the STIC and document any relevant follow-ups for inclusion in the Initiative Deployment Plan.

Step 2: TAG and PennDOT select a Champion(s) to implement the initiative

- The TAG holds a meeting to discuss the initial plans to deploy the initiative as well as selects a Champion(s) no later than **2 weeks** following the STIC meeting when the initiative was accepted.
- The Champion(s) should be an affiliated member of the STIC and/or TAG.

Step 3: Champion(s) creates a Project Team

- The Champion(s) reviews the initiative, identifies the key stakeholders, and selects team members from the list of stakeholders.

Step 4: STIC Management Team and Champion(s) develop a deployment plan

- A meeting is held between the STIC Management Team and Champion(s) to prepare the deployment plan of the initiative no later than **2 months** following the STIC meeting when the initiative was accepted.
- An Initiative Deployment Plan template will be completed by the STIC Management Team and Champion(s).
- The intent is to create a plan for implementation that sets a clear mission and desired results. It should not be lengthy, complex, or time-consuming to prepare.

Step 5: Champion(s) shares the deployment plan with the TAG for review

- A meeting is held between the Champion(s) and the TAG that proposed the initiative to the STIC. The Champion(s) may elect to invite key members from the Project Team to attend the meeting. The purpose of the meeting is to review the deployment plan and any other relevant materials related to the deployment of the initiative.

Step 6: Champion(s) and TAG accept deployment plan

- At the meeting, consensus is needed by all participants to move forward with the deployment plan. If consensus is not reached because the deployment plan is not comprehensive or sufficient, the Champion(s) and/or STIC Management Team will need to revise the deployment plan and present it again to the TAG.

Step 7: PennDOT accepts deployment plan

- After consensus is reached on the deployment plan by the Champion(s) and TAG, the STIC Manager will share the deployment plan with the appropriate PennDOT Deputy Secretary, and ascertain the appropriate approvals from within PennDOT. If the deployment plan is not comprehensive or sufficient, the Champion(s) and/or STIC Management Team will need to revise the deployment plan, notify the TAG of the suggested changes, and present it again to the PennDOT Deputy Secretary.

Step 8: Project Team implements key actions and tracks performance

- The Project Team implements the appropriate action items as listed in the “Immediate Follow-Ups” and “Pending Actions” sections of the approved deployment plan.
- Tracking performance consists of two basic elements: 1) The progress and full completion of every action item, and 2) The intended outcome of each goal once the initiative is fully implemented.
 - Tracking performance may include the completion or updates to a manual or publication, changes to policies, or construction of a project.

Step 9: Champion(s) reports back to STIC on progress of initiative

- The Champion(s) will be notified by the STIC Manager of the next scheduled STIC meeting. The Champion(s) may need to report back to the STIC on a number of occasions until the initiative is fully implemented.
- The Champion(s) will be responsible for collecting updates on the status of the action items (as listed in the deployment plan) and update any other relevant information in the deployment plan (e.g. completion date, estimated cost, etc.).
- The Champion(s) will be responsible for presenting the status of the deployment plan, key accomplishments, barriers (and potential solutions), etc.
- Following the STIC meeting, the Public Outreach TAG will contact the Champion(s) to solicit information on the initiative to create a communication product (e.g. article, report, video, etc.) to begin educating the transportation community on the initiative.

Step 10: Initiative is fully implemented

- The initiative is considered fully implemented when all of the action items (as listed in the deployment plan) are 100 percent completed.

Step 11: Project Team conducts an After Action Review

- The Project Team holds a meeting to discuss and document what went right, what went wrong, what areas need improvement for the future, etc. The outcomes of this meeting will be shared with the STIC Management Team for consideration.

If you have any questions regarding the development or implementation of the deployment plan, please contact Kenita Honesty, STIC Manager, at (717) 214-8685 or via email at khonesty@pa.gov.

How to Complete the Initiative Deployment Plan Template

- **Title:** Create a title similar to the title on the White Paper.
- **Description:** Create a brief description of the initiative similar to the description on the White Paper.
- **Goal:** Review the goal(s) in the White Paper and select (or create) the most applicable goal(s). Add additional goals as necessary.
 - **Measure:** Review the measure(s) in the White Paper and select (or create) the most applicable measure(s) that match the goal. Remember, the measure should focus on the outcome (i.e. measures how successful an organization is at meeting the goal). Add additional measures as necessary.
- **Immediate Follow-Ups:** The description of the follow-ups will correlate with any short- and mid-term follow-up action items discussed at the STIC meeting when the initiative was accepted. Additional follow-up action items may be added by the STIC Management Team, Champion(s), and/or PennDOT. These action items should be listed in chronological order (from current to future).
- **Pending Actions:** The description of the pending action items will correlate with any long-term follow-up action items discussed at the STIC meeting when the initiative was accepted. Additional pending action items may be added by the STIC Management Team, Champion(s), and/or PennDOT. These action items should be listed in chronological order (from current to future).
- **Owner:** The owner is determined by the STIC Management Team, Champion(s), Project Team, and/or PennDOT based on the individual's expertise, abilities, skills, etc. to successfully carry-out the action item.
- **Status:** The status needs to reflect the appropriate standing of the action item (e.g. not started, under review, ongoing, completed, deferred, etc.). Before the Champion(s) presents an update at a subsequent STIC meeting, it will be necessary to collect the status(es) from the owner(s) of each action item. It will also be important to be prepared to substantiate the reason for the status. For example, if the status is "not started," please be able to describe why the action item was not started yet.
- **Due Date:** Enter the desired due date for completing the action item by entering at least a month and a year.
- **Expected Completion Date:** Enter the desired completion date for the completion of all action items and full implementation of the initiative by entering at least a month and a year.
- **Estimated Cost:** Review the White Paper and add the estimated cost for full implementation. A separate document may be necessary to track all costs associated with the implementation of the initiative.
- **Estimated Savings:** Add the potential cost savings as a result of implementing the initiative. Savings can be in the form of cost reduction, avoidance, recovery, or operational efficiencies. Savings should be entered as one-time or annually recurring as well as the associated year of the cost savings. A separate document may be necessary to track all savings associated with the implementation of the initiative.
- **Funding Source:** Identify how the initiative will be funded by documenting the fund or program as well as the source (federal, state, local, private, etc.).

State Transportation Innovation Council
Initiative Deployment Plan

STIC Action Date: (Add Number)
Initiative: (Add Number)
TAG: (Add TAG Name)

Initiative Overview			
Title: (Add Title)			
Description: (Add Brief Description)			
Goal 1: (Add Goal of Initiative)			
Measure 1: (Add Outcome Measure of Goal)			
Goal 2: (Add Goal of Initiative, if necessary)			
Measure 2: (Add Outcome Measure of Goal, if necessary)			
Goal 3: (Add Goal of Initiative, if necessary)			
Measure 3: (Add Outcome Measure of Goal, if necessary)			
Implementation Plan			
Description	Owner	Status	Due Date
Immediate Follow-Ups			
1. (Add Action Item)			
2. (Add Action Item)			
3. (Add Action Item)			
Pending Actions			
1. (Add Action Item)			
2. (Add Action Item)			
3. (Add Action Item)			
Expected Completion Date: (Add Month and Year)			
Estimated Cost: (Add Cost to Implement)		Estimated Savings: (Add Cost Savings)	
Funding Source: (Add How the Initiative is Funded)			
Initiative Champion: (Add Name, Organization)			
Phone Number: (Add Phone Number)		Email Address: (Add Email Address)	
PennDOT Contact: (Add Name, Organization)			
Phone Number: (Add Phone Number)		Email Address: (Add Email Address)	

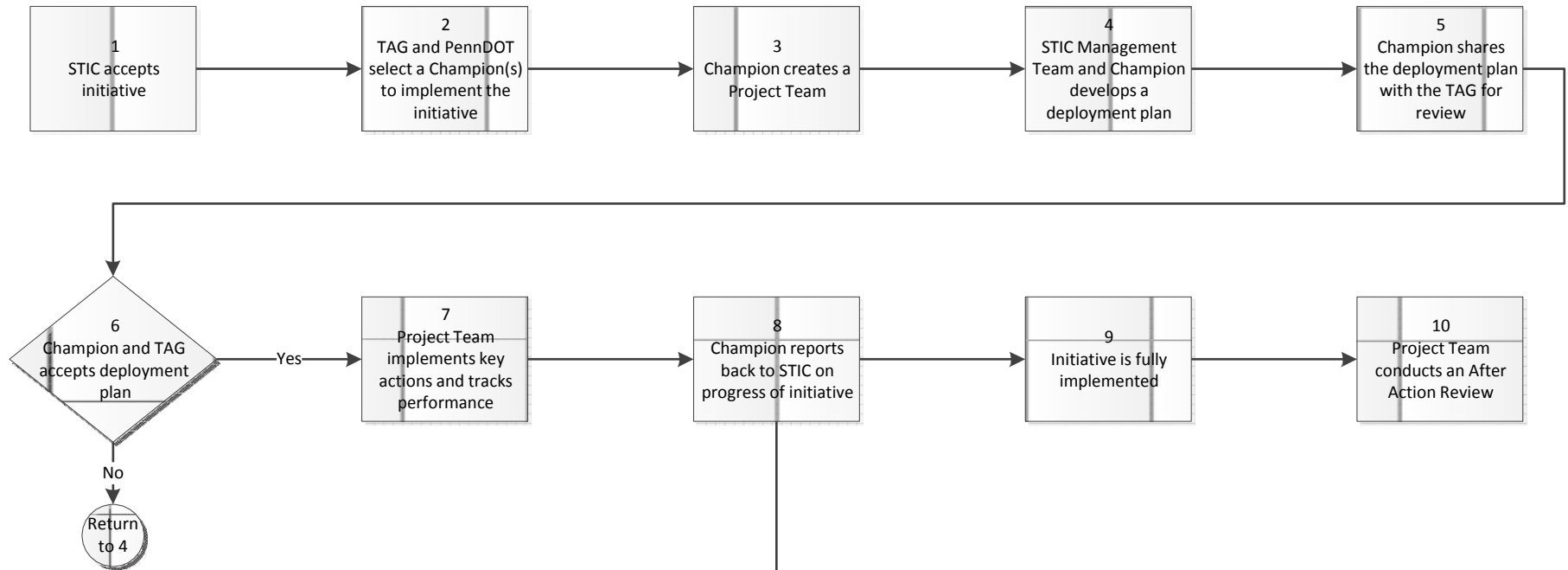
Updated: 11/12/2012

Please direct all questions, needs, and/or barriers to:

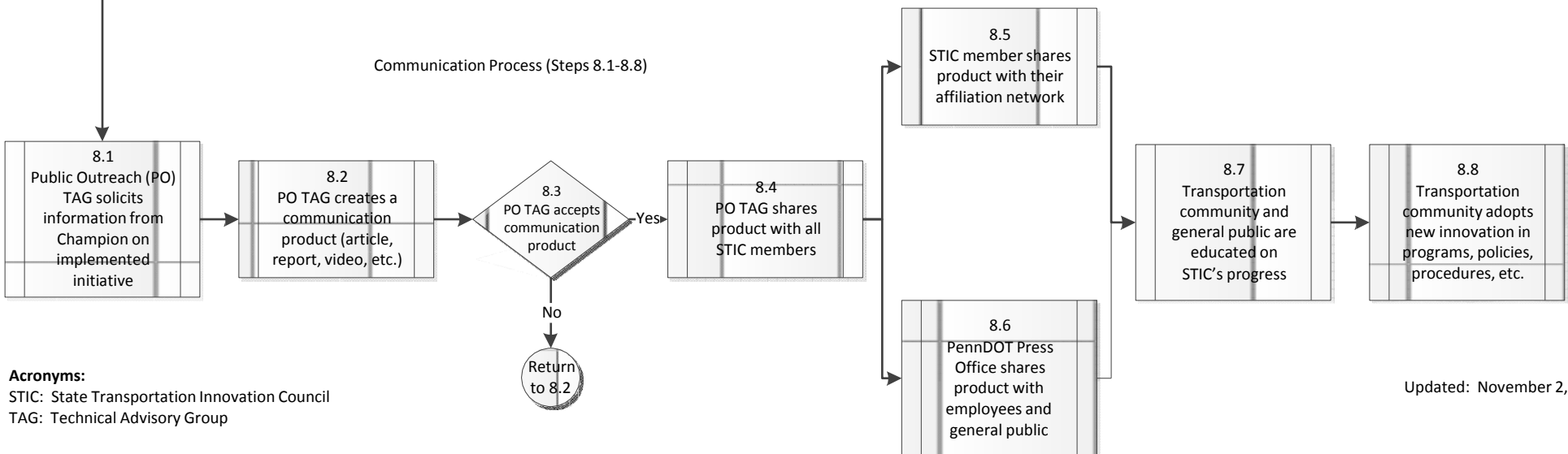
Kenita Honesty, STIC Manager
Bureau of Planning and Research, PennDOT
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The Deployment and Communication Processes of STIC Initiatives

Deployment Process (Steps 1-10)



Communication Process (Steps 8.1-8.8)



Acronyms:
 STIC: State Transportation Innovation Council
 TAG: Technical Advisory Group

Updated: November 2, 2012



Pennsylvania State Transportation Innovation Council

Examples of Initiatives

Examples of initiatives are best described by FHWA's first round of Every Day Counts initiative to expedite the deployment of proven technologies. FHWA and PennDOT selected six initiatives for mainstream implementation that not only shorten project delivery and improve roadway safety, but are also environmentally friendly. The six Every Day Counts initiatives are highlighted below.

Adaptive Signal Control Technology (ASCT)

Adaptive signal control technology adjusts the timing of red, yellow and green lights to more effectively manage changing traffic patterns and reduce traffic congestion.

Prefabricated Bridge Elements and Systems (PBES)

Prefabricated Bridge Elements and Systems improve the quality, safety and the duration of a project by reducing traffic disruptions, reducing environmental impacts, and allowing a new structure to be built-off-site for rapid installation on site.

Geosynthetic Reinforced Soil Abutments (GRS)

Geosynthetic Reinforced Soil Abutments (GRS) use compacted fill material and fabric sheets of geotextile for use in the construction of small bridge support and maintenance, which greatly reduce cost and construction time.

Safety Edge

Safety Edge is a low-cost paving technique that is extremely useful in making roadways safer by giving the edge of the road pavement a 30 degree angle. This allows drivers who stray off the roadway a safe angle to re-enter the roadway.

Warm Mix Asphalt

Warm Mix Asphalt is a technique that allows asphalt to be produced and placed on the road at lower temperatures compared to the usual hot-mix method. Warm Mix Asphalt leads to significant cost savings and reduced greenhouse gas emissions.

Flexibilities in Utility Accommodation and Relocation

This initiative looks for existing flexibilities currently in place that can foster an effective utility coordination process during project development, which will assist project delivery through reduced costs and construction time.



Pennsylvania State Transportation Innovation Council

STIC/TAG SharePoint

General Information

The STIC-TAG SharePoint site is the central repository of information. All documents related to the administration, communication, and management of the STIC and TAGs will be saved at this location.

Accessing the Communication Portal

Before accessing the SharePoint site, STIC and TAG members are required to create an account. You will need to register by completing a form at the following location: <https://www.login.state.pa.us/login/Register.aspx>. Once you have registered, use this link to access the STIC SharePoint site.

<https://spportal.dot.pa.gov/Planning/STIC/Pages/STIC-Home.aspx>

Retrieving Information

There are SharePoint sites for the STIC and every TAG. You will only have full access to your TAG site and view-only for the other TAG sites.

STIC Home
STIC Overview
Construction TAG
Design TAG
Environmental TAG
Project Delivery TAG
Maintenance TAG
Safety TAG
Technology TAG
ITS TAG
Materials TAG
Public Outreach TAG

STIC
Planning Innovation Council

State Transportation Innovation Council (STIC) Home Page

The STIC is composed of a multi-stakeholder leadership that works together to forge an environment of innovation, imagination, and ingenuity to pursue specific initiatives and their rapid implementation to deliver a modern, high-quality transportation system to the citizens of the commonwealth. The STIC will be identifying ways that Pennsylvania responds to key issues and challenges that impact the highway program and suggesting options to enhance the program and Pennsylvania's transportation infrastructure.

Next STIC Meeting: December 10, 2013 [Click Here For Information](#)

Documents

Nomination Forms

STIC Reports

Links

- URL
- [PennDot Facebook](#)
- [PennDot Youtube](#)
- [PennDot Twitter](#)
- [Add new link](#)

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SHRP2 SOLUTIONS
TOOLS FOR THE ROAD AHEAD

TRB TRANSPORTATION RESEARCH BOARD
OF THE NATIONAL ACADEMIES



Pennsylvania State Transportation Innovation Council

2014 Meeting Information

The STIC meets quarterly. The 2014 schedule is as follows:

1. Tuesday, March 18, 2014
 - a. Time: 1:30 pm - 4:30 pm
 - b. Location: PSATS, Enola, PA

2. Monday, June 16, 2014
 - a. Time: 10:00 am – 1:00 pm
 - b. Location: TBD

3. Thursday, September 25, 2014
 - a. Time: 10:00 am – 1:00 pm
 - b. Location: TBD

4. Monday, December 15, 2014
 - a. Time: 10:00 am – 1:00 pm
 - b. Location: Pennsylvania Turnpike Commission

TAGs hold meetings as needed, which are called by the Chairperson(s).



Pennsylvania State Transportation Innovation Council

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State Transportation Innovation Council Terms

EX-OFFICIO MEMBERS:	
Secretary of Transportation (PennDOT)	Barry Schoch, Co-Chair
Division Administrator, FHWA Pennsylvania Division	Renee Sigel, Co-Chair
Department of Conservation and Natural Resources (DCNR)	Nathan Flood
Department of Environmental Protection (DEP)	Kelly Heffner
Executive Director of the Pennsylvania Fish and Boat Commission (PFBC)	David Spotts <i>(representing)</i>
Executive Director of the Pennsylvania Historical and Museum Commission (PHMC)	Doug McLearn <i>(representing)</i>
Chief Executive Officer of the Pennsylvania Turnpike Commission (PTC)	Mark Compton
Chief Engineering Officer of the Pennsylvania Turnpike Commission (PTC)	Brad Heigel
Executive Director of the Pennsylvania Utility Commission (PUC)	Rodney Bender <i>(representing)</i>

Organization	Name	Date Appointed	Expires
American Public Works Association (APWA)	Tom Clark	2010	2014
American Society of Highway Engineers (ASHE)	Barry Hoffman	2010	2014
Pennsylvania State Association of Township Supervisors (PSATS)	David Sanko	2010	2014
Metropolitan Planning Organization (MPO)	John Ward	2010	2014
Women in Transportation Seminar (WTS)	Angela Watson	2010	2014
American Concrete Pavement Association (ACPA)	John M. Becker	2010	2015
Carnegie Mellon University	Stan Caldwell	2010	2015
Pennsylvania Asphalt Pavement Association (PAPA)	Gary Hoffman	2010	2015
Pennsylvania State University	Martin Pietrucha	2010	2015
Associated Pennsylvania Constructors (APC)	Bob Latham	2010	2015
Pennsylvania Aggregates and Concrete Association (PACA)	Peter Vlahos	2010	2015
University of Pittsburgh	Mark Magalotti	2010	2015
American Council of Engineering Companies of Pennsylvania (ACEC-PA)	Scott Sternberger	2013	2016
Lehigh University	Richard Sause	2013	2016
Pennsylvania Association of Environmental Professionals (PAEP)	Darlene Stringos-Walker	2013	2016
Rural Planning Organization (RPO)	Anne Stich	2013	2016
Pennsylvania Motor Truck Association	Jim Runk	2013	2016
Pennsylvania Chamber of Business and Industry		2013	2016