

PEDESTRIAN ISSUES IN WORK ZONES TECHNICAL GROUP MEETING MINUTES

July 16, 2007

2 PM – 4 PM, Traffic Control Conference Room

Attendees

Joseph Ishak, PE - Chair
Jay Bennett, PE
Jennifer Evans, PE
Bucky Galloway, PE
Ron Hancock, PE
Cheryl Hannah
Pam Hawley
Mitch Hendee, PE
Brad Hibbs, PE
Habib Lawandos
Jennifer Portanova, PE
Matt Waligora

Representing

Work Zone Traffic Control Unit
Roadway Design Unit
Project Development and Environmental Analysis (PDEA)
Traffic Engineering Branch
Construction Unit
PDEA - Public Involvement & Community Studies
Public Transportation Division
Alternative Delivery Unit
FHWA
Work Zone Traffic Control Unit
Work Zone Traffic Control Unit
Work Zone Traffic Control Unit

The technical group met on July 16, 2007 to begin developing the guideline/policy to address pedestrian issues in work zones. To begin the meeting, attendees were provided with the following updates and information:

- NCSITE is hosting an Accessibility Workshop in Raleigh on August 21st. For further information regarding the workshop, please go to: <http://itre.ncsu.edu/ncsite/meetings.html>
- A website is currently being developed to follow the committee's progress. The committee will be notified when the website is available.
- Committee name suggestions can be sent to Jennifer Portanova at jportanova@dot.state.nc.us
- The following handouts were distributed during the meeting:
 - Agenda
 - B-2576 Project Information
 - B-4510 Project Information
 - Virginia DOT Pedestrian Policy
 - Charlotte DOT Pedestrian Considerations Section 7
 - FHWA Accommodating Pedestrian in Work Zones
 - Community Impact Checklist
 - Toolkit-11 "Safety In Work Zones"

Pilot Projects

Projects B-2576 and B-4510 were identified as potential pilot projects for the committee. These projects are currently at different stages and offer different pedestrian challenges. The committee will continually follow up on the progress of these projects. B-2576 is in an urban project in Statesville that is in the design phase. B-4510 is a bridge over I-40 Business in Winston-Salem that is in the planning phase.

Purpose and Need

The attendees agreed that an overall purpose needed to be established as a foundation for the committee. The current proposed purpose agreed upon by the committee is as follows:

The purpose of this committee is to establish criteria and procedures for maintaining temporary pedestrian accommodation in the work zone.

Proposed Categories

To begin the development of the policy/guidelines, the committee was presented with several proposed categories for the document. The categories included Criteria, Timelines, Exceptions, Procedures, Unit Involvement, Education Plan, and Others. The committee will discuss the 'Others' category in more detail as unique categories arise throughout development.

The committee discussed several issues related to the "Procedures" category that included:

- Incorporate as many of the existing processes into the new procedures as possible. For example, a few questions about pedestrians could be added to the existing Community Impact Assessment.
- Include all types of projects (bridge, widening, etc.) into the procedures
- Consider projects let by the Divisions and the Bridge Maintenance Unit when developing the procedures
- Develop procedures for project already in the design phase as well as new project entering the planning phase
- Consider existing county public transportation as a tool in maintaining pedestrian access when developing a procedure

Assignments

The committee agreed to break up into smaller groups to work on several categories. By August 14th, the small groups will send a draft to Joseph and Jennifer P. to compile and send out to the full committee. The committee will discuss these drafts at the August 21, 2007 meeting. The small groups are as follows:

Criteria	Ron Hancock Ed Lewis/Cheryl Hannah Sharon Lipscomb
Procedures & Timelines	Jennifer Evans Joseph Ishak/Jennifer Portanova Jay Bennett, Keith Raulston
Education Plan	Earlene Thompson Jeff Cox Mitch Hendee
Exceptions	Brad Hibbs Bucky Galloway Stuart Bourne Miriam Perry/Pam Hawley

Action Items

- Each small group is to develop a working draft and submit it to Joseph (jishah@dot.state.nc.us) and Jennifer P. by **August 14, 2007**.
- The drafts will be compiled and sent to the committee members for review and discussion at the next meeting
- The next meeting is August 21, 2007 at 2 PM in the Traffic Control Conference Room.