

Aurora Program

minutes

Aurora Administrative Meeting January 9, 2008 – Conference Call

Individuals Participating in Conference Call:

Tina Greenfield, Iowa DOT
Ralph Patterson, Utah DOT
Max Perchanok, Ontario MOT
Chris Albrecht, Iowa State University – CTRE

Call to Order:

Tina Greenfield called the meeting to order.

Review of Past Minutes:

Chris Albrecht briefly reviewed the draft minutes from the October 3, 2007 administrative call. He asked those in attendance to let him know if they had any comments.

January 31 Board Meeting Plans:

Chris Albrecht updated the group on the plans for the upcoming board conference call. A draft agenda was then discussed in more detail, and some changes were suggested. Chris noted that he would make the noted changes prior to sending information out to the entire board.

May Board Meeting Plans:

Chris Albrecht was in the beginning stages of planning the May on-site board meeting in Reno, Nevada. Topic possibilities for the agenda, beyond the normal project status updates, were discussed at length.

Work Plan Process:

Chris Albrecht briefly discussed the work plan update process for the coming year and what tasks they needed to focus on in the near future.

E-News:

Chris Albrecht reviewed progress on the electronic newsletter CTRE staff was developing, noting it would be published by the end of the month.

Other Business:

No other business was discussed.

New Action Items:

- The administrative group will provide any comments to the minutes from previous administrative calls to Chris Albrecht.
- Chris Albrecht will update the agenda for the upcoming board meeting.