25 August 2010 (Revised 31 August 2010)

Memorandum for AASHTO Liaison

Subject: Minutes, 2010 Special Committee on Transportation Security and Emergency Management (SCOTSEM) Annual Meeting

The SCOTSEM annual meeting was conducted on 24 August 2010 at the Beckman Center, Irvine, California, in conjunction with the 2010 Transportation Hazards and Security Summit and Workshop 2010.

Vice Chairman Chuck Runyon, WV DOT, called the meeting to order at 2:20 PM. There were 26 people present. Ten states were represented (NH, WA, IA, TN, MI, CA, KS, WV, ID, and IL). Representatives of FHWA, DHS, DOD, TRB, AASHTO, and Johns Hopkins University Applied Research Laboratory were also present.

The following items were discussed:

There was a request that those states present that have not completed and returned the recent survey take action to do so. The importance of the survey, the fourth sent by the committee over the past several years, was stressed. The survey is used to measure effectiveness of committee activities and to develop additional requirements for research.

The 2010 draft SCOTSEM Strategic Plan mission statement was discussed. There were several edits to the statement recommended by the state representatives and accepted by the committee.

Several comments were made regarding increasing the amount of participation including expanding participation to more than State DOT representatives. Law enforcement, emergency management, and other agencies dependent on DOT to perform their missions are all candidates for participation. DOT representatives need to discuss attendance at next year’s meeting with their counterparts in other agencies and encourage attendance.

The use of video-teleconferencing or video streaming technology to broadcast all or parts of meetings to those unable to attend was also discussed as a consideration for increasing participation. It is more important to get certain messages and information to partner agencies than it is to have them actually attend the meeting.

The 2011 meeting is being planned by TRB committees on critical infrastructure protection, aviation, and emergency management. Currently three locations are being discussed (Northwestern University in IL; Irvine, CA; and the New York City-New Jersey area). The planners are trying to shift the date to the first or second week of August.
The need for a guide to assist planners in considering security during the highway project development process was affirmed by the group. It was suggested that Transportation Pooled Fund Study 5(161) could be used if the donor states agree to delete the requirement for a Homeland Security Exercise and Evaluation Program (HSEEP) product and accept the need for a product to make planners more aware of the need to include security in project development. To further support this change it was mentioned that there is a Department of Homeland Security effort underway to repackage the HSEEP program and the Mineta Institute has a separate effort underway to develop exercise and planning and evaluation tools for DOTs.

The discussion of goals and objectives in the 2010 draft SCOTSEM Strategic Plan included a review of the existing initiatives and agreement that subordinate to the initiatives action items were required. There was acknowledgement that clear timelines and responsible parties were required for each action item.

Chuck Runyon adjourned the meeting at 4:45 PM.

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