

Meeting Minutes
TRB Intermodal Freight Transport Committee
6:00 p.m., Wednesday, July 16, 2003
Lloyd Center Doubletree Hotel
Portland, Oregon

1. Steve Kale, chair of the TRB Intermodal Freight Transport Committee, called the meeting to order and welcomed those present (see Attachment A). All of the attendees introduced themselves, and identified their relationship to the committee (i.e., member, friend, or guest).
2. Two additions to the agenda were noted: an update from the Communications Subcommittee and discussion of the Joint Freight Committees' Meeting at 8:00 a.m. on Thursday, July 17, 2003.
3. Joedy Cambridge explained the reorganization of the TRB Technical Activities Division, which will become official by the 2004 Annual Meeting. The approximately 200 standing committees are being organized into eleven groups. As a result, all committees will receive a new identification number. (Note: the Intermodal Freight Transport Committee's number will change from A1B05 to AR045). Of the eleven proposed groups, five will have a direct tie-in to freight. Accordingly, freight is expected to enjoy a greater voice and higher profile.

Most of the existing freight committees, including the Intermodal Freight Transport Committee, will fall under the umbrella of the Freight Systems Group. Tina Casgar will serve as chair of this group. (Note: a one-page chart depicting the reorganization of the committees under the eleven groups was distributed.)

Members of the Intermodal Freight Transport Committee will be polled regarding their preferences for meeting in the summer of 2004. There are two options: meeting in Houston, Texas with the TRB marine committees or meeting in Park City, Utah with the committees on planning, economics, finance, et al.

4. Steve Kale cited the current scope of work and focus for the Intermodal Freight Transport Committee. This led to a number of comments from meeting attendees about the write-up and suggestions for the following additions:
 - a reference to National Highway System intermodal connectors
 - a reference to intermodal rail and highway corridors
 - a reference to drayage operations

Joedy Cambridge stated that when deliberating on wording for the Intermodal Freight Transport Committee scope, the scopes of all of the freight committees should be examined to assure clarity of focus and to minimize overlap between committees. She also noted that the TRB/Marine Board staff report for summer, 2003 had been appended to the meeting agenda.

5. The minutes from the January 13, 2003 meeting of the Intermodal Freight Transport Committee were distributed.
6. Ted Dahlburg reviewed the Mid-2003 Summary of Committee Performance Measures. As of July 2003, the committee is fulfilling 13 of 15 performance measures (see Attachment B). It was observed that other TRB committees may like to receive a copy of the performance measures. The measures can be useful in preparing the committee's triennial self-evaluation. The existing performance measures are all quantity measures; in the future, quality measures may be added.
7. Mark Berndt reported for the Communications Subcommittee. The Intermodal Freight Transport Committee Web site was recently updated. This included an update of links to other Web sites of interest. Due to the TRB committee reorganization and renumbering, the committee Web site may need a new address.

Also, a committee newsletter was completed in July. A survey of committee members was undertaken to determine if there is sufficient interest to continue the newsletter. (Note: the July newsletter is on the committee's Web site at <http://www.wilbursmith.com/a1b05/newsletter%207-03.htm>.)
8. The committee is due to rotate 1/3 of its members in 2004. In selecting new members, the committee membership guidelines will be employed. The guidelines reflect an effort to assure professional and geographic diversity among committee members. Committee members can nominate prospective members. There are presently vacancies for one regular and three international members. (Note: the membership guidelines are on the committee's Web site at <http://www.wilbursmith.com/a1b05/memberguide.pdf>.)
9. Jocelyn Jones reported on the Internal TRB Liaison Subcommittee, whose purpose it is to help members coordinate with members of other TRB committees. The committee has been somewhat successful in this regard, but she noted the difficulty of documenting each of the committee meetings which members of the Intermodal Freight Transport Committee attend.
10. Planning is intensifying for the 2004 Annual Meeting. The deadline for submitting research papers is August 1. The deadline for submitting panel session details (e.g., speakers and moderators) is October 1. A new on-line session submission

process will be announced by September 1. Jennifer Clinger and Arno Hart are leading the effort to develop sessions to be co-sponsored by the Intermodal Freight Transport committee. One session the committee will co-sponsor is a Sunday workshop on Alternatives to Relieve Congestion. Additional session topics for the 2004 Annual Meeting will be discussed in greater depth at the Joint Freight Committees' Meeting at 8:00 a.m. on July 17, 2003.

11. Steve Kale reported that Paul Belella is leading an effort to update the committee's strategic plan. To this end, several conference calls with committee members have been conducted. The mission, goals, strategies, and action agenda of the committee are being reviewed. A SWOT (strengths, weaknesses, opportunities, and threats) analysis has been completed. Anyone wishing to provide input regarding this update may contact Paul Belella or Steve Kale. According to a new proposed committee structure, the five existing subcommittees would be replaced by four topical areas: meetings, research, communications, and liaison.

To more fully address strategic planning issues, the committee's January 2004 meeting may be scheduled for more than the two hours typically scheduled.

12. Steve Kale noted that research is an important concern of the committee and that it should be advancing research topics and supporting research efforts. Pete Beaulieu reviewed work he and Steve Kale have been doing on a working paper addressing possible intermodal freight research topics. He noted that he expects a draft version of the paper will be available for review prior to the committee's meeting in January 2004. Steve Kale noted that serving on TRB panels is another way to be involved in research activities. Presently, at least four members of the committee are serving on National Cooperative Highway Research Program panels.
13. Steve Kale adjourned the meeting.

Attachment A

List of Meeting Attendees

**Intermodal Freight Transport Committee
Summer Meeting**

Wednesday, July 16, 2003, 6:00 pm
Lloyd Center Doubletree Hotel
Portland, OR

Members:

Steve Kale	Oregon Department of Transportation (chair)
Pete Beaulieu	Puget Sound Regional Council
Mark Berndt	Wilbur Smith Associates
Leigh Boske	University of Texas, Austin
Ted Dahlburg	Delaware Valley Regional Planning Commission
Jocelyn Jones	Baltimore Metropolitan Council
Carl Seiberlich	TransSystems Corporation

Friends:

Paul Bingham	Global Insight, Inc.
David Bierling	Texas Transportation Institute
Joe Bryan	Reebie Associates
Christina Casgar	Global Insight, Inc.
David Chandler	Center for Neighborhood Technology
Adam Clayton	University of Manitoba
Burkhard Horu	Institute for Transport Policy Studies
Kazuya Kawamura	University of Illinois, Chicago
Bruce Lambert	Federal Highway Administration
Alex Landsburg	U. S. Maritime Administration
Jean-Pierre Medevielle	Institut National de Recherche sur les Transports et Leur Securite
Tom Messer	California Department of Transportation
R. Leo Penne	American Association of State Highway and Transportation Officials
Reinhard Pfliegl	Via Donau
James Preusch	HNTB Management Consulting
Ted Prince	
Mimi Sukhdeo	Transport Canada
Jim Wang	Greater Vancouver Transportation Authority
Joyce Wenger	SAIC

TRB Staff:

Joedy Cambridge

Attachment B

**TRB Intermodal Freight Transport Committee
Mid-2003 Summary of Committee Performance Measures****1. General**

- a. Involve 80 percent of members in at least one committee or TRB activity annually.
 - *22 of 27 members attended the 2003 annual meeting or participated in a TRB activity to date during 2003.*
- b. Enlist each committee member in a subcommittee.
 - *23 of 26 members are enlisted as of July, 2003 (numbers do not include committee chair).*
- c. Have a quorum (i.e., one-half) of members at the committee meetings at the annual and/or summer meetings.
 - *17 of 29 members attended the committee meeting at the 2003 annual meeting.*

2. Communications

- a. Update the committee web site semi-annually.
 - *An update was completed in July, 2003.*
- b. Prepare a committee newsletter semi-annually.
 - *A summer issue was completed in July, 2003.*

3. External Liaison

- a. Update committee web site links to external organizations semi-annually.
 - *An update was completed by July, 2003.*
- b. Participate in the meetings of at least two external intermodal freight organizations annually.
 - *Members participated in a number of meetings with external organizations through July, 2003.*

4. Internal TRB Liaison

- a. Participate in the business meetings of at least five committees at the annual meeting.
 - *Members participated in a number of committee meetings at the 2003 annual meeting.*
- b. Participate in the business meetings of at least three committees at the summer meeting.
 - *To be determined at the 2003 summer meeting.*

- c. Update A1B05 *Talking Points* at least twice annually for A1B05 members to use at annual and summer meetings of other TRB committees.
- *A1B05 Talking Point updates were prepared for the 2003 annual meeting and the 2003 summer meeting.*

5. Membership

- a. Maintain full committee membership, including 25 regular members, two under-30 members, and up to four international members.
 - *There are presently vacancies for one regular and three international members.*
- b. Update the list of committee friends annually.
 - *The list of committee friends has been updated and expanded to 98 (from 73).*
- c. Rotate the committee membership every three years in concert with TRB and A1B05 membership guidelines.
 - *The next membership rotation is scheduled for early 2004.*

6. Research

- a. Accomplish at least three reviews per paper assigned to the A1B05 committee to review for the TRB annual meeting.
 - The review target will apply to papers submitted for the 2004 annual meeting.*
- b. Sponsor/recommend at least one paper annually for TRB publication.
 - *The committee sponsored/recommended the publication of one paper from the 2003 annual meeting.*
- c. Sponsor or co-sponsor at least five sessions at the annual meeting.
 - *The committee sponsored or co-sponsored five sessions and the Marine and Intermodal Forum at the 2003 annual meeting.*
- d. Make at least two member-generated presentations at the annual meeting.
 - *Seven committee members participated in presentations at the 2003 annual meeting.*

Key to Symbols

- *Met performance measure.*
- ¡ *Did not meet performance measure.*