



TRB Urban Freight Transportation Committee (AT025) Conference Call

Friday, September 14, 2018

11:00 am – 12:00 pm (Eastern Time)

Conference Call: 1-866-528-2256 / Access Code: 4753125

MEETING NOTES

Welcome, Introductions, and Agenda Review (Bill Eisele) (11:00 – 11:10)

Bill conducted the roll call and briefly reviewed the agenda. He also noted the committee has two new members, Johanna Amaya-Leal (Iowa State University) and Yatman Kwan (Caltrans).

TRB Staff Report (Scott Babcock) (11:10 – 11:15)

Scott Babcock did not join the meeting, but Brittany Gick reminded everyone that sessions are due to TRB by October 1st.

Research Subcommittee Update (Erica Wygonik) (11:15 – 11:25)

- **Paper Review Status**
- **Timelines**
- **Other Activities**

Erica Wygonik provided a brief overview of the paper submissions status, and asked reviewers to contact her if they are having problems with accessing the papers. She also noted the review committee has transitioned to a subcommittee structure to review papers. Many of the reviewers have already submitted their reviews, but some of the reviews still need to be completed. The review deadline is September 15th, and the committee itself has a hard deadline of October 1st to submit their session recommendations to TRB. Bill echoed the need for everyone to complete their reviews. Peter Plumeau asked if the papers and posters naturally lend themselves to being “clustered”; Erica replied it is a little too soon to determine that, but she liked the idea.

2019 TRB Annual Meeting Plans (11:25 – 11:35)

- **Session Planning and Process (Barb Ivanov and Peter Plumeau)**
- **Workshop (Tamiko Burnell)**
- **Committee Meeting (Bill Eisele)**
- **Freight Day Sessions (Seckin Ozkul)**

Barb Ivanov discussed the Urban Freight Committee’s planned approach for sessions at the meeting. She noted that the committee can be (will be) the primary sponsor for two podium sessions, as well as a poster session. Barb said the committee needs to submit its session plans to TRB by Oct 1st. The committee will have a best-papers session, and the 2nd session sponsored by the committee will be based on additional papers, perhaps around a theme that becomes clear upon completion of paper reviews. Bill added that the committee can co-

sponsor as many sessions as desired. The Urban Freight Committee has been approached for three sessions as co-sponsor opportunities (working titles follow):

- Bringing Food to Urban Deserts (with Agriculture and Food Transportation Committee)
- Planning for Uncertainty in Mega-regions (with Strategic Management Committee)
- Electric Cargo Bikes for Last-mile Cargo Delivery (with Bicycle Committee)

Seckin Ozkul (2019 TRB Freight-Day session co-chair) credited co-chair Nicole Katsikides (TTI) for assistance in the Freight Day process, and he discussed the featured sessions during the formal “Freight Day.” All of the sessions have ties to technology deployment on urban freight transportation, and the session leads have been making progress on developing their sessions. The four (4) Freight Day sessions are:

- Game-changing Technologies for Multi-modal Freight Corridor Management
- Making Autonomous Freight Vehicles Work in the Cities of the Future (being led by Urban Freight Committee member Barb Ivanov)
- Digitalization/Automation of Ports
- Impacts of New Technological and Economic Trends in Transportation and Land Use Activity

Tamiko Burnell discussed the Committee’s Sunday workshop “Advancing Identified Urban Research Needs with a Focus on Last Mile Delivery.” The workshop continues the collaboration between TRB, FHWA and the European Commission. The workshop will likely be on Sunday morning. Speakers have not been secured yet, but have been tentatively identified. Tamiko would like to have the workshop details finalized by early October.

Bill explained the committee meeting logistics for the TRB Annual Meeting. Many of the business items will be discussed during the December conference call (Friday, December 7, 2018 from 11:00 am – 1:00 pm Eastern Time). The January meeting itself will feature a speaker from the U.S. Postal Service Office of Inspector General. More details will follow.

Other Committee Activities (11:35 – 11:50)

- **Committee Centennial Paper (Joe Dack)**
- **Problem Statement Development & Submittal Process (John Tompkins and Bill Eisele)**
- **Blue Ribbon Award Nomination (Bill Eisele)**
- **Resources Document Update (Miguel Jaller)**

Joe Dack discussed the committee’s centennial paper, which is being created in recognition of TRB’s 100 year anniversary. Joe recognized his team members on the centennial paper development: Tom Cherrett, Miguel Jaller, Hugo Yoshizaki, Katie Kirk, and Tom Murtha). Joe noted that the paper will focus on the Urban Freight Committee’s history, and how urban freight needs have changed over time. The paper subcommittee intends to complete its first draft by late December (in time for the annual meeting), and the full committee will be asked to provide feedback.

John Tompkins talked about the problem statement development process. He noted that three statements were identified, and about 15 members volunteered to participate. The statements are:

- “Freight and Land Use” - led by committee member Peter Plumeau.
- “Freight Data” - led by the Freight Data committee, which is led by committee member Alison Conway. Urban Freight Committee will provide support.
- “Better Engaging the ‘Right’ Players” - led by the Strategic Management committee, with Urban Freight Committee support.

October 15th is the deadline to submit statements. Bill noted that we should aim to have statements completed at least a week before the submission deadline to allow our state DOT partners to review, comment and support (i.e., submit the statements to AASHTO).

Bill reviewed the Blue Ribbon Award process and indicated that the Urban Freight Committee submitted a nomination this year under the “Leadership” category. Past winners can be reviewed here: <http://www.trb.org/AboutTRB/BlueRibbonAwards.aspx>. Bill thanked committee members Akiko Yamagami, Alison Conway and Tom O’Brien for their team effort in developing the nomination. Freight Group Chair Anne Goodchild will submit the nomination.

Bill mentioned the resources document bibliography, and that committee member Miguel Jaller is leading the effort to update the document, supported by new committee member Johanna Amaya-Leal.

Communications Subcommittee Update (Fatemeh Ranaiefar) (11:50 – 11:55)

- **Video Update (Mike Ruane)**
- **Website Updates**
- **Other Activities**

Mike Ruane provided a brief update on the urban freight video development. The video would be developed to help non-urban freight professionals, including transportation leaders, better understand urban freight. The storyboard should be finalized by late October. The video itself is intended to reflect a short “elevator speech,” on urban freight rather than being a longer, more detailed explanation.

Bill noted that the website has been successfully transitioned to TTI from a Google site. Bill solicited website feedback, and he indicated that Fatemeh Ranaiefar may be making some additional minor edits to the site. Bill noted that all members and friends should check the website with regularity for updates.

Bill mentioned that TRB webinar ideas are due by October 15th and that the committee has successfully been involved with past webinars. Bill encouraged ideas be submitted if there is interest. Chip Millard added that the FHWA Talking Freight webinar series is another outlet to present urban freight-focused topics.

Future Meetings and Other Business (Bill Eisele) (11:55 – 11:57)

- **Friday, December 7, 2018 from 11:00 am – 1:00 pm Eastern Time (Conference Call)**

“30-Second” Announcements (All) (11:57 – 12:00)

- **3rd VREF Conference on Urban Freight, October 17-19, 2018 in Gothenburg, Sweden**

Anne Strauss-Wieder noted one of the Sunday workshops will focus on recovering from disruptions. Tom O’Brien stated the next I-NUF Conference will be held in Long Beach, California from October 16-18, 2019. Mike Browne thanked the committee for supporting the VREF Conference.

Questions? Want to be more involved? Contact us!

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AT025 TRB Urban Freight Transportation Team

(**Bold** indicates 2018 new team members, **highlighted** indicates he/she attended the meeting)

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