**CSCRS Executive Committee Retreat**

## Location: [HSRC](http://www.hsrc.unc.edu/find-us/) (730 Martin Luther King Jr Blvd, 3rd floor, Chapel Hill NC 27514)

## Remote access for key staff: *See page 5*

### **MEETING AGENDA**

***Wednesday, August 9***

**7:00 pm Casual networking get-together at Milltown gastropub**

(307 East Main Street, Carrboro, NC 27510; pay your own way)

***Thursday, August 10***

**8:30 am Welcome *Harkey***

* Overview of agenda, materials, ground rules, and other logistics
* Goals for the meeting
  + Exchange knowledge about resources about the UTC campuses
  + Increase communication, interaction, and collaboration between UTC campuses
  + Refine CSCRS goals and operationalize these through Center project selection processes
  + Generate ideas to begin development of a Center “roadmap”

*Reminder: individual headshots for CSCRS Associate Directors scheduled for lunch.*

**8:40 am Envisioning CSCRS in 2022 *Harkey***

* Defining success for CSCRS, impact on transportation safety in the U.S.
* Need/plans for a CSCRS five-year roadmap for multidisciplinary, safe systems approach
* Core CSCRS activities: Research, education, professional development, and leadership
* CSCRS HANDOUT re: focus areas, key goals and performance measures

**8:50 am Defining a Safe Systems Approach *Facilitator: Grembek***

* Overview of safe systems approach in transportation, globally
* Real world examples in transportation and public health
  + Graduated Driver Licensing systems ***Goodwin***
  + Wellness indicators for public health, traffic safety ***Grembek***
  + Systems thinking and transportation: ***Naumann***

A public health perspective

**9:30 am Safe Systems & CSCRS Discussion** ***Facilitator: Dumbaugh***

Discussion Prompts:

* Why has a safe systems approach worked for transportation systems in other countries? Why hasn’t this worked here in the U.S.?
* What can we learn from what has/hasn’t worked in public health or other arenas?
* How does safe systems thinking fit within the push for zero fatalities?
* How is technology a piece of the puzzle? What opportunities and challenges does the advancement of automated driving systems provide to a systems approach?
* How can we better integrate planning and technology in to the systems approach?
* What can CSCRS do to help accelerate the adoption of a safe systems approach (over a five-year period)?
* Who else should be involved or engaged (e.g., TRB, CDC, etc.)?

**10:30 am Morning Break**

**10:45 am Research Project Lightning Round *Facilitator: Marshall***

Five-minute overviews of Year One Quick Start projects (present in five slides or less, and expect 1-2 minutes for questions after each)

* Aims, personnel and key activities/methods (recommend no more than one slide)
* How does the project and its expected results relate to the overall mission or goals of the CSCRS and a safe systems approach?
* What are the expected outcomes and what broader impact may these have?
* Describe any challenges/issues faced to date (incl. implementation, project management, communications and/or coordination with other partners)?
* How might the project provide opportunities or direction for future CSCRS research, education and professional development activities?

**11:45 am CSCRS Communication Discussion *Mozingo***

* Feedback on monthly admin calls
* Determine timing for off-set monthly research calls
* Other communications needs, issues and opportunities

**12:00 pm Lunch**

* On-site at HSRC
* Individual headshots for CSCRS Associate Directors

**1:15 pm Year Two and Beyond: Project Selection Process *Facilitator: Sandt***

* Review of processes at other UTCs; feedback on experiences
* Overview of proposed process for CSCRS Year Two project selection
  + Directive vs open approaches
  + Research in relation to education/prof dev process
  + Timing and requirements in relation to reporting (PPPR, performance metrics, annual report), university schedules, staff availability, etc.
  + The need for flexibility: small vs large, short vs longer-term projects

Discussion Prompts:

* For the competitive research project selection, what are the key criteria for selection and how should they be weighted?
  + Role of match dollars
* What is the ideal timing and frequency for the process?
* What is the most effective way to engage advisory board/stakeholders in the process (e.g., as reviewers of letters of interest, full proposals or weighing in on the theme/call for proposals)?

**2:15 pm Year Two and Beyond: CSCRS Themes and Activities *Facilitator: McDonald***

Discussion Prompts:

* What long-term goals/objectives from the morning’s discussion appeal to you?
* How should we consider synergies between research, education and professional development activities?
* Are there commonalities? (I.e. a project that could integrate several goals, synergies?)
* Define concrete steps or specific research questions, topics, themes, etc. for Year Two that could move us towards the long-term goals/objectives.
* What, if any, potential theme(s) should be emphasized in Year Two in a competitive calls for proposals?
  + E.g., Focus on investigating what would it take to move the needle on implementation/adoption of proven approaches
* How can we create opportunities to collaborate before proposal submission?

**3:15 pm**  **Afternoon Break**

**3:30 pm Discussion of Consortium Member Interests, Capabilities *Facilitator: Clamann***

**and Collaboration Opportunities**

Discussion Prompts:

* What are the unique research, data, student, and other assets/capabilities of each organization?
  + Specific to your group
  + At your institution
  + What other projects (beyond the Quick Starts) have you been/are you involved with that have a connection to the CSCRS mission?
  + What are your biggest research interests within the CSCRS theme?
* Are there opportunities beyond research (e.g., policy papers, white papers, etc.) that create opportunities to work together, address key topics, and also to be thought leaders and experts within the domain?

**4:30 pm CSCRS Administration Issues *Lefler***

* Reporting needs
* Online project management portal
* Budget, cost match and other financial issues

**5:00 pm Adjourn**

**6:30 pm Group dinner at Jujube** (1201 Raleigh Rd, Chapel Hill, NC 27517; pay your own way)

***Friday, August 11***

**8:30 am CSCRS’s National Impact *Facilitator: Harkey***

Discussion Prompts:

* Defining what impact will mean to us, and how we measure it
* One definition according to USDOT: “longer-term, fundamental changes intended as a result of your activities” (e.g., safer driver behavior, increased travel time reliability, increased intermodal transportation operation, reduction in carbon and other harmful emissions).
* Performance metrics vs. changing the practice
* How should this impact selection of Year Two and future projects (inform research and/or the practice), safe systems connecting to that research, etc.?
* Refining our target audiences, stakeholders, and methods for engagement

**9:30 am CSCRS Audience and Stakeholders *Facilitator: Khattak***

* Advisory Board
  + Summary of members and expected role
  + Goals for initial meeting (Aug. 17), beyond
* Who are important groups to be engaging in CSCRS activities?
  + Who do we know already that is working in this space?
  + Who do we wish we were working with but are not yet doing so?
  + How do we capitalize on the energy behind other organizations and initiatives to support the safe systems approach?
* Stakeholder Board
  + What are the goals for this group?
  + How will this group be engaged?
  + Who are potential members?

**10:30 am Morning Break**

**10:45 am Other Topics (and overflow from previous discussions) *Facilitator: Sandt***

* TBD
* Webinar series discussion (frequency, steering committee members)
* Date, purpose for CSCRS safety summit in spring semester 2018 (April?)

**12:00 pm Working lunch and closing discussion *All***

* Takeaways and next steps
* Revisit the purpose of the meeting, picture of CSCRS in 2022

**1:00 pm Meeting ends, depart**

**Remote Access Information**

*GoToMeeting will be utilized to enable remote participation by key staff throughout the meeting. The opening discussions on Thursday morning (*Envisioning CSCRS in 2020 and Defining a Safe Systems Approach*) may be the most valuable. We will be recording the meeting and taking notes that can be shared with key staff as needed as well.*

***Thursday, August 10, 8:30 am - 5 pm***

Web: <https://global.gotomeeting.com/join/569132021>

Phone: 646-749-3112

Access code: 569-132-021

***Friday, August 11, 8:30 am - 1 pm***

Web: <https://global.gotomeeting.com/join/944572197>

Phone: 872-240-3212

Access code: 944-572-197

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