**CSCRS All Team Meeting**

## Wed., September 13, 2017, 2-3 p.m. Eastern

## Web: https://global.gotomeeting.com/join/956603429

## Phone: 646-749-3112

## Access Code: 956-603-429

### **AGENDA**

1. **Advisory Board meeting recap**
   * In-depth discussion of safe systems
   * Recommended scaling down visions for success, mapping vision to focus areas
   * Discussed how to approach different audiences/stakeholders, stakeholders “pool”
   * Research scope and ideas
2. **Strategic Roadmap**

* Initial draft provided (attachment)
* Preview of mission, “triangle” of core elements
* Laura Sandt will schedule individual calls next week (Sept. 18-22) to discuss further, get feedback

1. **Research** 
   * Regularly scheduled monthly research calls have begun
   * Update on plans for upcoming call for proposals (timing, process, etc.):

Center-directed (fall 2017); Investigator-initiated (spring 2018)

* + *TENTATIVE* Project Selection Process – from *Roadmap*
    - September: Fine-tune Draft Strategic Roadmap and incorporate additional ideas
      * Series of individual meetings in September with HSRC
      * HSRC staff meeting in late September
    - October: Obtain consensus on Strategic Roadmap activities to be funded in Year 2
      * Set date for October Executive Committee Meeting to coordinate year two activities/efforts
        + Oct. 25, 2017, 2-4 p.m.
    - November: Coordinate with consortium members to develop more detailed work plans for priority Year 2 activities; circulate and obtain feedback through peer-review process
      * Two-page project descriptions with budget (using similar templates as 2016-2017 projects)

1. **Education/professional development**
   * Year two: included in the call for application process in Strategic Roadmap; more details to come.
   * Year one: Need to gather details about fall 2018, ongoing activities for website (PPPR too)
   * Will reach out soon with details on what kinds of information, how to submit
   * Concerns/issues of activities being on schedule in general
2. **CSCRS project tracking and management system**

* Updates on development
* Schedule of deliverables (see below)

1. **Other business/reminders**

* Robin Kline (USDOT) confirmed she received year two budgets; awaiting feedback
* Submitted *UTC Spotlight* newsletter article on safe systems (see email attachement)
* Working on next issue of *CSCRS Crossroads* newsletter
* Anyone attending the 5th Annual UTC Conference for the Southeastern Region meeting?

1. **Upcoming events/activities**

* September Research Call Sept. 27, 2017, 2 p.m. Eastern
* October All Team/Admin Meeting Oct. 11, 2017, 2 p.m. Eastern
* CSCRS Exec Committee Strategic Roadmap coordination call Oct. 25, 2017, 2-4 p.m. Eastern
* November All Team/Admin Meeting Nov. 8, 2017, 2 p.m. Eastern
* 5th Annual UTC Conference for the Southeastern Region Nov. 16–17, 2017

(Gainesville, FL)

* November Research Call (Thanksgiving week) **RESCHEDULE** Nov. 22, 2017, Eastern
* December All Team Meeting Dec. 13, 2017, 2 p.m. Eastern

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**At-a-Glance: Schedule of upcoming CSCRS deliverables and deadlines**

|  |  |  |
| --- | --- | --- |
| **Deliverable/Requirement** | **Due to HSRC** | **HSRC Contact** |
| SF 425 | Oct. 20, 2017 | [**Nancy Lefler**](mailto:lefler@hsrc.unc.edu) |
| Year two proposals due | Nov. 17, 2017 | [**Laura Sandt**](mailto:sandt@hsrc.unc.edu) |
| PPPR #2 (Google doc) | Dec. 1, 2017 | [**Nancy Lefler**](mailto:lefler@hsrc.unc.edu) |
| Performance Indicators (in system) | Dec. 1, 2017 | [**Nancy Lefler**](mailto:lefler@hsrc.unc.edu) |
| Recipient Share Report (in system) | Dec. 8, 2017 | [**Nancy Lefler**](mailto:lefler@hsrc.unc.edu) |
| Year two proposal decisions made | Dec. 15, 2017 | [**Laura Sandt**](mailto:sandt@hsrc.unc.edu) |