



New Hampshire State Transportation Innovation Council (STIC) Charter

Established November 3, 2011

Updated November 16, 2017

Purpose

Serves as a forum for initiating and overseeing the rapid deployment of innovative strategies and technologies to accelerate project delivery and to enhance project quality and effectiveness with the goal of making the innovations routine practice.

Responsibilities

1. Provide input on the initiatives to be pursued;
2. Appoint agency and industry representatives to the implementation teams;
3. Establish performance goals to measure success;
4. Make decisions on what techniques and technologies to use in the operation and safety on our highway system;
5. Bring together stakeholders that represent all market forces and work together to lead innovation;
6. Act as a catalyst for rapid deployment of nationally identified technologies, techniques, and tactics;
7. Advise the State CEO and FHWA Division Administrator;
8. Provide a means of ensuring regular contact between the State DOT, Local Public Agencies, and highway sector;
9. Report to the NHDOT Commissioner and FHWA Division Administrator the status of implementing Every Day Counts initiatives and related matters;
10. Provide leadership the opportunity to promote and support rapid deployment of selected technologies, tactics and techniques;
11. Provide a forum for discussing and proposing solutions to transportation-related problems;
12. Act as a liaison among the stakeholders represented by the membership, and may provide a forum for those stakeholders on current and emerging issues in the transportation sector;
13. Develop a process to select technologies, tactics and techniques on which to focus implementation efforts;
14. Identify and mobilize champions within Technical Advisory Groups (TAG) who are committed to the deployment of chosen technologies, tactics and techniques;
15. Assist in the development of resource loaded deployment plans;
16. Monitor performance metrics to ensure priority initiatives move into standard practice;
17. Share information with all state stakeholders through meetings, workshops, trainings, webinars, and conferences;
18. Facilitate and determine best use for STIC incentive funds and Accelerated Innovation Deployment (AID) grants;
19. Promote the STIC and solicit for state-wide innovative successes to advance implementation; and
20. Establish performance goals to measure success of implemented projects.

Deliverables

STIC Funding recipient shall provide a Project Progress Report (every six months) and final report.

Authority

The STIC derives authority from the NHDOT Commissioner (or appointee). The STIC may make recommendations regarding any aspect of implementation of innovations within the Department.

Meetings

The STIC for the State of New Hampshire shall meet at least twice per year or more frequently at a time and location established by the Chair and/or Coordinator.

STIC Chairperson/Coordinator

The Chairperson for STIC will be the Assistant Director of Project Development and the Coordinator will be the Research Engineer. The responsibilities include but are not limited to:

1. Ensure that the STIC is productive and on-task;
2. Ensure the yearly STIC incentive funds are utilized;
3. Keep stakeholders informed of important decisions, needs, and directions;
4. Propose times and locations for the STIC to meet;
5. Determine the agenda items to be addressed at STIC meetings; and
6. Facilitate the process for making recommendations and decisions by the STIC.

Standing Members

The STIC membership shall reflect the diversity of New Hampshire's transportation industry by representing a balanced cross-section, including entities from various geographic locations and agencies of varying size. At a minimum, the initial membership should represent the following and can be altered as the situation changes:

American Council of Engineering Companies of New Hampshire (ACEC/NH)
Army Corps of Engineers, New England Division
Associated General Contractors (AGC)
Regional Planning Commissions (RPC)
New Hampshire Municipal Association

Local Technical Assistance Program (LTAP)
FHWA Division Staff
NHDOT Executive Staff
NHDOT Bureau Administrators
Bike Walk Alliance of New Hampshire
New Hampshire Transit Association

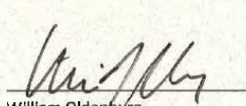
Member Expectations

STIC members are expected to attend meetings and to come prepared to those meetings. Members may attend the meetings in person or any two-way, interactive communication means, such as conference call or video conference. If necessary, a member may be represented by a designated alternate. Members should review the agenda and any items circulated electronically prior to the STIC meeting.

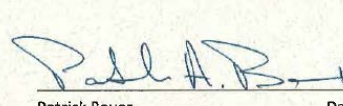
Decision Making

Decision making of the STIC will focus on consensus.

Approved by Co-Chairs:



11/30/17
Date
William Oldenburg
Assistant Director of Project Development



12-4-17
Date
Patrick Bauer
FHWA Division Administrator