



National Equipment Fleet Management Conference Northeast Equipment Partnership

Orlando, Florida

Wednesday, 11 June 2014

Business Meeting Minutes

Present

Name	Organization	Name	Organization
Baron, Dick	NCPP	Pusyka, Paul	Rhode Island DOT
Chupas, Jim	Connecticut DOT	Schmidt, Jim	New Jersey DOT
Hutchins, Don	Maine DOT	Smith, Jim	Pennsylvania DOT
Lawler, Tim	Maryland DOT	Valentine, Ken	Vermont AOT
Probert, Alastair	Delaware DOT		

New Business

Welcome

Don Hutchins opened the meeting at 3:30 pm and welcomed the participants.

NCPP Budget Update

No Report.

EMTSP Update

No EMTSP report.

General Discussion

- **Don Hutchins** presented the Income Statement for the Northeast Equipment Management Partnership. Balance on hand as of July 2013 was \$42,462.21. Any surplus from the June National Conference had yet to be included. No payments were made from July 2013 through June 11, 2014.
- **Ken Valentine** and **Jim Smith** discussed the past year's activities of the EMTSP Oversight Panel. Research and training were the leading activities from this past year. A report was created for AASHTO's Triennial Report and the SCOM 2014 Summer Meeting. **Jim**

Smith provided an update on the TC3 Performance Metrics actions. This falls in line with the request for training with the backing of AASHTO. **Jim Smith** also discussed the training program presently used by PennDOT and said he felt that it accomplished many of the topics that they needed to use. The group discussed the TC3 Metrics report.

- **Don Hutchins** discussed the proposed value of the training program and whether this training would be helpful to the regional partnership's DOTs. A poll was taken and all the DOTs present supported the training program's concept. **Jim Schmidt** made a motion, seconded by **Jim Smith** to allocate an amount not to exceed \$10,000.00 from the regional partnership's fund for the proposed training program if it is approved by the EMTSP Oversight Panel. The motion was approved unanimously.
- **Don Hutchins** reported on achievements from this past year as Chair of the Northeast and two states Maine and Connecticut were able to send two representatives to the conference for the first time. It is to be hoped that states are seeing the merits of participating in this program. **Mr. Hutchins** will be reaching out to MassDOT and NYDOT to see if they need any information to participate in the regional partnership, including the possibility of visiting their agencies to meet with them.
- **Don Hutchins** asked the panel what other items or needs could be accomplished for the betterment of the regional partnership. The teleconference call appears to be very important to continue. It was discussed and approved to have scheduled quarterly teleconference calls starting September 3, 2014 at 2:00 pm., December 3, 2014 at 2:00 pm, March 4, 2015 at 2:00 pm, and June 3, 2015 at 2:00 pm. **Dick Baron** will have **Patte Hahn** (NCP) send out the Go-to-Meeting call invitations.
- **Don Hutchins** discussed the importance of submitting your performance metrics information which is due by July 10th.
- **Don Hutchins** read the present slate of officers. **Jim Smith** motioned to present the present slate of officers for the coming year and was seconded by **Paul Pusyka**. **Don Hutchins** invited discussion, and the present slate of officers was approved unanimously.
- **Don Hutchins** discussed the next regional meeting which will be hosted by the Midwest group. A poll was taken to continue with the joint meetings. All found merit to continue with joint conferences.
- **Don Hutchins** discussed the benefits of the List-Serv. A short discussion took place on the benefits of the List Serve. **Jim Smith** noted that he has been trying to get a response from **Dennis Tang** from NCP. **Dick Baron** will work on this with **Jim Smith** and **Dennis Tang**.
- **Jim Smith** discussed his operations of cleaning DEF filters.
- **Don Hutchins** polled the group on their feelings about the conference. Most agreed it was a good venue and location. It was mentioned that there was a long distance to walk from the rooms to the Conference Center but not a major issue. **Don Hutchins** stated that he talked to many vendors and they did mention about the length of time that they need to spend at this conference. They would prefer 2 days with longer times to meet with the vendors instead of the 30 to 45 minutes at breaks. It was also mentioned that they would like to be introduced at the beginning of the conference with the products they represent. The AASHTO, SCOM annual conference does something similar to this, but with far fewer vendors. All agreed on the importance of having vendor participation and that the topics

for the General Sessions be meaningful.

- **Don Hutchins** discussed and asked for input on some issues that he was having with some International trucks. Other states reported having the same issues. **Don Hutchins** asked the panel about creating a “Task Force” to address issues common to other state DOTs. **Don Hutchins** reported that he met and discussed the issues with representatives from International, including a new Quality Assurance Manager. The International Quality Assurance Manager discussed issues that he has found within International Truck and is taking action to correct them. **Don Hutchins** discussed the idea of creating a Northeast “Task Force” of representatives from the DOTs and International and having the company fund travel to their plant to allow the task Force members to meet with engineers and solve many of the issues. The total number of Task Force members who could be funded was not settled and it was also stated by many in the group that they could have a problem with International funding their travel. All in attendance thought that this was a good idea to pursue. More discussion followed on this. It was decided that a priority list needed to be drafted with the issues that each state DOT was having and that list would be sent to International for their review prior to the Task Force meeting with them. It was decided that the make-up of the Task Force would be representatives from all of the northern regional partnership state DOTs.
- **Don Hutchins** discussed the creation of a “Common Specification” that could be used for all state DOTs for future bids. This would end up being a corporate level bid so any manufacturer could sell trucks to participating regions. Discussion followed on the aspects of each state’s bidding process and whether this would be feasible.
- **Tim Lawler** asked the group about their experiences with the new emission components such as DEF filters, SCR, etc. Discussion followed.
- **Jim Schmidt** asked the group if anyone was having lift pump problems. It did not appear that many other states were having / seeing a problem with this.
- **Jim Smith** discussed the need for the Panel to look at the Federal Surplus web site for purchasing equipment and other commodities. **Jim Smith** was able to purchase Mack engines for a very good price. Other group members discussed equipment that they had purchased through Federal Surplus.
- The following are “Action Items” discussed during the meeting:
 - All Northern Regional partnership states to report back to **Don Hutchins** on the idea of creating a joint specification and how it would work for them and if they would be able to purchase equipment from a joint specification that was bid for all Northern Regional Partnership states. Responses should list any purchasing concerns, limitations, or requirements from their states.
 - All Northern Regional partnership states to report to **Don Hutchins** a prioritized list of the major issues they are having with their International truck fleets. Reports should be detailed with the make and model year of the trucks, length of time this has been going on and what International has done to correct the problem. A master list will be composed from the state replies.
 - **Tim Lawler** to send out the name of the company that sells Sterling truck parts.

Adjournment

Don Hutchins ended the meeting by thanking everyone for their help in the past year and their participation in the teleconference calls. The meeting closed at 5:25 pm.