

**January TRB Meeting of Committee ADA30(1)**  
**Subcommittee on Conference Planning**  
**Sunday January 9, 2005**

**AGENDA**

*mgwade tti Fn=c:/trb/agenda 1.9.05*

**NOTE: Breakfast will be available at 7:00 am and the meeting will start at 7:30 am.**

1. Introductory Remarks – Montie Wade
2. Colorado Conference Wrap Up – Logistics : A. T. Stoddard  
  
Attendance, Geographic and Professional Distribution  
Honorariums: number and payments  
Comparison of Budget With Actual Expenditures
3. Colorado Conference Wrap Up - Technical: Paul Herschkowitz  
  
Conference Evaluations  
Final Papers  
Proceedings Status  
Advice For Tennessee Conference
4. 2006 Tennessee Conference Logistics: Jerry Everett and Arun Chatterjee  
  
Commitments from TDOT  
Hotels and Meeting Rooms Space  
Pending Arrangements  
Contracting Deadlines  
Recommended Budget  
Meals and Cost  
Opportunities For Combination With Other Organizations (TDOT and/or MPO)
5. The Conference In General: All  
  
Review Schedules of Cincinnati and Colorado Springs and conclude for Nashville  
Technical Chair Appointment  
Appointment of FHWA/FTA Financial Support Implementor  
Confirm Hotel Contract  
Distribution of Notices of Conference and Draft Brochure  
Call for Abstracts and its distribution  
Schedule for Abstract Review  
Update Mailing List (Tom Schwetz)  
Website  
Sessions, Abstracts, and Authors Selected (January 2006)  
ETC.....
6. 2008 Oregon Conference Logistics – Tom Schwetz  
Other Oregon DOT Commitments  
Commitments to this conference
7. Other Business