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# **DEVELOPMENT AND DELIVERY OF ACCESS MANAGEMENT TRAINING MATERIALS AND WORKSHOPS**

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## **DISCLAIMER**

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# 1 OUTREACH MATERIALS

The Texas Transportation Institute (TTI) developed outreach materials that were used during workshops conducted in the summer of 2007. The materials consisted of PowerPoint® presentations, photographs, and a video. All of the materials were included on CDs, and the PowerPoint® presentations, including speaker notes, were made available in draft hardcopy books.

The draft notebooks contained several types of presentations. The presentations covered topics including basic principles of access management, photographic examples of good and bad practices from Texas and across the United States, economic impacts, safety benefits, and mobility benefits. The presentations were primarily based on previous research work performed for TxDOT.

The products submitted for this project consist of CDs and three-ring binders. Each CD has an access management video, 10 video clips of access management benefits/purposes, and PowerPoint® presentations. Upon approval by TxDOT, TTI will also provide the video on a separate DVD in higher-quality format than was available when compressing the video to fit on a CD. Each three-ring binder contains printouts of all PowerPoint® presentations, with speaker notes, instructions for using the CD, a guide to answering frequently asked questions, and a guide to the video clips included on the CD.

TTI recommends distributing two copies of the materials to each district office and one copy to each area office. This distribution will make the outreach materials very accessible to TxDOT staff who will need to use them.



## 2 WORKSHOPS

During the summer of 2007, TTI conducted 16 workshops, making contact with 22 districts during these sessions. Training was conducted in the following locations:

- Bryan, with Lufkin (July 12)
- Waco, with Brownwood (July 13)
- El Paso (July 16–17 — two workshops)
- Dallas (July 23)
- Fort Worth (July 24)
- Wichita Falls, with Childress (July 26)
- Amarillo, with Lubbock (August 7)
- Odessa (August 8)
- Abilene (August 9)
- Austin (August 14)
- Houston (August 22)
- San Antonio (August 24)
- Beaumont (August 29)
- Tyler, with Atlanta and Lufkin (August 29)
- Paris, with Atlanta (August 30)

The workshops included approximately two hours of actual contact time. The workshops began at a time that allowed staff from area offices and other districts to arrive the morning of the workshops, therefore requiring no overnight travel for TxDOT staff.

The workshops began with instructor introductions and an overview of the agenda. Attendees then introduced themselves, providing their names, offices, responsibilities, access management experience/involvement, and frequently asked questions from customers. The workshops were interactive in nature, with the instructors providing an overview of the materials, navigating through the CD, and providing background information as needed per the attendees' access management experience. This interaction led to very productive discussions that benefited the attendees and the instructors. During these discussions, district, area, and maintenance office staff had the opportunity to explain the types of issues they confront on a regular basis.

Two workshops had to be cancelled due to weather issues. The Pharr workshop was cancelled due to that district's involvement in preparations for Hurricane Dean. The Corpus Christi workshop was cancelled due to the instructor's flight being cancelled because of weather. A communication error led to the San Angelo District not attending the Odessa workshop, as originally planned. The Laredo District did not attend the San Antonio workshop, though there was an understanding that they would.

Attempts will be made to schedule workshops, combined with other project work, for the Corpus Christi, Laredo, Pharr, and San Angelo Districts in the near future.



### **3 WORKSHOP FEEDBACK**

During the workshops, attendees provided the following feedback pertaining to the materials and the access management program in general:

- Attendees expressed concern about the percentage of driveway denial appeals that are “sent to Austin and are overturned by TxDOT and/or elected officials.”
- Attendees also expressed concern about the amount of time it takes to purchase access rights when going through right-of-way (ROW) acquisition (specifically when there is a small staff in the district to do this work).
- Attendees made the following request: “Please provide a detailed outline of the process for cities to take over permitting of driveways on state highways.”
- Attendees also expressed, “More clear guidance is needed regarding rural roads with less than 2,000 vehicles per day.”

