



**Research and  
Special Programs  
Administration**

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# Memorandum

**To:** Bill Zaccagnino, FHWA  
Dan Leonard, PENNDOT  
Beth Bieryla, PENNDOT

**From:** Rachel Winkeller, Project Manager, USDOT/Volpe Center

**Date:** February 13, 2004

**Subject:** Status Report (January 2004)

## 1. Background

By means of Project Plan Agreement HW-2M, the USDOT's Volpe Center (Volpe) is supporting the Federal Highway Administration (FHWA) and the Pennsylvania Department of Transportation (PENNDOT) in developing a Pennsylvania Transportation Security Plan. The purpose of this report is to document the status of work performed and planned and of the funds used, as well as to register issues that need resolution.

## 2. Work Performed in Reporting Period (January 2004)

The major tasks completed during January include the following:

- Conducted interviews with FHWA, TSA and AASHTO;
- Attended TRB panels on security;
- Continued to gather background documents for effective practices research;
- Summarized findings from literature on effective practices;

- Scheduled and conducted interviews with state DOTs to collect effective practices information; and
- Began analysis of PENNDOT documents and external reports.

### **3. Work Expected in Next Reporting Period (February 2004)**

The major tasks expected to be accomplished during February include the following:

- Conduct further interviews with state DOTs to collect effective practices information;
- Compile themes from effective practices interviews and literature review and produce draft report;
- Complete analysis of PENNDOT documents and identification of gaps;
- Talk with Arizona and Indiana to report on progress;
- Meet with PB Farrdyne to discuss potential overlaps and share insights to date; and
- Meet with Dan Leonard to discuss initial findings and plan March workshop.

### **4. Issues to be Resolved**

- The GWA is in progress, but as of this date we still do not have the funds.
- A decision needs to be made on the composition of a PENNDOT working group to work with us to validate our findings and help develop recommendations.
- Venue(s) and date (s) need to be determined for a two to three day workshop with the working group and a half-day or one-day workshop with PENNDOT senior executives.