Missouri “Show-Me” Road Scholar Program Expands

Missouri LTAP is pleased to announce an expanded Road Scholar Program. The structure of the program was revised and broadened to better serve participating agencies and their employees. After much thought and review of attendance by recent Level I graduates, we realized that many participants weren’t continuing on to Level II. Until now, the majority of Level II classes were focused on supervisory/management skills. Discussions with many of the agencies who have Level I graduates revealed that classes focused on more advanced maintenance would better serve their needs. With this in mind, Missouri LTAP proposed a change to the Road Scholar Committee. The committee met on December 20, 2012 and agreed with the restructuring.

Participants will still be required to complete Level I before receiving recognition in Level II; however, Level III will now be a stand-alone tract focusing on supervisory skills and can be completed without completing the first two levels. The cost of training was also adjusted slightly for the new structure. Missouri LTAP will offer training to local government agencies at a cost of $35/person for Level I classes, $50/person (includes lunch) for Level II classes and $75/person (includes lunch) for Level III (Supervisory Skills) classes. Level I classes will still be held from 8:00 AM – 12:00 PM; however, Level II and Level III classes will be held from 10:00 AM – 3:00 PM. Please note that non-government entities such as consultants and contractors are welcome to attend training at a slightly higher fee.

The requirements for Level I will remain the same. All three core classes will be required. They include: Basic Communication Skills, Work Zone Safety & Flagger Training and Workplace and Job Site Safety (Worker Safety). Any five of the electives can be completed. They include: Bridge Management and Maintenance, Chain Saw Safety, Culvert Installation and Maintenance, Defensive Driving, Equipment Operation and Safety, Gravel Road Maintenance, Basic Math Skills, Motor Grader Skills, Preventive Pavement Maintenance or Chip Seal/Asphalt 101 and Snow and Ice Control.

The requirements for Level II have changed to allow participants more flexibility. Classes are no longer broken into core and electives classes. Instead, any eight classes can be completed. The current classes offered include: Advanced Communication Skills, Roadway Safety Fundamentals, Bridge Incident Inspection, Community & Media Relations, Construction Documents 101 - Reading Blueprints & Deciphering Specs, Introduction to Materials: Concrete, Asphalt & General Materials, Retroreflectivity Guidelines Training & Inspection Workshop, ADA Training, LPA Basics, Traffic Practices Manual Training, and Work Zone for Traffic Responders. Classes that will be offered in the future include: Advanced Worker Safety – Special Topics: Confined Spaces, Trench & Shoring or Fall Protection & Personal Protective Equipment (one special topic will count as an elective), Advanced Equipment Safety – Special Topics: Boom Truck & Forklift Safety, and Basics of Surveying.

One thing that remains the same is that one of the following MERC classes can be counted as an elective for either Level I or Level II: Hazardous Materials Incident Response or Chemical Suicide Response. Both of these classes are offered by MERC at no charge.

The requirements for Level III (Supervisory Skills) are the same as Level II. Any eight classes can be completed. The current classes offered include: Asset Management & Cost Accounting, Emergency Management for Public Works Officials, Enhancing Cooperative Work Relationships, Grant Writing, Human Resource Management, Legal Aspects of Supervision, Project Planning and Management, and Supervisory Communication Skills. Classes that may be offered in the future include: Bridge and Culvert Hydraulics / Culvert Design & Drainage, Innovative Financing, Intergovernmental Relations, Managing Employee Performance, and Traffic Design.
Missouri LTAP Staff
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Kristi Barr
Program Coordinator
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Letter from the Director

Greetings from Missouri LTAP on the campus of Missouri S&T in Rolla. As I write this article, I realize it is once again time to look back on another year. A new year always provides an opportunity to reflect on what was accomplished and what challenges and opportunities lay ahead. 2012 was another busy year for MO-LTAP training. We offered a total of 134 classes last year, which was an increase from 111 classes in 2011. This doesn’t include the 53 Hazard Awareness

Quick & Easy Response Card

Missouri LTAP will be sending a request-for-service card to all of the agencies we serve and other contacts that we have requesting a response on whether you prefer to start receiving our new e-Nletter versus the printed copy. You may also choose to continue receiving the printed copy, if necessary, and add anyone else that would also like to receive the MO-LTAP newsletter and other information such as training opportunities and available resources. Please take a moment to complete the card and drop it in the mail.

MO-LTAP Posts Are Coming!

Missouri LTAP will also be sending a series of posters to each of the county road departments. A total of ten posters will be mailed throughout the coming year. The first two posters cover sign retroreflectivity guidelines and post-incident bridge inspection. The posters are meant to provide useful information on topics that local agencies deal with in their operations. They will have helpful hints and reminders for employees to keep in mind. Topics were chosen based on training offered by Missouri LTAP.

In addition to the other classes being offered, we have expanded our training to include driver training, gravel road maintenance, tractor mower safety and work zone safety. The poster cards are intended to be displayed in break rooms and shop areas where employees can see them. We also plan to feature them as a reminder of the services and training that Missouri LTAP offers.

The Missouri University of Science & Technology will host the annual Missouri LTAP Concrete Conference from April 23-24, 2013. The fee is $130, which includes conference notes and refreshments and breaks. Register at http://concrete.mst.edu

For registration questions contact:
Missouri S&T & Distance & Continuing Education
Phone: 573.341.4835
Email: huskeyr@mst.edu

For technical information, contact:
Dr. David Richardson
Phone: 573.341.4487
Email: richard@missouri.edu

The protection of existing buried utilities should begin in the Planning and Design Phase of each excavation project. Please join us for an important discussion on best practices of the Common Ground Alliance, details of the ASCE 38-02 practice and other issues concerning damage prevention.

Don’t Be a No-Show

The Missouri LTAP staff would like to remind all agencies registering for classes that it is important to sign-up before the registration deadline to allow us time to plan for course materials, refreshments, etc. It is especially important that you let us know at least 48 hours before the class if some of your employees will not be attending. Please note that you will be charged for any no-shows; therefore, it is very important that you let us know at least 48 hours before the class if some of your employees will not be attending.

The Missouri LTAP Advisory Board and ensures that an accurate count for class attendance. Thank you and we look forward to meeting your training needs throughout the New Year.

Page 2
Diane Heckemeyer was awarded the 2012 Professional Engineer of the Year from APWA National President Elizabeth Treadway at the Missouri Chapter APWA Fall Conference. Heckemeyer is the director of Civil and Construction Technology at Linn State Technical College and a sponsor of their APWA student chapter. Prior to her position at Linn State, she served as the State Design Engineer for MoDOT. Heckemeyer serves on the Missouri LTAP Road Scholar committee and has provided her years of experience in the industry as a MO-LTAP instructor in the past. MO-LTAP wishes to congratulate her on her recent award and recognition. It is certainly well deserved.

Bhasin is currently the Director of Public Works/City Engineer with the City of Black Jack, Missouri. He has taught the Basic Math for Public Works Leader of the Year. In 2000, the Missouri Chapter awarded Bhasin the D2 award, which was established to recognize individuals who exemplify excellence and dedication in serving the public and the public interest through outstanding achievements and performance in the field of public works. Also in 2000, he chaired a project to publish a history book of the chapter from the early beginning in 1931 tracking progress over the next 70 years. This publication serves as the best record of the Chapter’s history.

Bhasin also initiated the Past Chairman’s plaque and awards program and was instrumental in providing leadership for its implementation. One of his other on-going programs has been the Construction Inspector’s training program that has been offered by the Chapter for many years and has offered training to hundreds of inspectors in the St. Louis Metropolitan area.

Missouri LTAP wishes to congratulate him on this very well deserved recognition.

Portions of this press release were provided by the APWA St. Louis Metro Branch.

APWA Connection

Missouri Chapter APWA Awards

Mr. Vijay Bhasin was presented a Lifetime Achievement award by the Missouri Chapter APWA at the 2012 Missouri Chapter American Public Works Association Fall Conference. The Missouri Chapter of the American Public Works Association recognized him for his dedication and service to the organization.

Bhasin was active in the formation of the St. Louis Metro Branch and served as Chairman of the Branch in 1983 after moving through the officer ranks of this newly formed group. In 1982, Bhasin was one of the members who met with the KC Metro Chapter to work out details for what would become the Mid-America Public Works Conference and Exhibit Show. This multi-state meeting has taken place every three years since. During his history with the Chapter, he has served as Historian, held all of the officer positions and became Chapter President in 1989. That same year, he was given APWA’s highest honor when he was named a Top Ten Public Works Leader of the Year.

In 2000, the Missouri Chapter awarded Bhasin the D2 award, which was established to recognize individuals who exemplify excellence and dedication in serving the public and the public interest through outstanding achievements and performance in the field of public works. Also in 2000, he chaired a project to publish a history book of the chapter from the early beginning in 1931 tracking progress over the next 70 years. This publication serves as the best record of the Chapter’s history.

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Bhasin is currently the Director of Public Work/City Engineer with the City of Black Jack, Missouri. He has taught the Basic Math Skills class for Missouri LTAP for the past several years. He also finds time to provide tutoring for students who need help in math. Missouri LTAP wishes to congratulate him on this very well deserved recognition.

Portions of this press release were provided by the APWA St. Louis Metro Branch.

APWA Connection

Missouri Chapter APWA Spring Conference

Springfield, Missouri

Events Dates: April 14, 2013 to April 16, 2013

Registration Dates: March 14, 2013 to April 16, 2013

For more details go to: www.missouri.apwa.net/events/10877/

Public Works Connection

Eye-Opener for Public Works

Grey Scheipeter, Superintendent of Public Works, City of Clayton

About a month ago, APWA sponsored a webinar on “Utilizing an Incident Command System for Public Works”. This two-hour webinar addressed the need for being prepared for natural disasters and how agencies dealt with them when they did happen. There was an article in the Post-Dispatch newspaper the following Sunday from a Washington Post writer titled – Was Sandy a wake-up call?

This article was about not only being prepared but looking at the cause of the natural disasters through climate change and how the United States and the world should be addressing this serious issue. This was an eye-opening article about what the United States IS NOT doing to be prepared. I took bits and pieces from the article as an eye opener to the issue.

This country has had two once-in-a-century storms in the last decade. Next to Hurricane Katrina, Super-storm Sandy was the second-costliest storm in U.S. history. New York is struggling to recover and New Jersey is smashed beyond recognition.

Is there a message here? Can anyone deny the scientific consensus about climate change? Typically the general public and experts state that no one-weather event can be attributed to global warming but the trends are there. Not only the United States having experienced two within the last decade, but many other cities and counties throughout the world have experienced and dealt with similar devastation. People should not put their heads in the sand anymore.

For many years, researchers have been telling us that one of the effects of climate change would be to make weather patterns more volatile and violent. Hello people, look around.

Since the beginning of the 20th century, humans began burning fossil fuels in earnest, which is the concentration of heat-trapping carbon dioxide in the atmosphere by 40 percent. This is the nature of the cause of climate change.

If the world would halt all carbon emissions immediately, weather events from climate change would continue to persist between 50 to 200 years, according to the Environmental Protection Agency (EPA). Obviously this is not going to happen. The United States and Europe are trying to do their respective parts in R&D of alternate fuels, but is slow coming. China is the world’s largest carbon emitter and continues to add coal-fired power plants in the country.

The experts feel that eventually the carbon situation will get better, but it will not be within the lifetime of anyone reading this article. So in the meantime, these same experts are telling the world to adapt to the climate change and prepare for natural disasters and how to deal with them. Environmentalists are reluctant about adapting to climate change fearing people will not continue to work on correcting the problem instead of just managing it. It is a double-edged sword.

Katrina and Sandy caused devastating damage to major coastal cities, miles of coastlines and loss of life in the United States. Total damage costs between the two storms exceeded $150 billion dollars. Unfortunately, according to financial experts, these two storms and the areas affected did not have enough of a financial impact on the United States economy to take a hard look at the issue. But what would happen if future weather events and natural disasters continue to slam into the United States, especially along the coastal regions? According to the United States Census Bureau, nearly 50% of all Americans live within 50 miles of the coastline. Seeing the likelihood of future natural disasters is inevitable based on the signs of rising sea levels, the melting polar caps and overall climate changes. The damage costs and loss of lives will continue to rise and eventually the experts hopefully would consider being proactive, not reactive and to get prepared.

Europe has taken very large steps in preparing and addressing these weather event issues. Cities have installed huge surge barriers along their coastal shorelines and enforcing stricter building codes for vulnerable barrier islands. Bottom line is that climate change is not only a national but a worldwide challenge.

Obviously on our home-front in the Midwest we are faced with different weather event challenges; but the message is the same – BE PROACTIVE NOT REACTIVE. Ignoring it is not the solution and dealing with it when it happens is not a motto to live by. Not trying for this article to be a scare tactic, but as an eye opener. Public Works as being a “first responder” needs to be ready at all times for whatever is thrown at them. Without the crews clear and dealing with it when it happens is not a motto to live by. Not trying for this article to be a scare tactic, but as an eye opener. Public Works as being a “first responder” needs to be ready at all times for whatever is thrown at them. Without the crews clear
Because many different types of activities can take place on a worksite, a competent person must either have the authority to make safety-related changes to those different operations or know who can enforce those changes. For instance, imagine a site where some workers are on a scaffold several yards downtown from a master subcontractor performing cutting work. Because the scaffold workers are being exposed to dust and other potentially hazardous debris from the masonry work, and the masons are not under direct control of the competent person for the scaffolding work, the competent person must mitigate the situation by going to the general contractor.

A large worksite with different operations going on at the same time also may require more than one competent person, Colleran suggested. “There is nobody who is all-competent,” he said. “There are many types of many competent persons based on the fact [that] there are many specialized activities out there, and you can’t be competent in all fields.” This does not have to be the case in every situation, however. If an individual has experience in two different types of work being done onsite — trenching and use of ladders, for example — that person could serve as the competent person for both tasks, Colleran said.

Additionally, a competent person could be somewhat of a generalist, according to Colleran. This person does not need to know all the ins and outs of every OSHA standard on the job, but could be considered a competent person if he or she is able to recognize when something may present a risk to workers — such as an unguarded platform — and can act when such a risk is identified.

In some respects, designating a competent person is similar to instituting a workplace safety and health program — both have goals of identifying and mitigating hazards. Cannon believes that employers who have a competent person working likely have already implemented some type of injury and illness program. “If you’re aware of the need of a competent person, it’s not by chance. You understand what your responsibilities are,” Colleran said.

OSHA Inspection

When OSHA visits a site, one of the first questions an inspector may ask is who the competent person is. (continued at bottom of page 7)
With the winter months upon us, the possibility of power outages due to winter storms is increased. Portable generators are beneficial when short term electric power is needed, but they can be dangerous if not used properly. Hazards to be aware of when using a portable generator include, but are not limited to: electrocution, carbon monoxide poisoning, risk of fire hazards and noise/vibration hazards. It is important to recognize and follow safe portable generator guidelines.

**SHOCK AND ELECTROCUTION**
The electricity created by generators has the same hazards as normal utility-supplied electricity. It also has some additional hazards because generator users often bypass the safety devices (such as circuit breakers) that are built into electrical systems. The following precautions are provided to reduce shock and electrocution hazards:

- Never attach a generator directly to the electrical system of a structure (home, office, trailer, etc.) unless a qualified electrician has properly installed the generator with a transfer switch. Attaching a generator directly to a building electrical system without a properly installed transfer switch can energize wiring systems for great distances.
- Always plug electrical appliances directly into the generator using the manufacturer’s supplied cords or extension cords that are grounded (3-pronged). Inspect the cords to make sure they are fully intact and not damaged, cut or abraded. Never use frayed or damaged extension cords. Ensure the cords are appropriately rated in watts or amps for the intended use. Do not use unterminated cords—replace them with appropriately rated cords that use heavier gauge wires.
- Use ground fault circuit interrupters (GFCIs), especially where electrical equipment is used in or around wet or damp locations. GFCIs shut off power when an electrical current is detected outside normal paths. Regardless of GFCI use, electrical equipment used in wet and damp locations must be listed and approved for those conditions.
- Make sure a generator is properly grounded and the grounding connections are tight. Consult the manufacturer’s instructions for proper grounding methods.
- Keep a generator dry; do not use it in the rain or wet conditions. If needed, protect a generator with a canopy.
- Do not use electrical equipment that has been submerged in water. Equipment must be thoroughly dried out and properly evaluated before using. Power off and do not use any electrical equipment that has strange odors or begins smoking.

**CARBON MONOXIDE POISONING**
Carbon monoxide (CO) is a colorless, odorless, toxic gas. Many people have died from CO poisoning because their generator was not adequately ventilated.

- Never use a generator indoors or in enclosed spaces such as garages, crawl spaces, and basements. Open windows and doors may not prevent CO from building up when a generator is located in an enclosed space.
- Make sure a generator has 3 to 4 feet of clear space on all sides and above it to ensure adequate ventilation.
- Do not use a generator outdoors if its placement near doors, windows, and vents could allow CO to enter and build up in occupied spaces.
- If you or others show symptoms of CO poisoning—dizziness, headaches, nausea, tiredness—get to fresh air immediately and seek medical attention. Do not re-enter the area until it is determined to be safe by trained and properly equipped personnel.

**FIRE HAZARDS**
Generators become hot while running and remain hot for long periods after they are stopped. Generator fuels (gasoline, kerosene, etc.) can ignite when spilled on hot engine parts.

- Before refueling, shut down the generator and allow it to cool.
- Gasoline and other generator fuels should be stored and transported in approved containers that are properly designed and marked for their contents, and vented.
- Keep fuel containers away from flame producing and heat sources.

**NOISE AND VIBRATION HAZARDS**
Generator engines vibrate and create noise. Excessive noise and vibration could cause hearing loss and fatigue that may affect job performance.

- Keep portable generators as far away as possible from work areas and gathering spaces.
- Wear hearing protection if this is not possible.

MoDOT places the highest priority on roads with the highest traffic volumes, such as interstates, U.S. highways, and other high volume state routes. MoDOT will plow loose snow and treat the hills, curves, and intersections of lower volume lettered or numbered routes as needed. Motorists should use caution and check road conditions before they travel. Even a light snowfall can cause roads to become slick. Remember the following tips when driving in inclement weather:

- Slow down
- Steer and brake gently
- Accelerate slowly at intersections
- Allow plenty of distance between your vehicle and the one ahead of you
- Stay back 100 feet from snow plows that may be spreading salt
- Avoid passing snow plows, even when on a multi-lane road
- Be aware that bridges and overpasses generally experience freezing conditions first

One of the best ways to be prepared is to check road conditions before you go. MoDOT’s Traveler Information Map, at **www.modot.org**.
**Missouri LTAP Fax Number: 573-341-7245**

**Today's Date:**

- **Name:**
- **Agency:**
- **Address:**
- **City/State:**
- **Zip:**
- **Phone:**
- **Fax:**

**Library Checkout Form:**

- **Please select all that apply:**
  - Add me to your mailing list
  - Remove me from your mailing list
  - Correct my information as indicated above

**Registration for Classes**

To register for a training course, please fill out the information above, indicate which class you would like below and attach a list of all attendees. Fill out a separate form for each class you would like to attend and fax all pages to Missouri LTAP.

- **Course Date:**
- **Course Name:**
- **Course Location:**
- **Attendees:**
  - (Name & Title)

**National Work Zone Safety Information Clearinghouse**

- • Recycled Materials for Local Engineers: RMBC - NH T2 Center, Outreach Seminar
- • HSM Implementation Guide for Managers
- • Synthesis of the Median U-Turn Intersection Treatment
- • Culvert Scour Assessment

**Just Added to the Library**

- National Work Zone Safety Information Clearinghouse
- Missouri LTAP: Administration Record #142062
- Missouri LTAP: Web-Conference Training
- Missouri LTAP: Web-Based Training
- Missouri LTAP: Instructor-Led Training
- Missouri LTAP: Current Training
- Missouri LTAP: Resources

**MoDOT Cooperative Procurement Program**

- Become part of the joint purchasing program with MoDOT to purchase procurement items at MoDOT's rates. Contact us to receive a Coop packet on how you can become a partner.

**Realty for Sale**

The Missouri Department of Transportation is responsible for managing realty assets owned by the Missouri Highways and Transportation Commission. Realty assets are periodically reviewed to determine if they are essential to current operations or are expected to be in the near future. When the property is no longer essential to operations, they may be available for sale to the public.

**Word List:**

- Bridge
- Management
- Chain Saw
- Missouri LTAP
- Communication
- Mower
- Construction
- Retroreflectivity
- Defensive Driving
- Road
- Emergency
- Safety
- Equipment
- Worker
- Gravel Road
- Work Zone
- Ice Control

**Online Training Resources**

**Current Training:**
- Web-Based Training
- Web-Conference Training
- Instructor-Led Training
- Administrative Record #142062
- Implementation of LRFD Geotechnical Design for Bridge Foundations #152083
- An Overview of the Railroad-Highway Grade Crossing Improvement Program #38097
- Introduction to Federal-Aid Right of Way (ROW) Requirements for Local Public Agencies (LPA) #141050

**Contact:**

www.nhi.fhwa.dot.gov

**Institute of Transportation Engineers**

ITE's Online Learning Gateway offers transportation professionals the opportunity to earn professional development hours and to gain current, relevant training. ITE's online courses are primarily geared toward transportation practitioners, designers and planners. Costs vary and are reduced for ITE members. Courses are available online at any time.

ITE's courses cover pedestrian facility design, capacity and safety analysis at signalized intersections site impact analysis and traffic signal needs determinations.

**Contact:**

www.ite.org/education/olg.asp

**CITE Consortium for ITS Training & Education**

CITE provides more than 30 online courses providing advanced transportation training for transportation technicians and professionals. CITE also offers online certificate programs in Intelligent Transportation Systems (ITS), Project Management, ITS Systems and Traffic Engineering & Operations.

**Topics Include:**
- Systems Engineering
- Corridor Management
- Deploying ITS
- Intermodalism
- Telecommunications Technology
- Road Safety Audits
- Traffic Signals Traffic Flow Theory

**Contact:**

www.citeconsortium.org
TRAINING INFORMATION

Please visit our website for the current MO LTAP training calendar: www.moltap.org

Road Scholar Level I
Road Scholar Level II
Supervisory Tract (Level III)

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<th>Price/person</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Road Scholar Level I</td>
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<tr>
<td>Road Scholar Level II</td>
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<td>Supervisory Tract</td>
<td>$75</td>
<td>10:00 AM - 3:00 PM</td>
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lunch is included

These rates apply to all government agencies. For non-government or for-profit organizations, call 1.866.MOROADS for rates.

To Register:
- Register Online at www.moltap.org
- Call 1.866.MOROADS
- Use the FAX BACK form on Page 11
- Email Kristi Barr at kristib@mst.edu

on the Horizon

Missouri One Call System:
2013 Safety Meeting
Feb 6th, St. Charles
Feb 8th, Springfield
Feb 12th, Cape Girardeau
Feb 19th, Rolla
Feb 20th, Joplin

Driving Deaths Down: Proven Countermeasures that Work
Feb 20th at 2-3pm, MoDOT St Louis
TMC Room 209

APBP Bike Parking Webinar Series #2
Municipal Parking Programs
Feb 27th at 2-3pm, MoDOT St Louis
TMC Room 209

APMP Bike Parking Webinar Series #3
Bike Parking & Transit
March 13th at 2-3pm, MoDOT St Louis
TMC Room 209

APBP Webinar on Dynamics of Effective Advisory Committees
March 20th at 2-3pm, MoDOT St Louis
TMC Room 209

APBP Webinar on Economic Benefits of Walkable & Bike Friendly Communities
April 17th at 2-3pm, MoDOT St Louis
TMC Room 209

APBP Webinar on Bike Signals
May 15th at 2-3pm, MoDOT St Louis
TMC Room 209

Missouri Concrete Conference
April 23-24, Rolla Missouri

APBP Webinar on Bike Signals
May 15th at 2-3pm, MoDOT St Louis
TMC Room 209

Use the FAX BACK form on Page 11
Call 1.866.MOROADS
Email Kristi Barr at kristib@mst.edu