



Quarterly



Going to Training? Here's Some Hints

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People attend training for a lot of reasons. The obvious one is to learn some new skills to use on the job or to further one's career. There are other reasons too. Sometimes training sessions provide an opportunity to visit with people you don't ordinarily see and find out what's going on elsewhere. Or, sometimes, it's just a pleasant (hopefully) break from the usual routine.

... ask yourself what you want to learn, and how you might apply it

If you are attending training, whether it's for learning new software, or to learn to cope with stress, what you learn from it is going to depend on what you put in, and how you plan the process. In this article we'll provide some hints so you can maximize your learning and make use of what you have learned on your job (or perhaps the next one).

Select Training

There's lots of training out there, some of it great, some average, and some poor. Since tastes differ, it's hard to help you choose what will work for YOU. However, if you have a choice of choosing the train-

ing you will attend, compare the topics to be covered to your own needs (see next section). Don't make your decision based on the length of a course. Often the shorter ones will only give you an overview and not help you use new learning on the job. Ask around to see if others have attended the course, and solicit their opinions, but remember that tastes differ. If the course you are interested in is offered internationally by a large company, you can ask on the Internet.

Why are you going?

It's always good to be clear about why you are going to a training session. If someone has requested that you attend (let's say your boss), make sure you understand your boss's expectations before you go. Ask: "*How do you expect me to use what I have learned?*" If you are going because you have a training need, ask yourself what you want to learn, and how you might apply it to your job (or career development). The clearer you are about why you are going and what you want to get out of it, the more likely you will get what you are hoping for. Knowing this will allow you to be more of an active learner.

Involve Your boss

Most organizations require that you get approval to attend training sessions, since there is a cost involved and you will be away from your desk for the length of the session. When you approach the boss, there's several things to discuss. Again, why are you going? Second, how it will be useful. And third, what you need from the boss to make use of the training. For exam-

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ple, if you are taking a course on a new software package, let's say the Acme Word Publisher, you aren't going to get much use from it unless it's already set up on your work system and easily accessible IMMEDIATELY upon you return to work. If something is "missing" on the work end that will mean you can't use what you've learned IMMEDIATELY, then consider delaying the training.

It's always a good idea to schedule a "debriefing" with the boss after the training, to explain what went on, your opinions of it and how you intend to use it. The best reason for doing this is that it reinforces your own learning, and serves as a reminder.

While You Are There

Trainers can't read minds (although the really good ones seem to). While you shouldn't be pressured to partici-

pate actively if that's not your style, it really helps everyone if you ask questions when things aren't clear, and express your opinions and experiences. Remember that you and your fellow training participants can learn as much or more from each other than the trainer (and sometimes know more than the trainer!). In the event that things aren't to your liking, approach the trainer privately at break time. If you don't get some positive response, then you can always choose to leave (provided that's OK with the boss). If you do get into such a situation, communicate your reasons to the boss. Still, try to be flexible. Sometimes some kinds of training can be personally uncomfortable due to the subject matter, but that may pass if you hang in there.

After The Session

Here's a few hints so that whatever you learned doesn't get lost.

- Consider doing a presentation to your colleagues on what you learned (that's a great review process that helps you remember).
- Try to begin using what you have learned the FIRST DAY back on the job.
- Remember you have both the course material and your notes to use. Periodically go through them (you'd be amazed how many people chuck this material in a drawer, never to be viewed again).

There you have it. If you follow these basic hints, you'll probably get more out of the training session. That helps everyone, and justifies the company's investments (both present and future) in training programs.

Context Sensitive Design and Beyond

By Kathy Ames, Illinois Department of Transportation, Bureau of Design and Environment

Context Sensitive Design (CSD) is an approach in designing a transportation project that considers the total context of its surroundings. It integrates engineering, environment, economics, community values, and aesthetic concerns into project development.

Historically, the nation's transportation system was designed to move people and goods quickly and safely to their destination. As early as the 1960s people became aware of the social and natural resources impacts in the construction of transportation projects. Through the 1980s people began to design transportation projects with an

awareness of the project's surroundings.

Context Sensitive Design (CSD) is an approach in designing a transportation project that considers the total context of its surroundings.

Several laws were passed which emphasized the importance of transportation project design to its surroundings in the 1990s. The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991

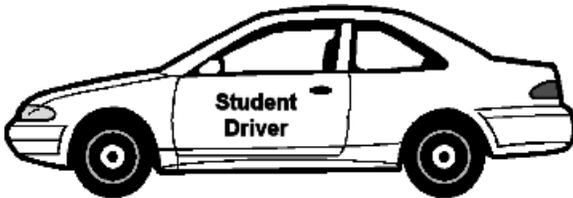
emphasized the preservation of historic and scenic resources. The National Highway Designation Act (NHS) of 1995 strengthened the emphasis on designing a highway sensitive to its surroundings. The Transportation Efficiency Act for the 21st Century (TEA 21) of 1998 provided additional funding and flexibility for community aspects of highway projects.

In May 1998 a workshop was held by the Maryland Department of Transportation State Highway Administration, AASHTO, and FHWA entitled, "Thinking Beyond the Pavement: A National Work-

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Changes in Driver's Ed

From the *AASHTO Journal*, August 31, 2001



NHTSA is reemphasizing driver's ed—a program that waned in many states for years based on assessments that it was not curbing disproportionate crash rates among youthful drivers. During the 1990s, safety experts focused instead on gradual licensing for teen drivers. But there is a recognition that changes in the highway environment require changes in instruction techniques.

For example, student drivers—once taught to place their hands on the steering wheel at the “10 o'clock and 2 o'clock” positions—now are told to grasp it at “8 o'clock and 4 o'clock” to prevent possible injury to arms if the air bag in a car's steering column deploys. They are being instructed on how to properly use anti-lock brakes in an emergency (press and hold; older style brakes had to be pumped to prevent lockup) and to adjust the side-view mirror 15 degrees wider than traditionally to get a look at more than one traffic lane.

The students will be given information about proper use of carpool lanes, safe driving in work zones, differential centers of gravity on various vehicles, and awareness of circadian rhythms which can lead to drowsy driving, even in the middle of the day. Busy, successful teen males are disproportionately victims of drowsy-driving wrecks.

Safety experts also are becoming more vocal with students about the psychological component of safe driving. “In driving, you can be happy, you can be sad, you can be jealous and you can be enraged,” said Patrick Norris, an instructor in the District of Columbia. “Those are exactly the wrong conditions for getting on the road, because they're too emotional.”

Failure to Buckle Up Is Still the Biggest Factor in Vehicle Deaths

Recent statements by the top auto-safety regulator angered some auto industry executives. Jeffrey W. Runge, head of the National Highway Traffic Safety Administration, spoke about the high centers of gravity and poor rollover safety scores on some sport utility vehicles. Runge made an even more significant point: 72 percent of those who die in light-truck rollovers aren't wearing seat belts. The main reason people get killed in rollover accidents is that they get thrown out when the pickup or SUV rolls. Chances of staying in the cab are much better if you are wearing your belt. It's only since about 1990 that the majority of American drivers have been buckling up, says Dr. Runge, formerly an emergency-room physician.

In 1983, only 14 percent of us wore seat belts. In 1990, the rate had risen to 49 percent. As mandatory seat-belt laws came into effect, the usage rate went up to 75 percent in 2002. Note that in Europe usage rates are about 90 percent. Dr. Runge says that if 90 percent of Americans wore seat belts, 6,600 lives per year would be saved and 140,000 injuries would be prevented, saving society more than \$26 billion annually. Advanced safety technology won't deliver the maximum benefit unless those in the car are wearing seat belts. Jay Cooney, director of safety communications at General Motors Corp., said the major reason for fatalities in rollovers is a lack of seat-belt use.



How to keep those insects at bay

The bugs of summertime can do some very nasty things like, bite, sting, and make you sick. Here's how to put bugs in their place.

First, all bugs dislike DEET, so look for products that are up to 30 percent DEET for adults and 10 percent for kids. It's a chemical in sprays like OFF!. Put it on your clothes and your skin before going outside, and wash it off when you come back in. Put the clothes into the washing machine.

Watch for these dangerous symptoms which can develop immediately or within weeks of a bite:

Ticks. If you develop a rash, fever, fatigue, aches, headaches,

joint pain or any mysterious symptom within a month of any bite, see your doctor. These could be signs of tick-borne infections such as Lyme disease or Rocky Mountain spotted fever.

Fire Ants. If you get hives, wheezing, or throat swelling, see a doctor immediately for treatment of an allergic reaction.

Bees and yellow jackets. The honey bee can sting only once, but the yellow jacket, a kind of wasp, can sting you many times.

If there are any symptoms of an allergy attack, get to the ER and do it fast.

Mosquitoes. The mosquito is the No. 1 insect carrier of disease worldwide, according to Jerome Goddard, author of the *Physician's Guide to Arthropods of Medical Importance*. Fortunately diseases such as malaria and dengue fever are rare in the U.S. But the West Nile virus sickened many Americans last year, and is likely to spread further. (see the article below on this page)

Mosquitoes carry this virus and those for various types of encephalitis. Symptoms all include high fever, bad headache at the base of the skull and neck, stiff neck and possibly vomiting and muscle weakness.

Protect yourself from West Nile Virus

By the end of 2002, human West Nile infection had been detected in 39 states and the District of Columbia.

Studies in New York suggest that about 80 percent of those actually infected remained symptom free. Of the 20 percent who developed symptoms, only 1 percent developed encephalitis and meningitis that can lead to disability or death.

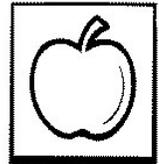
You can dramatically decrease your chances of contracting West Nile by taking precautions to minimize exposure to infected mosquitoes, especially from July through the fall when mosquitoes are most abundant.

- Reduce mosquitoes. They breed in water so fill low spots to avoid ponding. Empty water catchers.
- Reduce the amount of time you spend outdoors at dawn and dusk, the times when mosquitoes are most likely to feed.
- Wear shoes, socks, long pants, and a long-sleeved shirt when outdoors.

If you must be outdoors, consider applying an insect repellent containing DEET for long-lasting protection. Adults can use DEET in concentrations of up to 35 percent.

An apple a day ...

Folklore claims that an apple a day keeps the doctor away, and it seems that's not far from wrong. At least it seems true for men.



According to The American Journal of Clinical Nutrition, a Finnish study shows that men who ate the most apples and other foods high in quercetin had 60 percent fewer cases of lung cancer, 25 percent less asthma, and 20 percent less diabetes and heart disease.

Researchers at the National Public Health Institute in Helsinki say eating an apple a day is enough to get these benefits. Other foods rich in quercetin are onions, cabbage, and berries.

Wildlife Crossings Toolkit Launched



Many highways on or near National Forest System lands wind their way through excellent wildlife habitat. Florida's highways slice through rare black bear habitat. Alaska struggles with moose-vehicle collisions. Grizzly bears in the northern Rockies are killed on highways or avoid crossing them to reach other parts of their recovery zones. U.S. Department of Agriculture (USDA) Forest Service wildlife biologists and transportation planners wrestle with how to plan wildlife-friendly highways or reduce impacts from those already on the landscape.

San Dimas Technology and Development Center has partnered with Utah State University, the Western Transportation Institute, and the U.S. Department of Transportation Federal Highway Administration to create a toolkit that provides assistance. The Wildlife

Crossings Toolkit is an online source of excellent information on wildlife/highway interactions. The toolkit contains two major sections.

Case Histories. The first is a fully searchable database of case histories from around the world of projects that have considered wildlife in the planning or retrofitting of solutions to highway-caused impacts to wildlife. Most of the case histories show how engineers and biologists have worked together across disciplines to solve some almost intractable problems. Other histories show how projects could have worked better: each account has a section on how the planners would have proceeded differently. Most case histories contain plans, drawings, and images from the projects for engineers to use as a starting point for their own work.

Resources. The second major part of the toolkit is comprised of articles and links to resources that will help engineers and biologists quickly find information on highway impacts to wildlife and successful solutions to reduce those impacts. Relevant articles by the world's experts explain concepts in clear, concise terms understandable to both disciplines.

The toolkit is designed to encourage engineers and biologists to work together for innovative solutions. An extensive illustrated glossary and standardized terminology help foster this effort.

The Wildlife Crossings Toolkit is the major source material for a new FY03 training session Innovative Solutions to Wildlife/Highway Interactions for biologists and engineers.

The web site may be accessed at www.wildlifecrossings.info.

For additional information, contact:

Transportation Management Program Leader
 San Dimas Technology & Development Center
 444 East Bonita Avenue, San Dimas, CA 91773-3198
 Phone: 909-599-1267; Fax: 909-592-2309
 Internet e-mail: mailroom_wo_sdtc@fs.fed.us.



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shop on Integrating Highway Development With Communities and the Environment.” At that workshop the following principles of Context Sensitive Design were developed:

Qualities of Excellence in Transportation Design

- The project satisfies the purpose and needs as agreed to by a full range of stakeholders. This agreement is forged in the earliest phase of the project and amended as warranted as the project develops.
- The project is a safe facility for both the user and the community.
- The project is in harmony with the community, and it preserves environmental, scenic, aesthetic, historic, and natural resource values of the area, i.e., exhibits context sensitive design.
- The project exceeds the expectations of both designers and stakeholders and achieves a level of excellence in people’s minds.
- The project involves efficient and effective use of the resources (time, budget, community) of all involved parties.
- The project is built with minimal disruption to the community.
- The project is seen as having added lasting value to the community.

Process Characteristics Contributing to Excellence

- Communication with all stakeholders is open, honest, early, and continuous.
- A multidisciplinary team is established early, with disciplines based on the needs of the specific project, with the inclusion of the

public.

- A full range of stakeholders is involved with transportation officials in the scoping phase. The purposes of the project are clearly defined, and consensus on the scope is forged before proceeding.
- The highway development process is tailored to meet the circumstances. This process should examine multiple alternatives that will result in a consensus of approach methods.
- A commitment to the process from top agency officials and local leaders is secured.
- The public involvement process, which includes informal meetings, is tailored to the project.
- The landscape, the community, and valued resources are understood before engineering design is started.
- A full range of tools for communication about project alternatives is used (e.g., visualization).

Five pilot states, Maryland, Connecticut, Kentucky, Minnesota, and Utah, as well as the FHWA Federal Lands Highway are implementing CSD/Thinking Beyond the Pavement programs through new policies on project development, staff training, conferences, research, and community outreach.

A new term, Context Sensitive Solutions (CSS), is emerging to guide development of transportation projects in all phases, planning, design, construction, and operations. It strives to balance environment, scenic, aesthetic, cultural, natural resources, community, and transportation service needs. Context Sensitive Solutions projects recognize community goals, and are designed, built, and maintained to be

sustainable while minimizing disruption to the community and the environment. The identification of community values by community interaction requires that public involvement is critical to the success of CSS.

In summary, Context Sensitive Design and beyond to Context Sensitive Solutions is an approach to transportation project development through construction and operations. It includes preservation of historic resources, scenic, natural environment, and community values in conjunction with mobility, safety, and economics.

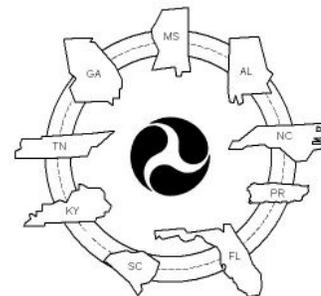
CSS Put to Work in SC

In October of 2002, more than 50 professionals involved in SCDOT’s preconstruction process came together for a 3-day workshop on Context-Sensitive Design. In an unprecedented effort, the South Carolina Department of Natural Resources jointly sponsored the workshop along with SCDOT and FHWA. The following agencies were represented at the workshop: SCDOT, FHWA, the U.S. Fish and Wildlife Service, the SC Department of Health and Environmental Control, the SC Office of Coastal Resource Management, the SC Department of Archives and History, and the SC Department of Natural Resources.

Through a collaborative discussion, the regulatory agencies and the SCDOT were able to agree to certain context-sensitive solutions that should be employed on three projects. The workshop was an important step as South Carolina continues to implement context-sensitive design.

Southeast Local Roads Conference October 12–14, 2003, Asheville, NC

The Eighth Southeast Local Roads Conference (SELRC) will be held October 12–14, 2003 in Asheville, NC. The meeting is a collaboration of the Federal Highway Administration (FHWA) and the southeast LTAP Centers, which include AL, FL, GA, KY, MS, NC, SC, TN, and Puerto Rico.



The local roads conference is targeted to those whose work impacts the movement of persons and goods on local roads. It also provides the opportunity to share success stories and innovative advances in transportation planning, traffic safety operations, roadway design, maintenance, and construction.

This year's SELRC will be held at the Great Smokies Holiday Inn–Sun Spree Resort in Asheville, NC. Room rates are \$99 per night, plus tax. This is an excellent rate during a time that might be “leaves” season in the NC mountains.

The tentative agenda for the Conference includes a wide array of presentations on local roads topics that will be of interest to city, county, and DOT personnel, as well as local elected officials and private sector employees. There will be two parallel sessions to allow participants a choice of topics.

Registration materials and more information will be available soon. For more information, contact Pam Cloer at 919–515–7990 or pcloer@unity.ncsu.edu or on the web at www.itre.ncsu.edu/LTAP/SELRC.html.

The SELRC is an excellent opportunity for all municipal and county roads personnel to obtain up-to-date information on a number of important topics relating to local roads. Please plan to attend this important conference

Sign Change Deadline

by Ken Shorseth, South Dakota LTAP field services manager



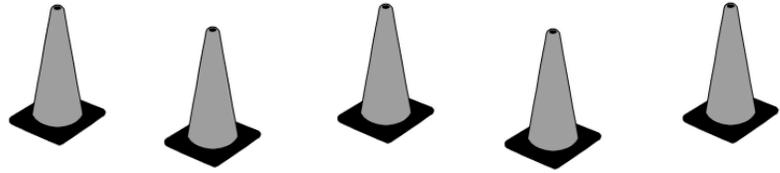
The Millennium Edition of the Manual on Uniform Traffic Control Devices (MUTCD) has now been available for two years. This manual supercedes all requirements of the previous 1988 edition. There are several changes in requirements for traffic signs in the new MUTCD. In many cases, quite a few years are allowed before compliance is required with new rules.

However, one required change is less than a year away. At intersections where traffic is required to stop from all directions, the old edition of the MUTCD stated that a supplemental plaque with the message “4-WAY,” “3-WAY,” or “ALL-WAY” **MAY** be placed under the stop signs. The current MUTCD changes this. It states that the supplemental plaques just mentioned **SHALL** be placed at these locations and the date for the compliance with this requirement is January 17, 2004—less than a year away. It would be prudent to begin installing these during routine sign maintenance.

Remember, this is required only at intersections where traffic from all directions is required to stop. At a four-way intersection with stop control on only two legs, no advisory plates are used.

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Safety Zone



Maintenance of Signs and Sign Supports for Local Roads and Streets (FHWA-SA-01-009)

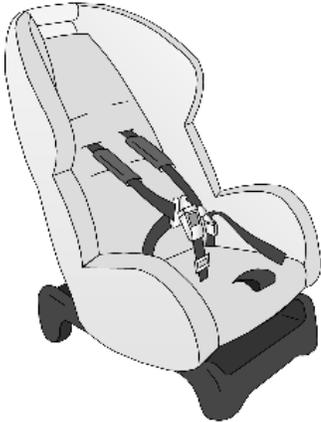
This pamphlet is the first in a series of pamphlets intended to assist the safety community in training and implementing small projects and programs related to or resulting in improved safety on highways, bicycle and pedestrian paths, and highway-rail crossings. The PDF version is posted on the FHWA safety web site:
<http://safety.fhwa.dot.gov/media/brochures.htm>.

Kids are not safe when riding in the front seat

Too many infants and young children are riding in the front seat, says the National Highway Transportation Safety Administration (NHTSA). These children are at increased risk of injury from crashes or deploying air bags even if they are in infant seats.

Their recent study shows that 15 percent of infants are riding in front, as are 10 percent of 1- to 3-year-olds and 29 percent of 4- to 7-year-olds. The American Academy of Pediatrics recommends that children 12 and under ride in the back seat.

Fortunately, child deaths in auto accidents have been declining since 1998 with only 1,248 killed in 2001, the last year for which figures are available. A 2001 NHTSA survey shows that the use of seat belts and child safety seats continues to increase, but too many kids are riding up front.



Child Safety Website

This website provides a list of new child restraints and features, new vehicles and child safety features, tips for installing and using child safety restraints, and child seat help (fitting/inspection stations and technician contacts).

www.nhtsa.dot.gov/people/injury/childps

Guidelines and Recommendations to Accommodate Older Drivers and Pedestrians (FHWA-RD-01-051) and Highway Design Handbook for Older Drivers and Pedestrians (FHWA-RD-01-103)

These publications provide practitioners with a condensed source of practical information that links older road user characteristics to highway design, operations, and traffic engineering recommendations by addressing specific roadway features. These documents supplement existing standards and guidelines in the areas of highway geometry, operations, and traffic control devices. The information in these publications should be of interest to highway designers, traffic engineers, and highway safety specialists involved in the design and operation of highway facilities. It will also be of interest to researchers concerned with issues of older road user safety and mobility. To obtain copies of these documents, contact the FHWA Research and Technology Report Center, 301-577-0818, fax: 301-577-1421, or the National Technical Information Service, 703-487-4650, fax: 703-321-8547. Workshops are now available. For more information

Contact: Dave Smith, 202-366-6614, Beth Alicandri, 202-366-6409, or Shirley Thompson, 202-366-2154.

Gasoline is Explosive

Throughout the year gasoline powered equipment is in use. While gasoline powered equipment is handy, the fuel carries special dangers. Gasoline is so volatile that one gallon is equivalent to 14 sticks of dynamite in explosive force. Gasoline is flammable and the vapors are explosive. The vapors are heavier than air and will flow invisibly along the ground. They will ignite from a flame, a spark, or static electricity, causing an explosion. Here are some tips on the safe handling, storage and use of gasoline.

Safe Handling of Gasoline

1. Use extreme care in handling gasoline. Serious injury can occur when gasoline is spilled on yourself or your clothes, which can ignite.
2. Wash your skin and change clothes immediately. Place clothing outdoors for several days before washing and drying so gasoline vapors can evaporate. Clothes dryers can catch fire if vapors are not allowed to evaporate, even if the clothing has been washed first.
3. Use only an approved gasoline container.
4. Extinguish all cigarettes, cigars, pipes and other sources of ignition.
5. Only use gasoline outdoors or in a well-ventilated area.
6. Don't use gasoline as a cleaner or solvent.
7. Don't carry gasoline in your car or truck cab. A fiery explosion can result if there is a collision or if vapors escape.

Safe Gasoline Storage

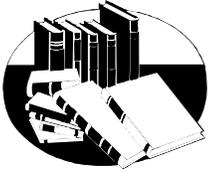
1. Extinguish all cigarettes, cigars, pipes and other sources of ignition.
2. Never store the machine or fuel container inside where there is an open flame, spark or pilot light as on a water heater, space heater, furnace, clothes dryer or other gas appliances.
3. Never fuel machines indoors because flammable vapors will accumulate in the area.
4. Keep gasoline locked up and away from children when not in use.

Refueling Safety

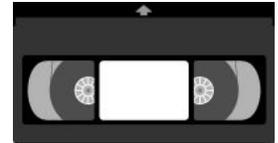
1. Use only an approved gasoline container.
2. Never fill containers inside a vehicle or on a truck or trailer bed with a plastic liner. Always place containers on the ground away from your vehicle before filling.
3. If possible, remove gas-powered equipment from the truck or trailer and refuel it on the ground. If this is not possible, then refuel such equipment on a trailer with a portable container, rather than from a gasoline dispenser nozzle.
4. Keep the nozzle in contact with the rim of the fuel tank or container opening at all times until fueling is complete. Do not use a nozzle lock-open device.
5. Extinguish all cigarettes, cigars, pipes and other sources of ignition.
6. Never fuel machines indoors because flammable vapors will accumulate in the area.
7. Never remove gas cap or add fuel while the engine is hot or running. Allow engine to cool at least two minutes before refueling.
8. Never over fill the fuel tank. Fill tank to no more than ½-inch below bottom of filter neck to provide space for fuel expansion.
9. Replace gasoline cap and tighten securely.
10. If gasoline is spilled, wipe it off the engine and equipment. Move unit to another area. Wait 5 minutes before starting the engine.

Equipment Storage

1. Keep mower free of grass, leaves, and other debris buildup. Clean up oil or fuel spillage and remove any fuel soaked debris.
2. Allow equipment to cool at least 5 minutes before storing.



Publications and Video Tapes Available



The publications described below are free to individuals employed by any city or county government agency in South Carolina. You can obtain a free single copy of some publications, or borrow a copy of one of the “for loan” publications or videos.

Publications

Crack Seal Application, IF-02-005.

Innovative Approaches to Transportation, A Guide Book. Outlines a strategy to better integrate transportation planning activities conducted by the states, local transportation officials and the USDA Forest Service for federally funded projects that provide access to or within national forest land, USDA.

Guidelines for the Design and Application of Speed Humps. Provides guidelines for the design and application of speed humps, a geometric design technique to control vehicular

traffic speeds along a roadway, ITE.

Intelligent Transportation Systems in Work Zones. Examines how departments of transportation in Illinois, Michigan, New Mexico, and Arkansas used ITS in their work zones and recounts the benefits they experienced, FHWA OP-02-025, access online at http://www.itsdocs.fhwa.dot.gov/JPODOCS/REPTS_TE/13600.html.

Videos

Be Prepared to Lead. This video teaches you to recognize which of four specific leadership styles is your own natural style. It then explains what types of employees are most likely to respond best to these leadership styles.

The Team Approach. You will create more productive teams, and team members will contribute more effectively, using the principles presented in this video.

Cornerstones of Quality. Viewers will learn to use a quality approach to improve company productivity.

Be Prepared for Meetings. This video provides a thorough overview of how to prepare for, and conduct, effective meetings. It gives you a clear understanding of the different types of meetings so that you can set your agenda according to your goals.

How to Run a Successful Meeting. If you have too many meetings—and they run too long—use this tape as a fun meeting opener. Viewers will get the message while picking up tips they can use right away.

CDs

Asphalt Maintenance Field Guide, PDF version of field guide, MNDOT & FHWA.

Culvert Management System. Contains a culvert management system program and a CMS Users Manual, FHWA, A-LT-02-001.

You can enjoy ‘forbidden foods’

- **Beef.** Doctors at the Tufts University say there are excellent nutrients in beef, like iron, zinc, and vitamin B12. Much of the fat in beef is stearic acid, which does not raise cholesterol. They do advise, however, that a 3-ounce serving is best. Forget the 12-ounce steak.
- **Avocados.** Scorned for their high fat content. Doctors at UCLA Center for Human Nutrition say, however, that the fat in avocados is monounsaturated, and helps lower bad cholesterol and increase good cholesterol.
- **Dark chocolate.** Studies at the University of Pennsylvania say you should feel no guilt when you indulge in dark chocolate. It contains antioxidants that increase good cholesterol by as much as 10 percent.
- **Nuts.** Nuts contain unsaturated fats, magnesium, and vitamin E, which is hard to find in other foods. They also have small amounts of alpha-linolenic acid, an omega-3 fatty acid, that may prevent heart rhythm abnormalities, say doctors at Harvard School of Public Health.
- **Cheese.** Eating cheese helps you protect your bones one way and protect your teeth in two ways. The calcium in cheese guards both bones and teeth; but cheddar, Parmesan, and Swiss help to neutralize acid in the mouth says Joy Bauer, author of *The Complete Idiot’s Guide to Total Nutrition* (Alpha Books).

The doctors give one caution about these great foods. They are fairly high in calories. It’s OK to enjoy them occasionally (probably not every day), and in small portions.

Information Request and Address Change Form

To order any of the publications, videos, or other materials listed in this or other issues of *T³S Quarterly*, complete this form and mail it or fax it to **Sandi Priddy** at the address or phone number shown below. You can also order videos and publications on-line at www.ces.clemson.edu/t3s.

**Transportation Technology Transfer Service
Civil Engineering Department
Clemson University, Box 340911
Clemson, SC 29634-0911**

**Phone: 864-656-1456
Toll free: 888-414-3069
Fax: 864-656-2670**

Publications

- Crack Seal Application
- Innovative Approach to Transportation, A Guide Book
- Guidelines for the Design and Application of Speed Humps
- Intelligent Transportation in Work Zones

Videos and CD's

- Be Prepared to Lead
- The Team Approach
- Cornerstones of Quality
- Be Prepared for Meetings
- How to Run a Successful Meeting
- Asphalt Maintenance Field Guide
- Culvert Management System

Other

Name: _____

Title: _____

Address: _____

Phone _____ Fax _____

This is a new address

Please add my name to your mailing list

Suggestions for Possible Future Workshop Topics

T³S Reduces Workshop Fees for Remainder of 2003

We realize that many of you are facing severe budget constraints and training for your employees is usually the first budget item that is cut. Training is essential for your agency and employees. Well-trained employees help an organization to run efficiently and smoothly.

T³S will offer a reduced registration fee for the remainder of 2003 to help offset the budget crisis we are currently facing in South Carolina. The fee will be \$25.00 for any state, county, or municipal employee and \$50.00 for private industry personnel. We look forward to seeing you at a workshop soon!

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