

**Colorado Department of Transportation
Efficiency and Accountability Committee**

November 17, 2011 Meeting Minutes

Committee members in attendance:

Debra Baskett, Committee Deputy; Broomfield
Heidi Bimmerle, CDOT Division of Human Resources and Administration
Dave Childs, CDOT Highway Maintenance & Operations
Cliff Davidson, North Front Range Metropolitan Planning Organization
Mickey Ferrell, CDOT Government Relations
Kathy Gilliland, Transportation Commission
Solomon Haile, CDOT Engineering
Jeff Keller, Asphalt Paving Company
Maribeth Lewis-Baker, Committee Chair; Free Ride Transit System, Breckenridge
Daniel Owens, Operating Engineers Union
Debra Perkins-Smith, CDOT Division of Transportation Development
John C. Rich, Jackson County Commissioner
Bob Sakaguchi, Jacobs
Casey Tighe, Committee Vice Chair; CDOT Audit Director
Bill Weidenaar, Regional Transportation District
Stephanie Thomas, Colorado Environmental Coalition
Gary Vansuch, CDOT Director of Process Improvement

Staff in attendance:

Mark Imhoff, CDOT Division of Transit and Rail
Samuel Nnuro, CDOT Audit
Scott Richrath, non-voting Committee Secretary; CDOT Transportation Development

Lunch Service

At 12:00 p.m., lunch was provided by Committee Chair Maribeth Lewis-Baker.

Welcome and approval of agenda

At 12:10 p.m., Chair Lewis-Baker called the meeting to order and asked for the approval of the agenda for the meeting.

Approval of October Minutes

At 12:15 p.m., Chair Lewis-Baker asked for approval of the October minutes. Approval was moved and seconded. The minutes were adopted.

2011 Annual Report

At 12:30 p.m., Samuel Nnuro distributed a draft of the annual report for 2011 to the Efficiency & Accountability Committee members. Members were asked to look through the report and offer their opinion. There was consensus among members of the Committee that the report was well written. Bill Weidenaar suggested that the last bullet point at the bottom of the last page of the report should be omitted. Secretary Scott Richrath responded by stating that the recommendation made by Mr. Weidenaar will be noted, the final version of the report will incorporate his suggestions. Chair Lewis-Baker applauded Secretary Richrath for his work and dedication to the Committee.

Pre-Award Authority

At 12:30 p.m., Mickey Ferrell, CDOT Government Relations, commented on the issue surrounding the limitation of Pre-Award Authority by CDOT Transit grantees. Mr. Ferrell suggested that he will work with CASTA and the State Attorney General's Office in clarifying some of the language issues associated with Pre-Award Authority. Chair Lewis-Baker noted that the Town of Breckenridge does not procure a bus before award. She mentioned that the current procurement price for the customer can increase significantly if there are delays in processing purchasing documents.

Mark Imhoff stated the purpose of pre-award authority is to allow the grantee to place orders for buses prior to the finalized award of the grant funds and still be able to seek reimbursement for the cost. Chair Lewis-Baker asked Committee members to conduct more investigation about the pre-award authority letter to see that there are no unintended consequences on construction projects.

Access Permit

At 12:40 p.m., John Rich brought a copy of an access permit to demonstrate the amount of paper required. Mr. Rich also mentioned that the department could be efficient without raising the permit fees. He noted that the department needs to reduce its administrative workforce but not raise prices.

The Budget Name Discussion

At 12:43 p.m., Cliff Davidson commented on the name chosen for the annual budget. Mr. Davidson stated that he is having difficulty with the name "budget for the people". Mr. Rich noted that there is nothing superficial with the name after all, the members of the Committee work for the people. Mr. Davidson suggested that the name is too vague and it must be changed.

Mr. Ferrell mentioned that the final version of the annual report is still in the works, so he will convey the suggestions to staff to modify the name of the budget. Mr. Ferrell stated that the new budget has dramatically changed the way CDOT prepares its budget. He offered thanks to Secretary Richrath for his service to the Committee. Mr. Ferrell further stated that he was approached with a great opportunity to pursue a private business venture, so he will be leaving CDOT. Gary Vansuch will become the Executive Director's appointee to the Committee. Chair Lewis-Baker thanked everyone on the Committee for all of their effort over the past two years. Mr. Keller also expressed thanks to Chair Lewis-Baker for her leadership. The Co-Executive Director of Colorado Association of State Transit Agencies (CASTA), Ms. Elena Wilken, was introduced to members of the Committee by the Chairperson.

2012 Committee Membership

At 12:50 p.m., Vice Chair Casey Tighe discussed the re-appointment of Committee members for the calendar year 2012. He mentioned that the Executive Director would like to have a formalized approach in place for the appointment of Committee members. Mr. Tighe noted that the Director would desire to rotate 2-year terms among members.

Process Improvement

At 12:55 p.m., Mr. Vansuch shared a comprehensive University of Denver study published in the Denver Post, with the members of the Committee. The article title was "Rethinking Colorado." He read from page 31 of the report. "For the Colorado Department of Transportation, shifting from production perspective to a focus on citizen value could produce significant benefits. An accountability center structure could set the stage for CDOT to depict the value it creates. A concerted effort by the department to focus on value, along with reports by Taxpayer Value Council, could enhance trust and support among voters". Mr. Vansuch noted that his plan is to do the same with the process improvement initiative. He asked members to shift its focus on citizen value by concentrating on the following: 1) Members could recommend a process that he could undertake for CDOT Process Improvement. 2) Members should try to engage with the citizens of Colorado on transportation issues.

Mr. Imhoff discussed transit grant improvements and how grantees are being invited to participate. Mickey Ferrell stated this process is very valuable to CDOT's sustainability, and if Committee members provide input, it will be great. Chair Lewis-Baker mentioned that the Committee had more than 70 stakeholder issues submitted to discuss and the committee needs to continue this charge for the stakeholders as well.

Photo Session

At 1:00 p.m., Members of the Committee took pictures for the annual report.

The meeting adjourned at 1:25 p.m. and members moved to the Transition Committee meeting in the CDOT Auditorium at the invitation of Executive Director Don Hunt.

Minutes respectfully submitted by Scott Richrath and Samuel Nnuro.