

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

February 16 , 2012 Meeting Minutes

Committee members in attendance:

Jeff Keller, Chairman; Asphalt Paving Company
Gary Vansuch, Vice Chairman; CDOT Director of Process Improvement
Maribeth Lewis-Baker, Deputy Chairperson; Free Ride Transit System, Breckenridge
Heidi Bimmerle, CDOT Division of Human Resources and Administration
Dave Childs, CDOT Highway Maintenance & Operations
Cliff Davidson, North Front Range Metropolitan Planning Organization
Solomon Haile, CDOT Engineering
Bob Sakaguchi, Jacobs
Casey Tighe, CDOT Audit Director
Bill Weidenaar, Regional Transportation District
John C. Rich, Jackson County Commissioner
Daniel Owens, Operating Engineers Union
Patrick Byrne, CDOT Office of Financial Management & Budget
Stephanie Thomas, Colorado Environmental Coalition

Staff in attendance:

Samuel Nnuro, non -voting Committee Secretary; CDOT Audit
Scott Richrath, CDOT Transportation Development

Welcome and approval of agenda

At 2:00 p.m., Committee Chairman Jeff Keller called the meeting to order and asked for the approval of the agenda for the meeting.

Approval of Januray Minutes

At 2:03 p.m., Chairman Jeff Keller asked for approval of the Januray minutes. Mr. Dave Childs recommended that his comments about transportation efficiency be amended to “ CDOT maintenance can be more effiecient with the project cost limits in place.Once that is achieved the Committee will revisit raising the limits”. The changes were made to the Januray minutes, it was moved, seconded and adopted.

Acknowledgment to Prior Chair

At 2:05 p.m., recognition was given to Maribeth Lewis-Baker for her outstanding contribution as the first chairperson for the committee. Members signed a thank you card as a symbol of their gratitude to the prior chairperson.

Safety Minutes

At 2:10 p.m., Bob Sakaguchi,from Jacobs Engineering, addressed the Committee on the importance of Safety. A safe workplace can increase worker productivity and lower the cost of

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business operations. Workplace accidents and illnesses can be reduced, or even eliminated, through informed planning and education. Mr. Sakaguchi asked members of the Committee if they could choose a designated access point where the members could meet in case of an emergency. There was consensus among the members to meet at the Goodtime's restaurant parking lot.

Mr. Sakaguchi noted that members of the Committee could take some of these precaution when driving to avoid accidents. He stated that Committee members should do the following when driving:

- Be Alert;
- Do not drive if you are feeling sleepy;
- Switch off mobile phones or other gadgets that could distract you while driving;
- Plan the route with ample time to reach the destination so that you don't have to rush or panic in case your running late;
- Speeding and tailgating is highly discouraged
- Make it a habit to wear a seat belt while driving.

Most of these tips are relatively simple and inexpensive solutions. The safety payoff can be enormous. Remember, training is only effective when workers understand and use what they have learned. Mr. Childs noted that distractive driving is a common cause of accident among CDOT Maintenance workers. Bob Sakaguchi delegated Dave Child to conduct the next Safety session. Members agreed to add a safety minutes to the agenda going forward.

Introduction of Committee Officers for 2012

At 2:15 p.m., Chairman Jeff Keller introduced the newly appointed Officers of the Committee. The following are the newly appointed members:

- Chairman of the Committee – Jeff Keller
- Vice Chairman – Gary Vansuch
- Deputy – Maribeth Lewis-Baker
- Samuel Nnuro – Secretary for 2012

Gary Vansuch asked members of the Committee if they could provide a little basic information about themselves so that he can pass it on to the public relation department. This will enable the media to identify who is on the Committee.

Revised Bylaws

At 2:20 p.m., Casey Tighe discussed the Committee's governing bylaws. A copy of proposed revised bylaws was distributed to the members of the Committee. Mr. Tighe asked members to take a look to see if it reflects the changes suggested at the last meeting. Adoption of the amended bylaws was moved and seconded. The motion passed with all members voting aye.

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Performance Measure

At 2:40 p.m., Scott Richrath , Division of Transportation Development, presented on the performance measure initiative and distributed a draft of the performance measure memorandum. He mentioned that CDOT's Senior Management has elevated four measures from among the 200 indicators that were being tracked. The purpose is to enhance the department's performance reporting to the general public. Mr. Richrath stated that CDOT will focus on the following:

- The blended performance of CDOT's Pavements as measured by percentage of lane miles in good/fair condition based on remaining service life and CDOT's Maintenance Levels of Service Program as defined A through F for nine different maintenance program areas.
- The percent of bridge deck area in Good/fair condition based on sufficiency rating, structural deficiency, and functional obsolescence.
- Five year rolling average of fatalities.
- Congestion measured by travel time delays in congested corridors.

Much of Senior Management agreed that none of these measures spoke clearly to the efficiency of staff. Bill Weidenaar, Regional Transportation District, stated that citizen satisfaction is very important. He noted that CDOT does not do a good job of communicating the value that the transportation infrastructure provides the taxpayer with its tax dollars. Stephanie Thomas, from the Colorado Environmental Coalition ,noted that CDOT's webpage is extremely hard to navigate. She stated it will be beneficial to the people of Colorado if the CDOT webpage could provide a link to cotrip.org, which receives millions of hits monthly. John C. Rich, Jackson County Commissioner, noted that the Citizens of Colorado do not care specifically about performance measurement initiatives but about good road conditions.

Pre-Award Authority

At 3:03 p.m., Maribeth Lewis-Baker addressed the Committee on the Pre- Contract Award Authority issue regarding ordering and purchasing capital equipment such as buses. Deputy Lewis-Baker mentioned that she had a conference call with the Director of Audit, Casey Tighe, and the CDOT Controller to discussed how to mitigate the financial burden being caused by Pre-Award Authority.

Ms. Lewis-Baker stated that CDOT is coordinating contract language allowing the local agency to place any cancellation fee in escrow and then allowing the agency to proceed with ordering the buses even if the contract has not being finalized. She noted that the escrow agent shall hold the escrowed funds until receipt of notice from the department. Once, receipt of a notice of release from the department, the escrow agent shall promptly remit the designated portion of escrowed funds to the contractor involved in the contract. Upon receipt of a notice of overpayment or default of the contract, the escrow agent shall promptly remit the designated portion of escrowed funds to the department. This will eliminate the fiananvail burden cause by delays in ordering buses.

2012 plan

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At 3:30 p.m., Gary Vansuch discussed the Committee's 2009 list of stakeholder input. Mr. Vansuch asked the committee for future ideas. Members of the Committee came out with various initiatives they would like to tackle this year. He also suggested to members that they select issues they would like to include in their 2012 annual report to the legislature. Mr. Vansuch mentioned that this time is an open forum for members to brainstorm ideas. He encouraged members to write down their thoughts on issues they would like to focus on for this Committee year. Members of the Committee agreed to email their ideas to Vice Chairman Gary Vansuch before the Committee next commence.

Departure

At 3:30 p.m., Patrick Byrne, CDOT Office of Financial Management & Budget told Committee members he is leaving CDOT to work for the Department of Revenue. He noted that it has been a pleasure to serve with all the members of the Committee for the last two years and wish all members best of luck in their mission to maximize CDOT's accountability to the citizens, motorists, and taxpayers of Colorado.

Adjourned

At 3:45 p.m., the meeting adjourned.

Respectfully submitted by Samuel Nnuro, Committee Secretary.