

**Colorado Department of Transportation**  
**Efficiency and Accountability Committee**  
May 17, 2012 Meeting Minutes

Committee members in attendance:

Jeff Keller, Chairman; Asphalt Paving Company  
Maribeth Lewis-Baker, Deputy Chairperson; Free Ride Transit System, Breckenridge  
Kathy Gilliland, Commissioner  
Solomon Haile, CDOT Engineering  
Bob Sakaguchi, Jacobs  
Gary Vansuch, Vice Chairman; CDOT Director of Process Improvement  
Bill Weidenaar, Regional Transportation District  
Daniel Owens, Operating Engineers Union  
John Vetterling, CDOT Audit

Staff in attendance:

Jeff Tatkenhorst, Region 1 Deputy Maintenance Superintendent  
Samuel Nnuro, CDOT Audit  
Jane Hann, Branch Manager Environmental Programs  
David C. Wieder, CDOT Division of Maintenance and Operations Branch Manager

**Welcome and approval of agenda**

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

**Approval of March Minutes**

At 2:03 p.m., Chairman Jeff Keller asked for approval of the April, 2012 minutes. Approval of the minutes was moved, seconded, and adopted.

**Safety Minutes**

At 2:10 p.m., Gary Vansuch, Process Improvement Director, addressed the committee on the importance of Safety. Mr. Vansuch noted that slips and trips are among one of the most common causes of injuries for workers in CDOT. They also account for a high percentage of injuries reported by workers. He mentioned that there should be effective prevention strategies and an understanding of the risk of slips and trips. Bob Sakaguchi suggested that employees should be on the look out for slip and trip hazards around the workplace, including floor coverings' conditions, uneven floors, trailing cables and areas that are sometimes slippery due to spillages. Mr. Vansuch noted that employers have a duty to make sure they protect people in the workplace

from the risks of slips, trips and falls but employees should be held accountable if employees fail to follow the right safety guidelines. Jeff Keller will conduct the next safety session.

### **Filling Vacancies**

At 2:15 p.m., Chairman Jeff Keller discussed the turnover rate of committee members. Mr. Keller stated that there are no procedures in place when committee member positions becomes vacant. The committee should define rules in filling vacancies when members of the committee resign. He noted that there should be a plan of action on filling the vacant positions at the committee going forward. Mr. Gary Vansuch encourages members of the committee to solicit their peers to be members of the committee but whoever is appointed should be highly competent in their field of work as required by the Executive Director. Commissioner Kathy Gilliland suggested that the Officers of the committee do an outreach campaign to recruit members of diverse backgrounds and make recommendations to the Director on whom they think will best fit. Mr. Vansuch accepted the responsibility to work with CDOT Public Relation Office to get the message out about the opportunities to serve on the committee.

### **2012 Plan**

At 2:30 p.m., Chairman Jeff Kelller deliberated on some of the challenges facing the committee. The committee will have to decide what they want to review and where they think they can make a difference. He stated that when the committee is preparing their work programs, they should prioritize between inquiries. Low priority inquiries can be dropped to free up time in each annual or session plan for unanticipated topic reports or discussions. Daniel Owens, suggested it will be good for the committee to follow through on outstanding recommendations and get results before making another recommendation. Members of the committee suggested it will be beneficial to set-up some form of matrix on the previously issued recommendations so that real value can be added. Jeff keller asked how the committee wished to handle future issues. A discussion ensued on the benefits and drawbacks of changing from subcommittees versus working as task force. John Vetterling, asked members of the committee if they see themselves as a steering committee or working committee. Mr. Keller stated it is a combination of both. He encouraged committee members to ask what CDOT should be trying to accomplish. For example, should the committee focus on small items or should it make broader recommendations.

### **Overview of Water Quality**

At 3:00 p.m., Jane Hann, presented on the water quality initiative at CDOT. She passed around a handout on the Water Quality Process. The Clean Water Act was passed because rivers and lakes were becoming alarmingly polluted and wetlands were drying up. The Clean Water Act's purpose is to stop pollutants from being discharged into waterways and to maintain water quality to provide a safe environment for fishing and swimming. Ms. Hann stated that the Colorado Department of Transportation has several programs in place to reduce the amount of poullant being discharge during storms .She mentioned that CDOT has developed trainings to help specific issues and is always looking for ways to improve water efficiency. Ms. Hann noted that Water Quality Performance Measure addressed issues promptly when identified. Due to the

importance of the measure, the CDOT Chief Engineer has adopted it as one of his Chief Engineer Objectives.

### **CDOT Regional Boundaries**

At 3:30 p.m, Solomon Haile, Engineer at CDOT, presented on the difference between Engineering Region boundaries and Maintenance Section Boundaries division at CDOT. The objective is to enhanced the understanding of boundaries. He stated that there should be consistency in decision making, in order to ensure that everyone understands how their contribution is critical to CDOT mission. Mr. Haile mentioned that the committee should identify and invite key individuals to evaluate the intended outcome. He provided a list of the CDOT current boundaries, and indicated the implications existing the boundaries pose. David Wieder, agreed to do a follow -up on the matter and report back to the committee no time or date was specified.

### **Adjourn**

At 4:05 p.m., the meeting adjourned.

Respectfully submitted by Samuel Nnuro, Committee Secretary.