

**Colorado Department of Transportation**  
**Standing Committee on Efficiency and Accountability**  
September 20, 2012 Meeting Minutes

Committee members in attendance:

1. Gary Vansuch, Vice Chairman; CDOT Director of Process Improvement
2. Daniel Owens, Operating Engineers Union
3. Solomon Haile, CDOT Engineering
4. John C. Rich, Jackson County Commissioner
5. Jeff Keller, Asphalt Paving Company
6. Bob Sakaguchi, Jacobs Engineering
7. Dave Childs, CDOT Highway Maintenance & Operations
8. Maribeth Lewis-Baker, Deputy Chairperson, Free Ride Transit System, Breckenridge
9. Kathy Gilliland, Commissioner
10. Debra Perkins-Smith, CDOT Division of Transportation Development
11. Heidi Bimmerle, CDOT Division of Human Resources and Administration

CDOT staff in attendance:

1. Kevin Henry, CDOT Transportation Performance Branch
2. Saundra Dowling, Consultant
3. Tom Mauser, CDOT Division of Transit and Rail
4. Tim Harris, CDOT Chief Engineer
5. Steve Rudy, DRCOG
6. Laurie Freedle, CDOT Division of Accounting and Finance
7. Elena Wilkin,
8. Antonia Simms, CDOT Audit

**1. Welcome and approval of agenda**

At 2:00 p.m., Committee Deputy Chairperson Maribeth Lewis-Baker called the meeting to order and asked for an approval of the agenda for the meeting. Approval of the agenda was moved, seconded, and adopted.

**2. Approval of August Minutes**

At 2:02 p.m., Deputy Maribeth Lewis-Baker asked for approval of the August 2012 minutes. The August minutes were changed to include John Rich who attended the August meeting. Approval of the minutes was moved, seconded, and adopted.

### **3. Safety Minute**

At 2:03 p.m., Jackson County Commissioner John Rich addressed the committee on the importance of trusting your instincts when it comes to dangerous or uncomfortable situations. He referenced the recent Aurora theater shooting in which there were numerous fatalities by relating the story of a young woman who trusted her instincts and decided to not try to enter the suspect's apartment after hearing glaring music coming from his unit. It was later determined that the suspect had booby-trapped his apartment to set off explosives once the unit was entered.

Maribeth Lewis-Baker will conduct the next safety session.

### **4. Demonstration of CDOT Performance Measures Website**

At 2:07 p.m., Kevin Henry, CDOT Transportation and Performance Branch, and Sandra Dowling, Consultant, provided an overview and demonstration of the new Performance Measures website. Ms. Dowling reported that the website, which can be accessed from the CDOT and the OTIS websites, is called "Your CDOT Dollars" and tracks CDOT performance and transportation expenditures. Currently, the website is partially complete and will be fully operational by the end of the year. Budget information will be available by the end of October. Data is currently being inserted manually; however, the goal is to have data automatically updated in real time through SAP. The website will ultimately include such features as: project tracking map for construction projects, budget data for specific projects, the number of vehicular fatalities and injuries per miles traveled, and calculation of personal travel expenses on an annual basis. Mr. Henry offered to come back to the committee with another presentation once the website is complete.

## **5. Pre-Contract Award Authority Task Force**

At 2:34 p.m., Tom Mauser, CDOT Division of Transit and Rail, reported that the State Controller has agreed with the recommended advanced budgeting process and that John Vetterling, CDOT Audit, is working on the specific language. Laurie Freedle, CDOT Division of Accounting and Finance, acknowledged John Vetterling, CDOT Audit, for his work in getting this issue to be considered by the State Controller.

## **6. Accelerating Project Delivery at CDOT**

At 2:53 p.m., Tim Harris, CDOT Chief Engineer, reported on CDOT's recently-initiated efforts to accelerate delivery of highway transportation projects. The Department of Transportation will be looking at moving from a budget-based to an expenditure-based management system in an effort to increase efficiency. Mr. Harris and other CDOT staff will travel to North Carolina in October to meet with their Department of Transportation staff to see how their office operates and to learn from any mistakes they have made in the past. Mr. Harris and CDOT Executive Director Don Hunt will also meet with members of the Virginia DOT to take a look at their Operations Division. Chairman Jeff Keller stated that the E & A Committee can serve as a sounding board and be an advocate with CDOT on issues such as presented.

## **7. Financial Accountability Task Force**

At 3:18 p.m., Chairman Jeff Keller reported that the Financial Accountability Task Force held a teleconference two weeks ago to discuss CDOT labor costs, payroll and benefits numbers,

demographics, vacancies, and to look for efficiency improvements in the labor force. The Task Force will schedule another meeting in the near future to continue the discussion.

#### **8. Future Meeting Dates and Times**

At 3:30 p.m. Gary Vansuch, distributed a memorandum from Toni Bircher, Executive Assistant to the Transportation Commission, concerning the Commission's new meeting dates which conflict with E&A Commission dates. The E&A Committee will hold its October meeting at the regularly scheduled meeting date and time and will discuss future meeting dates at the October meeting.

Mr. Vansuch also discussed the three existing vacancies on the E&A Commission. He reported that the governmental representative to the committee has been filled and the new member will attend the October meeting. Mr. Vansuch recommended that the vacancy issues be added to the October meeting agenda. Chairman Keller suggested that current members who will be moving off of the committee provide a recommendation for a prospective replacement for their seat. Chairman Keller also recommended that the commission create a letter of recognition on CDOT letterhead for committee members who will be leaving the committee thanking them for the service

#### **Adjournment**

At 3:49 p.m., the meeting adjourned.

Respectfully submitted by Antonia Simms and Gary Vansuch

## **Summary of action items and key decisions**

1. Gary Vansuch recommended that Herman Stockinger be contacted to find out when the next Ambassador training will be held.
2. Chairman Keller suggested that the Financial Accountability Task Force schedule another meeting via teleconference to continue the discussion on CDOT payroll/benefits and demographics.
3. Gary Vansuch recommended working with Heidi Bimmerle's staff to get a copy of the Workforce Report to get information on vacancies within CDOT.
4. Chairman Keller suggested that the Committee create a document on CDOT letterhead acknowledging departing committee members for their service.
5. Maribeth Lewis-Baker will conduct the next safety session.