

Colorado Department of Transportation Standing Committee on Efficiency and Accountability (E&A) Meeting Minutes

Date: June 19, 2013

Time: 10:00am-12:00pm

Location: CDOT Headquarters, Mt. Evans Room

Committee Members in Attendance:

Dave Childs, CDOT Division of Highway Maintenance & Operations

Steve Hofmeister, Transportation Commission

Solomon Haile, CDOT Division of Engineering, Design and Construction

Bill Weidenaar, Regional Transportation District

Gary Vansuch, Vice Chairman; CDOT Director of Process Improvement

Maribeth Lewis-Baker, Chairperson; Free Ride Transit System, Breckenridge

Bob Sakaguchi, Jacobs Engineering

Louie Barela, CDOT Division of Finance and Accounting

Dan Gibbs, Summit County Commissioner (via teleconference)

Barbara Gold, Audit Director

Jody Randall, American Civil Contractors

Debra Perkins-Smith, CDOT Division of Transportation Development

Michael Penny, City of Littleton (via teleconference)

Committee Members Absent:

T.K. Gwin, CDOT Division of Aeronautics

Beverly Wyatt, Division of Human Resources and Administration

Daniel Owens, Operating Engineers Union

Others Present:

Anna Ryazantseva, Process Improvement Intern

Toby Manthey, DTD

(I) Welcome

Chairperson Maribeth Lewis-Baker called the meeting to order and asked if anyone had changes to the agenda; no changes were made. She then asked for a review of the May minutes and asked if there were to be any changes. The committee moved to approve minutes. The minutes were adopted for the record.

(II) Task Force Reports

Solomon Haile presented his report on the Traffic Data Task Force to the Committee. The previous task force meeting was held at the end of May and data collected from various CDOT devices was presented. He stated that the data was promising and had been cleaned up from past data. He went on to note that a final recommendation was planned for today, but because RAMP metering data had not been utilized, the recommendation was extended. The data will be analyzed in late July. The final meeting will also take place in July and will produce a draft report. Findings will be presented to the Efficiency and Accountability Committee in August.

(III) SMART 2 Presentation

Gary Vansuch introduced Toby Manthey, who presented on SMART 2 and performance metrics to the Committee. He began by noting that there will soon be a lot of new requirements for SMART 2 and he would like to get some input from the Committee to help fill out the strategic plan for performance metrics. He introduced important measurements including highway pavement, snow and ice control, fatalities, and time delays in congested corridors. The most frequently used metric was bridge deck conditions. He then presented a question to the Committee on whether the agency is looking to just comply with state and federal requirements for performance metrics or if the agency is looking to become a performance-based organization managed by the metrics. He went on to state that, although metrics are important, there is concern about the increasing requirements and the strain on resources this will cause. To combat the increasing workload, DTD has decided to implement a system where data will be stored in a centralized database and a publishing program will allow necessary data to be pulled to work up basic reports. Toby Manthey went on to describe how the SMART Act aims to measure government like business and will be revamping with new requirements. He noted the switch from outcome to output based measurements; outcome measurements will still play an important role, however. He went on to state that SMART 2 language mentions process improvement and therefore applies to the Committee. He also stated that DTD would like the Committees input on reporting improvements being made in CDOT; these would likely be included in the strategic plan for DTD. The Committee then had a brief discussion during which Toby Manthey answered the Committee's questions on the data that is collected, how the implementation of the database is coming along, tracking data, and surveys.

(IV) Draft Memo:

The Committee had a brief discussion to establish the type of list they will be sending to the Executive Director. They decided it should be a list that outlines where the Committee sees opportunities to improve efficiency, not one that presents recommendations. The Committee then reviewed each item individually. It was agreed that the recommendations be taken off of each item on the list.

- Item 1—Purchasing goods and services: After a brief discussion it was agreed that this was a legislative issue, but it should be kept on the list. Members also requested that information be found on how many years it had been since the limits have changed.
- Item 2—Apparent inconsistencies in consultant selection, design/build contracting, public/private partnerships: The Committee agreed to keep this item on the list.
- Item 3—Increased transparency for tracking procurement in construction projects: The members discussed several changes they wanted made to this item and decided to keep it on the list.
- Item 4—Development of process metrics and making them transparent: The Committee decided to keep this item on the list.
- Item 5—Best-value contracting: After a brief discussion the Committee decided to remove this item from the list.
- Item 6—Planning process: The members agreed on a few changes and to keep this item on the list.
- Item 7—Environmental review process: The members discussed adding a few changes and decided to keep the item of the list.
- Item 8—Engineering mentoring and research—Intergovernmental Agreements (IGA's): The discussed making some changes and adding some detail to this item. It was decided to keep the item on the list.

- Item 9—Intergovernmental Agreements (IGA's)—Forms used to collect data: The Committee requested for feedback to be collected to decide whether this is worth pursuing. They decided to keep this item on the list conditionally.
- Item 10—Forms used to collect data: The members asked to add specific examples to this item and decided to keep it on the list.
- Item 11—Utilizing information technology to improve efficiency: The Committee requested that they be briefed by OIT to get a full perspective of the issues with this item and decided to keep it on the list.
- Item 12—Legislation requiring collection of certain data: The Committee agreed to keep this item on the list.

After reviewing the items, the members agreed to add an open-ended statement asking for input of any items that the Committee should address.

(V) Next meeting:

The members discussed the time and place for the next Committee meeting in July and decided on the same time and place as the June meeting. The July meeting will be held at 10:00 a.m. in the Mt. Evans Conference Room.

(VI) Action Items:

1. Toby Manthey will collect survey tracking and survey data information.
2. Find the number of years since the limits of purchasing goods and services have changed.
3. Determine if there is useful customer feedback to include with the Committee's list to the Executive Director.
4. Set up a briefing from OIT for the Committee to get a better perspective on the issues with utilizing information technology to improve efficiency.

Adjourned:

The Committee moved to adjourn the meeting. Motion passed, meeting adjourned.

Respectfully submitted on behalf of the Committee,
Anna Ryazantseva