**Meeting Notes**

AASHTO CPBM Organizational Management (OM) Subcommittee and

TRB Workforce Development & Organizational Excellence Committee (AJE15)

October 19, 2021 | 11:00 a.m. - 12:30 p.m. (Central)

**Welcome and Introductions (5 min.) – Deanna Belden, Charlie Purcell and Victoria Beale.**

 Others attending - Gary Vansuch, Nigel Blampied, Nelson Hoffman, Alana Spendlove, Stacey Huston, Walter Butcher, Lori Richter, Gehan Elsayed, David Putz and Alexis Kuklinski.

**FHWA Updates (10 min.) – Nelson Hoffman**

* edX project contract is scheduled to expire Dec 31 this year. As long as long as someone is enrolled by end of calendar year, they can continue to take the course. Most courses provide sufficient time since it is self-directed course, taken at own speed.
* FHWA is considering an extension of the contract with the vendor, but that has not been decides. So as you sign up for these courses, keep in mind they may be only available for a limited time.

**OM Items (30 min.)**

* Activity Updates
* Activity 1, Process Improvement – Gary Vansuch, Colorado DOT
	+ 1. Much of the work of Activity 1 is built around the community of practice called the "Transportation Lean Forum" (TLF). The most recent webinar for the TLF featured wonderful keynote improvement-related presentations from the Arizona DOT (ADOT) and National Highways in the UK -- and, that webinar is archived here:
		- [sites.google.com/state.co.us/leaninterchange/previous-tlf-recordings](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fsites.google.com%2Fstate.co.us%2Fleaninterchange%2Fprevious-tlf-recordings&data=04%7C01%7CStacey.Huston%40iowadot.us%7Cf3f807d37e6f42a6c06b08d99259f68c%7Ca1e65fcc32fa4fdd86920cc2eb06676e%7C1%7C0%7C637701737351859988%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=UFamuvM63hIHDCHcdOeF%2BWXQP8vr9XLzpam7dRFyR7o%3D&reserved=0)

The session was Produced by two of our intrepid interns, Stacy Stoffregen and Mariah Wagner (thanks again, folks!) And, the next live TLF webinar session is set for 9 a.m. MDT on Wednesday, November 17; it will be hosted by Patrick Cowley from the Utah DOT (UDOT).

* + 2. FYI, there are some state- and provincial-government sponsored conferences and training sessions related to process improvement tant innovation that are coming up during the next month or so:

**Missouri’s Show Me Excellence Summit**, tomorrow, Tuesday, October 19 (virtual, and it's free!).

* + - [www.showmeexcellence.mo.gov/summit/](http://www.showmeexcellence.mo.gov/summit/)

**Missouri’s “Show Me Excellence Month”** -- Our friends in state government in Missouri are offering a series of free improvement-related training opportunities throughout the month of October for their folks, and they are also inviting people from states like Colorado to participate and learn, too!

* + - [showmeexcellence.mo.gov/](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fshowmeexcellence.mo.gov%2F&data=04%7C01%7CStacey.Huston%40iowadot.us%7Cf3f807d37e6f42a6c06b08d99259f68c%7Ca1e65fcc32fa4fdd86920cc2eb06676e%7C1%7C0%7C637701737351869938%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=PtGsQVdFrxKMZlViT7AqpLDkH2xTitqOd%2Ba9dLDM%2FB8%3D&reserved=0)
		- [showmeexcellence.mo.gov/2021-show-me-excellence-month/](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fshowmeexcellence.mo.gov%2F2021-show-me-excellence-month%2F&data=04%7C01%7CStacey.Huston%40iowadot.us%7Cf3f807d37e6f42a6c06b08d99259f68c%7Ca1e65fcc32fa4fdd86920cc2eb06676e%7C1%7C0%7C637701737351869938%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=r3w20bODGVMiPJ8VO%2BbW8Fe5v47MZW0hFHaj6eoJxgE%3D&reserved=0)

The Thursday morning, October 21 session in that series, starting at 8:30 a.m. MDT, is *"Driving Excellence in the Centennial State!: Promoting Innovation and Improvement at CDOT through Lean Everyday Ideas (LEI) and Concept to Project (C2P)".*

* + [showmeexcellence.mo.gov/event/driving-excellence-in-the-centennial-state/](https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fshowmeexcellence.mo.gov%2Fevent%2Fdriving-excellence-in-the-centennial-state%2F&data=04%7C01%7CStacey.Huston%40iowadot.us%7Cf3f807d37e6f42a6c06b08d99259f68c%7Ca1e65fcc32fa4fdd86920cc2eb06676e%7C1%7C0%7C637701737351869938%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=7FhIM48T00yirsAFOFBqTkFyBasP3koOm39fvu7mDOk%3D&reserved=0)

**Improve BC Day, Version 4.0,** October 20 and 21 (virtual, and it's free!) sponsored by the Government of the Province of British Columbia (BC). I am a Panelist during a session on October 21.

* + <https://www.eventbrite.com/e/improve-bc-day-2021-tickets-166760530235>
	+ [www.linkedin.com/posts/garyvansuch\_continuousimprovement-bc-innovation-activity-6841868022848847872-sUp5](http://www.linkedin.com/posts/garyvansuch_continuousimprovement-bc-innovation-activity-6841868022848847872-sUp5)

**Washington State Lean Transformation Conference,** sponsored by Results Washington, will be held during the October 26 through November 4 time period (it's virtual, and it's free!).

* [results.wa.gov/improving-government/lean/lean-conference](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fresults.wa.gov%2Fimproving-government%2Flean%2Flean-conference&data=04%7C01%7CStacey.Huston%40iowadot.us%7Cf3f807d37e6f42a6c06b08d99259f68c%7Ca1e65fcc32fa4fdd86920cc2eb06676e%7C1%7C0%7C637701737351889859%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=P6vyYhjttciZ3XjM%2FSUhzEz3nOqvcc3bF23ePzL9ctM%3D&reserved=0)

**Michelle Malloy**, CDOT’s Senior Program Leader for Project and Change Management (top photo, above), and **Stacy Stoffregen**, one of our intrepid interns at CDOT, will be presenting during the Conference on Tuesday afternoon, November 2. Our topic is the **"Intermingle of Project Management & Change Management: An Organization-wide Program Launch**", which will cover the past decade of change management at CDOT, and the exciting new initiative, "Concept-to-Project" (C2P) that marries Change Management with Project Management.

* Activity 2, Non-system performance measure – Deanna Belden, MnDOT
	+ Just found out that there is going to be a NCHRP Domestic Scan Proposal that might be of interest to our subcommittee. Started from War Games topics, Focused on how do we integrate accepted best practice learnings and revisit our organizational mission across sectors to create a more safe, equitable society.
	+ The proposal is coming out of the AJE10 Strategic Management committee and will have a quick turn around when the draft proposal is ready.
	+ The focus aligns with our subcommittee work, so sponsoring this might be one of our tasks for this year.  More information to come.
* Activity 3, Supporting the Agency Capability Building (ACB) Portal – Charlie Purcell, Iowa DOT
* Talked with Jennifer Weeks, TRB Staff person assigned to the Research Implementation Project regarding the ACB Portal and guidebook. Good news that the formal request to form the panel has been submitted to TRB so we’re currently waiting to move forward.
* Thank you to all who’ve agreed to help serve on the project panel.

**AJE15 Items (30 min.) – Victoria Beale**

* Our TRB committee will be focusing on the developing its triennial strategic plan. Victoria has been provided with a template by TRB. Changes this year is that the plan we put forth will need to be coordinated with the executive management issues section; AJE00.
* A critical part of this strategic plan is the focus on the equity perspective. So the activities of our committee are being carried out and focused on equity. Victoria has many good resources from TRB that she’s been reviewing.
* With respect to the TRB Annual meeting, we don’t know yet when the AJE15 committee meeting will occur or when the associated lectern session will occur. Has had very good response from the call for posters.
* Thank you to all for sharing this out to your colleagues.

**Other Business / Open Discussion (10 min.) – All**

* Charlie reviewed a list of proposed list of action items developed by our parent committee, the Committee on Performance Based Management.
* We discussed ways that the OM subcommittee could assist or contribute to some of these action items.

**Wrap-up (5 min.) – Deanna Belden**

* Action items
	+ Remember to sign up for edX courses by end of the year.
	+ Victoria is looking for feedback on the Triennial Strategic Plan in time for the discussion at the TRB conference.
	+ Currently we are looking for topics and speakers for featured presentation that we are purposing to have at these meetings.
	+ Charlie will send out the 13 action items for our parent committee and will be looking for additional ideas of what our subcommittee will contribute to those.
* Upcoming meetings / events
	+ Next OM AJE 15 meeting is November 16, 2021 from 11:00 a.m.-12:30 p.m. Central.
	+ TPM Webinar No. 9, Organizational Management & Measures ([click here to register](https://register.gotowebinar.com/register/9106293151213231374))
	+ Transportation Lean Forum (TLF) Webinar, 9 a.m. MDT on Wednesday, November 17, hosted by Patrick Cowley from the Utah DOT (UDOT)