

Organizational Management (OM) Subcommittee Work Plan

AAHSTO Committee on Performance Based Management (CPBM)

Updated: August 18, 2020

Activity 1 – Process Improvement

Lead: Gary Vansuch, Colorado DOT

Support / Assisting: TBD

Description: Provide a conduit to collect and communicate leading practices in organizational excellence through process, project, change and resource management, especially in making financial, planning and programming decisions. Identify leading practices in process/quality management (such as Lean, Lean Six Sigma, etc.) and disseminate that information to the AASHTO community through workshops, webinars, etc.

Action Steps	Target Date	Status/Progress Update
1. Organize, promote, and conduct webinars for the Transportation Lean Forum (TLF) Community of Practice.	On-going	Most recent webinar was held on Jun 25, 2020.
2. Promote and maintain and TLF resource page on the Transportation Performance Management (TPM) Portal.	On-going	
3. Create a Board of Directors for the TLF Community of Practice.	TBD	Working to identify potential Board members.

Activity 2 – Non-system Performance Measures

Lead: Deanna Belden, Mn DOT, Dave Putz, Iowa DOT (interim)

Support / Assisting: Mara Campbell, Jacobs; Lori Richter, Spy Pond Partners; Kelly Travelbee, Michigan DOT; Christos Xenophontos, RI DOT; Nigel Blampied, Mn Transportation Institute

Description: Advance the state of practice among State DOTs regarding the development and use of organizational performance measures for decision making that are not solely related to system performance, but of the performance of the organization itself, such as how it carries out its core functions.

Action Steps	Target Date	Status/Progress Update
1. Develop, review, and vet an outline for a TRB workshop proposal on this topic.	Jun 1, 2020	Complete. Work group met to review and develop the content of the proposal.
2. Submit TRB workshop proposal.	Jun 15, 2020	Complete. Proposal has been received and approved.
3. Assist with TRB workshop.	Jan 2021	
4. Develop, review and vet a draft TRB synthesis project proposal on this topic.	Jan 2021	
5. Submit TRB synthesis proposal	Feb 2021	

Activity 3 – Support the Agency Capability Building (ACB) Portal

Lead: Charlie Purcell, Iowa DOT

Support / Assisting: Lori Richter, Spy Pond Partners

Description: Provide support for the ACB Portal developed under NCHRP 20-24(95) Ensuring Essential Capability for the Future Transportation Agency, through a variety of means, including but not limited to:

- Raising awareness – Communicate with the other AASHTO and TRB committees that may have an interest in contributing to and benefiting from the ACB Portal. Methods of communication may include e-mail, developing newsletter articles, serving as guest presenters at other committee meetings, giving presentations future AASHTO or TRB conferences or events, or other methods.
- Contributing content – Help identify and contribute content to the ACB Portal. Examples of content could include things such as job descriptions, case studies, innovative agency initiatives or programs, and more.
- Review of content submittals – Provide peer review of content submitted by others to ensure it is relevant and valuable for the purpose of the ACB Portal.

Action Steps	Target Date	Status/Progress Update
1. Meet to review plans and previous discussions regarding how the ACB portal will be housed and managed.	Jun 2, 2020	Complete. There had been some discussion about having the AASHTO Human Resources Committee be responsible for on-going management of the portal, but at present, the plan is still for this subcommittee to perform this function.
2. Continue discussion with AASHTO and Spy Pond staff to further clarify how the portal will be housed, managed, and maintained; how the OM subcommittee could provide on-going support for these efforts; and develop next steps.	Jul 2020	Complete. Met on Jul 16, 2020. CPBM will continue as the sponsor for this effort, but in coordination with other AASHTO committees. Link to the ACB Portal will be provided on the AASHTO Transportation Management Hub . Working on 3 different means for providing support, including the level of resources needed for each.
3. Add link to AASHTO Transportation Management Hub	Aug 2020	Complete. Link has been added.
4. Create an initial list of things committee members can do right now to help support the portal, as well as things that will require additional resources.	Aug 2020	Complete. An initial list has been developed. The list is sorted into three categories: no additional resources required, some resources required, and more substantial resources required.
5. Identify some activities we can accomplish without additional resources and recruit volunteers to assist with those activities.	Sep 2020	

6. Identify those activities we want to undertake that would require additional resources, and develop a plan for how we would pursue those resources.	Oct 2020	
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