**MEETING NOTES**

AASHTO CPBM Organizational Management (OM) Subcommittee and

TRB ABC20 Management & Productivity Committee

March 23, 2020

11:00 am - 12:30 pm (Central)

**Please Note:** To register for this and future committee meetings, if you haven’t already, please go to:

<https://www.tpm-portal.com/community/cpbm/om-abc20/>

1. **Attendees –** Deanna Belden, Susanna Reck, Victoria Beale, Lori Richter, Mara Campbell, Nigel Blampied, Chris Young, Jack Smith, Alana Spendlove, Craig Crick, Linsey Sousek, Lisa Penny, Patrick Cowley, Stacey Huston, Karen Miller
2. **TRB Committee Reorganization – Susanna Reck, Victoria Beale**
   * Status of merger of the standing committees on Management and Productivity (ABC20) and Transportation Education and Training (ABG20) into the new standing committee on Transportation Workforce Management (AJE15)
     + Victoria Beale and Diana Long are chairs of the ABG20 committee which was under the research and education section. The two committees will be officially merged into AJE15 in April.
     + New title to be put forward to TRB is Workforce Development and Organizational Excellence for AJE15. The committee agrees to continue its focus on transportation, education and training, while also including organizational management research activities. Susanna will share the plan with this group once it’s developed.
   * Discussion of proposed scope of new committee
     + Victoria shared the following brainstorming items that were discussed as part of the scope of the new committee, AJE15.
       - Workforce management as a focus area to improve OM overall.
       - Being able to make more progress to meet strategic objectives through people, processes and resources (focus on three areas) – supports the workforce management component.
       - The continuation of strategic planning – looking at how strategic planning efforts occur within DOTs – key piece (workforce development key piece).
       - Transportation industry is in a time of change and this will continue – requires organizational nimbleness and workforce nimbleness and adaptability.
       - Organizational models, competencies, nimbleness and adaptability -good spaces to be working in.
       - From WFD – how do you highlight the new opportunities (for everyone including post-secondary), current professionals – keep up to date and in line with needed changes.
       - Embedded in organizational models – look at previously (need more research in this area) how the organizational structure itself (how organizations have structured themselves) for changes with laws, technology, etc., the internal structure and businesses processes of an organization which allows them to evolve.
       - Organizational process improvement is important – effectiveness of implementation pieces, including innovation in implementation.
3. **OM Items** 
   * Initial review and discussion of OM Charter – Deanna Belden
     + Proposed changes
       - Proposing to bring in language from the Committee on Performance Based Management charter about what Organizational Management is and what the vision is.
       - Currently simplifying the proposal to be current and focusing on the activities in an action plan and making it high level.
       - Send written comments or reach out for conversation to Deanna if you have any directions for the charter.
     + Timing of decision finalization of work plan
       - Would like to complete sometime this spring, the revisions on timeline and action plan for the Performance Based Management committee.
       - Once the charter is published, we will let others know where it is.
       - Something for the future is the ABC20 meetings along with group have been conducted jointly. Not sure yet how this will look under the new TRB structure, more information will come.
   * Activity Updates
     + Activity 1, Process Improvement – Gary Vansuch
       - Next Transportation Lean Forum scheduled for April 11 at 9 am mountain time (10 am central)
     + Activity 2, Informed Decision Making and Communications – Jack Smith
       - Open for change, currently in process of regrouping
     + Activity 3, Research - TBD
4. **FHWA Updates (5 min.) – Susanna, FHWA liaison**
   * With COVID-19 there’s been a lot of work focusing on operations to customers.
   * The work related to the performance management biannual report is still on-going and is due on October 1. Hopeful to open the portal and publish the form so states can see what reporting elements look like.
   * Progress Determination Guidance is in 2nd review process and expected to get it back in the next week or so. Hope to publish sometime in April.
   * The Ed-ex online subscription service pilot approach is still being worked on to provide resources for customers to educate on the business practices of Performance Business Practice.
5. **Other business / open discussion (5 min.) – All**
   * None to report
6. **Wrap-up (5 min.) – Deanna Belden**
   * Recap of action items
     + Waiting for more information on new scope for AJE 15
     + Send your comments in the next couple of weeks for the OM charter.
     + Deanna and Charlie are working on action plan and will share with all
   * Review of upcoming meetings and important events
     + OM/AJE15 monthly webinar, April 27, 2020, 12:00 - 1:30 Eastern
     + [13th National Conference on Transportation Asset Management](http://www.cvent.com/events/13th-national-conference-on-transportation-asset-management/event-summary-fb2da20ff2b14ddfbbaa97c27f09fb27.aspx), Boston, MA, July 11-14, 2020 – we believe this conference will be postponed, but no word yet