

# AASHTO Committee on Performance Based Management (CPBM) Subcommittee on Risk Management (SRM) Secretary Position Description

## Background

The CPBM is continuously looking to enhance our Leadership Team with individuals that are active in the Performance, Risk, Organizational, and Asset Management community. In addition, the leadership of the CPBM looks to promote diversity, including racial, gender, geographic, etc., and to help create the next generation of TPM leaders through mentoring. This includes the Secretary of the Risk Management Subcommittee.

Risk encompasses the uncertain impacts, both positive and negative on agency objectives. The Subcommittee on Risk Management provides an opportunity for collaboration concerning best practices in risk management and concentrates on equipping state transportation agencies with tools and strategies to leverage opportunities and address potential threats. This includes aligning risk management with performance metrics to identify factors that may impede or enhance the achievement of established goals.

The Secretary for this Subcommittee works with the Chair and Vice Chair to implement the Subcommittee strategic plan, support subcommittee meetings, coordinate with other AASHTO committees/subcommittees, and advance relevant research topics. The Secretary is a member of the AASHTO Committee on Performance Based Management (CPBM) leadership team. Additional information about the Subcommittee can be found at:

- <https://www.erm-portal.com/community/subcommittee-on-risk-management/>

Membership consists of volunteers from state DOTs, AASHTO partner organizations, and friends of CPBM

- Chair: Monica Aleman-Smoot (Texas DOT), [Monica.AlemanSmoot@txdot.gov](mailto:Monica.AlemanSmoot@txdot.gov)
- Vice-Chair (s): Claire Martini (Colorado DOT)
- Secretary: Vacant
- AASHTO Liaison CPBM: Anna McLaughlin
- FHWA Liaison: LaToya Johnson

## Opportunity/Secretary Role

- Apply expertise and knowledge of current and emerging risk management issues at State DOTs.
- Demonstrate open-mindedness in the evaluation and assessment of policy positions, taking into consideration all diverse point of views, and exhibiting a respectful approach to divergent opinions.
- Help implement Subcommittee strategic plan.
- Coordinate with other CPBM Subcommittees and AASHTO/FHWA staff. It is helpful to be involved with other AASHTO and TRB committees, in particular as a member or friend of ACF18 and/or AQB13.
- Plan meetings, workshops, and webinars to advance technical activities and sharing of best practices in support of member needs.
- Support and participate in the development of related research needs statements for potential funding through NCHRP or other research programs.
- Support subcommittee meetings (second Monday every other month, 12:00-1:00pm Eastern), including preparing agendas, coordinating with speakers, developing meeting topics, and taking and distributing meeting notes.

- Facilitate discussion among Subcommittees with an open-minded approach to establish a balanced policy perspective for the CPBM and AASHTO.
- Recruit new members and mentor current members.
- Support from DOT leadership to participate.
- In the role as secretary, serve as member of the CPBM Leadership Team. This means attending monthly CPBM Leadership Team meetings (typically 90 minutes long each).
- Time Estimate-: 2-3 hours per month (increases during research development)

**How to Apply:**

If you are currently an active member of CPBM, and you are interested in serving, please submit a brief outline of your respective qualifications and interest to Monica Aleman-Smoot at [Monica.AlemanSmoot@txdot.gov](mailto:Monica.AlemanSmoot@txdot.gov) and Anna McLaughlin at [amclaughlin@aashto.org](mailto:amclaughlin@aashto.org) by February 28, 2026.