



FLORIDA DEPARTMENT OF TRANSPORTATION
EXECUTIVE WORKSHOP MINUTES
Tallahassee, FL

January 16, 2013

The Workshop began at 1:00 p.m.

1. Opening Remarks

Assistant Secretary Brian Blanchard opened the meeting and welcomed attendees. He introduced Karen Smith who is now the PIO liaison for the Safety Office.

2. Review and Approval of Workshop Minutes

The November 2012 Workshop minutes were approved as submitted.

3. Customer Satisfaction Surveys

Kathy Neill / Policy Planning

Kathy Neill presented an overview of the 2011/12 Customer Survey results. The survey results overall were comparable to the results from prior survey cycles. For example, the results were virtually identical among the districts for the maintenance-related questions, but varied among the districts for other question areas (e.g., congestion). The Department exceeded the performance targets for all statewide improvement areas. Ms. Neill reviewed the Statewide and District Customer Satisfaction Champions recommended performance targets for the statewide improvement areas:

- Access to business during construction – increase the target from 60% to 65%
- Timeliness of completing construction targets – increase the target from 44% to 55%
- Local government input on roadway design – keep the target at 78%
- Local government input on statewide plans – increase the target from 78% to 80%
- Local government input on roadway priorities – increase the target from 74% to 75%
- Receiving feedback on local priorities – increase target from 68% to 70%

For the construction related improvement areas, the Executive Team recommended that David Sadler discuss with the District Construction Engineers the appropriateness of having different district performance targets (e.g., lower target in urban districts, higher in rural districts). For the intergovernmental coordination improvement areas, the Executive Team recommended that the District and Central Office Intermodal Systems Development managers reconvene a government official customer satisfaction teams to identify enhanced improvement strategies and review the option of having different district performance targets. The Executive Team approved all recommended targets and next steps.

4. Ramp Metering and Hard Shoulder Running Policies

Elizabeth Birriel / Traffic Engineering and Operations

Ms. Birriel made a presentation on the development of policy statements for Ramp Metering and Hard Shoulder Running. Additional guidance on both topics will also be provided in separate chapters of the Traffic Engineering Manual (TEM). The documents are in review and Ms. Birriel will receive comments until February 16, 2013. Several recommendations received at the workshop were the need to include outreach efforts to educate the general public on these initiatives, the need to coordinate these efforts with the planning office and also a review of other Hard Shoulder Running deployments in the nation, including the review of publications such as NCHRP Report 369. The revised policy statements and TEM chapters will be presented again at the March Executive Workshop.

5. 2012 Strategic Highway Safety Plan

Lora Hollingsworth, Safety

Lora Hollingsworth reported that the 2012 Strategic Highway Safety Plan was completed and is available here:

<http://www.dot.state.fl.us/safety/SHSP2012/StrategicHwySafetyPlan.pdf>

6. Bicycle-Pedestrian Focused Initiative Update

Billy Hattaway / District 1 and Trenda McPherson / Safety

Trenda McPherson gave an overview of the Vision, Mission, and Goals of the Bicycle-Pedestrian Focused Initiative. Following the overview, she outlined the pedestrian assessment, round table meetings, high priority areas, and spoke how FDOT is using the information to develop Florida's Pedestrian Strategic Safety Plan.

She emphasized how FDOT does a great job of engineering roadways; however, FDOT needs to put more emphasis on educating users on using the roads safely. Communication plans will be the targeted top priority. Behaviors change when information is communicated effectively.

Ms. McPherson also presented the "Alert Today-Alive Tomorrow" Communications Plan. This included a review of the Hillsborough and Miami-Dade campaign pilots and program evaluation, followed by the marketing plan for rolling out the campaign in the remaining eight high priority counties. During implementation of the communications plan, FDOT will be working with Law Enforcement and the Judiciary staff to ensure that as awareness is increased, it will enable the beginning of a high visibility enforcement phase to ensure that behaviors are changing. She advised that FDOT is expanding the communications plan by utilizing the most cost effective methods of delivering the messages to reach the greatest number of Florida residents and visitors. Media costs were outlined and cost savings identified.

Lastly, she discussed implementation of Florida's Pedestrian Safety Coalition and how FDOT is utilizing Pedestrian Road Safety Audit training to improve the situation.

7. MAP-21 Performance Measures

David Lee / Policy Planning

David Lee of the Office of Policy Planning provided an update on new federal performance management requirements contained in the "Moving Ahead for Progress in the 21st Century Act" (MAP-21). An FDOT Technical Team has been formed to monitor the development of these new requirements. Mr. Lee reviewed the performance management provisions of MAP-21 and the key events that have taken place to date and the federal rulemaking schedule. A Task Force of the American Association of State Highway and Transportation Officials (AASHTO) has developed a report on their findings on the national measures (the report has been added to the meeting materials). The FDOT Technical Team has reviewed those findings and identified preliminary Florida responses and concerns with the proposed measures. The Team will be working on an initial Florida MAP-21 Performance Report in advance of the rulemaking.

8. FDOT Dashboard Measures

Nelson Hill / OIS, April Blackburn / Business Systems Support, Larry Ferguson / Performance Management

Larry Ferguson presented a demonstration of the Internet Dashboard of Key Performance Measures as requested by the Secretary. The measures used in the Dashboard are all from the published Transportation Commission Report with the exception of Safety where the newly adopted "5% reduction" measures are used with the approval of the Secretary. The five areas presented are: Safety, Project Delivery, Maintenance, Mobility and Accountability.

The Dashboard will be deployed on the FDOT Internet site as soon as final testing and verification is complete.

Dave Lee from the Office of Policy Planning will manage and maintain the Dashboard once it is published. This will assure accurate and consistent measures being presented and will provide for leveraging the additional capabilities of the system to inform the public of FDOT's performance.

Mr. Ferguson recognized the contributions of April Blackburn, Jeremy Conger (who did the programming and design work), Nelson Hill, Freddie Simmons, Mark Reichert and many others to the creation of the Dashboard.

The link to the demonstration version of the Dashboard is: <http://tlbstws2.dot.state.fl.us/performancecdashboard/> Please note this is a test site and not production.

9. Regional Concept of Transportation Operations

Gus Pego / District Six Secretary

Mr. Smith, HNTB Consultant Project Manager, provided an update on the status of the Southeast Florida Express Lanes Network Regional Concept for Transportation Operations (RCTO). The purpose of this project is to strategically plan for the implementation of an Express Lanes Network in the region, with consideration of key issues related to planning, finance, legal, operations, design and communications decisions. The process has included extensive stakeholder engagement, which has helped frame the discussion and drive decision-making. One of the keys to the project was the establishment of a vision, not only a vision statement that describes the overall

intent of the investments, but the investment themselves, “A reliable, interconnected Express Lane network that provides mobility options for users”. The project team is currently drafting the RCTO document, which will serve as a living document, and will guide the implementation of the Express Lanes Network in Southeast Florida, as well as serve as an example for other regions embarking on a network of Express Lanes. At the end of the presentation, the Executive Team was asked for guidance on two unresolved questions related to Express Lane implementation: 1) to define what project elements and cost can be included in an Express Lane project, and 2) defining the allowable uses of revenues.

The Executive Team advised that it would seek more dialogue with the District Secretaries and key staff before providing additional guidance on these issues.

10. Cash Forecast Update

Jason Adank / Financial Management

Jason Adank provided a cash forecast update on the recently distributed Expenditure Projection Report produced by the Office of Comptroller. The update was to inform the Districts of the activity and results of changes to expenditure projections as a result of previous teleconferences and subsequent conversations with District staff. Changes to the initial report were made to include other budget years and funds associated with the encumbrances not paying out in order to give a more complete picture of the total project. The initial reporting results indicated a need to change expenditure projection rates for the Freight, Logistics, and Passenger Operations projects. After analysis of FLAIR data, the “lag” and “payout” rates for these projects were modified resulting in decreased projected expenditures of \$76M in FY13, \$110M in FY14, and \$127M in FY15. Regarding construction payout rates, the typical phase 52 project remain consistent with historical payout curves. However, phase type 4, 7, and 8 which represent grants, railroad, and other agency projects have been identified for further research with the possibility of creating new payout curves for these items. Monitoring of all variances will continue monthly as well as the distribution of the Expenditure Projection Report to the Districts for their review. Districts were encouraged to use this report to monitor slow paying projects and to review encumbrance balances for certified forward inquiries that will take place during year-end activities.