



FLORIDA DEPARTMENT OF TRANSPORTATION  
**EXECUTIVE WORKSHOP MINUTES**  
Central Office

January 17, 2018

The Workshop began at 9:30 a.m. EST.

1. Opening Remarks: Secretary Mike Dew opened the meeting and welcomed attendees.
2. Workshop Minutes: The November 2017 minutes were approved as submitted.
3. Program Planning Workshop Update  
Lisa Saliba, Work Program

Lisa Saliba provided a draft schedule for the 2018 Program Planning Workshops which are planned for May 15 and June 19 in Tallahassee. The workshops are the first steps in the development of the Tentative Work Program for FY 2020 through FY 2024. The purpose of the workshops is to consider policy issues which will have an impact on the Department's finances. The policy and funding decisions lead to a determination of the amount of funding to be allocated for: the needs-based programs (resurfacing, bridge repair and replacement, maintenance, and safety); statutory requirements; and ultimately, the amount which remains for discretionary (capacity) projects.

We are also making a greater effort to ensure consistency in the way information is presented. We will be working with the program area managers to ensure each presentation addresses certain key issues.

If there are any issues which need to be presented during the workshops, please get with Dan Cashin between now and the end of February.

4. Transportation Technology  
April Blackburn, Transportation Technology

April Blackburn provided an update on Transportation Technology projects including an update on the ROADS initiative and Business Intelligence/Data Warehouse project activities to date; an overview of the WPII project and current activities including oral presentations for the Systems Integrator that are current in progress; and an update on the System of Engagement project with our GIS provider, ESRI.

5. District Three Innovation  
Jared Perdue, District Three

District Three presented a summary of four ideas that have been vetted and implemented in their district. The ideas were comprised of two web based applications for managing and displaying Work Program information in real time. These applications are known as the Local Agency Management System (LAMS) and the GIS Work Program Viewer. Also, they presented an idea that they are piloting to keep the public engaged and updated during construction by using printed project sign covers of rendering typically used during public meetings. They have placed two signs on the US 98 widening project, along with an active link to a public Facebook page, and have received an increase for site viewers. Finally, they have developed a streamlined schedule for PD&E projects to simplify communication with partnering agencies and significantly reduce the schedule time.

**6. SWAT**  
Marjorie Kirby, Environmental Development

Marjorie Kirby from Office of Environmental Management provided a very brief re-cap of the intent of SWAT process implementation and was provided with the opportunity to address any questions in follow-up to information provided at the November 22, 2017 Executive Workshop. She noted that SWAT Process Training for each District is being scheduled for the March and April 2018 timeframe. She emphasized that the training includes a broad overview of the work program development cycle, elements of initial project consideration as well as scheduling of key meetings and early (pre-PD&E) project activities. With District SWAT team consideration at ideal times, resulting information and recommendations will be available for use by District leadership. The concepts of well-informed PD&E scope of services development and early identification of the opportunity to overlap PD&E and Design phases to expedite overall pre-construction schedules, remain as primary outcomes of the SWAT process. District 2 Secretary, Greg Evans noted that there is some flexibility in timing and execution of various production phases and would like to see this emphasized as part of the training. Brian Blanchard noted the overall goal of the SWAT Process is to expedite project delivery, and if there are any questions, give OEM a call.

**7. SASHTO Proposals**  
Mike McCaffrey, Organizational Development

Mike McCaffrey gave a review for the current process for selecting winners for the SASHTO Scholarship awards. He offered two new options for the selection process, as well as the current process, and requested that the Executive staff review and give a decision on which process that they would like to proceed with for the scholarship awards.

**8. Proposed Policy on Rumble Strips**  
Gevin McDaniel, Roadway Design

Gevin McDaniel from the State Roadway Design Office presented the proposed policy for use of Audible and Vibratory Treatments (Profiled Thermoplastic and Ground-in Rumble Strips) on Arterials and Collectors. The proposed policy includes consideration for context of the location, noise pollution and the needs of the bicycle community. The proposed policy had been coordinated with the District Design Engineers, District Directors of Transportation Operations and District Directors of Transportation Development prior to this presentation to the Executive Workshop. The District Secretaries did not have any objections, and approval was given to move forward. The policy will be implemented by a Roadway Design Bulletin through the normal process.