

**Iowa DOT Strategic Plan
Performance Management Implementation Team
Feb. 12, 2015 (1 to 2 .m.) Meeting Notes**

Attendees: Garrett Pedersen, John Hart, Dave Putz, Matt Haubrich, Jon Makovec, Corey Lorenz, and Vicki Stamper

Absent: Alex Jensen, Mark Lowe, and Kate Murphy

Discussion items:

1. Blog – Tracey Bramble
 - a. Two blogs are ready. Andrea Henry is reviewing final versions.
 - b. Winter blog – Jon Hart. Tracey met with Maintenance this morning and has the information she needs to write this blog. She will prepare a draft.
2. Garrett will send an email to the group to see if there are components of the work plan that they would like to take the lead on.
3. We need to lay out an implementation plan that makes sense and will be rolled out successfully.
 - a. Dave will review the work plan against common processes and send to the committee before the next meeting.
 - i. Jon will review for Dave.
 - b. Work plan has critical and logical components; tailor the approach and delivery so it makes sense to the department and has enough detail that a work unit can move forward to accomplish/implement in a manner best for their unit.
 - c. Performance management – pilot our strategic plan; Matt will make contact and make some inquiries.
4. Garrett shared a draft Transportation Asset Management Implementation Plan as an example of the format we can use for the performance management implementation work plan.
5. A basic level of performance measurement knowledge by this Committee will be critical
 - a. An introduction to performance measurement is on the W drive.

Next meeting: Need to reschedule 2/25 meeting

- Rescheduled to 2/26/2015 at 11 am in the Engineering Conference Room