

**Iowa DOT Strategic Plan
Performance Management Implementation Team
March 26, 2015 (1 to 2 p.m.) Meeting Notes**

Attendees: Garrett Pedersen, Dave Putz, Jon Makovec, Mark Lowe, Corey Lorenz and Vicki Stamper
Absent: John Hart, Matt Haubrich, Alex Jensen, Kate Murphy

1. Discussion of draft Introduction and ongoing draft development
 - a. Purpose, project parameters, how as a committee we have defined performance management along with detailed deliverable and timeline.
 - b. Consultant support for implementation.
 - c. Ancillary benefits of overall process.
 - d. Cultural awareness - leave as conclusion of the introduction; as we unfold this process, culture is something we will have to be very aware of. Placard of why we are doing things a certain way.
 - e. Know work, improve work and meet or exceed expectations (last paragraph of project parameters).

2. Initiation
 - a. Consistent work form layout.
 - b. Timing and basic resources for implementation.
 - c. Improvement is just change with purpose; what is expected; what are we responsible for; how do we succeed; what resources do we have available for us to accomplish our goals.

3. Salt dashboard case study
 - a. <W:\PerformanceTechnology\StrategicPlanning\Performance Management Initiative\Perf Mgt Team - 03-26-15 Mtg\Notes from Salt Dashboard Discussion - 03-26-15 Mtg Materials.docx>
 - b. Tina gave an overview of this process.
 - i. Management of expectations while staying within budget
 - ii. Track snow very closely
 - iii. Weather index
 - iv. Dashboard calculations
 - v. First dashboard compared usage, usage vs. weather/roadway conditions compared to allocation budgeted for that area.
 - vi. March 2013 switched to DUNDAS
 - vii. Lessons learned and how issues were examined to accomplish/incorporate outcome.

4. Next steps
 - a. Continue work plan development and review: *'Preferred performance management model'* section.
 - b. Ongoing team educational exercises: Map salt dashboard example to our model.

5. Next meeting: Tuesday, April 7 from 9 to 10 a.m., Admin. 1st Floor South Conf. Rm.