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# Joint Committee Leadership Training

November 14, 2018

Presented by





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# Welcome & Introductions



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**Katie Wilson**  
*Executive Director,*  
*AGC-Nebraska Chapter*

The logo for the Nebraska Department of Transportation, featuring the word "NEBRASKA" in a blue, sans-serif font with a yellow swoosh underneath it.

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The background of the slide is a photograph of a modern building's glass facade, showing a grid of window frames and reflections. The image is slightly blurred and has a white vignette effect.

**Moe Jamshidi, PE**  
***Deputy Director of Operations,***  
***NE Dept. of Transportation***



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**Jim Van Kirk**  
***President,***  
***AGC-Nebraska Chapter***



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# **Elisa Brewer Pratt**

- **15+ Years Association Management**
- **12 Years with AGC of America**
- **Certified Association Executive**
- **Experienced w/both Specialty and GC Organizations**
- **Strategic & Tactical Solutions**





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# Agenda & Ground Rules



# Today's **AGENDA**

- **Introductions**
- **Progress Reports**
- **Review Resources**
- **The Human Side**
- **Adjourn & Reception**



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# Ground Rules



- **Fully participate**
- **Respect the purpose and the process**
- **Don't be an \* & % \$ # @**
- **Be realistic & optimistic**



**RULES**

- **Commit & take ownership**
- **Ask for what you need**
- **Don't just complain...  
be a part of the solution**

- **You're here for a reason**
- **Be honest**
- **Be accountable**
- **Follow through on what comes of this**





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# Introductions

# WHO ARE YOU . . .

⇒ **Name**

⇒ **Company or DOT Role/Title**

⇒ **How long on your Cmte.**

⇒ **Greatest opportunity for  
the AGC/NDOT relationship?**



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# Committee Progress Reports



# **Think about your CMTE'S PROGRESS . . .**

- ⇒ What are you doing differently?**
- ⇒ What is working better than before?**
- ⇒ How have roles and/or behaviors changed?**
- ⇒ What can still be improved?**

# PROGRESS REPORTS

⇒ You have ten minutes to talk as a cmte. and collect your thoughts.

⇒ This is not about what you're doing but **HOW**, **WHEN**, by **WHOM** and with what **TOOLS**.

⇒ Chair, Co-Chairs or spokesperson prepare to report out.





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# Committee Overview: Roles & Purpose



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*Executive Director,*  
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**Jim Knott, PE**  
***Construction Division Engineer,  
NE Dept. of Transportation***

# **MISSION**

Adopted October 2018

**The AGC and NDOT members  
work together to:**

- **Mutually resolve issues and challenges**
- **Preserve the investment in the state highway system**
- **Strive to make the highways more safe and efficient**
- **Deliver projects in a timely & cost-effective manner**
- **And strengthen the construction industry**

# MAKEUP OF THE COMMITTEES

## AGC

- The AGC Chair will be approved by the AGC Board of Directors
- AGC Chair will appoint four (4) Committee members.
- NOTE: FHWA members will participate in an advisory role.

## NDOT

- The Co-Chair will be appointed by the Director from the five (5) committee members from the following divisions:
  - District Construction Engineer
  - Asst. District Construction Engineer
  - Construction Division
  - Two members from the appropriate NDOT division



# **ESTABLISHED JOINT COMMITTEES**

- **ASPHALT**
- **BRIDGE**
- **CULVERT, UTILITY, UNDERGROUND**
- **GRADING/EROSION CONTROL**
- **CONCRETE PAVING**
- **TRAFFIC CONTROL**

# ASPHALT COMMITTEE

## AGC MEMBERS

- Chair – Mike Spohr (2016)
- Gregg Leber (2014)
- Jim Jewell (2014)
- Mike Werner (2017)
- Sean Vontz (2017)
- Andy Carpenter (2018)

## NDOT MEMBERS

- Co-Chair – Drew Wilson, District 7 (2018)
- Andy Dearmont (Construction)
- Brandon Varilek (M&R)
- Robert Rea (M&R)
- Mick Syslo (M&R)
- FHWA Marry Burroughs

# BRIDGE COMMITTEE

## AGC MEMBERS

- Chair – Jesse Ridder (2017)
- Doug Stearley (2017)
- Tyler Chicoine (2017)
- Kent Redwine (2018)
- Todd Kastanek (2018)

## NDOT MEMBERS

- Co-Chair – Jason Rotter, ACE, District 4 (2018)
- Mark Traynowicz (Bridge Div.)
- Fouad Jaber (Bridge Div.)
- Jason Volz (Construction)
- Wally Heyen (M&R)
- FHWA – David Mraz

# **CULVERT/UTILITY/ UNDERGROUND COMMITTEE**

## **AGC MEMBERS**

- Chair – Steve Ragoss (2018)
- Mike Collins (2017)
- Jim Van Kirk (2015)
- Kevin Steele (2013)
- Shane Wegner (2013)

## **NDOT MEMBERS**

- Co-Chair – Keith Meyer, CE, Dist. 4 (2018)
- Jamie Mikkleson (Utility Div.)
- Jason Volz (Construction)
- Joel Rossman (Bridge Div.)
- Julie Ramirez (Design Div.)
- FHWA – Andrew Heuerman

# **GRADING & EROSION CONTROL COMMITTEE**

## **AGC MEMBERS**

- **Chair – Jason Henderson (2017)**
- **Adam Snyder (2017)**
- **Mike Newman 2014)**
- **Alan Kimberly (2018)**
- **Lane Frerichs (2018)**

## **NDOT MEMBERS**

- **Co-Chair – Curt Muetting, CD, District 1 (2018)**
- **Jason Volz (Construction)**
- **Roy Leach (Construction)**
- **Ronald Poe (Project Development)**
- **Toby Fierstein (Design)**
- **Nathan Sorben (Design)**
- **FHWA – Marry Burroughs**

# CONCRETE PAVING COMMITTEE

## AGC MEMBERS

- Chair – Dave Edwards (2018)
- Dave Neill (Past Chair)
- Chris Wilsey (2017)
- Kevin McAdoo (2017)
- Eric Anderson (2015)
- Kurt Peyton (2014)
- Bill Cook (NCPA Advisor)

## NDOT MEMBERS

- Co-Chair – Cameron Craig, CE, Dist. 6 (2018)
- Andy Dearmont (Construction)
- Doug Hoevet (DE, District 5)
- Mick Syslo (M&R)
- Wally Heyen (M&R)
- FHWA – Marry Burroughs

# TRAFFIC CONTROL COMMITTEE

## AGC MEMBERS

- Chair – Matt Fatka (2017)
- Jeff Bremer (2015)
- Julie Budnick (2013)
- Rocky Torres (2014)
- Joe Lovitt (2016)

## NDOT MEMBERS

- Co-Chair – Scott Sorensen, CE, District 5 (2018)
- Drew Parks (Mentor)
- Dan Waddle (Traffic)
- Matt Neemann (Traffic)
- Lorraine Legg (Construction)
- Frank Brill (Construction)
- FHWA – Marry Burroughs

# DUTIES OF THE CHAIR & CO-CHAIR

- Serve for 2 alternating years and serve a third year as mentor
- Appoint their respective committee members
  - Communicate their assignments and ensure they understand
- Establish how the year's work should be accomplished
  - Appointment of task force when needed
  - Timing of meetings
  - Expectations
  - Deadlines



# DUTIES OF THE CHAIR & CO-CHAIR

- Chair & Co-chair shall work together to develop the agenda and set meeting dates:
  - Try and schedule meetings when the AGC liaison can attend
  - It's recommended that meetings be scheduled a year in advance (separate from CIDs/convention)
  - Work with AGC staff & NDOT Construction Engineer to see what issues need to be addressed
  - Prepare an agenda & distribute it in advance to committee members (4 weeks in advance is preferable)
  - Minutes shall be taken; once approved AGC staff will post on the AGC website
- Present committee work to the Construction Industry Day attendees
- The AGC Chair shall report to the membership at the annual members meeting in February

# RESPONSIBILITIES OF COMMITTEE MEMBERS

- Be familiar with the objective and activities of the committee
- Be accountable for your commitment; plan to attend all meetings
- Understand the policies & procedures that relate to the committee work
- Prepare yourself prior to meetings
  - Read previous meeting minutes
  - Review agenda; seek assistance if you have questions
- Take an active role in supporting AGC events; promote participation & attendance to others.

# COMMITTEE PROPOSALS

- **If a specification change request is brought to a joint committee, the following steps shall be followed (see example proposal request form):**
  1. **Joint Committee discusses the proposed change and determines the request should be pursued, then the joint committee drafts the proposal, which should include:**
    - a. **Why is the proposed specification necessary?**
    - b. **Who does the proposed specification affect?**
      - **Is there support from all joint committee members?**
    - c. **What does the proposed specification change?**
    - d. **How would the proposed specification affect the industry?**
    - e. **Are there examples where a similar solution has worked successfully?**

# COMMITTEE PROPOSALS

2. AGC discusses proposed specification change with AGC Executive Director.

- a. AGC Executive Director submits the proposal to the Board of Directors for approval to pursue development of proposal. (NOTE: Joint Committee Chair should be prepared to report to the Board if proposal requires a vote of action.
- b. If AGC Board approves; AGC Executive Director will submit proposal to Construction Division for guidance on specification development.

3. NDOT Construction Division drafts special provision with input from:

- a. AGC/NDOT joint committee members,
- b. Relevant NDOT Division,
- c. Other with relevant technical expertise.

# COMMITTEE PROPOSALS

4. NDOT Construction Division submits draft specification to AGC Executive Director for distribution to membership for comments.
5. Comments are reviewed and necessary revisions are incorporated, and draft is submitted to NDOT Spec Review Committee for review.
6. Within 2 weeks of AGC and NDOT review; the final draft specification is to be submitted to FHWA for review.
  - a. FHWA review is then submitted to AGC Executive Director to review any changes recommended by FHWA.
7. NDOT Construction Division finalizes specification and incorporates into contracts.





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# Committee Resources



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# **Sheila Radenslaben**

***Membership & Biz. Dev.,  
AGC-Nebraska Chapter***



# **Tools & Assistance . . .**

- ⇒ Agenda templates**
- ⇒ Meeting logistics & space**
- ⇒ Cmte member contact info**
- ⇒ Attend & take notes (when requested)**
- ⇒ Meeting reminders**
- ⇒ Call for discussion topics**

# Online Resources . . .

- ⇒ **Committee archives 24/7**
  - ⇒ **past minutes**
  - ⇒ **past agendas**
  - ⇒ **committee rosters**
- ⇒ **Call for discussion topics**

# https://www.agcne.org

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## ASPHALT

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February 15, 2018

- [Agenda](#)
- [Sign-in sheet](#)
- [Notes](#)

June 22, 2018

- [Agenda](#)
- [Notes](#)
- [Table 503](#)

August 16, 2018

- [Agenda](#)
- [Notes](#)

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[2014](#)  
[2013](#)

# **What's To Come . . .**

**⇒ Updated Charter**

**⇒ Spec Change Request Proposal**

**What else do you need?**





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# Accountability Starts with You

# 2017 FEEDBACK

**OVERALL EFFECTIVENESS SCORE**

**6.3/10**

*(How effective do you find the committee in its efforts to mutually resolve industry issues and implement new innovations?)*

# **YOUR FEEDBACK**

**Follow Through**

**Meeting Regularity**

**Follow Up**

**Communications**

**Deliverables**

**Meeting Agenda & Materials**

**Long Term Planning**

**Decision-Making**



# So What Has Changed . . .

- ⇒ **Committee Updates**
- ⇒ **Roles and Purpose**
- ⇒ **Resources and Tools**

## What's left?



**It  
starts  
With  
You**

**Question #1:**

***What is your role on/within this committee?***

**Question #2:**

***What has been your single most important contribution to the success of this committee?***

**Question #3:**

***What is the one area you must improve upon, or eliminate, for the good of the committee?***

# Summary & Next Steps



# NEXT STEPS:

- **Proposal Process**

- Revise to reflect feedback
- Recirculate draft prior to December Construction Industry Day

- **Meeting schedules**

- Are committees meeting ahead of the CIDs and Convention?
- If not, why??

- **Issue Resolution**

- Is there full involvement from committee members to resolve issues?
- What's the current process being utilized to tackle issues?
- What additional resources are missing?





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**Dave Neill**  
***President-Elect,***  
***AGC-Nebraska Chapter***

# Thank you!







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