

2018 AASHTO AGENCY ADMINISTRATION CONFERENCE

May 6–9, 2018
Oklahoma City, Oklahoma

- Agency Administration Managing Committee Meeting
- Civil Rights Training Symposium
- Committee on Human Resources Meeting
- Committee on Knowledge Management Meeting

AGENCY ADMINISTRATION CONFERENCE AGENDA AT A GLANCE

All conference attendees, regardless of committee membership, are invited to participate in all sessions.
Participation in Committee Business Meetings is limited to committee membership.

SUNDAY, MAY 6, 2018

1:00 p.m.–5:30 p.m.	Registration	Second Floor Prefunction West
1:30 p.m.–4:00 p.m.	Committee on Civil Rights Business Meeting ...	Hotel Second Floor Grand Avenue
4:30 p.m.–5:30 p.m.	Committee on Human Resources	Room 14
	Strategic Plan Discussion—Part 1	
5:45 p.m.–6:30 p.m.	Human Resources New Member/First-Time	Room 15
	Attendee Meet and Greet	
	Civil Rights New Member/ First-Time Attendee Meet and Greet	Ballroom B
6:30 p.m.–7:30 p.m.	Welcome Reception	Ballroom B

MONDAY, MAY 7, 2018

7:00 a.m.–4:30 p.m.	Registration	Second Floor Prefunction West
7:30 a.m.–8:30 a.m.	Breakfast and Opening Session	Ballroom B
8:30 a.m.–10:00 a.m.	Civil Rights Breakout Sessions	Rooms 17, 18, 19 & 20
	Human Resources Breakout Sessions	Room 16
10:00 a.m.–10:15 a.m.	Break	Second Floor Prefunction West
10:15 a.m.–Noon	Civil Rights Breakout Sessions	Rooms 17, 18, 19 & 20
	Human Resources Breakout Sessions	Room 16
Noon–1:00 p.m.	Networking Lunch	Ballroom B
1:30 p.m.–3:00 p.m.	Civil Rights Breakout Sessions	Rooms 17, 18, 19 & 20
	Human Resources Breakout Sessions	Room 16
3:00 p.m.–3:15 p.m.	Break	Second Floor Prefunction West
3:15 p.m.–5:00 p.m.	General Session	Ballroom B
	Welcome to Oklahoma	
	<i>Mike Patterson, Executive Director, Oklahoma DOT;</i>	
	<i>Chair, Agency Administration Managing Committee</i>	
	Keynote Session—Creating an Environment Where People Thrive	
	<i>Jerrod Murr, Paradigm Shift</i>	
6:00 p.m.–8:30 p.m.	Host Night Event at the Oklahoma History Center	
	Meet in hotel lobby for shuttle service to the off-site event.	
	<i>Stories, spirits, triumphs, and tragedy—the Oklahoma History Center is your opportunity to experience Oklahoma’s inspiring and adventurous past.</i>	
	Transportation hosted by the Oklahoma DOT.	

TUESDAY, MAY 8, 2018

7:00 a.m.–4:00 p.m.	Registration	<i>Second Floor Prefunction West</i>
7:30 a.m.–8:30 a.m.	Networking Breakfast	<i>Ballroom B</i>
8:30 a.m.–10:00 a.m.	Civil Rights Breakout Sessions	<i>Rooms 17, 18, 19 & 20</i>
	Human Resources Multidisciplinary Sessions	<i>Ballroom B</i>
10:00 a.m.–10:15 a.m.	Break	<i>Second Floor Prefunction West</i>
10:15 a.m.–Noon	Civil Rights Breakout Sessions	<i>Rooms 17, 18, 19 & 20</i>
	Human Resources Multidisciplinary Session	<i>Ballroom B</i>
Noon–1:30 p.m.	Lunch-and-Learn	<i>Ballroom B</i>
	Knowing and Learning	
	<i>Dr. Shane Brown, Oregon State University</i>	
1:45 p.m.–3:15 p.m.	Civil Rights Breakout Sessions	<i>Rooms 17, 18, 19 & 20</i>
	Committee on Human Resources Business Meeting	<i>Room 16</i>
	Knowledge Management Breakout Session	<i>Room 9 (Convention Center—Street Level)</i>
3:15 p.m.–3:30 p.m.	Break	<i>Second Floor Prefunction West</i>
3:30 p.m.–5:15 p.m.	Civil Rights Breakout Sessions	<i>Rooms 17, 18, 19 & 20</i>
	Agency Administration Managing Committee Business Meeting	<i>Room 16</i>
	Knowledge Management Business Meeting	<i>Room 9 (Convention Center—Street Level)</i>

WEDNESDAY, MAY 9, 2018

7:30 a.m.–8:30 a.m.	Breakfast	<i>Ballroom B</i>
8:30 a.m.–10:00 a.m.	Civil Rights Breakout Sessions	<i>Rooms 17, 18, 19 & 20</i>
	Knowledge Management Business Meeting	<i>Room 9 (Convention Center—Street Level)</i>
10:00 a.m.–10:15 a.m.	Break	<i>Second Floor Prefunction West</i>
10:15 a.m.–Noon	Civil Rights Breakout Sessions	<i>Rooms 17, 18, 19 & 20</i>
	Knowledge Management Business Meeting—Continued	<i>Room 9 (Convention Center—Street Level)</i>
Noon–1:30 p.m.	Civil Rights Awards Luncheon	<i>Ballroom B</i>
1:30 p.m.	Conference Adjourned	

CIVIL RIGHTS TRAINING SYMPOSIUM

All conference attendees, regardless of committee membership, are invited to participate in all sessions. Participation in Committee Business Meetings is limited to committee membership.

SUNDAY, MAY 6, 2018

1:00 p.m.—5:30 p.m.	Registration	Second Floor Prefunction West
1:30 p.m.—4:00 p.m.	Committee on Civil Rights Business Meeting	Hotel Second Floor Grand Avenue
5:45 p.m.—6:30 p.m.	Civil Rights New Member/First-Time Attendee Meet and Greet	Ballroom B
6:30 p.m.—7:30 p.m.	Welcome Reception	Ballroom B

MONDAY, MAY 7, 2018

7:00 a.m.—4:30 p.m.	Registration	Second Floor Prefunction West
7:30 a.m.—8:30 a.m.	Breakfast and Opening Session	Ballroom B
8:45 a.m.—10:00 a.m.	Breakout Sessions	
	Title VI Program 101	Room 17 Mohamed Dumbuya, Civil Rights Specialist, FHWA Resource Center
	ADA Basics	Room 18 Patrick Gomez, Civil Rights Specialist, FHWA Resource Center
	DBE Program—National Areas of Focus and Concerns	Room 19 Martha Kenley, DBE Program Team Leader, FHWA
	What Is Contract Compliance	Room 20 Sandy Talbert-Jackson, Civil Rights Specialist, FHWA Resource Center
10:00 a.m.—10:15 a.m.	Break	Second Floor Prefunction West
10:30 a.m.—Noon	Breakout Sessions	
	Administering a Successful OJT Program	Room 17 David Chandler, DBE Program Analyst, FHWA
	The DBE Program/A DBE Perspective—Part 1	Room 18 Gregory Jenifer, President, Armand Resources
	Keys to a Successful AA Program	Room 19 Syree Gillen Oliver, Affirmative Action Officer, South Carolina DOT
	Interstate Certification	Room 20 Martha Kenley, DBE Program Team Leader, FHWA
Noon—1:00 p.m.	Lunch	Ballroom B
1:30 p.m.—3:00 p.m.	Breakout Sessions	
	NSTI Program Implementation	Room 17 Will McClure, Equal Opportunity Specialist, FHWA
	Achieving DBE Contract Goals and GFE	Room 18 David Pinckney, DBE/Contractor Compliance Program Analyst, FHWA Carlos Gonzalez, Civil Rights Specialist, FHWA Resource Center
	ADA Transition Plan Implementation	Room 19 Patrick Gomez, Civil Rights Specialist, FHWA Resource Center
	Title VI Data Collection	Room 20 Kevin Resler, National Title VI Program Coordinator, FHWA

3:00 p.m.–3:15 p.m.	Break	<i>Second Floor Prefunction West</i>
3:15 p.m.–5:00 p.m.	General Session	<i>Ballroom B</i>
	Welcome	
	<i>Mike Patterson, Executive Director, Oklahoma DOT;</i>	
	<i>Chair, Agency Administration Managing Committee</i>	
	Keynote Session—Creating an Environment Where People Thrive	
	<i>Jerrod Murr, Paradigm Shift</i>	
6:00 p.m.–8:30 p.m.	Host Night Event—Oklahoma History Center	
	<i>Information in At-A-Glance Agenda.</i>	

TUESDAY, MAY 8, 2018

7:00 a.m.–4:00 p.m.	Registration	<i>Second Floor Prefunction West</i>
7:30 a.m.–8:30 a.m.	Breakfast	<i>Ballroom B</i>
8:45 a.m.–10:00 a.m.	Breakout Sessions	
	OJT/SS Best Practices	<i>Room 17</i>
	<i>Will McClure, Equal Opportunity Specialist, FHWA</i>	
	DBE Commercial Useful Function	<i>Room 18</i>
	<i>David Chandler, DBE Program Analyst, FHWA</i>	
	Implementing Title VI Plans	<i>Room 19</i>
	<i>Nichole McWhorter, Title VI Program Team Leader, FHWA</i>	
	New Technology in Transportation	<i>Room 20</i>
	<i>Gregory Johnson, Senior Vice President, WSP</i>	
	<i>Agnes Otto, VP and Senior Area Manager, WSP</i>	
10:00 a.m.–10:15 a.m.	Break	<i>Second Floor Prefunction West</i>
10:15 a.m.–11:45 a.m.	Breakout Sessions	
	Legal Updates for the DBE Program	<i>Room 17</i>
	<i>Rodney K. Strong, Chairman, Griffin & Strong P.C.</i>	
	Conducting Title VI Reviews	<i>Room 18</i>
	<i>Megan Jensen, National Title VI Program Analyst, FHWA</i>	
	<i>Kevin Resler, National Title VI Program Coordinator, FHWA</i>	
	Effective Affirmative Action Programs	<i>Room 19</i>
	<i>Tina M. Lee, Civil Rights Specialist, Vermont and Massachusetts Divisions, FHWA</i>	
	FHWA 1273 Compliance Reviews	<i>Room 20</i>
	<i>Sandy Talbert-Jackson, Equal Opportunity/Contract Compliance Specialist,</i>	
	<i>FHWA Resource Center</i>	
Noon–1:30 p.m.	Lunch-and-Learn	<i>Ballroom B</i>
	Knowing and Learning	
	<i>Dr. Shane Brown, Oregon State University</i>	

1:45 p.m.–3:15 p.m.	Breakout Sessions	
	Monitoring Prompt Payment and Return of Retainage	Room 17
	<i>Christine Thorkildsen, Civil Rights Program Manager, FHWA</i>	
	Innovative OJT Programs	Room 18
	<i>David Chandler, DBE Program Analyst, FHWA</i>	
	Sub-Recipients and Title VI	Room 19
	<i>Mohamed Dumbuya, Civil Rights Specialist, FHWA Resource Center</i>	
	DBE/SS Best Practices	Room 20
	<i>Tracy Duval, DBE/Supportive Services Program Analyst, FHWA</i>	
3:15 p.m.–3:30 p.m.	Break	Second Floor Prefunction West
3:30 p.m.–5:00 p.m.	U.S. DOT Civil Rights Update:	Ballroom B
	The Future of Civil Rights Programs FHWA/FTA/FAA	
	<i>Irene Rico, Associate Administrator, FHWA</i>	
	<i>Monica McCallum, Director of Regional Operations, FTA</i>	
	<i>Michael Freilich, Acting Deputy Assistant Administrator for Civil Rights, FAA</i>	

WEDNESDAY, MAY 9, 2018

7:30 a.m.–8:30 a.m.	Breakfast	Ballroom B
8:45 a.m.–10:00 a.m.	Breakout Sessions	
	Increasing DBE Opportunities in Professional Services Contracts	Room 17
	<i>Rachyl Smith, Civil Rights Program Manager, FHWA</i>	
	DBE Program Administration and Oversight on	Room 18
	Projects Utilizing Alternative Contracting and Procurement	
	<i>Martha Kenley, DBE Program Team Leader, FHWA</i>	
	<i>Christine Thorkildsen, Civil Rights Program Manager, FHWA</i>	
	Title VI Legal Case Studies	Room 19
	<i>Nichole McWhorter, Title VI Program Team Leader, FHWA</i>	
	<i>Kevin Resler, National Title VI Program Coordinator, FHWA</i>	
	Conducting Effective Discrimination Complaint Reviews	Room 20
	<i>Tina M. Lee, Civil Rights Specialist, Vermont and Massachusetts Divisions, FHWA</i>	
10:00 a.m.–10:15 a.m.	Break	Second Floor Prefunction West
10:15 a.m.–Noon	Breakout Sessions	
	Triennial Goal Setting—Best Practices	Room 17
	<i>Martha Kenley, DBE Program Team Leader, FHWA</i>	
	Conciliation Agreements—The Ohio Story	Room 18
	<i>Rachyl Smith, Civil Rights Program Manager, FHWA</i>	
	The DBE Program/A DBE Perspective—Part 2	Room 19
	<i>Gregory Jenifer, President, Armand Resources</i>	
	Title VI Disparate Impact Analysis	Room 20
	<i>Nichole McWhorter, Title VI Program Team Leader, FHWA</i>	
	<i>Kevin Resler, National Title VI Program Coordinator, FHWA</i>	
Noon–1:30 p.m.	Civil Rights Awards Luncheon	Ballroom B

COMMITTEE ON HUMAN RESOURCES MEETING

All conference attendees, regardless of committee membership, are invited to participate in all sessions.
Participation in Committee Business Meetings is limited to committee membership.

SUNDAY, MAY 6, 2018

1:00 p.m.–5:30 p.m.	Registration	Second Floor Prefunction West
4:30 p.m.–5:30 p.m.	Committee on Human Resources	Room 14
	Strategic Plan Discussion—Part 1	
5:45 p.m.–6:30 p.m.	HR New Member/First-Time Attendee Meet and Greet	Room 15
6:30 p.m.–7:30 p.m.	Welcome Reception	Ballroom B

MONDAY, MAY 7, 2018

7:00 a.m.–4:30 p.m.	Registration	Second Floor Prefunction West
7:30 a.m.–8:30 a.m.	Breakfast and Opening Session	Ballroom B
8:30 a.m.–8:45 a.m.	Welcome	Room 16
	<i>Lee Wilkinson, Chair, Committee on Human Resources;</i>	
	<i>Director, Administrative Services Division, Iowa DOT</i>	
	<i>Scott Lange, Human Resources Programs Manager, Oklahoma DOT</i>	
8:45 a.m.–10:00 a.m.	Unlock an Ownership Culture	Room 16
	<i>Greg Hawks, Hawks Agency</i>	
10:00 a.m.–10:15 a.m.	Break	Second Floor Prefunction West
10:15 a.m.–10:45 am	Oklahoma DOT Highlights	Room 16
10:45–Noon	Mentoring/Internship Roundtable	Room 16
	<i>Tia Plunkett-McQueen, Associate Director, Administrative Services Division, District DOT</i>	
	<i>Michelle Tucker, Division Chief of Human Resources, Caltrans</i>	
Noon–1:00 p.m.	Networking Lunch	Ballroom B
1:15 p.m.–2:15 p.m.	Future Trends in HR	Room 16
	<i>Lyn Watson, Senior Vice President of Coaching & Training, Strata Leadership</i>	
2:15 p.m.–3:00 p.m.	Highway Maintenance Career Pathway	Room 16
	<i>Teresa Adams, Midwest Transportation Workforce Center</i>	
3:00 p.m.–3:15 p.m.	Break	Second Floor Prefunction West
3:15 p.m.–5:00 p.m.	General Session	Ballroom B
	Welcome to Oklahoma	
	<i>Mike Patterson, Executive Director, Oklahoma DOT;</i>	
	<i>Chair, Agency Administration Managing Committee</i>	
	Keynote Session—Creating an Environment Where People Thrive	
	<i>Jerrod Murr, Paradigm Shift</i>	
6:00 p.m.–8:30 p.m.	Host Night Event—Oklahoma History Center	
	<i>Information in At-A-Glance Agenda.</i>	

TUESDAY, MAY 8, 2018

7:00 a.m.–4:00 p.m.	Registration	<i>Second Floor Prefunction West</i>
7:30 a.m.–8:30 a.m.	Networking Breakfast	<i>Ballroom B</i>
8:30 a.m.–10:00 a.m.	Workforce Development	
	WA DOT’s Strategic Plan and 5 Goals	<i>Ballroom D</i>
	<i>Jeff Pelton, Director, Office of Human Resources & Safety, Washington State DOT</i>	
	Innovative and Participant-Centered Development Programs	<i>Ballroom D</i>
	<i>Kristen Bagwill, Human Resources Employee Development Manager, Missouri DOT</i>	
10:00 a.m.–10:15 a.m.	Break	<i>Second Floor Prefunction West</i>
10:15 a.m.–11:00 p.m.	Dynamic Duo:	<i>Ballroom D</i>
	Workforce Development and Knowledge Management	
	<i>Amanda Holland, Acting Deputy Commissioner, Alaska DOT & Public Facilities</i>	
11:00 a.m.–Noon	Harassment Prevention: What Works with Today’s Workforce?	<i>Ballroom D</i>
	<i>Leonard Court, Attorney at Law, Crowe & Dunlevy</i>	
Noon–1:30 p.m.	Lunch-and-Learn	<i>Ballroom B</i>
	Knowing and Learning	
	<i>Dr. Shane Brown, Oregon State University</i>	
1:45 p.m.–3:15 p.m.	Committee on Human Resources Business Meeting	<i>Room 16</i>

COMMITTEE ON KNOWLEDGE MANAGEMENT MEETING

All conference attendees, regardless of committee membership, are invited to participate in all sessions.
Participation in Committee Business Meetings is limited to committee membership.

MONDAY, MAY 7

7:00 a.m.–4:30 p.m.	Registration	Second Floor Prefunction West
3:15 p.m.–5:00 p.m.	General Session	Ballroom B
	Welcome	
	<i>Mike Patterson, Executive Director, Oklahoma DOT; Chair, Agency Administration Managing Committee</i>	
	Keynote Session—Creating an Environment Where People Thrive	
	<i>Jerrod Murr, Paradigm Shift</i>	
6:00 p.m.–8:30 p.m.	Host Night Event—Oklahoma History Center	
	<i>Information in At-A-Glance Agenda.</i>	

TUESDAY, MAY 8

7:00 a.m.–4:00 p.m.	Registration	Second Floor Prefunction West
7:30 a.m.–8:30 a.m.	Networking Breakfast	Ballroom B
8:30 a.m.–10:00 a.m.	HR Workforce Development	
	WA DOT's Strategic Plan and 5 Goals	Ballroom D
	<i>Jeff Pelton, Director, Office of Human Resources & Safety, Washington State DOT</i>	
	Innovative and Participant-Centered Development Programs	Ballroom D
	<i>Kristen Bagwill, Human Resources Employee Development Manager, Missouri DOT</i>	
10:00 a.m.–10:15 a.m.	Break	Second Floor Prefunction West
10:15 a.m.–11:00 p.m.	HR Multidisciplinary Session	
	Dynamic Duo: Workforce Development	Ballroom D
	and Knowledge Management	
	<i>Amanda Holland, Acting Deputy Commissioner, Alaska DOT & Public Facilities</i>	
11:00 a.m.–Noon	HR Multidisciplinary Session	
	Harassment Prevention: What Works with Today's Workforce?	Ballroom D
	<i>Leonard Court, Attorney at Law, Crowe & Dunlevy</i>	
Noon–1:30 p.m.	Lunch-and-Learn	Ballroom B
	Knowing and Learning	
	<i>Dr. Shane Brown, Oregon State University</i>	
1:45 p.m.–3:15 p.m.	KM Fundamentals	Room 9 (Convention Center—Street Level)
	What is Knowledge Management?	
	<i>Leni Oman, Knowledge Strategist, Washington State DOT</i>	
	NCHRP KM-Related Products & Reports	
	<i>Frances Harrison, Spy Pond Partners</i>	
3:15 p.m.–3:30 p.m.	Break	Second Floor Prefunction West

3:30 p.m.–5:15 p.m. **Round Robin: KM in State DOTs** *Room 9 (Convention Center—Street Level)*
Moderated by Leni Oman
King Gee, Staff Liaison, Committee on Knowledge Management;
Director of Engineering and Technical Services, AASHTO

WEDNESDAY, MAY 9

7:30 a.m.–8:30 a.m. **Breakfast** *Ballroom B*
8:30 a.m.–10:00 a.m. **Committee on Knowledge** *Room 9 (Convention Center—Street Level)*
Management Business Meeting
10:00 a.m.–10:15 a.m. **Break** *Second Floor Prefunction West*
10:15 a.m.–Noon **Committee on Knowledge** *Room 9 (Convention Center—Street Level)*
Management Business Meeting—Continued

2018 AASHTO AGENCY ADMINISTRATION CONFERENCE

Committee on Agency Administration Meeting | Civil Rights Training Symposium
Committee on Human Resources Meeting | Committee on Knowledge Management Meeting

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