

Permit Process Improvement Implementation Plan

Bill Gilmore	(DOT) - Group Leader
Debbie Barbour	(DOT)
Greg Thorpe	(NCDENR)
David Franklin	(USACE)

Outline

- Overview. Gilmore
- Merger 01 Process. Barbour
- Benefits and recommendations. Franklin
- Organization/Action Plan. Gilmore
- Team Charters Thorpe
- Reporting System. Gilmore
- Q&A

Overview

- Permit Process Improvement

May 7, 2001 - May 11, 2001

- High Level Sponsors

- Roger Sheats, NCDOT
- Len Sanderson, NCDOT
- Dempsey Benton, NCDENR
- Colonel DeLony, USACE

Overview

Purpose

- Streamline the permit process
- Provide timely delivery of project and enhance the environment while doing so.

Overview

- Process Improvement Findings
 - Could significantly shorten time to let
 - Would remove permitting from project delivery critical path

Overview

■ Recommendations

- Modify the Merger Process
- Investigate and implement approximately 26 action items

Merger 01 Process

Overview

Debbie Barbour

Benefits and Recommendations

David Franklin



Benefits

- Shorter process
- Potential cost savings (\$)
- Predictability improved
- Closer coordination - cooperation
- Better projects with better environmental protection
- Increase in customer satisfaction

Legislature

- MPOs to address ICI
- Reduce the number of high impact TIP projects

Programming

- Build time for permitting into programming of projects
- Accelerate the Pre-TIP process
- Involve agencies during system planning
- Increase use of merger

Mitigation

- Conduct mitigation process improvement
- Develop pan-agency mitigation policy
- Provide flexible mitigation
- Mitigate for watershed losses, not by individual project
- Mitigate for all agency needs

Resource Commitment

- Provide additional staff for proactive and advance mitigation
- Provide adequate personnel for Merger 01
- Hire, train, and keep staff

Mitigation

- Develop mitigation “sponsors”, inception to success
- Provide up-front mitigation

Permit Application

- Develop one DOT-specific permit application form
- Identify all permit requirements prior to submitting permit
- Establish pre-application process
- Develop standard checklist for applications
- Develop DCM pre-application process
- Identify high quality resources at pre-TIP

Training

- Train all agencies on GIS
- Provide training for all DOT Branches and Divisions as well as resource agencies

Guidance

- Develop criteria avoidance/minimization criteria
- Provide guidance on professional conduct
- Set thresholds to apply new regulation to existing projects

Other Recommendations

- Items have been addressed in process redesign

Organization/Action Plan



Light Based Implementation of the Plan Critical Dates

Task	Duration	Start	End	ES	EF	LS	LF	TF	FF
1. Develop project and goal approval	10/1/2015								
2. Develop the Business Model (at least 1)	10/1/2015								
3. Develop initial business plan	10/1/2015								
4. Develop initial business plan by October	10/1/2015								
5. Develop monthly revenues forecast	10/1/2015								
6. Develop the budget plan	10/1/2015								
7. Develop the business plan	10/1/2015								
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50. Develop the business plan	10/1/2015								

SEE HANDOUT

Tasks

- Developed during Process Diagnostic
- Scoped at second meeting
- Categorized into critical, needed, & nice to have
- Prioritized
- Scheduled

About The Teams

- Were Hand Picked
- Leader and Members
- Teams Should Confirm
 - Members
 - Overall Tasks
 - Revise Tasks & Timeframes through group leaders

Team Charters

Greg Thorpe

- Represent critical assessments
- Mission
- Expectations
- Individual Charters

Reporting System

- Monthly Progress Reports will be made to sponsors through Coordination Group Leader.
- Coordinate, ask for guidance through your Group Leader.

Reporting System

- Report will involve assembly of individual team status reports.
- Combined progress report will be given back to teams for their records.

What We Will Need From Team Leaders

- Activities undertaken during the month
- Identification of
 - Encountered problems
 - Any change in status or timing
 - Actions needed of upper management

What We Will Need From Team Leaders

- Planned Activities for next month
 - Meetings
 - Tasks
 - Etc.
- % Complete

What We Will Need From Team Leaders

- One to two page limit
- Email to Ehren Meister

emeister@dot.state.nc.us

First Assignment

November

1. Call your first team meeting
 2. Review scope document
 3. Refine document if necessary
 4. Rely on your facilitator
 5. Coordinate with your group leader
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- Give us a progress report at the end of the month!

Thank you!!!

This is an important mission