

 <p style="text-align: center;">Bulletin Statewide Program Unit Certification Program Office (CPO)</p>	NUMBER	101_15	SUPERSEDES	New
	EFFECTIVE DATE	03/01/2016	PAGE NUMBER	1-2
	REFERENCE	ODOT Certification Program		
	TARGET AUDIENCE	Fully and Conditionally Certified Local Public Agencies, R1, R2, and R3 Region Managers, and ODOT Local Agency Liaisons, Subject Matter Experts, ODOT Active Transportation Manager		
SUBJECT	CC			
Certification User's Group Survey Results				

PURPOSE:

This bulletin advises local public agencies, and internal and external stakeholders of the certification program survey results and a broader local project delivery improvement initiative.

BULLETIN INFORMATION:

Based on customer feedback, and in an effort to improve our Local Public Agency Certification process, we are forming a Certification User Group. The group will be made up of representatives from local agencies and other stakeholders. In November, we sent an on-line survey to get your input on the formation of the Certification User Group (see [Bulletin 101_12](#)). Thank you for your responses. We appreciate your time and input. Your responses will be helpful in guiding the mission and organization of the Certification User Group. A summary of the survey results can be found at <http://www.oregon.gov/ODOT/HWY/LGS/Pages/Certification.aspx>.

Overall, responses to the survey suggest the following priorities for the Certification User Group:

- Streamline and improve the Certification Program.
- Improve ongoing communication and further develop relationships between ODOT and local public agencies.
- Provide training and improve understanding of federal regulations, requirements, and processes.
- Provide a forum to share certification program information and local agency best practices.
- Develop a means for ODOT and local public agencies to better coordinate resources.

Based on feedback from the survey, the need for improvement and increased collaboration within the Certification Program is clear.

In addition, there is an initiative underway to improve the local program as a whole being sponsored by ODOT's Intermodal Leadership Team (ILT), which includes reevaluating the policy vision and direction of the Certification Program. Throughout the winter and early spring of 2016, that team will be working with internal and external stakeholders to develop this new vision. The Certification User Group will be a key element in the larger initiative.

Therefore, our next steps in the formation of the Certification User Group are to:

- Develop a draft framework for the Certification Program going forward.
- Bring internal and external stakeholders together in May 2016 to workshop the new framework.
- Finalize our recommendations for the new Certification Program vision in June-July.
- Convene internal and external stakeholders in early fall 2016 to develop the Certification User Group based on the program’s new vision.

We will continue to engage through established forums and groups throughout the process, and encourage local agencies to continue engaging the Certification Program through their Local Agency Liaisons and the Certification Program Office directly.

If you have questions, please contact McGregor Lynde, Active Transportation Manager at mgregor.lynde@odot.state.or.us or (503-986-3880), or Tiffany Hamilton, Certification Program Manager at Tiffany.HAMILTON@odot.state.or.us or (503-986-3649).

Thank you. We look forward to working in partnership with you to improve our certification process.

Feedback:

We are always trying to continually improve. Please provide any feedback regarding this document to ODOTCertification@odot.state.or.us.

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