Example 2021-23 Strategic Action Plan Quarterly Progress Report

Metric: 100% of ODOT projects apply the Social Equity Engagement Framework by 2023.

Metric Progress: 2021 target is 10 projects – report progress update on 3/21.

Outcome	Implementing Action	Action Completion	Milestone	Milestone Deadline	Additional Information
Implement a Social Equity Engagement Framework at ODOT	Implement a Social Equity Engagement Framework on 10 ODOT projects spread throughout the state.	10/30/2021	Determine initial ten projects.	1/31/2021	
			Edit Framework as needed to fit projects.	3/1/2021	
			Complete implementation of Framework.	11/30/2021	
	Adjust the Framework to enable scaling agency-wide.	12/31/2021	Identify Framework gaps.	12/31/2021	
			Define a strategy for closing gaps and applying the Framework agency-wide.	12/31/2021	
	Implement the Framework on 50% of ODOT projects.	12/31/2022	Define final set of Framework tools.	1/1/2022	
			Meet with project teams to support adoption and address any issues.	6/1/2022	
			Make any final changes to Framework and launch agency-wide adoption.	10/1/2022	
	Monitor Framework use and make ongoing improvements to increase effectiveness and agency use.	12/31/2023	Define process to report progress and issues.	12/1/2022	
			Make adjustments to Framework and related processes to enhance effectiveness.	12/31/23	

Metric: Reduce greenhouse gas emissions from ODOT activities.

Metric Progress: Gathering data on emission baseline during 2021 – prepare update for 3/21.

Outcome	Implementing Action	Action Completion	Milestone	Milestone Deadline	Additional Information
Shrink ODOT's Carbon Footprint	Inventory the emissions coming from the materials and fuels used to build transportation projects and maintain the system.	12/31/2021	Complete an inventory of construction and maintenance emissions from materials and vehicles.	11/30/2021	
			Define baseline emissions data and establish reduction targets.	12/31/2021	
	Identify and pursue lower carbon materials and fuels.	12/31/2022	Identify opportunities to shift to lower carbon materials and fuels.	12/31/2021	
			Work with project delivery staff and ODOT contractors to modify processes to phase use of lower carbon construction and maintenance practices.	6/30/2022	
			Design evaluation and reporting processes.	9/30/2022	
			Issue first report on emissions savings.	12/31/2022	
	Avoid emissions by investing more in low and no emission modes such as biking, walking and public transportation.	12/31/2023	Develop processes to estimate emissions from different project types to inform project selection.	6/30/2022	Tied closely to ODOT's outcome to Improve Equitable Access to Active and Public Transportation.
			Apply estimation approach to funding allocations and project selection to enable decisions that lower ODOT's GHG emissions.	6/30/2023	
			Track investments with estimates of emissions resulting from all major ODOT investments and compare to prior ODOT investments.	12/31/2023	

Metric: Be prepared to implement large-scale Road Usage Charging by 2026.

Metric Progress: Gathering data on planning baseline – on track to report 3/21.

Outcome	Implementing Action	Action Completion	Milestone	Milestone Deadline	Additional Information
Implement Large-scale Road Usage Charging by 2026	Implement a manual reporting option for Road Usage Charging members.	12/31/2021	Update requirements, amendments to contracts, and develop reporting option with vendors.	3/1/2021	
			Move manual reporting option into production.	7/1/2021	
	Pursue legislation that sets the stage for large-scale RUC.	7/1/2021	Work with Road User Fee Task Force to submit a bill for consideration in the 2021 Legislative Session.	1/31/2021	
			Support Task Force during 2021 Session.	7/1/2021	
	Continue public outreach efforts to increase Road Usage Charging enrollment to 2,000.	7/1/2022	Draft strategic outreach plan based on evaluation report findings from fall 2020.	7/1/2021	
			Develop an education effort targeted at Area Commissions on Transportation and other stakeholders.	12/1/2021	
			Execute on strategic outreach plan.	12/31/2023	
	Streamline point of sale enrollment at auto dealerships to facilitate expansion of Road Usage Charging.	7/1/2023	Identify and engage in partnership with stakeholders and dealerships for pilot.	12/31/2021	
			Create project charter and identify requirements.	12/31/2022	
			Target completing pilot by July 1, 2023.	7/1/2023	
	Deploy a connected vehicle ecosystem that supports large-scale Road Usage Charging implementation.	7/1/2023	Select a qualified consultant to design a system to process and analyze connected vehicle data to support Road Usage Charging and system operations applications.	1/1/2021	
			Work with Connected Vehicle Ecosystem Consultant to define the road map forward.	7/1/2021	
			Procure a qualified Connected Vehicle Ecosystem system development vendor.	1/1/2022	
			Pilot demonstration that validates Road Usage Charging data transfer component.	7/1/2023	