

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

**A. GENERAL INFORMATION**

1. Date

January 29, 2016

2. Department

California Department of Transportation

3. Organizational Placement (Division/Branch/Office Name)

District 5 Director's Office

4. CEA Position Title

Corridor Manager, Santa Barbara County Highway 101

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

Under the general direction of the District Director, the Corridor Manager will be responsible for the management and implementation of all aspects of projects in the Highway 101 corridor in Santa Barbara County. The Corridor Manager will be the focal point for Caltrans with legislators, local agencies, permitting agencies, and other partners and stakeholders. The projects will incorporate all phases of project development from design through construction, including overall project quality assurance activities.

6. Reports to: (Class Title/Level)

District Director, CEA B

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain): The Corridor Manager will report critical information to the District Director, a member of the Executive Management Team.

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

**B. SUMMARY OF REQUEST**

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Act as projects' focal point in decision making and negotiations with legislators, external regulatory agencies at the local, state, and federal levels, and with local businesses and property owners. Establishes and maintains partnerships with local communities and agencies with an interest along the corridor, including but not limited to Santa Barbara County Association of Governments (SBCAG), Federal Highway Administration (FHWA), California Coastal Commission (CCC), to name a few. Coordinates with the Public Information Office for all media inquiries and events on corridor projects. Facilitates a seamless migration of projects into the State Highway System regarding State standards, local law enforcement, and community objectives.

Provides consistency and general direction to project staff in project management, design and construction of corridor projects. Monitors, coordinates, forecasts and reports on all activities required to ensure the successful delivery and completion of projects within the corridor. Works with functional branch chiefs, establishes project work plans (scope, task, schedules, staff requirements, budgets, quality procedures, etc.) and negotiates project resource commitments. Manages and coordinates activities to effectively utilize resources and staff to achieve project objectives. Responsible for planning and directing the quality assurance efforts to ensure project priorities and schedules are met.

Responsible for project compliance on all legal issues, environmental guidelines, State and Federal law, policies regarding the expenditure of public funds and compliance with FHWA regulations. Participates on the District Executive Management Team by collaborating with other Executives in developing policies, determining objectives, staffing issues, workload projections, resource allocations, and budget redirection, as appropriate.

Represents the District at community, regional, and statewide meetings. Provide District with timely and accurate project status information. Ensures and monitors standards for customer service for both external and internal customers.

**B. SUMMARY OF REQUEST (continued)**

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: Transportation issues in Santa Barbara county are highly political and dynamic. The Highway 101 Corridor is one of only two north-south routes in California and is critical to the transportation system. Several large projects are planned in the coming years that will address the economic and daily impacts that delays in this corridor have on the state. Having a single focal point for this corridor will provide Caltrans with increased ability to make key project and policy decisions and give Caltrans increased credibility with local agencies, legislators, permitting agencies, and other partners and stakeholders. Successful completion of this important corridor will provide a safe, sustainable, and integrated transportation system well into the future.

**B. SUMMARY OF REQUEST (continued)**

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

Highway 101 in Santa Barbara County has approximately \$1 billion in corridor projects in the coming years. Caltrans and the local community have sought improvements in this area for the last 20+ years and have not had a successful plan to date. There is finally momentum with local government support and complex funding to make the necessary improvements with the upcoming programmed projects. Additionally, this request for a CEA to focus on this corridor is responsive to requests by funding partners to achieve the mutual goal.

The corridor is highly sensitive and complex. The CEA will be expected to manage the funding complexity that requires balancing both existing and future Caltrans and CTC policies. The funding plan for the projects require high level policy decisions in order to maximize the flexibility of each funding source. In addition to sensitive funding issues, the corridor has sensitive natural and historic resources which will require engagement at the highest level of Caltrans' resource agency partners to deliver the projects.

This corridor is critical to statewide movement of people and goods, as evidenced by the closure of I-5 at the Grapevine on October 16, 2015. Highway 101 through Santa Barbara is one of only two north-south routes providing a crucial transportation link in the State. A break on Interstate 5 re-routes traffic to Highway 101, including the trucks that provide goods movement critical to keeping the economy healthy. The future projects in this area will improve Highway 101's ability to serve the critical route between northern and southern California.

The engagement of local stakeholders with policy makers at the highest level require a Corridor Manager at the CEA level. Over the last few years both the Director of Caltrans and the Governor have been involved in discussions and decisions about Highway 101 in Santa Barbara County. The CEA Corridor manager will be able to engage in these discussions.

**C. ROLE IN POLICY INFLUENCE**

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

The CEA will develop written testimony and presentations on the responsibilities and decisions of the Corridor Team. Serves as Caltrans Corridor Manager for interactions with the Governor's Office, Agency, and the Caltrans Directorate, coordinates press inquiries, legislative briefings, and other similar requests. Ensures website and other communication materials are comprehensive, well-written, technically accurate, and professionally written.

Develop policy to design, implement, and report on the corridor-wide partnerships and status. This position must be at a level sufficient enough to educate, inform, and advise the California State Transportation Agency Secretary, the Executive Directors of Regional Agencies, City Council Members, County Supervisors, Media, private sector business leaders, public members and others. In addition, this position will require interaction between multiple state agencies and departments including the California Highway Patrol, California Coastal Commission, California Department of Fish and Wildlife, U.S. Fish and Wildlife Service, Army Corps of Engineers, and local jurisdictions.

Develop policy recommendations as to whether a corridor program should be permanent or further explored based on the success of this corridor. Prepare, provide, and/or present oral and written testimony and presentations on the decisions of the corridor partners.

**C. ROLE IN POLICY INFLUENCE (continued)**

**13. What is the CEA position's scope and nature of decision-making authority?**

Under the direction of the District 5 Director, the CEA is responsible for the decisions necessary to carry out the successful development of transportation projects in the Highway 101 corridor in Santa Barbara County. The CEA will develop policy to guide the development and evaluation of the corridor. This corridor will implement asset management principles and serve as an example of implementing goals of the new 2015-2020 Strategic Plan.

In addition, the CEA will establish and institute new policies for an efficient transportation system, which is critical for California's economy and quality of life. The Santa Barbara Corridor requires a holistic approach to leverage local, state, and federal funds that are necessary for the improvements that will reduce congestion and improve service. The CEA will serve as the corridor's project focal point in decision making and negotiations with legislators, external regulatory agencies at the local, state, and federal levels, and with local businesses and property owners.

**14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?**

The CEA will be interpreting and implementing evolving policy and the state's Asset Management approach to preserving corridor assets. The CEA will present policies and strategies to District Director, RTPA Board Members, and California State Transportation Agency to bring about corridor improvements, modifying Measure A (local measure funding) strategic plan, STIP, and SHOPP commitments.

The CEA will develop new policies for stream-lined decision making, funding parameters, scope control in the corridor, etc.