

 Rollout Streamlined Environmental Review Process (DO03)		Project Charter MLT Approved 10/4/2011			
SECTION 1: Project Summary					
Concept Definition	Streamline environmental review processes to reduce project delivery time to benefit stakeholders.				
Program	Department Operations	Project Lead(s)	Karie Brown, Kelly Selman		
Exec. Sponsor	John Barton	Sponsor	Cathy Floyd		
SECTION 2: Vision Alignment					
Problem	The current environmental process at times is inconsistent, complex, and lengthy resulting in unmet customers' expectations for project implementation (missed lettings, unpredictable reviews).				
Goal	The goal of the project is to improve predictability and effectiveness of the environmental process resulting in a reduction in cycle time by 25% by May 1, 2013 and by 50% by May 1, 2014.	Measurable Benefit Target	25% to 50% in cycle time reduction		
Scope	<p>Includes:</p> <ul style="list-style-type: none"> - Document types include: Classification letter, Administrative Completeness Document, ENV Review Document (PCE, State CE, Federal CE, State EA, Federal EA, Federal EIS, Re-Evaluations), Environmental Reports. - Determine how well Documents are meeting the regulatory requirements and customer expectations (including quality). - Determine the right role, location, organization and staffing levels to review/make recommendations/approval of documents. <p><i>Process Start - Request for Project Classification</i> <i>Process Stop - Approval by TxDOT (State Reviews) or Submitted to Federal Highway (Federal Reviews) for Approval.</i></p> <p>Excludes:</p> <ul style="list-style-type: none"> ENV Framework Content of SOPs not related to scope Content of SOUs Certification Curriculum MOUs Production of Document Content Scoping (per SB1420) External Agency Review Cycles 				
Associated Goals / Visions / Recommendations	Source / ID#	Text			
	Council 660	Expand the recently implemented streamlined environmental review process to other types of environmental reviews.			
	S.B. 1420	Sunset bill specifies review times.			
SECTION 3: Execution Detail					
Related Efforts / Risks	Related Efforts: Environmental Process Framework Project; Rule Revision/MOUs Project; TxDOT Environmental Staff Certification Project. Related Risks: substantive noncompliance identified after the fact; perceptions; decreased quality; loss of credibility				
Tailoring	Tailoring Tier	Org Impact	Project Size	Complexity	Execution Risk Rating
			Medium	Complex	Medium
Forecasted Milestone Schedule	Phase Completion Tollgate	Due Date	Approach Overview:		
	Concept Definition	10/1/2011	Capture VOC		
	Concept Validation	11/1/2011	Collect Cycle Time Data		
	Design	2/1/2012	Document and assess current process		
	Build	5/1/2012	Define metrics and goals		
	Implement	1/1/2013	Conduct "Lock and Rock" (Sept) - (To-Be Process, ID Quick-Wins, Improvement opportunities)		
			Identify Opportunities for Improvement		
			Validate or develop new process flow for reviewing NEPA/Environmental/Public Involvement Documents being produced by TxDOT or local entities and governments.		
Team Members	Name	Role	Name	Role	
	Karie Brown - North Region	Project Lead - North Region Environmental Coordinator	Vicki Crnich - ENV Div	Environmental Affairs Division Project Delivery Manager	
	Kelly Selman - Dallas Dist	Project Lead - Dallas District Deputy District Engineer	Bruce Jensen - ENV Div	Environmental Affairs Division Historical Studies Supervisor	
	Mike Walker - Austin Dist	Austin District Environmental Coordinator	Lisa Hart - ENV Div	Environmental Affairs Division Programs Management Section Director	
	Jennifer Adams - Lufkin Dist	Lufkin District Environmental Coordinator	Tim Decker - Kaepfel Consulting	Coach	
	Melisa Montemayor - Laredo Dist	Laredo District Advance Transportation Planning Director	Allan Osterman - Kaepfel Consulting	Coach	
	Jonathan Bean - San Antonio Dist	San Antonio District Advance Transportation Planning Director			
	Mike Rhodes - Waco Dist	Waco District Environmental Coordinator			
Doug Booher - Texas Turnpike Authority	Texas Turnpike Authority Environmental Coordinator				
SECTION 4: Change Management Assessment					
Audience	Impact	Stakeholder	Concern(s)		