



Wyoming
Department
of Transportation

Strategic

Plan

2012 - 2015



WYOMING DEPARTMENT OF TRANSPORTATION

October 2012 - 2015 Strategic Plan



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INTRODUCTION

Six years ago, the Wyoming Department of Transportation (WYDOT) began a formal process to develop an overall strategic plan and cascade that process down throughout the agency. This effort resulted in every Program having a strategic plan, also named a Balanced Scorecard (BSC).

The following is WYDOT's Strategic Plan for 2012-2015 (Strategic Plan or Plan) that provides a guide for describing and accomplishing Department priorities over the next 3 years. The vision, mission, and values developed six years ago remain the same; however, the overall goals for WYDOT were recently updated to reflect areas of emphasis of the new Executive Staff leadership team.

In this plan you will find an overview and functions of the Department and the most recent organizational chart. The Department's shared vision, mission, and values follow. The six goals are listed, including overall strategies, which describe how the Department will accomplish the goals. There is also a short explanation of the BSC methodology.

In the next three years, all WYDOT Programs will go through the second iteration of strategic planning and updating their existing BSCs. In addition, the State of Wyoming has implemented a new appraisal system named the Performance Management Initiative (PMI). The PMI takes the goals that WYDOT Programs have established and aligns them with the goals their employees need to fulfill. This new process completes the strategic planning cycle of setting an overall strategic plan, having Programs set goals that are aligned with the overall plan, and finally having Programs align their employee individual goals to the Program goals.



OVERVIEW OF THE AGENCY

The Wyoming Department of Transportation is the largest state agency, with more than 2,000 employees dispersed throughout the state. Employees are responsible for overseeing 6,800 miles of highways, of which more than 900 miles are interstate. Job functions vary from construction, maintenance, law enforcement, regulatory and air service. For more details, see **FUNCTIONS** below. The transportation system serves all the citizens of Wyoming in addition to facilitating interstate commerce and travel.

The Wyoming Department of Transportation's current budget can be viewed at <http://www.dot.state.wy.us/home/administration/budget.html>.

FUNCTIONS

The department's primary functions include the following:

Construction

Planning, designing, and building transportation projects.

Maintenance

Keeping existing pavements (chiefly highways and airport runways) and roadside features (such as bridges, drainage, fences, guardrail, and rest areas) in as good a condition as possible.

Law Enforcement

Enforcing Wyoming's motor vehicle traffic laws, providing crash response and investigation, facilitating safety education, and collecting user fees.

Administration/Regulatory

Issuing and regulating driver's licenses, regulating commercial vehicles, administering vehicle title and registration, and collecting and distributing state fuel taxes. Also, communicating with and educating the traveling public, including providing road and travel information.

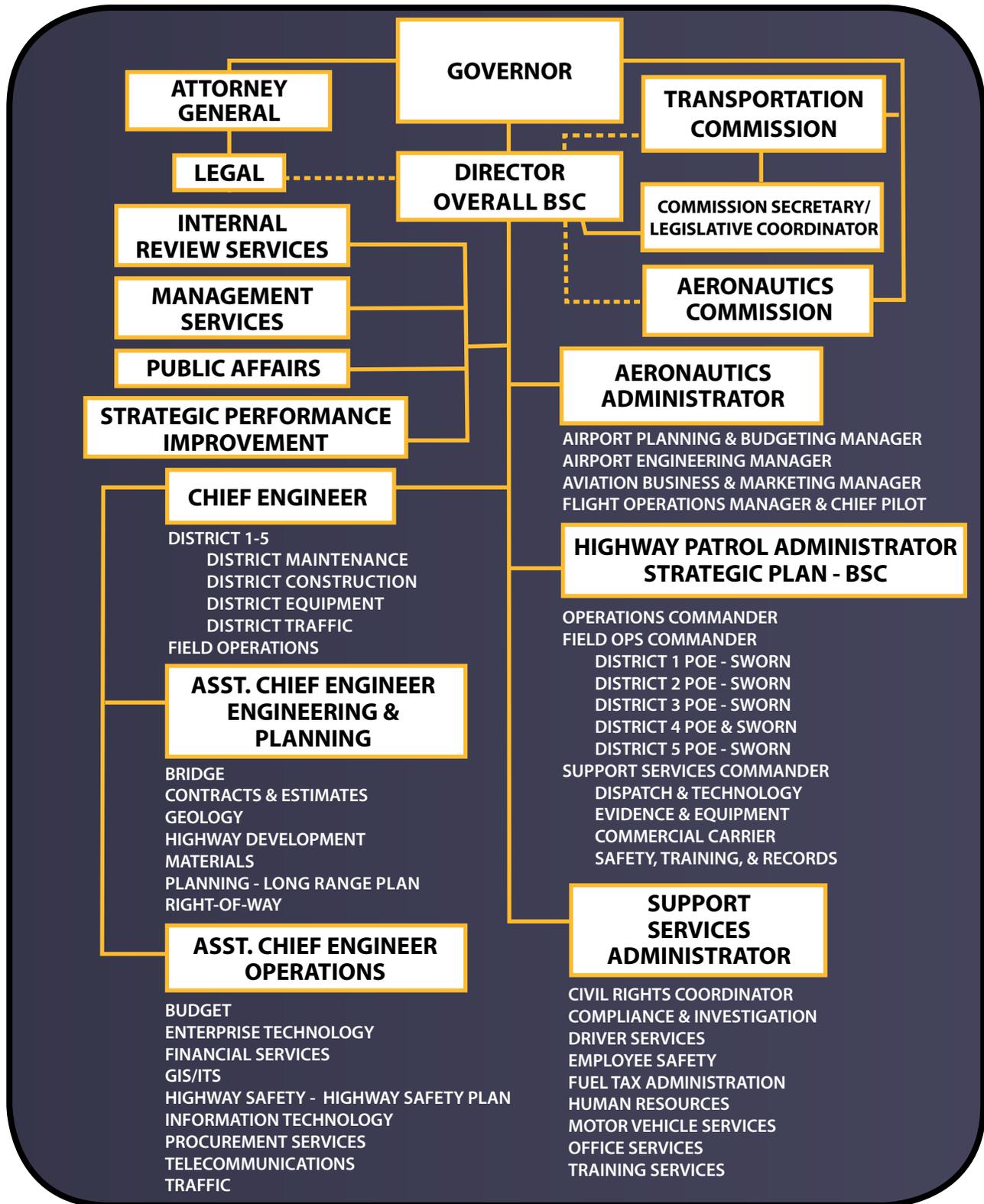
Aeronautics

Managing the state's Airport Improvement Program, operating the state's aircraft, enhancing commercial air service, and administering federal-aid funds related to aeronautics.



ORGANIZATION CHART

Click on [here](#) to view the most recent Strategic Plan/BSC document.



SHARED VISION, MISSION, & VALUES

The following are the shared vision, mission, and values for WYDOT:

Vision

Excellence in Transportation

Mission

Provide a safe, high quality, and efficient transportation system

Values

The Wyoming Department of Transportation has five values that serve as a code of conduct for its employees:

- 1) Honesty
- 2) Accountability
- 3) Commitment
- 4) Respect
- 5) Innovation

- We are committed to achieving our mission.
- We are honest in all our dealings with each other and the public.
- We consistently and responsibly fulfill our duties as public servants.
- We respectfully consider the opinions and values of others.
- We seek excellence through innovation and creativity.

OVERALL GOALS

The six overall goals for the Department are:

- 1) Improve Safety on the State Transportation System
- 2) Serve Our Customers
- 3) Improve Agency Efficiency and Effectiveness
- 4) Take Care of All Physical Aspects of the State Transportation System
- 5) Develop and Care for our People
- 6) Exercise Good Stewardship of Our Resources



OVERALL STRATEGIES

To assist WYDOT in achieving its six goals, the following strategic performance measures have been established.

- 1) Improve Safety on the State Transportation System through education, engineering, enforcement, and other innovative methods.
- 2) Serve our customers by gathering feedback to anticipate and meet their needs. Also, by telling our story better to help our customers know what our role is in the State of Wyoming.
- 3) Improve agency efficiency and effectiveness by identifying opportunities to improve processes and reduce redundancy. Emphasize and promote accountability throughout the organization by getting better at Performance Management Initiative (PMI), coaching, and clearly explaining agency expectations to all employees.
- 4) Take care of all physical aspects of the State Transportation System.
- 5) Develop and care for our people by:
 - a. providing our employees with opportunities for personal and professional growth in a safe and creative environment.
 - b. providing an adequate work environment.
 - c. providing supervisory and leadership training.
 - d. improving personnel processes.
 - e. having Programs continue to offer each employee an Individual Development Plan (IDP).
- 6) Exercise Good Stewardship of our resources by:
 - a. wisely caring for the resources with which we have been entrusted.
 - b. using Asset Management and the Long-Range Plan to support a pavement preservation strategy with MAP-21 requirements.
 - c. ensuring Department grants are fully expended in accordance with requirements.
 - d. ensuring all projects stay on or under budget.
 - e. better communicating the stewardship and accomplishments of the Department.



PERFORMANCE MEASURES

The Performance Measures are updated when needed and shown on the [Balanced Scorecard](#).

BALANCED SCORECARD METHODOLOGY

WYDOT uses the BSC throughout the Department. The BSC template allows all Programs to display their strategic plans and enables them to easily read other Programs' BSCs. The Department adopted the BSC as it focuses on four critical areas:

- *Customer service*
- *Improving processes*
- *Employee learning and growth and*
- *Using Department resources responsibly*

To view the agency's current overall Balanced Scorecard, please click [here](#).



SUMMARY

One of the most important parts to any strategic plan is the discussion and planning process that goes into developing the plan. The next important component of the plan is putting the strategies into action. Without this vital step the plan is just a document.

WYDOT is serious about improving as an agency and being accountable for resources entrusted to its care. This strategic plan helps us do that by guiding actions and communicating the results.

