



2018-19 Action Plan Summary

This is a summary of the annual planning document that guides the ASDSO board of directors, committees, task groups, interest groups and staff to carry out the objectives of the Strategic Plan. Projects are tracked by category (in green). There are 144 projects in the plan.

AWARENESS CAMPAIGNS

Create participation plan for publicizing National Dam Safety Awareness Day and Engineering Week.

Promote special public awareness events through press releases, news articles, website, etc. Urge member participation through Speakers Bureau, social media, public meetings, etc.

Maintain Speakers Bureau and Review Powerpoints for Improvement and Update All Tools as Needed. Work on getting volunteers to tell us when they make presentations.

Use ASDSO's Social Media presence to send awareness messaging.

Create public safety at dams subpage on website.

Create and disseminate messages about safety at dams via all ASDSO communications outlets.

Go to trade shows and make presentations to focus groups on public safety at dams. (Boating groups for instance)

Identify partners and outlets for communicating 'safety at dams' messages. Consider forming a "Safety at Dams" coalition.

Create a portable low head dam model.

Collect data on drowning incidents and rescue incidents at dams. Coordinate with other data collection POCs.

Help distribute best practices materials for reducing the risk of drownings/accidents at dams.

Do a Call for Interest to create new computer animations and dam owner videos.

COORDINATION WITH PARTNERS

Maintain a list of partner organizations categorized by associated areas of interest. Use as needed. See Partner and Industry POCs Tab.

DHS DAM SECTOR: SECTOR SPECIFIC PLAN IMPLEMENTATION

Participate in the DHS Dams Sector Coordinating Councils.

Participate in the DHS Dams Sector Levee Sub-Council GCC/SCC, which serves in an ad-hoc advisory role to the Nation Levee Safety Program.

Work with DHS Dams Sector Specific Agency to plan a Seattle conference session.

Carry out publication communication process with DHS.

Increase state dam safety program participation in Dams Sector activities including the annual information sharing exercise and HSIN membership.

FEMA CONTRACT DELIVERABLE: DAMFAILURES.ORG CONTENT UPDATES

Complete DamFailures.Org content updates with subcommittee researchers.

FEMA-ADMINISTERED DAM FAILURE FORENSIC INVESTIGATION PROGRAM

Monitor FEMA's interest in standing up a Dam Failure Forensic Program. Assist as needed.

STATE DAM SAFETY PROGRAMS IMPROVEMENTS

Review and Update the Model State Dam Program. Encourage federal funding support for the ASDSO task force to complete update.

Improve the Design Review Process at the State Regulatory Level. Review language in Model Program with regard to the definition of a qualified dam design engineer. (Moving toward giving states ability to push owners to hire qualified engineers.) Add new language to better define the design review process.

Improving the Design Review Process at the State Regulatory Level: Explore dam safety engineer credentialing concept.

INTERNAL MANAGEMENT COMMITTEES

Officers Nominations Committee will be formed annually and will provide recommendations on future year officers to the voting membership.

Executive Committee will create the next fiscal year action plan and budget and coordinate on its implementation and administrative management.

Finance Committee will review investments progress routinely and make recommendations to the Board on dues and other income generating sources as needed. Finance Committee will make recommendations to the Board on paying some of the mortgage down in FY19.

C&B to complete drafting amendments to meet new KY corporate statutes, change language to add interest groups, and to give the board and staff more flexibility in creating member categories and groups.

LEGISLATIVE ADVOCACY: FEDERAL

Partner with other organizations urging support for national dam safety policies and programs. Support Appropriations for the USGS Streamgage Program

Provide state performance reports to 2019 ASCE Fly In, to meetings with lawmakers, and as needed.

Participate in ASCE's 2019 Legislative Fly-In and encourage other members to participate.

Educate new Congress about Dam and Levee Safety National Programs. Partner with ASCE Government Relations and meet periodically to form strategies and meet with federal lawmakers/policymakers.

Maintain a pool of key advocacy contacts.

Prepare testimony as needed to educate federal and state legislators about the need for strong dam safety policies and programs.

LEGISLATIVE ADVOCACY: STATES

Assist States with improving their legislative and regulatory authorities. Ask States if They Need Support for Changes in Laws or Regs. Routinely remind states to tell ASDSO about legislative concerns prior to the state legislative sessions.

Support state dam rehab loan/grant programs legislation as it occurs.

Advocate for Alabama Dam Safety Law. Work with Alabama ASCE and ACEC.

U.S. LEEVE SAFETY COALITION PARTICIPATION

Participate in conference calls and meetings of the U.S. Levee Safety Coalition. Develop short administrative principles and discuss with team.

Coordinate staff and member liaisons to the U.S. Levee Safety Coalition.

If there is ever funding for the Corps to carry out the National Levee Safety Program (NLSP), work with US Levee Safety Coalition and the States on National Levee Safety Initiative implementation.

LEVEE SAFETY PROGRAM-NATIONAL

Work with Corps as needed on NLSP implementation needs.

MEDIA COMMUNICATIONS

Committee review and approve refined Press Kit.

Committee review and approve Rapid Response Plan.

Use Rapid Response Plan as needed as events arise.

Committee review and approve Communications Plan.

Media Training: Train spokespeople using media consultant. Provide Rapid Response Plan overview to spokespeople at same meeting.

Scan news routinely, tracking media interest in dam and levee safety and ASDSO and archiving stories as needed. Initiate Response Plan as necessary based on events.

Review nominations for media award in 2018. Committee and staff recommend winner(s) and present at Awards Lunch (maybe).

MEMBER OUTREACH

Go to conferences/trade shows and make conference presentations to focus groups. (IAEM, HydroVision, ASCE) (upon request and in conjunction with Ross's marketing campaign)

Implement action plan for Young Professional Interest Group to engage with ASDSO throughout the year.

Manage social media workgroup that includes representatives of ASDSO's new "young professionals" group.

MEMBER RECOGNITION /AWARDS PROGRAM

General recognition. Continue newsletter forum for individual member news.

Distribute ASDSO Awards on an annual basis including the new ones: young professional, Tschantz Award, Media

Implement plan to enhance recognition of ASDSO Awards.

MEMBERSHIP MANAGEMENT

Manage Member Benefits Programs.

Implement new member category/dues structure.

Transition to new AMS.

Produce Technical Journal for Members. Re-do issue numbering protocol.

Monthly E-News.

Continue to study how members want to get their news from us and how we can deliver it more effectively. (e.g. topic driven content sources - blog, website, emails, newsletter features, etc.?)

Set up campaign to push members toward using their member portal and the LMS system. Postal and email marketing.

Maintain and market use of Career Center. Some transitioning to do with new AMS.

NATIONAL DAM SAFETY PROGRAM IMPLEMENTATION

Stay aware of Interagency Committee on Dam Safety (ICODS) leadership contacts, and objectives and projects that ICODS is working on. Coordinate participation by ASDSO reps or staff on advisory/work groups.

NATIONAL INVENTORY OF DAMS SUPPORT

Encourage states to submit data to the NID and assist the Corps as needed.

PEER REVIEW PROGRAM

Conduct dam safety program peer reviews for owners when requested.

Conduct dam safety program peer reviews for states when requested. Support California in their new Protocol Review.

Conduct 2018-19 Reclamation IRP.

Update peer review manual and report template. Related: recommend updates to the model program. Hold a meeting of the committee.

Recruit and train new reviewers.

Create a peer review program specifically adapted to the FERC ODSP audit requirements, based on the January 2018 guidance.

Use new plan to respond to inquiries and conduct ODSP Audit projects as requested.

Refine procedures for estimating cost of ASDSO Peer Review services.

Continue CA DWR Peer Reviews: ODSP Audit & ISO Assessment.

Perform other ODSP audits as needed:

RECRUITMENT AND RETENTION OF MEMBERS

Maintain membership marketing plan to include non-member outreach and member engagement. Track member engagement and non-member scoring in Informz. Target members who are not engaged and implement a campaign to get them more involved (postal and email) and target non-members who score in A-C range to convert to membership.

Collect dues and recruit.

Take pulse of membership and understand changing environment of member organizations. Distribute member survey to find member interest/needs. Develop exit survey to determine why individuals did not renew.

PROMOTE DAM REHABILITATION FUNDING

Coordinate with FEMA on National Dam Rehabilitation Program Implementation. Provide advice to FEMA on creating the implementation plan (regulations) for the new National Dam Rehab Program.

If National Rehab program gets funded, coordinate communications between FEMA and the States and educate States about program; encourage them to participate.

When NID gets updated in 2018, update the cost of dam rehab estimates.

PROVIDE A RESOURCE CENTER FOR DAM SAFETY INFORMATION

Create dam failure research content plan - utilize same research in different forms (decade dam press releases, journal articles, blog posts and presentations)

Continue to update and improve dam failures/incidents database content. Finalize plan to create a public facing resource database.

Track and archive relevant media stories.

Advocate for and Participate in the Development of National Best Practices Guideline on Public Safety At Dams (reducing the risk of drownings at dams). Coordinate with the NDSRB work group on this topic and with the USSD Safety and Security at Dams.

Organize all national, federal and state guidelines by keywords (for Resources by Topic). Prepare a plan for keeping track of when guidelines are completed or get updated and communicating that to the membership. Work with agencies that create the guidelines to make sure they know that we are distributing this information.

Update Resources by Topic suggested resources. Refine Topics/Keywords to be used for several different projects: LMS, bibliography, model suggested reference library, EDRT. Implement on new website.

Manage ASDSO resource database. Reorganize resources for easier searching. Create an online tool for members to access database.

Disseminate (via website) information on dam safety research. Wait to see if NDSP Research project gets approved and funded.

Maintain Dam Rehab Funding Mechanisms section in the Dam Owners Section of website Resource Center. Provide examples of best practices on financing dam and levee rehab from the state and local levels. Provide examples of innovative dam rehabilitation practices that are cost-effective. (Blogs, review national rehab award winner proposals and papers for case info.)

DDAC will write journal article to finish Dam Design and Construction Issue Paper. Post the full white paper to the ASDSO Resource page on the website.

Organize selected photos/graphics/animations and make them available through the online resource center.

PROMOTE STATE LEADERSHIP IN ASDSO

Manage State Reps transitions, communications, welcome/mentoring program.

Develop Business Meeting Announcement Schedule. Prepare agenda and meeting materials. Prep Officers for holding the annual meeting.

Make sure there is at least one state rep or associate on every committee/task group.

Coordinate state reps appointed to National Dam Safety Review Board and DHS Dams Sector Government Coordinating Council.

Hold a comprehensive and timely orientation for new state reps as needed.

STATE PROGRAM PERFORMANCE DATA COLLECTION, ANALYSIS AND DISSEMINATION

Complete annual state data collection. Communicate with states to make sure all states submit data within the window of time determined.

Retrieve annual data and create analysis charts.

Oversee the creation of performance reports and post to website.

If Model Program is updated in 2018, ask the states to answer all of the Model Program questions in 2019.

Review Performance Reports to identify common areas of weaknesses and strengths. Post results on the State page of website.

Create a focused education project to assist states in understanding one aspect of the performance data and how state compare to one another. Finish the inspection focus report. Send to states for review and input.

Decide to do a new topic after this is complete.

STATE REPRESENTATIVES/STATE ASSOCIATES ENGAGEMENT AND COMMUNICATION

Write and Disseminate a Monthly State E-News

Facilitate Regional Caucus Annual Webinars Prior to Face-to-Face Caucus

Facilitate Regional Caucus Meetings at Annual Conference

Facilitate State Networking includes making sure states have each other's contact info, posting best practices and tips on the website.

Encourage Board members to communicate regularly to state reps in their regions. Provide contact info to regional reps for other states.

Send Series of Communications as needed to States to inform them about ASDSO programs that they can participate in (potentially using State Assistance Grants). Dam Owner Workshops, Training Courses, Sustaining Membership, Peer Reviews. Follow up with individual states as needed.

SUPPORT STATES EDUCATION/TECHNOLOGY TRANSFER

Hold 2 web meetings in the winter and spring. Hold the summer pre-caucus web meetings. As part of this project: Ask states for topics to include: how to communicate with emergency and floodplain managers, increase condition assessment inputs to NID, enforcement, state assistance grants management/project ideas,

risk informed decision making). Maybe a state that does certain practices well would do the webinar. "Here's how we do it." If there's a state-focused soapbox on one or two of these state best practices topics then turn it into a webinar.

Compile and Post Best Practices to the States Page on the Website

Facilitate surveying on specific topics. Post surveys to website. Discuss outcome of each survey at board meetings to decide if there is further action to take based on results.

Continue to establish a task force to investigate tools for states to understand RIDM. First task: Research and share PAR best practices. Collect papers, surveys and other items on this topic and put them in a Sharepoint site. Eventually work on a community page on this topic. Coordinate with USSD Dam Safety Committee, Risk subcommittee. Consider adding guidance in the Model Program.

Create Technology Discussion Forum. It will identify and publish best practices for use of technology in the field of dam safety.

STUDENT OUTREACH

Promote Dam and Levee Safety as a career choice to college students. Promote the internship and career center to students.

Manage Student Paper Competition.

Award Undergraduate Scholarship Annually.

Create new marketing/outreach plan to increase awareness of the scholarship, student paper competition and student membership.

Increase student membership. Committee will create new ways to get students interested - reach out to ASCE student chapters (use their social media accounts). Discuss setting student dues to zero. As part of new dues revisions, recommend change to Bylaws.

TAILINGS DAMS

Assist the Tailings Dams Regulatory Committee as needed to carry out their workplan for the year.

TRAINING PROGRAM: TECHNICAL COURSES

Participate in monthly FEMA Region conference calls as a venue for discussing training. Coordinate any additional information flow to states if necessary.

Provide free webinars to states through the Federal FEMA FY18 Contract.

Review and update the classroom instructor contracting process and documentation. Create a framework for calculating reasonable instructor fees and apply uniformly to all courses.

Continuing education management, including PIE apps and admin processes for NY licensed engineers.

Refine classroom training delivery plan and develop a 4-year framework, including new and revised courses.

Conduct 2018-2019 series of classroom seminars.

Adopt a plan for training committee structure, make-up, and coordination with other committees (Student Outreach, Dam Owner Ed). Integrate a new member nomination and orientation process.

Provide classroom courses to agencies or organizations who request support. Support CA DWR Agreement to provide webinars and classroom courses in California for DWR staff.

Conduct 2018-2019 monthly webinar series.

Conduct 2018 National Conference in Seattle

Conduct 2019 West Regional Conference in Denver.

Start Planning Processes for 2019 Orlando national conference and 2020 Southeast Regional. Conduct site search for 2021 national.

Explore partnering with FEMA on development of new course on EAP development and exercises. Conduct for states as requested.

Continue to advocate for the Program of Study as a national curriculum for dam and levee safety.

TRAINING PROGRAM: DAM AND LEVEE OWNER EDUCATION PROGRAM

Conduct dam owner workshops as requested. South Carolina, Pennsylvania, Georgia, Indiana.

Finish project to turn the 4 owner brochures into fact sheets and integrate with the Ohio fact sheets that we are branding as ASDSO fact sheets.

Create new package of dam owner education webinars/videos. Integrate with updated website pages.

Update 3 dam owner workshops. Integrate new EAP course into the owner education list.

Update Dam Owner Workshop Marketing flyer and create a new marketing campaign.

TRAINING PROGRAMS: FLOODPLAIN AND EMERGENCY MANAGERS

Develop a recorded webinar focusing on intro to dams/how dams work. Add to Dam Owner video project list.

VOLUNTEER DEVELOPMENT

Manage Volunteer Programs (BOD, committees, interest groups, task groups, etc.). Look into Add On to Higher Logic Tools for managing volunteers.

Recruit new volunteers and periodically add them to committees, interest groups or task groups. Focus on making sure there is an AdCom member, State Rep and Young Professional on each committee. Work on roll off plan for members.

WEBSITES MAINTENANCE

Evaluate all of the product delivery methods. LMS, Impexium, AWS. Where will all of the products live? How does the cart work?

Update as needed staff management plan for who-does-what on maintenance.

Manage Learning Management Center

Start the ASDSO blog.