

Over-Dimension Permit System Replacement County Working Group



Tuesday, July 18, 2023 | 11:30am – 12:30 pm

[Click here to join the meeting](#)

For more information about the project please visit the [Oregon OD Permit Project web page](#).

County Representatives:	Attended
Ae-young Lee (Multnomah)	x
Chris Harrell (Hood River)	
Jennifer Drake (Jackson)	x
Michael Johnson (Benton)	x
Mikel Diwan (Hood River)	
Terry Hendryx (Clatsop)	x
Tiffany Netz (Douglas)	
Torina Wilson (Deschutes)	x
Debi Normand (Clackamas)	

OD Permit Project Team Members:	Attended
Sven Johnson (Salem Services Section Manager)	x
Charlie Hutto (OD Program Coordinator)	x
Yvonne Wolf (OD Program Specialist)	
Danielle Hamm (CCD Project Manager)	x
Don Welch (IT Project Manager)	x
Cheralynn Abbott (Change Mgmt Consultant/Facilitator)	x
Carla Phelps (OD Safety & Enforcement Manager)	x
William Ismay (NTT Data)	x
David Babb (OD Permit Manager)	

Time	Topic	Action	Lead		
11:30 – 11:35	5 min	01	Welcome	Informational	Cheralynn
		Objective: <ul style="list-style-type: none"> Thank working group members for their attendance. 			
11:35 – 11:45	10 min	02	Project Updates	Informational	Sven/ Danielle
		Objectives: <ul style="list-style-type: none"> Provide an update on RFP process Recent work with internal stakeholder groups 			
11:45 – 12:15	30 min	03	Discussion: Consolidation of Annual Permits	Discussion	Charlie
		Objective: <ul style="list-style-type: none"> Review information shared last year regarding consolidation plans Discuss how consolidation aligns with current county road permissions 			
12:15 – 12:25	10 min	05	Discussion: Permit Review Process	Discussion	Cheralynn
		Objective: <ul style="list-style-type: none"> Share high-level process that has been drafted. Identify any concerns that counties have 			
12:25– 12:30	10 min	05	Closing Comments and Wrap-up	Discussion	Cheralynn
		Objective: <ul style="list-style-type: none"> Next Meeting: August 15, 2023 			

Meeting Minutes for July 18, 2023

Discussion Notes

Project Updates

- Future State Processes- Continue to work with stakeholder groups to streamline existing process and/or look for opportunity to streamline.
- Stakeholder Engagement- We continue to engage with internal and external stakeholders as we progress through the project.
- Communications- We will expand on communication outreach in 2nd half of this year with carriers.
- Key Milestones/dates- Negotiations are continuing with ProMiles and expected to wrap in August. Once Negotiations are completed, the contract will go to State EIS and DOJ for review. Anticipate wrapping up by end of September or early October. The key dates and milestones will be updated once ProMiles is onboard.

Consolidation of Annual Permits

- Provided review of annual permit consolidation plan
- Current State: More permit types than are necessary resulting in complexity and potential confusion for carriers when we move to an online self-service system.
- Summary of anticipated changes:
 - Annual:
 - Consolidate based on OAR Division and Federal Reporting Requirements (34 to 18).
 - Carrier will be issued a single permit document.
 - Carriers can add more than one permit type to cover their needs at \$8/each (Example: Over-width and Extended Weight = \$16)
 - Where allowed, carriers can add additional jurisdictions.
 - Single Trip:
 - Consolidate based on OAR Division and Federal Reporting Requirements (27 to 8).
 - Issue Division 82 Permits by general commodity type:
 - ◇ Logging Equipment
 - ◇ Construction Equipment
 - ◇ Agriculture Equipment
 - ◇ Energy
 - ◇ Self-Propelled Vehicle
 - ◇ Other
 - No longer require Serial Number for Division 75 Permits
- New Annual Permit Examples include but are not limited to:
 - Unusual over-width divisible loads: ANNUAL Permit Includes:
 - hay bales in multiple
 - grass seed / mint leaf bags in multiple
 - lumber in multiple
 - Over-width and legal weight loads: ANNUAL Permit Includes:
 - truck tractor and semitrailer
 - truck and trailer
 - solo vehicle
 - pickup and trailer
 - Multnomah County supports simplifying the permits.

Review of Charlie's Spreadsheet- Questions:

- A.Lee- Multnomah- Has lost all understanding of vocab terms in the columns, is there any way to contract with ODOT to re-exam these and not sure how we got to these answers years ago.?
 - Charlie- anticipates we will send out notification to each county and explain about what's covered now and if county will consider changing "no" to a "yes" in the future.
 - Cheralynn – Barrier for counties right now with lack of knowledge and information, our job to help counties gain knowledge to make more informed decisions on what to allow/not allow on their roads.
 - Terry (Clatsop)- Having actual descriptions for the columns would help change a "no" to "yes" in the future.
 - A.Lee- would be good to know why things ended up the way they were in the past.
 - David Babb- ODOT could put a criteria list together that supports the spreadsheet and send out to Counties.
 - Cheralynn – May be able to prioritize the decisions that need to be made based on areas where consistency across the counties is already high.
 - Tornina- Depends on what road and every road is different. Unladen vs. heavy haul is very different as well. Further review and understanding is needed.
 - May be helpful if ODOT shared more information about what carriers are typically needing.

Internal Stakeholder Spotlight:

- Permit Review Process - Monitored Moves
 - Imagine New OD Permit System to be:
 - Require changes to how we handle permits that need a "review"
 - Proactively "thinking ahead" to how the system/process can best serve everyone's needs—getting to specifics where needed
 - Includes enhancing consistency across different Road Authorities
 - Have outlined a "Future state" view of the process to take effect when the new OD Permit system is in place
 - We'll use the Future State with ProMiles to configure the system, prepare users, and be ready to operate smoothly when it goes live
 - Goal is to take full advantage of system capabilities to improve service and efficiency for all users
 - Current Future State Assumptions:
 - System will have parameters to "flag" any request that needs additional review.
 - Estimate 50-60% of requests need review. 40-50% will be auto-issued.
 - OD Permit Unit does initial assessment. If accommodations can be made, permit will be issued without Road Authority* review. (Percentage TBD.)
 - ◇ Sometimes the OD Permit Unit knows the answer will be "no" and/or see that a carrier is attempting to use the county as a thoroughfare which is ideal so they'll continue to screen for these situations before forwarding for review.
 - If County Review *is* needed, those will go to a County "queue" in the system. Alert sent to the designated contact(s) in each County.
 - Need to set & manage permissions to log in and work on (edit, comment) a request
 - Messaging/comments on a request remain within the system
- Questions:
 - A.Lee- Likes that ODOT has first crack at reviewing permits and communicating with carriers (has been nice for Multnomah). Support streamlining, however, so if steps can be removed that's a good thing especially for counties because resources are limited. Curious to see how it will actually work.
 - Torina- SU5, 6,7 – consider them solos?
 - Charlie- Hauling divisible loads, they haul dirt, rocks, not excavator or dozer. They are a solo vehicle, but don't usually carry things that require permits. They could haul something that requires permit, but usually don't due to axel load.

Next Steps

- ODOT will provide meeting slides – Counties will review DRAFT future-state permit review process and share any concerns with the project team. Note that the process is a starting point for conversation with ProMiles as they may have recommendations on best to accomplish our needs.
- ODOT Project Team will think about how to help bridge the knowledge gap so that the Annual Permit Consolidation conversation can move forward.

Over Dimension Permit System Replacement County Working Group

July 2023

Today's Agenda

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Project Updates

Current Focus

Future State Processes

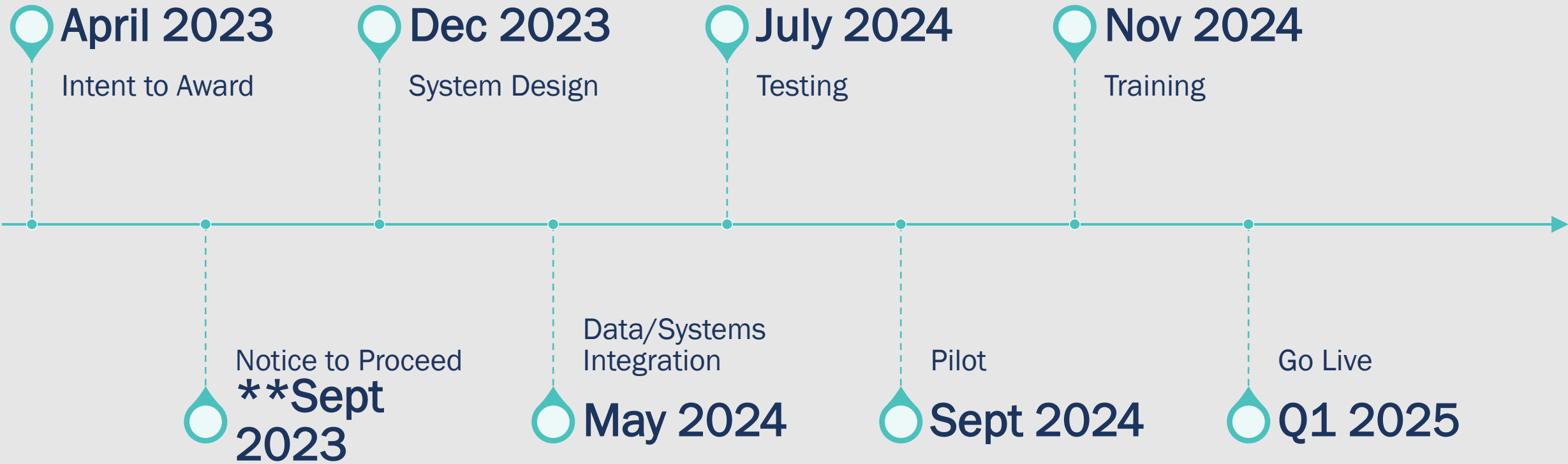
financials, temporary restrictions, permit reviews

Stakeholder Engagement

continue to provide updates, discuss concerns and understand their needs

Communications
increasing awareness is
primary goal in 2023

Looking ahead...Targeted Milestones



**All dates are subject to negotiation timelines and agreed upon implementation schedule with ProMiles.



Permit Simplification

Part of our efforts to streamline existing business processes in preparation for the new system.

Key Messages – Why Simplification?

- Make it easier for the carriers to get what they need
- Increase driver and motor carrier safety
- Simplify enforcement of permits
- Reduce paperwork (single permit document, potential for electronic credentials)
- Improve reporting capabilities
- Reduce program management costs (documentation and training)

Permit Simplification – SUMMARY

Current State: More permit types than are necessary resulting in complexity and potential confusion for carriers when we move to an online self-service system.

Annuaals:

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Single Trip:

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New Annual Permit Examples

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Includes:

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Over-width and legal weight loads: ANNUAL Permit

Includes:

- truck tractor and semitrailer
- truck and trailer
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Discussion Topics

- Current county road permissions.
- Impact of Annual Permit consolidation.
- Goals: Simplify programming, greater consistency in which type of permits can be issued across the state

Permit Review Process

Internal Stakeholder Spotlight

District Maintenance Staff

Imagining the New OD Permit System

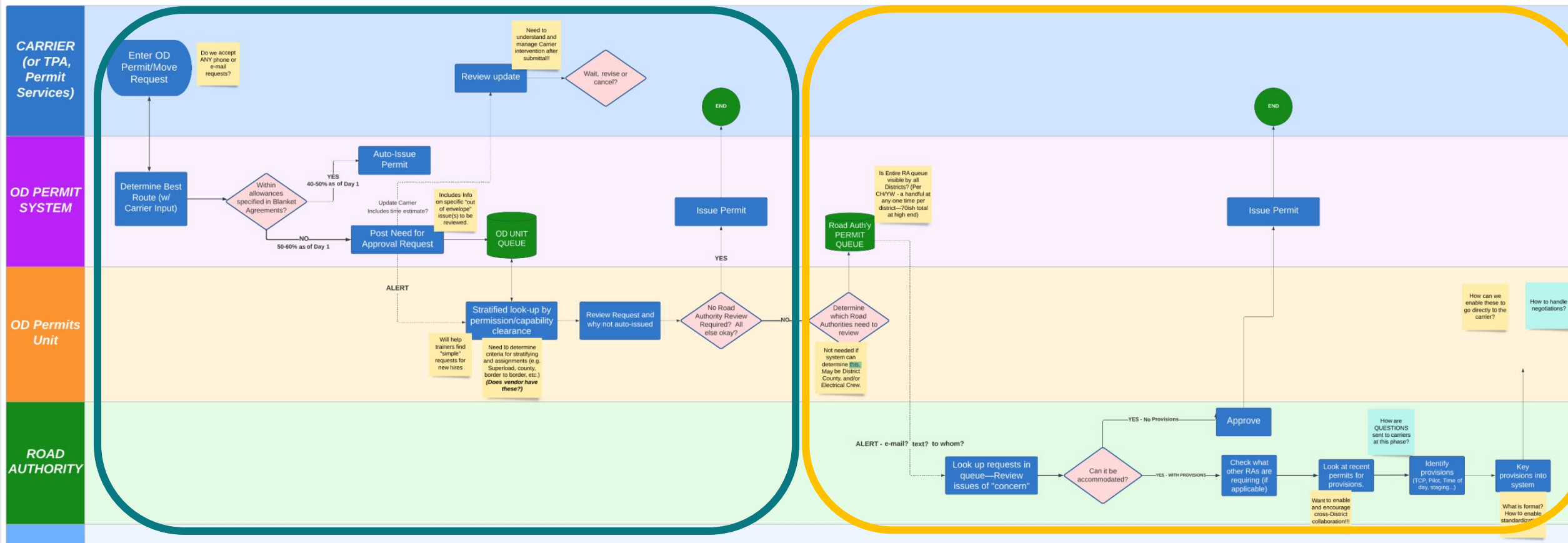
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- Goal is to take full advantage of system capabilities to improve service and efficiency for all users

Not everything we want may be possible. And the vendor may have “better ideas.”

Future State Map - overview

Phase 1: Input from Carriers, OD Unit review, auto-issue or determine needed reviews

Phase 2: Road Authorities review, ask questions, set guidelines, approve permit



Current Future State Assumptions

- System will have parameters to “flag” any request that needs additional review.
 - *Estimate 50-60% of requests need review. 40-50% will be **auto-issued**.*
- OD Permit Unit does initial assessment. If accommodations can be made, permit will be issued without Road Authority* review. (Percentage TBD.)
- If County Review *is* needed, those will go to a County “queue” in the system. Alert sent to the designated contact(s) in each County.
 - *Need to set & manage permissions to log in and work on a permit request*
 - *Messaging/comments on a request remain within the system*

Further Future State questions ...

- When Counties have questions for a Carrier, how best to handle communication?
 - *Channel through OD Permits unit? Go direct through system messaging?*
- How should new system impact response turnaround time?
 - *Adjusted based on when request is submitted? Posted in queue?*
 - *How to ensure “coverage” based on staff hours (e.g. 4/10 schedule)?*

Other Questions? Reaction to the Future State?

REMINDER: OD Permit System Replacement External Webpage

Project
Timeline

Anticipated
Benefits

Stakeholder
Group Info



SCAN ME



Thank You!
