



United States Department of the Interior
BUREAU OF RECLAMATION
Washington, D.C. 20240



IN REPLY REFER TO:

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84-40000
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MEMORANDUM

To: Deputy Commissioner - Policy, Administration and Budget
Deputy Commissioner - Operations
Directors, Denver Office
Attn: 84-40000, 84-50000, 86-60000, 86-68000
Regional Directors
Attn: PN-1000, MP-100-, LC-1000, UC-100, GP-1000

From: Robert W. Johnson
Commissioner

Subject: Decision Related to Managing for Excellence Team 35 - Final Recommendations

The team addressing subject action item has completed its task. A copy of their report and the resulting document are attached for your information and use in implementing the recommendations listed in the decision document. You are hereby directed to implement the recommendations contained in the attached document, Managing for Excellence Team 35 Final Recommendations. The Director of Technical Resources should establish and implement the Science and Technology Team as recommended. The Directors of Security, Safety, and Law Enforcement, Technical Service Center, and Office of Program and Policy Services, and the Regional Directors should appoint representation to the team. The team should be established no later than May 31, 2007.

Please contact Mr. Bruce Muller, (Acting) Assistant Director, Security, Safety, and Law Enforcement telephonically at 303-445-3734 or via electronic mail at bmuller@do.usbr.gov should you have any questions.

Attachments - 2

cc: 91-00000 (Collier), 91-10000, 92-00000 (Burman, Brown), 94-00000 (Oates), 94-30000 (Wolf, Smith), 96-40000 (Quint) (w/att)
84-2000 (Beckmann, Moon), 84-21000 (Feuerstein, Wendling), 84-27000 (Harrison, Mattingly), 84-40000 (Rudd), 84-5000 (Pratt), 84-55000 (Rocha), 84-52000 (Rober), 86-6000 (Medina), 86-68000 (Gabaldon, Weitkamp), 86-6900 (Hennig) (w/att)
PN-1050 (Wirkus), LC-1300 (Johnson), DK-100 (Breitzman) (w/att)

Science and Technology Team Charter

Background

The Science and Technology (S&T) Program is the primary Research and Development (R&D) arm of Reclamation.

The S&T Program is an internal, applied R&D program that is focused on a full range of solutions for Reclamation water and power managers and their project stakeholders. The program has contributed many of the tools and capabilities in use today by Reclamation and western water managers. The program is Reclamation-wide; and uses a competitive, merit-based process to select R&D that is conducted under four primary focus areas:

- Improving Water Delivery Reliability
- Improving Water and Power Infrastructure Reliability and Safety
- Advancing Water Supply Technologies and Water Efficiency Solutions
- Improving Water Operations Decision Support Capabilities

All S&T projects typically exhibit strong cost-share and collaboration with other federal and nonfederal entities that join forces with Reclamation's technical experts and resource managers.

The program goal is to be the *"Best in the West at Finding Solutions to Water Problems and Fostering R&D Collaborations."*

S&T Team Purpose

The S&T Team will be a resource for making recommendations to improve Reclamation's accomplishments related to science and technology. As directed by the Director of Technical Resources, the S&T Team may also be a resource to provide an independent evaluation of program performance in accordance with OMB's requirements for federal R&D Programs established under PART.

Team Leadership Structure

The Director of Technical Resources provides executive sponsorship of the Steering Committee. The Research Director serves as the chair of the S&T Team. Team representatives will include one from each of the five regions, TSC, SSLE, and OPPS. The Research and Development Office staff will provide support functions to the S&T Team as necessary. Other organizations will be called upon to participate on an as-needed basis for input on particular issues.

Responsibilities: The S&T Team is responsible for making recommendations to achieve the following improvements:

1. Improve both regional and Reclamation-wide awareness of the science and technology knowledge gaps that challenge Reclamation's mission.

2. Expand the tracking of technology emerging from the public and private efforts external to Reclamation.
3. Advance the integration across Reclamation in the conduct of R&D and deployment of successful results as solutions, best practices, and new knowledge.
4. Increase outreach and collaboration with project beneficiaries and other stakeholders.
5. Improve R&D partnership building with national, regional, and local federal and non-federal research and water/hydropower managers.
6. Encourage additional link(s) to universities that offer unique opportunities to leverage scientific expertise and build relationships with students as recruitment opportunities.

Frequency of Meetings

Team meetings or conference calls will be held a minimum of twice per year. At these meetings arrangements will be made for obtaining project beneficiary and stakeholder input, as appropriate.

Communication of Meeting's Outcome

The S&T Team will seek input and convey information throughout Reclamation to ensure that Team products represent a well-communicated analysis of current agency issues and activities. Meeting notes will be summarized by the Team's staff person and made available to the members for review within 7 days after the meeting. These meeting notes (a narrative summary of the discussions held, decisions made, and action items) will be made available to all employees via the Reclamation Intranet, and to stakeholders via the internet, as soon as practical following review and finalization of the meeting notes.

Reevaluate the Science and Technology Program Steering Committee

Executive Sponsor

David Achterberg, Director, Security, Safety, and Law Enforcement

Team Members

Dennis Breitzman, Chuck Hennig, John Johnson, Karl Wirkus

Key Organizational Function Interfaces

Director of Technical Resources; Director of Office of Program and Policy Services (OPPS); Director of Security, Safety, and Law Enforcement (SSLE); Regional Directors

Action Item Statement from the Managing for Excellence Action

Reevaluate the Science and Technology (S&T) Program Steering Committee's charge to increase opportunities to meet mission-core Research and Development (R&D) needs in the future.

Scope Statement from the Managing for Excellence Project Management Plan

Either redefine or validate the Steering Committee's role in seeing that the agency's mission related R&D needs are met.

Approach and Methodology

The team's approach was to review the history and evolution of both the Science and Technology Program and the S&T Program Steering Committee in light of the spirit of Managing for Excellence. The team drafted a charter for a S&T Team to replace the Steering Committee with the charge to make recommendations to achieve improvements in the following areas:

- Improve both regional and Reclamation-wide awareness of the science and technology knowledge gaps that challenge Reclamation's mission.
- Improve tracking of technology emerging from public and private efforts external to Reclamation.

- Improve integration across Reclamation in the conduct of R&D and deployment of successful results as solutions, best practices, and new knowledge.
- Improve outreach and collaboration with project beneficiaries and other stakeholders.
- Improve R&D partnership building with national, regional, and local federal and non-federal research and water/hydropower managers.
- Improve link(s) to universities that offer unique opportunities to leverage scientific expertise and build relationships with students as recruitment opportunities.

The team recommends membership of the S&T Team be modified from the Steering Committee by eliminating membership by outside organizations. This recommendation is based on the team's belief that a process can be developed (e.g., regional meetings or subject matter workshops) which would result in participation by a more representative cross-section of Reclamation customers and stakeholders. This change in organization will also eliminate any potential conflicts with FACA requirements. The team recommends the S&T Team develop such a process and also recommends that representation from OPPS and SSLE be added to the S&T Team.

Deliverables


A charter for the Science and Technology Team (copy attached).

Recommendations

The Commissioner should:

1. Approve the charter for a S&T Team and direct the Director of Technical Resources to establish and implement the team.
2. Direct the Regional Directors and the directors of OPPS and SSLE to appoint representation to the S&T Team.

Submitted by:


 Dennis Breitzman, Team Leader – Date


 David Achterberg, Executive Sponsor – Date


 Larry Todd, Deputy Commissioner, PAB – Date