

**Dirt Gravel and Low
Volume Road Program**

WEBINAR

**QAQC
Update**

1/14/21 Starts at 9am

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QAQC:



- **Review of Current Process**
- Results from Round III
- Potential Changes Round IV

- **Who is on the QAQC Team**
 - State Conservation Commission Staff
 - Penn State DGLVR Center Staff
 - DEP Regional Field Rep

- **What is the purpose of the QAQC visit?**
 - 2 or 3 Day Visit to individual conservation district
 - Insure Program standards are being upheld.
 - Review of program funding / expenditures
 - Educational and feedback opportunity for District Staff.

- **2 Categories – Administration /Functionality and Projects**
- **Commendations, Recommendations, and Required Actions**
- **“Unacceptable”, “Doesn’t Meet Expectations”, “Meets Expectations”, “Exceeds Expectations”, or “Exceptional”**

- **Commendations**

- Items that the QAQC Team feel deserve Commendations (Sunshine Act, QAB members visit sites, good projects)

- **Recommendations**

- Recommendations that may improve the program but are not required (more outreach, copy of QAB/board minutes in file)

- **Required Actions**

- Things that are required to be completed. Will follow up to ensure these have been completed. (policies, accounting, DSA certs)

Evolution of QAQC's

- **Round 3 included a much more in depth review of finances**
 - Quarterly report reviews
 - QuickBooks / documentation of expenses
- **Higher focus on stream crossings**
 - Round 2 saw few installations
 - Round 3 they were much more common
- **Combined Admin & Functionality into one section**

QAQC:

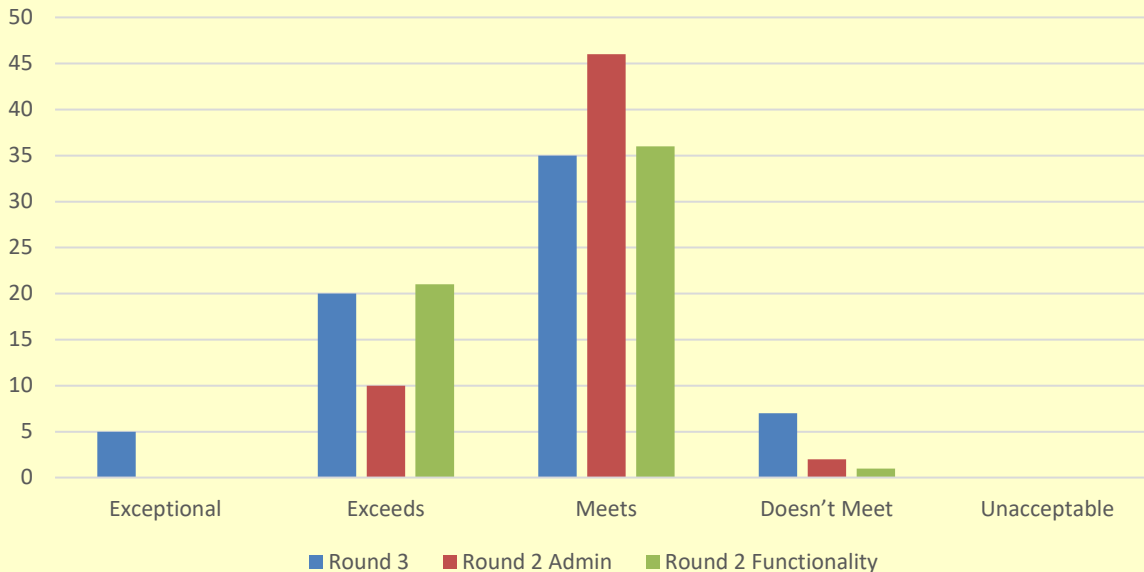
- Review of Current Process
- **Results from Round III**
- Potential Changes Round IV



Administrative / Functionality

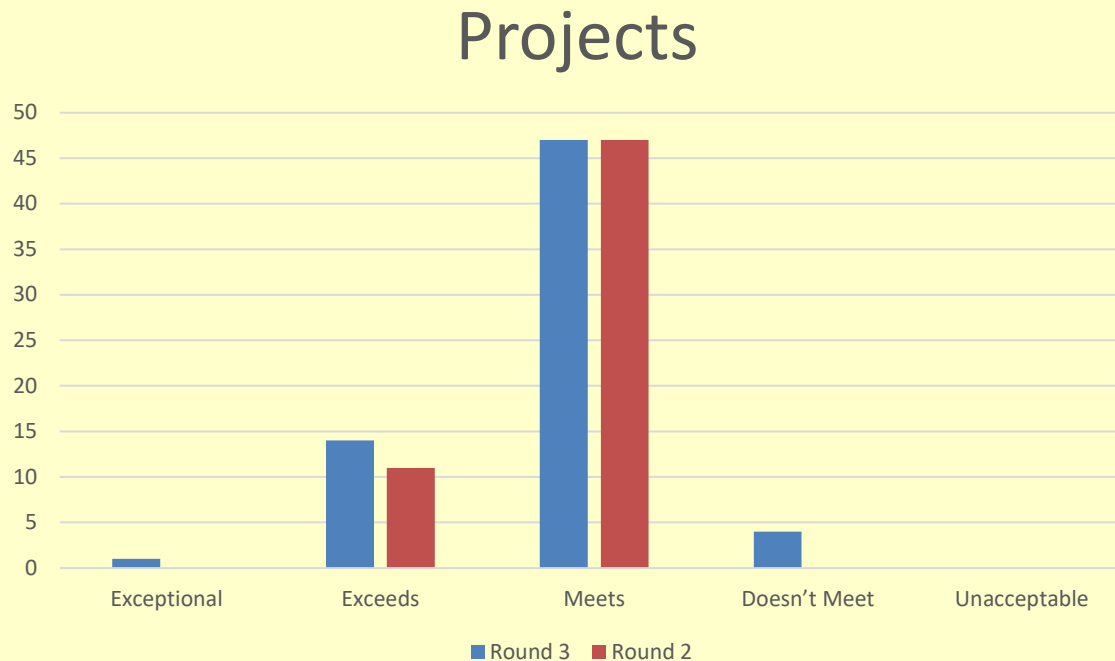
- 5 Exceptional, 20 Exceeds, 35 Meets, 7 Doesn't Meet
- Previous Round
 - Admin (10 Exceeds, 46 Meets, 2 Doesn't)
 - Functionality (21 Exceeds, 36 Meets, 1 Doesn't)

Administration / Functionality



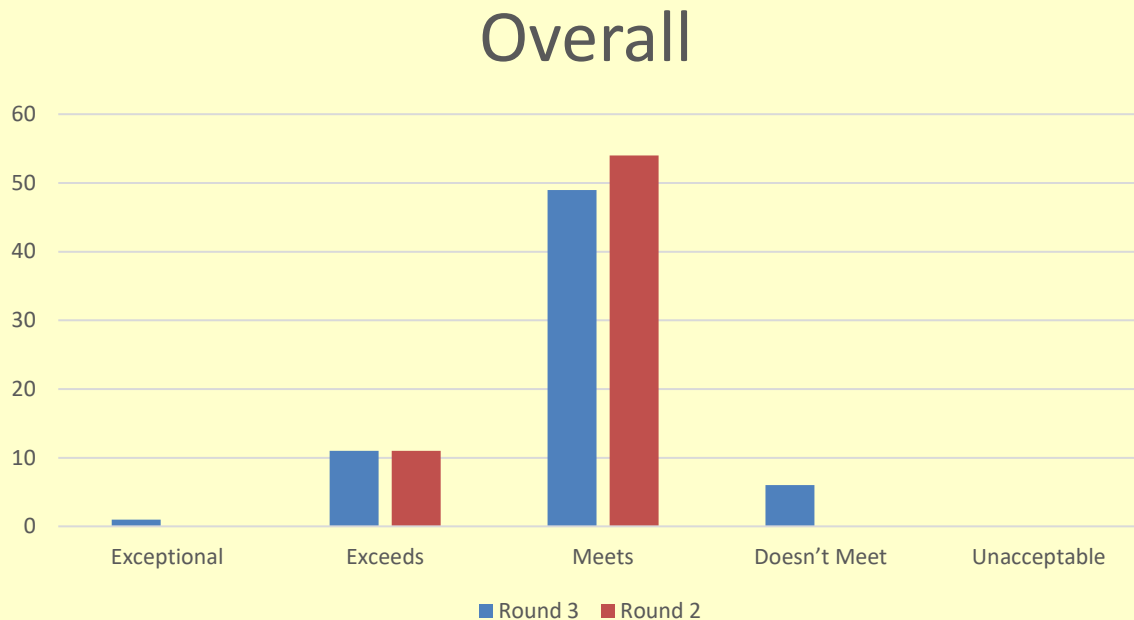
Project Site Review Ratings

- 1 Exceptional, 14 Exceeds, 47 Meets, 4 Doesn't Meet
- Previous Round Project
 - (11 Exceeds, 47 Meets, 0 Doesn't Meet)



Overall Ratings

- 1 Exceptional, 11 Exceeds, 49 Meets, 6 Doesn't Meet
- Previous Round
 - (11 Exceeds, 54 Meets, 0 Doesn't)



What are the Districts doing
that exceed expectations?

- Going above and beyond what is required
 - Construction Oversight
 - **Not only being onsite, but ensuring program standards are upheld.**
 - **Correcting improper installations**
 - Preapp/Precon meeting for every project
 - Incorporate ideas to improve applications / workplans
 - Outreach and Education
 - Personal visit to each municipality
 - Exceptional Financial Tracking
 - Very good drainage projects / phased with DSA / Comprehensive
 - Making the program a priority

What are the Districts doing
that don't meet
expectations?

- **Financial Issues**
 - Documentation / Reporting / Tracking issues
 - Using program funds to purchase items for other programs
 - Abusing Admin/Edu funds

- **Administrative Functionality Issues**
 - Lack of construction oversight
 - Limited outreach / education
 - Not ensuring program policy is met

- **Funding projects outside of policy (Repeated Issue or Several Projects)**
 - Stream crossings (< bankfull, multiple pipes)
 - 2A surface material
 - Off right of way issues
 - Funding only DSA with no drainage improvements

Commendations

Most Common Admin/Functionality Commendations:

- Good District Staff (82%)
 - Dedicated to the success of the program
 - Active in the program / attends training regularly
 - Administers the program effectively

- Preapplication / Preconstruction Meetings occur for every project (23%)

- Financial Reporting / Tracking is well organized and easy to follow (34%)

Most Common Admin/Functionality Commendations:

- Good working relationship with: (52%)
 - Project participants
 - SCC, CDGRS, TU, etc.

- Hard files are well organized and contain all necessary documentation (49%)

- QAB active and enthusiastic

Most Common Project Commendations:

- Good Project(s) / Comprehensive workplans / Implement a variety of ESM practices (77%)
- Good Project locations / located in areas with clear environmental impacts
- Good headwalls and Endwalls
- Good use of fill to elevate roadway
- Good use of crosspipe locations / good spacing / etc.

Recommendations

Most Common Recommendations:

- Technical recommendations on Stream crossings (71%)
 - Bankfull width or wider structure
 - Establish Bank Margins
 - Low Flow Channels
 - Limit Use Round Pipes
 - Longitudinal Profile
 - Seek Assistance from CDGRS / TU
 - Disconnect Drainage

- Attend Stream Crossing Training - (50%)

- Utilize /implement more / better pipe installation/
shallow cross pipes (40%)

Other Recommendations:

- QAB related items (31%)
 - Appoint Alternates
 - Attend Additional Training
 - Review SCC / Local policies / be familiar with them
 - Update local policy to be inline with program policy

- More Outreach and Education (24%)

- Don't use drop inlets on Dirt Road

- Fill across road profile "shoulder to shoulder" with no grade changes

- 4-6% crown on DSA placements

Required Actions

Most Common Required Actions:

- **Follow stream Crossing Policy / Stream Related Required Actions (80%)**
 - **Less than 100% bankfull pipes**
 - **Not designed and constructed to accommodate AOP**
 - **Application to small streams**
 - **Project not eligible for replacement / funded items outside of policy**

- **Off Right-of-Way (44%)**
 - **Written Landowner Permission**
 - **No Prior SCC Approval**
 - **Funded Off ROW items outside of policy**

Other Required Actions:

- Training requirements:
 - Administrative training
 - ESM training
 - Additional stream crossing training

- More outreach and education is required
 - Equal access

- Prevailing Wage Documentation

- Full Depth Reclamation
 - 3rd party mix design
 - Usually shallow grind, not FDR

QAQC:

- Review of Current Process
- Results from Round II
- **Potential Changes Round IV**



Potential Changes for Round IV:

- Zoom interviews seemed to be successful
 - More participation than normal
 - More time to focus on field reviews

- View more under contract sites

- Would like to revamp the process

- Shorter, more “digestible” reports
 - Checklists? Forms?
 - More Pictures, less words?

Plan moving forward:

- Develop a QAQC Round IV Workgroup
- Develop a questionnaire to send to all Districts / field reps / QAB members to get input on how to improve the process
- Personal phone call from Justin to District staff to try to get additional feedback
- Start Round 4 as soon as possible

Dirt, Gravel, & Low Volume Roads Program

Questions?
Discussion?

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