



STATE OF VERMONT
JOINT FISCAL OFFICE

MEMORANDUM

To: Joint Fiscal Committee members
From: Sorsha Anderson, Senior Staff Associate
Date: July 26, 2022
Subject: Position Request – JFO #3107

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration. This grant is being held for the JFC meeting scheduled for July 28, 2022.

JFO #3107 – Twenty-six (26) limited-service positions to the VT Agency Transportation from the Federal Highway Administration. Funding through the Investment Infrastructure and Jobs Act (IIJA) is expected to increase the Department workload by 30-50% over the next 5 years. Positions funded through 9/30/2026.

[Received July 26, 2022]

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions prior to the JFC meeting scheduled for July 28, 2022.

STATE OF VERMONT Joint Fiscal Committee Review Limited Service - Grant Funded Position Request Form

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Transportation / multiple divisions Date: 5/18/2022

Name and Phone (of the person completing this request): Jayna Morse, (802) 917-3828

Request is for:

Positions funded and attached to a new grant.

X- Positions funded and attached to an existing grant approved by JFO #

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

Federal Highway Administration, Title 23 Highway Trust Fund Apportionment, see attachment.

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

Title* of Position(s) Requested # of Positions Division/Program Grant Funding Period/Anticipated End Date

See Attached. 26 Positions

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

The IJA is expected to bring an additional \$70-100M in annual investment for the next 5 years. The increased workload is anticipated to be 30-50% more than what the Agency currently is managing. These positions are critical to keeping up with current workloads and schedules as well as increased pressures from incoming funding streams. This includes recouping federal dollars spent on emergency response efforts. But for these positions AOT will not be able to successfully and promptly manage all available federal funding as it becomes available for apportionment to the State.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

Joe Flynn

5/18/2022

Signature of Agency or Department Head

Date

Aimee Pope

Date: 2022.05.18
12:01:55 -04'00'



Approved/Denied by Department of Human Resources

Date

Adam Greshin

Date: 2022.05.18
13:53:12 -04'00'

Approved/Denied by Finance and Management

Date

Douglas R. Farnham

Date: 2022.05.18
14:00:01 -04'00'

Approved/Denied by Secretary of Administration

Date

Approved/Denied by Governor (required as amended by 2019 Leg. Session)

Date

7/2/22

Comments:

Attorney position will be made exempt.

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

Title of Position(s) Requested	# of Positions	Division/Program	Grant Funding Period/Anticipated End Date
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Contact Person for these positions: Jayna Morse, 802-917-3828			
Administrative Services Manager I	1	F&A/Emergency Mgmt.	Nov 1, 2021 - Sept 30, 2026
Administrative Services Manager I	2	F&A/ Finance & Admin	Nov 1, 2021 - Sept 30, 2026
Continuous Improvement Program Manager III	1	F&A/Performance	Nov 1, 2021 - Sept 30, 2026
AOT Process & Performance Analyst	1	F&A/Performance	Nov 1, 2021 - Sept 30, 2026
AOT Contracts Specialist I	2	F&A/Contract Admin	Nov 1, 2021 - Sept 30, 2026
Civil Rights Program Coordinator	1	F&A/Civil Rights	Nov 1, 2021 - Sept 30, 2026
AOT Audit Specialist I	1	F&A/Audit	Nov 1, 2021 - Sept 30, 2026
Technical Training Manager	1	F&A/VTTC	Nov 1, 2021 - Sept 30, 2026
Assistant Attorney General	1	F&A / Legal (AGO)	Nov 1, 2021 - Sept 30, 2026

Contact Person for these positions: Robert M. White, 802-224-6592			
Civil Engineer I	3	Highway/Asset Management Bureau	Nov 1, 2021 - Sept 30, 2026
AOT Technician VI	4	Highway/Operations & Safety Bureau	Nov 1, 2021 - Sept 30, 2026
AOT Environmental Specialist I	1	Highway/Right of Way	Nov 1, 2021 - Sept 30, 2026
AOT Environmental Biologist I	1	Highway/Right of Way	Nov 1, 2021 - Sept 30, 2026
AOT Historic Preservation Specialist	1	Highway/Right of Way	Nov 1, 2021 - Sept 30, 2026
AOT Technician V	2	Highway/Right of Way	Nov 1, 2021 - Sept 30, 2026

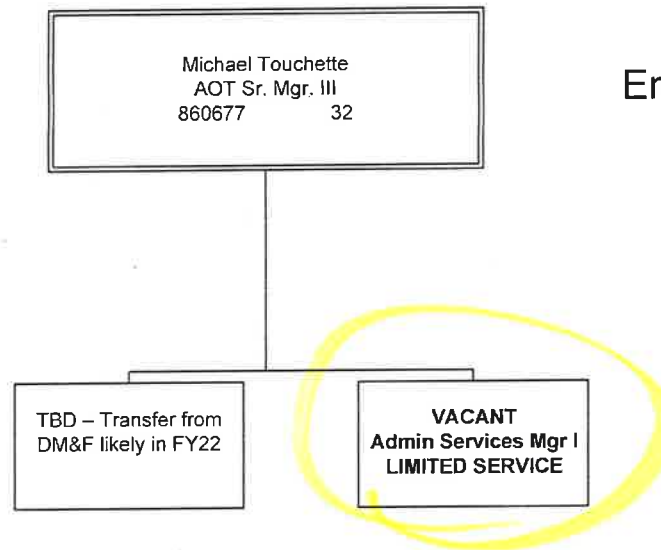
Contact Person for these positions: Dan Delabruere, 802-279-2647			
Project Manager I	2	PPAID/Rail & Aviation Bureau	Nov 1, 2021 - Sept 30, 2026
Public Transit Administrative Services Coordinator I	1	PPAID/Public Transit	Nov 1, 2021 - Sept 30, 2026

Jayne.

Org charts enclosed.

Thanks,

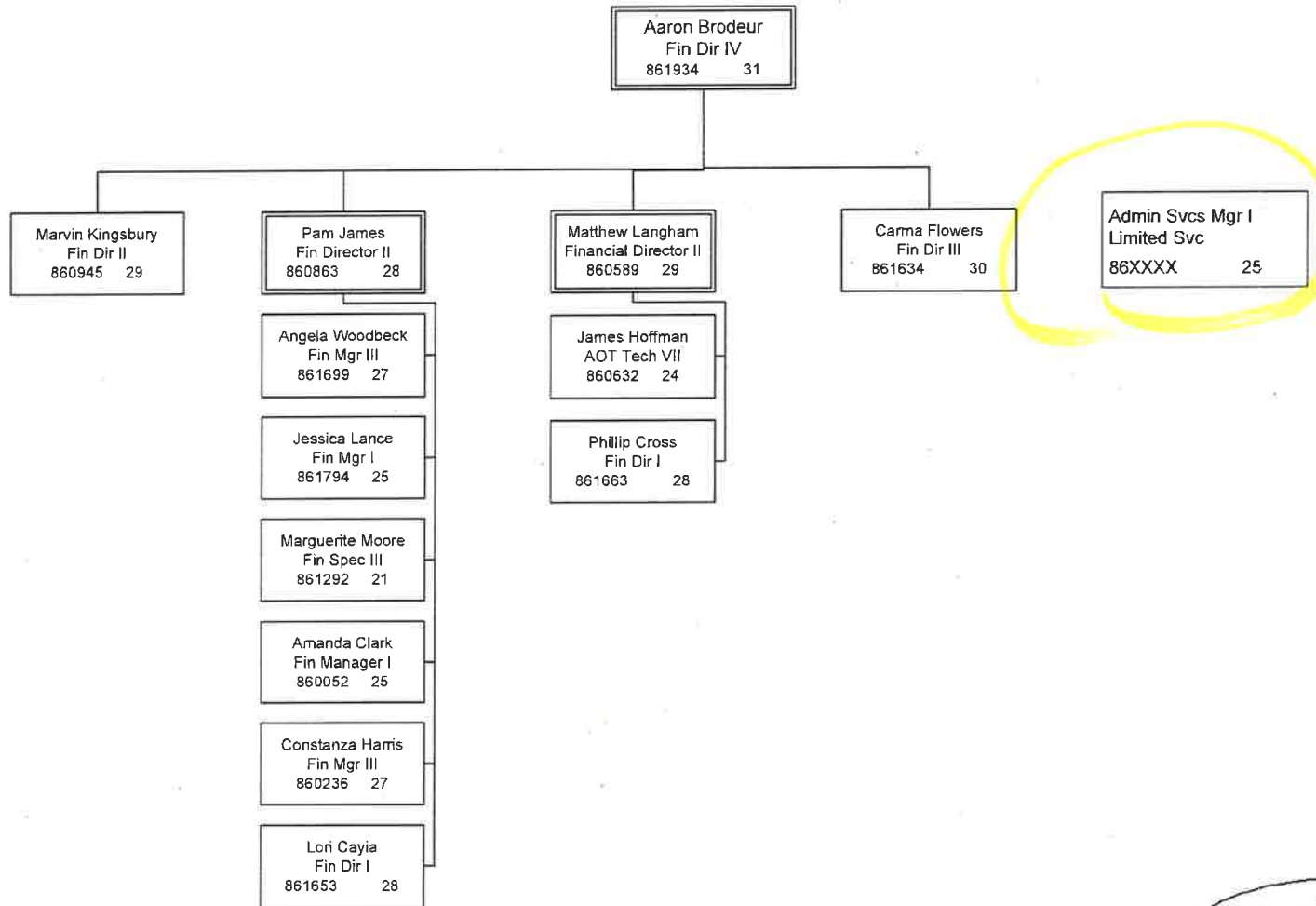
Jayna





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Finance and Administration Division Budget & Business Support Services

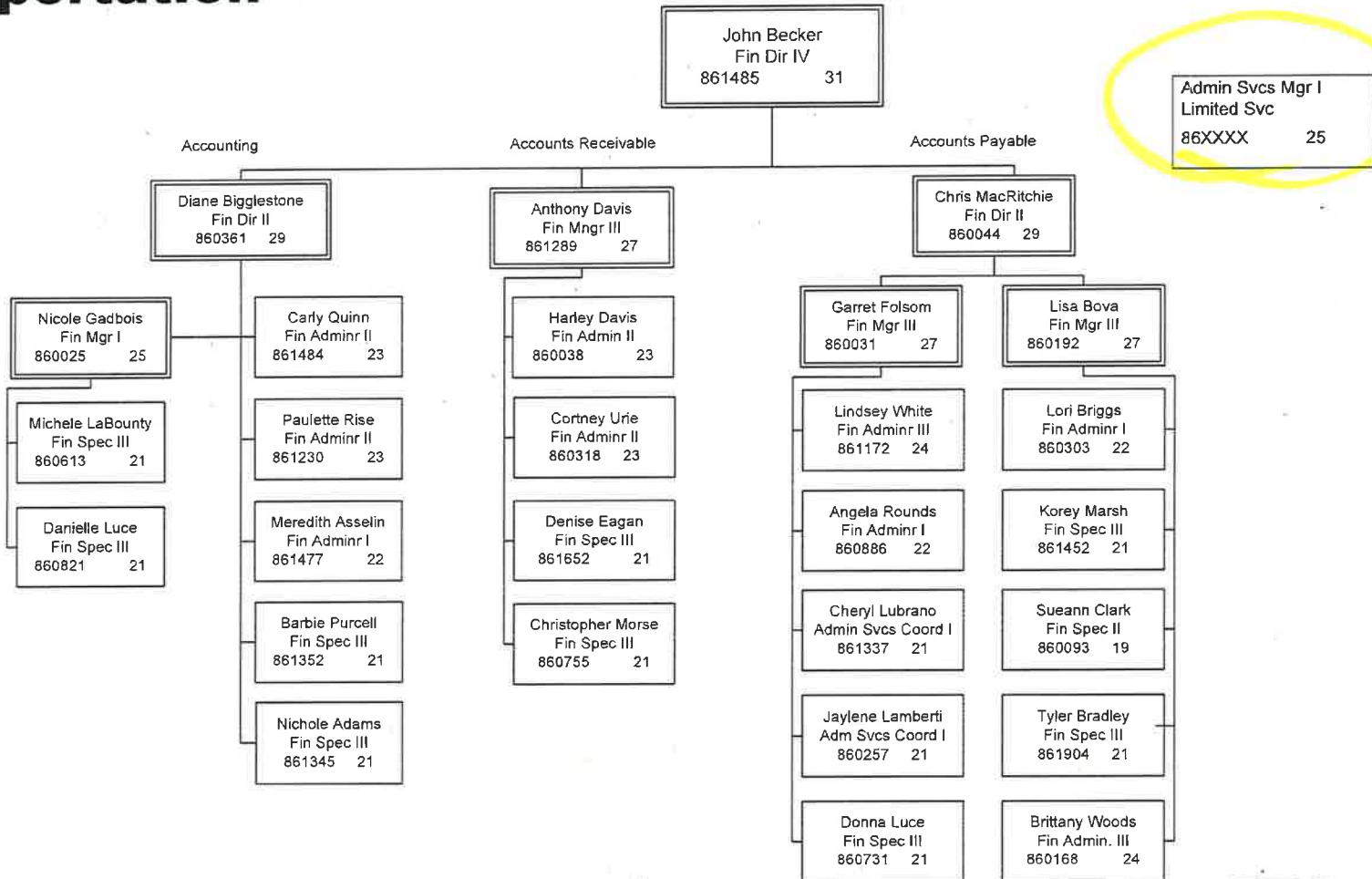


FY22
03/28/2022



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Finance and Administration Division Financial Operations Sections



FY22

03/28/2022

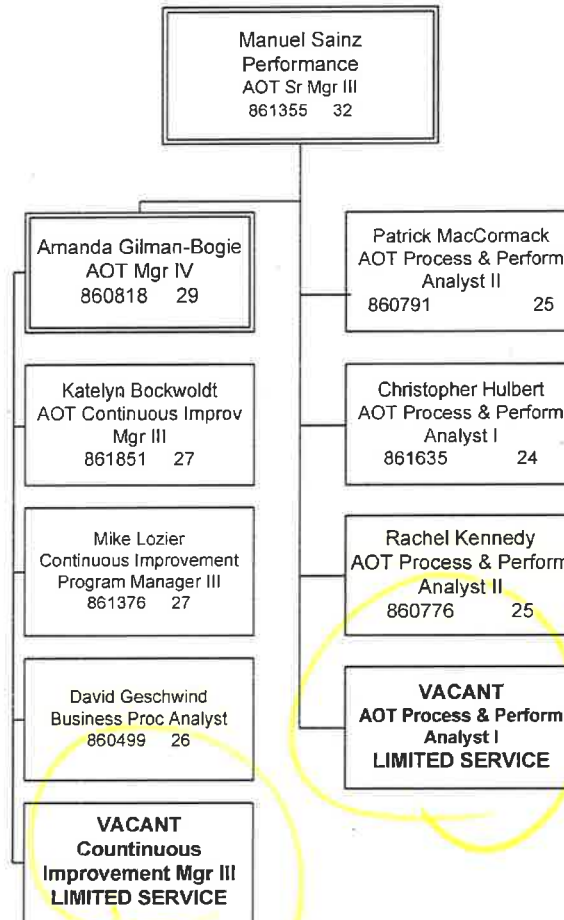


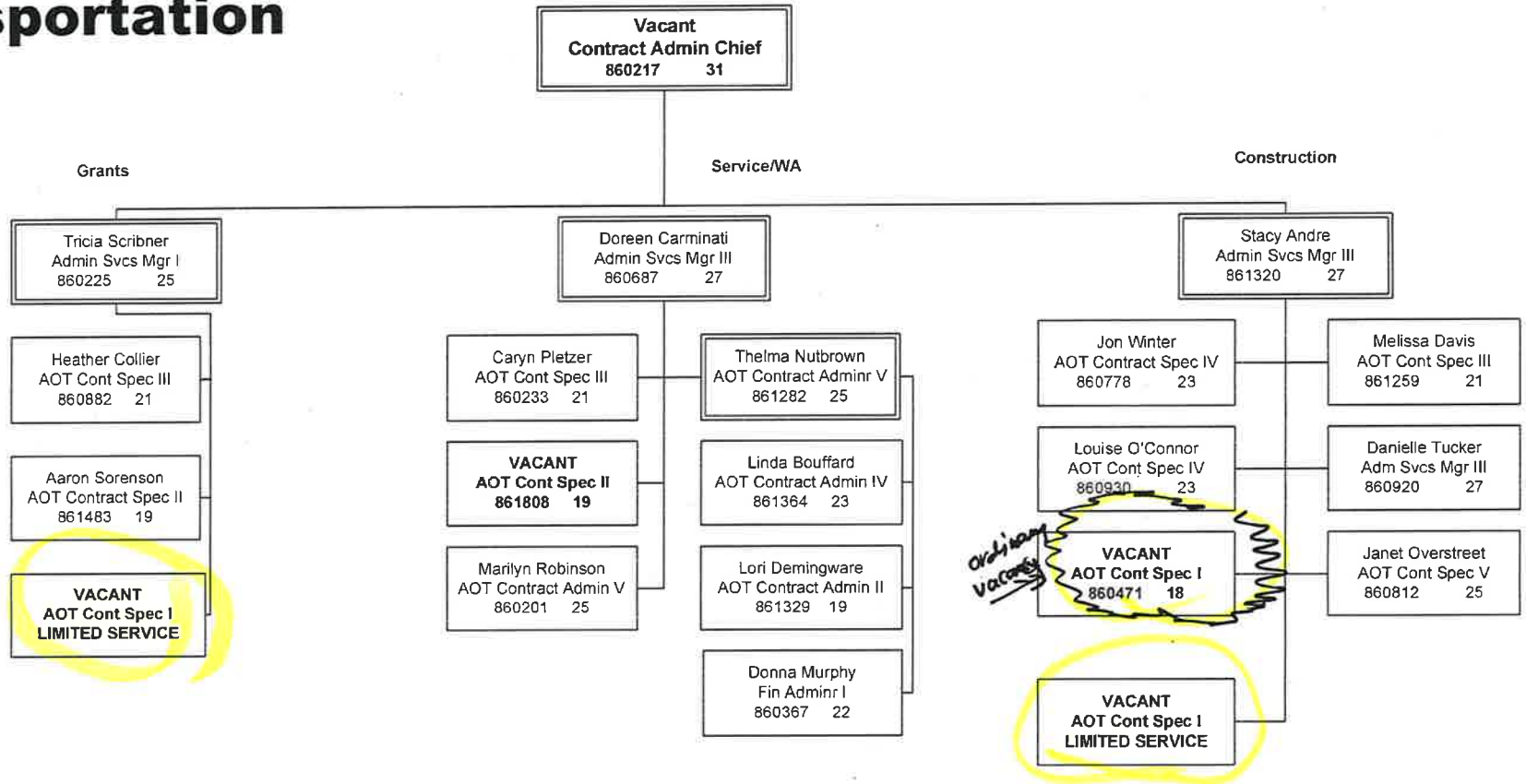
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Finance and Administration Division

Performance Section





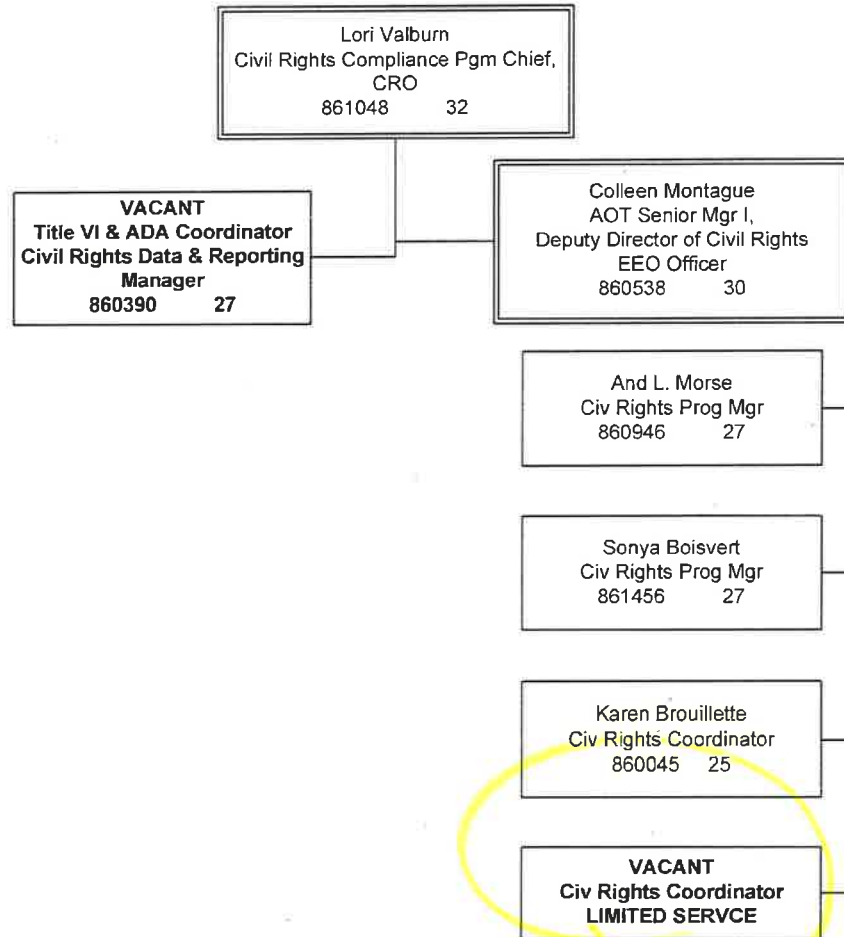


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Finance and Administration Division

Civil Rights & Labor Compliance Section



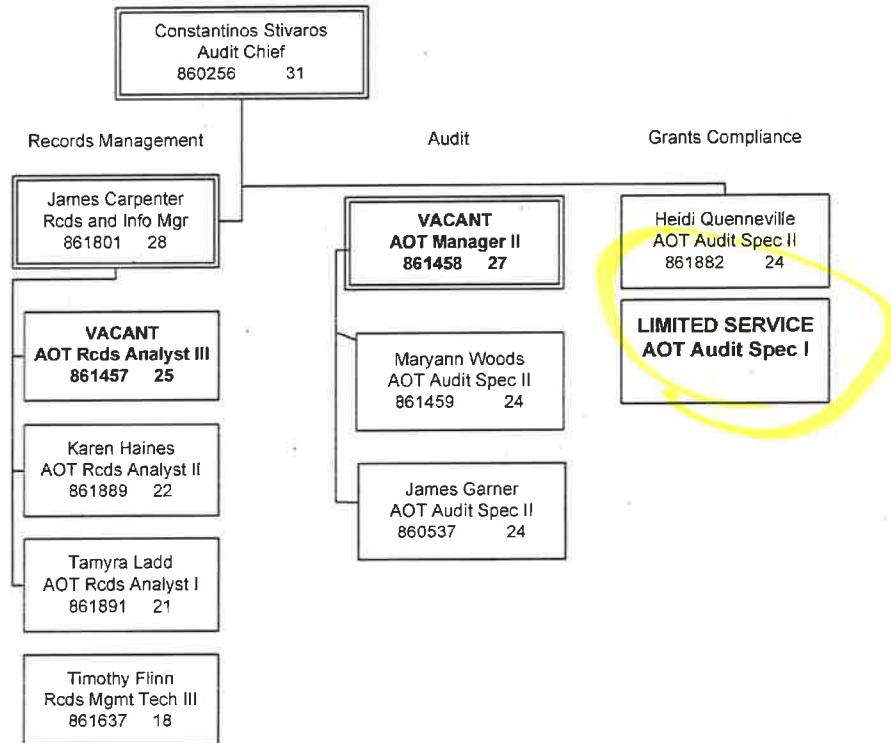


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Finance and Administration Division

Audit Section



FY22

12/21/2021

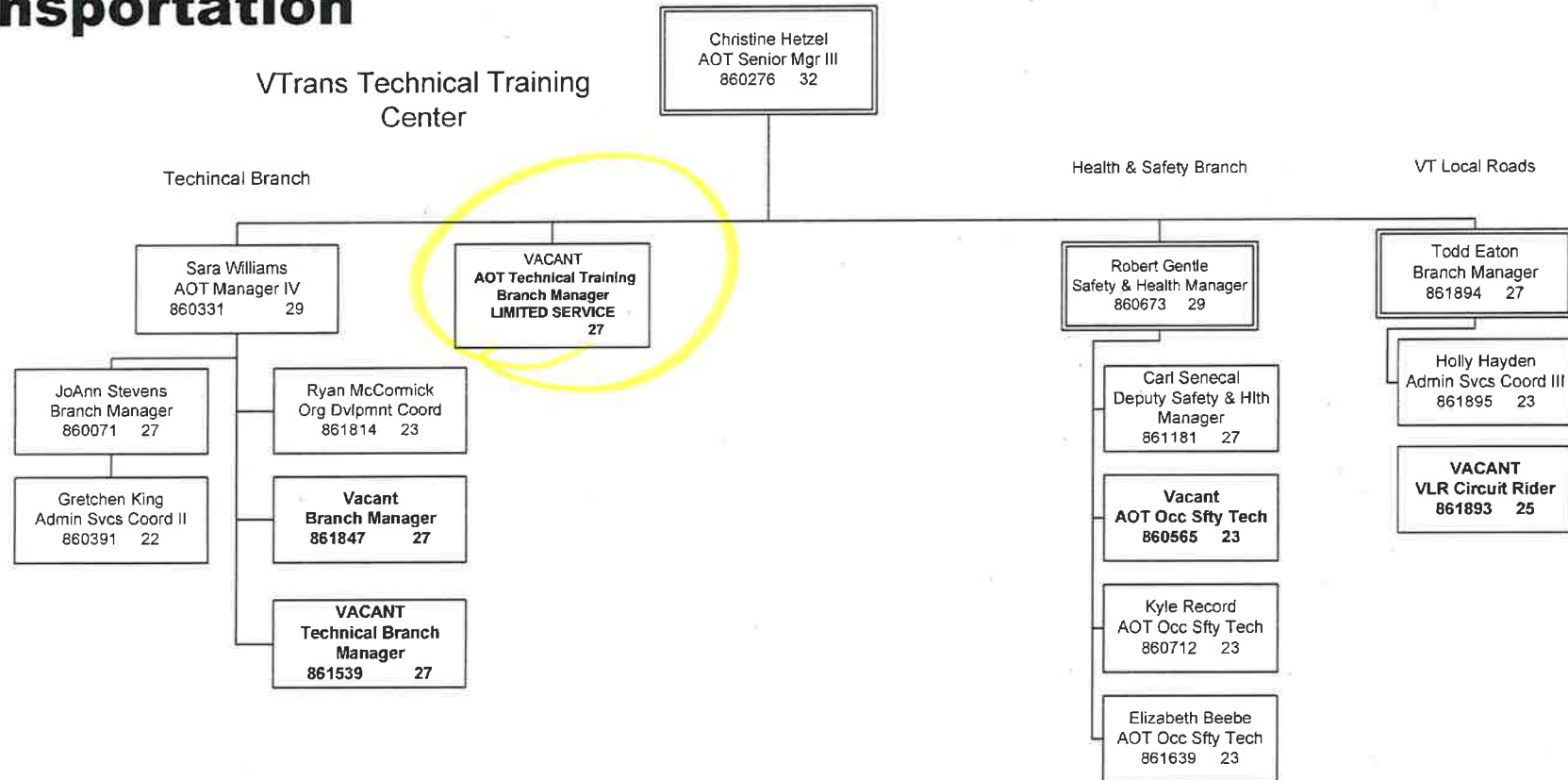


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Finance and Administration Division

Organizational Development



FY22

12/21/2021

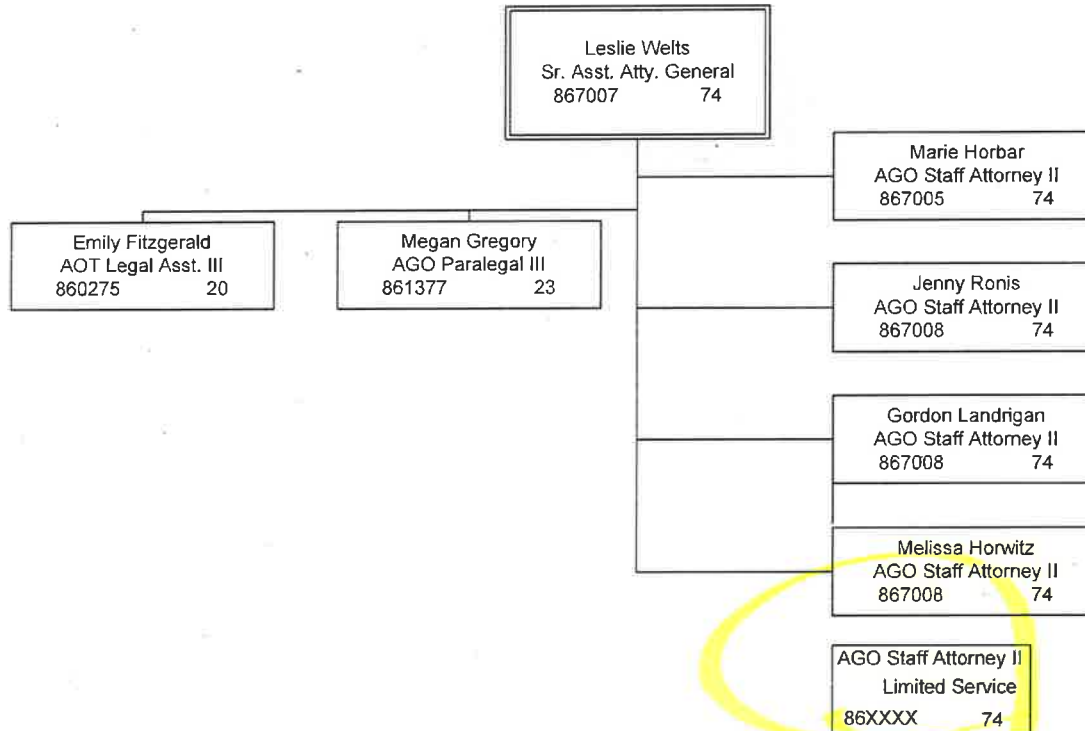


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Finance and Administration Division

Legal

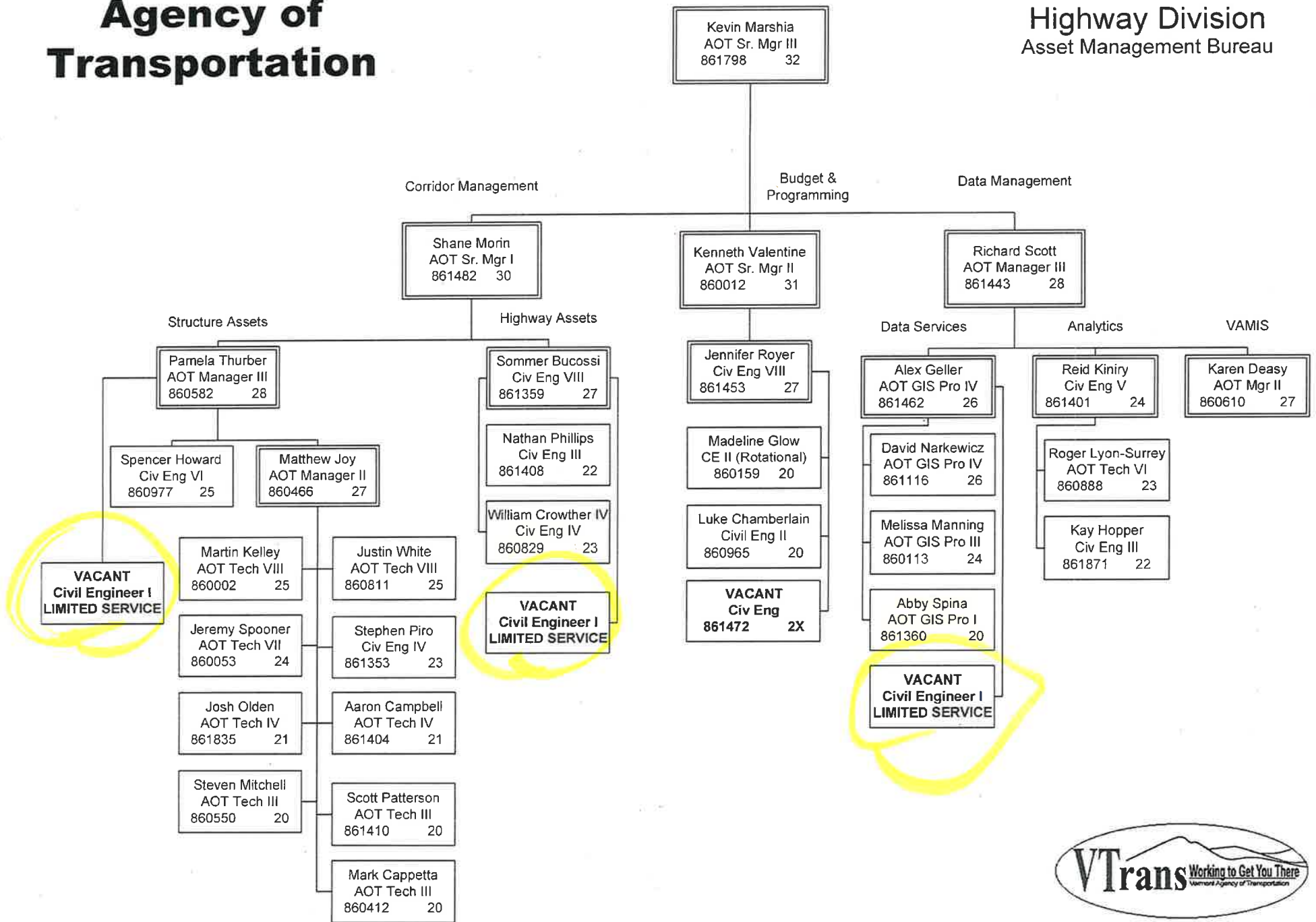


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03/28/2022

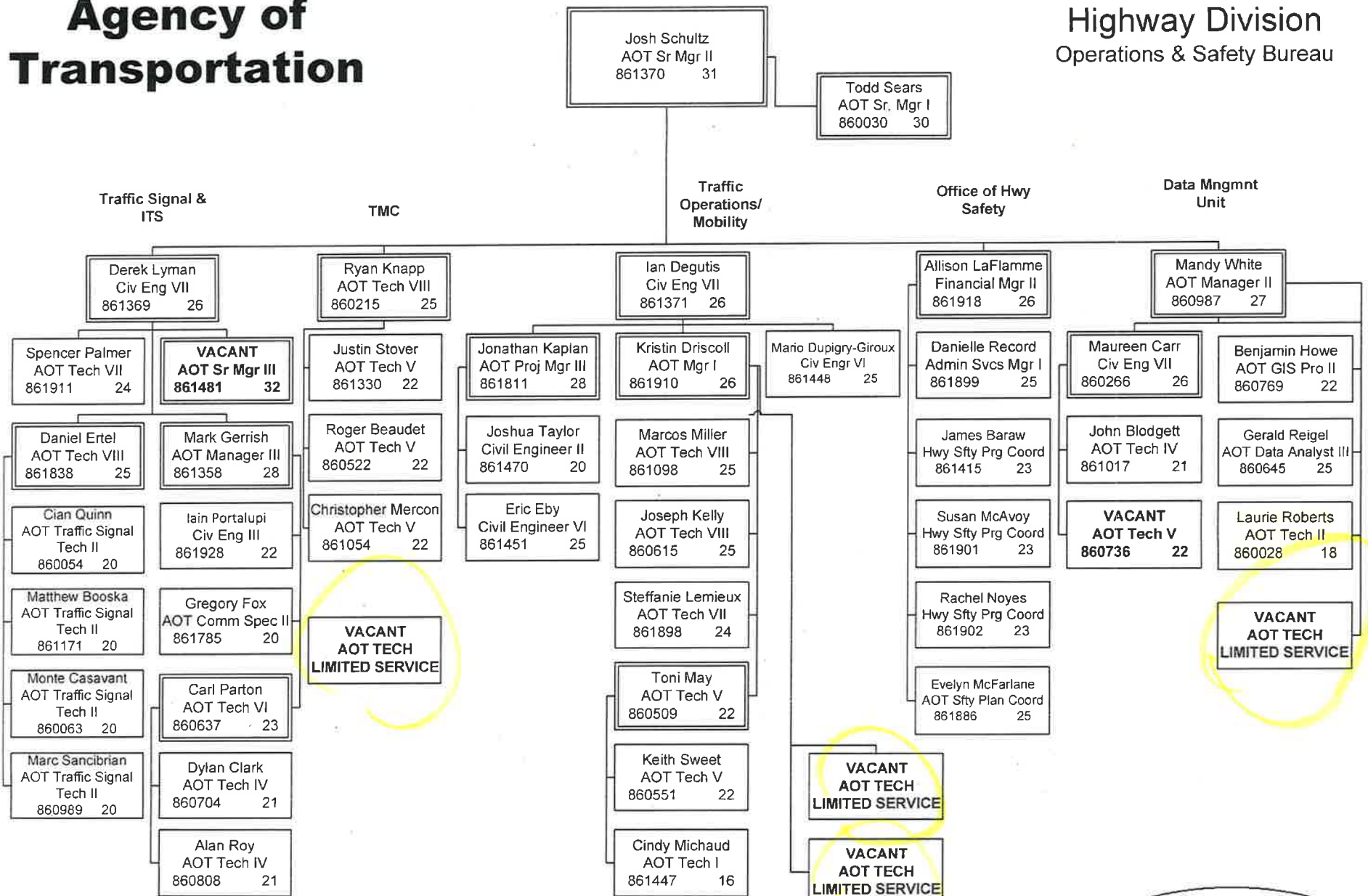
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Highway Division Asset Management Bureau



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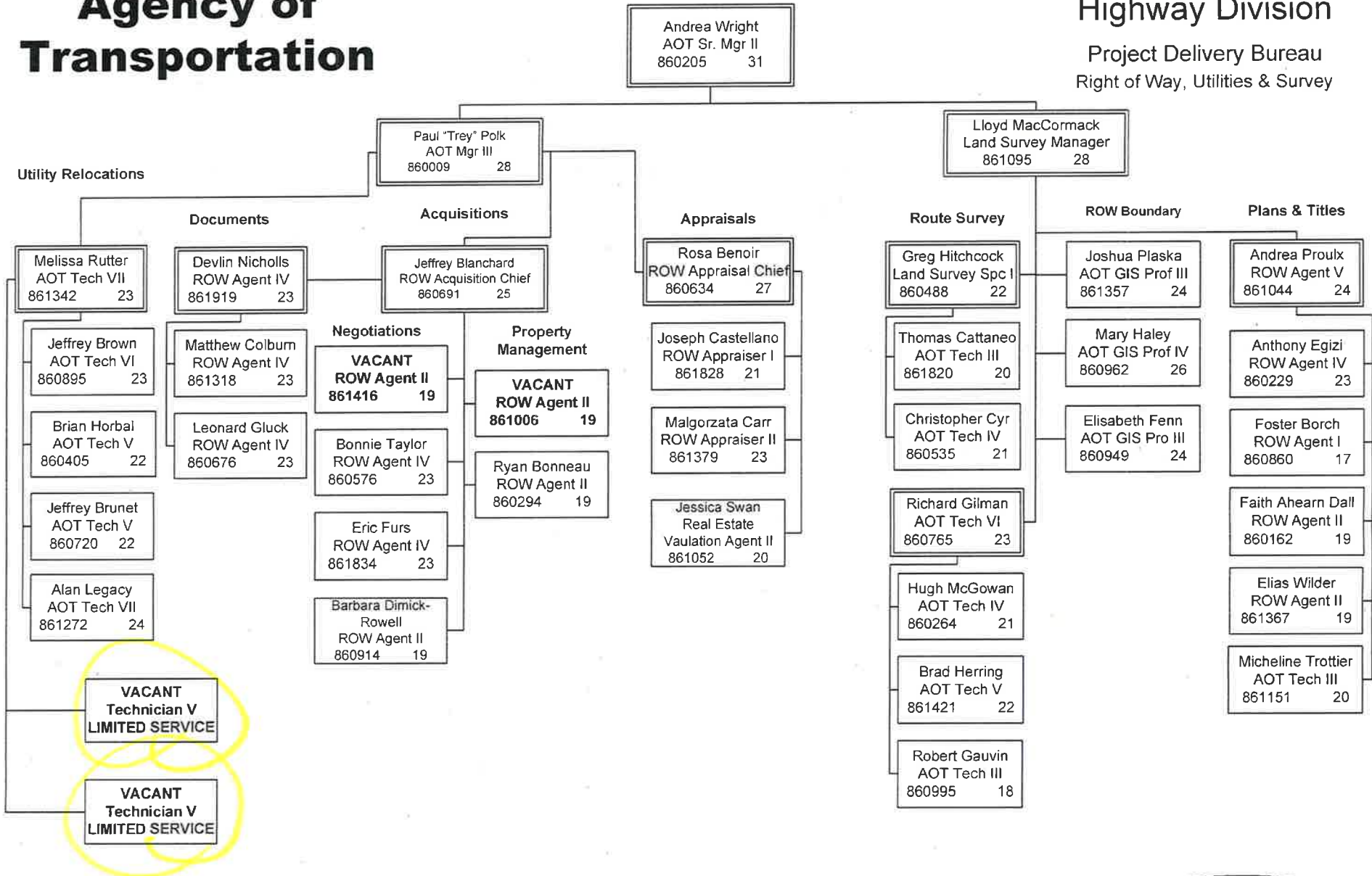
Highway Division Operations & Safety Bureau



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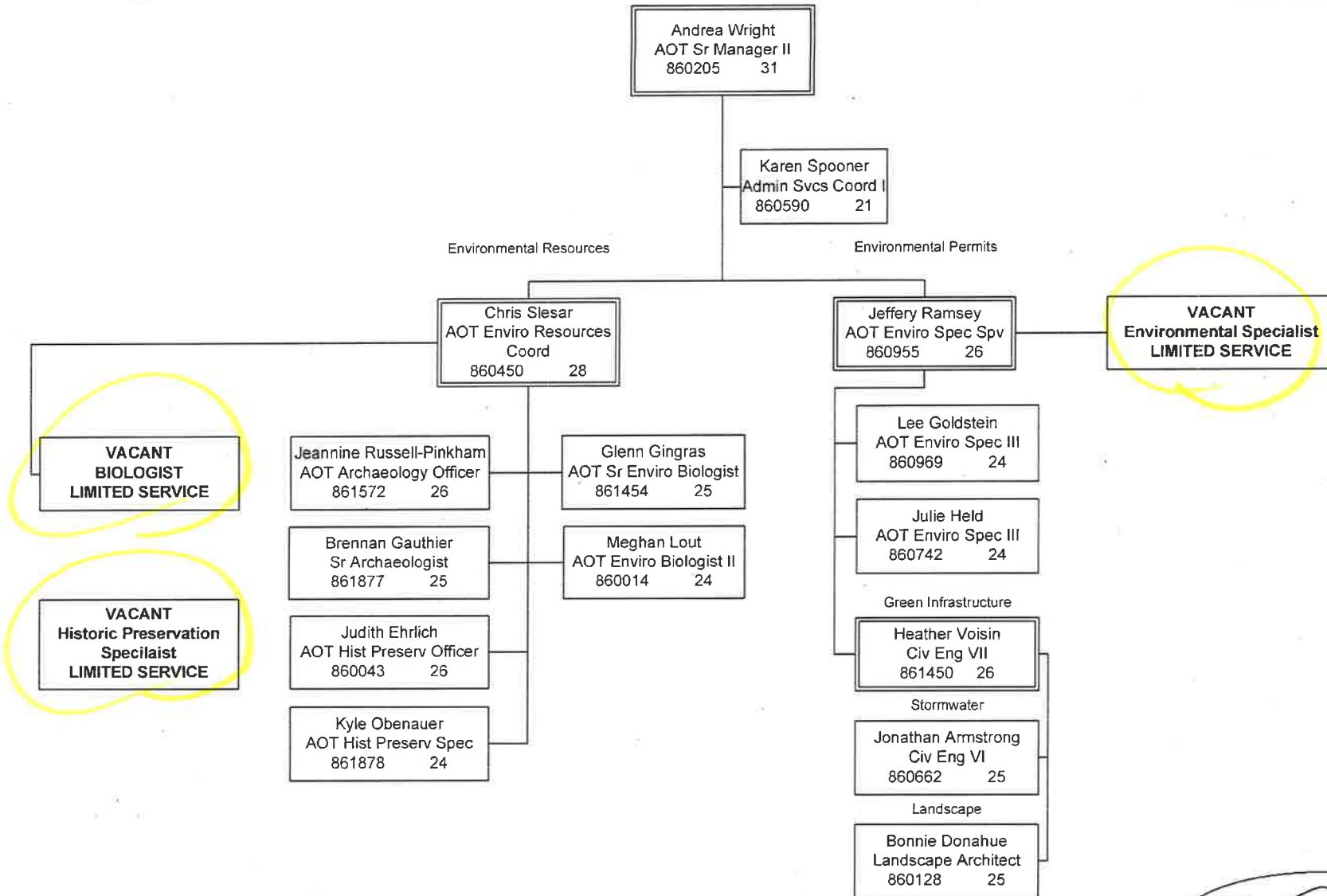
Highway Division

Project Delivery Bureau
Right of Way, Utilities & Survey



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Highway Division
Project Delivery Bureau
Environmental

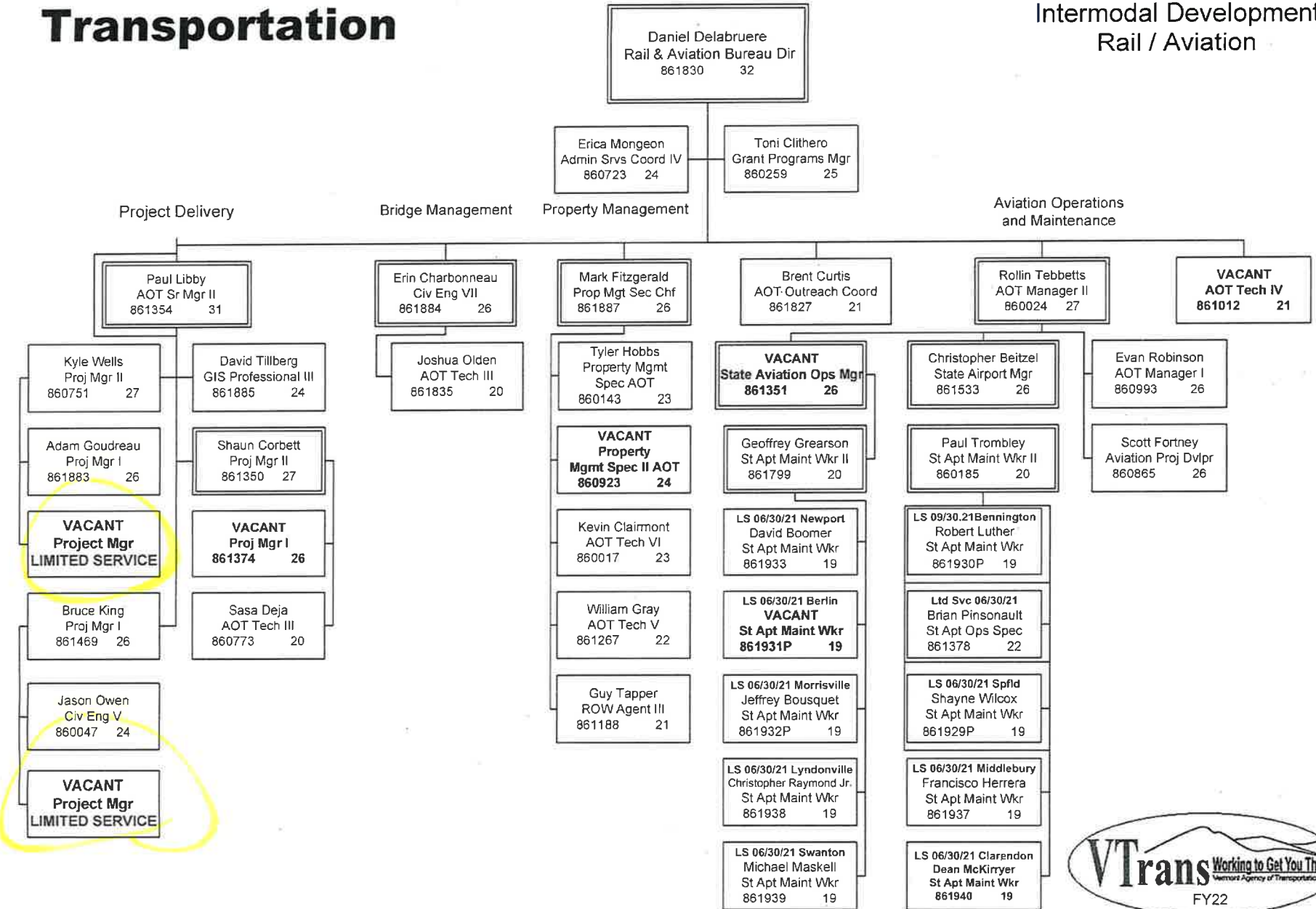




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Policy, Planning, & Intermodal Development Division

Intermodal Development Rail / Aviation



Public Transit

