

**State Planning and Research Program  
Quarterly Report**

**PROJECT TITLE:** *Recruitment and Retention of Highway Maintenance Workers*

**OBJECTIVES:** To provide state DOTs with information that can be used to more effectively recruit and retain highway maintenance workers. A related goal is to develop objective data about state DOTs' recruitment / retention challenges that can be presented to state legislative committees or upper management in order to influence agency policy.

**PERIOD COVERED:** February 6, 2020 – March 31, 2020

**PARTICIPATING AGENCIES:** Minnesota Department of Transportation and the Clear Roads Technical Advisory Committee

**PROJECT MANAGER:**  
Debbie Sinclair / Tom Peters

**LEAD AGENCY:** MnDOT

**PRINCIPAL INVESTIGATOR:**  
Laura Fay, Western Transportation Institute,  
Montana State University

**SP&R PROJECT NO:**  
MnDOT Contract No.  
1003322, WO#5

Federal Project Number:  
TPF-5(353)

**PROJECT IS:**

Planning  
 Research & Development

**ANNUAL BUDGET:** \$70,000

**PROJECT EXPENDITURES TO DATE:** \$3,050

**WORK COMPLETED:**

- The kick-off meeting was held March 9, 2020. The kick-off meeting presentation (PowerPoint) and meeting notes were submitted to the TAC March 19, 2020. This included a message to the TAC regarding how COVID 19 may impact this project.
- Task 1 – Literature Review work has begun. TAC member Scott Lucas asked that we add in an additional subtopic “Finding, keeping, and advancing women in the transportation workforce” which will make every effort to include in all tasks of this project.

**SUMMARY OF ACTIVITIES EXPECTED TO BE PERFORMED NEXT QUARTER:**

- Task 1 – Literature review will be completed, submitted to the TAC for review and comment, and a meeting will be scheduled to discuss the deliverable and changes to the project caused by COVID19.

**STATUS AND COMPLETION DATE:**

A no-cost time extension was submitted to Greg Waidley on March 19, 2020 for approval. The next step will be to submit the no-cost time extension to MSU for signatures, and then send the document to MnDOT for final approval and signatures. The TAC will be notified if changes occur due to COVID 19 that could impact this research effort.