

TRANSPORTATION COMMISSION OF WYOMING

The Transportation Commission of Wyoming met in the Sibley Room at the Holiday Inn Sheridan - Convention Center, 1809 Sugarland Drive, in Sheridan, on December 8, 2016. The meeting was convened at 1:00 p.m. by Chairman Dooley. The following members were present constituting a quorum:

K. John Dooley, Chairman, Laramie
Todd Seeton, Vice Chairman, Jackson
Clair Anderson, Commissioner, Riverton
Bruce McCormack, Commissioner, Cody
Bob Ruwart, Commissioner, Wheatland
Mike Larson, Commissioner, Lusk
Rick Newton, Commissioner, Buffalo
Bill Panos, Director
Sandra J. Scott, Commission Secretary

Also present at and participating in the meeting was Dennis Byrne, Chief Financial Officer; Gregg Fredrick, Chief Engineer; Keith Fulton, Assistant Chief Engineer for Engineering & Planning; Mark Gillett, Assistant Chief Engineer for Operations; Taylor Rossetti, Support Services Administrator; Colonel Kebin Haller, Highway Patrol Administrator; Christy Yaffa, Interim Aeronautics Administrator; Mike Kahler, Senior Assistant Attorney General; Rodney Freier, Budget Officer; Doug McGee, Public Affairs Manager; and Joe Dailey, Division Administrator, Federal Highway Administration.

Others present: Tom DeHoff, District Engineer, Laramie; Lowell Fleenor, District Engineer, Casper; and Pete Hallsten, District Engineer, Basin.

Mr. Pat Lewis, Chief Technology Officer, was absent.

1. The Pledge of Allegiance: Chairman Dooley led the attendees in the Pledge of Allegiance.
2. Approval of Minutes: It was recommended by Secretary Scott, moved by Commissioner Anderson, seconded by Commissioner Ruwart, and carried to approve the minutes from the November 17, 2016, breakfast meeting, regular business meeting, and education session.
3. Director Panos presented the Director's report.

Meetings in Washington, D.C.: Director Panos met with Wyoming Senators Barrasso and Enzi, Representative Lummis, and incoming Representative Liz Cheney while he was in Washington, D.C., December 1, 2016.

Progress has been made on the Federal Aviation Administration (FAA) Reauthorization bill. A nationwide task force is being developed to address rural airport needs, specifically improving rural air service. Ms. Sheri Taylor, WYDOT's Air Service Development Manager, will represent Wyoming on the task force. The task force will be responsible for making recommendations to

the FAA and the U.S. Department of Transportation about improving rural air service and for preparing a report that will be submitted to Congress for its consideration.

Director Panos was also able to communicate with Wyoming's delegations a clearer understanding of President-elect Trump's initial transportation policy and that it doesn't contain enough awareness and consideration of rural state transportation circumstances and needs. Wyoming's delegation communicated the concerns to the president-elect's transition team, and Director Panos believes some positive changes will be made to the proposed transportation policy.

Joint Transportation, Highways & Military Affairs Committee (JTC) Meeting: The JTC will meet December 12, 2016, in Casper. Agenda topics include draft bills for salvage title revisions, vehicle registration penalties, vehicle registration-rebuttable presumption, passing parked vehicles, the creation of a Yellowstone license plate, and the reorganization of the Public Safety Communications Commission (PSCC).

The PSCC reorganization is being sought to oversee statewide communications. WyoLink continues to be a concern for many because of communications, funding levels, and perceptions about the system's value. Director Panos estimates it will cost another \$30 million to complete the system, and various ideas are being considered to address where the remaining funds will come from to finish building the project. Additionally, discussions are ongoing about the future maintenance and operation of the WyoLink system.

Pseudo WyoLink invoices were recently sent to almost 400 agencies and/or entities that use WyoLink, and another group of pseudo invoices will be sent in the future to allow users to confirm the number of radios they're using and whether the amount of time they've used the system is accurate. About 40 percent of the users have responded so far. Eventually, WyoLink users will have to pay to use the system.

Legislator Meetings: Director Panos is meeting one-on-one with newly elected legislators, as well as legislative leadership, before the 2017 session. Some topics being shared with are WYDOT's funding streams, airports, and emergency communications.

Joint Appropriations Committee (JAC) Meeting: WYDOT will present its FY 2017-18 budget to the JAC on December 14, 2016, in Cheyenne. Director Panos advised that the Department is not asking for supplemental funding this biennium. About \$12.9 million in budget cuts has already been made by the agency. Transportation Commission members were invited and encouraged to attend, if possible.

4. Mr. Freier presented the Budget report.

As of December 6, 2016, the H01, State Highway Account - Commission, cash balance was reduced by about \$32 million. In August, WYDOT borrowed \$82 million from the State Treasurer, interest free, to assist with cash flow for the expenditures associated with Abandoned

Mine Lands (AML) funding. The Department repaid about \$32 million to the State Treasurer's office in December. The balance will be paid for over the next few months.

The December 2016 budget report revealed that the Commission and legislative budgets are 17 percent expended, which is within the target budget tolerances.

5. Mr. Byrne presented the Chief Financial Officer's report.

WyoLink Project Update: Motorola Corporation has provided WYDOT with a \$33.1 million proposal to complete the WyoLink infrastructure, which includes building 16 new towers and modernization of the system. Mr. Byrne advised that the Department does not have this funding budgeted. A meeting was held to discuss what should be accomplished first, and the towers were deemed the priority of the WyoLink infrastructure. Motorola was asked to prepare a new estimate using a phased approach to accomplish the core build-out, which is six towers and an additional provision for portable enhancement coverage.

A formal request for proposals (RFP) will be written in the near future to gain a clear understanding of what can be provided and at what cost. Some federal funding has been identified for the additional towers, but the source of the remaining funding has not been determined.

Mr. Byrne advised that a long term strategic plan for WyoLink will be developed in the future. Modernization costs will be addressed in the strategic plan.

Director Panos indicated his ultimate desire is to have all users pay their part for using the WyoLink system, but it will take a few years for that to come to fruition.

Commissioner Newton suggested teaming with other states to launch a satellite for WyoLink. Director Panos agreed that a satellite may eventually need to be considered, and sharing that expense with other states seemed like a viable solution to moving the system into the future. Sharing a satellite would also enhance communications from state to state.

Revenue Information System (RIS): The RIS is an antiquated "mainframe" operating system that is used by WYDOT to provide information to and receive information from various agencies. The Wyoming Secretary of State's office, the Donor Alliance, Wyoming Division of Criminal Investigation, WYDOT Highway Safety, Wyoming Highway Patrol, the Veteran's Administration, State of Wyoming Vehicle Owners, and at least a dozen other agencies rely on the system for crucial information. If the system fails, it will have a catastrophic impact on these entities. The estimated replacement cost is about \$40 million, but a funding source has not been identified to replace the system.

6. Mr. Fredrick presented the Chief Engineer's report.

Lusk to Van Tassell Project: The Lusk to Van Tassell project is 21.5 miles of resurfacing on US 20 in Niobrara County. A public meeting was held November 28, 2016, to discuss the first phase of the project, which was advertised to be let December 7, 2016, with the award to be considered by the Commission December 8, 2016. The east section consists of about 7.6 miles, beginning at milepost 55.63 and extending eastward to the Nebraska state line. The west section begins just east of Lusk, and it extends about 14 miles to the east portion of the project on US 20. The west section is scheduled to be let in 2019.

A substantial amount of public input was gathered at the November 28 meeting. More than 60 people attended the meeting, and additional written comments were received about the project from the general public, city and county officials, first responders, and the school district. The majority of the concerns were about the lack of adequate shoulders to be built on the roadway with the high traffic volume, the number of accesses, roadway alignment, dangerous approaches and the overall condition of the roadway. The new road design does not provide for wider shoulders, and comments were made that there would still be no safe place to pull over to change a tire, or if a vehicle had a mechanical problem.

Mr. Fredrick met with WYDOT design engineers to discuss the project needs, design standards, and federally acceptable design practices that were used to design the new roadway. The project scope, road and bridge conditions, fiscal situation and economic analysis, and roadway safety were reviewed. The current road is in poor condition and it has a one-foot shoulder. Based on the public input, Mr. Fredrick decided to pull the project from the December letting until further evaluation could be made about the public comments, the conditions, and the project design.

Mr. Dailey, the FHWA division administrator, testified that when the 2014 Design Guide was developed and accepted, he and his staff did not necessarily agree with some of its content, including the compromise of allowing a clear zone in lieu of a paved shoulder on the roadway as an acceptable minimum design standard. However, the design guide was approved by the federal government, so clear zones are considered an acceptable practice.

The project was originally programmed in the early 2000s, and it was designed under the previous design standards. The Department brought the project to the current design standards that were approved by the Commission in 2014. Safety, overall road condition, statewide needs, and economic analysis were considered, and the project scope changed from reconstruction to a rehabilitation project.

As background for the change in design and project scoping philosophy, Mr. Fredrick provided an overview of the state highway conditions highlighting that our infrastructure needs outpace our available funding. He provided an overall condition of the roadway, noting that it is in poor condition, and discussed the condition of the structures noting that work on these were deferred. He stated that in the last five years, 20 crashes have occurred between mileposts 41.0 and 63.0, including 14 damage crashes, 4 serious crashes, 2 critical crashes, 2 fatalities. The average daily traffic count is 400 vehicles per day. According to WYDOT's Safety Management System, this road segment is currently safer than similar roads statewide. He provided information on the

possible safety enhancements based on various shoulder widths and the installation of rumble strips.

Vice Chairman Seeton addressed the Commission about several factors behind this project: a very recent fatality on that segment of road, more than 60 people showing up at a public meeting, concerns being voiced by city, county and state officials, school district personnel, and first responders about the project design. Vice Chairman Seeton asked Mr. Fredrick about the future plans for this project.

Mr. Fredrick indicated the Department doesn't take these decisions lightly. Value engineering studies, safety, cost, needs, and design standards are some of the considerations when designing and building WYDOT projects. Adequate justification must be given on a project-by-project basis for swaying from Design Standards.

Director Panos asked Mr. Kahler to provide advice on whether the Department can divert from the typical design standards. Mr. Kahler advised that as long as proper justification is made for the diversion, there would likely be no issue with the changes.

Mr. Fredrick advised that if the design is changed, the project will be delayed by about 18 to 20 months. Right-of-way, the railroad, permitting, utilities, and other factors must be considered when designing a project. Reconstructing the roadway will require six-foot shoulders which will also significantly increase the cost of the project.

Mr. Fredrick recommended that, based on the input from the public, the engineering staff will evaluate the highway corridor design, consider the applicable design standards, the application of a wider roadway template, weigh the costs and additional design considerations and determine how best to proceed with the design of the corridor. Additional information will be provided to the commission at the January meeting. Mr. Fredrick also noted that there are lessons to be learned from this and the staff will also look at possible revisions to the design process and standards.

7. Mr. Fulton presented the Engineering and Planning report, beginning with the bid tabulations from the letting held December 7, 2016, in Sheridan.

COMMISSION DISTRICTS 2 and 3

K. John Dooley - Chairman

Todd Seeton - Vice Chairman

Federal project AML17-PM-B173004, involving milling plant mix, bituminous pavement surfacing, and miscellaneous work at various locations in Transportation District 3, including Lincoln, Sublette, Sweetwater, and Teton counties. Completion date: October 31, 2017

Engineer's Estimate	\$1,172,680.00	
DePatco, Inc., St. Anthony, ID	\$1,145,888.88	-2.3%
H-K Contractors, Inc., Idaho Falls, ID	\$1,386,977.00	

It was recommended by Mr. Fulton, moved by Vice Chairman Seeton, seconded by Commissioner Larson, and carried that **DePatco, Inc., St. Anthony, Idaho**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder.

COMMISSION DISTRICT 3
Todd Seeton - Vice Chairman

Federal project HSIP-SEP-N132107 involving grading, guardrail, bridge railing modifications and miscellaneous work on 3.05 miles of US 191, beginning at reference marker (RM) 151.34, between Daniel Junction and Hoback Junction, in Sublette and Teton Counties. Completion date: October 31, 2017

Engineer's Estimate	\$637,356.00	
K's Construction, Inc., Powell, WY	\$558,600.10	-12.4%
HL Construction, Inc., Billings, MT	\$561,644.00	
S & L Industrial, Cowley, WY	\$612,765.25	
Casper Electric, Inc., Casper, WY	\$645,964.06	

It was recommended by Mr. Fulton, moved by Vice Chairman Seeton, seconded by Commissioner Anderson, and carried that **K's Construction, Inc., Powell, WY**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. The Federal Highway Administration concurred with this decision.

COMMISSION DISTRICTS 4 and 6
Rick Newton - Commissioner
Mike Larson - Commissioner

Federal project STP-PM-B174016, involving chip sealing and miscellaneous work at various locations in Transportation District 4, including Campbell, Crook, and Sheridan Counties. Completion date: September 30, 2017

Engineer's Estimate	\$2,219,250.00	
Knife River, Cheyenne, WY	\$1,785,769.00	-19.5%
Riverside Contracting, Inc., Missoula, MT	\$1,810,265.00	
Bituminous Paving, Inc., Ortonville, MN	\$1,821,912.00	
Northern Improvement Company and Subsidiary, Fargo, ND	\$1,952,665.00	
Asphalt Surface Technologies Corporation, St. Cloud, MN	\$1,999,965.00	
Intermountain Slurry Seal, Inc., Watsonville, CA	\$2,165,000.00	
Simon Contractors and its Subsidiaries, Cheyenne, WY	\$2,291,197.20	

It was recommended by Mr. Fulton, moved by Commissioner Newton, seconded by Commissioner McCormack, and carried that **Knife River, Cheyenne, WY**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. The Federal Highway Administration concurred with this decision.

COMMISSION DISTRICT 5
Bruce McCormack - Commissioner

State project SCP-TC-N332031 involving grading, milling plant mix, crushed base and pit run subbase, bituminous pavement surfacing, chip seal and miscellaneous work on 10.98 miles on WYO 120 beginning at RM 74.00 between Meeteetse and Cody in Park County. Completion Date: June 30, 2018

Engineer's Estimate	\$4,484,797.50	
McGarvin-Moberly Construction Company and subsidiary, Worland, WY	\$3,577,448.13	-20.2%
Mountain Construction Company, Lovell, WY	\$3,883,527.65	
Century Companies, Inc., Lewistown, MT	\$3,743,319.00	
Plus 5% for Comparison	\$3,930,484.95	
Croell, Inc. and its Subsidiaries, Douglas, WY	\$3,942,540.00	
Simon Contractors and its Subsidiaries, Cheyenne, WY	\$3,956,405.97	
H-K Contractors, Inc., Idaho Falls, ID	\$3,914,777.00	
Plus 5% for Comparison	\$4,110,515.85	
Riverside Contracting, Inc., Missoula, MT	\$3,926,001.50	
Plus 5% for Comparison	\$4,122,301.58	

It was recommended by Mr. Fulton, moved by Commissioner McCormack, seconded by Commissioner Ruwart, and carried that **McGarvin-Moberly Construction Company and subsidiary, Worland, Wyoming**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder.

COMMISSION DISTRICT 6

Mike Larson - Commissioner

Federal project AML17-PM-I904137 involving grading, placing crushed base and bituminous pavement surfacing, concrete slab replacement, electrical and miscellaneous work on 5.13 miles on I-90 beginning at RM 202.01 between Sundance and the South Dakota State line in Crook County. Completion Date: October 31, 2017

Engineer's Estimate	\$1,523,252.50	
S & S Builders, LLC, Gillette, WY	\$1,307,722.00	-14.1%
Winding Road Construction, Inc., Big Fork, MN	\$1,567,135.00	
Dietzler Construction Corporation, Yoder, WY	\$1,948,109.74	
Penhall Company and Subsidiaries, Anaheim, CA	\$2,165,931.00	

It was recommended by Mr. Fulton, moved by Commissioner Larson, seconded by Commissioner Newton, and carried that **S & S Builders, LLC, Gillette, Wyoming**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder.

COMMISSION DISTRICT 7

Clair Anderson - Commissioner

Federal project AML17-N212110, involving grading, draining, milling plant mix and concrete, placing crushed base and bituminous pavement surfacing, plant mix wearing course, electrical work, and miscellaneous work on 2.46 miles of CY Avenue, in the city of Casper, in Natrona County. Completion date: June 30, 2018

Engineer's Estimate	\$3,615,444.50	
Knife River, Cheyenne, WY	\$3,434,816.45	-5.0%
71 Construction, Casper, WY	\$3,586,812.71	
Hedquist Construction, Inc., Mills, WY	\$3,627,751.80	

It was recommended by Mr. Fulton, moved by Commissioner Anderson, seconded by Commissioner Ruwart, and carried that **Knife River, Cheyenne, Wyoming**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder.

State project SCP-TC-0505018, involving grading, draining, milling plant mix and concrete, placing blended base and bituminous pavement surfacing (recycle), plant mix wearing course, bridge rehabilitation, and miscellaneous work on 4.06 miles of US 20/26/87, beginning at RM 187.86, between Glenrock and Casper, in Natrona County. Completion date: October 31, 2017

Engineer's Estimate	\$2,605,202.00	
Knife River, Cheyenne, WY	\$2,577,148.70	-1.1%
71 Construction, Casper, WY	\$2,691,962.71	
Hedquist Construction, Inc., Mills, WY	\$3,063,299.50	
Croell, Inc. and its Subsidiaries, Douglas, WY	\$3,120,344.45	

It was recommended by Mr. Fulton, moved by Commissioner Anderson, seconded by Commissioner McCormack, and carried that **Knife River, Cheyenne, Wyoming**, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder.

8. Mr. Gillett presented the Operations report.

Mr. Gillett welcomed the district engineers in attendance, Tom DeHoff of Laramie, Pete Hallsten from Basin, and Lowell Fleenor from Casper.

District 4 District Engineer Position: Mr. Gillett advised that interviews are complete and a new district engineer will be announced soon for District 4 in Sheridan.

Construction and Maintenance Operations: Construction projects are shut down for the winter. Maintenance operations are very active with two major storms hitting the state since November. District 1 had many road closures, including I-80, but maintenance crews were able to open the roads fairly soon so communities realized a minimal impact. One snowplow slid off the road and the wing plow was torn off the truck. The truck is still operational without the wing plow.

District 2 also experienced some road closures. A brand new snowplow truck in Douglas was struck from behind by a semi-tractor-trailer. Both vehicles sustained serious damage in the crash.

Additionally, a WYDOT snowplow struck a parked car in Casper during the last storm. There was no damage to the snowplow, but the car had to be towed away.

District 3 also had road closures, primarily on I-80 between Rock Springs and Evanston. Another plow truck in the Jackson area was also hit, causing minor damage.

There were several road closures in District 4 that were associated with both storms, including I-90 between Sheridan and Buffalo. Mr. Gillett noted that not all Wyoming road closures are caused by poor road conditions in-state. Many closures are requested by surrounding states to keep travelers off of roads in other states that are experiencing dangerous conditions.

District 5 had only minor road closures in the mountain areas.

Mr. Gillett advised that there were no injuries to WYDOT employees or to other drivers involved in any of these snowplow truck crashes noted above.

Seasonal Road Closures: Wyoming typically has three seasonal road closures every year, US 30 from Laramie to Saratoga in the Snowy Range, WYO 70 from Saratoga to Baggs in the Sierra Madre mountains, and US 14A from Sheridan to Lovell in the Big Horn mountains. Unseasonably fair weather allowed these roads to remain open much later than usual this year. Recent storms necessitated finally closing these roads, and they will remain closed until the spring.

Maintenance Equipment and Personnel: Mr. Gillett noted that maintenance personnel operate very complex pieces of equipment in very poor driving conditions for very long periods of time. Mr. Gillett acknowledged those personnel for the work they do, and he encouraged the commissioners to arrange to ride-along in a snowplow truck sometime during a storm.

Mr. Gillett also noted that the newer plow trucks are breaking down more frequently than the older models did, possibly because of the added technology on those vehicle. Further research is needed, but Mr. Gillett may consider changing the current specifications to require heavier wiring, connections, and possibly some other modifications to address the issues.

9. Colonel Haller presented the Highway Patrol report.

The Fatal Crash Summary through November 30, 2016, includes 97¹ fatal crashes involving 108¹ deaths. The fatalities include 38 rollover crashes, 34 multi-car crashes, 4 fixed objects, 24 motorcycles, 3 all-terrain vehicles, 4 pedestrians, and 1 bicyclist. Of the 97 fatal crashes that occurred so far this year, 20² involved commercial vehicles.

There have been 27³ fatal crashes to date deemed drug or alcohol related, resulting in 33³ deaths. Of those deaths, 20 were attributed to not using occupant restraints. Ten were rollover crashes, 13 were multi-car crashes, 2 involved fixed objects, 5 involved motorcycles, 1 involved an all-terrain vehicle, 2 involved pedestrians, and 6² involved commercial vehicles.

Of the 108 deaths that have occurred to date this year, 49 can be attributed to the non-use of occupant restraints, with 29 involving rollover crashes, 17 involving multi-car collisions, and 3 involving fixed objects. Of the 49 deaths that occurred from non-use of occupant restraints, 37 were Wyoming residents, and 12 were non-residents. Eighteen of those who perished were under 21 years of age, and 12 of those fatalities were attributed to the failure to use proper occupant restraints.

Of the fatal crashes that have occurred to date this year, 49 of them occurred on primary/secondary highways, 32 occurred on interstate highways, and 15 occurred on city/county roads.

¹Number at the time of reporting; final numbers may change.

²Number not included in total deaths (sub-crash data).

³Not all chemical test results were available at the time of reporting.

Eight multiple-fatality crashes have occurred on Wyoming highways so far this year, of which 5 involved multiple vehicles, 4 involved commercial vehicles, and 4 were alcohol related.

Inclement weather or road conditions contributed to 8 vehicle crashes so far this year, which resulted in 8 deaths. Speed was considered a factor in 26 of the vehicle crashes that caused 28 deaths.

The days of the week for fatal crashes in 2016 are as follows:

Sunday	17 crashes
Monday	14 crashes
Tuesday	11 crashes
Wednesday	15 crashes
Thursday	19 crashes
Friday	12 crashes
Saturday	9 crashes

The times of day for fatal crashes in 2016 are as follows:

12:00 a.m. to 6:00 a.m.	12 crashes
6:00 a.m. to 12:00 p.m.	22 crashes
12:00 p.m. to 6:00 p.m.	41 crashes
6:00 p.m. to 12:00 a.m.	22 crashes

Patrol-Investigated Crash Summary: The Patrol-Investigated Crash Summary depicts 5,681⁴ crashes statewide, of which 4,577⁵ involved non-commercial vehicles, and 1,104⁵ involved commercial vehicles.

Vice Chairman Seeton asked if speed-related deaths have increased with the 70-mile-per-hour speed increase on secondary highways. Colonel Haller advised that the Highway Patrol has been tracking that statistic statewide since implementation, but it is too early to conclude whether speed has a direct impact on the highway fatality rate.

High Speed Pursuit in Southwestern Wyoming: Colonel Haller briefed the Commission about a high speed pursuit that occurred in western Wyoming last week that began in Evanston and ended just outside of Rock Springs on I-80. A call was received about a U.S. Bank being robbed that morning. Troopers in Rock Springs saw the vehicle, and pursued and stopped the vehicle. As troopers approached the vehicle, the driver sped off, reaching speeds of about 130 MPH. In coordination of the Sweetwater County Sheriff's Department, law enforcement was able to deploy spike strips. The vehicle drove for about a mile after hitting the spike strips and ultimately crashed through a right-of-way fence. The suspect ran from the vehicle and was apprehended by law enforcement. It turned out that the suspect who was apprehended was not

⁴Does not contain all crashes worked; some reports are still pending.

the bank robbery suspect, but the vehicle he was driving, which was a similar make, model, and color, was stolen out of Fremont, California, about two months ago. The bank robber is still at large.

Trooper and K9 Crash: A K9 trooper was involved in a crash on Wednesday night, December 7, while responding to a call near Pinedale. The trooper executed a U-turn on a two-lane highway, he didn't see an oncoming pickup truck, and the pickup crashed into the patrol vehicle. The impact jarred open the rear passenger door and the K9 ran from the vehicle. Another trooper tracked the K9, Hunter, in sub-zero temperatures and deep snow, and he was found about three miles away about two hours later. A veterinarian was stationed on-scene, the dog had no injuries, and he was given a clean bill of health. The trooper and the other driver were also uninjured in the crash.

District 5 Promotion: Lieutenant Steve Sanders was recently promoted to fill the Captain's position in District 5. Lieutenant Sanders was stationed in the Torrington and Lusk area for the past five years, and Colonel Haller feels he will be a great addition to District 5.

10. Ms. Yaffa presented the Aeronautics report, beginning with the November 2016 Aeronautics Aircraft Passenger Summary Report.

Wyoming Aircraft Accidents Report: A crash occurred November 5, 2016, at the Dubois Municipal Airport involving an experimental, amateur-built aircraft. The pilot lost control of the aircraft shortly after takeoff, and the plane was destroyed during a post-impact fire. The pilot did not survive the crash.

Maintenance on the State Jets: A routine "phase-five" inspection is being conducted in Phoenix, Arizona, on the state's N101WY aircraft. Major portions of the plane are being disassembled, and the air frame will be analyzed for cracks, worn parts, or other safety-related abnormalities. While in Arizona, the state took advantage of the opportunity to install Automatic Dependent Surveillance - Broadcast (ADS-B) device, which is equipment within the aircraft that allows it to more efficiently use the satellite air navigation system and the Next Generation Air Transportation System (NextGen) at various airports. The cost of the installation was about \$200,000, but WYDOT was able to realize a significant savings by having the system installed while the plane was already disassembled. The Federal Aviation Administration (FAA) will require the ADS-B device on all aircraft by January 1, 2020.

The other state aircraft, N102WY, will be scheduled for the ADS-B installation in the FY 2019-20 biennium.

11. Mr. Rossetti presented the Support Services report.

Specialty License Plate Notifications: An issue arose this week involving notifications that were sent to specialty license plate holders. An online system has been established for renewing these license plates. The quarterly notices were sent to about 10,000 holders of these plates that were

due to expire in January through March 2017. About 386 of those customers received postcards that were printed incorrectly, with the addressee on one side of the card, and license plate information about another customer on the other side. Exposed information included the customer's name, address, and license plate number. The State of Wyoming Enterprise Technology Services (ETS) was notified. The issue was deemed a programming anomaly, and the root of the problem has not been determined.

Personal identification numbers were cancelled on the 386 incorrect cards within 24 hours of learning about the infringement. Customers were reissued an updated application and a letter explaining the error.

Driver Services Practices: The Cheyenne Driver Services office is the busiest in the state. It employs five examiners, and they processed about 24,000 transactions from January through September 2016. About three transactions are handled per hour, which can create long lines at the Driver Services office. To address the issue, Cheyenne's Driver Services office has extended its business hours to 7:30 a.m. to 4:30 p.m., Monday through Friday. Other ideas are being investigated, including technology changes like kiosks and online renewals, to alleviate the wait time for WYDOT's customers.

Employment Summary: The December employment summary reflects 1,937 full-time employees compared to 1,951 at this time last year.

12. It was moved by Commissioner McCormack, seconded by Commissioner Larson, and carried to move into executive session to discuss potential litigation to which WYDOT may be a party, in accordance with W.S. 16-4-405(a)(iii). The Commission went into executive session at 4:33 p.m. on Thursday, December 8, 2016.

Messrs. Byrne, Rossetti, Fulton, Gillett, DeHoff, Fleenor, Hallsten, Freier, McGee, and Dailey, Ms. Yaffa, and Colonel Haller left the meeting.

13. It was moved by Commissioner Ruwart, seconded by Commissioner Newton, and carried to come out of executive session. The Commission came out of executive session at 4:51 p.m. on Thursday, December 8, 2016.

14. It was moved by Commissioner McCormack, seconded by Vice Chairman Seeton, and carried to adjourn the meeting. Chairman Dooley adjourned the meeting at 4:51 p.m., on Thursday, December 8, 2016.