

TRANSPORTATION COMMISSION OF WYOMING

The Transportation Commission of Wyoming met via Zoom on January 19, 2023. Chairman Schmidt convened the meeting at 1:30 p.m. The following members were present constituting a quorum:

Chairman Philip Schmidt, Casper
Vice Chairman Greg Venable, Worland
Commissioner Patrick Crank, Cheyenne
Commissioner Jon Dolezal, Evanston
Commissioner Jim Espy, Savery
Commissioner Susan Holmes, Sheridan
Commissioner Mark Hughes, Sundance
Director K. Luke Reiner
Commission Secretary Caitlin Casner

Others present and participating in the meeting: Dennis Byrne, Chief Financial Officer (CFO); Rodney Freier, Budget Program Manager; Mark Gillett, Chief Engineer; Tom DeHoff, Assistant Chief Engineer for Operations; Keith Fulton, Assistant Chief Engineer for Engineering and Planning; Colonel Timothy Cameron, Wyoming Highway Patrol (WHP); Brian Olsen, Aeronautics Administrator; Taylor Rossetti, Support Services Administrator; Mike Kahler, Senior Assistant Attorney General; MacKenzie Sewell, Assistant Attorney General; Nate Smolinski, Chief Technology Officer (CTO); and Hank Rettinger, Federal Highway Administration (FHWA).

Other meeting attendees: Doug McGee, Public Affairs Manager; Jordan Achs, Public Affairs; Matt Groth, Public Affairs; Carlie Vanwinkle, Public Affairs; Kacey Brown, Senior Policy Analyst, Management Services; John Eddins, District Three Engineer; Scott Taylor, District Four Engineer; Chelsey Lindsay, Senior Budget Analyst; Nicholas Gronski, Procurement Services Program Manager; Ali Ragan, Grants and Contracts Policy Program Manager; Chris Pivik, Assistant State Contracts and Estimates Engineer; Justin Huntley, Facilities Manager; Pam Fredrick, Senior Budget Analyst; Bryan Wenger, Equipment Program Manager; Kent Ketterling, State Construction Engineer; Sandra Sanderson, Strategic Planning Analyst; John Davis, Management Services Manager; Susan Elliott, Executive Assistant; Kimberly Chapman, Public Safety Communications Commission and Aeronautics Commission Secretary.

1. Pledge of Allegiance: Chairman Schmidt led the attendees in the Pledge of Allegiance.

3A. December 15, 2022 Business Meeting Minutes: It was recommended by Secretary Casner, moved by Commissioner Venable, seconded by Commissioner Hughes, and carried unanimously to approve the December 15, 2022 Business Meeting minutes as amended, with changes made to page six, specifically the motion recommended by Mr. DeHoff. Mr. Crank also requested that it be noted he voted against this motion.

3B. December 21, 2022 Business Meeting Minutes: It was recommended by Secretary Casner, moved by Commissioner Holmes, seconded by Commissioner Venable, and carried unanimously to approve the December 21, 2022 Business Meeting minutes as presented.

4. Correspondence: Director Reiner presented letters received from the Joint Transportation, Highways and Military Affairs Interim Committee regarding an alternate route between Green River and Rock Springs and a complimentary letter regarding storm maintenance from Rep. Donald Burkhart.

5A. Wildlife Conservation Account Rules: Director Reiner presented version F of the draft Wildlife Conservation License Plates rules, which have been received preliminary approval from the Game and Fish and the Wyoming Wildlife and Natural Resource Trust (WWNRT). After receiving direction from the Commission regarding the rules, Director Reiner will be forwarding the rules to the Attorney General's office for review.

It was moved by Commissioner Crank, seconded by Commissioner Espy, and carried to approve draft version F of the Wildlife Conservation License Plates rules and proceed with the rulemaking process. *Commissioner Crank voted against this motion.*

Director Reiner explained that at this time, he believes that if funds are expended from the Wildlife Conservation Account, they would be approved at the project development level initially by the Game and Fish and WWNRT. Commissioner Holmes requested future information regarding the complete approval process. Mr. Byrne advised that it is possible expenditures may be approved using the STIP process. Commissioner Crank disagreed and suggested that expenditures be presented to the Commission during the monthly budget update presented to Commissioners, as the STIP process may prematurely present information. Mr. Fulton stated that the approval could occur during the yearly STIP process or the monthly STIP addendum process.

Commissioner Crank stated that he recently received a call from Chris McBarnes, President of The WYldlife Fund, who is working on obtaining private funding for a project near Kemmerer. Mr. McBarnes advised Mr. Crank that Mr. Fulton has been extremely helpful in obtaining grants and private funds for the Kemmerer project.

6. Director Reiner presented the Director's Report.

WHP Administrator: Director Reiner welcomed Colonel Tim Cameron, the new WHP Administrator. Colonel Cameron introduced himself to the Commission.

OmniBus Bill: The OmniBus appropriations bill was approved in late December 2022, which avoided a shutdown at the federal level.

USDOT: The USDOT recently released a new Stewardship and Oversight Agreement template, and WYDOT will provide comment on the new template to protect Wyoming's interests.

Wildlife Crossing Grants: There has been no updated information provided on wildlife crossing grants. WYDOT will continue to monitor for any updates, along with Hank Rettinger of the FHWA.

Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grants: RAISE grant applications are due at the end of February 2023, and WYDOT is currently working on grant request priorities, including truck parking.

Highway Use Tax Evasion Grant: WYDOT recently received a \$55,000.00 grant to aid in carrying out fuel tax collection and enforcement efforts.

Congresswoman Hageman: WYDOT staff will meet with Congresswoman Hageman's Wyoming staff in February 2023 to discuss transportation issues.

State Legislature: Director Reiner advised that bills affecting WYDOT are progressing, and provided updates on Senate Files 16 through 22 and House Bills 42 through 44. WYDOT staff is currently tracking 21 Senate Files and 26 House Bills. Weekly updates will continue to be provided to staff and Commissioners.

Leadership Training: Six agency directors recently discussed leadership practices in a panel organized by Mr. Rossetti, which will be used during the next year during upcoming WYDOT leadership training.

Game and Fish Memorandum of Understanding (MOU): WYDOT has received the signed copy of the MOU for \$12.5 million between the Game and Fish and WYDOT.

Pay Equity Adjustment: The recent pay equity adjustment approved by the Governor's office was added to the December 31, 2022 paycheck of the included classifications.

7. Mr. Byrne presented the Chief Financial Officer's Report.

7A. First Quarter 2023 Budget Modifications: Mr. Freier presented the first quarter 2023 budget modifications. It was recommended by Mr. Freier, moved by Commissioner Holmes, seconded by Commissioner Venable, and carried unanimously to approve the first quarter 2023 budget modifications as presented.

Director Reiner presented Executive Staff's recommendation for the \$26.2 million in unprogrammed carryover funds. Priorities for the funding include TMC/Dispatch relocation, Jackson housing, and facilities security upgrades/installations.

It was moved by Commissioner Crank, seconded by Commissioner Dolezal, and carried unanimously to follow staff recommendations for the \$26.2 million in carryover funds, specifically \$20,000,000.00 for TMC/Dispatch relocation, \$5,000,000.00 for Jackson housing, and \$1.2 million for facilities security upgrades/installation.

Monthly Budget Report: Mr. Freier presented the monthly budget report. Overall, the budget report revealed that the Commission budget was 26 percent expended, and the legislative budget was 32 percent expended in Fiscal Year (FY) 2023.

7C. Award of Procurement Services Bids. It was recommended by Mr. Byrne, moved by Commissioner Hughes, seconded by Commissioner Venable, and carried to move Bid Numbers 23-033RE, 23-034RE, 23-048RE, 23-054AC, 23-059NG, and Requisition Number 0000066285 to a consent list.

It was recommended by Mr. Byrne, moved by Commissioner Holmes, seconded by Commissioner Venable, and carried to approve, by consent, the following:

- Bid 23-033RE to furnish 964,000 pounds of reflective glass spheres, type one (1) to departments located statewide. The bid was awarded to Potters Industries, LLC, of Malvern, Pennsylvania, for the sum of \$422,232.00.
- Bid 23-034RE to furnish 282,250 gallons of fast drying acrylic line paint (158,500 gallons white traffic line paint and 123,750 gallons yellow traffic line paint) to departments located statewide. The bid was awarded to Ennis-Flint, Inc., of Greensboro, North Carolina, for the sum of \$3,225,285.25.
- Bid 23-048RE to furnish 12,120 Shur-Flex delineator kits, posts, joints and poles, to departments located statewide. The bid was awarded to Geotech Industrial Supply, of Mills, Wyoming, for the sum of \$374,764.85.
- Bid 23-054AC to furnish 11,488 each and 5,452 feet, bridgerail/guardrail/cablerail and components to departments located statewide. The bid was awarded to S&L Industrial, of Cowley, Wyoming, for the sum of \$724,992.00.
- Bid 23-059NG to furnish 1,676 snow plow carbide tipped blades to departments located statewide. The bid was awarded to Winter Equipment Company, Inc., of Willoughby, Ohio, for the sum of \$330,200.00.
- Requisition 0000066285 to furnish 25 Force America Ultra Hydraulic Packages for eight (8) yard tandem axle trucks for departments statewide. The requisition was awarded to Force America Inc., of Burnsville, Minnesota, for the sum of \$641,975.00.

Mr. Byrne explained that the lowest bid received for bid 23-015RE did not meet specifications.

It was recommended by Mr. Byrne, moved by Commissioner Espy, seconded by Commissioner Venable, and carried unanimously to award Bid 23-015 to furnish 17 new and most current model 15 foot rotary mowers to departments located statewide to the second low bidder, Torgerson's, LLC, of Gillette, Wyoming. The bid was awarded for the sum of \$447,657.77.

Mr. Byrne explained that the lowest bid received for bid 23-057RE did not meet specifications.

It was recommended by Mr. Byrne, moved by Commissioner Espy, seconded by Commissioner Dolezal, and carried to award Bid 23-057RE to furnish 21 new and most current model four wheel drive tractors with front end loader attachments to departments located statewide to the second low bidder, Ron's Equipment Co., of Fort Collins, Colorado. The bid was awarded for the sum of \$1,865,850.00. *Commissioner Crank voted against this motion.*

Commission adjourned to break at 2:59 p.m.

Commission returned to public session at 3:10 p.m.

8. Mr. Gillett presented the Chief Engineer's Report.

Infrastructure Investment and Jobs Act (IIJA): Mr. Gillett advised that the recent passage of the Appropriations bill by Congress included funding for IIJA and \$3.4 billion in supplemental resources. This bill also increased funding for highway spending by \$2.3 billion. The majority of this money will be spent through Congressional earmarks, one of which is the Gurley Street bridge project in Gillette. Once completed, this bridge will become known as Senator Mike Enzi Bridge.

Dry Piney Project: Mr. Gillett reminded the Commission that the project was let to McMillan Construction for the sum of \$13.7 million. The project includes 177,000 feet of wildlife fence and nine underpasses. To date, six crossings and 35,000 feet of wildlife fence have been installed. The remaining portion of the project will be completed in summer. Mr. Gillett advised that 55% of the project has been completed, and \$9.2 million has been expended. WYDOT's Environmental Services program has installed cameras in two of the completed underpasses, which indicate wildlife is starting to use the underpasses.

WE Soda: Mr. Gillett and his staff recently met with WE Soda, a soda ash mining company planning to build a plant nine miles south of Granger, Wyoming. WE Soda is requesting WYDOT's permission to run a 24 inch water line for approximately 26 miles from the Green River to their location inside the highway right of way. The first request from WE Soda was to run the water line using the I-80 right of way, which was denied. The second request was to run the water line using WYO 374, adjacent to the Green River, which was also denied. WE Soda has requested to meet with WYDOT's Attorney General Representatives, and may decide to contact Governor Gordon's office.

Teton County Letter: WYDOT recently received a thank you letter from Teton County in appreciation of moving up WYO 22 projects in the STIP and allowing the Tribal Trails project to

be included in the NEPA process. Teton County also thanked WYDOT for supporting HOV lane efforts in the legislature.

8Ai. Mr. Fulton presented the Engineering and Planning Report, beginning with the bid tabulations from the January 12, 2023 letting in Laramie.

Federal Project NHPPI-I255117 involving bituminous surfacing, traffic control, grading, surfacing, milling, structure rehabilitation, drainage and miscellaneous work on approximately 8.00 miles on I-25 on both northbound and southbound lanes beginning at RM 272.11 between Kaycee and Buffalo in Johnson County. Completion Date: June 30, 2024.

<i>Engineer's Estimate</i>	\$11,050,586.00	
Riverside Contracting, Inc., Missoula, MT	\$11,321,256.25	2.4%
Simon Contractors, Cheyenne, WY	\$11,413,350.04	

It was recommended by Mr. Fulton, moved by Commissioner Hughes, seconded by Commissioner Dolezal, and carried unanimously that Riverside Contracting, Inc., of Missoula, Montana, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. FHWA concurred with this decision.

Federal Project STP-0300048 involving bituminous surfacing, grading, traffic control, surfacing, milling and miscellaneous work on approximately 16.70 miles on WYO 50 beginning at RM 36.00 between Gillette and Pine Tree Junction in Campbell County. Completion Date: October 31, 2023.

<i>Engineer's Estimate</i>	\$9,837,235.00	
Northern Improvement Company, Fargo, ND	\$8,099,450.00	-17.7%
Riverside Contracting, Inc., Missoula, MT	\$9,469,815.25	
Croell, Inc., Sundance, WY	\$9,527,706.88	
Simon Contractors, Cheyenne, WY	\$9,585,936.63	

It was recommended by Mr. Fulton, moved by Commissioner Holmes, seconded by Commissioner Venable, and carried unanimously that Northern Improvement Company, of Fargo, North Dakota, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. FHWA concurred with this decision.

Federal Project NHPPI-I806211 involving bituminous surfacing, surfacing (concrete), traffic control, bridge rehabilitation, milling and miscellaneous work on approximately 4.30 miles on I-80 on both eastbound lanes and westbound lanes beginning at RM 357.66 between Laramie and Cheyenne in Laramie County. Completion Date: August 31, 2024.

<i>Engineer's Estimate</i>	\$8,096,296.00	
Simon Contractors, Cheyenne, WY	\$10,726,142.00	32.5%
S&S Builders, LLC, Gillette, WY	\$11,404,949.00	

It was recommended by Mr. Fulton, moved by Commissioner Venable, seconded by Commissioner Hughes, and carried that Simon Contractors, of Cheyenne, Wyoming, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. FHWA concurred with this decision. *Commissioner Crank voted against this motion.*

Federal Project STP-W294005 involving bituminous surfacing, traffic control, surfacing, chip seal, milling, grading, drainage, guardrail and miscellaneous work on approximately 9.80 miles on WYO 294 beginning at RM 0.009 north of Ralston in Park County. Completion Date: June 30, 2024.

<i>Engineer's Estimate</i>	\$5,537,271.00	
Mountain Construction Company, Lovell, WY	\$5,622,824.01	1.5%

It was recommended by Mr. Fulton, moved by Commissioner Hughes, seconded by Commissioner Holmes, and carried unanimously that Mountain Construction Company, of Lovell, Wyoming, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder.

Federal Project STP-PM-B233019 involving bituminous surfacing, chip seal, traffic control and miscellaneous work at various locations in Transportation District 3 in Sublette and Sweetwater Counties. Completion Date: August 31, 2023.

<i>Engineer's Estimate</i>	\$1,477,250.00	
H-K Contractors, Inc., Idaho Falls, ID	\$1,533,501.00	3.8%
Geneva Rock Products, Inc., Murray, UT	\$1,595,051.00	
Intermountain Slurry Seal, Inc., Watsonville, CA	\$1,671,600.00	
Bituminous Paving, Inc., Ortonville, MN	\$1,853,450.00	

It was recommended by Mr. Fulton, moved by Commission Venable, seconded by Commissioner Dolezal, and carried unanimously that H-K Contractors, Inc., of Idaho Falls, Idaho, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. FHWA concurred with this decision.

Federal Project STP-PM-B231009 involving bituminous surfacing, chip seal, traffic control and miscellaneous work at various locations in Transportation District One in Albany and Carbon Counties. Completion Date: August 31, 2023.

<i>Engineer's Estimate</i>	\$1,153,800.00	
Bituminous Paving, Inc., Ortonville, MN	\$1,126,180.00	-2.4%
Intermountain Slurry Seal, Inc., Watsonville, CA	\$1,229,500.00	
71 Construction, Casper, WY	\$1,398,290.00	

It was recommended by Mr. Fulton, moved by Commissioner Hughes, seconded by Commissioner Dolezal, and carried unanimously that Bituminous Paving, Inc., of Ortonville, Minnesota, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. FHWA concurred with the decision.

Federal Project HSIP-P351033 involving electrical, signing, traffic control and miscellaneous work on US 14A at RM 68.50 at Lovell-Burgess Junction in Big Horn County. Completion Date: October 31, 2023.

<i>Engineer's Estimate</i>	\$127,605.00	
Casper Electric, Inc., Casper, WY	\$127,999.84	0.3%
Advanced Electrical Contracting, Inc., Sheridan, WY	\$156,185.00	
Modern Electric Co., Casper, WY	\$156,450.00	
DELTA WYE, Inc., Gillette, WY	\$184,365.00	

It was recommended by Mr. Fulton, moved by Commissioner Venable, seconded by Commissioner Hughes, and carried unanimously that Casper Electric, Inc., of Casper, Wyoming, having prequalified in accordance with rules and regulations adopted by the Transportation Commission of Wyoming, be awarded the contract as low bidder. FHWA concurred with the decision.

8Aii. January 2023 State Transportation Improvement Program (STIP) Addendum: Mr. Fulton presented the January 2023 STIP Addendum.

It was recommended by Mr. Fulton, moved by Commissioner Dolezal, seconded by Commissioner Holmes, and carried unanimously to approve the January 2023 STIP addendum.

8B. Mr. DeHoff presented the Operations Report.

Maintenance: Crews continue to complete winter operations. Several road closures have occurred due to wind causing no visibility and drifting, storms, crashes, and winter conditions. Mr. DeHoff thanked all maintenance employees for their hard work during this winter season, as well as their flexibility in traveling to locations as needed.

There are currently 62 vacancies in Maintenance, which is three less than December 2022.

Avalanche Mitigation: Avalanche crews have performed four avalanche missions so far this winter, two in the Hoback Canyon and two on Teton Pass.

Snow Plow Hits: There has been six snow plow hits since the December 2022 Transportation Commission meeting. The majority of the trucks damaged have been repaired and are back in service. The total snow plow hits for the winter is ten.

Construction: There are currently nine active construction projects across the state. Crews are working on bridge projects and crack sealing as weather permits, as well as preparing engineer recommendations for upcoming projects.

Traffic: Striping crews are dismantling striping equipment in order to perform annual maintenance as well as assisting maintenance crews when needed.

Electrical: Normal operations continue throughout the State.

Equipment: Standard operations continue. The proposals for the paver are being reviewed, and will hopefully be presented to the Commission in March or April 2023.

Facilities: All facilities and rest areas are open at this time.

Engineering and Operations Conference: Construction and maintenance staff are preparing an agenda for the April 4-6, 2023 conference to be held in Cheyenne.

9. Colonel Cameron presented the Highway Patrol Report.

The Fatal Crash Summary through December 31, 2022, includes 117 fatal crashes involving 133 deaths. The fatalities include 52 rollover crashes, 42 multi-car crashes, 6 fixed-object crashes, 20 motorcycle crashes, 4 all-terrain vehicle crashes, and 8 pedestrian crashes. Of the 117 fatal crashes that have occurred in 2022, 23 involved commercial vehicles.

There were 3 fatal crashes deemed drug or alcohol related, resulting in 3 deaths in December 2022.

Of the 133 deaths this year, 66 were attributed to not using occupant restraints, with 43 involving rollover crashes, 17 involving multi-car collisions, and 6 involving fixed objects. Forty-seven of those who died from the non-use of occupant restraints were Wyoming residents. Twenty-five perished that were under 21 years old.

Of the 117 fatal crashes so far this year, 83 of those drivers had no distractions. In 66 of reported crashes, it was unknown whether a distraction caused the incident.

Of the 117 fatal crashes that have occurred this year, 59 occurred on primary/secondary highways, 29 occurred on interstate highways, and 29 occurred on city/county roads.

Of the 117 fatal crashes that have occurred this year, 16 had multiple fatalities.

Inclement weather or road conditions contributed to 13 vehicle crashes in 2022, which resulted in 15 deaths.

The days of the week for fatal crashes in 2022 are as follows:

Sunday	23 crashes
Monday	17 crashes
Tuesday	10 crashes
Wednesday	19 crashes
Thursday	13 crashes
Friday	15 crashes
Saturday	20 crashes

The times of day for fatal crashes in 2022 are as follows:

12:00 a.m. to 6:00 a.m.	19 crashes
6:00 a.m. to 12:00 p.m.	34 crashes
12:00 p.m. to 6:00 p.m.	34 crashes
6:00 p.m. to 12:00 a.m.	30 crashes

The Commission also heard the following statistics:

- 83 percent of those who died in rollover crashes were unbelted.
- 40 percent of those who died in multi-vehicle crashes were unbelted.
- 100 percent of those who died in fixed-object crashes were unbelted.
- 71 percent of the fatalities in 2022 were drivers.
- 20 percent of the fatalities in 2022 were passengers.
- 78 percent of the resident fatalities were unrestrained.
- 48 percent of non-resident fatalities were unrestrained.
- 36 percent of fatalities involved alcohol and/or drug impairment.

There was 6,005 patrol investigated crashes in 2022.

10. Mr. Olsen presented the Aeronautics Report, beginning with the December 2022 Aeronautics Flight Operations Passenger Summary Report.

FAA Re-Authorization: Congress continues to work on the FAA authorization, and Mr. Olsen is hopeful it will be completed in September. Mr. Olsen expects hearings to occur through the spring and summer regarding aviation.

OmniBus Bill: The OmniBus appropriations bill was passed in December 2022, and it does not appear that aviation funding levels have changed significantly from previous years.

WY Legislature: Mr. Olsen and staff continue to monitor proposed legislation, including House Bill 40 and Senate File 34.

Capital Improvement Plan: The Capital Improvement Plan update has been completed for this cycle, and a draft version will be presented to the Aeronautics Commission in January. After that, the Plan will be distributed for public comment. The Aeronautics will consider the comments, make adjustments if needed, and issue final approval in the spring.

Design Projects: Several proposed design projects are being reviewed for several airports. The projects will begin to be advertised within the next two months, with bid openings occurring in spring.

FY 2022: Throughout FY 2022, Aeronautics worked with airports on 87 grant projects, which consisted of 25 construction projects, 9 equipment projects, 8 design and planning projects, and 45 multi-faceted projects.

Air Service: Passenger demand remains strong, however business and international travel continues to be below pre-pandemic levels.

Earnings have improved for airlines, and they are in a position of making money. However, profit margins are low compared to pre-pandemic levels.

Jet fuel prices averaged \$3.52 per gallon last year, which was 83% higher than 2019. This is also contributing to low profit margins.

IT System Infrastructure Failures: Airlines recently experience IT system infrastructure failures, most notably Southwest Airlines. The FAA also experienced disruptions.

Wyoming Airports: Wyoming airports experienced strong holiday travel demand, with load factor percentages in the 80s and 90s.

11. Mr. Rossetti presented the Support Services Report.

Employment Summary: WYDOT employed 1,759 personnel as of January 11, 2023, compared to 1,771 a month ago and 1,845 one year ago.

Governor's Proposed Pay Package: The Governor's proposed pay package is very similar to the 2022 package, and proposes an approximately eight percent increase. Pay tables for sworn and non-sworn employees will be increased.

Human Resources Rules Exceptions: Mr. Rossetti presented the human resources rules exceptions, including referral bonuses, critical staffing level add on, and pay acceleration for new hires.

12. Mr. Smolinski presented the Chief Technology Officer's Report.

WyoLink Update: Mr. Smolinski reported that there are ten WyoLink sites operational at this time. The construction schedule for the remaining sites depend on weather.

RIS Replacement Update: WYDOT staff will be visiting an adjacent state in order to view their operational system and if it would be beneficial for Wyoming.

Portable Radio: Portable radios have been arriving in large numbers for Highway Patrol and maintenance crews. Installations are being completed as quickly as possible.

13. February 2023 Commission Meeting: Secretary Casner advised that the February 2023 meeting is currently scheduled to be held in person in Cheyenne. There will be a Service Award luncheon held at the Cheyenne Country Club.

14A. Continuity Planning: Chairman Schmidt presented the proposed continuity plan for the upcoming transition in leadership and the introduction of a nominating committee.

Commissioner Espy stated that he believes the nominating committee should be made up of those remaining on the Commission. Commissioner Crank agreed and stated that he believes the recommendation should be made in March 2023 in order to include and inform incoming Commissioners. Commissioner Holmes disagreed, and would like the nominating committee to include outgoing Commissioners as she believes that their input and experience would be very valuable.

It was moved by Commissioner Crank and seconded by Commissioner Espy that the nominating committee be comprised of three of the four Commissioners that have a term extending past February 28, 2023. The motion failed by a vote of 2-4. *Commissioners Dolezal, Venable, Holmes and Hughes voted against this motion.*

Chairman Schmidt advised that he will be appointing the nominating committee, which is not an uncommon practice, after the continuity plan has been approved.

Commissioner Dolezal advised that although the current proposed plan addresses immediate needs, he would like to see more detail in the future to guide nominating practices.

It was moved by Commissioner Dolezal, seconded by Commissioner Venable, and carried that the succession plan be approved as written. *Commissioners Crank and Espy voted against this motion.*

Chairman Schmidt advised in response to a question by Commissioner Crank that he would appoint himself, Vice Chairman Venable, and Commissioner Hughes to the nominating committee. Commissioner Crank again expressed concern with this proposal, as it may exclude ongoing Commissioners.

Chairman Dolezal clarified that the nominating committee would only present recommendations at the February meeting, and the official vote would occur at the March meeting.

Chairman Schmidt officially appointed himself, Vice Chairman Venable, and Commissioner Hughes to the nominating committee.

14C. Commissioner Comments: Commissioners Holmes reported that she attended the Association of General Contractors-Wyoming meeting and met several contractors and WYDOT district employees. Commissioner Holmes also requested that orientation for the incoming Commissioners be thorough for the good of the Commission. Commissioners Dolezal and Crank thanked maintenance and WHP employees for their hard work during winter storms. Commissioner Venable thanked the Commission for their work and dedication to WYDOT. Commissioner Hughes requested a future presentation by grants and contracts staff regarding funding to local areas. Chairman Schmidt stated that the Commission may want to consider adopting Robert's Rules of Orders at a later date.

16. It was moved by Commissioner Hughes, seconded by Commissioner Venable, and carried to adjourn the meeting. Chairman Schmidt adjourned the meeting at 4:28 p.m., on Thursday, January 19, 2023.