

REGULAR MEETING OF THE IDAHO TRANSPORTATION BOARD

February 21, 2019

The Idaho Transportation Board convened at 8:00 AM on Thursday, February 21, 2019 at the Idaho Transportation Department in Boise, Idaho. The following principals were present:

Jerry Whitehead, Chairman  
Jim Coleman, Vice Chairman – District 1  
Janice B. Vassar, Member – District 2  
Jim Kempton, Member – District 4  
Dwight Horsch, Member – District 5  
Brian Ness, Director  
Larry Allen, Lead Deputy Attorney General  
Sue S. Higgins, Executive Assistant and Secretary to the Board

Julie DeLorenzo, Member, District 3, participated via teleconference.

Safety Share. David Nichols, Training and Development, reported on the newly-implemented protective boot program. Last month when a District 1 employee was changing a bit on a truck, it came loose and landed on his foot. The approximate 40-pound piece damaged the boot, but did not injure the employee's foot. About \$330,000 was spent to purchase protective footwear for employees and may have paid for itself with this one incident.

Chairman Whitehead thanked Mr. Nichols for the message and noted the value of this program.

Board Meeting Dates. The following meeting dates and locations were scheduled:

March 21, 2019 – Boise  
April 17-18, 2019 – District 2  
May 15-16, 2019 – District 5

Consent Items. Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO. WHEREAS, consent calendar items are to be routine, non-controversial, self-  
ITB19-04 explanatory items that can be approved in one motion; and

WHEREAS, Idaho Transportation Board members have the prerogative to remove items from the consent calendar for questions or discussion.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the revisions to Administrative Policy 5070 All-Terrain Vehicle, Utility Type Vehicle, Specialty Off-Highway Vehicle, Motorbike and Snowmobile Travel and Crossing on the State Highways; consultant agreements; the Keller Associates term agreement extension, District 6; and contracts for award.

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1) Administrative Policy 5070 All-Terrain Vehicle, Utility Type Vehicle, Specialty Off-Highway Vehicle, Motorbike and Snowmobile Travel and Crossing on the State Highways. In November, the Board concurred with revisions to Administrative Policy 5070 due to changes to Idaho Code. Before the policy was implemented, staff identified additional revisions.

2) Request to Approve Consultant Agreements. In accordance with Board Policy 4001 Authority to Sign Contracts, Agreements, and Grants and Requirement to Report Certain Contracts, staff requests approval to exceed the \$1 million agreement limit for the following projects: key #12098 for supplemental design services with CH2M Hill for \$1 million; key #22154 for design and engineer of record services with David Evans & Associates for \$3.5 million; key #19431 for construction engineering and inspection services with HDR Engineering for \$1.7 million; keys #20486, #20581, and #20435 for design and engineer of record services with J-U-B Engineers for \$2 million; key #19052 for construction engineering and inspection services with HMH Engineering for \$1.3 million; key #1004 for supplemental design services with Forsgren for \$1.98 million; and key #20788 for preliminary engineering services with Jacobs Engineers for \$8 million.

3) Keller Associates Term Agreement Extension, District 6. Staff requests approval to exceed the consultant term agreement limit of \$1,500,000 with Keller Associates for the SH-31, North Pine Creek Bridge project, key #18962. The consultant was selected from the pre-qualified term agreement list in June 2018 to perform Construction Engineering and Inspection. Due to the project taking longer than expected, it is estimated that an additional \$80,000 of work is needed from Keller Associates. This additional request would bring the total agreement amount on this project to \$312,600 and the amount of agreements written under the term agreement list to \$1,675,500.

4) Contracts for Award. The low bids on the following projects were more than ten percent over the engineer's estimate, requiring justification and Board approval. The Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special 3; Cold Milling; Prepared and Placed Polyester Polymer Concrete (PPC) Overlay; PPC Overlay Material; and Mobilization items showed the largest variance between the engineer's estimate and low bid on key #19520 – US-95, FY20 District 1 Bridge Repairs. Staff does not believe it adequately considered the number of locations when preparing the Mobilization estimate. The small quantities also presumably led to the higher bids. Some of the items did not have recent bid history. District 1 does not believe re-bidding the project would result in significantly lower bids, and recommends awarding the project. Low bidder: Razz Construction Inc. - \$4,357,626.

The major differences between the engineer's estimate and low bid on key #19531 – FY19 District 4 I-84 Bridge Repair were in the Superpave Hot Mix Asphalt Paving Including Asphalt and Additives Class Special 5; Special Bridge Epoxy Overlay; and Mobilization items. Staff acknowledged the engineer's estimate was low on the Superpave Hot Mix Asphalt item because the paving work is only for short distances repairing asphalt near the bridges. The estimate for the Epoxy Overlay was not updated to the most current data, and the mobilization estimate did not sufficiently account for the distances between all of the bridges. The District does not believe significant savings could be realized if the project is re-advertised, so recommends awarding the project. Low bidder: The Truesdell Corporation - \$1,444,444.

The 18' Precast Concrete Stiff-Leg Culvert and 22' Precast Concrete Stiff-Leg Culvert combined for the majority of difference between the engineer's estimate and low bid on keys #19261 and #19287 – US-95, Culdesac Canyon Passing Lane Phase 2 and Lapwai Creek Bridge, District 2. The pricing amongst the three low bids was tight, so staff believes the bids were competitive. Based on staff's discussions with precast facilities, the significant depth of the structures below the ground surface and the different skews associated with the structures added costs to the precast items beyond what would be expected in a typical precast structure. The engineer's estimate did not take into account the significant depth of the structures and skew. Staff recommends awarding the project. Low bidder: M. A. DeAtley Construction Inc. - \$27,934,703.

The major variance between the engineer's estimate and low bid on key #19658 – US-93, Notch Butte Climbing Lanes, District 4 were in the Granular Borrow and Granular Subbase items. If staff would have considered that the closest source was over 35 miles away, it would have increased the unit price. It does not believe re-bidding the project would result in lower bids, and recommends awarding the project. Low bidder: Western Construction Inc. - \$5,619,313.

Board Minutes. Vice Chairman Coleman made a motion to approve the minutes of the regular Board meeting held on January 17, 2019 as submitted. Member Vassar seconded the motion and it passed unopposed.

Informational Items. 1) Contract Awards and Advertisements. Key #20274 – SH-50, Redcap to Tipperary Road, District 4. Low bidder: Knife River Corporation – Mountain West - \$1,468,000.

Key #19839 – I-15, Virginia Interchange to Arimo Interchange, District 5. Low bidder: Staker & Parson Companies DBA Idaho Materials and Construction - \$7,701,028.

The list of projects currently being advertised was provided.

2) Professional Services Agreements and Term Agreement Work Tasks Report. From December 28 through January 31, 23 new professional services agreements and work tasks were processed, totaling \$4,562,939. Four supplemental agreements to existing professional services agreements were processed during this period in the amount of \$212,100.

3) I-90, Milepost 49 Temporary Repair. Earlier this month, the pavement on I-90 close to Kellogg began to sink between two and eight inches in two separate areas. The sinking is likely due to water passing under the road from the Environmental Protection Agency (EPA)/Corps Central Impound Area on the south side of I-90. A deep bentonite wall project was completed this summer to contain the water parallel to the road as part of the superfund site to control contaminated mine tailing runoff. The speed limit has been lowered from 75 to 45 miles per hour to allow safe passage through the dips. A temporary repair project for \$350,000 has been created to address the surface asphalt settlement and perform engineering and monitoring. Future traffic control and asphalt courses may be needed until a permanent solution can be engineered. ITD has been communicating with EPA and the Idaho Department of Environmental Quality (DEQ).

4) Non-Construction Professional Service Contracts Issued by Business and Support Management (BSM). The BSM Section did not execute any professional service agreements during the previous month.

5) Annual Report on Status of State-Owned Dwellings. Information on the ITD-owned dwellings, including the fair rental value, rental status, and monthly rental fee was provided. The Department owns 3 stick-framed houses, 16 manufactured homes, 6 bunkhouses, and 2 apartments at Johnson Creek and Cavanaugh Bay Air Strips, plus 19 trailer pads, of which 11 have employee-owned manufactured housing on them. ITD also owns nine trailer pads and three houses at rest area locations.

Director's Monthly Report on Activities. Director Ness summarized some of the legislative activities. Governor Little issued an executive order to eliminate or simplify rules, which the Department did last year. ITD was commended for consolidating 22 motor vehicle rules into 8. The Department has an active campaign underway to educate motorists about the REAL ID Act and the requirement to have a Star driver's license or other acceptable form of identification for federal purposes, including clearing security at airports, by October 2020. Staff is soliciting projects for the Americans with Disabilities Act ramp program. Earlier this month, a fallen worker memorial was unveiled in the lobby at Headquarters. A wall honoring ITD's veterans and thanking them for their service has been established in the Division of Motor Vehicles. Other highlights include an award for the planning process for the I-15 and I-86 interchange in District 5, the submittal of the 1,000<sup>th</sup> innovation since the program was implemented, commendations for the Office of Highway Safety, and recognition and appreciation for the snowplow drivers.

Director Ness said the Department has been working with the Controller's Office on a new system. Controller Brandon Woolf elaborated on the project to update the statewide payroll and accounting infrastructure. It will standardize business processes, eliminate redundancies, and increase transparency. He provided certificates of appreciation to the 12 ITD employees that have been involved in this effort.

Chief Deputy Scott Stokes reported that staff is in the process of submitting INFRA grant applications for the Heutter Port of Entry and an overpass on SH-53 in District 1 and for I-84 between Nampa and Caldwell in District 3. The Department purchased a Kodiak airplane and has sold the Cessna 182.

Chief Operations Officer (COO) Travis McGrath elaborated on the sinking pavement on I-90, which was included in the information calendar. Vice Chairman Coleman believes the long-term remedy will be expensive. He asked if there have been conversations with DEQ or the Corps of Engineers on funding the repairs. COO McGrath responded that ITD is collaborating with both agencies; although nothing has been finalized.

COO McGrath also provided additional information on contract awards. Overall, year-to-date, the low bids have come in around 96% of the engineers' estimates. The bid results have varied significantly, with the low bid on 3 of the 44 projects less than 75% of the engineer's estimate and 2 over 151%.

Member Kempton commented on the deviation between the low bid and engineer's estimate. He believes this trend may continue, especially due to inflation. Member Horsch noted the good economy and that contractors are busy. He believes developing the engineer's estimate may be more difficult because contractors may not need the work, so increase their bids. COO McGrath concurred that the tight market is a factor, but he also believes the Department can improve its processes by watching the market and inventories.

There was also some discussion on consultant agreements and if the policy should be reviewed. COO McGrath said staff will get more information on design and construction contracts.

The entire Director's Board Report can be viewed at <http://itd.idaho.gov/Board>.

Chairman Whitehead thanked Director Ness and staff for the report.

Legislative Report. Governmental Affairs Manager (GAM) Mollie McCarty summarized several funding-related legislative proposals, including removing Idaho State Police from the Highway Distribution Account, which would have about an \$18 million a year impact; increasing the Transportation Economic and Congestion Mitigation (TECM) fund by 1% for about \$18 million annually; allowing TECM funds to be bonded; and extending the surplus eliminator. Some of the other legislative proposals staff is monitoring include establishing new processes and fees for locals to designate routes for vehicle combinations up to 129,000 pounds; expanding the move over law to include vehicles displaying emergency hazard lights, such as maintenance vehicles, tow trucks, and passenger vehicles; establishing a pet friendly license plate; and naming US-20 the Idaho Medal of Honor Highway. GAM McCarty added that the distracted driving bill failed.

Chairman Whitehead thanked GAM McCarty for the report.

Local Rural Highway Investment Program (LRHIP) Annual Report. Local Highway Technical Assistance Council (LHTAC) Deputy Administrator Laila Kral said the goal of the LRHIP is to provide funding to rural local highway jurisdictions for construction and planning. Per Board policy, Surface Transportation Program – Rural funds may be exchanged for State Highway Funds in an amount not to exceed \$2.8 million annually. The funds are available to cities with less than 5,000 population, county road and bridge departments, and highway districts that collect local taxes or have alternative funding mechanisms for highways and bridges. Funds cannot be used for wages, equipment, or consultant use on construction projects. In FY18, 17 of the 47 construction applications were funded for \$1.68 million; 2 of the 3 federal-aid match requests were funded for \$200,000; 10 of the 21 transportation plans were funded for \$370,000; and 9 of the 10 sign applications were funded for \$245,000. Seven emergency projects were also funded for \$440,194. She highlighted some of the funded projects and emphasized the continued popularity of the Program.

Chairman Whitehead thanked Deputy Administrator Kral for the report and for the good working relationship between LHTAC and ITD.

2019 Children Pedestrian Safety Projects. Engineering Services Administrator Blake Rindlisbacher summarized the Children Pedestrian Safety Program established during the 2017 legislative session as part of the Strategic Initiatives Program. LHTAC Administrator Jeff Miles said 13 of the 15 projects funded in the first year have been completed and closed out, resulting in \$55,953 of unspent funds. Any returned funds from the 2018 cycle will be added to the available funding for 2019. Due to the success and popularity of the program, 65 projects totaling over \$12.5 million have been requested. Staff presented a recommended list of projects to award. Projects will be funded based on ranking until all of the funds are expended, including partial awards.

Member Vassar made a motion, seconded by Vice Chairman Coleman, and passed unopposed, to approve the following resolution:

RES. NO.       WHEREAS, the 2017 HB334 modified the Strategic Initiative Program Idaho  
ITB19-05       Code § 40-719, to include funding projects on the local system; and

WHEREAS, 2017 HB334 included a new eligible project category known as Children Pedestrian Safety; and

WHEREAS, the Idaho Transportation Department and Local Highway Technical Assistance Council (LHTAC) staff have developed guidelines for the solicitation and evaluation of 2019 Children Pedestrian Safety projects; and

WHEREAS, the funding split for Children Pedestrian Safety projects will be 60% from the state share and 40% from the local share; and

WHEREAS, in July 2018, the Idaho Transportation Board authorized ITD staff to coordinate with LHTAC staff to continue the Children Pedestrian Safety program for 2019, to jointly solicit and evaluate applications and to present a list ranking projects for funding up to \$2 million in projects to the Board for approval; and

WHEREAS, the legislature and governor have approved the supplemental appropriation for the 2019 Strategic Initiative Program Fund.

*NOW THEREFORE BE IT RESOLVED*, that the Board approves the 2019 Children Pedestrian Safety project rankings that were provided at the Board meeting, as shown as Exhibit #506, which is made a part hereof with like effect, and funding up to \$2 million in projects.

Draft Long-Range Transportation Plan. Planning Services Manager (PSM) Ken Kanownik summarized the efforts the past two years to update the 2010 “Idaho on the Move” long-range transportation plan, including extensive outreach with the public and stakeholders. The document provides information, guidance, and recommendations that are intended to help navigate transportation issues through 2040. It addresses topics such as funding, growth, inflation, project selection, and performance management. The key recommendations are: inform and train transportation professionals on the impacts of population and economic growth on the state highway system and statewide trends in travel patterns; partner with stakeholders and the

public to best modify, adjust, or expand the state highway system; develop a state highway system plan; adopt the quality-centric model for tasks and services that create or use data and information; and continue public engagement and education on technology advancements and solicit input on community impacts.

PSM Kanownik requested consent to proceed with a public comment period on the draft plan from February 24 to April 10. After the public comment period, staff will review the comments, respond to them, and make any applicable changes to the draft plan. The final step will be Board approval of the 2040 Long-Range Transportation Plan.

Regarding the first recommendation to inform and train professionals on transportation issues, Member Kempton emphasized the importance of educating the public on transportation issues. He believes there is a lack of understanding on funding sources and addressing the ongoing and long-term needs of the surface transportation system. PSM Kanownik concurred and added that a public-friendly version of the long-range plan will be developed. It will not be as technical as the complete plan.

Vice Chairman Coleman also suggested stressing the value of the transportation system, particularly its importance to the economy.

Without objection the Board concurred with proceeding to the public comment period.

129,000 Pound Trucking Requests – Districts 3 and 4. Public Transportation Manager (PTM) Jeff Marker presented three requests to designate routes in Districts 3 and 4 as 129,000 pound truck routes on behalf of acting Chief Engineer Rindlisbacher. The routes are SH-69 from Kuna to I-84 and SH-55 from I-84 to SH-44 in District 3 and District 4's US-93 from Washington Street in Twin Falls to the intersection with SH-25. Staff's analyses determined that all of the routes can support the higher weight limit. During the public comment period, including public hearings, 13 comments were received on the three routes, with some expressing support for the US-93 designation and a few expressing concerns with safety and the potential premature wear and tear on the asphalt. At its meeting last month, the Board Subcommittee on 129,000 Pound Truck Routes reviewed the route requests and analyses and approved motions recommending that the full Board approve the route designations.

Due to some technical difficulties with the teleconference system, Vice Chairman Coleman relayed Member DeLorenzo's support for the routes in District 3.

Member Kempton made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, Senate Bill 1117 was enacted in 2013 allowing the Idaho  
ITB19-06        Transportation Board to designate state highways for permitted vehicle  
                         combinations up to 129,000 pounds upon request; and

                         WHEREAS, the Board established a Subcommittee on 129,000 Pound Truck  
                         Routes to implement provisions of the legislation; and

WHEREAS, the Idaho Transportation Department has received two requests for 129,000 pound trucking routes in District 3 and one in District 4; and

WHEREAS, the Chief Engineer and ITD Staff received the applications and reviewed the proposed routes by conducting an engineering and safety analysis of each route; and

WHEREAS, upon completion of the engineering and safety analyses, 30-day public comment periods were held, including opportunities for verbal testimony, with three total comments on SH-55 and SH-69 and ten comments regarding US-93; and

WHEREAS, the Chief Engineer's representative presented the Chief Engineer's analyses to the Board Subcommittee on 129,000 Pound Truck Routes at its meeting on January 16, 2019 with a recommendation to approve all requested routes; and

WHEREAS, after the Board Subcommittee reviewed the Chief Engineer's analyses and public comments, it passed motions to recommend approval of each of the route requests; and

WHEREAS, the Chief Engineer and the Board Subcommittee presented their analyses and recommendations to the full Board at the regularly scheduled Board meeting of February 21, 2019.

*NOW THEREFORE BE IT RESOLVED*, that the Board accepts the Chief Engineer's analyses and recommendations on:

the SH-55 route, milepost (MP) 36.10 to MP 42.88;

the SH-69 route, MP 1.43 to MP 9.28 and MP 67.86 to MP 68.03;

the US-93 route, MP 48.26 to MP 58.8

and the recommendations of approval from the Board Subcommittee; and

*BE IT FURTHER RESOLVED*, that the Board directs the Chief Engineer to issue Letters of Determination that approve the referenced route requests in Districts 3 and 4.

Aeronautics Facility Lease Agreement. Facilities Manager (FM) Tony Pirc said ITD leases property from the City of Boise at the Boise Airport for the Division of Aeronautics' facilities. ITD owns the building. Due to growth occurring at the airport faster than expected, the City of Boise is requesting to terminate the current lease sooner than the expiration date of 2025 and enter into a new agreement for the same period. The City of Boise and the Boise Airport have agreed to build a new hangar facility at their cost and relocate ITD to the opposite side of the runway. The current lease rate of \$1 per year would be retained until 2025 and then ITD would pay a negotiated rate from 2025 forward. The current Division of Aeronautics' facility would also be removed by the City of Boise at no cost to ITD. Because ITD requires that the



Division of Aeronautics operate and maintain aircraft for the purposes of state agency transportation services and other missions, FM Pirc recommended approving the agreement.

Chairman Whitehead noted that the Department has another facility for Aeronautics' operations near the current site. He asked about re-locating that facility to the new location. FM Pirc concurred that locating the operations facility by the administrative building and hangar would be preferred.

Member Vassar made a motion, seconded by Member Horsch, and passed unopposed, to approve the following resolution:

RES. NO.        WHEREAS, the rapid growth at the Boise Airport requires that airport facilities  
ITB19-07        expand into the area currently occupied by the Idaho Transportation Department  
Aeronautics Administrative Building; and

WHEREAS, the Department requires that the Division of Aeronautics operate and maintain aircraft for the purposes of state agency transportation services; and

WHEREAS, the Department currently leases property from the City of Boise and owns the Aeronautics hangar on that site; and

WHEREAS, the Department is subject to the current lease of the Division of Aeronautics property which ends in 2025; and

WHEREAS, the current Division of Aeronautics facility would need to be removed at the end of the lease; and

WHEREAS, the City of Boise and the Boise Airport have agreed to build a new hangar facility and Administrative Building for ITD use at the City and Airport's own cost; and

WHEREAS, the City of Boise has agreed to remove the current ITD Aeronautics Administrative Building at the City's own cost; and

WHEREAS, the City of Boise agrees to honor the current lease conditions and rates in the new city owned building to the year 2025; and

WHEREAS, the City of Boise and ITD have negotiated agreeable lease provisions for ITD's consideration beyond 2025.

*NOW THEREFORE BE IT RESOLVED* by the members of the Idaho Transportation Board to authorize the Director of the Idaho Transportation Department to enter into the lease agreement between the City of Boise and the Idaho Transportation Department for this new site, building, and hangar.

Chairman Whitehead thanked FM Pirc for the presentation and for his efforts on this important issue.

February 21, 2019

State FY19 Financial Statements. Controller Dave Tolman said revenues to the State Highway Account from all state sources were ahead of projections by 3.8% mid-way through FY19. Receipts from the Highway Distribution Account were 3.1% or \$3.3 million more than forecast. State revenues to the State Aeronautics Fund were ahead of projections by 18%, or \$276,000. Expenditures were within planned budgets. Personnel costs had savings of \$5.5 million or 10% due to reserves for horizontal career path increases, vacancies, and timing between a position becoming vacant and being filled. Contract construction cash expenditures of \$289.1 million through December exceeded any from the past three years.

The balance of the long term investments was \$136 million at the end of December, according to Controller Tolman. These funds are obligated against construction projects and encumbrances. The long term investments plus the cash balance of \$56 million totals \$192 million. Expenditures in the Strategic Initiatives Program Fund through December were \$10 million. Deposits into the Transportation Expansion and Congestion Mitigation Fund were \$8.6 million year-to-date.

Controller Tolman also mentioned that the Department had one audit finding in FY18. The closing package submitted to the State Controller's Office did not include some construction contract payables due to a reporting error. He also said the Department intends to seek Board approval to sell about \$140 million in GARVEE bonds next month, as part of the new \$300 million approval. In response to a question from Chairman Whitehead, Controller Tolman responded that overall, the market conditions to issue bonds are good now, as the interest rates are averaging about 3.8%.

Chairman Whitehead thanked Controller Tolman for the report.

Monthly Reporting of Federal Formula Program Funding through January. Joel Drake, Financial Manager, Financial Planning & Analysis (FM,FP&A), provided the monthly report on federal formula program funding. Idaho received obligation authority of \$116.4 million through February 15 via a continuing resolution. This corresponds to \$116 million with match after a reduction for prorated indirect costs. This includes \$11.7 million of Highway Infrastructure General Funds carried over from last year. Idaho has received apportionments via notices through January 31, 2019 of \$320.4 million, which includes Redistribution of Certain Authorized Funds and Highway Infrastructure General Funds carried over from last year. Obligation authority is 36.3% of apportionments. Of the \$116 million allotted, \$70.4 million remains.

FM,FP&A Drake explained that in accordance with the Fixing America's Surface Transportation Act, when a continuing resolution and appropriation are lacking, the Federal Highway Administration (FHWA) releases full-year obligation authority to the states. The full-year release is then subject to obligation authority limits created by any subsequent continuing resolutions, reducing full-year obligation authority to the limit carried under the active continuing resolution. This action was triggered and FHWA released the full-year obligation authority to Idaho last month. The Department then allocated full-year obligation authority of 90.03% to the locals to help insulate local jurisdictions from erratic obligation authority amounts. Congress then passed a subsequent continuing resolution that reduced available obligation authority to 36.3% of full-year obligation authority. FM,FP&A Drake reported that because the

President has since signed the appropriation bill, which covers the entire fiscal year, ITD now has full obligation authority, so there are no impacts to the earlier action of allocating the full-year obligation authority to local highway jurisdictions.

Chairman Whitehead thanked FM,FP&A Drake for the report.

Emergency Management Program. Emergency Management Planner (EMP) Neal Murphy said his objective is to increase the Department's preparedness. Some of the activities to accomplish that are to provide training and change the mindset. The active shooter training exercise that the Board visited in July was one of the activities conducted. Other initiatives that have been completed or are being developed include collaborating with other agencies in the event of a fuel crisis, identifying better communication tools, and finalizing the continuity of operations plan in case an event happened that required staff to relocate to a different facility.

EMP Murphy emphasized the importance of working with partners, such as the Department of Homeland Security, LHTAC, FHWA, and Idaho State Police on initiatives such as developing plans to address emergencies, traffic incident management, the move over legislation, medical training, and a workshop on unmanned aerial systems.

Chairman Whitehead thanked EMP Murphy for his presentation and his work on this important program.

Executive Session on Personnel and Legal Issues. Member Vassar made a motion to meet in executive session at 11:20 AM to discuss personnel and legal issues as authorized in Idaho Code Section 74-206, (a), (b), and (f). Vice Chairman Coleman seconded the motion and it passed 5-0 by individual roll call vote.

The discussion on personnel items related to the filling of a position and the dismissal of an employee.

The discussions on legal matters related to operations.

The Board came out of executive session at 12:05 PM.

WHEREUPON, the Idaho Transportation Board's regular monthly meeting adjourned at 12:05 PM.

signed

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JERRY WHITEHEAD, Chairman  
Idaho Transportation Board

Read and Approved  
March 21, 2019  
Boise, Idaho

February 21, 2019