Idaho Transportation Board Subcommittee on Policies
July 22, 2026, Chinden Campus

Idaho Transportation Board Subcommittee on Policies held a remote meeting on July 22, 2026. Subcommittee members in attendance were District 2 Member Gary Osborn (Chairman), District 4 Member Mitch Watkins, District 5 Member John Bulger, and Business Executive to the Board Lorraine Dennis.

Key principals present were Deputy Attorney General Tiffany Hales, Chief Operations Officer Todd Hubbard, Chief Engineer Chad Clawsom, and LHTAC Administrator Laila Kral.

Chairman Osborn called the meeting to order at 9:00 AM.

Minutes. Member Bulger made a motion to approve the minutes of June 8, 2026. Member Watkins seconded the motion.

Administrative Policy 5532 Commercial Driver's License Requirement. Maintenance Operations Manager Ty Winther reviewed the proposed policy changes. The main change is the ability to extend the timeline for employees to acquire a commercial driver's license (CDL) from 60 to 90 days, if needed. He added it takes longer to get a CDL.

In response to Member Watkins' question of does ITD have their own certified CDL trainers, MOM Winther replied ITD does and training is conducted internally. However, once registered it can take about 3 weeks to get into the skills test.

Member Watkins made a motion to move Policy 5532 with recommendation to approve to the Board. Member Bulger seconded the motion, and it passed.

MOM Winthers stated the policy changes also allow the district to use a Class B license. ITD would pay for the upgrade costs from Class B to Class A, if deemed needed by the department.

Board Policy 4016/Administrative Policy 5016 Traffic Regulation. Traffic Operations Engineer Kevin Sablan provided an overview of the proposed revisions for 4016 that update the legal authority and remove requirements that are no longer applicable due to changes in IDAPA such as the requirement to add signage at railroad crossings.

TOE Sablan reviewed the proposed changes to Policy 5016. Some key revisions included updating the language on cost sharing for new signals, operating and maintenance of existing ones, basing costs on the number of approaches, and use of local maintenance agreements to outline terms. Signal crossing enhancements, if warrants are met, still require district approval. ITD's traffic manual will be used for determining lighting locations. Local entities requesting a lighting enhancement will be responsible for the cost.

In response to Chairman Osborn's question about how lighting costs are determined, TOE Sablan stated cost sharing is the ratio of the lanes entering the intersection to the number of local route lanes or as

defined by agreement, which gives flexibility for the districts to work with local partners.

Member Watkins inquired if there are scenarios where the Locals cannot pay. TOE Sablan replied that does happen in smaller communities. Through an agreement, ITD may do the installation and have the entities cover other costs such as power.

Member Bulger asked Administrator Kral if LHTAC has provided assistance. Administrator Kral stated that they are not party to the agreement but have helped with costs.

TOE Sablan reviewed the process for speed zone adjustments and approval authority changes notes 1 and 2. Note 1 still requires Board approval for permanent speed zone adjustments when raising or lowering speeds on the interstate or state highway system. Note 2 requires the districts who retain authority to revise speed zones other than those specified in Note 1, to inform the Board of changes prior to implementation.

In response to Member Watkins' question about the frequency of speed zone changes and the Board's involvement in routine changes such as for school zones, COO Hubbard stated it does not happen very often. They may see about one change per district each year, so it is not onerous. He shared keeping everyone informed is beneficial. Chairman Osborn commented that the revisions would be placed on the Board's information calendar as opposed to the consent.

DAG Hales noted a correction to Policy 5016 traffic minute entries table, line 112. Under Parking Restriction, a. Rural Prohibition, the code reference 49-202(28) needs to be stricken. It is no longer applicable. It was removed from the legal authority, line 28, but was missed in removing it from the TME table.

TOE Sablan reviewed the process for making speed adjustments that include new alignments, extensions and realignments requiring engineering documents with follow-up to ensure the speed adjustment is correct.

Member Bulger made a motion to move the policies, with amendment to 5016, to the Board for consideration. Member Watkins' seconded the motion, and it passed.

The meeting adjourned at 9:25 AM.

Signed

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Respectfully submitted by:

LORRAINE DENNIS
Business Executive, Idaho Transportation Board