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A G E N D A

Idaho Transportation Board
Policies Subcommittee Remote Meeting

November 17, 2026
Idaho Chinden Campus
11331 Chinden Blvd., Building 8
Canyon Creek Conference Room
Boise, Idaho

Call in: 1-208-473-7075
Access code: 150 326 476#

	Page	Time*
Action Items		
1. Call Meeting to Order – Chairman Gary Osborn		**3:00**
• Approval of July 22, 2026, meeting minutes	**2**	
2. New Board & Admin. Policies 4090/5090 Transport Logistics Advisory Council Program Manager Caleb Forrey	**4**	**3:05**
3. Delete Board & Admin. Policies 4048/5048 Freight Advisory Committee Program Manager Caleb Forrey	**8**	**3:15**
4. Delete Board & Admin. Policies 4042/5042 Trucking Advisory Council Program Manager Caleb Forrey	**12**	**3:20**
5. Adjourn (estimated time)		**3:25**

*All listed times are local and estimates only. The Chairman reserves the right to move agenda items and adjust the scheduled time accordingly. The meeting is open to the public, except for an executive session, if held.

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 if ITD has 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.

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Respectfully submitted by:

LORRAINE DENNIS
Business Executive, Idaho Transportation Board

TRANSPORT LOGISTICS ADVISORY COUNCIL

Purpose

The Idaho Transportation Department (ITD) values the expertise and guidance of advisory boards and councils.

The purpose of the Transport Logistics Advisory Council (TLAC) is to provide ITD with current industry knowledge, analysis, and insights to consider in the department's decision-making processes.

Legal Authority

- Idaho Code 40-307 - For the administration of their function, the Board may employ such people as are deemed necessary.
- Idaho Code 40-314(3) - Authority of Board to exercise powers necessary to implement the provisions of Title 40.
- Idaho Code 74-203 - Open Meeting Requirements.
- 49 U.S. Code, Subtitle IX, Chapter 702, 70201 - State Freight Advisory Committees.

ITD requests the advice of the Transport Logistics Advisory Council on issues of safety, mobility, and economic vitality of the freight and trucking industries. The Transport Logistics Advisory Council serves as a forum for stakeholders, the private sector and government agencies to advise ITD on freight and trucking transportation needs, policy, projects, and project funding in developing a safe, efficient, and connected transportation system. This advice may take place in the form of candid and robust conversations or specific recommendations.

Recommendations or ideas about policy changes that may require legislative action may be made to ITD. ITD will consider the recommendations internally and determine if further review is warranted. If approved by the Idaho Transportation Board, the idea will be advanced to the executive branch process for further consideration.

The Governor's Office and the Division of Financial Management, working with ITD staff, act as clearinghouses to ensure a cohesive executive branch position on all legislative issues. While members are free to share their opinions on various topics, they shall not individually represent the advisory council to external stakeholders or legislators about a potential legislative issue until ITD confirms alignment with the Governor's Office.

The Idaho Transportation Board shall appoint the Transport Logistics Advisory Council members and the chair. Members serve at the pleasure of the board.

The Transport Logistics Advisory Council will meet regularly and as necessary as determined by the Director or Transport Logistics Advisory Council Program Manager. The Transport Logistics Advisory Council Chairman, or his designee, will present annually to the Idaho Transportation Board a summary of its activities.

Approved by the Board on:

Date: _____

Mitch Watkins
Idaho Transportation Board Chairman

TRANSPORT LOGISTICS ADVISORY COUNCIL

Purpose
This policy implements Board Policy 4090 concerning the activities of the Transport Logistics Advisory Council.

Legal Authority

- Idaho Code 40-307 - For the administration of their function, the Board may employ such people as are deemed necessary.
- Idaho Code 40-314(3) - Authority of Board to exercise powers necessary to implement the provisions of Title 40.
- Idaho Code 59-509(m)-Honorarium or compensation for members of boards, commissions and councils.
- Idaho Code 74-203 - Open Meeting Requirements.
- 49 U.S. Code, Subtitle IX, Chapter 702, 70201 - State Freight Advisory Committees.

On behalf of the Idaho Transportation Department (ITD) Director, the ITD Freight Program Manager is responsible for all programmatic activities of the Transport Logistics Advisory Council. Administrative activities are the responsibility of the ITD Executive Team Assistants.

In order to give proper consideration to matters concerning freight transport and trucking industries in the state of Idaho, ITD requests the Transport Logistics Advisory Council to function in the following manner:

- Serve as a forum for discussion regarding freight transport, trucking and related infrastructure within Idaho.
- Advise the Idaho Transportation Department on multimodal freight transportation planning, trucking and information needs.
- Educate freight transport and trucking stakeholders, the public and decision-makers on the importance of freight transport and trucking, its connection to the economy and its reliance on the transportation system.
- Collaborate with other agencies and organizations on data and information sharing to promote informed decision-making.

The Transport Logistics Advisory Council shall consist of nine voting members; one chair and eight members representing each mode of transportation, serving a 3-year term,

with the initial appointment being one to three years to allow two members to be appointed or reappointed each year.

All appointments shall expire on December 31, after their respective one, two, or three-year appointment. The term of each member shall begin upon their appointment. The Idaho Transportation Board may reappointment Transport Logistics Advisory Council members to additional terms.

The representatives shall represent freight transport and trucking industries and stakeholder interests within their mode of transportation. The Transport Logistics Advisory Council members and chair are appointed by the Idaho Transportation Board, and the chair serves at the pleasure of the board.

Alberto Gonzalez
Director, Idaho Transportation Department

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Date

FREIGHT ADVISORY COMMITTEE

Purpose

The Idaho Transportation Department values the expertise and guidance of advisory boards and committees.

The purpose of the Freight Advisory Committee is to provide the Idaho Transportation Department with current industry knowledge, analysis, and insights to consider in the department's decision-making processes.

Legal Authority

- Idaho Code 40-307 - For the administration of their function, the Board may employ such persons as are deemed necessary.
- Idaho Code 40-314(3) - Authority of Board to exercise powers necessary to implement the provisions of Title 40.
- Idaho Code 74-203 - Open Meeting Requirements.
- 49 U.S. Code, Subtitle IX, Chapter 702, 70201 – State Freight Advisory Committees.

The Idaho Transportation Department requests the advice of the Freight Advisory Committee on issues of safety, mobility, and economic vitality of the freight industry. The Freight Advisory Committee serves as a forum for freight stakeholders, the private sector and government agencies to advise the Idaho Transportation Department on freight transportation needs, transportation policy, transportation projects and project funding in developing a safe, efficient, and connected freight transportation system. This advice may take place in the form of candid and robust conversations or specific recommendations.

Recommendations or ideas about policy changes that may require legislative action may be made to the Idaho Transportation Department. The Idaho Transportation Department will consider the recommendations internally and determine if further review is warranted. If approved by the Idaho Transportation Board, the idea will be advanced to the executive branch process for further consideration.

The Governor's Office and the Division of Financial Management, working with The Idaho Transportation Department staff, act as clearinghouses to ensure a cohesive executive branch position on all legislative issues. While members are free to share their opinions on various topics, they shall not individually represent the advisory committee to external stakeholders or legislators about a potential legislative issue until the Idaho Transportation Department confirms alignment with the Governor's Office.

The Idaho Transportation Board shall appoint the Freight Advisory Committee members and the chair serves at the pleasure of the Board.

The Freight Advisory Committee will meet regularly and as necessary as determined by the Director or Freight Program Manager. The Freight Advisory Committee Chairman, or his designee, will present annually to the Idaho Transportation Board a summary of its activities.

Approved by the Board on:

Bill Moad
Board Chairman

Date: 3/20/25

FREIGHT ADVISORY COMMITTEE

Purpose

This policy implements Board Policy 4048 concerning the activities of the Freight Advisory Committee.

Legal Authority

- Idaho Code 40-307 - For the administration of their function, the Board may employ such persons as are deemed necessary.
- Idaho Code 40-314(3) - Authority of Board to exercise powers necessary to implement the provisions of Title 40.
- Idaho Code 74-203 - Open Meeting Requirements.
- 49 U.S. Code, Subtitle IX, Chapter 702, 70201 - State Freight Advisory Committees.

On behalf of the Director, all Idaho Transportation Department activities concerning the Freight Advisory Committee shall be the responsibility of the Freight Program Manager.

In order to give proper consideration to matters concerning the freight industry in the state of Idaho, the Idaho Transportation Department requests the Freight Advisory Committee to function in the following manner:

- Serve as a forum for discussion regarding freight movement and freight infrastructure within Idaho.
- Advise the Idaho Transportation Department on freight-related issues, priorities, and funding needs.
- Educate freight stakeholders, the public and decision-makers on the importance of freight, its connection to the economy and its reliance on the transportation system.
- Collaborate with other agencies and organizations on data and information sharing to promote informed decision-making

The Freight Advisory Committee shall consist of seven voting members; one Chair and six district members representing each one of Idaho's six districts serving a 3-year term, except that the initial appointment may be for one to three years structured to allow two members to be appointed or reappointed each year.

All appointments shall expire on December 31, after their respective one, two, or three-year appointment. The term of each member shall begin upon their appointment.

The district representatives shall represent freight industries and stakeholder interests within their district. The Freight Advisory Committee members and chair are appointed by the Idaho Transportation Board and the chair serves at the pleasure of the Board.

L. Scott Stokes
Director

3/24/25
Date

TRUCKING ADVISORY COUNCIL

Purpose

The Idaho Transportation Department values the expertise and guidance of advisory boards and councils.

The purpose of the Trucking Advisory Council is to provide the Idaho Transportation Department with current industry knowledge, analysis, and insights to consider in the Idaho Transportation Department's decision-making processes.

Legal Authority

- Idaho Code 40-307 – For the administration of their function, the Idaho Transportation Board may employ such persons as are deemed necessary.

- Idaho Code 40-314(3) – Authority of Idaho Transportation Board to exercise powers necessary to implement the provisions of Title 40.

The Idaho Transportation Department requests the advice and assistance of the Trucking Advisory Council in the administration of matters concerning the trucking industry in Idaho. This advice may take the form of candid and robust conversations or specific recommendations.

Recommendations or ideas about policy changes that may require legislative action may be made to the Idaho Transportation Department. The Idaho Transportation Department will consider the recommendations internally and determine if further review is warranted. If approved by the Idaho Transportation Board, the idea will be advanced to the executive branch process for further consideration.

The Governor's Office and the Division of Financial Management, working with Idaho Transportation Department staff, act as clearinghouses to ensure a cohesive executive branch position on all legislative issues. While members are free to share their opinions on various topics, they shall not individually represent the Trucking Advisory Council to external stakeholders or legislators about a potential legislative issue, until the Idaho Transportation Department confirms alignment with the Governor's Office.

The Trucking Advisory Council will meet regularly and as necessary as determined by the Director or Division of Motor Vehicles Administrator. The Trucking Advisory Council Chairman, or his designee, will present annually to the Idaho Transportation Board a summary of its activities.

The Idaho Transportation Board shall appoint Trucking Advisory Council members from recommendations submitted by the OMV Administrator in consultation with the trucking industry.

At least once a year, the Trucking Advisory Council shall formally present to the Idaho Transportation Board a report on Trucking Advisory Council recommendations, activities, goals, and objectives.

Approved by the Board on:

Bill Moad

Bill Moad
Idaho Transportation Board Chairman

Date: 9/19/24

TRUCKING ADVISORY COUNCIL

Purpose

This policy implements Board Policy 4042 concerning the activities of the Trucking Advisory Council.

Legal Authority

- Idaho Code 40-307 – For the administration of their function, the Idaho Transportation Board may employ such persons as are deemed necessary.
- Idaho Code 40-314(3) – Authority of Idaho Transportation Board to exercise powers necessary to implement the provisions of Title 40.

On behalf of the Director, all Idaho Transportation Department activities concerning the Trucking Advisory Council shall be the responsibility of the Division of Motor Vehicle Administrator or designee.

In order to give proper consideration to matters concerning the trucking industry in the state of Idaho, the Idaho Transportation Department requests the Trucking Advisory Council to function in the following manner:

- Provide industry perspective and advice to the Division of Motor Vehicles regarding matters concerning trucking in Idaho.
- Advise the Division of Motor Vehicles regarding proposed rules and legislation concerning trucking in Idaho.

Trucking Advisory Council Membership

The Trucking Advisory Council shall be composed of seven members. All members shall be knowledgeable and have experience in the trucking industry. One member shall serve from each of the six Transportation Department districts plus one member to serve as Chair. At the expiration of the Chair's term, a new Chair shall be elected by the six remaining council members to a three-year term. In the event that the election of a Chair creates a vacancy, the Idaho Transportation Board shall then appoint a replacement Trucking Advisory Council member from the elected Chair's district, so that the Trucking Advisory Council has full representation for each of the six districts.

The Idaho Transportation Board shall appoint Trucking Advisory Council members from recommendations submitted by the Motor Vehicles Administrator in consultation with the trucking industry. The Motor Vehicles Administrator shall solicit and accept recommendations from the general trucking industry as well as statewide trucking organizations.

Each member shall serve a three-year term, except that the initial appointment may be for one to three years structured to allow two members to be appointed or reappointed each year. All appointments shall expire on December 31, after their respective one, two, or three-year appointment. The term of each member shall begin upon their appointment.

Scott Stokes

L. Scott Stokes

Director

Date: 9/26/2024