



Wisconsin Department of Transportation/Wisconsin County Highway Association

Executive Committee Meeting

Monday, August 14, 2023

Time: 10am

Location: Virtually

Virtual Meeting Link:

[Join meeting](#)

Attendees:

Agenda:

1. Approve meeting minutes from 7.10.23 Executive Committee meeting
2. WisDOT – HMM Policies status/update (general update)
 - a. AVL GPS Cameras
 - b. Snowfighter Training
3. WCHA Website/Data Update
4. LRIP Pilot Program – update
5. IRS Designation – update
6. Update on centralized bidding platform
7. Training and Events Update
 - a. LDG Road School
 - i. SEH donation
 - b. Fall Commissioner Training - October 9-10, 2023, Lismore Hotel, Eau Claire
 - i. Topics
8. Executive Director report
 - a. Activities
 - b. NACE/NACo Involvement
 - c. New Commissioner Mentoring
 - d. Invitation from WisDOT to participate in Nighttime Visibility for Safety, Work Group
9. Legislative Update
10. Further agenda items
11. Executive Session - Update on WCHA Organization
12. Next Meeting Date – **September 11, 2023 at 10 am**



Wisconsin Department of Transportation/Wisconsin County Highway Association

Executive Committee Meeting Minutes

Monday, July 10, 2023

Time: 10am

Location: Wood County Hwy Dept, Wisconsin Rapids

Attendees:

- Roland Hawk
- Robbie Krejci
- Marv Thompson
- Jon Johnson
- Matthew Budde
- Gary Kennedy
- David Stertz, WisDOT
- Rebecca Szymkowski, WisDOT
- Whitney Wilgus, Impact

Minutes:

The meeting was called to order at 10:03 am CT.

1. Approve meeting minutes from 6.12.23 Executive Committee meeting
 - a. A motion was made by Hawk and seconded by Thompson to approve the meeting minutes. The motion passed.
2. WisDOT – HMM Policies status/update (general update)
 - a. Stertz and Szymkowski provided an update on HMM policies in process; with key staffing changes, progress is slow.
 - b. Krejci noted that the BOD had expressed frustration that WCHA had not had the opportunity to review policy changes yet. Stertz noted none had occurred and that WCHA only provides a review but does not approve.
 - c. There is a revised memo signed with DOT regarding inspections; DOT may need to do inspections on salt sheds.
 - d. Regarding the industrial permitting process, DOT will investigate if DNR is asking for the information twice.
3. WCHA Website Update
 - a. Wilgus provided an update on current state of website. The online forum permissions are set correctly so that commissioners can access this.

4. Discuss the process for obtaining legal opinions on current issues and costs associated
 - a. Krejci moved to authorize Vander Sander to seek functional and legal opinions within the annual budget established by WCHA and use the recommended legal counsel from the Wisconsin Counties Association. Budde seconded. The motion passed.
5. LRIP Pilot Program – update
 - a. Ashland Co. and Douglas Co. may not sign agreements. They will go with District 2 of the Wisconsin Towns Association and will be notified that they will not be included in the pilot program. Vander Sanden will notify those who will not be participating later this week.
 - b. With the state budget passed, LRIP will likely move forward quickly.
6. IRS Designation – update
 - a. Vander Sanden and Griesbach met with Wipfli. Wipfli is working to file taxes and complete the annual reporting as discussed.
7. Update on centralized bidding platform
 - a. Krejci, Hawk, and Griesbach received a demo of InfoTech. After reviewing, WCHA may want to have spot on website where contractors and suppliers can look for municipal bids.
 - b. May need to get legislature involved to get this moving.
8. HMM revision process
 - a. The NW district has mentioned that they have not been able to approve changes to HMM revisions.
 - b. Hawk clarifies that there previously was an opportunity to review any change in scope or applicability, but there was no approval process.
 - c. Krejci suggests discussing the process at the upcoming Commissioners’ Training to clarify and manage expectations.
9. Membership survey interest
 - a. Wilgus will work with Vander Sanden on additional survey questions.
10. Review of WCHA Organization (following recent staff/contractor changes)
 - a. Commissioners have asked if WCHA can get someone present at meetings to take minutes and be an aid to Vander Sanden rather than a virtual presence. A motion was already made and approved at a special Executive Committee meeting to find a Deputy Director utilizing a previous position description. Kennedy will review position description and offer feedback.
11. Follow up on Road School Associate Member Donation
 - a. SEH gave approximately \$3,5000 to the Summer Road School right after the materials were printed; they would like their name and logo on a few meals. In the future, SHE wanted to ensure their recognition was carried to the next Road School.
 - b. A motion was made by Krejci and seconded by Budde to allow the donor to roll over their recognition to the next Road School. The motion was approved.
12. Training and Events Update
 - a. Fall Commissioner Training
 - i. Krejci moved to approve the October 17-18, 2023 dates and secure the hotel contract in the Eau Claire area. Hawk seconded. The motion passed.
13. Executive Director report

- a. WCHA had originally opposed green lights being used on utility vehicles; given the bill sponsors, WCHA may need to avoid taking a position.
- 14. Future agenda items
- 15. Next Meeting Date – August 14, 2023 at 10 am (Virtual)

The meeting was adjourned at 11:11 am CT.



TO: WCHA Executive Committee
FR: Patrick Vander Sanden
DATE: August 14, 2023
RE: Committee Meeting Notes – August Meeting

WCHA Executive Committee,

Here are some notes/summaries of issues on the August Executive Committee agenda:

- **WisDOT HMM Policies:** Even though I was not in attendance at the July Executive Committee meeting, I understand the conversation with WisDOT BHM was important in terms of where the HMM policies are in terms of process. I would like to continue that conversation with WisDOT and at the very least review where things are at with specific proposals on policy changes. WisDOT would also like to discuss AVP GPS Cameras and the potential for signing onto the Snow Fighter Training again this year.
- **WCHA Website:** Executive Committee and Board of Directors agendas and minutes have been placed on the website. Whitney from Impact will be in attendance at the meeting to provide further updates on the data transfer from old WCHA website to new.
- **LRIP Pilot Program:** All of the LRIP Pilot counties have returned their executive contracts (the contract conveying the counties' LRIP administration to WCHA, which will in turn hand off to the WTA and League.
 - Work has now shifted to an education/information phase, where the WTA and League will be working to reach their members to prepare for the LRIP Pilot changes. A webinar will be held on August 24th for all stakeholders in the LRIP Pilot Program area to learn about how the process will work. I will be in a supporting role in this webinar, and provide any critical information to our members on what is happening.
- **IRS Designation Update:** WIPFLI has provided an engagement letter to WCHA on their services to assist us with the IRS certification work and things have started to move on their end, following the Executive Committee and Board's endorsement to move forward. I believe that a status meeting will be in order soon between WCHA, WIPFLI, Impact and Attolles to check up and see where we are at.
- **Centralized Bidding Platform:** This item is on the agenda more for my benefit than anything to discuss and determine if there are any next steps needed on this issue, including the potential partnership with WTBA on this item.
- **WCHA Organization, Deputy Director position:** I will update the committee on this item at the meeting, to where I would request the committee go into an Executive Session on to discuss more in depth.
- **Training and Events Update/Executive Director Report:** Gary Kennedy will provide his report on WCHA training and events and I will provide information on the items listed below on the agenda.

Training Solutions Quote

SNOWFIGHTER TRAINING SOLUTIONS

Don't wait until the first snowfall to prepare your snowfighters for operational readiness.

Cost-effective training, designed to improve the knowledge, skills and behavior of your snow and ice removal equipment operators year round.

INDUSTRY CHALLENGE

Inexperienced equipment operators are becoming an increasing problem from both a safety and efficiency perspective for local, county, and state agencies across the country.

High rates of employee turnover and a lack of experience operating snow plow equipment are causing increases in accidents, costs of wasted materials and significant damage to public property and fleet equipment.

TRAINING SOLUTIONS

Help prepare your snowfighting team with professional driver training that gives

them the knowledge, skills and attitude to be safe, efficient and prepared for winter conditions. Our driver training services are designed to keep equipment operator skills refreshed and current year round and enhance their skills with a variety of equipment types.

At the end of the day our customers cannot afford their operators to go out and just push snow and ice. Our customers see success only when their staff are properly trained to understand not only how and why they do it, but also what the ramifications are to their department and operations as a whole.



KEY BENEFITS

- > Cost-effective in reducing accidents and equipment damage
- > Training available year-round, not just prior to winter
- > Prescreen and train new operators, seasonal drivers, cross train other department drivers
- > Proven to be effective in reducing accidents and equipment damage
- > Reduce operational costs due to wasted materials, fuel and maintenance repairs
- > Custom scenarios and training curriculum for snow and ice removal
- > Experienced snow plow instructors
- > Use to train on other equipment and vehicle types including cars and light-duty trucks.
- > Multiple plow configurations
- > Actual snow plow controls/levers and simulated spreader
- > Self-contained mobile classrooms deployed to multiple locations
- > Current customers include several DOTs, multiple cities, counties, and commercial snow plow organizations



Cost-effective training technology for state, county, local and private snow plow operation fleets.

DRIVING SIMULATORS

L3Harris driving simulators provide high-fidelity, real-world driving environments that can be configured for multiple vehicle types, including snowplow trucks, tractors, dump trucks, heavy-duty trucks and tractor trailers.

MOBILE TRAINING CENTER

The L3Harris Mobile Training Center can be deployed to any location and is equipped with two driving simulators and computer-based training stations. Our experienced trainers are available to give your drivers value-added instruction and feedback during the training.

EXPERIENCED TRAINERS

L3Harris Trainers are CDL trucking industry experts and have over 100 years of combined experience in adult education and driver training. Making drivers professionally competent in safety, efficiency and preparedness is the primary focus of our curriculum.

SNOWFIGHTING CURRICULUM

Exclusive snowplow training content is compatible with the L3Harris driving simulators which include various snowfighting equipment types with snow and ice removal scenarios. Computer-based training and instructor led training content is specifically developed for on-the-job tasks required of snow equipment operators.

VIRTUAL WINTER ENVIRONMENTS

Training offers multiple types of environments, including dense city, freeway, suburban, rural (primary/county) roads with traffic congestion, pedestrians, tunnels and bridges. Real-time visuals include adjustable for time of day, weather conditions, nighttime environments with illumination, headlights, taillights, traffic control signals, fog, rain and snow.

SIMULATOR FEATURES

- > A sharp and visually true 180° field-of-view on 4K Ready LCD displays create an immersive driving environment that combines the look and feel of a real commercial vehicle.
- > Modern real-time graphics engine delivers enhanced realism and high resolution environments to enhance visual cues and learning objectives.
- > Force-loaded steering provides real-time feedback to augment muscle memory in situations such as a tire blowing, hitting the curb or sloshing loads.
- > Commercial motor vehicle learning environment includes a driving seat, steering wheel, ABS on brake, clutch and accelerator pedals to enhance realism and achieve better retention.

SNOWPLOW CONFIGURATIONS

- > Blade/wing adjustments
- > Spreader control, with blast button
- > Windblown snow and whiteouts
- > Obscured windshield
- > Clearing, wing plow, tandem, skip lines
- > Object and hazard avoidance

TECHNOLOGY FEATURES

- > Modern dash includes steering column/wheel with foot adjustments, Auto Transmission Lever (AMT), 3-point seat belt, and snow plow lever controls
- > Change the weather conditions (rain, snow, ice and fog), road/traffic environment to urban, suburban, rural, mountains, motorway, desert and the lighting conditions to day, night or twilight.
- > Glass dash allows you to load and operate a multitude of vehicle types with accurate gauges and instrumentation giving greater flexibility and scalability.



ADVERSE WEATHER CONDITIONS

Simulate environmental conditions, such as snow, fog, rain, wind, and ice.



SITUATIONAL AWARENESS

True 180° field-of-view optimizes scanning and hazard perception.



COORDINATED TRAINING

Network capabilities allow up to four operators to train in tandem operations



REALISTIC CONTROLS

Actual snow plow lever controls allow accurate muscle memory training



Training Solutions Quote



Pricing Sheet

Units	Description	Part Number	Unit Price	Subtotal	Discount	Sale Price
Services						
128	Basic Snowfighter Training	UTS08503	\$350	\$44,800	0%	\$ 44,800
	Basic Snowfighter Training Content (2 HR Course) 64 drivers per week, max 16 drivers per day Monday-Thursday Mobile Training Center with 2 simulators and Instructor Training topics: SMART for Snowplows & Distracted Driver Requires Addition of Training Location setup (below)					
2	Training Locations	UTS08518	\$3,000	\$6,000	0%	\$ 6,000.00
Total Price:						\$50,800
Internal Notes						
1	Location A. Eau Claire County Highway Department, 2000 Spooner Avenue, Altoona, WI 54720-1400					
2	Location B. Waukesha County Highway Department, 515 W. Moreland Blvd., Waukesha, WI 53188					