



**MISSOURI HIGHWAYS AND TRANSPORTATION  
COMMISSION**

**Official Minutes**

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**MINUTES OF THE SPECIAL HIGHWAYS AND  
TRANSPORTATION COMMISSION MEETING HELD  
IN JEFFERSON CITY, MISSOURI, TUESDAY, APRIL 30, 2013**

A special meeting of the Missouri Highways and Transportation Commission was held by teleconference on Tuesday, April 30, 2013, at the Missouri Department of Transportation Building, 105 West Capitol Avenue, Jefferson City, Missouri. Lloyd J. Carmichael, Chairman, called the meeting to order at 2:00 p.m. The following Commissioners were present: Stephen R. Miller, Rudolph E. Farber, Grace M. Nichols, and Kenneth H. Suelthaus. On February 2, 2012, Governor Nixon withdrew the appointment of Commissioner Joseph J. Hunt; at the time of the April 30, 2013, meeting, a replacement had not been appointed.

The meeting was called pursuant to Section 226.120 of the 2000 Revised Statutes of Missouri, as amended. The Secretary verified that notice of the meeting was posted in keeping with Section 610.020 of the 2000 Revised Statutes of Missouri, as amended.

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Dave Nichols, Director of the Missouri Department of Transportation; Rich Tiemeyer, Chief Counsel for the Commission; and Pamela J. Harlan, Secretary to the Commission, were present on Tuesday, April 30, 2013.

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*“Department” or “MoDOT” herein refers to Missouri Department of Transportation.  
“Commission” or “MHTC” herein refers to Missouri Highways and Transportation Commission.*

**-- OPEN MEETING --**

**COMMISSION WORKSHOP – REVIEW DRAFT POLICIES**

In 2010, the Commission requested an effort be made to combine all current Commission policies into one comprehensive document for ease of review by the Commission, staff, and the public. Toward that end, Mari Ann Winters, Commission Secretary Emeritus, worked part-time to create a history of past Commission policies. All policies enacted by the Commission that had not been rescinded by subsequent Commission action were combined, reformatted in policy format, and organized by subject. However, in order for the policies to be useful they would have to be updated. In an effort to assist the Commission, Don Hillis, Former Assistant Chief Engineer, headed up a coordinated staff review of the policies to identify those that were obsolete, had been superseded by federal or state law, were no longer relevant, or needed to be updated in keeping with current practices. As a result of this review, staff have made their recommendations on the draft Commission policies for the Commission’s consideration. Additionally, staff identified areas that past and present Commissioners have felt strongly about, yet those sentiments were not reflected in policy. In response, staff drafted broad new policy statements for the Commission’s consideration.

The Commission determined it would be best to review a limited number of draft policies at a time. The Commission held a workshop to review the revisions to the draft policies contained in the subjects titled Commission, Administrative Settlements, Audits, Emergency Operations, Employees, Enterprise Risk Management, Equipment and Procurement, Execution of Documents, Financial, and Legal Issues, Legislation, Motor Carrier Services, Multimodal Operations, Organization, Public Relations, and Research and Planning; and to review the draft policies contained in the subjects titled State and Local Entities and Statewide Transportation Improvement Program. No action was taken during the meeting.

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By unanimous consensus of all members present, the meeting of the Commission adjourned.

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**The Mission of the Missouri Highways and Transportation Commission is to:**

- Represent the citizens of Missouri pursuant to the Constitution by providing independent and nonpartisan governance of the Missouri Department of Transportation; and
- Establish policies, exercise oversight, and ensure accountability in developing and maintaining a world class transportation system in Missouri which fosters safety and economic development.

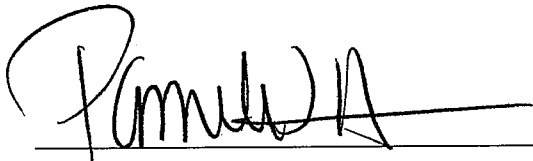
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CERTIFICATION

We, Lloyd "Joe" Carmichael, Chair, and Pamela J. Harlan, Secretary to the Missouri Highways and Transportation Commission, hereby certify that the foregoing are full, true, and complete minutes of the special meeting of April 30, 2013, held by said Commission in Jefferson City, Missouri, as approved by said Commission at its meeting held June 5, 2013.

IN TESTIMONY WHEREOF, we have hereto set our hands and affixed the seal of said Commission on June 5, 2013.

  
Chair

  
Secretary

