

AASHTO – Winter Maintenance Technical Service Program Snow and Ice Pooled Fund Cooperative Program – SICOP

OPERATING GUIDELINES

Background:

AASHTO Resolution AR-3-94 established the Snow and Ice Pooled Fund Cooperative Program (SICOP) in 1994 with three goals:

- Sustain or improve levels of winter maintenance service with significant cost/benefit improvements;
- Provide an enhanced level of environmental protection; and
- Increase the safety of driving under winter conditions.

This Resolution also provided for the establishment of a standing Winter Maintenance Policy Coordinating Committee (WMPCC) to monitor and advise on the development and implementation of the Winter Maintenance Program and the Snow and Ice Pooled Fund Cooperative Program with membership drawn from AASHTO, the National Association of County Engineers (NACE), and the American Public Works Association (APWA).

WMPCC Membership:

The original membership of the WMPCC consisted of the following:

- One AASHTO member representing each of the four AASHTO regions
- One member appointed by the NACE, and
- One member appointed by APWA

From time to time the membership of the Committee is evaluated and members from specific interests are added in order to bring specific technical insights to the Committee in order to achieve its goals. Since the beginning of the program additional standing members have been included. They are:

- Chair of TRB Committee AHD65, Winter Maintenance,
- Chair of TRB Committee AH010, Surface Transportation Weather,
- AASHTO Subcommittee on Transportation System management and Operations (STSMO) Liaison (non-voting),
- FHWA Liaison (non-voting),
- At Large Members (non-voting)

During the annual meeting of the WMPCC the agenda will include a discussion of membership to insure the appropriate representation of winter maintenance interests are present to fulfill the mission and goals of the WMPCC.

WMPCC Chair: One of the AASHTO regional members serving on the WMPCC shall be nominated and appointed by the AASHTO President for a two-year term that can

be renewed for additional two terms. Special justification will be needed to extend the chair appointment beyond six years.

AASHTO WMPCC Members: One AASHTO member from each AASHTO region shall serve on the WMPCC for an initial three-year term that can be extended for two additional terms. Special justification will be needed to extend membership beyond 9 years.

One of the AASHTO regional representatives should hold a leadership position on the AASHTO Subcommittee on Maintenance to provide liaison between the WMPCC and the Subcommittee on Maintenance.

AASHTO members serving on the WMPCC should represent State agencies that contribute to SICOP.

TRB WMPCC Members: The chairs of TRB Committee AHD65, Winter Maintenance and AH010, Surface Transportation Weather serve by nature of their appointment as chair to the TRB Committee. As such, their term as a member of the WMPCC is governed by their appointment as chair to the TRB Committee.

In the event that the TRB chair cannot or chooses not to participate in the WMPCC they can appoint a current, active member of their TRB committee to represent the Committee on the WMPCC in their stead.

APWA / NACE WMPCC Members: APWA and NACE will each appoint a representative to the WMPCC based on their organizational criteria to liaise with SICOP and the WMPCC.

FHWA WMPCC Liaison: FHWA will appoint an individual(s) with programmatic interest in the work of SICOP and the WMPCC to liaise with SICOP and the WMPCC. This position is non-voting.

AASHTO Subcommittee on Traffic System Management and Operations (STSMO) Liaison: With the cooperation of the STSMO and SCOM, the STSMO will appoint a current member to represent the STSMO on the WMPCC. This individual will serve as liaison with STSMO on winter maintenance operations issues and as liaison with the SCOM on broader maintenance operations matters. The term should mirror the terms for other AASHTO representatives and should be from a state that contributes to SICOP. This position is non-voting.

At-large WMPCC Members: Individuals who through their expertise in winter maintenance would make significant contributions to achieving the goals of SICOP and the WMPCC can become members with concurrence of the Chair and majority vote of the WMPCC. At-large members are non-voting.

Resignations: Active participation in the WMPCC is necessary in order to achieve its goals. Any WMPCC member who cannot actively participate in the activities of the committee because of change in employment, conflicts with personal responsibilities, or for any other reason, will be encouraged to submit a resignation to the WMPCC chair. There may be instances in which it is desirable for the WMPCC to initiate action to terminate the membership of a member who has been inactive

and who has repeatedly failed to respond to communications. Such action must be with the concurrence of the Chair and majority vote of the WMPCC.

Program Coordinator:

AASHTO will provide program support in the form of the SICOP Coordinator. This individual manages the day-to-day operation of the SICOP program and serves as the secretary to the WMPCC, provides winter maintenance expertise as required, and represents SICOP as necessary to advance the mission, goals, and objectives of the program.

WMPCC Meetings:

The WMPCC shall, at a minimum, hold an annual meeting in conjunction with the SCOM or STSMO annual meeting. The annual meeting shall be open to the public and follow an agenda. Teleconferences and other electronic methods of conducting business shall be used at the discretion of the chair throughout the year to conduct the business of the WMPCC.

Minutes of the meetings will be kept and posted electronically.

SICOP Work Plan:

The WMPCC shall produce a work plan to articulate the activities planned for SICOP and the WMPCC during the short term and long term. The Work Plan shall be consistent with the goals and objectives of AASHTO Administrative Resolution 3- 94 and have measurable outcomes.

The Work Plan shall be regularly updated.

Adopted by the WMPCC: February 1, 2016