

**Highway Maintenance Manual****Bureau of Highway Maintenance****Chapter 06 Winter Maintenance****January 2012****Section 01 Winter Maintenance Introduction****Subject 20 Superintendents and Regional Meetings**

Each region should conduct two patrol superintendents meetings annually. These meetings should be scheduled for fall and spring. Region personnel, patrol superintendents, commissioners, adjacent counties (when applicable), other service providers, and central office personnel should all be invited to participate. * Law enforcement officers could also be invited to attend or a separate meeting could be held in conjunction with the Winter Section Management process (06-01-15).

Fall Meeting: The purpose of the fall meeting is to review the winter maintenance guidelines, with emphasis placed on the uniform delivery of services and consistency of guideline implementation.

Spring Meeting: The purpose of the spring meeting is to review the winter maintenance operations of the past season.

These meetings provide an excellent forum for the exchange of ideas, information, and discussion of guideline changes. Equipment evaluation, increasing communications, snow fence locations, specific winter strategies, and identifying problem areas are several possible topics for discussion. These meetings are also a good opportunity to discuss call-out procedures and to exchange duty rosters.

* Several regions have found that attending a scheduled monthly meeting at a state patrol headquarters is an effective way to coordinate efforts and improve communications with law enforcement.