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Save the Date

Employee Meetings

Aberdeen & Mitchell Region Engineering Employees:

Friday, Dec. 1, 2023

8-9:30 a.m. in Pierre at Ramkota

Pierre & Rapid City Region Engineering Employees:

Friday, Dec. 1, 2023

10-11:30 a.m. in Pierre at Ramkota

Central Office Staff:

Monday, Dec. 4 & Wednesday, Dec. 6, 2023

9 -10:30 a.m. & 1:30-3 p.m. (4 meetings)

in Pierre at Lutheran Memorial Church



**4th Annual Name the Snowplow Contest
now open through Nov. 30, 2023!**



The apparel order closed on Friday, Oct. 20, 2023.

Production is occurring and orders will be sent to Region/Area offices (and Central Office) for distribution.



The Secretary's Corner

Preparing for the 2023-24 Winter Season

The 2022-23 Winter Season was definitely one for the record books. Our South Dakota Department of Transportation winter maintenance staff (and those behind the scenes) worked countless hours to keep South Dakota's Interstate and State Highway system clear and safe in some of the toughest winter weather conditions experienced in recent years. The unique thing about the 2022-23 winter season was the duration of the storms that impacted the state. South Dakota experienced several multi-day winter weather events that were very taxing for our employees fighting the elements. In addition, our winter personnel were involved in an unprecedented amount of rescue missions to save stranded individuals on secondary roadways.

Due to the multiple winter events, the SDDOT added a page to the SDDOT website (entitled **Winter Storm Information** <https://dot.sd.gov/travelers/travelers/winter-storm-information>) to assist in communication efforts with travelers, emergency personnel, and members of the media. The web page is specifically designed to provide one central location of key resources for the traveling public during these massive storms. In addition to providing the latest press releases for Interstate closures and reopening status, the site features media interviews and links to SD511. This web page also includes photos and videos of our operators at work to help the public understand the gravity of the storms in which our maintenance teams were working.

This website will be continually updated during the 2023-24 season as winter weather events move through the state. In certain conditions, the SDDOT will be closing secondary highways. Participating counties and tribes will enter local road condition information into SD511. Please encourage family and friends to sign up for customized notifications on <https://sd511.org> for this free service that allows people to receive text messages and/or email notifications about road closure updates and travel advisories along routes of their choice.

Craig Smith, Director of Operations, presented the **Winter Highway Maintenance Plan (WHMP)** to the Transportation Commission at their regularly scheduled October meeting. Find the complete 52-page WHMP on our website in the publications and manuals section at <https://dot.sd.gov/inside-sddot/forms-publications/manuals> or use this direct link <https://dot.sd.gov/media/documents/WHMP/WHMP-Full-Version.pdf>.

Each year we also provide a public-facing version of this extensive planning document. You can find the condensed WHMP, specifically designed for public and media engagement, on our home page at <https://dot.sd.gov> under the featured resources section or view the pdf [here](#).

Rapid City and Pierre Region Maintenance Meeting/Safety Awards



Best Area Maintenance Statewide - Belle Fourche



Best Unit Statewide - Belle Fourche



Best Unit Pierre Region - Herreid



Best Unit Rapid City Region - Belle Fourche



Statewide Shipshape Award - Bison



Aberdeen and Mitchell Region Maintenance Meeting/Safety Awards



Best Region Maintenance Statewide - Aberdeen



Best Region Statewide - Aberdeen



Best Unit Aberdeen Region - Watertown



Best Unit Mitchell Region - Sioux Falls North



National Walk & Roll to School Day



Shanda Schunot, Marilyn Patterson,
and Mary Hoyt, Lana Lambert.



Jordan Kitts, Katrina Buckhard,
and Phil Clements, Jerry Ortbahn



Casey Myers, Megan Stone,
and, Jamie Hyde



ROBERT BENNIS
ELEMENTARY SCHOOL

John Iverson and James Hisek



Garretson Elementary



Joanne Hight, Connie Johnson,
and Sheila Jandt



Charles Goldammer, Kevin Tietz,
Aaron Climer, and Michael Hayes



Newell Elementary



Chamberlain Elementary



Bill Metzger



Austin Taylor and His Children



Platte Elementary

Walk to School Day Photos Continued



2023 Hall of Honor Inductee Banquet for Greg Fuller

Greg Fuller (former SDDOT Director of Operations) of Fort Pierre was officially inducted into the South Dakota Transportation Hall of Honor.

The purpose of the Transportation Hall of Honor is to recognize individuals who have made a lasting, valuable, or unique contribution to South Dakota's air, highway, public transit, or rail transportation system. Many thanks to our SDDOT staff across the state who participate in this nomination process.

Each year, the committee receives many amazing applications for review and consideration.



Secretary Jundt presented Greg with a plaque to honor his official induction into the Transportation Hall of Honor.



Jason Humphrey, Pierre Region Engineer, provided comments at the Banquet in honor of Greg and his dedication to the SDDOT.



October Mentoring Minute

By June Hansen and Kellie Beck

A situational mentor is a subject matter expert who can offer knowledge related to a specific task, skill, or topic. At its core, situational mentoring is leaning on someone who may specialize or have more expertise than you in an area that you desire to learn about. Situational mentoring is a valuable tool in the mentoring program. It allows you to network with other folks in the department and build relationships, while at the same time providing a learning opportunity.

There are so many opportunities for situational mentoring within DOT. Sit in on a Construction & Maintenance Standards Panel meeting, observe a Legislative Committee hearing, visit a construction project, arrange an informational interview with a project engineer from another region, or shadow an employee in a different job that you have an interest in. One of the most common uses of a situational mentor is to learn more about a program or activity. Typically that is done by scheduling a meeting with a specific Program Manager or subject matter expert. That's a great way to learn more about the department.

All of these are examples of situational mentoring and allow you to learn something outside of your day-to-day experiences. Even if you're not in the mentoring program, take advantage of the many individuals in the department with institutional knowledge to help you achieve your goals. Don't know who would be a good person to talk to? Ask your mentor or one of the people on the mentoring committee to help you find the right situational mentor for you.

Upcoming Mentoring Event:

Mentoring Midpoint Energizer

Wednesday, Nov. 1, 2023

1 p.m. – 4 p.m. (CT)

Casey Tibbs Rodeo Center – Ft. Pierre, SD

Make time for Mentoring!

Creatively Engaging the Public for Winter Weather Awareness and SD511 usage!

Name a Snowplow!

Over the past three winters, SDDOT has engaged with thousands of South Dakotans in the Name the Snowplow contest. Heavy snow and high winds were no match for cleverly named snowplows that efficiently cleared the state’s highway system.

The SDDOT Fourth Annual Snowplow Naming Contest is open to the public and runs through midnight on Thursday, Nov. 30, 2023. Find contest information and the official online entry form on our home page at <https://dot.sd.gov>. In December, SDDOT staff will vote. We will announce one officially named snowplow within each of the 12 SDDOT geographic areas.

Blizzard Bracket:

New to the contest last year was the development of the SDDOT Blizzard Bracket! The bracket included all plows named through the contest to date. **Over 70,000 votes were cast during the blizzard bracket contest which ran in March and April.**

Blizzard Buster, who advanced through the brackets from the Sioux Falls Area, was crowned as the 2023 Blizzard Bracket Champion!

As part of the contest, SDDOT also creates snowplow and winter driving weather awareness coloring sheets, crossword puzzles, and word finds for families, daycares, and classrooms. Download materials at [https://dot.sd.gov/media/Kids%20Activities%20\(7\).pdf](https://dot.sd.gov/media/Kids%20Activities%20(7).pdf).

For more information about the **Snowplow Naming Contest**, contact Julie Stevenson, Strategic Communications Coordinator at 605-773-2898 or email julie.stevenson@state.sd.us.

Find the entry form as well as previous snowplow contest winning names and photos at <https://dot.sd.gov/inside-sddot/of-interest/sddot-snowplow-naming-contest>.

**SDDOT Named Snowplows
Blizzard Bracket**

NAATSHO Conference

(North American Association of Transportation Safety and Health Officials)

By Carol Evans, Safety Coordinator

Safety professionals from state DOTs recently gathered for the annual **NAATSHO (North American Association of Transportation Safety and Health Officials)** Conference to share best practices with each other.



There were two panel discussions. The first was on safety culture to change from “**I have to,**” to “**I want to**” be safe. Safety culture is something that comes with maturity, but is vital for leading the new workforce into a safe work environment from the start. Safety is an action you show to others whether someone is watching or not. The second-panel discussion was on **Work Zone Safety** and how to prevent fatalities. The discussion focused on the employees and what they can proactively do to enhance safety.

Discussion Examples:

- Don't wear earbuds so you can hear what is going on around you.
- Does an employee have the authority to stop work when they see something unsafe?
- Is there a safer way to perform a task? Don't put yourself in a blind spot. Use the buddy system.
- Four eyes and ears are better than two.
- Go over the “Play of the Day” in order to ensure you have all the necessary PPE and safety devices.

There was a lot of discussion on the types of safety software each state uses, how they use the data collected, what they do with the data, and how to use it to create the culture at your DOT. Tips - reward good behavior instead of bad to change the culture! And, remember, safety for new team members starts on the first day.

NAATSHO as a group talked about the invitation to team up and join AASHTO. They also mentioned what NAATSHO would gain from AASHTO. NAATSHO wants to keep its identity as safety professionals but can join forces to help when the topic reflects safety for the workers, taking part might just be a good way to get other states involved.

Continued Next Page →

NAATSHO Conference Cont.

Some states are conducting independent studies on HIVIS clothing. Toward the end of the day, when light is marginal, the yellow/green might blend in with the background, especially brown, dry vegetation. Some states are adding safety orange along with yellow/green to see if the orange would stand out during low light hours.

Other states are now adding green lights to their light bars on both trucks and pickups to alert travelers of their presence.

My goals were to attend and learn what other states are doing to reduce incident rates. I collaborated with fellow safety professionals and had open conversations about best practices. My objective was to come back from the conference refueled with knowledge and connections, view new technology being used by other states, and see what new and exciting PPE the vendors offer. (I came back with a couple vendor samples!) Overall, I also appreciate the contacts made of fellow safety professionals to whom we can reach out as we move forward with changing our safety culture.

South Dakota Salutes Appreciation Shooting Event



The Sioux Falls maintenance staff was invited to the 2023 SD Salutes Appreciation Shooting Event. The shooting skills competition is held every year at Hunters Pointe in Humboldt S.D. “to demonstrate appreciation and provide support to South Dakota full-time, part-time, or volunteer members of Law Enforcement, Fire & Rescue, EMTs, active Military & Military Veterans.”

This year the invite was extended to the SDDDOT in recognition of our public safety efforts.

The SDDDOT staff that attended the event took first place in the sporting clays teams event for that afternoon and **Josh Anderson, pictured in the photo on the right, earned 2nd place overall at the competition!**

Learn more about the event here: <https://www.sdsalutes.org/>



Advancing SDDOT Safety

Craig Smith, Director of Operations

Our core value of **safety in all we do** is critical to provide a safe work environment for our employees. Last year, we worked with Rizikon, a consultant with workforce safety expertise, to perform a comprehensive review of SDDOT's workforce safety program and culture. The review resulted in several recommendations to implement improvements and ensure all employees go home safe every day. The implementation team has reviewed Rizikon's report and made several recommendations to Secretary Jundt and Directors for consideration. The following is a summary of the recommendations being considered and the status of implementation:

- 1. Build Safety Team** – SDDOT has long relied upon one individual focused on safety and asked others to take on this role as part of their current position. A new position, Employee Safety Manager, has been created and will be posted soon. This position will oversee the statewide employee safety program. In addition, there will be two regional safety coordinators who will report to the Employee Safety Manager. One coordinator will work with the Aberdeen and Mitchell Regions and the other with Pierre and Rapid City Regions.
- 2. Procure Safety Software** – HS50 is the current system developed by BIT many years ago. This system is limited in its ability to track data and generate useful information. As part of the IT Road Map being developed replacement of HS50 with a custom or off-the-shelf system will be considered.
- 3. Establish "New" Safety Committee and Sub-Committees** – The new safety team would work with Area and Region staff to review and update the safety committee's role and purpose.
- 4. Develop and Manage Policies, Procedures, and Protocols** – The safety manual has been undergoing updates for several years. Having dedicated safety staff, all resources and documents will be reviewed for updates and organized so they are readily available to all staff.
- 5. Safety Support in the Field** – It will be critical that the work of the safety team integrates with the field operations that experience the most risk in their daily work. Developing methods to have a field presence to get input and engage with field staff will be critical to success.
- 6. Safety Training Program** – Organizing the safety training available to include developing new content will be a key role for the new safety team. This structure will provide an easy and seamless way to get the right training to the right employees.
- 7. Safety Communication and Outreach** – Communication is key to drive an employee-focused safety culture. Enhancement of safety communications is not only to provide the information needed but to engage with all employees as the safety program grows and develops. All employees will be expected to be involved to provide ideas, feedback, and actively participate in future safety opportunities.

We are excited to move into a new safety era that builds on our commitment to provide a safe work environment for all employees. By dedicating additional resources to these efforts, we will work together to achieve our objective of Everyone Home Safe Everyday!

Finance Corner

INTERNAL CONTROLS

Each employee has the responsibility for making the internal control system function. Internal control is broadly defined as a process, implemented by an entity's governing board, management, and other personnel, that is designed to provide reasonable assurance the following objectives are achieved:

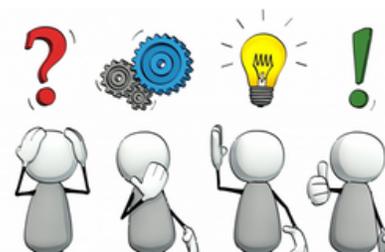
- Effectiveness and efficiency of operations
- Reliability of financial reporting
- Compliance with applicable laws and regulations

SDDOT employees and managers must follow these internal control procedures.

I. SDDOT Employees:

A. Must not, directly or indirectly, knowingly falsify, cause or allow to be falsified any book, record or account of the State, including:

1. Expenditures
2. Travel records
3. Timesheets
4. Approval of vendor invoices
5. Transaction records
6. Any other business/financial record of the State
7. Any business and financial records dealing with Federal awards



Example: Backdating the effective date on a contract to ensure that the entire agreement is eligible for federal funding would be falsification.

- B. Must not take any action to intentionally conceal the true nature of any transaction or record of the State.
- C. Must disclose fully and accurately the purposes of any funds or accounts kept.
- D. Must protect State assets and ensure their efficient use. Theft, misuse, or waste of State assets is grounds for disciplinary action.
- E. Must use State assets for strictly legitimate SDDOT purposes.
- F. Must obtain required approval from an authorized signer on all vouchers.
- G. Must not let anyone else use a State purchasing card issued to them.

II. SDDOT Program Managers will:

A. Establish procedures for the segregation of duties so that no one individual is responsible for a transaction from start to finish.

Example: An employee may not order, receive, and approve a voucher for the same transaction, nor may an authorized signer order and approve their own transactions. In both instances, the person approving the transaction should be different than the person making the order, which provides a system of checks and balances.

B. Get approval from the Accounting Manager for any exception to the requirement for segregated duties.

C. Ensure that each budget unit has an adequate number of individuals with general authority to approve vouchers.

D. Direct any requests to add or change authorized signers to the Accounting Manager.

E. Request approval for additional signers from the Accounting Manager for approval authority that is limited to certain types of transactions when needed.

F. Review credit card transactions for direct reports and approve credit card statements with a signature.

G. Review the e-mailed Voucher Listing Report to ensure expenditures are coded to the proper account and center.

H. Communicate any discrepancies in the Voucher Listing Report to the appropriate business manager or the budget analyst.



TRAINING UPDATE

Learn ~ Engage ~ Improve
November 2023



WORKFORCE

SKILLS COURSES

New Employee Orientation

Nov. 7-8 | 1:00 pm – 12:00 pm | Pierre

TLN: Dealing Effectively with Conflict

Nov. 16 | 9:30 am – 12:30 pm | Zoom

TLN: Navigating Difficult Conversations

Nov. 30 | 9:30 am – 12:30 | Zoom

ADA COURSES

Common Issues with ADA

Nov. 14 | 9:00 am – 12:00 pm | Pierre

Accommodating Pedestrians in Work Zones

Nov. 14 | 1:00 pm – 3:00 pm | Pierre

TLN CULVERT HYDRAULICS WEBINAR SERIES

Culvert Design Concepts & Computer Workshop

Nov. 2 | 9:30 am – 11:00 am | Zoom

Culvert Inspections, Rehab & Failures

Nov. 9 | 9:30 am – 11:00 am | Zoom

LEADERSHIP COURSES

Advancing Performance Excellence: Baldrige 201

Nov. 14/Nov. 17 | 8:00 am – 12:00 pm | Webinar

Baldrige Leadership Development Opportunities: Performance Excellence Network (PEN) Leadership Events and Webinars

TLN SNOW & ICE WEBINAR SERIES

Enviroproofing Your Operations with Liquids

Nov. 3 | 9:30 am – 10:30 am | Zoom

Mechanical Snow Removal

Nov. 17 | 9:30 am – 10:30 am | Zoom

Using Winter Weather Technology

Dec. 1 | 9:30 am – 10:30 am | Zoom

Blending Salt Brine

Dec. 8 | 9:30 am – 10:30 am | Zoom

Using Mobile Data to Guide Roadway Treatments

Dec. 15 | 9:30 am – 10:30 am | Zoom

COMING SOON!

APPLICATIONS
OPEN
JAN. 2

LEADERSHIP DEVELOPMENT PROGRAM

2024 PROGRAM DATES:

APRIL 3-5
MAY 8-9
JUNE 26-27

AUGUST 7-8
SEPTEMBER 18-19
OCTOBER 23-24

FOR MORE INFORMATION GO TO [SDLEARN](#)

Tribal Transportation Safety Summit

By: June Hansen, Civil Rights Compliance Officer



The SD Tribal Transportation Safety Summit was held on Oct. 18-19, 2023, at the Grand River Casino & Resort in Mobridge. The purpose of the summit is to share best practices in highway safety and provide innovative ideas to promote highway safety.

It also gives participants the opportunity for open discussion and dialogue on the issues facing our Tribal partners. It's a great opportunity to learn about what the issues are as well as look for opportunities to partner to improve highway safety.



Lajuanda Stands and Looks Back from the Rosebud Sioux Tribe served as the moderator for the summit. SDDOT had various staff in attendance and presenting. Craig Smith moderated a panel of representatives from South Dakota's Congressional delegation. The participants shared questions and concerns with the Congressional staffers about various transportation-related issues. Later in the agenda Craig also presented ideas on how to improve communication with Tribal partners during Winter weather events. He also explained the enhancements the department is working on to include County and Tribal Road closures on the 5-1-1 system.

There were presentations highlighting success stories and best practices in preparing grants for safety-related funded projects. The department's Strategic Highway Safety Plan Update was discussed, and this also gave an opportunity to ask for assistance with the Vulnerable Road User Safety Assessment. Information was shared on how to develop a speed management plan. A new guide on "Highway Safety Behavioral Strategies for Rural and Tribal Areas" was shared with a brief overview of what is included in the guide.

Representatives from NHTSA (National Highway Traffic Administration) shared updates on what NHTSA is doing and shared a number of valuable resources. Both the BIA Roads Program and Federal Highway Administration-Federal Lands provided information on various transportation programs with an emphasis on the available safety grant funding opportunities. Various Tribes gave presentations on best practices or project successes.

SDDOT works in conjunction with the SD Department of Public Safety, BIA Roads, Federal Highway Administration (SD Division), Federal Highway Administration - Federal Lands and Tribal Transportation Staff to plan and conduct the summit. We also had sponsors such as the Cheyenne River Sioux Tribe, Standing Rock Sioux Tribe, KLJ Engineering, and SRF Consulting Group.

As this summit ends, we are already starting to plan for the 2024 Tribal Transportation Safety Summit. More information will be shared in the newsletter when the 2024 summit plans are finalized.

SDDOT Earns Outstanding Contribution Award

“The South Dakota Department of Transportation’s efforts to advance safety have not gone unnoticed. I wish to congratulate you and your Department on being awarded an **Outstanding Contribution Award** for your commitment to Motorcycle Rider Training!” Rick Kiley, Director, South Dakota Motorcycle Rider Education Program, South Dakota Safety Council.



The SDDOT was recognized at the 31st Annual South Dakota Safety & Health Conference awards luncheon on Wednesday, Oct. 4, 2023, in Sioux Falls.

Travis Dressen, Mitchell Region Engineer, accepted SDDOT’s award.



Fallen Hero Bridge Dedications

The SDDOT was able to participate in two wonderful Fallen Hero Bridge Dedications this month.



The top photo is from the dedication ceremony for Lt. Thomas M. Martin, in Sioux Falls. Pictured are the Martin Family (sister, mother, and father), Governor Noem, and Major General Mark Morrell. Photo by **Travis Dressen, Mitchell Region Engineer.**



The bottom photo is from the dedication ceremony for U.S. Army WO1 Roger S. Cameron. Pictured are the brother and sister of the Fallen Hero, Nancy and Joe with **Todd Hertel, Aberdeen Region Operations Engineer.**



WORKFORCE

SDDOT Employee News and Updates

October 2023 Longevity:

Christina Bennett, State Construction & Maintenance Engineer – 20 years (Central Office)
Operations Support Joe Sestak, Access Management Engineer – 25 years (Mitchell Region)
Larry Andersen, Lead Highway Maintenance Worker – 30 years (Pierre Area)



Jay Peppel, Mitchell Area Engineer, presenting the 40 year pin to **Charles Goldammer. Charles is the Highway Maintenance Supervisor for Mitchell and Salem.**

Randy Brown, Standards Engineer received his 25 year longevity pin from **Mark Leiferman, Project Development Program Manger** and **Sam Weisgram, Standards and Letting Squad Engineering Manager**



Christina Bennett, State Construction & Maintenance Engineer, received her 20 year longevity pin from **Craig Smith, Director of Operations.**

Congratulations to **Kevin Pavlicek, Highway Maintenance Supervisor,** on his retirement after 28 years.



Congratulations to **John Fuglsang, Lead Design Engineer,** who celebrated his last day on Oct. 6, 2023. He worked for the SDDOT for 39 years.

SDDOT Employee News and Updates

Larry Schanbeck, Watertown Highway Maintenance Worker, with with his 15 year pin.



Keith Palo, Hayti Highway Maintenance Worker, received his 15 year pin.

Brian Burke, Watertown Highway Maintenance Worker received his 10 year pin.



Kyle Ford, Deadwood Lead Maintenance Worker, received his 10 year pin from **Zac Heller, Sturgis Highway Maintenance Supervisor.**

Colonel Brist, Sturgis Highway Maintenance Worker, received his 10 year pin from **Zac Heller, Sturgis Highway Maintenance Supervisor.**





SDDOT Employee News and Updates



**Charles Goldammer, Highway Maintenance Supervisor
Unit 252 Mitchell Area**, welcomed his first grandchild,
Stetson Charles.

Stetson was born on Oct. 5, 2023.



October New Hires:

William Huffman, Highway Maintenance Worker - Watertown
 McKlay Pettigrew, Highway Maintenance Worker - Leola
 Safaa Dardar, Structural Engineer - Pierre
 Andy Hansen, Marketing & Communications Specialist - Aberdeen
 Cassidy Schnabel, Highway and Rail Safety Engineer - Pierre
 Christopher Fancher, Highway Maintenance Worker - Custer
 Scott Jorgenson, Highway Maintenance Worker - Junction City
 Joseph DuFrane, Highway Maintenance Worker - Milbank
 Donald Boyles, Highway Maintenance Worker - Brookings
 Tristan Mills, Highway Maintenance Worker - Woonsocket
 David Groethe, Highway Maintenance Worker - Beresford
 Jonathan Helm, Highway Maintenance Worker - Selby
 Erik Lewandowski, Highway Maintenance Worker - Yankton
 Rodney Powers, Highway Maintenance Worker - Chamberlain

October Promotions & Lateral Position Changes:

Austin Weiss, Asset Management Assistant/Emergency Relief - Pierre
 Danny Doorn, Transportation Research Engineer - Pierre
 Wyatt Reis, Lead Highway Maintenance Worker - Winner
 Jesse Knittel, Region Traffic Technician - Aberdeen
 Ryon Bollinger, Road Design Lead Engineer - Pierre
 Thomas Beetem, Highway Maintenance Supervisor - Rapid City
 Tel Saucerman, Lead Highway Maintenance Worker - Rapid City
 Jeremie Mackie, Lead Highway Maintenance Worker - Rapid City
 Cody Wangness, Highway Maintenance Supervisor - Aberdeen
 Gene Ericson, Lead Highway Maintenance Worker - Junction City

In Sympathy:

Sympathy is extended to **Travis Bergeson, Lead Highway Maintenance Worker, in Sisseton.**
 Travis' father passed away Thursday, Oct. 26, 2023.