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# ATSIP Executive Board Meeting

## Meeting Minutes

Wednesday, September 16, 2009

Teleconference - 1:00 pm

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### Attendees:

#### Officers (Voting)

Falb, Scott – present at start and then by proxy to Bob Rasmussen

Rasmussen, R. Robert

Scopatz, Bob

Shirazi, Hadi

Vecchi, Joan – by proxy to Bob Rasmussen

#### Board Members (Voting):

Carpenter, Ken – by proxy to Bob Rasmussen for the opening of the meeting

D'Oronzio, Pete

King, Nils

Madill, Chris

Rich, Steve

Vanlaar, Ward

#### Parliamentarians (non-voting):

Zimmer, Ralph

#### Other attendees (non-voting):

Florey, Martha

Thompson, Bob

Vick, Wanda (Louisiana DOTD)

### **1. Call to Order, Attendance/Quorum, Introduction (Bob Rasmussen)**

Bob Scopatz Announced a Quorum.

Bob Rasmussen called the meeting to order at 1:05 pm

### **2. Minutes (Bob Scopatz)**

----- Approval of Minutes from July 12, 2009 Executive Board Meeting (Phoenix, AZ)

Bob Rasmussen asked for a motion and for any changes

**Motion: to approve the July 12, 2009 minutes without changes**

**Moved by: Steve Rich**

**Seconded: Hadi Shirazi**

**Motion passed**

### **3. NSC (written report submitted by John Kennedy)**

Bob Rasmussen stated that he and Jackie are not available today. Bob Rasmussen sent out a written report supplied by John Kennedy. The data did not show income. Bob

Rasmussen asked for any questions we may have on the report that we can send to John Kennedy.

***Please send your comments to Bob Rasmussen by Friday 9/18/2009.***

#### **4. Final 2009 Forum Comments (Martha Florey/All)**

Martha Florey reported that she is almost done compiling the evaluations. She plans to send the entire evaluation to the Board. The 2008 evaluations were useful to her last year in developing sessions and speaker ideas for the 2009 Forum. She will send it on to Scott as well. She plans to send the information to each of the moderators for each session and use that as an opportunity to thank the speakers.

Martha also sent materials to Scott and Hadi and will continue to do so as she has them ready for their use.

She didn't get a response from NSC to a request to have a correction on the plaque for Milwaukee. She had it fixed herself at her own expense.

Performance Measures – Martha stated that ATSIP should be the voice of the people who need to use the data. She said that data access is very important, especially for the locals who we are reaching out to.

Ward Vanlaar said that he heard from several people how much they enjoyed the keynote speaker and would really like to encourage having a great speaker every year. The awards luncheon was very well done and added to our credibility. Ward also said that he spent a lot of time with the international delegation and noted how impressed they were and hopes we can do that kind of thing again.

Martha said that Tom Vanderbilt was very impressed with the Forum and the roundabouts session he attended. He wrote an excellent article in *Slate*.

#### **5. 1<sup>st</sup> Vice President's Report (Hadi Shirazi)**

The bank account has been opened. We just need the money sent from NSC. Bob Rasmussen has provided the bank account information to John Kennedy, but we would like to get an accounting first.

According to the information that Hadi has, there are two different amounts reported as owed to ATSIP by NSC and we need to figure out the correct amount.

Bob Scopatz asked if we can send our dues payments in now, and if so, to whom? We can send our dues to:

Connie Boudreaux  
Louisiana DOTD  
Office of Planning and Programming  
1201 Capitol Access Road, Room 201-BB

PO Box 94245  
Baton Rouge, LA, 70804-9245

Chris Madill suggested that we ask each person on our list when the last time they paid their dues was.

Bob Rasmussen suggested that we move our dues year run January-to-December rather than Forum-to-Forum. Ralph Zimmer said that the dues year is already reset to the calendar year. We did leave ourselves the option to pro-rate the dues for someone who joins late in the year.

## 6. Liaison Reports

No liaisons present

## 7. Committee Reports

Best Practices (Tim Kerns)

Not present

Certification & Professionalism (Larry Holestine)

Not present

ATSIP Strategic Planning (Tim Kerns/Larry Cook)

Not present

Data Quality & Improvement (Scott Falb)

Scott asked to be replaced as the chair of this committee due to his level of commitment on the 2010 Forum planning.

Policy/Positions & Resolutions (Ken Carpenter)

Bob Rasmussen stated that now that we are independent, we can formulate and put forward our own policy statements. Ken will continue as our lead on developing the formal statements.

## 8. Other Reports

None

## 9. 2010-2011 Nominating Committee (Joan Vecchi)

Bob Rasmussen encouraged us to submit names of potential board members to Joan. He reminded us that we are in the process of dropping one board member from each class until we get to the new lower number as stated in our Constitution.

## 10. Web Site Progress (Dick Paddock)

Bob Rasmussen reported that Dick Paddock sent a report on the current status. This was forwarded to the Board immediately before the meeting. Dick has asked that if anyone

has any information from past forums, they forward that now to Dick. We did not get back a large amount of information from NSC that we know they were provided.

Pete D'Oronzio said that if we could make one more change to the current website to point to the new site and new information. At least until the transition is done. Shouldn't be for more than a couple of weeks.

#### **11. Transition Update (Bob Scopatz)**

Bob Scopatz presented the idea of pursuing 501c.3

Bob will put together a list of pros and cons for our next meeting.

#### **12. 2010 Forum Update (Scott Falb/Dan Magri/Hadi Shirazi)**

Scott Falb reported that Iowa hosted a teleconference of the committee planning the 2010 Forum earlier this morning. Scott Falb, Bob Thompson, Ward Vanlaar, and Pete D'Oronzio participated in the meeting. They came up with structural and program items they would like to address within the program:

- 1) Highway Safety Performance Measures.
- 2) Update on MMUCC, MMIRE and NEMESIS
- 3) Large Truck safety issues
- 4) Distracted driving – new issue about texting while driving, plus other devices in cars
- 5) Fatigued driving – measurement and avoidance; example new On-Star erratic driving followup
- 6) Ignition interlock and other driver behavior control tools
- 7) Local agencies – engineers, enforcement and data people interacting
- 8) New sources of alcohol data
- 9) TR data and low-cost roadway improvements
- 10) Traffic safety, mobility, and congestion – matching and conflicts
- 11) Data use issues – awareness of data and new uses
- 12) Data systems and support for analysis
- 13) Traffic planners into the mix of enforcement and safety analysis

Other issues:

Getting vendors more involved in the Forum – sponsorship

Scott will send out invitations to the next teleconference. Bob Thompson suggested getting Marty Pollock and Nils King involved in the meetings to cover the enforcement side.

A draft will be ready for review internally and then for sending on to Marilena and Dennis Utter.

Bob Rasmussen said that he has a meeting with the USDOT TRCC on September 25 and would like to have the information before that meeting.

Connie Boudreaux sent out 350 “Save the Date” cards on Monday – they should be delivered this week. The contract with the Hilton has been signed. Connie is willing and able to add more people to that listing and send more cards out.

Hadi Shirazi said that we need a website for registration. The research staff supporting the Forum have developed an online form for registration and they would like to link that to the ATSIP site when the time comes.

### **13. New Business (Bob Rasmussen)**

Bob Rasmussen stated that has asked Ralph Zimmer to continue as our Parliamentarian. Ralph has accepted and will serve another year. Bob hopes to get Jim Davis to serve as co-Parliamentarian again as well.

Jim Davis is working on updating the business plan. We need it for the IRS 501c.3 application and for the effort to seek money from sponsors and the federal agencies.

Bob Rasmussen has asked Bob Thompson to review legislation and reports that come out on the national level for relevance to ATSIP. Bob Thompson will come back to us with synopses of the issues or publications and recommendations for ATSIP reaction in terms of adopting a position statement.

Bob Thompson said that he and Joyce Emery have prepared a statement on the Performance Measures White Paper. They developed a 3 ½ page response and sent it in by the deadline last Friday. We weighed in pretty strongly and pointed out some shortcomings as they have been currently proposed.

GHSA has a 10-point document with key points on reauthorization that Bob Thompson will share with us. He will also share a brief overview of the bill from Senator Oberstar.

Marty Pollock and Chris Madill are working on the TRCC leads as a source for membership information. Bob Rasmussen asked for a three-way call with Marty, Chris and himself to discuss what we should be telling members about the organization, what we ask of members and what we offer. Chris Madill said that would be good to do.

Bob Rasmussen has been asked to join a conference call with the USDOT TRCC on 9/25/2009. The request is to discuss our strategic views and our business plan. While Bob was at GHSA, he found out that before we can request Federal funds we have to have a Federal audit. We may not be able to have that audit until we have run our first forum.

Hadi Shirazi asked if there was still any hope of a FMCSA grant. Bob Rasmussen said that that is still a possibility but pursued on a separate track than the formal process that we are going to go through with the Audit. One idea is to have the research center in Louisiana put in the grant request.

Chris Madill made a comment that the board is involved in several efforts. Because there were travel restrictions in January, he was not able to attend the meeting during TRB . He would like to encourage us to have at least a 2-day meeting in January so we can really lay out what our approach is to 2010, have subcommittees, set targets, membership issues, etc. The discussion following this resulted in Bob Rasmussen suggesting that he survey the board to see how many could attend a longer meeting during TRB, or find some other options.

14. Next Meeting – October 21, 2009

Bob Rasmussen asked if we wanted to have a formal board meeting every month or move to an every-other-month schedule. Pete D’Oronzio suggested that the off-months could be used for break-outs for the various subcommittees.

October’s meeting will be just the board and the officers via teleconference on the 21<sup>st</sup>.

Ralph Zimmer stated that the Constitution requires 4 Executive Board meetings during the year. They do not need to be face-to-face and there is no requirement to hold a meeting during TRB. If there is a quorum we can have votes, so it would still be an formal meeting. The liaisons do not necessarily have to be present at every meeting.

15. Adjourn

**Motion to Adjourn:**

**Nils King moved**

**Ken Carpenter seconded**

**Motion passed.**

Meeting adjourned at 2:24 Eastern Time

Draft submitted for review 9/16/2009 by Robert A. Scopatz

Revised 9/16/2009

Revised 9/23/2009