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ATSIP Executive Board Meeting

Meeting Minutes

Thursday, February 17, 2011

Conference Call – 1:00 Central time

1. Call to Order 1:05, Attendance/Quorum, Introduction (Hadi Shirazi)

Attendees:

Voting members:

Hadi Shirazi, President

Scott Falb, 1st Vice President

Ken Carpenter, 2nd Vice President

Bob Rasmussen, Past President and Treasurer

Bob Scopatz, Secretary

Ward Vanlaar – (by proxy to Bob Scopatz)

Pete D’Oronzio (absent)

Kathleen Haney

Nils King

Marty Pollock (absent)

Steve Rich – (absent)

Chris Madill - (by proxy to Hadi Shirazi)

Tim Kerns

Larry Cook (by proxy to Tim Kerns)

Non-voting:

Wanda Vick

Angie Schmit

Richard Paddock

Jim Davis

Cynthia Burns

Bob Scopatz announced a quorum at 1:06 pm

2. Minutes (Hadi Shirazi)

----- Approval of Minutes from January 22, 2011 Executive Board Meeting

Hadi Shirazi asked for comments or corrections.

Bob Rasmussen asked that the year- end fiscal report for 2010 given at the January meeting be appended. He had already sent to Bob Scopatz.

MOTION:

Nils King moved to approve the January 22, 2011 executive board meeting minutes.

Pete d’Oronzio seconded

Motion passed

3. 1st Vice President's Report (Scott Falb)

No report due to Scott's absence.

Treasurer's Report (Bob Rasmussen)

ATSIP Operating Account \$25,898.35

Forum Account \$58,111.26

\$300 in dues was transferred from Forum to Operating and \$250 in dues checks to be deposited.

Bob has looked into opening an account at Bank of America as a national bank that will serve us in the future wherever the Associations fiscal agents may reside.

MOTION:

<name missing> moved to approve opening an account at Bank of America

<name missing> seconded

Motion Passed

Note: Treasurer's report detail appended to this report.

MOTION:

Kathleen Haney moved to accept the treasurer report.

Pete d'Oronzio seconded.

Motion passed.

Agenda items 8 (2011 Forum) and 9 (2011 Vendors) were moved ahead due to scheduling conflicts of some call participants.

8. 2011 Forum Update (Ken Carpenter)

About forty submissions to present have been received with three others for training slots on Sunday. About half of the submissions are for single presentations, so when combined there is still room for additional presenters. Submissions will be accepted until the program is full.

2011Forum@nycap.rr.com

A mailing for the Forum is being prepared with a target date of March 4 for mailing.

The hotel registration link should be up by March 1. Room rates are \$95.

There is additional work necessary to align the meeting rooms' capacities with our expected usage.

Conference registration will be up soon on the Forum website. www.trafficrecordsforum.org

Other members are working on other elements – best practices, awards.

Conference call for planning is set for February 23, 2:00 Eastern.

Call in telephone number 866-394-2346

Group code 48526-27030 #

The committee discussed allowing Ms. Wanda Vick, Connie Boudreaux, Jennifer Spikes, and Allison Landry to use the International Traffic Records Forum Budget for Traveling to Charlotte, NC for 2012 International Traffic Records Forum for total amount of \$5000.00. They will work on registration and operation for the conference.

MOTION:

<name missing> moved to use the Forum Budget to pay for travel for Wanda Vick, Connie Boudreaux, Jennifer Spikes, and Allison Landry

<name missing> seconded

Motion passed

9. 2011 Vendor Update (Pete d'Oronzio)

Pete is restarting the vendor outreach and the related issues of sponsorships. Pete, Hadi, Ken and Bob R. would stay on the line after the meeting adjourns to further discuss work on this element of the Forum.

Returning to the agenda order.

4. Liaison Reports

NHTSA: John Siegler presented NHTSA's proposal to have a 'Traffic Records Executive Initiative' at the Forum. NHTSA will provide travel assistance for the GRs in Region 3 to attend. There would be specific meetings and briefing sessions for these individuals at the beginning and end of the Forum. If GRs from other states attend the Forum, they will be included in the meetings. The current working paper from NHTSA would be sent to Ken Carpenter for consideration in setting the overall program and space necessary.

FHWA: Bob Rasmussen reported that FHWA may extend the conference on Thursday, August 4 for a Peer-Exchange. This would take advantage of Forum attendees not having double travel expenses.

5. Committee Reports

Constitution (Ralph Zimmer and Jim Davis)

No report

Best Practices (Tim Kerns)

No report

ATSIP Strategic Planning (Larry Cook)

No report

Membership/Outreach (Still Working on the Write up)

Bob Rasmussen reported that we do not have any new applications to vote on for this meeting. He is continuing to develop an outreach program for membership. Nothing to report on that at this meeting.

Data Quality & Improvement (Bob Scopatz)

No report

Policy/Positions & Resolutions (Kathleen Haney):

No report. Kathleen is waiting for materials from her predecessor.

6. 2011-2012 Nominating Committee (Bob Rasmussen)

Bob Rasmussen reported a slate for consideration. A mailing to members will publish the nominations and ask for further nominations. After six weeks, a ballot will be prepared with all nominations and mailed to members for voting. This will be concluded before the Forum. Bob's materials are attached.

MOTION:

Bob moved that the report of the nominating committee be accepted.

Nils King Seconded

Motion passed

7. Web Site Progress (Dick Paddock, Angie Schmit)

No report

10. 2012 & 2013 Forum Update

Mississippi is the state most likely to host the 2012 Forum. Georgia should be considered if Mississippi falters.

11. New Business (Hadi Shirazi)

None

12. Future Executive Committee Meetings – Meeting on March 16th, 1:00 Central Time

13. Adjourn: Motion Nils King, Second Pete d'Oronzio

Meeting adjourned at 1:50 pm

Submitted as Draft for Review 2/20/2011 by Ken Carpenter –for Robert A. Scopatz, Secretary
Approved as amended at the March 16, 2011 Conference Call – RAS

Submitted as final 3/16/2011 by Robert A. Scopatz, Secretary

Nominations for the YEAR 2011-2012 ATSIP Executive Board

March 1, 2011

Dear ATSIP Member,

Please review the enclosed slate of nominations for the 2011 - 2012 ATSIP Executive Board (Officers and At-Large Members).

Each year, the Nominating Committee, led by the Past President, carefully selects candidates from the ATSIP membership to serve in some capacity on the Executive Board. The nominees on the slate have accepted their nominations and are ready to serve on the Board.

The Constitution permits current voting members (those with current dues paid) to nominate additional persons by petition (see Article VII, Section 1(b)). All persons nominated by petition must fully comply with all Constitutional requirements including grade of membership, must be willing to serve, and must be current members. The petition submitted in support of an individual to be added must clearly state the position for which that person is being nominated (President, First Vice President, Second Vice President, Secretary, or Executive Board At-Large Member of the Class of 2012, 2013, or 2014). Petitions submitted in support of a given individual must bear the signatures of at least ten current voting members of the Association. Petitions must be sent to R. R. Rasmussen, Traffic Engineering Division, VDOT, 1401 East Broad Street, Richmond, Virginia 23219 or e-mail to robert.rasmussen@vdot.virginia.gov to be RECEIVED no later than May 30, 2011. A copy of the petition follows the slate of nominations.

Ballots will be mailed in June and will include any nominations made by petition. Please feel free to contact me if you have any questions on the process.

Sincerely,
Bob Rasmussen,
Past President

**Association of Transportation Safety Information Professionals
Executive Board Nominations**

2011 - 2012

NOMINATED OFFICERS

Hadi Shirazi, President, Central-LA

Ken Carpenter, 1st Vice President, East-NY

Marty Pollock, 2nd Vice President, Central-TN

Robert (Bob) Scopatz, Secretary, Central-MN

Robert (Bob) Rasmussen, Past President, East-VA

AT-LARGE MEMBERS OF EXECUTIVE BOARD

Name --- Class --- Service Year --- Region/State or Country

Class of 2012

Nils King, 2012, 2008, Central-IN

Chris Madill, 2012, 2007 West-WA

Pete d'Oronzio, 2012, 2009, West-CO

Class of 2013

Kathleen Haney, 2013, 2010, Central-MN

Tim Kerns, 2013, 2004, East-MD

Ward Vanlaar, 2013, 2009, East-Ottawa, CAN

Class of 2014

Cory Hutchinson, 2014, 2014, Central-LA

Angie Schmit, 2014, 2014, Central-OH

Cynthia Burch, 2014, 2014, East-MD

Note: Names in italics are listed for information only.

They were previously duly elected and are continuing in office during the 2011 - 2012 year.

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Association of Transportation information Professionals

Nominating Petition for the 2011-2012 Executive Board

We the undersigned current voting members of ATSIP

hereby nominate _____

for the position of (choose one):

President, 1st Vice President, 2nd Vice President, Secretary, At-large class of _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Treasurer's Report detail
submitted by R.
Rasmussen

JPMorgan Chase Bank,
N.A.

Main Street Financial FCU

Balance January 28, 2011

\$25,898.35

Balance January 28, 2011

\$58,111.26

Income:

Fellowship Member Dues

\$250.00

Income:

Dividend Credit

\$11.14

Total Income

\$250.00

Total Income

\$11.14

Expenses:

Expenses:

Bank Card Processing Fee

-\$26.00

Pay Trace Service Fee

-\$24.95