
ATSIP Executive Board Meeting
Minutes
April 17, 2013
Conference Call

Attendance:

Marty Pollock, President
Hadi Shirazi, Past President
Bob Scopatz, Secretary
Cynthia Burch, 2nd Vice President
Kathleen Haney by proxy to Bob Scopatz
David Harkey, HSRC North Carolina
Cory Hutchinson, Louisiana
Tim Kerns, Maryland
Angie Schmit Langanke, by proxy to Marty Pollock
Allen Parrish, Alabama by proxy to Bob Scopatz
Joanna Reed, NISR
Ward Vanlaar, by proxy to Bob Scopatz

Non-Voting

Bob Rasmussen, Treasurer
Ralph Zimmer, Co-Parliamentarian
Luke Johnson, NHTSA
Karen Scott, NHTSA
Bernardo Kleiner, TRB Staff
Dave Bozak, InfoGroup
Jim Davis, Co-Parliamentarian
Patrick Dolan, Tennessee

1. Call to Order, Attendance/Quorum, Introduction

Bob Scopatz announced a quorum at 1:06 PM
Marty Pollock called the meeting to order at 1:06 PM

2. Minutes Approval of Minutes from March 20, 2013 Executive Board Meeting

MOTION:

Hadi Shirazi moved to approve the minutes of the March 20, 2013 Executive Board Meeting

Cynthia Burch seconded

Motion Approved

3. 1st Vice President's Report

No report

4. Treasurer Report

Marty Pollock read from the notes supplied by Bob Rasmussen. The monthly Treasurer's report for the end of March is attached to the members' copy of these

53 minutes. The Forum account with Mississippi has been closed with all money
54 due to ATSIP having been received.
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56 There was an overage of \$43.12 for travel to the hotel for the 2013 Forum by
57 Cynthia Burch and Bob Rasmussen.

58 MOTION:

59 Cory Huthcinson moved to approve the addition amount to cover the overage of
60 \$43.12

61 Hadi Shirazi Seconded

62 Motion Approved
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65 **5. Liaison Reports**

66 **NHTSA:**

67 Luke Johnson reported that they are very busy with a variety of projects. There were
68 no specifics to offer at this time.
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70 **TRB:**

71 Bernardo Kleiner reported that the AASHTO committee reviewed new problem
72 statements. They approved about \$30M in projects, \$9M were continuation. Safety
73 accounts for 13 projects and about \$6M in funding.
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75 There will be a roadway safety culture summit at the Keck Center in August.
76 Registration will open soon.
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78 TRB is sponsoring the 7th International Symposium on Visualization in
79 Transportation: Visualization for Big Data, October 23-25, 2013, at the Arnold and
80 Mabel Beckman Conference Center in Irvine, California. The Symposium will bring
81 together industry leaders to exchange ideas on best practices and new techniques in
82 visualization. For details on how to register and to view the preliminary program, visit
83 the conference website<<http://www.cvent.com/d/wcq5hb>>. Register by August 24 to
84 take advantage of the reduced Early Bird rate. Rooms are being held at the Hyatt
85 Regency Newport Beach
86 <<http://newportbeach.hyatt.com/hyatt/hotels/index.jsp?icamp=newporterredirect>>.
87 Make your reservation for the TRB special rate of \$125 plus the current tax of 12%
88 and the \$0.12 CA tourism fee. This rate is available until September 24, 2013.
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91 **6. Committee Reports:**

92 **a) Constitution (Ralph Zimmer and Jim Davis):**

94 Ralph Zimmer reported that there are no items that the Board has put forward to
95 make in the Constitution. Jim Davis said that there is still a pending issue with
96 differences between the Constitution and the Articles of Incorporation. There is
97 no emergency there, but it should be addressed in the future.
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99 **b) Professional Certification Committee (Dave Bozak)**

100 Dave Bozak said that he would defer this to the discussion of the MS2K+
101 contract.
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c) Best Practices (Tim Kerns)

Tim Kerns said that everything is on target for the mid-June deadline for submissions.

d) ATSIP Strategic Planning (Chris Madill)

Chris Madill sent a briefing to Marty Pollock. He has worked on the environmental scan and draft of the survey. He would like to have a small group of Executive Board members to review it before it goes live. He would also like TSASS to help with the distribution and collection of responses. Chris has asked that we set aside 2-3 hours at the Forum to hold a facilitated session with Chris to help us with our Strategic Planning effort. Cindy Burch said that we have a boardroom available at all times during the Forum and can use it for this purpose.

e) National Agenda (Dave Bozak)

Dave Bozak said that we have discussed this at the general meeting during the Forum. He said that he would like to pursue reaching out to a cross-section of the ATSIP liaisons in the DC area. Dave asked that we provide updated contacts for this effort and start to get the dialog started.

f) Membership/Outreach (Bob Rasmussen) (Hadi Shirazi)

Hadi Shirazi said that had no updates at this time. He would defer to later in the meeting to discuss Board Member recruitment. Dave Bozak asked if anyone would be attending GHSA in order to represent ATSIP and spread the word on ATSIP membership. Cory Hutchinson said that he is trying to get approval for travel to GHSA and he would be willing to serve as an ATSIP representative on site.

Marty Pollock said that he would like to talk about the two functions of membership and outreach as separate items and perhaps moving to making them two separate committees. Jim Davis said that this move may or may not require a change in the Constitution. As long as the overall Constitutional structure of the existing committee doesn't change, there may not be a need to change the Constitution. Bob Rasmussen said that they would know more at the next meeting and lead a discussion for the board to consider whether or not to make a change.

g) Data Quality & Improvement (Bob Scopatz)

Bob Scopatz reported that Ken Hackman of NISR will lead the effort to update the ANSI D-16.1. The subcommittee will be established shortly.

h) Policy/Positions & Resolutions (Kathleen Haney)

No report.

7. MS2K+ – Dan Magri or designee

Bob Scopatz reported that MS2K+ contacted Marty Pollock with a request to reduce our proposal to just the tasks related to identifying subject matter experts to serve as assessors and go team members. We have promised them a response by April 30, 2013.

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8. 2013-2014 Nominating Committee (Hadi Shirazi)

Hadi Shirazi reported that the nominating committee will be:
Cynthia Burch
Tim Kerns
Bob Scopatz
Chris Madill
Kathleen Haney

No objections were raised.

9. Web Site Progress (Dick Paddock, Angie Langanke, Kara Mueller)

No report

10. 2nd Vice President's Report, 2013 Forum (Cynthia Burch)

Cynthia Burch said that she and Bob Rasmussen visited the hotel two weeks ago. The space is well situated for the break out rooms, registration, and the exhibit hall. The luncheon room is on a different floor and is very nice as well. They worked with the onsite person to set up the schedule for each room. We have a board room available all week as well. Nils King said that he will have the booth layout finalized by the end of the week as well. Cindy said that she has a small group available to handle abstract reviews. Anyone interested in being part of that effort should contact Cindy. The whole process will be done online through the web. The registration system is ready and we are ready to do an email blast next week.

11. Special Session in Edmonton (Ward Vanlaar)

Bob Scopatz reported that registration is nearing 250 for the main conference and about 50 people for the Forum additional day.

12. New Business – Update the Membership / Outreach Committee to reflect their distinct functions.

The Board reviewed the membership applications of Langston Spell and Osama al Kurdi.

MOTION:

Cynthia Burch moved to approve the membership applications of Langston Spell and Osama F. Ali al Kurdi at the member level.

Tim Kerns seconded

Motion approved

13. Next Conference Call – May 15, 2013 @ 1PM Central

14. Adjourn

MOTION

Bob Scopatz moved to adjourn

Hadi Shirazi Second

Motion Approved.

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The meeting was adjourned at 1:56 PM Central time

Submitted for review on 4/17/2013 by Robert A. Scopatz, Secretary
Approved by vote of the Executive Board on 5/15/2013