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ATSIP Executive Board Meeting Minutes
May 15, 2013
Teleconference

Attendance:

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

Non-Voting

- Bob Rasmussen, Treasurer
- Bob Pollack, FHWA
- Ralph Zimmer, Co-Parliamentarian
- Luke Johnson, NHTSA
- Karen Scott, NHTSA
- Dave Bozak, InfoGroup
- Patrick Dolan, Tennessee
- John McDonough, NISR
- Martha Florey, Wisconsin

- 33 1. Call to Order, Attendance/Quorum, Introduction
34 Marty Pollock called the meeting to order at 1:05 Central time.
- 35 2. Minutes Approval of Minutes from April 17, 2013 Executive Board Meeting
36 **MOTION:**
37 **Hadi Shirazi moved to approve the minutes of the April 17, 2013**
38 **Executive Board Meeting**
39 **Bob Scopatz seconded**
40 **Motion Carried**
41
- 42 3. 1st Vice President's Report
43 Bob Rasmussen provided a report supplied by Nils King. He has nothing on
44 this agenda item. He has a later report on vendors for the Forum.
- 45 4. Treasurer Report
46 Bob Rasmussen reported the financial data for April, 2013. The full report is
47 attached to the member's copy of these minutes.
- 48 5. Liaison Reports
- 49 **FHWA:** Bob Pollack reported that there is an event next week—a webinar
50 on the State Safety System Guidance related to operationalizing MAP-21
51 legislation. 2-3:30 Eastern next Tuesday May 21st. The invitation is
52 attached to these minutes. There is a link for online registration:
53 Registration is now open. To reserve your seat register at:
54 [http://www.nhi.fhwa.dot.gov/resources/webconference/web_conf_learner_reg.aspx?web](http://www.nhi.fhwa.dot.gov/resources/webconference/web_conf_learner_reg.aspx?webconfid=26080)
55 [confid=26080](http://www.nhi.fhwa.dot.gov/resources/webconference/web_conf_learner_reg.aspx?webconfid=26080)
56
- 57 There are several projects in the pipeline. Without going into specifics,
58 there are several new projects under the umbrella of the Roadway Safety
59 Data Partnership.
- 60
- 61 **NHTSA:** Luke Johnson reported that the OST has updated the value of a
62 statistical life to \$9.1Million—this is almost double the prior value used by
63 USDOT.
- 64
- 65 The Traffic Records team has been going out to regions with TSASS to
66 deliver TRIPRS training.
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- 68 The States need guidance on 405 grant funding.

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There are three assessments underway. They are due to the States by August under a special dispensation from USDOT legal.

TRIPRS has successfully migrated behind the NHTSA firewall.

The STRAP-IT system will also migrate behind the NHTSA firewall. This will affect the schedule for some States' assessments but it should be ready in early winter 2013.

The USDOT presentation submissions for the TR Forum are being developed now.

NHTSA and FHWA are looking at developing a project to examine State TRCC best practices.

6. Committee Reports:

a. Constitution (Ralph Zimmer and Jim Davis):
Ralph Zimmer reported that Jim Davis stated at the last Executive Board meeting that we still have some minor disagreement between the Constitution and the Articles of Incorporation. Ralph said that he has not contacted Jim about this yet but will do so soon.

b. Professional Certification Committee (Dave Bozak):
Dave Bozak said that the committee had been set up some time ago; a description has been posted to the ATSIP website. He also added that TSASS has developed some excellent tools, including the ability to conduct webinars in support of a process to select subject matter experts. The committee members are also looking forward to the start of the new part-time position under the contract with MS2K+. Luke Johnson said that the current assessments are being staffed on an ad hoc basis and that this is not ideal. He said that there is a need for more SMEs and they hope to have ATSIP involved developing that.

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106 c. Best Practices (Tim Kerns)

107 Tim Kerns reported that the announcement is out and we are waiting for
108 submissions.
109

110 d. ATSIP Strategic Planning (Chris Madill)

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112 e. National Agenda (Dave Bozak)

113 Dave Bozak reported that he has talked with Bernardo Kleiner and will
114 meet with Kelly Hardy at AASHTO tomorrow. He also has a list of possible
115 interested organizations that he will contact. He hopes to use these
116 contacts as a way to introduce ATSIP to these organizations and talk about
117 the National Agenda.
118

119 Dave said he would like to have a session at the TR Forum to discuss the
120 National Agenda.
121

122 Dave is also soliciting ideas for additional major goals.
123

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

125 Bob Rasmussen reported that we have two proposals for new members:
126 Chris Osbourn from TN and Catherine Carroll from Sober Steering in
127 Canada.
128

129 **Motion**

130 **Bob Scopatz moved to accept Chris Osbourn and Catherine Carroll at**
131 **the *Member* level.**

132 **Hadi Shirazi seconded.**

133 **Motion Carried**

134

135 Hadi Shirazi said that he has held conference calls with local roads people

136 to encourage membership. He said that there was interest but they felt also
137 that it would be difficult for them to participate fully.

138

139 g. Data Quality & Improvement (Bob Scopatz)

140 No report.

141

142 h. SUBCOMMITTEE (1) ANSI. D-16 (John McDonough)

143 John McDonough reported that there has been progress in contacting
144 the people from the last committee to gauge their interest in being on
145 the committee for the next revision. The next step is to empanel the
146 committee.

147

148 i. Policy/Positions & Resolutions (Kathleen Haney)

149 No report.

150

151 7. MS2K+ – Dan Magri or designee

152 Bob Scopatz summarized the changes to the proposal to MS2K+ based on
153 the changes they made to original request. We are going to identify Subject
154 Matter Experts via a resume/application process using a panel reporting to
155 ATSIP. ATSIP will also help with marketing and outreach. This is a one-year
156 (more or less) effort and will be revisited every year.

157

158 8. 2013-2014 Nominating Committee (Hadi Shirazi)

159 Hadi Shirazi reported that has a committee set up. From now until mid-June,
160 the committee will review names and then Hadi will submit names by June
161 28th to the Board.

162

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

164 Angie Langanke reported that the ATSIP.org website has not much activity.
165 She will remove the advertisement for the Edmonton Forum.

166

167 For the Traffic Records forum, there has been a great deal of activity. The

168 registration is still under development but it will go live in July. There was an
169 email blast letting people know that the site is open for presentation
170 submissions and best practices.

171
172 With the mail-chimp account, we are limited to 1000 email addresses. If we
173 get more in our contact roster, we will have to add about \$10/month in fees.
174 We are just under the limit now. As we add new members we could cleanse
175 some of the older contacts or we can just pay the \$10/month fee. The email
176 addresses exist in a database and they are ported over to mail chimp.
177

178 10.2nd Vice President's Report, 2013 Forum (Cynthia Burch)

179 Bob Rasmussen read a report submitted by Cindy Burch. Based on the
180 Forum Planning Committee's May 8th teleconference, the following updates
181 were reported:
182

- 183 • The hotel contracts are signed
- 184 • WiFi is free, so there will be no need for a cyber-café
- 185 • The MN DPS commissioner will speak to welcome us
- 186 • The honor guard is booked
- 187 • The booking link from the hotel is posted on our website
- 188 • The Expo services contract is signed
- 189 • We have 3 vendors/4 booths booked
- 190 • Food menus are under review.
- 191 • Food costs appear less than last year, but that may change

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194 11. Special Session in Edmonton (Ward Vanlaar)

195 Officers of the Executive Board attended the 5th Annual Edmonton
196 Conference on Urban Traffic Safety April 28-May 1 and ran the Special
197 Session on May 2nd. Marty described the two sessions and our involvement.
198 Bob Scopatz said that Edmonton has invited us to do the same thing next

199 year and we would have a special session time/format that would help to
200 increase our attendance. Bob and Hadi Shirazi recommended that the Board
201 accept the invitation from Edmonton to run a special session again in 2014.

202

203 **MOTION:**

204 **Bob Scopatz moved that we accept Edmonton's invitation to run a**
205 **special session at the 6th Edmonton Urban Transportation Conference.**
206 **Hadi Shirazi Seconded.**
207 **Motion Carried.**

208

209 Hadi Shirazi asked if NHTSA or FHWA would have problems with attending a
210 conference in Canada. Luke Johnson said that they would have a problem
211 attending because their sole mission is in the USA and it would have to have
212 a proven link to their domestic mission. Bob Pollack said that it would be a
213 problem in that while FHWA might send someone, it would probably be a
214 much higher level.

215

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

218

219 **13. Next Conference Call – June 19, 2013 @ 1PM Central**

220

221 14. Adjourn

222 **MOTION:**

223 **Hadi Shirazi moved to adjourn.**

224 **Bob Scopatz seconded.**

225 **Motion Carried**

226

227 Marty Pollock adjourned the meeting at 2:10 PM Central time.

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229

230 Submitted as Draft for Review 5/15/2013 by Robert A. Scopatz, Secretary

231 Revised based comments received as of 5/17/2013 by RAS

232 Approved as amended by the Executive Board on 6/19/2013

233

Financial report available in Member's version of this document

234

235

236 **Webinar on MAP-21 State Safety Data System Guidance and Memorandum on**
237 **Geospatial Network for All Public Roads**

238 The FHWA Office of Safety and Office of Highway Policy Information will co-host a
239 webinar on Tuesday May 21, 2013 from 2:00 p.m. to 3:30 p.m. Eastern Time. The
240 webinar is being conducted to provide information on the recently released Guidance on
241 State Safety Data Systems for MAP-21 and the August 7, 2012 Memorandum on
242 Geospatial Network for All Public Roads. This webinar will clarify the data capabilities
243 States should have to support their Highway Safety Improvement Program under the
244 Moving Ahead for Progress in the 21st Century (MAP-21) reauthorizing legislation.

245 Topics to be addressed in the webinar include (but are not limited to):

- 246 - Types of roadways covered
- 247 - Types of data included
- 248 - Development of State basemaps inclusive of all public roads
- 249 - Geolocation of safety data
- 250 - Analysis and evaluation capabilities
- 251 - Subset of Model Inventory of Roadway Elements to be collected

252 Registration is now open. To reserve your seat register at:

253 http://www.nhi.fhwa.dot.gov/resources/webconference/web_conf_learner_reg.aspx?webconfid=26080
254

255 For more information on this webinar please contact Julie Panna at
256 Julie.Panna.ctr@dot.gov or Bob Pollack at Robert.Pollack@dot.gov

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