

ATSIP Executive Board Meeting  
Via Teleconference  
March 19, 2014

ATTENDANCE:

Nils King, President  
Cynthia Burch, 1<sup>st</sup> Vice President  
Tim Kerns, 2<sup>nd</sup> Vice President  
Bob Scopatz, Secretary – proxy to Cynthia Burch  
Cory Hutchinson, Louisiana – proxy to Nils King  
John Carrico, Kentucky  
Joanna Reed, NISR  
Allen Parrish, Alabama – proxy to Cynthia Burch  
Barbara DeLucia, Texas  
Kathleen Haney, Minnesota  
Angie Langanke, Ohio

Non-voting attendees:

Ralph Zimmer, Co-parliamentarian  
Kara Haag, TSASS  
Kellee Holcomb, TSASS  
Dick Paddock, TSASS  
Eric Tang, Cambridge Systematics  
Bernardo Kleiner, TRB

1. Call to Order, Attendance/Quorum, Introduction  
Nils King announced a quorum at 1:04 PM Central Time  
Nils King called the meeting to order at 1:04 PM Central Time
2. Approval of Minutes from February 19, 2014 Executive Board Meeting  
No corrections were suggested.

**MOTION:**

**John Carrico moved to accept the minutes of the 1/11/2014 minutes as corrected.**

**Angie Langanke seconded.**

**MOTION Approved**

3. 1<sup>st</sup> Vice President's Report: Cindy Burch  
Cindy Burch provided updated information about the 2016 Traffic Records Forum. Using the Biloxi Forum as a reference, because federal employees were not permitted to stay at the Beau Rivage, revised room block numbers were provided to HelmsBriscoe. The Hyatt Regency in Baltimore, MD was the only hotel able to accommodate those revisions and they agreed to do so without charging additional room rental fees. The dates for that Forum would be August 7-10, 2016.

**MOTION:**

**Barb DeLucia moved to allow Nils King to continue and complete negotiations to hold the Traffic Records Forum at the Hyatt Regency in Baltimore, MD from August 7-10, 2016.**

**Tim Kerns seconded.**

52 **MOTION Approved**

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54 4. Treasurers Report: Bob Rasmussen

55 A copy of the full Treasurer's report is appended to the members' copy of these minutes. The  
56 expenses included two invoices from TSASS and the income was one set of member dues.

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58 5. Liaison Reports:

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60 **TRB (Bernardo Kleiner):**

61 Committees are working and the NCHRP projects are all underway. There are several  
62 upcoming TRB webinars related to data collection and use for strategic planning that would  
63 be of interest to this group (<http://www.trb.org/Main/events.aspx?calendar=y>).

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65 6. Committee Reports:

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67 a) Data Quality & Improvement (Bob Scopatz & Marty Pollock). No report.

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69 b) ATSIP Strategic Planning (Nils King) No report.

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71 c) Membership (Bob Rasmussen) No report.

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73 d) Outreach (Hadi Shirazi) No report.

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75 e) National Agenda (Dave Bozak) No report.

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77 f) Outreach for SMEs to serve on assessments (Dave Bozak)

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79 An email was distributed to solicit interest in becoming an SME.

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81 7. Web Site (TSASS Staff)

82 Kellee Holcomb reported that the 2013 Traffic Records Forum website has been archived  
83 and the [www.trafficrecordsforum.org](http://www.trafficrecordsforum.org) address now directs to information about the 2014  
84 Forum. There is not much information up yet, but more is expected in the near future.

85  
86 Cindy needs to follow-up with Kellee about the photos provided from the 2013 Forum.

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88 8. 2<sup>nd</sup> Vice President's Report, 2014 Forum Update (Tim Kerns)

89 Tim Kerns reported that he and Bob Rasmussen will be conducting a site visit next week in  
90 St. Louis. He has talked to Kellee about the website transition and will have information  
91 related to sponsors, vendors, and abstract submissions ready for posting and dissemination  
92 after the site visit.

93  
94 Nils King inquired about speakers and may have someone to recommend. Tim stated that no  
95 one has been identified yet, but there are options within the host state.

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97 9. New Business

98 Congratulations to Angie Langanke on the birth of her daughter!

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100 10. Next meeting: April 16, 2014 (teleconference call), 1:00 PM Central Time

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102 11. Adjourn

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105 **MOTION:**

106 **John Carrico moved to adjourn.**

107 **Kathleen Haney seconded.**

108 **Motion carried.**

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110 Nils King adjourned the meeting at 2:24 PM

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112 Submitted as Draft for Review March 19, 2014 by Cynthia A Burch

113 Submitted as Draft for Approval April 8, 2014 by Bob Scopatz

114 Approved as Final April 16, 2014 by the ATSIP Executive Board

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