

ATSIP Executive Board Meeting

Via Teleconference

August 20, 2014

ATTENDANCE:

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

Non-voting attendees:

Ralph Zimmer, Co-parliamentarian  
Bob Rasmussen, Treasurer  
Hadi Shirazi, Louisiana  
Luke Johnson, NHTSA  
Karen Scott, NHTSA  
Kara Mueller, TSASS  
Kellee Holcomb, TSASS

1. Call to Order, Attendance/Quorum, Introduction

Bob Scopatz announced a quorum at 1:07 PM Central Time  
Nils King called the meeting to order at 1:07 PM Central Time.

2. Approval of Minutes from July 16th, 2014 Executive Board Meeting

Kathleen Haney said that line 35 of the July 16, 2014 meeting minutes showed the wrong date for the June meeting minutes. Bob Scopatz corrected the error.

**MOTION:**

**Kathleen Haney moved to accept the minutes of the 7/16/2014 Executive Board Meeting as corrected.**

**Cindy Burch seconded.**

**MOTION Approved**

1<sup>st</sup> Vice President's Report: Cindy Burch.

Cindy Burch reported that:

a) There is currently out for comment an RFI from NHTSA for building a translator tool from the Abbreviated Injury Scale and the ICD 10 codes. There was a tool for this on old ICD9 tools and an older version of the AIS. The comment period has been extended into September. ATSIP submitted a comment in support of developing the tool. Cindy sent the comment for inclusion in the minutes as follows:

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*I am responding the following questions for Docket Number NHTSA-2014-0062 as an injury epidemiologist and traffic injury researcher who has worked with hospital (emergency department, inpatient, trauma registry) and federal (NASS, CIREN) data for several decades. I have experience with the current ICDMAP-90 product, as well as the current AIS05 and ICD coding schemas as both a coder and analyst. I am also responding on behalf of the Association of Transportation Safety Information Professionals (ATSIP), which includes all injury surveillance data systems in their focus on traffic records. 1. Is there a need for a mapping tool that translates ICD-10-CM codes to the AIS standard? Yes, this is a critical tool in the field of injury research. The largest proportion of the injured population is treated in hospital emergency departments and inpatient settings, which only capture ICD codes to inventory injuries for billing purposes. They do not collect the AIS codes, which provide a metric for the severity/threat-to-life of the injury, contained in trauma cases. Focusing research on trauma cases only would handicap epidemiologists and the advancement of injury prevention. Therefore, a means to translate readily available ICD codes into the AIS codes that depict injury severity are critical to reducing the burden and incidence of injury. 2. Is there a need for an updated mapping tool that translates ICD-9-CM codes to the AIS standard? Yes, consideration should be taken to construct mapping tools between ICD-9-CM, ICD-10-CM, AIS98, AIS05 and future versions of these coding schemes. Currently the ICDMAP-90 software only has the ability to translate ICD-9-CM to AIS98. NHTSA research programs (NASS and CIREN) have transitioned from the AIS98 to AIS05 coding systems and efforts are underway to transition trauma registry coding to AIS05 (many practitioners have been trained and AAAM has a certification program for AIS05). This presents the problem of disparate data sets because, to my knowledge, mapping software for AIS98 to AIS05 has not been released. A crossbridge is provided in the AIS05 data dictionary, but the current state of injury databases has AIS05 in NHTSA projects and AIS98 in trauma registries with the only commonality being ICD-9-CM. Since all systems capture ICD-9-CM, and will assumedly transition to ICD-10-CM, it will be critical to have access to mapping tools for all combinations of coding systems 3. Are any steps currently being taken to develop a mapping tool? Many discussions have been had and I have heard of interest out of the state of Washington to develop a mapping tool, but nothing official has been released. The AAAM is very interested in developing a tool and, I believe, discussions have occurred in the AAAM Board. 4. What capabilities should such a mapping tool possess? Similar to ICDMAP-90, the mapping tool should allow the researcher to set precision values for the decoding. Such values allow for control over converting vague or broad ICD codes to appropriate AIS codes. The systems should also provide a standard set of precision values that are accepted within the research community for analysts to rely upon, if they choose not to make adjustments. As stated above, the tool should also possess the ability to convert between the different versions of the coding systems (AIS98, AIS05, ICD-9-CM, ICD-10-CM). 5. What platforms should the mapping tool run on? The mapping tool must be able to run on all common computer platforms and be user-friendly. It must also be able to process records in batch mode, since hospital datasets are large. Outputs that can be imported to SAS, SPSS and other statistical packages are desirable. 6. Should the mapping tool be non-proprietary? It would be ideal for the tool to be non-proprietary, but if it were to be owned by an entity I would hope the purchase/registration fee would be minimal. Either option would encourage its widespread use and validation.*

101 b) Cindy has been leading the IT subcommittee. The contract with TSASS will run out  
102 December 31st. She will reach out to the subcommittee to begin the process of determining  
103 what the next steps are.

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105 3. Treasurers Report: Bob Rasmussen

106 A copy of the treasurer's report dated July 31, 2014 is attached to the member's copy of these  
107 minutes. Bob Rasmussen added we brought in \$430 in dues and another \$1000 have come  
108 through the Forum registration and from the reminder notices. Bob has been contacting  
109 people who are registering at full cost for the Forum to see if they would like to become a  
110 member. There is money coming in for Forum registrations and vendor signups.

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112 **MOTION**

113 **John Carrico moved to accept the financial state for July 31, 2014**

114 **Bob Scopatz seconded**

115 **MOTION Approved**

116 4. Liaison Reports:

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118 **NHTSA:** Luke Johnson reported that currently there is no official relationship between  
119 ATSIP and NHTSA aside from the Forum. That needs to be kept in mind when sending  
120 emails or other correspondence related to efforts under NHSTA. ATSIP cannot state that it is  
121 "involved" in any particular effort unless there is a contractual relationship (such as for the  
122 Forum). ATSIP should also be careful in how it states the relationship on contractual efforts.  
123 Luke asked us to make sure that the message gets out to the individuals who are making  
124 claims about ATSIP's involvement in NHTSA's efforts and vice versa. Explicitly, there  
125 should be no further mention of ATSIP and NHTSA working together on SME recruitment  
126 for assessments and other technical assistance programs like GO Teams and CDIPs.

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128 Travel approvals for the USDOT delegation to the TR Forum are still pending.

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130 Grant money for the next fiscal year has been allocated. Bob Rasmussen confirmed that it has  
131 been received.

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133 Kathleen Haney asked about the 405c reviews. Karen Scott reported that reviews were still  
134 taking place and that at this time she had nothing else to report. Most likely announcements  
135 will go out around the same time as last year.

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138 5. Committee Reports:

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140 a) Membership (Bob Rasmussen)

141 We have three applications (Frances Bents; Dennis Kleen; Dorothea Trotter).

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143 **MOTION**

144 **Cindy Burch moved that we accept Frances Bents, Dennis Kleen, and Dorothea**  
145 **Trotter as members.**

146 **Cory Hutchinson seconded.**

147 **MOTION approved**

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149 Nils King said that Allen Parrish will need to move to the Fellow level before he is  
150 eligible for election as Second Vice President. Allen verified that he was a Charter

151 Member of ATSIP (as of 2002).

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153 **MOTION**

154 **Bob Scopatz moved Allen Parrish be accepted at the Fellow membership level.**

155 **John Carrico seconded.**

156 **MOTION approved**

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158 Kathleen Haney asked if we ever verify that people work where they say they work, or if  
159 they have the experience they say they have. Nils King answered that we do not do that,  
160 but normally we have at least one person on the call who knows the individual.

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163 b) Outreach (Hadi Shirazi)

164 Hadi Shirazi reported that he has been exposing the ATSIP organization to local agencies  
165 (such as MPOs) and it appears that our Mission Statement is too vague. He said that it is  
166 difficult to explain to potential members what the real mission of the organization is and  
167 what the benefits of membership are likely to be. It also must be addressed that we are  
168 still not well known. For those who cannot potentially travel to the Forum, we really have  
169 little to talk to them about in terms of activities and benefits.

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171 Nils said that he would confer with Hadi later this week.

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173 c) Subject Matter Experts (Dave Bozak)

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175 Dave Bozak supplied the following update via email:

176 Following the July meeting, information was updated for the following individuals:

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178 Kathleen Haney (MN) added

179 Cynthia Burch (MD) added

180 Brad Jones (MO) added (see recommendation below)

181 Joanna Reed – asked to be removed

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183 Current List of SME's for Expert Pool - ATSIP website

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185 Bob Scopatz – All Areas

186 Allen Parrish – Citation/Adjudication and TRCC Management

187 Cory Hutchinson – Crash, Strategic Planning and TRCC Management

188 John Carrico – Crash and TRCC Management

189 Bob Rasmussen – Crash, Roadway and Strategic Planning

190 Tim Kerns – EMS/Injury Surveillance and Data Integration

191 Barbara DeLucia – All Areas

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193 Previous/Current Board Members

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195 Cynthia Burch – EMS/Injury Surveillance, TRCC Management, Strategic Planning, and  
196 Data Integration

197 Kathleen Haney – Crash, Strategic Planning, TRCC Management, and Data Integration

198 Dan Magri – Roadway

199 Hadi Shirazi – Roadway

200 Ida Van Schwalwyk – Crash and Roadway

201 Jim Templeton – All Areas, excluding Roadway and Injury Surveillance

202 Joyce Emery – Crash, TRCC Management and Strategic Planning

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Persons Known to ATSIP or Recommended by past Member of the Board

Marcia Drake (WA State) – Citation/Adjudication (recomm. by Ida Van Schwalwyk)  
Nicole Charlson (OR) – Crash and TRCC (recomm. by Bozak)  
Barry Bratt (CO) – Crash and TRCC (recomm. by Joan Vecchi)  
Stacey Manware (CT) – Citation/Adjudication and TRCC (recomm by Bozak)  
Dan Gieseman (IA) – Crash and Roadway (recomm by Bozak)  
Jeremy Hodges (MO) – Crash, Citation/Adjudication and TRCC (recomm by Leanna DePue)  
Romell Cooks (Former NHTSA Reg Admin) – Crash and Driver (recomm by Bozak)  
Brad Jones (MO) – Crash, TRCC, and Strategic Planning (recomm by Leanna De Pue)

Others Already Involved in Assessment Process (responding to SME Outreach)

Jana Simpler (DE)  
Joe McCarthy (CO)  
Juliet Little (CT)

6. Web Site (TSASS Staff)

Kellee Holcomb reported that we have 63 people registered so far. We are waiting now for the agenda and presentations to post on the website. The cell phone is helping as they are receiving phone calls. TSASS is sending out automated invoices and overdue notices and that appears to be working in getting renewals. Bob Rasmussen asked if Kellee can send him a list of people who are trying to pay via a Purchase Order or Check. She said that none of those would have been sent to Bob yet as the system gave them the information they needed (a confirmation of reservation). Bob asked if there were any who needed an invoice from him and Kellee said that none of them so far said that they needed an invoice. Bob said he will contact each of them to be certain.

Cory Hutchinson asked if there are still rooms under the room block. Tim said there is still plenty of space.

7. 2<sup>nd</sup> Vice President’s Report, 2014 Forum Update (Tim Kerns)

Tim Kerns reported that the Forum is moving ahead. We have the speakers for Monday are full. The program is full. He is finalizing the program.

8. New Business

a. Awards Discussion and Approval

Cindy Burch presented Jack Zogby in nomination for the Distinguished Achievement Award. Jack’s resume was circulated prior to the meeting and she asked for more comments. Bob Scopatz confirmed that Jack’s resume is accurate and that he has contributed a great deal to traffic safety and ATSIP over the years.

**MOTION**

**John Carrico moved that we approve Jack Zogby in Nomination for the 2014 ATSIP Distinguished Achievement Award.**

**Kathleen Haney seconded.**

**Motion Approved.**

Bob Scopatz presented Rick Pain in nomination for the Scott Falb Exceptional

255 Service Award. Rick's resume and bio were circulated prior to today's meeting and  
256 Bob described the personal statements he has received in support of Rick's  
257 nomination.  
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259 **MOTION**

260 **Cindy Burch moved that we approve Rick Pain in Nomination for the 2014 Scott**  
261 **Falb Exceptional Service Award.**

262 **Tim seconded.**

263 **MOTION approved.**  
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265 Bob Scopatz stated that the officers received a suggestion from Ralph Zimmer that  
266 we change the name of all prior awards under this heading to the Scott Falb  
267 Exceptional Service Award.  
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269 **MOTION**

270 **Cindy Burch moved that we retroactive rename the previous exceptional service**  
271 **awards to the Scott Falb Exceptional Service Award**

272 **Tim Kerns seconded.**

273 **MOTION Approved.**  
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275 Ralph Zimmer reported that there have a number of past awards that ATSIP has given  
276 out. This change specifically addresses three awards given to Joan Vecchi, Pat Brady,  
277 and Scott Falb, and not any other awards.  
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- 280 **b.** Hadi Shirazi said that he has submitted a request for meeting space for 1/10/2015 at  
281 the Marriott Marquis. Once approved by TRB, he will send out the confirmation to  
282 the Executive Board.  
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285 9. Next meeting: September 17<sup>th</sup>, 2014 (teleconference call), 1:00 PM Central Time  
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287 10. Adjourn  
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289 **MOTION:**

290 **Bob Scopatz moved to adjourn.**

291 **John Carrico seconded.**

292 **Motion carried.**  
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294 Nils King adjourned the meeting at 2:02 PM Central time.  
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296 Submitted as Draft for Review August 20, 2014 by Robert A. Scopatz, Secretary

297 Updated reflecting changes received through 8/22/2014 by Robert A. Scopatz

298 Approved by a vote of the Executive Board September 17, 2014