

ATSIP Executive Board Meeting
February 18th, 2015 at 1pm CDT/2pm EDT

ATTENDANCE:

Cynthia Burch, Maryland, President, university researcher
Nils King, Indiana, Past President, consultant
Tim Kerns, Maryland, 1st Vice President, university researcher
Allen Parrish, Alabama, 2nd Vice President, university
Bob Scopatz, Minnesota, Secretary, consultant
Bob Rasmussen, Virginia, Treasurer, State DOT
David Harkey, North Carolina (not present), university researcher
Barbara DeLucia, Texas (not present), private consultant
Kathleen Haney, Minnesota, State DPS
Joe McCarthy, Colorado, consultant
Chris Osbourn, Tennessee, State DOSandHS
Eric Tang, Maryland, consultant
Chris Corea, Maryland, State Police
Cory Hutchinson, Louisiana, university researcher – elected to the Board by a motion approved during this meeting.

Non-voting attendees:

Ralph Zimmer, Co-Parliamentarian
Kellee Fillinger, TSASS
Luke Johnson, NHTSA liaison
Rhonda Stricklin, Alabama
David Bozak, InfoGroup
Juliet Little, Connecticut

1. Call to Order, Attendance/Quorum, Introduction

Bob Scopatz announced a quorum at 1:04 PM. Cindy Burch called the meeting to order at 1:05 PM.

2. Board Vacancy: Cindy Burch

Cindy presented the just cause for removing a Board Member (Ida Van Schalkwyk). She has not attended a meeting and Cindy and Dan Magri have both asked her to respond to us or that we would take non-response as an indication of her desire to resign. Ida is a member of the 2016 class.

MOTION

Bob Rasmussen moved that the Board remove Ida Van Schalkwyk

Bob Scopatz seconded

Motion passed by a vote of 11-0.

Cindy proposed appointing Cory Hutchinson to fill that vacancy. He has been a board member in the past and is going to be the Program Chair in the near future. Per Ralph Zimmer, the appointment will be in effect until the next election at which point Cory can be placed on the slate of candidates. This is a temporary appointment until the next election which will require us to fill that position. NOTE that the same is true for other

48 temporary appointments to a class that will continue beyond this year—those individuals
49 will need to be placed on the ballot and elected to continue on the Executive Board, even
50 to fulfill the remaining years of a term.

51

52 **MOTION**

53 **Bob Rasmussen proposed to fill the vacancy in the Class of 2016 with Cory**
54 **Hutchinson.**

55 **Tim Kerns seconded.**

56 **Motion Approved.**

57

58 **3. Approval of Minutes from January 10th, 2015 Executive Board Meeting**

59 Bob Scopatz presented a list of changes to the minutes that were received between the
60 version sent for Approval (February 8th) and today’s meeting. These were to insert the
61 words “the authority” on line 45; and insertion of the sentence “This vacancy was created
62 by the resignation of Joanna Reed from Executive Board.” On line 385. In addition, the
63 spelling of the following names was corrected: Juliet Little, Cindy Burch, and Rhonda
64 Stricklin.

65

66 **MOTION**

67 **Tim Kerns moved to accept the amendments to the minutes.**

68 **Bob Rasmussen seconded.**

69 **Motion Approved**

70

71 **MOTION**

72 **Tim Kerns moved to approve the minutes as amended.**

73 **Bob Rasmussen seconded.**

74 **Motion Approved**

75

76 **4. 1st Vice President’s Report: Tim Kerns**

77 Tim Kerns reported that Cory and Dan visited the Hilton (1st choice hotel) but they could
78 not meet all of our date requirements. Helms Briscoe is negotiating with the Sheraton.
79 Cory said that the hotel is very nice and is within 4 blocks of the Hilton.

80

81 **5. Treasurer’s Report: Bob Rasmussen**

82 Bob Rasmussen presented the January Financial Report. A copy of the report is appended
83 to the members’ copy of these minutes. He said that after last year’s Forum we have
84 about \$20,000 profit. We should not count on that in future years because last year we
85 were provided many services for free.

86

87 **MOTION**

88 **Bob Scopatz moved to approve the January 2015 Financial Report.**

89 **Joe McCarthy seconded.**

90 **Motion Approved.**

91

92 **6. Liaison Reports:**

93 FMCSA: FHWA: NHTSA: TRB: GHSA:

94

95 Luke Johnson reported for NHTSA that they are still working hard on Data Mod, Crash Report
96 Sampling System, and Crash Investigation Sampling System. They are good shape on the
97 Assessments (coming to the end of the 2016 year and 2017 is all tentatively scheduled – 2018
98 will start scheduling in September). GO Teams contract should be awarded soon. CDIP has been
99 awarded.

100

101 7. Committee Reports:

102 Membership (Bob Rasmussen)

103

104 MOTION

105 **Bob Rasmussen moved to accept John Riemer at the Member level.**

106 **Tim Kerns seconded.**

107 **Motion Approved**

108

109 Kathleen asked about the missing information on years of experience. Bob Rasmussen
110 said that there is a bug in the system, but we can get the information and get it into the
111 system.

112

113 Outreach (Hadi Shirazi/Tim Kerns)

114 No report

115

116 8. 2nd Vice President's Report: Allen Parrish

117 Regarding the 2015 Forum site in Costa Mesa, Allen Parrish and Rhonda Stricklin
118 reported that they performed the site visit and the hotel is quite nice. The food was great.
119 All of the meeting rooms are on the same floor near each other. There are many
120 restaurants within walking distance and a hotel shuttle to take people to the nearby up-
121 scale mall. Rhonda said that they worked out issues with the hotel related to a hollow
122 square set up for the Executive Board meeting and a separate room for our use during the
123 conference – there is another lockable room for us during the conference as well. They
124 are waiting on quotes for the A/V and exposition support. We need a diagram so vendors
125 can start signing up. The Call-For-Papers deadline needs to be set (May 1 or May 31?
126 Later?). In the past, we've set the deadline and then work with the Federal liaison (Luke
127 Johnson) to make sure we reserve sufficient slots. We also need to know the exhibitor
128 and sponsor prices, as well as the registration price. The UA College of Engineering
129 would like to be a major sponsor – Platinum is already taken but UA is willing contribute
130 more than that. The Board discussed how best to proceed especially in light of APPRISS'
131 long-term support of the Forum and our need for more income from vendors. We want to
132 keep our existing supporters happy and welcome new ones. Allen made a call for
133 assistance in reaching out to more vendors. Allen and Rhonda will reach out to the Board
134 members to seek help. Cory Hutchinson volunteered to help.

135

136 9. TSASS Update: Kellee Fillinger

137 Kellee Fillinger said that the 2014 Forum materials have been archived. The 2015 content
138 is up on the Forum website. She has updated ATSIP's website for the new Board

139 members and has requested bios from the new members. She asked for the Application
140 for Best Practices – Cory said he would send it to her. They will need the list of fees for
141 all the registration types this year – note that we have the capability to provide discounts
142 (one per registration can be applied). The Save-The-Date email blast went out and the
143 “open rate” was about 42%. Rhonda said that they would send Kellee a Call-For-
144 Participation soon (this week). Bob Scopatz said that he would send Kellee the forms and
145 information for the Distinguished Achievement and Scott Falb Awards.
146

147 **10. Old Business**

148 No items.
149

150 **11. New Business:**

- 151 a. 2017 Traffic Records Forum
152 We discussed this under the 1st Vice President’s Report
153
154 b. Dues Policy (group rates)
155 We are deferring this until Jim Davis can join us.
156

157 **12. Next meeting March 18th, 2015 (Teleconference Call)**
158

159 **13. Adjourn**

160
161 **MOTION**

162 **Bob Scopatz moved to adjourn.**

163 **Bob Rasmussen seconded.**

164 **Motion Approved.**
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166 Meeting Adjourned at 2:01 PM Central
167

168 Submitted 2/18/2015 as Draft for Review by Robert A. Scopatz, Secretary
169 Submitted 03/10/2015 as Draft for Approval by Robert A. Scopatz, Secretary
170 Approved by a vote of the Executive Board on 03/18/2015
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172
173