



1 ATSIP Executive Board Meeting
2 May 20th, 2015 at 11 AM PDT, 12pm MDT, 1pmCDT, 2pmEDT
3

4 ATTENDANCE:

- 5 Cynthia Burch, Maryland, President, university researcher
6 Nils King, Indiana, Past President, consultant (not present)
7 Tim Kerns, Maryland, 1st Vice President, university researcher
8 Allen Parrish, Alabama, 2nd Vice President, university researcher
9 Bob Scopatz, Minnesota, Secretary, consultant
10 Chris Corea, Maryland, (not present) State Police
11 David Harkey, North Carolina (not present), university researcher
12 Kathleen Haney, Minnesota, State DPS
13 Cory Hutchinson, Louisiana, university researcher
14 Joe McCarthy, Colorado, consultant
15 Chris Osbourn, Tennessee, Department of Safety and Homeland Security
16 Bob Rasmussen, Virginia, Treasurer, State DOT
17 Eric Tang, Virginia, consultant
18 Rhonda Stricklin, Alabama, university researcher

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21 Non-voting attendees:

- 22 Ralph Zimmer, Co-Parliamentarian
23 Ida Williams, Maryland
24 Kellee Fillinger, TSASS
25 Juliet Little, Connecticut DOT
26 Dave Bozak, Consultant
27 Pete D’Oronzio, Consultant
28 Bob Pollack, FHWA

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31 1. **Call to Order, Attendance/Quorum, Introduction**

32 Bob Scopatz announced a quorum at 1:05 PM Central. Cindy Burch called the meeting to
33 order at 1:05 PM Central Time.
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35 2. **Approval of Minutes from April 15th, 2015 Executive Board Meeting**

36 **MOTION:**

37 **Kathleen Haney moved to approve the minutes of the April 15th, 2015 Executive**
38 **Board meeting.**

39 **Bob Rasmussen seconded.**

40 **Motion Approved**
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42 3. **Past President’s Report: Nils King**

43 Nils King was unable to attend.
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4. **1st Vice President’s Report: Tim Kerns**
Tim Kerns had no report for 1st Vice President activities.

5. **Treasurer’s Report: Bob Rasmussen**
The Treasurer’s report for the month ending April 30, 2015 is appended to the member’s copy of these minutes. We obtained another \$100 in dues. The ATSIP account continues at the expected balance. In the Forum Account, a reimbursement from NHTSA has posted. We also picked up a Gold Sponsor in April. There were some transfers from PayPal of money owed from the 2014 Forum. Both accounts have a positive balance. Cindy Burch asked if Bob heard from any of the other Forum sponsors about their fees. Bob Rasmussen said that we have received the checks from four sponsors/vendors.

MOTION

Bob Scopatz moved that we accept the April 30, 2015 Treasurer’s Report
Kathleen Haney seconded
Motion Approved

6. **Liaison Reports:**
FMCSA: FHWA: NHTSA: NSC: TRB: GHSA:

Bob Pollack, FHWA, reported that he will send an announcement of the MIRE Reassessment project to Bob Scopatz for dissemination to the Executive Board. They plan to conduct a number of open/public sessions starting on Tuesday June 23rd 2:30-4:30 PM Eastern. The sessions will be conducted via webinar.

7. **Committee Reports:**
Membership: (Bob Rasmussen)
New member application: Jeremy Hodges, Commercial Motor Vehicle Program Manager in Missouri.

MOTION:

Tim Kerns moved that we accept Jeremy Hodges as a member.
Joe McCarthy seconded.
Motion Approved

Outreach: (Hadi Shirazi/Tim Kerns)
Tim Kerns reported that NHTSA/DOT has the Datapalooza on June 16th - 17th in D.C. Unfortunately that coincides with the Maryland Traffic Records Forum. Eric Tang has said that he will be at the event but cannot cover the booth. ATSIP can send the booth if someone is available to cover it. Bob Pollack said that he would put “SAVE THE DATE” cards for the Traffic Records Forum for the event. Eric said that he could stand by the booth during breaks for at least the times that he is there. Cindy said that she would

90 contact Eric and Bob to discuss possible coverage. We will send membership
91 applications as well.
92

93 **8. 2nd Vice President's Report: Allen Parrish**

94 Allen Parrish and Rhonda Stricklin reported that the Forum logistics are in good shape.
95 Abstracts are due on the 30th of June. Finalizing the key notes and other speakers. Still
96 working on finalizing the panel with representatives from Google and Mercedes Benz.
97 The NSC is asking about including a lunch topic on safety features in vehicles. Allen and
98 Rhonda had a conference call with NSC (Ken Kolosh and Deb Trombley). They have
99 offered to put out information on the conference and membership via one of the NSC
100 newsletters – that went out a few days ago.

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102 Looking at the pre-conference workshops. We have registrations coming in already. On
103 the exhibitor side, Cory Hutchinson has been in contact with vendors from last year and
104 obtained a commitment from Intergraph as a Bronze sponsor.

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106 In addition, Cory offered a staff person's time to work as an exhibitor liaison to have
107 continuity across years. Cory added that the TRCC Coordinator, Karla Houston, has a
108 background in event planning. She is already slated to help in the 2017 Forum, but Cory
109 said that she would be glad to perform that duty for 2015 and 2016. Cindy Burch said that
110 this was a great idea and we appreciate the offer and would like to take advantage of
111 having Karla work on this over multiple years. Tim Kerns agreed. Rhonda said that it
112 would be ideal to have her talk to the vendors at this year's Forum to see which of the
113 vendors are coming back in 2016.

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115 Cindy said that Chris Osbourn and Chris Corea are at the Chiefs of Police meeting in San
116 Diego. They are going to scout the vendors to see if there are any we should invite to
117 participate in the Forum.
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119 **9. TSASS Update**

120 Kellee Fillinger reported that 16 registrations have been entered on the system. The
121 abstract submission site is open as well. Not much activity there yet.
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123 **10. Old Business**

- 124 a. Strategic Plan: Cindy Burch said that she sent the Strategic Plan Draft out last
125 month. She asked Tim Kerns to help finalize the Draft. Tim sent a revised version
126 earlier today (May 20th) incorporating comments received previously. This is the
127 last call for comments. He suggested we finalize this on May 31st and vote on
128 approval at the next meeting.
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130 **11. New Business**

- 131 a. Baltimore Forum will be in August. The new slate of officers will have only been
132 office since October 2015 (at this year's Forum). Cindy asked for the Executive
133 Board's opinion on how much prior work to do. Bob Rasmussen said that it

134 would be a good idea to get the hotel logistics settled early. This would not impact
135 the program, but would be better to be done in advance. The hotel is the Hyatt
136 Regency in Baltimore inner harbor – less than 10 miles from the airport. The
137 dates for the Baltimore Forum are August 7 – 10, 2016.

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139 Rhonda also suggested that we set the theme if possible. At the very least we will
140 do a “save the date”.

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142 Cindy said that we need to come up with a Board-approved plan for advertising
143 the Baltimore Forum.

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145 **12. Next meeting June 17th, 2015 (Teleconference Call)**

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147 **13. Adjourn**

148 **MOTION:**

149 **Bob Rasmussen moved to Adjourn**

150 **Tim Kerns seconded.**

151 **Motion Approved.**

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153 Cindy Burch adjourned the meeting at 1:48 PM Central Time

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155 Submitted 5/20/2015 as Draft for Review by Robert A. Scopatz, Secretary

156 Submitted 6/8/2016 as Draft for Approval by Robert A. Scopatz, Secretary

157 Approved by a vote of the Executive Board on 6/17/2015

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