

1 ATSIP Executive Board Meeting 2 February 17, 2016 at 2:00pm EST, 1 PM Central, 12 PM Mountain, 11 AM Pacific 3 4 **ATTENDANCE:** 5 Tim Kerns, Maryland, President, university researcher 6 Cynthia Burch, Maryland, Immediate Past President, university researcher 7 Allen Parrish, Alabama, 1st Vice President, university researcher Chris Corea, Maryland, 2nd Vice President (absent) 8 Bob Scopatz, Minnesota, Secretary, consultant 9 10 Shane Bates, (absent) Kentucky, State Law Enforcement Kathleen Haney, Minnesota, State DPS 11 12 Cory Hutchinson, Louisiana, university researcher 13 Juliet Little, Connecticut, State DOT 14 Joe McCarthy, Colorado, consultant 15 Chris Osbourn, Tennessee, Department of Safety and Homeland Security (absent) 16 Rhonda Stricklin, Alabama, university researcher 17 Eric Tang, Virginia, consultant 18 Patrick Dolan, Tennessee Department of Safety and Homeland Security 19 20 Non-voting attendees: Ralph Zimmer, Co-Parliamentarian, Montana 21 22 Bob Rasmussen, Virginia, Treasurer, State DOT 23 Kellee Craft, TSASS 24 Luke Johnson, NHTSA 25 Bob Pollack, FHWA 26 Steve Lavrenz, ITE 27 28 29 1. Call to Order, Attendance/Quorum, Introduction Bob Scopatz declared a quorum at 2:05 Eastern time. 30 31 Tim Kerns called the meeting to order at 2:05 PM EST. 32 33 2. Approval of Minutes from January 9, 2016 Executive Board Meeting 34 35 **MOTION** 36 Cynthia Burch moved to approve the minutes of the January 9, 2016 Executive 37 Board Meeting based on the February 11, 2016 revision of the minutes. 38 Juliet Little seconded. 39 **Motion Approved** 40 41 3. Immediate Past President's Report: Cindy Burch Cindy Burch said that she has received expressions of interest from individuals wanting 42 to be listed on the ballot for the Executive Board. She will send information to the 43 44 nominating committee. 4. 1st Vice President's Report: Allen Parrish 45

46 47 No report.



48 5. Treasurer's Report: Bob Rasmussen

Bob Rasmussen reported that January was a slow month. There was zero income and a small number of expenses—this completes all expenses for 2015. We have received all but two payments for the 2015 Forum Registration. Also collected \$175 in dues that will be credited in February. A copy of the Treasurer's Report is appended to the member's copy of these minutes. Cindy Burch asked what we can do when someone doesn't pay their registration fee. Bob said that we follow up via email and send an invoice for their convenience. Cindy asked if we can require them to pay up front for the Forum in the following years. Bob said we can do that.

MOTION

Bob Scopatz moved to accept the January, 2016 Treasurer's Reports as submitted Kathleen Haney seconded.

Motion Approved

Bob Rasmussen said that Ralph Zimmer urged him to forward the application for bonding ATSIP. Our existing insurance broker is going to submit up to four price quotes for that. We should have something for the Board to consider in March.

6. Liaison Reports:

FMCSA: FHWA: NHTSA: TRB: GHSA:

FHWA: Bob Pollack said that the MIRE Reassessment process has been briefed within FHWA and to outside organizations. They have received valuable feedback and plan to move forward with MIRE 2.0 sometime between late summer and the end of the calendar year.

Rulemaking is proceeding within FHWA.

NHTSA: Luke Johnson said that the ROPD partner summits are taking place. They are about 1/3 completed. The MMUCC review internally in DOT is proceeding and will go to GHSA to start the full process to update the MMUCC. ANSI D-16.1 contract should be award soon (possibly today). The PY18 Traffic Records Assessments are all scheduled. The PY17 assessments are proceeding well.

Juliet Little asked if GO Team assistance can be focused on EMS data. Luke said he would be happy to speak with Juliet and Charlene (Regional office) about it.

ITE: Steve Lavrenz said that he is here just to learn more about ATSIP. He is new to ITE. He is a technical program specialist and is also with the National Operations Center of Excellence. Tim Kerns welcomed him and said that we are happy to have him present today.

Kathleen Haney suggested that we reach out to GHSA again to see if we can get a liaison named and have that person participate in the future.

7. 2nd Vice President's Report: Chris Corea

Tim Kerns said that Chris Corea supplied an update and he'd sent it out with the reminder email for today's meeting.

8. Committee Reports:



96 Membership (Bob Rasmussen) 97 98 We received a Member application from Kellie Pierce of the Texas Department of 99 Transportation. 100 101 Motion 102 Rhonda Stricklin moved to approve Kellie Pierce at the Member level 103 Patrick Dolan seconded. 104 **Motion Approved** 105 106 (Hadi Shirazi) No report; however we are pleased to have Steve from ITE here with us today. 107 108 109 **Best Practices** (Cory Hutchinson) Cory Hutchinson said that there has been no activity this month. We are planning the 110 website and allowing people to submit for best practices when they send their 111 presentation idea. He would also like to remove the best website award this year and 112 113 focus more on the best visualization (these are mostly web-based so they cover the 114 internet presence). 115 116 Awards (Eric Tang) Eric Tang said that there is nothing to report. Tim Kerns briefed Eric on the nominations 117 process. Ralph Zimmer gave Eric some ideas for nominees. 118 119 120 9. Old Business 121 a. ANSI D16.1/Forum support update. ATSIP's application is under review by NHTSA. 122 123 124 b. 2017 Traffic Records Forum. Chris Corea has been working on it with Corey and 125 Karla. We received some feedback and ideas from Pete D'Oronzio. Tim sent a sponsor and exhibitor information package to the Executive Board and also to 126 127 Pete. Feedback is welcome. We do have expressions of interest from Appriss and 128 Mobisoft. We have expanded Platinum sponsorship to have up to three at that 129 level. We are also revising what the sponsors get for each level. Kellee asked if 130 the examples Tim sent out were ready to be put on the website. Tim said that they are probably final, but to check with Chris Corea. 131 132 133 Rhonda Stricklin said that the language should say that *some* sponsorship levels 134 have limited availability. She also asked if space can be larger than 8 x 10. Also, 135 do we know if the breaks will also be in the exhibit space? Tim said he thinks the breaks will be inside the exhibitor hall, but he will check with Chris and then add 136 the information to the packet to exhibitors. Rhonda also said we should clarify 137 138 that side drapes are provided and be specific about whether or not the vendors can select their spot. If we are going to let the vendors reserve a specific space, we 139 140 should put that choice on the form.

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142 c. IT proposal update Allen Parrish said we had an IT subcommittee meeting with TSASS regarding 143 144 their proposal items 1-6 that were deferred at the last meeting. This meeting was 145 set up to allow us to make a recommendation to the Board about which items to move forward with at this time. We reached a verbal consensus to recommend the 146 147 following: 148 Option 1: Statistical reporting from the registration system. 149 Option 2: Add-on to the registration to allow for additional functionality and 150 registrations for meals, etc. 151 Option 6: Replacement for Mail Chimp 152 153 Combined cost is \$8,757.10 154 155 **MOTION** 156 Allen Parrish moved that we accept the recommended options (1, 2, and 6) from the TSASS proposal at a cost of \$8,757.10. 157 158 **Bob Scopatz seconded. Motion Approved** 159 160 The committee recommended deferral on the calendaring and bulletin board. 161 162 Bob Rasmussen asked Kellee to send us a revised proposal to reflect the selected 163 options so we can record that. 164 10. New Business 165 a. Forum 2017: Corey Hutchinson said that we are still trying to reach out to the 166 hotel and they said it's still too far in advance for their scheduling. Chris Corea told Corey that he would like to have a promotional night/event at each year's 167 168 forum for the following year's event. Tim said that Chris will have prices for us to 169 consider at the next meeting. We may be able to get funding. We also may be able 170 to get hospitality suites. 171 172 b. Forum 2018: We need to identify at least two states that might be interested in 173 hosting the 2018 Forum. We plan to consider Tennessee (potentially Nashville) 174 and perhaps Connecticut. Other possibilities are Michigan and Colorado. Kathleen Haney said she would check with Wisconsin. 175 176 11. Good of the Association: 177 No discussion. 178 13: Next meeting March 16, 2016 (Teleconference Call) at 2 PM Eastern, 1 PM Central, 179 Noon Mountain, and 11 AM Pacific. 180 12. Adjourn 181 **MOTION** 182 Kathleen Haney moved to adjourn Juliet Little seconded 183 184 **Motion Approved** 185 Meeting adjourned at 2:54 PM Eastern time. 186

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- Submitted 2/17 2016 as Draft for Review by Robert A. Scopatz, Secretary
- Submitted 3/15/2016 as Draft for Approval, reflecting all changes submitted up to 3/15/2016.
- 190 Approved by a vote of the Executive Board on 3/16/2016