



ATSIP Executive Board Meeting

April 20, 2016 at 2:00pm EST, 1 PM Central, 12 PM Mountain, 11 AM Pacific

ATTENDANCE:

Tim Kerns, Maryland, President, university researcher
Cynthia Burch, Maryland, Immediate Past President, university researcher
Allen Parrish, Alabama, 1st Vice President, university researcher (absent)
Chris Corea, Maryland, 2nd Vice President
Bob Scopatz, Minnesota, Secretary, consultant
Shane Bates, Kentucky, State Law Enforcement
Kathleen Haney, Minnesota, State DPS
Cory Hutchinson, Louisiana, university researcher
Juliet Little, Connecticut, State DOT (absent)
Joe McCarthy, Colorado, consultant
Chris Osbourn, Tennessee, Department of Safety and Homeland Security (absent)
Rhonda Stricklin, Alabama, university researcher
Eric Tang, Virginia, consultant
Patrick Dolan, Tennessee Department of Safety and Homeland Security (absent)

Non-voting attendees:

Bob Rasmussen, Virginia, Treasurer, State DOT
David Bozak, Consultant
Kellee Craft, TSASS
Jill Hall, TSASS
Karla Houston, Louisiana
Luke Johnson, NHTSA
Joan Vecchi, TSASS
Hadi Shirazi, Louisiana DOTD

1. Call to Order, Attendance/Quorum, Introduction
Bob Scopatz declared a quorum at 1:05 PM.
Tim Kerns called the meeting to order at 1:05 PM.
2. Approval of Minutes from March 19, 2016 Executive Board Meeting Minutes

MOTION

Kathleen Haney moved to approve the minutes of the March 19, 2016 Executive Board Meeting based on the April 17, 2016 revision of the minutes.

Rhonda Stricklin seconded.

Motion Approved

3. Immediate Past President's Report: Cindy Burch
Cindy said that the ballot is ready to go out to the membership. Cindy will send it to Tim Kerns for forwarding.

47 4. 1st Vice President's Report: Allen Parrish
48 No report.
49

50 5. Treasurer's Report: Bob Rasmussen
51 Bob Rasmussen reported on the March account balances, income and expenditures. A
52 copy of the Treasurer's report is appended to the member's copy of these minutes. We
53 have seen Forum registrations and dues payments. We paid for the crime and bonding
54 insurance as directed. Bob said that the Treasurer's report format will change in the
55 coming months.
56

57 **MOTION**

58 **Bob Scopatz moved to accept the March, 2016 Treasurer's Reports as submitted**
59 **Rhonda Stricklin seconded.**
60 **Motion Approved**
61

62 6. Liaison Reports:

63 FMCSA: FHWA: NHTSA: TRB: GHSA:

64
65 NHTSA: Luke Johnson reported that he has started working on the travel documentation for
66 attendance at the Forum. The USDOT TRCC is going to review their Forum presentation
67 submissions soon and send them to us just past the deadline.
68

69 7. 2nd Vice President's Report: Chris Corea

70 Chris Corea said that we have two top-tier sponsors signed up and a possible third. We
71 have four presentation abstract submissions so far, one of which may turn into a plenary
72 session. Vendor signups are going forward, but we are trying to get that moving faster.
73

74 Tim Kerns said that we have the opening speaker (Colonel Trott TN TITAN program
75 Tennessee Highway Patrol speaking on predictive analytics and law enforcement data).
76 The Roundtables are shaping up. The Centers for Disease Control representatives are
77 looking forward to the data integration one. Cindy Burch said that they are also making
78 arrangements for the opening session and those are progressing well.
79

80 Kathleen Haney asked about Sunday workshops. Tim said those have not been scheduled
81 yet, but there are definitely slots open for those. Please suggest ideas.
82

83 Dave Bozak asked if there will be a special parking rate for people who come in for the
84 day. Chris said it hasn't been discussed with the hotel yet.
85

86 Hadi Shirazi asked about setting up a liaison between the ATSIP Executive Board and the
87 Vendors. The discussion indicated that this would be a good idea.
88

89 8. Committee Reports:

90 Membership (Bob Rasmussen)

91 Bob Rasmussen said that five applications for membership have been received. They are:

- 92
 - David L. Palmer, Texas Highway Patrol

- 93 • Sgt. Thomas Gorman, Connecticut State Police
- 94 • Major Matthew Packard, Colorado State Patrol
- 95 • Scott Silverii, Law Enforcement Consultant, Retired Chief of Police
- 96 • Brian C. Tefft, AAA Foundation for Traffic Safety

97
98 Bob mentioned that we have several people who are not paid up, so there may be an issue
99 with people who are going to be on the ANSI review panel if they haven't paid their
100 dues.

101
102 Luke Johnson said that there will be people (especially USDOT employees) that cannot
103 become members and thus will not be paying dues (NOTE: This is based on a prior legal
104 opinion from USDOT). Tim Kerns said that this is expected and the people in that
105 situation are participating as liaisons. There is no problem.

106
107 **MOTION:**
108 **Cory Hutchinson moved to accept all five candidates at the Member Level**
109 **Joe McCarthy seconded**
110 **Motion Approved**

111
112 Outreach (Hadi Shirazi)

113 No report;

114

115 Best Practices (Cory Hutchinson)

116 Cory Hutchinson said that he has received one email about best practices. Karla Houston
117 said that there are seven submissions so far. Cory said that he would like to have the
118 candidates present on the Monday of the Forum so that attendees can vote.

119

120 Awards (Eric Tang)

121 Eric Tang said that he has provided nomination forms to Kellee Craft and Tim Kerns. He
122 will send Kellee a description so she can update the website. Hoping for a June 1st cut off
123 and decide on the awardees at the Executive Board meeting in mid-June.

124

125 9. Old Business

126 a. ANSI D16.1 support update.

127 Joan Vecchi reported that the D16 website's discussion board is up and running.
128 We have to prove that we have made an effort to hear from everyone that has an
129 interest in crash classification. The consensus board members are likely to be the
130 heaviest users, but we need to make sure anyone can get there and leave
131 comments and send notes to Joan, Jill Hall or Kellee Craft. Kellee said that an
132 email blast has gone out to ATSIP members and contacts. Kathleen Haney asked
133 if she could just share that link with TRCC emails.

134

135 We are starting out with having people just chime in with "what needs to change".
136 Joan is creating a comparison between MMUCC and D20. In a follow-up
137 comment to these minutes, Mr. Mark Pritchard of AAMVA reported that

138 AAMVA will be maintaining D20 using their own procedures (outside of ANSI).
139 He forwarded a copy of the most recent update (Version 6.0; 2016) to Joan.

140
141 GHSA is going to have two meetings to update MMUCC. They are in
142 communication with Joan and there will be an effort to coordinate between the
143 two efforts.

144
145 Tim asked when we have to send a document and check to ANSI. Joan said that
146 we should send that as soon possible. Bob Rasmussen asked for documentation to
147 show him what to do in order to pay the fees. Joan said that there may be some
148 items that she cannot complete on the application.

149
150 Jill Hall asked if we are still planning to do a session on ANSI D16 at the Forum.
151 Tim Kerns said that it's still not decided when this should happen during the
152 Forum, but we definitely will include a session. We also will want to have a
153 teleconference capability as well. Bob Scopatz offered to use the VHB Skype as a
154 dial-in service. Tim Kerns and Cindy Burch said they may be able to get some
155 speakers and microphones to use as well.

156
157
158 b. 2017 Traffic Records Forum.
159 Cory Hutchinson asked when they needed the "Save The Date" information for
160 the 2017 Forum promotional card and email? He asked about the "night out"
161 option, and Cindy said that the main hold up is that we need another sponsor to be
162 sure we have enough money. Cory asked if we could start up the forum planning
163 meetings soon so he could make sure to attend.

164
165 There was a discussion of getting on the vendors' calendars.
166 Karla Houston and Rhonda Stricklin discussed which vendors expressed having
167 trouble committing to the Forum when it was in October. They will share the list
168 and Karla will check the IACP vendor list to see if any of those companies would
169 like to come to the Forum now that it's in August.

170 c. 2018 Traffic Records Forum
171 Tim Kerns said that we are not going to Hartford, CT. Kathleen Haney had
172 reached out to Wisconsin and we do have a price for the Hyatt Regency in
173 Milwaukee August 12-15. The consensus was to pursue sites in Milwaukee for
174 2018.

175
176 **MOTION**
177 **Cindy Burch moved to set aside \$2500 for a site visit to Milwaukee by two**
178 **people.**
179 **Rhonda Stricklin seconded.**
180 **Motion Approved**

181
182 10. New Business
183 None
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- 185 11. Good of the Association:
186 None
187
- 188 12. **Next meeting May 18, 2016 (Teleconference Call) at 2 PM Eastern, 1 PM Central,**
189 **Noon Mountain, and 11 AM Pacific.**
190
- 191 13. Adjourn
192 **MOTION**
193 **Bob Scopatz moved to adjourn**
194 **Kathleen Haney seconded**
195 **Motion Approved**
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- 197 Meeting adjourned at 2:14 PM Central time.
198
- 199 Submitted 4/20/2016 as Draft for Review by Robert A. Scopatz, Secretary
200 Submitted as Draft for Approval reflecting all changes through 05/06/2016
201 Approved as amended by the Executive Board on 05/18/2016