



ATSIP Executive Board Meeting
Via Teleconference

July 19, 2017 2:00 Eastern, 1 PM Central, Noon Mountain, 11 AM Pacific

ATTENDANCE:

Allen Parrish, President, USN Academy, university researcher
Kathleen Haney: 1st Vice President, Minnesota, State DPS
Cory Hutchinson: 2nd Vice President, Louisiana, university researcher
Bob Scopatz, Minnesota, Secretary, consultant
Shane Bates, Kentucky, State Law Enforcement
Kellee Craft, Ohio, TSASS consultant
Patrick Dolan, Tennessee Department of Safety and Homeland Security
Juliet Little, Connecticut, State DOT
Joe McCarthy, Colorado, consultant
Chris Osbourn, Tennessee, Department of Safety and Homeland Security
Rhonda Stricklin, Alabama, university researcher

ABSENT:

Tim Kerns, Maryland, Immediate Past President, university researcher
Eric Tang, Virginia, (consultant)
Sladjana Oulad Daoud, California, DMV

Non-voting attendees:

Ralph Zimmer, Co-Parliamentarian
Jim Davis, Co-Parliamentarian
Luke Johnson, NHTSA
Jill Hall, TSASS
Bob Rasmussen, Treasurer, VDOT (retired)
Bob Pollack, FHWA
Karla Houston
Joan Vecchi, TSASS

1. Call to Order, Attendance/Quorum, Introduction

Bob Scopatz announced a quorum at 1:05 PM Central Time
Allen Parish called the meeting to order at 1:05 PM Central

2. Approval of Minutes from June 21, 2017 Executive Board Meeting

Allen asked for any questions or comments.

46 **MOTION**
47 **Shane Bates moved to approve the minutes of the June 21, 2017 Executive Board**
48 **Meeting.**
49 **Patrick Dolan seconded.**
50 **Motion Approved**
51

52 3. **Immediate Past President’s Report: Dr. Tim Kerns**
53 No report
54

55 4. **1st Vice President’s Report: Kathleen Haney**
56 Kathleen deferred to the Executive Director’s Report later in the meeting.
57

58 5. **Treasurer’s Report: Bob Rasmussen**
59 Bob Rasmussen reported on the June 2017 ATSIP and TR Forum account balances.
60 There were some reimbursements and transfers from PayPal. A copy of the Treasurer’s
61 report is appended to the member’s copy of these minutes. Rhonda Stricklin asked about
62 an income item. Bob Rasmussen said that there are items that will be reflected in July’s
63 report.
64

65 **MOTION**
66 **Bob Scopatz moved to accept the June 30, 2017 Treasurer’s Report as submitted**
67 **Cory Hutchinson seconded.**
68 **Motion Approved**
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70 6. **Liaison Reports:**
71 FMCSA FHWA NHTSA TRB GHSA ITE NSC
72

73 **FHWA:**
74 Bob Pollack said that they are waiting on the Secretary’s approval for travel for several of the
75 planned FHWA attendees. They will register as soon as approved. He also said that there were a
76 few changes that Bob submitted to Cory Hutchinson on the agenda for the Forum. Cory made
77 those changes.
78

79 7. **ANSI (American National Standards Institute) D16 (Manual on Classification of**
80 **Motor Vehicle Crashes) – 8th edition (Jill Hall and Joan Vecchi)**
81 Joan Vecchi reported that the changes have been submitted to ANSI for the 8th Edition.
82 There is a 45-day public comment and review period. The Consensus Body must respond
83 to any comments and then ANSI will make a final determination.
84

85 Kathleen Haney asked if there is an ANSI D16 session at the Forum. Bob Scopatz asked
86 if there is any sort of email blast or other notification that the public comment period is
87 active. Joan and Jill both said that they believe there is only notification within ANSI’s
88 own newsletter and/or contacts. Kathleen asked (and Joan confirmed) that the Consensus
89 Body will need to respond to any comments received.
90

91 8. **2017 Forum (New Orleans)**
92 a. **2nd Vice President’s Report: Cory Hutchinson**
93 Cory said that he and Karla are working to get more exhibitors. They have 24
94 sponsors signed up, 23 of which will be exhibitors. Over half of them are new

vendors who have not exhibited or sponsored the Forum before.

We have 99 or 100 presentations. We did have to turn some people down and that will need to be discussed during our meeting on Sunday of the Forum. There are several full sessions scheduled for Sunday. During the Forum, we will have 6 concurrent sessions. The agenda is posted on program page. The guidebook is published and ready for downloading. The email notice will go out tomorrow. We should promote use of the electronic guidebook – that would save us money and would give people more detailed information than the printed program can have in it. They both cost about the same (\$3,500 each) and the electronic guidebook is more complete.

All the sessions are lined up. Cory and Karla sampled the food at the hotel yesterday. The food is excellent, but it is very expensive. He was hoping to have more registrations by this point. It looks like we may not make the 400-attendee target.

Cory Hutchinson said that the room block has been increased twice. The hotel has told us that we cannot increase the block again. We don't have an overflow hotel so people should identify their own option. The cost per room is \$117 (an increase of \$10/night) but it is still within the Federal per diem.

9. Membership

There are four new applications to vote on: David Santos, Jr.; Rudynah Capone; Julie Gallagher; and John Pfeiffer. They all have applied at the Member level.

MOTION

Cory Hutchinson moved to accept all at the Member level

Joe McCarthy seconded.

Motion Approved

10. Best Practices (Chris Osbourn, Juliet Little)

Chris Osbourn said that we have good lineups for the Best Practices and Data Visualization sessions and awards.

11. Awards (Eric Tang)

No report. Bob Rasmussen said that both award trophies have been ordered and paid for. Ralph Zimmer asked if there would be a formal vote on both of those awards.

MOTION

Kathleen Haney moved that we accept the Award Committee's recommendations for Sean McLaurin (Distinguished Achievement Award) and Cory Hutchinson (Scott Falb Exceptional Service Award).

Shane Bates seconded

Motion Approved

MOTION

Bob Scopatz moved that we approve funding for travel costs for the Distinguished Achievement Award recipient up to the amount recommended by the Awards

144 **Committee.**
145 **Patrick Dolan Seconded**

146
147 **12. Executive Director (Kathleen Haney)**

148 Kathleen Haney said that she is working on a policy so that we do not have to vote on
149 travel reimbursements for award recipients in the future.

150
151 For the Executive Director position, we have hired the legal firm for support in hiring and
152 HR requirements. The purchase order will go out shortly from Kathleen.

153
154
155 **13. Newsletter (Dave Bozak)**

156 No report.

157
158 **14. TRCC (Rhonda Stricklin)**

159 Rhonda Stricklin reported that the committee held an outreach call yesterday. She said
160 that they have not taken attendance; however, over 40 people accepted and the ones who
161 joined via the GoToMeeting link are recorded in a spreadsheet. Karla and Cory talked
162 about the Traffic Records Forum and encouraged people to attend. Luke Johnson also
163 lined up three states that have already moved to the new definition of Serious Injury
164 (MN, CT, and VA). They each gave information on the implementation and results in
165 their States. Kathleen Haney said that she had not been able to be on the first call for this
166 group, but her experience with yesterday's call was very positive.

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168
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170 **15. Nominating Committee (Tim Kerns)**

171 No report.

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173
174 **16. Future Forums**

175 **a. 2018 Forum (Chris Osbourn and Patrick Dolan)**

176 Chris Osbourn is preparing a presentation for the last day of this year's Forum to
177 give people a briefing on the Forum in Milwaukee. Kathleen Haney asked if we
178 could look to see if there is anyone registered from Wisconsin to see if they could
179 talk. Chris said he has contacts with the Highway Patrol and will reach out to
180 them to see who might be able to speak.

181
182 **b. 2019 Forum (Rhonda Stricklin)**

183 Rhonda Stricklin said that last month we decided on Austin and chose a property.
184 The contract is not yet signed, but we are close to having it ready for signature.
185 Helms-Briscoe is helping us work through all the details including possibility for
186 more meeting rooms. Both hotels we're considering in Austin have said they have
187 that flexibility. We are also considering whether or not to increase the room
188 block. We have had to increase the room block both this year and in previous
189 years. Rhonda said that we should increase the room block to a total of 920 room
190 nights to avoid running out. Helms-Briscoe has contacted the hotels and they can
191 handle that level for us. Cory Hutchinson said he is working with Lloyd from
192 TSASS on some dashboard data presentations on our attendance and room nights.

193
194 Allen Parrish asked that anyone interested in becoming the Program Chair for
195 2019 please contact him directly.

196
197 **17. Old Business**

198 Kathleen Haney said that several of us went on a Ghost Tour in Baltimore. She will
199 organize one this year as well.

200
201 Cory Hutchinson asked if people have any concerns about crime levels in New Orleans.
202 We are thinking of printing off safety tips from the NOLA PD. We will have extra police
203 presence. The discussion said that it would be a good idea to give that information to the
204 attendees.

205
206
207 **18. Next meeting, Sunday August 6, 2017 9AM until Noon in person at the Forum. In**
208 **the Rex Room on the 8th floor of the hotel.**

209
210 **19. Adjourn**

211 **MOTION**

212 **Cory Hutchinson moved to adjourn**

213 **Patrick Dolan seconded**

214 **Motion Approved**

215 Meeting adjourned at 1:58 PM Central time

216
217 Submitted 7/19/2017 as Draft for Review by Bob Scopatz

218 Approved as amended and discussed at the 08/06/2017 meeting of the Executive Board