



ATSIP Executive Board Meeting
Via webinar/teleconference

May 16, 2018 2:00 PM Eastern, 1 PM Central, Noon Mountain, 11 AM Pacific

ATTENDANCE:

- Kathleen Haney: President, Minnesota, State DPS
- Cory Hutchinson: 1st Vice President, Louisiana, university researcher
- Chris Osbourn, 2nd Vice President, Tennessee, Department of Safety and Homeland Security
- Bob Scopatz, Minnesota, Secretary, consultant
- Allen Parrish, immediate past President, USN Academy, university researcher
- Shane Bates, Kentucky, State Law Enforcement (absent)
- Kellee Craft, Ohio, TSASS consultant
- Patrick Dolan, Tennessee Department of Safety and Homeland Security, Co-parliamentarian
- Pete d’Oronzio, Pd’ Programming
- Juliet Little, Connecticut, State DOT (absent)
- Joe McCarthy, Colorado, consultant
- Rhonda Stricklin, Alabama, university researcher
- Eric Tang, District of Columbia, consultant (absent)
- Sladjana Oulad Daoud, California, DMV (absent)

Non-voting attendees:

- Bob Rasmussen, Treasurer, VDOT
- Luke Johnson, NHTSA
- Bob Pollack, FHWA
- Scott Valentine, FMCSA
- Jill Hall, TSASS
- Karla Houston, Louisiana

1. Call to Order, Attendance/Quorum, Introductions
Bob Scopatz announced a quorum at 2:04 PM Eastern
Kathleen Haney called the meeting to order at 2:04 PM Eastern
2. Approval of Minutes from April 18, 2018 Executive Board Meeting
Kathleen Haney sent the April 18, 2018 minutes as Draft for Approval on 05/16/2018.

MOTION

Cory Hutchinson moved to approve the minutes from the April 18, 2018 Executive Board Meeting as amended and distributed on 05/16/2018

Chris Osbourn seconded

Motion Approved

3. Liaison Reports:

- a. FMCSA: Scott Valentine said that the High Priority grant applications are due 5 PM Eastern May 21st. The agency is soft launching the update to the data quality performance measures. This will cover the first six measures. There is another set to release in July. The final

- 48 for public release will be by the end of the year.
49
- 50 b. FHWA: Bob Pollack said that FHWA will host a Model Inventory of Roadway
51 Elements (MIRE) 2.0 on June 5 2PM Eastern for 90 minutes. The presentation
52 will also include the MIRE Fundamental Data Elements (MIRE FDE). You will
53 need to register for it in advance. Bob Pollack provided a flyer to distribute to
54 interested members. It is attached as an addendum to these minutes.
55
- 56 c. NHTSA:
57 Luke Johnson said that NHTSA is working on revising the traffic records
58 advisory by this Friday.
59
- 60 d. TRB: no report
61
- 62 e. GHSA: no report.
63
- 64 f. NSC: No report.
65
- 66 g. ITE: Bob Scopatz presented the RSP certification flyer and talked about the
67 possibility of ATSIP sponsoring the Level 2 exam development. Kathleen asked
68 Bob to prepare some proposals for our next meeting.
69
- 70 4. Past President's Report: Allen Parrish
71 Allen said that the slate was established in April. Kathleen said that nominations are still
72 open. No new nominations have been received. We have more people on the slate than
73 there are open slots. We will have balloting to determine who is on the board.
74
- 75 5. 1st Vice President's Report: Cory Hutchinson
76 Cory deferred to the executive director report.
77
- 78 6. Treasurer's Report: Bob Rasmussen
79 Bob Rasmussen presented the April 30, 2018 treasurer's report. A copy of the report is
80 appended to the members' copy of these minutes. We collected dues income and had
81 some PayPal expenses in the operating account. There has been income in the Forum
82 account based on sponsor payments, tour signups, and registrations.
83
- 84 **MOTION:**
85 **Patrick Dolan moved to accept the April 30, 2018 Financial Report.**
86 **Pete d'Oronzio Seconded.**
87 **Motion Carried**
88
- 89 7. TSASS Update (Jill Hall, Joan Vecchi)
90 No report.
91
92

93 8. 2nd Vice President’s Report: Chris Osbourn
94 Chris said that he’s been running into problems with needing more advance notice to
95 budget for events. Many of the companies we’ve approached have said that they can’t ask
96 for sponsorship money now for this year’s forum.

97
98 Kathleen Haney said that there are a few things in the Constitution and By Laws that we
99 probably need to change. We may want to consider lengths of terms for the officers and
100 uncouple the program chair from the 2nd VP office so that we can have that person
101 working on the forum long before they are voted into the position. Kathleen said that she
102 is asking for people to join a Constitutional Revision subcommittee. People expressing
103 interest were:

104
105 Kathleen Haney, Patrick Dolan, and Bob Scopatz. Kathleen will reach out to Ralph
106 Zimmer and Jim Davis to see if they can participate. Everything we do in this committee
107 will go to the Executive Board and then out for a vote of the Full Committee.
108

109 9. Committees:

110 a. Membership (Bob Rasmussen)
111 There were four new member requests this period: Andrea Bill; Richard Klepner;
112 Brian Pichnarchik; and David Whitchurch. All are applying at the member level.
113

114 **MOTION**
115 **Bob Scopatz moved to accept all at the Member level.**
116 **Chris Osbourn seconded.**
117 **Motion Carried**
118

119 b. Best Practices (Juliet Little and Patrick Dolan)
120 Patrick said that we have selected all but one of the presentations—one presenter
121 had to back out of the data visualization award so we are looking for a
122 replacement.
123

124 c. Awards (Eric Tang)
125 No report.
126

127 d. Executive Director (Kathleen Haney)
128 No report. Luke and Kathleen are working on responding to the top 14 candidates.
129

130 e. Newsletter (Dave Bozak)
131 No report.
132

133 f. Outreach (formerly TRCCs) (Rhonda Stricklin)
134 Rhonda Stricklin said that we held the data integration webinar on April 27th. We
135 had 82 lines calling in—some with multiple participants—on the call. ATSIP,
136 NHTSA, NGA, MITRE, and the CDC participated.
137

138 g. ANSI Standards Review Committee (Tim Kerns)
139 Chris Osbourn said that the workshop is slated for 1:00 – 2:30 on Sunday of the
140 forum.
141

142 h. Policy and Procedures (Cory Hutchinson)
143 Ralph Zimmer proposed some changes to the Scott Falb Exceptional Service
144 Award policy. He provided his comments to Kathleen. Kathleen suggested that
145 she, Bob Rasmussen, and Bob Scopatz revisit this. Bob Rasmussen said that he
146 would make the changes suggested by Ralph and then share with the others.
147

148 10. Future Forums:

149 a. 2018 Forum (Chris Osbourn)
150 All abstract proposals have been approved. The tentative program is prepared in
151 draft form. They are working to finalize it. The outline is posted on the Forum
152 website. Karla is working on securing sponsors. Chris and Karla are working on
153 Tableau and Panasonic to see if they'll sponsor—they are close to confirming.
154 The crash test at the CIREN center is lined up for Wednesday. We have
155 purchased the vehicle to use in the crash test. We have reserved the Harley
156 Davidson museum for 3 hours at no cost to the Forum attendees. There will be
157 food, drinks, and games. There will be training motorcycles available too. We
158 placed a deposit to have the Brewers mascot at our reception on Monday evening
159 along with the five Italian racing sausages.
160

161 Kathleen asked if we got a sponsor for the vehicle. Chris said that ATSIP paid for
162 the vehicle but may get a sponsor for it.
163

164 If there are any last-minute submissions, send them to Chris and he will see if he
165 can put it on the program.
166

167 Chris said that we are going to use Guidebook application. Bob Rasmussen said
168 that we need to renew that annually. Chris will talk to Bob about renewal. Chris
169 said we hope to point everyone to the forum feedback surveys in the guidebook so
170 that we would not have to use so much paper.
171

172 We 100 people registered, 68 have paid. We have 9 sponsors/exhibitors. 29
173 people signed up for the crash tour.
174

175
176 b. 2019 Forum in Austin, TX (Juliette Little)
177 Kathleen said we would hold this until next month. Kathleen said that the hotel
178 has been selected. Cory asked if the location is in downtown or nearby. The hotel
179 is north of Austin in a shopping mall area.
180

181 11. Old Business

182 None
183

184 12. New Business
185 None

186
187

188 13: Next meeting June 20, 2018 2 PM Eastern Time (Virtual Meeting)

189

190

191 14. Adjourn

192 **MOTION**

193 **Cory Hutchinson moved to adjourn**

194 **Patrick Dolan seconded**

195 **Motion Approved**

196

197 Kathleen Haney adjourned the meeting at 3:04 PM Eastern

198

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200 Submitted as Draft for review on 05162018 by Robert A. Scopatz, Secretary

201 Submitted as Draft for Approval on 6142018 by Robert A. Scopatz, Secretary

202 Approved by a vote of the ATSIP Executive Board on 06202018

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MIRE FDE & MIRE 2.0: What You Need To Know

The FHWA Office of Safety and Office of Safety Research and Development will be conducting a webinar on the recently released Model Inventory of Roadway Elements, Version 2.0 (MIRE 2.0) and on the Model Inventory of Roadway Elements, Fundamental Data Elements (MIRE FDEs) on Tuesday June 05, 2018 from 2:00 - 3:30 PM EDT.

The webinar will provide information about the update process from MIRE 1.0 to MIRE 2.0. It will also cover how MIRE 1.0 and 2.0 are similar and different. Additionally, the webinar will provide an update on the requirements and status of the MIRE FDEs. We will provide information about technical assistance that is available from FHWA to help States improve the MIRE data and meet the MIRE FDE requirements. Practitioners and stakeholders are encouraged to participate.

To participate you must register at:

<https://attendee.gotowebinar.com/register/851914094300018178>

After registering, you will receive a confirmation email containing information about joining the webinar.

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If you have any questions, please contact Bob Pollack at Robert.pollack@dot.gov or Nancy Lefler at lefler@hsrc.unc.edu.