



1 ATSIP Executive Board Meeting
2 In Person at Hyatt Regency, Milwaukee, WI
3 August 12, 2018 10 AM Eastern, 9 AM Central, 8 AM Mountain, 7 AM Pacific
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6 **ATTENDANCE:**

- 7 Kathleen Haney, President, Minnesota, State DPS
8 Cory Hutchinson, 1st Vice President, Louisiana, university researcher
9 Chris Osbourn, 2nd Vice President, Tennessee, Department of Safety and Homeland Security
10 Bob Scopatz, Minnesota, Secretary, consultant (absent)
11 Allen Parrish, immediate past President, (absent)
12 Shane Bates, Kentucky, State Law Enforcement (absent)
13 Kellee Craft, Ohio, TSASS consultant
14 Patrick Dolan, Tennessee Department of Safety and Homeland Security, Co-parliamentarian
15 Pete d’Oronzio, Pd’ Programming
16 Juliet Little, Connecticut, State DOT
17 Joe McCarthy, Colorado, consultant
18 Rhonda Stricklin, Alabama, university researcher
19 Eric Tang, District of Columbia, consultant (absent)
20 Sladjana Oulad Daoud, California, DMV
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22 **Non-voting attendees:**

- 23 Bob Rasmussen, Treasurer, VDOT
24 Luke Johnson, NHTSA
25 John Siegler, NHTSA
26 Bob Pollack, FHWA
27 Jill Hall, TSASS
28 Lloyd Jones, TSASS
29 Karla Houston, Louisiana
30 John McDonough, National Institute for Safety Research Inc.
31 Jamie Whelan, Tennessee, Department of Safety and Homeland Security
32 Ralph Zimmer, Co-Parliamentarian
33 Tim Kerns, Maryland
34 Dave Bozak, Infogroup
35 Cindy Burch, Metropolitan Council
36 Jenny Guarino, FMCSA
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- 38 1. Call to Order, Attendance/Quorum, Introductions
39 Bob Scopatz announced a quorum at 9:07 AM Eastern
40 Kathleen Haney called the meeting to order at 9:07 AM Eastern
41
42 2. Approval of Minutes from July 18, 2018 Executive Board Meeting
43 Bob Scopatz sent the July 18, 2018 minutes as Draft for Approval on 08/8/2018.
44

- 45 Rhonda Stricklin provided the following:
46 line 55 (change to Jamie Whelan)
47 line 59 (Pabst, not Patts)

- 48 Line 60 (JD Lind)
- 49 Line 72 (we do, not ‘can’)
- 50 Line 81 (add “to ATSIP and let ATSIP send out email)
- 51 Line 91 (take out the parens and take out the question mark) It’s a luggage tag for save
- 52 the date
- 53 Line 125 (take the c out of explain)
- 54 Line 194 (central is in there twice)

- 55
- 56 Cindy Burch:
- 57 where it has Pinter—its spelled Pintar
- 58 line 84 Kellee misspelled
- 59 Line 207 misspelled again.

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61 **MOTION**
62 **Patrick Dolan moved to approve the minutes from the July 18, 2018 Executive**
63 **Board Meeting as amended on 08/12/2018**
64 **Pete d’Oronzio seconded**
65 **Motion Carried**

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- 67
- 68 3. Forums:

- 69 a) 2018 Forum (Chris Osbourn)
- 70 Chris Osbourn reported that one of the two elevators to the Vue floor is
- 71 broken, but if needed we can use a service elevator. If there are any program
- 72 changes that Chris needs to announce, please let him know.
- 73
- 74 Dave Bozak thanked Chris for making the change on a session. Chris will
- 75 announce at the Monday morning plenary session. From 9-10 on Tuesday we
- 76 have a dedicated block of time for exhibits. We are using passport books this
- 77 year. If you fill up your book with stamps from each exhibit, you can turn it in
- 78 for a chance to win a prize.

- 79
- 80 The reception tonight is here. The Harley Davidson museum is Monday
- 81 Night—it’s about a mile away. Tuesday night on your own.

- 82
- 83 b) 2019 Forum (Juliet Little)
- 84 Juliet said that the “Save the Date” went out to the sponsors.

- 85
- 86 4. Past President’s Report: Rhonda Stricklin reported for Allen Parrish
- 87 We have some ballots that are not signed, but we know who sent it because they were
- 88 emailed. Can we still count those? There were three. We have some from people whose
- 89 membership lapsed and they haven’t paid. Pete d’Oronzio suggested that we email those
- 90 people and ask them to give us a signature before the deadline. He asked if we could
- 91 require people’s member ID?

93 Kathleen asked if the Constitution requires ballots to be signed. Both Ralph Zimmer and
94 Patrick Dolan said that the Constitution doesn't require signed ballots. But, the ballot
95 says it must be signed.

96
97 **MOTION**

98 **Pete d'Oronzio moved that we reject the unsigned ballots received for this year's**
99 **voting and email the members and ask them to turn in a signed ballot.**

100 **Chris Osbourn seconded.**
101 **Motion Carried**

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103 The issue of electronic signatures still needs to be resolved for the future. We could
104 require people to log in as a member first. We could just stick with the current ballot
105 method and make people sign it. We could just require their name (could be typed in)
106 rather than making people sign the form.

107 Rhonda said that we may have a tie and we need a process for how to handle it. Options
108 are:

- 109 1. The officers of the ATSIP Executive Board could decide
- 110 2. The entire Board could decide.
- 111 3. We cannot vote during the General Meeting
- 112 4. Go back and look at how the board originally voted on their original ballots.

113
114 Ralph Zimmer said that we might do better if there was a random decision making
115 process versus having the board or officers decided it.

116
117 **MOTION**

118 **Pete d'Oronzio moved that we resolve ties using a random process.**

119 **Bob Scopatz seconded.**

120 **MOTION FAILED**

121
122 **MOTION**

123 **Cory Hutchinson in the event of a tie, the ATSIP Executive Board will vote among**
124 **the tied candidates to select the winner, via email. In case of a tie after that, a**
125 **random process will be used.**

126 **Shane Bates seconded.**

127 **MOTION CARRIED**

128
129 Discussion—Rhonda said that it should be via email. Ralph Zimmer said that the earlier
130 motion could be reconsidered if someone who voted against it wanted to move for
131 reconsideration

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133 5. 1st Vice President's Report: Cory Hutchinson
134 Cory said that he is looking forward to the transition.

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136 6. Treasurer's Report: Bob Rasmussen
137 Bob Rasmussen presented the July 31, 2018 treasurer's report. A copy of the report is
138 appended to the members' copy of these minutes.

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MOTION:
Cory Hutchinson moved to accept the July 31, 2018 Financial Report.
Juliet Little seconded.
Motion Carried.

We need to discuss and approve or reject the tax return. Bob Rasmussen said that we had to use a long form this year. The Board is required to approve it before it can be submitted to the IRS. We are also required to post it to our website—Bob proposed that we put it in the member-only area of the website.

Bob Scopatz moved that we approve the 2017 Tax Submission as presented and that we post the final submittal on the member portion of the ATSIP website.
Sladjana Oulad Daoud seconded
MOTION CARRIED

7. Committees:

a. Membership (Bob Rasmussen)

We have one application: Dr. Pina M. Violano

MOTION

Juliet Little moved that we accept Dr. Violano at the Member level
Patrick Dolan seconded
MOTION CARRIED

b. Best Practices (Juliet Little and Patrick Dolan).

Juliet said that everything is prepared.

Patrick Dolan suggested if there is a tie that both get the award.

c. Awards (Eric Tang)

No report

d. Executive Director (Kathleen Haney)

Kathleen said that Cory will be following up on this.

e. Outreach (formerly TRCCs) (Rhonda Stricklin)

Rhonda said that there is nothing new since the last Executive Board meeting.

Over the past year we held both outreach and data integration calls. The calls have been productive. We haven't got a tangible way to measure if these outreach efforts have had the desired impact increasing membership applications.

f. ANSID16—our meeting is at 1PM today. The group needs to meet annually. Tim Kerns said that he has received a few comments. Those will be posted to the website and they will be discussed and will become part of the proposed changes in the next 5-year cycle.

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8. TSASS Contract

Kathleen reminded us that we had tabled the enhancements discussion. We hope to discuss the proposals today and hope to vote on them next meeting.

Jill Hall said:

- a. We would add a quantity option for ordering items. \$950 to implement.
- b. Email reminders and automatic purging for non-response. \$750
- c. Add a code for “approved but not paid yet.” \$1,250
- d. Abstract submissions formatting limits and allow for multiple speakers and bios. Add in special notes. \$2,500.
- e. Redesign the websites. This would update to newer versions of HTML to allow for dynamic resizing. \$3,800 for each website, so \$7,600 total for both.

\$13,050 total for all options.

Chris Osbourn recommended that we approve the abstract submission option now. Cory Hutchinson agreed.
We will vote on it in our next meeting.

9. Liaison Reports:

- a. FMCSA. Jenny Guarino said that she will be providing updates on current efforts during the sessions.
- b. FHWA: Bob Pollack said that the MIRE FDE are a priority issue. They are reviewing strategic plans submitted in 2017 and looking at progress toward that goal in their HSIP. The Division Offices will be calling their states after September to discuss.
- c. NHTSA: Luke Johnson said that NHTSA is still supporting the MMUCC 5th Edition. They completed a MMUCC mapping of all 50 States. If you want to actively participate, you can contact the TR team or your NHTSA regional office. Still working on TR 101. It will launch before the next Forum. 2017 FARS data should be out by September. There’s a Federal Register notice going out about the TR Assessments. There are 9 states pending and they will be contacted as soon as NHTSA can move forward. The serious injury definition requirement is due for implementation in 2019.

Kathleen asked if the CDC is likely to establish a liaison relationship with ATSIP. Luke and Tim Kerns discussed individuals who might be good candidates. Kathleen mentioned that she had also hoped to reactivate the liaisons with NSC, TRB, and GHSA. Steve Lavrenz left ITE so we need to pursue a new liaison with them.

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- d. TRB: no report
- e. GHSA: no report.
- f. NSC: No report.
- g. ITE: ATSIP sponsored the level 2 Roadway Safety Professional exam. By virtue of that, we have 4 seats we can give out to members for the level 1 exam.

We need to decide as a Board how to distribute those seats.

1. Give them all away via an email blast
2. Give them all away at the Forum
3. A hybrid where we give some away at the Forum and some through an email blast

MOTION

Shane Bates moved that we give one seat away during the Forum, and three via an email blast

Cory Hutchinson seconded

Motion Carried

We also have \$50 off the training. We are giving that code out to members only.

10. Old Business

None

11. New Business

- a. We need to set our policy on what we are giving to the vendors identifying participants. We have to decide whether ATSIP sends emails on the vendors' behalf or if we give them email lists. Also, the vendors would like to know names, titles, and agencies of attendees from past Forums and a few weeks in advance of each year's Forum.

Kathleen suggested that the current, next year's, and past year's program chairs discuss these issues and make recommendations to the Executive Board at a future meeting. That group could include Rhonda Stricklin, Jamie Whelan, Pete d'Oronzio, Karla Houston, Juliet Little, Cory Hutchinson, and Chris Osbourn. Karla will serve as the committee chair.

- b. 2020 TR Forum location. We have two states expressing interest: Nevada and Tennessee. Chris Osbourn said that the downtown Nashville Renaissance hotel has given us a proposal. It is convenient to popular venues. The TN highway

275 patrol and the TRCC are very supportive.

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277 Kathleen Haney, Cory Hutchinson, and Rhonda all said that the representatives
278 from Nevada have strongly expressed interest in hosting the Forum. They
279 specifically mentioned Reno. There is a concern that the Federal partners can't get
280 approval to go there.

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282 **MOTION**
283 **Shane Bates moved that the Board select Nashville as the location of the 2020**
284 **Forum.**

285 **Cory Hutchinson seconded.**

286 **MOTION CARRIED**

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288 c. Perhaps we should disconnect the program chair position from the 2nd Vice Chair
289 position so that we don't have to wait for a vote and can get someone working on
290 future forums earlier. Cory said that he would like to see if the committee formed
291 in item b above can broaden its role and make recommendations on this issue as
292 well. They could look at multiple year terms as well. Ralph suggested that the
293 Constitution doesn't require 1-year terms. We could choose to amend the
294 Constitution, we could do it via policy only, or the nominating committee can just
295 change it by implementing the ballot.

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300 **13: Next meeting September 19, 2018**

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302 **Please join my meeting from your computer, tablet or smartphone.**
303 <https://global.gotomeeting.com/join/213473229>

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305 **You can also dial in using your phone.**
306 United States: +1 (646) 749-3122

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308 **Access Code: 213-473-229**

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310 **14. Adjourn**
311 **MOTION**
312 **Chris Osbourn moved to adjourn**
313 **Bob Scopatz seconded**
314 **Motion Carried**

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316 **Kathleen Haney adjourned the meeting at 11:30 AM Central**

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319 Submitted as Draft for review on 08/12/2018 by Robert A. Scopatz, Secretary

320 Approved by a vote of the ATSIP Executive Board on 9/19/2018