ATSIP Executive Board Meeting
May 18, 2016 at 2:00pm EST, 1 PM Central, 12 PM Mountain, 11 AM Pacific

ATTENDANCE:
Tim Kerns, Maryland, President, university researcher (absent)
Cynthia Burch, Maryland, Immediate Past President, university researcher
Allen Parrish, Alabama, 1st Vice President, university researcher
Chris Corea, Maryland, 2nd Vice President
Bob Scopatz, Minnesota, Secretary, consultant
Shane Bates, Kentucky, State Law Enforcement
Kathleen Haney, Minnesota, State DPS
Allen moved, Tim seconded the minutes of the April 20, 2016 Board Meeting, as revised in this meeting.
Kathleen Haney seconded.
Motion Approved

1. Call to Order, Attendance/Quorum, Introduction
   Bob Scopatz declared a quorum at 1:04 PM.
   Allen Parish presided.
   Allen called the meeting to order at 1:05 PM.

2. Approval of Minutes from April 20, 2016 Executive Board Meeting
   Kathleen Haney had a question about line #116: Should it start with Cory Hutchinson?
   Change made.

MOTION
   Cindy Burch moved to approve the minutes of the April 20, 2016 Executive Board Meeting based on the May 17, 2016 revision of the minutes and as revised in this meeting.
   Kathleen Haney seconded.
   Motion Approved
3. Immediate Past President’s Report: Cindy Burch

Cindy Burch sent out a slate of nominees and we had one person withdraw. Cindy has received two recommendations for the slate of candidates; both are from the Central Region. Cindy asked Ralph Zimmer to comment on what is best: To let the slate stand as is and have the President fill the vacancy if the full slate is elected (including the one person who withdrew), or should we try to cycle a new slate out and have the appropriate.

Ralph Zimmer reviewed this and said that if we do a presidential appointment, it would be only for the first of the three year position. Next year’s nominating committee would have to put forward a person to fill the remaining two years and that vote would have to take place on next year’s ballot.

4. 1st Vice President’s Report: Allen Parrish

No report.

5. Treasurer’s Report: Bob Rasmussen

Bob Rasmussen reported on the April account balances, income and expenditures. A copy of the Treasurer’s report is appended to the member’s copy of these minutes.

MOTION

Bob Scopatz moved to accept the April 30, 2016 Treasurer’s Reports as submitted. Patrick Dolan seconded. Motion Approved

6. Liaison Reports:

FMCSA: FHWA: NHTSA: TRB: GHSA:

FHWA: Bob Pollack reported that FHWA is conducting a series of peer exchanges. Last month was in CT with the New England states. Next week will see two in New Orleans, one on Highway Safety Manual deployment and the other on Data Driven Decision Making in Safety.

NHTSA: Luke Johnson reported that NHTSA has completed the FAST Act IFR and it will be published in the Federal Register. There are legislative changes to the grants. 405c is unchanged, but there is some streamlining. Comment period is open until October 31st. The upcoming application will follow the MAP21 guidance.

The MMUCC 5th edition comment survey is live. The D16.1 comment tool is also live. NHTSA encourages everyone to engage in those efforts. The MMUCC effort is based mostly on USDOT proposals plus a far-reaching survey. They are open to other suggestions and changes. The D16 effort is more open ended. We want to make sure MMUCC and D16 mesh together well and work well into the future.

Luke said that the closeout for the 5 year grant for Forum Support is proceeding. The USDOT forum presentations and workshops are submitted. The roundtables and town hall meetings are being worked on. NHTSA Administrator Rosekind has agreed to be speaking at the kickoff.

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

Chris Corea said that Karla Houston needs information about the Hall decorators.
We have two platinum sponsors (Appriss and MobiSoft). We need to know which one paid first so they can have priority in selecting a give-away. The hotel has offered two hospitality suites that we can offer (for a price) to vendors.

The program spreadsheet is extensive. The federal partners have reviewed the program matrix. The Sunday workshops are loaded to the web page. The kickoff meeting speakers are set. Registration at the hotel is going well. There’s an off-site trauma center tour; we’re still working on a good way to have people sign up. They want to limit the total number to 40 people, and the center will run multiple groups of 10. We need high resolution graphics from vendors for banners.

Bob Rasmussen asked if they are going to use the Guidebook program. Cory said yes there will be an updated app for this conference. We may not have to pay again because we had a 1-year subscription. We need to talk to the company to see if we can add a second guidebook or if the price is for one guidebook per year. Cory said he needs the login ID and password for the current Guidebook. Rhonda Stricklin said she will send the information.

Karla Houston asked if she should reach out to just the non-federal vendors or should she touch base with the federal sponsors as well. Bob Rasmussen suggested that Karla should just call Luke Johnson to see how to handle the federal sponsors.

Karla asked if the program grid is full or do they need more speakers. Cory said that there are only a couple of 20-minute slots remaining. He is still in process of identifying moderators. The Executive Board will see the program grid soon so Board members can volunteer to moderate. Speaker letters will go out tomorrow. Everyone who submitted was accepted as a speaker so people can register as speakers if they submitted a presentation.

Dave Bozak asked if there can be a parking discount for local people driving to the hotel daily.

8. Committee Reports:

Membership _____________________ (Bob Rasmussen)

Barbara Harsha has reactivated her membership.

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

- Daniel Blower, University of Michigan Transportation Research Institute
- Miles Brooks, Alaska DOT
- Ken Kolosh, National Safety Council
- Michael McDonald, Delaware State Police
- Kelly Queener, Iowa DOT/Driver Services
- Mark Thompson, Utah Highway Patrol/Highway Safety Office
- Deborah Trombley, National Safety Council
MOTION:
Cindy Burch moved to accept all seven candidates at the Member Level
Rhonda Stricklin seconded
Motion Approved

Four people are proposed for membership under an affiliate membership. Each has also applied for full member status. These are:

- Kellee Craft, TSASS
- Jill Hall, TSASS
- Lloyd Jones, TSASS
- Tamara Paddock, TSASS

MOTION:
Bob Scopatz moved to approve all four affiliate candidates at the Member Level
Cindy Burch seconded
Motion Approved

Outreach (Hadi Shirazi)
No report

Best Practices (Cory Hutchinson)
Karla Houston said that Cory has a group looking at Best Practice submissions and they are narrowing those down to the top three in each category.

Awards (Eric Tang)
Eric Tang said that Kellee Craft has placed the updated application forms on the website. They are due June 3rd. Eric asked for people to help on the committee. He intends to present the final recommendations a month from now at the next board meeting.

Eric asked if there has been an email blast and is there a link on the Forum website. Kellee said she can send out an email blast for this.

9. Old Business

a. ANSI D16.1 support update.
   Joan Vecchi said that Luke’s earlier remarks were on point. She invited us to get onto the discussion board now. There’s an ongoing discussion now on use of “crash” versus “accident”. Jill Hall provided the links below:

   How to Access the ATSIP Discussion Board
   The discussion board can be access by going to this link: http://www.atsip.org/forum or by clicking the discussion board link inside of the ATSIP membership site: https://members.atsip.org/apex/f?p=100
The ATSIP Discussion Board Users Guide can be found here: 
TSASS could also set up training if people need help using the site. The invitation went out to the federal partners and to ITE.

Bob Rasmussen said that we have the application and check are ready for ATSIP’s application to take over the ANSI D16. ANSI also want a membership application and fee. Bob wants the Officers of the Executive Board to decide what to do about the membership and appropriate fee. Allen Parrish, Cindy Burch, and Tim Kerns will address this tomorrow.

   No comments.

c. 2018 Traffic Records Forum
   Bob Rasmussen said that he asked Tim Kerns to contact Dan at Helms-Briscoe to set up a visit. This will be in Milwaukee. The Board previously approved sending two people on the visit.

10. New Business
   None

11. Good of the Association:
   None

12. Next meeting June 15, 2016 (Teleconference Call) at 2 PM Eastern, 1 PM Central, Noon Mountain, and 11 AM Pacific.

13. Adjourn
   MOTION
   Bob Scopatz moved to adjourn
   Joe McCarthy seconded
   Motion Approved

   Meeting adjourned at 1:58 PM Central time.

Submitted 5/18/2016 as Draft for Review by Robert A. Scopatz, Secretary
Submitted as Draft for Approval reflecting changes received through 6/9/2016
Approved by a vote of the Executive Board on 6/15/2016