ATSIP Executive Board Meeting
May 20th, 2015 at 11 AM PDT, 12pm MDT, 1pm CDT, 2pm EDT

ATTENDANCE:
Cynthia Burch, Maryland, President, university researcher
Nils King, Indiana, Past President, consultant (not present)
Tim Kerns, Maryland, 1st Vice President, university researcher
Allen Parrish, Alabama, 2nd Vice President, university researcher
Bob Scopatz, Minnesota, Secretary, consultant
Chris Corea, Maryland, (not present) State Police
David Harkey, North Carolina (not present), university researcher
Kathleen Haney, Minnesota, State DPS
Cory Hutchinson, Louisiana, university researcher
Joe McCarthy, Colorado, consultant
Chris Osbourn, Tennessee, Department of Safety and Homeland Security
Bob Rasmussen, Virginia, Treasurer, State DOT
Eric Tang, Virginia, consultant
Rhonda Stricklin, Alabama, university researcher

Non-voting attendees:
Ralph Zimmer, Co-Parliamentarian
Ida Williams, Maryland
Kellee Fillinger, TSASS
Juliet Little, Connecticut DOT
Dave Bozak, Consultant
Pete D’Oronzio, Consultant
Bob Pollack, FHWA

1. Call to Order, Attendance/Quorum, Introduction
Bob Scopatz announced a quorum at 1:05 PM Central. Cindy Burch called the meeting to order at 1:05 PM Central Time.

2. Approval of Minutes from April 15th, 2015 Executive Board Meeting
MOTION:
Kathleen Haney moved to approve the minutes of the April 15th, 2015 Executive Board meeting.
Bob Rasmussen seconded.
Motion Approved

3. Past President’s Report: Nils King
Nils King was unable to attend.
4. **1st Vice President’s Report: Tim Kerns**
   Tim Kerns had no report for 1st Vice President activities.

5. **Treasurer’s Report: Bob Rasmussen**
   The Treasurer’s report for the month ending April 30, 2015 is appended to the member’s copy of these minutes. We obtained another $100 in dues. The ATSIP account continues at the expected balance. In the Forum Account, a reimbursement from NHTSA has posted. We also picked up a Gold Sponsor in April. There were some transfers from PayPal of money owed from the 2014 Forum. Both accounts have a positive balance. Cindy Burch asked if Bob heard from any of the other Forum sponsors about their fees.
   Bob Rasmussen said that we have received the checks from four sponsors/vendors.

   **MOTION**
   Bob Scopatz moved that we accept the April 30, 2015 Treasurer’s Report
   Kathleen Haney seconded
   Motion Approved

6. **Liaison Reports:**
   **FMCSA:**
   **FHWA:**
   **NHTSA:**
   **NSC:**
   **TRB:**
   **GHSA:**
   Bob Pollack, FHWA, reported that he will send an announcement of the MIRE Reassessment project to Bob Scopatz for dissemination to the Executive Board. They plan to conduct a number of open/public sessions starting on Tuesday June 23rd 2:30-4:30 PM Eastern. The sessions will be conducted via webinar.

7. **Committee Reports:**
   **Membership:** (Bob Rasmussen)
   New member application: Jeremy Hodges, Commercial Motor Vehicle Program Manager in Missouri.

   **MOTION:**
   Tim Kerns moved that we accept Jeremy Hodges as a member.
   Joe McCarthy seconded.
   Motion Approved

   **Outreach:** (Hadi Shirazi/Tim Kerns)
   Tim Kerns reported that NHTSA/DOT has the Datapalooza on June 16th - 17th in D.C.
   Unfortunately that coincides with the Maryland Traffic Records Forum. Eric Tang has said that he will be at the event but cannot cover the booth. ATSIP can send the booth if someone is available to cover it. Bob Pollack said that he would put “SAVE THE DATE” cards for the Traffic Records Forum for the event. Eric said that he could stand by the booth during breaks for at least the times that he is there. Cindy said that she would
contact Eric and Bob to discuss possible coverage. We will send membership
applications as well.

8. **2nd Vice President’s Report: Allen Parrish**

Allen Parrish and Rhonda Stricklin reported that the Forum logistics are in good shape. Abstracts are due on the 30th of June. Finalizing the key notes and other speakers. Still working on finalizing the panel with representatives from Google and Mercedes Benz. The NSC is asking about including a lunch topic on safety features in vehicles. Allen and Rhonda had a conference call with NSC (Ken Kolosh and Deb Trombley). They have offered to put out information on the conference and membership via one of the NSC newsletters – that went out a few days ago.

Looking at the pre-conference workshops. We have registrations coming in already. On the exhibitor side, Cory Hutchinson has been in contact with vendors from last year and obtained a commitment from Intergraph as a Bronze sponsor.

In addition, Cory offered a staff person’s time to work as an exhibitor liaison to have continuity across years. Cory added that the TRCC Coordinator, Karla Houston, has a background in event planning. She is already slated to help in the 2017 Forum, but Cory said that she would be glad to perform that duty for 2015 and 2016. Cindy Burch said that this was a great idea and we appreciate the offer and would like to take advantage of having Karla work on this over multiple years. Tim Kerns agreed. Rhonda said that it would be ideal to have her talk to the vendors at this year’s Forum to see which of the vendors are coming back in 2016.

Cindy said that Chris Osbourn and Chris Corea are at the Chiefs of Police meeting in San Diego. They are going to scout the vendors to see if there are any we should invite to participate in the Forum.

9. **TSASS Update**

Kellee Fillinger reported that 16 registrations have been entered on the system. The abstract submission site is open as well. Not much activity there yet.

10. **Old Business**

a. **Strategic Plan**: Cindy Burch said that she sent the Strategic Plan Draft out last month. She asked Tim Kerns to help finalize the Draft. Tim sent a revised version earlier today (May 20th) incorporating comments received previously. This is the last call for comments. He suggested we finalize this on May 31st and vote on approval at the next meeting.

11. **New Business**

a. **Baltimore Forum**: Baltimore Forum will be in August. The new slate of officers will have only been in office since October 2015 (at this year’s Forum). Cindy asked for the Executive Board’s opinion on how much prior work to do. Bob Rasmussen said that it
would be a good idea to get the hotel logistics settled early. This would not impact
the program, but would be better to be done in advance. The hotel is the Hyatt
Regency in Baltimore inner harbor – less than 10 miles from the airport. The
dates for the Baltimore Forum are August 7 – 10, 2016.

Rhonda also suggested that we set the theme if possible. At the very least we will
do a “save the date”.

Cindy said that we need to come up with a Board-approved plan for advertising
the Baltimore Forum.

12. Next meeting June 17th, 2015 (Teleconference Call)

13. Adjourn

   MOTION:  
   Bob Rasmussen moved to Adjourn
   Tim Kerns seconded.
   Motion Approved.

   Cindy Burch adjourned the meeting at 1:48 PM Central Time

Submitted 5/20/2015 as Draft for Review by Robert A. Scopatz, Secretary
Submitted 6/8/2016 as Draft for Approval by Robert A. Scopatz, Secretary
Approved by a vote of the Executive Board on 6/17/2015