ATSIP Executive Board Meeting Minutes
May 15, 2013
Teleconference

Attendance:

Marty Pollock, President
Hadi Shirazi, Past President
Bob Scopatz, Secretary
Cynthia Burch, 2nd Vice President, by proxy to Tim Kerns
David Harkey, HSRC North Carolina by proxy to Bob Scopatz
Cory Hutchinson, Louisiana by proxy to Hadi Shirazi
Tim Kerns, Maryland
Angie Schmit Langanke, TSASS
Allen Parrish, Alabama by proxy to Bob Scopatz
Joanna Reed, NISR by proxy to Marty Pollock
Ward Vanlaar, by proxy to Bob Scopatz

Non-Voting

Bob Rasmussen, Treasurer
Bob Pollack, FHWA
Ralph Zimmer, Co-Parliamentarian
Luke Johnson, NHTSA
Karen Scott, NHTSA
Dave Bozak, InfoGroup
Patrick Dolan, Tennessee
John McDonough, NISR
Martha Florey, Wisconsin
1. Call to Order, Attendance/Quorum, Introduction
   Marty Pollock called the meeting to order at 1:05 Central time.

2. Minutes Approval of Minutes from April 17, 2013 Executive Board Meeting
   MOTION:
   Hadi Shirazi moved to approve the minutes of the April 17, 2013 Executive Board Meeting
   Bob Scopatz seconded
   Motion Carried

3. 1st Vice President’s Report
   Bob Rasmussen provided a report supplied by Nils King. He has nothing on this agenda item. He has a later report on vendors for the Forum.

4. Treasurer Report
   Bob Rasmussen reported the financial data for April, 2013. The full report is attached to the member’s copy of these minutes.

5. Liaison Reports

   **FHWA:** Bob Pollack reported that there is an event next week—a webinar on the State Safety System Guidance related to operationalizing MAP-21 legislation. 2-3:30 Eastern next Tuesday May 21st. The invitation is attached to these minutes. There is a link for online registration:

   There are several projects in the pipeline. Without going into specifics, there are several new projects under the umbrella of the Roadway Safety Data Partnership.

   **NHTSA:** Luke Johnson reported that the OST has updated the value of a statistical life to $9.1 Million—this is almost double the prior value used by USDOT.

   The Traffic Records team has been going out to regions with TSASS to deliver TRIPRS training.

   The States need guidance on 405 grant funding.
There are three assessments underway. They are due to the States by August under a special dispensation from USDOT legal.

TRIPRS has successfully migrated behind the NHTSA firewall.

The STRAP-IT system will also migrate behind the NHTSA firewall. This will affect the schedule for some States’ assessments but it should be ready in early winter 2013.

The USDOT presentation submissions for the TR Forum are being developed now.

NHTSA and FHWA are looking at developing a project to examine State TRCC best practices.

6. Committee Reports:

a. Constitution (Ralph Zimmer and Jim Davis):
Ralph Zimmer reported that Jim Davis stated at the last Executive Board meeting that we still have some minor disagreement between the Constitution and the Articles of Incorporation. Ralph said that he has not contacted Jim about this yet but will do so soon.

b. Professional Certification Committee (Dave Bozak):
Dave Bozak said that the committee had been set up some time ago; a description has been posted to the ATSIP website. He also added that TSASS has developed some excellent tools, including the ability to conduct webinars in support of a process to select subject matter experts. The committee members are also looking forward to the start of the new part-time position under the contract with MS2K+. Luke Johnson said that the current assessments are being staffed on an ad hoc basis and that this is not ideal. He said that there is a need for more SMEs and they hope to have ATSIP involved developing that.
c. Best Practices (Tim Kerns)

Tim Kerns reported that the announcement is out and we are waiting for submissions.

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d. ATSIP Strategic Planning (Chris Madill)

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e. National Agenda (Dave Bozak)

Dave Bozak reported that he has talked with Bernardo Kleiner and will meet with Kelly Hardy at AASHTO tomorrow. He also has a list of possible interested organizations that he will contact. He hopes to use these contacts as a way to introduce ATSIP to these organizations and talk about the National Agenda.

Dave said he would like to have a session at the TR Forum to discuss the National Agenda.

Dave is also soliciting ideas for additional major goals.

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f. Membership/Outreach (Bob Rasmussen) (Hadi Shirazi)

Bob Rasmussen reported that we have two proposals for new members: Chris Osbourn from TN and Catherine Carroll from Sober Steering in Canada.

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**Motion**

Bob Scopatz moved to accept Chris Osbourn and Catherine Carroll at the Member level.

Hadi Shirazi seconded.

**Motion Carried**

Hadi Shirazi said that he has held conference calls with local roads people
to encourage membership. He said that there was interest but they felt also
that it would be difficult for them to participate fully.

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g. **Data Quality & Improvement (Bob Scopatz)**
   No report.

h. **SUBCOMMITTEE (1) ANSI. D-16 (John McDonough)**
   John McDonough reported that there has been progress in contacting
   the people from the last committee to gauge their interest in being on
   the committee for the next revision. The next step is to empanel the
   committee.

i. **Policy/Positions & Resolutions (Kathleen Haney)**
   No report.

7. **MS2K+ – Dan Magri or designee**
   Bob Scopatz summarized the changes to the proposal to MS2K+ based on
   the changes they made to original request. We are going to identify Subject
   Matter Experts via a resume/application process using a panel reporting to
   ATSIP. ATSIP will also help with marketing and outreach. This is a one-year
   (more or less) effort and will be revisited every year.

8. **2013-2014 Nominating Committee (Hadi Shirazi)**
   Hadi Shirazi reported that has a committee set up. From now until mid-June,
   the committee will review names and then Hadi will submit names by June
   28th to the Board.

9. **Web Site Progress (Dick Paddock, Angie Langanke, Kara Mueller)**
   Angie Langanke reported that the ATSIP.org website has not much activity.
   She will remove the advertisement for the Edmonton Forum.

For the Traffic Records forum, there has been a great deal of activity. The
registration is still under development but it will go live in July. There was an
email blast letting people know that the site is open for presentation
submissions and best practices.

With the mail-chimp account, we are limited to 1000 email addresses. If we
get more in our contact roster, we will have to add about $10/month in fees.
We are just under the limit now. As we add new members we could cleanse
some of the older contacts or we can just pay the $10/month fee. The email
addresses exist in a database and they are ported over to mailchimp.

10. 2nd Vice President’s Report, 2013 Forum (Cynthia Burch)
Bob Rasmussen read a report submitted by Cindy Burch. Based on the
Forum Planning Committee’s May 8th teleconference, the following updates
were reported:

- The hotel contracts are signed
- WiFi is free, so there will be no need for a cyber-café
- The MN DPS commissioner will speak to welcome us
- The honor guard is booked
- The booking link from the hotel is posted on our website
- The Expo services contract is signed
- We have 3 vendors/4 booths booked
- Food menus are under review.
- Food costs appear less than last year, but that may change

11. Special Session in Edmonton (Ward Vanlaar)
Officers of the Executive Board attended the 5th Annual Edmonton
Conference on Urban Traffic Safety April 28-May 1 and ran the Special
Session on May 2nd. Marty described the two sessions and our involvement.
Bob Scopatz said that Edmonton has invited us to do the same thing next
year and we would have a special session time/format that would help to increase our attendance. Bob and Hadi Shirazi recommended that the Board accept the invitation from Edmonton to run a special session again in 2014.

**MOTION:**

Bob Scopatz moved that we accept Edmonton’s invitation to run a special session at the 6th Edmonton Urban Transportation Conference. Hadi Shirazi Seconded. Motion Carried.

Hadi Shirazi asked if NHTSA or FHWA would have problems with attending a conference in Canada. Luke Johnson said that they would have a problem attending because their sole mission is in the USA and it would have to have a proven link to their domestic mission. Bob Pollack said that it would be a problem in that while FHWA might send someone, it would probably be a much higher level.

12. New Business – Update the Membership / Outreach Committee to reflect their distinct functions.

13. Next Conference Call – June 19, 2013 @ 1PM Central

14. Adjourn

**MOTION:**

Hadi Shirazi moved to adjourn. Bob Scopatz seconded. Motion Carried

Marty Pollock adjourned the meeting at 2:10 PM Central time.
Financial report available in Member’s version of this document
Webinar on MAP-21 State Safety Data System Guidance and Memorandum on Geospatial Network for All Public Roads

The FHWA Office of Safety and Office of Highway Policy Information will co-host a webinar on Tuesday May 21, 2013 from 2:00 p.m. to 3:30 p.m. Eastern Time. The webinar is being conducted to provide information on the recently released Guidance on State Safety Data Systems for MAP-21 and the August 7, 2012 Memorandum on Geospatial Network for All Public Roads. This webinar will clarify the data capabilities States should have to support their Highway Safety Improvement Program under the Moving Ahead for Progress in the 21st Century (MAP-21) reauthorizing legislation.

Topics to be addressed in the webinar include (but are not limited to):

- Types of roadways covered
- Types of data included
- Development of State basemaps inclusive of all public roads
- Geolocation of safety data
- Analysis and evaluation capabilities
- Subset of Model Inventory of Roadway Elements to be collected

Registration is now open. To reserve your seat register at:


For more information on this webinar please contact Julie Panna at Julie.Panna.ctr@dot.gov or Bob Pollack at Robert.Pollack@dot.gov