ATSIP Executive Board Meeting
June 15, 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 (absent)
Chris Corea, Maryland, 2nd Vice President
Bob Scopatz, Minnesota, Secretary, consultant
Shane Bates, Kentucky, State Law Enforcement
Kathleen Haney, Minnesota, State DPS (absent)
Cory Hutchinson, Louisiana, university researcher
Juliet Little, Connecticut, State DOT
Joe McCarthy, Colorado, consultant
Chris Osbourn, Tennessee, Department of Safety and Homeland Security
Rhonda Stricklin, Alabama, university researcher
Eric Tang, Virginia, consultant
Patrick Dolan, Tennessee Department of Safety and Homeland Security

Non-voting attendees:
Ralph Zimmer, Co-Parliamentarian
Bob Rasmussen, Virginia, Treasurer, State DOT
David Bozak, Consultant
Kellee Craft, TSASS
Jill Hall, TSASS
Karla Houston, Louisiana
Luke Johnson, NHTSA
Joan Vecchi, TSASS
Steve Lavrenz, ITE

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

2. Approval of Minutes from May 18, 2016 Executive Board Meeting

MOTION
Cindy Burch moved to approve the minutes of the May 18, 2016 Executive Board Meeting based on the Draft for Approval reflecting changes through 06/09/2016.
Juliet Little seconded.
Motion Approved

3. Immediate Past President’s Report: Cindy Burch
Cindy Burch said that she has not received any suggestions for the slate of candidates. It is now final. It will become the ballot sent to the members for their vote.
4. 1st Vice President’s Report: Allen Parrish
   No report.

5. Treasurer’s Report: Bob Rasmussen
   Bob Rasmussen reported on the May account balances, income and expenditures. A copy
   of the Treasurer’s report is appended to the member’s copy of these minutes. We are
   receiving registrations for the the Forum.

   **MOTION**
   Bob Scopatz moved to accept the May 31, 2016 Treasurer’s Reports as submitted
   Rhonda Stricklin seconded.
   Motion Approved

6. Liaison Reports:

   FMCSA:    FHWA:    NHTSA:    TRB:    GHSA:    ITE:

   NHTSA: Luke Johnson has submitted the travel memo for the TR Forum. Hoping for approval
   for 53 people to attend. They are hoping it is approved quickly. NHTSA is working to close out
   the old 5-year grant and implementing the new cooperative agreement. Chris Corea said he’s
   been asked for the dates of the 2017 Forum by the Communications Office.

   ITE: Steve Lavrenz had cell phone troubles, he sent the following via email after the meeting:

   Vision Zero: ITE will formally announce the creation of a Vision Zero Task force at the end of
   June, with the intent to bring together resources from multiple agencies and research
   institutions. These resources will guide practitioners in establishing their own programs to
   eliminate roadway fatalities, in line with the Vision Zero and Towards Zero Deaths initiatives. As
   part of this process, ITE will be soliciting input from its membership and partner organizations
   on the types of resources that should be considered.

   Safety Certification: ITE is in the early stages of developing a Road Safety Professional (RSP)
   certification, similar to its current PTOE and PTP certifications. This certification will serve as an
   objective means by which transportation professionals can be recognized as experts in the field
   of road safety, and will leverage new resources (e.g., the Highway Safety Manual) that are
   rapidly emerging as tent poles of knowledge and training.

7. 2nd Vice President’s Report: Chris Corea
   Karla Houston is reaching out to past sponsors. Have spoken with the printer. Hotel
   rooms are booking nicely. There is still availability there and at the overflow hotels. Have
   placed an order for certificates. Cindy said that we had a last-minute addition to the
   program. We plan to produce a medium-sized program, spiral bound with tabs. Small
   enough to hold in the hand. We will also have the electronic program again this year. We
   are looking into the floor stickers and other new items in the packages for the vendors.

   Kellee Craft said that some of the vendors have not provided their list of attendees. We
   have 84 people registered. The abstracts and bios available so far are uploaded to the
   system. As part of the email blast we will request the speakers’ presentations to the
   website as well.
We have very nice shirts this year.
The hotel has no control over parking. There is no reduced rate available.

8. Committee Reports:

Membership (Bob Rasmussen)

We have 4 new applications, all at the member
Dr. Stephanie Pratt, NIOSH
Connie Betts, Louisiana DOTD
Mandy Kliethermes, Missouri DOT
Eagan Foster, Dublin, OH Public Works

MOTION:
Bob Scopatz moved to accept all four candidates at the Member Level
Patrick Dolan seconded
Motion Approved

Outreach (Hadi Shirazi)
No report

Best Practices (Cory Hutchinson)

Cory said that the group has picked the top 3 from each category and all have received an
email inviting them to present at the Forum. All have responded affirmatively.

Awards (Eric Tang)

Eric Tang said that nominations have closed. Four nominations were received across
three award categories. Scott Falb Award received 2 nominations, and the other
categories each received one nomination. The awards committee hopes to meet before the
end of the month to select the awardees. This will allow time for the awards to be
generated.

Ralph Zimmer said that the Association is not obligated to give an award in any of the
categories. The Executive Board will need to approve. Eric said he will arrange a separate
call.

9. Old Business

   a. ANSI D16.1 support update.
      Joan Vecchi said that the consensus body is doing well. She said that she is
      hoping for a discussion among the members rather than a discussion between
      the members and herself. New information from AAMVA has been loaded. We
      are looking at the issue of occupants of vehicles not in motion and would like
people to chime in. She is adding information in a piecemeal fashion in order to not overload.

ANSI would like to see a discussion, so please take part in the online forum.


Dave Bozak asked if there will be a Louisiana Night at the 2016 Forum to promote the 2017 Forum. Cory Hutchinson said that we are still waiting for money to come in from the sponsors to see if we can afford to do this. If we can do it, it will be Tuesday night. We need around $10,000 (about the same cost as the opening reception)

c. 2018 Traffic Records Forum

The 2018 Traffic Records Forum location is set—the hotel has countersigned the contract. They have asked for our financial statement and credit report from the past events so we can avoid having to pay a portion up front. We will schedule a site visit in the near future. The dates are August 10-16, 2018 for the room block.

10. New Business

None

11. Good of the Association:

None

12. Next meeting July 20, 2016 (Teleconference Call) at 2 PM Eastern, 1 PM Central, Noon Mountain, and 11 AM Pacific.

13. Adjourn

MOTION

Cindy Burch moved to adjourn

Chris Osbourn seconded

Motion Approved

Meeting adjourned at 1:42 PM Central time.

Submitted 6/15/2016 as Draft for Review by Robert A. Scopatz, Secretary

Submitted as Draft for Approval reflecting comments received through 6/16/2016

Approved by a vote of the Executive Board on 07/20/2016