



ATSIP Executive Board Meeting  
Via Conference Call

June 19, 2019, 2 PM Eastern, 1 PM Central, 12 PM Mountain, 11 AM Pacific

**ATTENDANCE:**

- Cory Hutchinson, President, Louisiana, Highway Safety Research Group
- Chris Osbourn, Vice President, Tennessee, Department of Safety and Homeland Security
- Juliet Little, 2nd Vice President, Connecticut, State DOT
- Bob Scopatz, Secretary, Minnesota, consultant (absent)
- Kathleen Haney, Immediate Past President, Minnesota, State DPS
- Kellee Craft, Ohio, TSASS consultant
- Patrick Dolan, Tennessee Department of Safety and Homeland Security, Co-Parliamentarian
- Pete d’Oronzio, Colorado, Pd’ Programming (absent)
- Karla Houston, Louisiana, Traffic Record Coordinating Committee
- Joe McCarthy, Colorado, consultant
- John McDonough, National Institute for Safety Research Inc.
- Rhonda Stricklin, Alabama, university researcher
- Eric Tang, District of Columbia, consultant
- Sladjana Oulad Daoud, California, DMV

**Non-Voting Attendees:**

- Tara Casanova Powell, Executive Director
- Bob Rasmussen, Treasurer, VDOT
- Ralph Zimmer, Co-Parliamentarian
- Jim Davis, Parliamentarian
- Jill Hall, TSASS
- Luke Johnson, NHTSA
- Robert Pollack, FHWA
- Jamie Whelan, Tennessee Department of Safety and Homeland Security

1. Call to Order, Attendance/Quorum, Introductions  
Sladjana Oulad Daoud announced a quorum at 1:06 PM Central  
Meeting to order called 1:07 PM Central
2. Approval of Minutes from May 15, 2019 Executive Board Meeting  
Bob Scopatz sent the May 15, 2019 minutes as Draft for Approval on May 15, 2019.

**MOTION**

**Patrick Dolan moved to approve the minutes of the May 15<sup>th</sup>, 2019 Executive Board Meeting.**

**John McDonough seconded.**

**Motion carried.**

3. Past President’s Report: Kathleen Haney  
Kathleen reported that she plans to get the ballots out on Monday June 24, 2019.

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46 4. 1<sup>st</sup> Vice President Report: Chris Osbourn  
47 No report.

48 5. 2<sup>nd</sup> Vice President's Report: Juliet Little  
49 No report.

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51 6. Treasurer's Report: Bob Rasmussen  
52 Bob Rasmussen presented the May 31, 2019 treasurer's report. A copy of the May 31, 2019  
53 Treasurer's Report is attached to the members' copy of these minutes.

54

55

56 **MOTION**

57 **Kellee Craft moved to approve the Treasurer's Report.**

58 **Sladjana Oulad Daoud seconded.**

59 **Motion carried.**

60

61 7. Executive Director's Report: Tara Casanova Powell  
62 Tara reported that she will be a speaker at the GHSA's annual conference and that she plans  
63 to present the information on ATSIP. She will send presentation slides to Board members for  
64 a review prior to it. Tara also talked about her other efforts to promote ATSIP.

65

66 Tara talked about a revision of the strategic plan, which will be sent for a review to Board  
67 members. A feedback should be provided by early July. Tara wants to have a separate  
68 meeting with Board members to discuss at length a revision of the strategic plan and a  
69 restructuring of the committees.

70

71 Tara reported that there is an increase in most of the activities on the ATSIP social media  
72 accounts. However, she did not see many activities by the Board members. Tara encouraged  
73 them to be more involved in promoting ATSIP via their social media accounts.

74

75 8. Liaison Reports:

76

77 a. FMCSA: no report.

78

79 b. FHWA: Bob Pollack reported that FHWA is conducting a series of peer exchange  
80 events to solicit feedback from States (Arizona, Alabama, and Minneapolis) about  
81 their roadway data.

82

83 c. NHTSA: Luke Johnson reported that 17 persons from NHTSA are approved to attend  
84 the Forum. He also reported that NHTSA is working on a digital release of their  
85 TRCC Strategic Planning Guide, which may be available in early October.

86

87 d. TRB: no report.

88

89 e. GHSA: no report.

90

- 91 f. NSC: no report.  
92  
93 g. ITE: no report.  
94  
95 h. SAE International – Emerging Mobility: John McDonough reported that there was a  
96 meeting on micromobility devices, on May 17<sup>th</sup>, 2019 (after the last months’ ATSIP  
97 Board meeting). Below are the summarized notes from that meeting provided by  
98 John:  
99

100 ***Micromobility Committee Meeting Notes 5/17 – D16 Liaison***

- 101 • *Committee looking to call these “vehicles” rather than “devices”*
- 102 ○ *D16-related: Possible item may be to re-classify Personal Conveyance as Transport*  
103 *Vehicles*
- 104 • *Looking at only vehicles designed for human transport – excludes transport of cargo –*  
105 *delivery vehicles*
- 106 • *Discussed exclusion of mobility aid devices like electric wheelchairs but would inclusion*  
107 *EPAMD (<http://www.wsp.wa.gov/traveler/docs/equipmt/epmad.pdf>).*
- 108 ○ *D16 does not currently make any distinction in the term Personal Conveyance*
- 109 • *Does not have to do with “use” for defining the vehicle*
- 110 ○ *Recreation vs. transportation*
- 111 ○ *Location (e.g., roadway, bike lane, sidewalk, etc.)*
- 112 • *Low speed @ less than 30mph*
- 113 • *Looking at size/weight classes, e.g., Ultralight for stuff like E-scooters – TBD*
- 114 ○ *D16 has similar with automobiles, trucks, etc.*
- 115 • *Three classes of E-Bikes (Class 1, Class 2, Class 3):*
- 116 ○ *D16-related: Maybe look at this for splitting out bicycles from motorized bicycles.*
- 117 • *Looking to replace “scooter” with a new technical term to avoid overlaps and confusion. –*  
118 *TBD*
- 119 ○ *D16-related: motor scooter*
- 120 • *Committee finishing in August.*
- 121 • *Meeting for 6/14 was cancelled*

122  
123 9. Committees:  
124

- 125 a. Membership Committee (Bob Rasmussen):  
126 New membership applications were received for Nyssa Vine, Crime Analyst,  
127 Colorado State Patrol, Craig Flynn, Deputy Director, Minnesota Office of Traffic  
128 Safety, and Jessica Bloom, Research Scientist III, University of New Mexico. These  
129 three persons applied at the member level.  
130

131 **MOTION**

132 **Kellee Craft moved to accept these three applicants at the member level.**

133  
134 **Rhonda Stricklin seconded.**

135  
136 **Motion carried.**  
137

138 New membership application was also received for four persons from Virginia DMV:  
139 John Saunders, Director, Angelisa Jennings, Deputy Director, Ajay Kadyan, Analyst,  
140 and Lam Phan, Data Manager. These four persons applied for affiliate membership at  
141 the member level.  
142

143 **MOTION**

144 **Karla Houston moved to accept these four applicants at the member level.**

145

146 **Eric Tang seconded.**

147

148 **Motion carried.**

149 Bob proposed to move Eric Tang and Patrick Dolan from member level to fellow  
150 grade.  
151

152 **MOTION**

153 **Kellee Craft moved to accept these two members at the fellow level.**

154

155 **Sladjana Oulad Daoud seconded.**

156

157 **Motion carried.**

158

159 Bob Rasmussen said that we need to have a discussion on: membership, what is in the  
160 Constitution related to it, how a member gets upgraded, what is the process for the  
161 emeritus status, etc. He said that the process is not clear and that we only have the  
162 rules for qualifications. Tara said that she included this matter in the revisions to the  
163 operation procedures and strategic planning. Chris asked does the Board has to  
164 approve membership application. Ralph responded that Board has to make these  
165 decisions per Article 2 related to Membership. Patrick said that membership  
166 acceptance requires approval by the Board. A question was raised whether we need to  
167 amend Constitution. It was discussed that we can look into this matter and do that at  
168 the Board meeting.

169

170 b. Best Practices Committee: Abstracts are reviewed; selection was sent to Juliet.

171

172 c. Awards Committee: no report.

173

174 d. Newsletter Committee: Mary Churay, HSRG, asked to send inputs by July 9<sup>th</sup> at  
175 noon Central.

176

177 e. Outreach Committee (Rhonda Stricklin):

178 Rhonda reported that the committee had a meeting yesterday. A webinar on the  
179 TRCC is coming.

180

- 181 f. Program Chair Committee (Karla Houston):  
182 Karla reported that Tara provided input for the Forum structure such as help with  
183 volunteers.  
184  
185 g. ANSI Standards Review Committee: no report.  
186  
187 h. Nominating Committee: Kathleen reported earlier.  
188  
189 i. Constitution Committee (Patrick Dolan):  
190 The committee will have a meeting to discuss proposed changes and other items.  
191

192 10. Future Forums

- 193 a. 2019 Forum – Austin (Juliet Little)  
194 Juliet announced that Nadia Anderson and Judge Diane Bull will be speakers at the  
195 Forum. Also, Ashley Nolan from Colorado will talk about CO data on AV vehicles.  
196 The final Forum printed program will be available on Friday. So far, there are 84  
197 sessions planned and 145 persons registered. It is expected that over 200 persons will  
198 attend the Forum.  
199  
200 b. 2020 Forum – no report.

201  
202 No old business.

203  
204 11. New Business

205 Eric suggested that we discuss in the future ways to keep the Board meeting within one hour.  
206  
207

208 12. The next meeting July 17, 2019, 1PM CST  
209

210 13. Adjourn

211 **MOTION**  
212 **Patrick Dolan moved to adjourn**  
213 **John McDonough seconded**  
214 **Motion Carried**

215  
216 **Meeting adjourned at 2:17 PM Central.**

217  
218 Submitted as Draft for review on 06/24/2019 by Sladjana Oulad Daoud.

219 Submitted as Draft for Approval on 7/16/2019 by Robert A. Scopatz reflecting all changes  
220 received through 7/11/2019

221 Approved by a vote of the ATSIP Executive Board on 07/17/2019