



**ITS Rocky Mountain Chapter Board of Directors
Teleconference Meeting Minutes**
Thursday, December 4, 2003
3:30 pm MST

Invited:

Board Members Attending:

Mike Bousilman, Montana Department of Transportation
Vince Garcia, Wyoming Department of Transportation
Richard Hodges, Utah Transit Authority
Bob Kochevar, City and County of Denver
Marilyn Kuntemeyer, Transportation Consultant, Denver
Jim Larsen, Ada County Highway District
Mark Owens, Meridian Environmental Technology, Inc.
Brandi Tesch, Montana Department of Transportation
Keith Trimels, FHWA Wyoming Division
Dian Williams (attending on behalf of Richard Manser), Utah Department of Transportation

Board Members Not Attending:

John English, Utah Transit Authority
Richard Manser, Utah Department of Transportation

Others in Attendance:

Steve Albert, Western Transportation Institute
Traci Ulberg, Meetings Northwest

Agenda

Welcome and Introductions

Immediately following introductions, Richard Hodges, Chapter President, opened the meeting.

Treasurer's Report

Chapter Secretary/Treasurer, Brandi Tesch reported that she had received income checks (membership dues/membership refunds) in both August and October. As of the date of the teleconference, there were no outstanding bills and the Chapter's account balance was \$8,273.39. In addition, Richard Hodges noted that the Colorado ITS Telecommunications Course netted \$821.46. Meetings Northwest, Sage Enterprises (MN/SE) has not yet forwarded these monies to the Chapter.

Input for ITS Heartland

Chapter Vice President, Mark Owens has been asked to speak at ITS Heartland about what other state chapters (specifically ITS Rocky Mountain) are "doing to get the word out on ITS". Board of Directors' (BODs) members voiced their support for Mark and offered a few suggestions as to what he might include in his presentation.

Student Outreach

BOD members responded favorably to the draft Student Outreach e-brochure that was prepared by MN/SE. The brochure will be forwarded to area Universities and Colleges and will be used to inform students and faculty members about ITS Rocky Mountain's student initiatives including student chapter support and student paper awards/scholarships.

Input was sought concerning the addition of a student section to the Chapter's existing website. Items to be included: student chapter activities, paper award/scholarship information, links to universities/programs, and student membership information.

It was noted that the Western Transportation Institute has committed \$1000 to the student paper/scholarship award and Keith Trimels indicated that FHWA could cover some or all of the travel expenses for the winning student to attend the 2004 Fall Conference.

Chapter Website

Traci Ulberg requested input from the BOD regarding the website. She stated that receipt of project updates (for Project webpages) has been very minimal for this year with only a few projects being added early in the year. BOD members indicated that they each had projects that they could or would submit in the upcoming months.

Appointment of Senatorial Seats

Jim Larsen and Mike Bousilman continue to work on identifying candidates for the second Senatorial seats in Idaho and Montana.

Mr. Terrence Doyle (former New Mexico State Senator) has declined to renew his membership leaving New Mexico with no representation. As such, Richard Hodges is attempting to identify an individual that can fill this vacancy. No other progress was reported.

2004 Joint Engineers Conference

Preliminary discussions were held regarding the upcoming 2004 Annual Meeting to be held in conjunction with the Montana Joint Engineers Conference November 4-5, 2004 in Helena, Montana. It was decided that the membership meeting would be held in the morning on Day 1 (Thursday, November 4th), with an afternoon training session following. The training session will be coordinated by Steve Albert and Keith Trimels and was tentatively titled "*How is Advanced Technology Changing Transportation Infrastructure, Driver, and Training Needs*".

Three consecutive sessions were tentatively identified for Day 2 (Friday, November 5th): *Traveler Information, Multiagency Partnerships: An Easy How-to Guide*, and *Integrating Technology into Project Development*. Traci Ulberg will post the sessions to the Chapter list-serve requesting feedback from Chapter members.

On a related note, BOD members indicated that they would like to continue to hold a vendor reception as well as hand out door prizes. They also wished to recognize the Student Paper/Scholarship Winner at one of the luncheons. Traci Ulberg will pass these requests onto Doug Brekke, JEC Planning Committee Chair. She indicated that she anticipated no problems in fulfilling these requests.

It was unanimously decided that students who wish to attend the conference and who are members of ITS Rocky Mountain can have their registration fee waived and receive a small travel stipend at the discretion of the Chapter (information will be posted to the website).

Other Business

Steve Albert was recently approached by the Nevada Chapter of ITS America about holding a joint meeting with ITS Rocky Mountain. BOD members expressed interest in following up with Nevada. Steve has since provided Nevada with Richard Hodges contact information.

Next Steps

- Forward ITS Telecommunications course monies to Chapter (Traci Ulberg)
- Complete Student webpage additions (Traci Ulberg)
- Fill vacant senatorial seats in Idaho, Montana and New Mexico (Jim Larsen/Mike Bousilman/Richard Hodges)
- Solicit comments regarding 2004 Conference Sessions from general membership (Traci Ulberg)
- Identify additional sessions as well as tentative speakers for the 2004 Conference (BOD)