



**ITS Rocky Mountain Chapter Board of Directors
Teleconference Meeting Minutes**

Friday, December 1, 2006

9:00 am MST

Board Members Attending:

Bryan Chamberlain, Utah Department of Transportation
Brandi Hamilton, Montana Department of Transportation
Richard Hodges, Hodges Transportation Consulting, LLC
Bob Kochevar, City and County of Denver
Bob Koeberlein, Idaho Transportation Department
Richard Manser, Utah Department of Transportation
Mark Owens, Meridian Environmental Technology, Inc.
Keith Trimels, IDT Group, Inc.

Board Members Not Attending:

Mike Bousliman, Montana Department of Transportation
Kevin Cox, Wyoming Department of Transportation
Steve Keller, Montana Department of Transportation
Marilyn Kuntemeyer, Independent Consultant
Jim Larsen, Ada County Highway District

Others in Attendance:

Steve Albert, Western Transportation Institute
Traci Ulberg, Meetings Northwest, LLC

Agenda

Welcome and Introductions

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

ITS America “Outstanding State Chapter Award”

Self-nominations for the ITS America *Outstanding State Chapter Award* are due January 7th. Considering that the Chapter recently co-hosted the National Rural ITS Conference, it was decided that the Chapter should once again submit a nomination. Richard Hodges will draft a document following the criteria outlined by ITS America and will send it to the other Board of Directors (BOD) members for ideas/corrections.

New Mexico Outreach & Future Training Events

Several informal outreach efforts have been made in recent months to encourage more involvement from New Mexico in chapter activities. Discussions were held with the New Mexico Department of Transportation (NMDOT) staff at the recent NRITS Conference regarding the Chapter hosting a training event(s) in New Mexico. Since August, no concrete progress has been made in identifying and scheduling those events. Traci Ulberg will continue to try and contact NMDOT staff with the hopes of scheduling at least one training event in 2007.

2007 WTS/ITE/ITS Spring Transportation Symposium

Bob Kochevar brought the BOD up-to-date on the 2007 Symposium. It has been scheduled for Friday, April 13th at the Sheraton Hotel in Lakewood, Colorado. As soon as it is available, Bob will forward the "Save-the-Date" card for disbursement to the Chapter's list-serve.

2008 Conference

The BOD briefly brainstormed locations for a 2008 conference. Colorado and Wyoming have not hosted a conference in recent memory. Other ideas included identifying a new/cutting edge project being deployed in 2008 and tying a conference to it (examples include the Utah Legacy Highway or regional VII efforts). Co-hosting an event with another group/agency is also a possibility (i.e., co-host an annual meeting with ITS Arizona). BOD members will consider the different options and discuss again at a future meeting.

Student Program

Montana State University (MSU) recently submitted an application to become an ITS Rocky Mountain Student Chapter. The proposed student chapter is multi-organizational and draws membership from existing ITE, ACM, IEEE, and SAE chapters (to name a few). A student chapter charter was put before the BOD. Mark Owens moved to accept the charter creating an ITS Rocky Mountain Student Chapter at MSU. Bob Kochevar seconded the motion and it passed unanimously. Traci Ulberg will forward the proposed bylaws to the BOD for approval via email vote.

Student chapters now exist in Wyoming, Idaho and Montana. Richard Manser volunteered to contact Utah student representatives and encourage formation of a chapter there. Megan Hendrickson, Meetings Northwest will send him the pertinent information.

Other Items

Webinar. BOD members spent some time discussing the possibility of holding smaller training meetings via webinar. This would help decrease participant travel costs and hopefully expand participation in Chapter activities. Several networks are already in place that could be used including FHWA's Transportation Learning Network (TLN) or university based networks. Bob Kochevar, Richard Manser and Steve Albert volunteered to research the logistical needs and feasibility of such an event. They will report their findings to the BOD at a later date.

State Chapters Council. Richard Hodges is planning on attending the ITS America State Chapters Council at TRB next month. He will forward important information back to the BOD.

VII. Additional information/requests for a visit of the traveling VII show were sought. Idaho currently has an event scheduled. North Dakota and Colorado are also interested. Richard Hodges will work with the respective state representatives to try and schedule additional demonstrations.

Next Steps

- Draft and distribute to BOD nomination for ITS America's "Outstanding State Chapter Award" (Richard Hodges)

- Contact New Mexico DOT staff regarding a ITS Rocky Mountain sponsored training event (Traci Ulberg)
- Forward Spring Transportation Symposium announcement for distribution to Chapter list-serve. (Bob Kochevar)
- Sign and forward MSU Student Chapter Charter (Richard Hodges)
- Forward MSU Student Chapter Bylaws for approval by BOD (Traci Ulberg/BOD)
- Contact Utah student representatives about the benefits of forming a ITS Rocky Mountain student chapter (Richard Manser)
- Explore “webinar” meeting options (Bob Kochevar, Richard Manser, Steve Albert)