



## ITS Rocky Mountain Chapter Business Meeting

Wednesday, October 2, 2002  
Salt Lake City, Utah

### Attendees:

Stephen Albert, Western Transportation Institute (member)  
Jim Gaulke, Wyoming Department of Transportation (member)  
Richard Hodges, Utah Transit Authority (member)  
Fred Kitchener, Meyer, Mohaddress Associates, Inc. (member)  
Martin Knopp, Utah Department of Transportation (member)  
Marilyn Kuntmeyer, Carter & Burgess, Inc. (member)  
Jim Larsen, Ada County Highway District (member)  
Mark Owens, Meridian Environmental Technology, Inc. (member)  
Keith Trimels, FHWA-Wyoming (member)  
Traci Ulberg, Meetings Northwest/Sage Enterprises (guest)

### Agenda

#### *Chapter Status Report*

**Membership.** After brief introductions and a welcome by Chapter President, Richard Hodges, Traci Ulberg provided a brief summary of changes in Chapter membership. Membership has actually decreased slightly from 42 members as of October 1, 2001 to 40 members as of October 2, 2002.

**Newsletter.** For the 2001/2002 publishing year (October 2001 through September 2002), Newsletter themes were utilized. This approach proved very successful and resulted in increased article submissions and a subsequent increase in positive feedback. Newsletter themes for 2003 will be as follows:

- Fall Issue (October/November/December 2002) – *Meeting Recap*
- Winter Issue (January/February/March 2003) – *Maintenance*
- Spring Issue (April/May/June 2003) – *Incident Management and Homeland Security*
- Summer Issue (July/August/September) – *Commercial Vehicle Operations (CVO)*

**Project Journal.** Initiated during the past year, the *Project Journal* was received very positively by the 350+ persons on the Chapter email list. Unfortunately, the Chapter was not able to maintain a monthly publication schedule due to a lack of new (and updated) projects. It was decided that an effective alternative would be to publish the *Project Journal* quarterly as part of the Newsletter. Projects will continue to be posted individually to the web on the *Regional Projects* page.

**Incorporation.** Due in part to delays within ITS America, the Chapter's incorporation filing was not completed during the past year. Meetings Northwest distributed a summary of pros and cons for incorporating in the various member states. It was determined that Montana was the

most beneficial. Following the close of the conference, Meetings Northwest will direct ITS America's personnel to complete filing in Montana. Sage Enterprises will serve as the registered agent.

### ***Treasurer's Report***

Mr. John Vetterling, Chapter Treasurer was not present. No alternate arrangements had been made to communicate the Treasurer's Report. Richard Hodges indicated that he would follow-up with John following the Conference.

### ***Election Results***

Jim Larsen, Ada County Highway District was re-elected and will continue serving as a Senator from the State of Idaho. He will serve a term of three years with his term beginning at the close of the Conference and continuing until the close of the 2005 Annual Meeting.

Marilyn Kuntemeyer, Carter & Burgess and Robert Kochevar, City and County of Denver were elected to represent the State of Colorado as Senators on the Board of Directors. They will serve a term of three years beginning at the close of the Conference and continuing until the close of the 2005 Annual Meeting.

Keith Trimels, FHWA-Wyoming was elected to the vacant Wyoming State Senator seat on the Board of Directors. He will serve a modified two-year term beginning at the close of the Conference and continuing until the close of the 2004 Annual Meeting.

### ***Discussion of Future Activities and Sustainability***

**Conferences.** Following on the heels of the 2001 Conference, attendance at the 2002 Conference is disheartening. Traci Ulberg informed members that the Conference was going to lose money this year. Exactly how severe that loss is unknown at this time, but is estimated to be \$3,000 - \$5,000.

Several options were put forth for increasing attendance including changing the date in attempt to avoid the federal fiscal year-end, switching to an alternate year format (i.e., hold full conferences only every other year), or teaming with other groups on events. Specific suggestions included organizing an ITS track at one of the regional ITE Conferences (Intermountain or District 6) or teaming with the Pacific Northwest Snowfighters (PNS).

After further discussion it was decided to host a half- to full-day workshop in 2003. Traci Ulberg will work with the Senators from Colorado to coordinate such an event in Denver with the Colorado-Wyoming ITE Chapter. It was also proposed that we contact PNS about teaming in 2004. In an attempt to make conferences more beneficial to attendees, it was decided that any large-scale effort (i.e., conference) should be more issue oriented and encourage more attendee participation.

**Membership.** Richard Hodges suggested that each Senator renew their efforts to recruit new members within their respective states. If each senator would recruit one additional individual each year, income received from membership dues could easily double over current levels within two years.

It was also proposed that ITS Rocky Mountain begin offering an annual scholarship to encourage more student participation and raise awareness of the Chapter and the role of technology in transportation. Several schools and/or research centers were mentioned in Idaho, Montana and Colorado. The Board of Directors will determine the amount and locale of the first scholarship.

**Outreach/Future Funding.** Nebraska and Arizona have expressed some interest in partnering or becoming members of the ITS Rocky Mountain Chapter. Everyone present agreed that such opportunities should be pursued. If neither Nebraska or Arizona are interested in becoming part of the Chapter than maybe North or South Dakota would find such a partnership beneficial. The Board of Directors will try to initiate dialogue with the respective states.

#### **Action Items**

- Finalize 2003 Workshop/Business Meeting date, location, content, etc. (Colorado Senators/Traci Ulberg)
- Determine procedure for awarding student scholarship (Board of Directors)
- Initiate partnering discussion with potential member states (Board of Directors)