



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

July 11, 2017 - 9:00 am MDT

***Board Members Attending:***

Brian Christensen, Horrocks Engineers, Inc.  
Fred Kitchener, McFarland Management, LLC  
Jim Larsen, Ada County Highway District  
John Hansen, 2 ITS-Help  
Keith Trimels, IDT Group, LLC  
Robert Koeberlein, Idaho Transportation Department  
Ryan Saville, TransCore  
Saeed Sobhi, EST

***Board Members Not Attending:***

Blaine Leonard, Utah Department of Transportation  
Brandi Hamilton, Montana Department of Transportation  
Scott Thomas with Apex Design  
Vince Garcia, Wyoming Department of Transportation

***Others in Attendance:***

Autumn Gilleard, Meetings Northwest, LLC

**Agenda**

Chapter President Jim Larsen welcomed everyone and proceeded through the agenda. May 9th, 2017, meeting minutes (previous meeting) had been emailed to everyone prior to the call. Brian Christensen moved to approve the minutes. John Hansen seconded the motion, which passed unanimously.

**Treasurer's Report**

Brian Christensen reported the checking account has a balance of \$9,898.41, and the savings account had a balance of \$1,437.85 with a combined net balance of \$11,336.26. John Hanson motioned to accept the treasurer's report as stated. Robert Koeberlein seconded the motion and it passed unanimously.

**2017 ITS-RM Annual Conference**

- A. Sponsor/Vendor Update: Autumn reported the gold and silver sponsorships had been filled along with 1-morning coffee sponsor, 3 lunch sponsors, and eighteen vendor booths.
  - a. On a vendor side note, Jim Larsen reported he had received some vendor feedback that the vendor booth traffic wasn't very well last year. He suggested offering free admission to those that only wanted to visit with vendors. However several other board members expressed their concern on giving away free passes. After some discussion, the board decided not to offer free pass and handle it on a case by case basis.

- b. Drafted Agenda/Speaker List: The agenda and speaker list were emailed to everyone prior to the call. Jim stated he would finalize the agenda and contact speakers within the week. The board set a registration opening date of August 1st with a soft opening ASAP.
- c. PCB Course: The PCB course list was emailed to everyone prior to the call and rate their choice of course 1<sup>st</sup>, 2<sup>nd</sup>, etc. The board agreed on the PCB Course Cyber Security, and Jim volunteered to submit the PCB request to Carlos Alban at ITS America.

### **State Chapter Task Force**

John Hansen gave the following report on the July 7<sup>th</sup>, 2017 ITSA Task Force call:

- That ITSA is considering whether to maintain its current 501C(3) relationships with the chapters or alter such relationships. If changed ITS RM would be required to file its own 990 form. Currently Meetings Northwest files the 990 form for ITS RM.
- The task force is also trying to hold ITSA accountable for not funding NRITS and allowing it to drop off.

### **Next Board Meeting**

Sept 12<sup>th</sup>, 2017 @ 9:00 am MST.

### **Other**

ITS America Outstanding State Chapter Award (application was emailed to everyone prior to the call) – John Hansen volunteered to submit the application, and asked board members to email him where they feel the chapter has excelled in one of the following three areas:

- 1) Strong and Engaging Chapter Governance
- 2) Significant Impact via Networking Outreach, and Advocacy
- 3) Effective Organization and Professional Development