



ITS Rocky Mountain Chapter Board of Directors

Zoom Meeting Minutes

November 15, 2022 - 9:00 am MDT

Board Members Attending:

Brian Christensen, Horrocks Engineers, Inc.
Caitlin Yong, HNTB Corporation
Jesse Lassandro, Western Systems
Jim Fox, Colorado Department of Transportation
Jim Larsen, JBL Consulting
John Hansen, Olsson
Keil Ova, Traffic Technology Services, Inc.
Keith Trimels, IDT Group, LLC
Ryan Saville, TransCore
Tyler Laing, Utah Department of Transportation
Stan Brelin, Montana Department of Transportation

Board Members Not Attending:

Bill Kaseck, EST
Josh Richardson, Retired from City of Gillette
Troy Torgersen, Utah Department of Transportation
Tony Wheeler, Swarco

Others in Attendance:

Autumn Gilleard, Meetings Northwest, Inc.

Agenda

The ITS Rocky Mountain (ITS RM) President Jim Larsen welcomed everyone and proceeded to lead the agenda —September 13, 2022, meeting minutes (previous meeting) had been emailed to everyone before the call. Jim Larsen moved to approve the minutes, and John Hansen seconded the motion, which passed unanimously.

Treasurer's Report

Brian Christensen reported that the checking account had a balance of \$16,146.63, and the savings account had a balance of \$3,239.86, leaving a combined balance of \$ 19,386.49 after a pending Meetings Northwest, Inc. invoice.

ITS Rocky Mountain Elections

Both the ITS Rocky Mountain President and Vice Presidents' terms will expire on December 31, 2021. A call for nominations was sent out, receiving two nominations. John Hansen for President and Caitlin Yong for Vice president. Elections will be held electronically, closing on December 15, 2022.

2022 ITS Rocky Mountain Annual Meeting Summary/Review

The Evaluation Summary Report for the 2022 ITS Rocky Mountain Annual Meeting had been emailed to everyone prior to the call. Overall, the general feedback was good, with a few points about possibly having the vendors in a different room.

Autumn Gilleard will email a final 2022 ITS Rocky Mountain Annual Conference expense report within the next couple of weeks. But it is projected that the conference had a net gain between \$6,500-\$7,000.

Jim Larsen suggested increasing the attendee registration fee for the 2023 Annual Meeting.

Meetings Northwest Inc. 2-year Contract Review

Autumn Gilleard anticipates that Meetings Northwest will ask the Board to approve additional funds for the 2022 contract. Looking at the remainder of 2022, Meetings Northwest believes they will end up \$1,750 over budget for this year/contract, including actual and anticipated charges for September-December 2022. The overage is a cumulative result of increased credit card fees, website costs, and some labor increases due to COVID (protocol tracking, venue rescheduling, etc.).

Autumn Gilleard will follow up with Traci Ulberg on overages and a drafted contract for 2023-2024.

2023 Transportation Showcase/2023 ITS Rocky Mountain Annual Conference

John Hansen suggested bringing the Annual Meeting back to Colorado and hosting a Transportation Showcase possible at the Panasonic headquarters in Colorado, with Caitlin Yong heading up the showcase as it was her initial idea. More discussions will follow in the new year.

Next Board Meeting

Tuesday, January 17, 2023, @ 9:00 am MST.