



ITS Rocky Mountain Chapter Board of Directors Zoom Meeting Minutes

November 7, 2023 - 10:00 am Mountain Time

Board Members Attending:

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

Board Members Not Attending:

Bill Kaseck, EST
Jim Fox, Colorado Department of Transportation
Tony Wheeler, Swarco
Troy Torgersen, Utah Department of Transportation

Others in Attendance:

Autumn Gilleard, Meetings Northwest, Inc.

Agenda

The ITS Rocky Mountain (ITS RM) President, John Hansen, welcomed everyone and proceeded to lead the agenda. The meeting minutes dated November 7, 2023, were provided to the board beforehand via email. Josh Richardson made a motion to approve the minutes, which was seconded by Jim Larsen. The motion passed unanimously.

Treasurer's Report

Brian Christensen provided a financial report, stating a balance of \$14,314.14 in the checking account and \$9,249.12 in the savings account. Brian Christensen suggested transferring \$10,000 from the checking account to the savings account to take advantage of better interest rates. However, the matter was postponed until the 2024 ITS RM Annual Meeting venue deposit request could be discussed, along with the agenda item on the Colorado Transportation Symposium.

2024 ITS Rocky Mountain Conference

Autumn Gilleard has the venue held for September 9, 2024, for vendors to set up and for the conference sessions to be held on September 10, 2024. Autumn Gilleard asked the board whether they would like to keep the venue for September 9 or release it. The board discussed the cost and a possible golf outing and ultimately decided to release the venue for September 9. John Hansen

mentioned receiving several inquiries about the golf outing and would like to see it return. Jim Larsen recommended a good golf course located approximately 9 miles away.

In addition, John Hansen suggested that the board should develop a conference focus and proposed the topics of safety, operations, connected vehicles, and Rural ITS. He invited the board to provide additional suggestions and proposed opening the call for abstracts in January.

Jim Larsen recommended Blain Leonard as a point of contact for suggestions on potential keynote speakers. John Hansen mentioned that he had also been in talks with the JPO, who had expressed interest in participating.

For the 2024 ITS RM Annual Meeting budget, John Hansen proposed a 10% fee increase. Autumn Gilleard suggested ensuring that the membership drive and sponsor/vendor registration ran consecutively based on the 2023 conference review.

Lastly, with the board's approval, John Hansen would like to invite the local ITE Chapter to partner with ITS RM for the 2024 event. Everyone agreed to invite the ITE Chapter to participate as a partner. John Hansen will reach out to the local ITE Chapter.

2024 ITS Rocky Mountain Membership Kick Off

Autumn Gilleard notified the board that the 2024 membership drive is ready and will kick off.

Bylaws Changes

Autumn Gilleard sent the members the 2023 proposed bylaw changes electronically for approval. The voting period to approve the bylaws will end on January 3, 2024.

Call for Board Member Nominations

A call for nominations for board members will be sent out on January 4, 2023, after the voting period for proposed bylaw changes ends on January 3, 2024. The terms of several board members will expire on December 31, 2023, including the Secretary/Treasurer (3-year term) held by Brian Christensen, the Montana Senators (3-year term) held by Stan Brelin and Kiel Ova, the Utah Senators (3-year term) held by Tyler Lang and Ryan Saville, and the Wyoming Senators (3-year term) held by Keith Trimels and Joshua Richardson. Additionally, an interim Colorado Senator position will be added to the call for nominations, as per the bylaws section III. 6, to replace Bill Kaseck. John Hansen made a motion to remove Bill Kaseck as a Colorado Senator, which was seconded by Josh Richardson and passed unanimously. John Hansen will inform Bill Kaseck of this decision. Jim Larsen has requested that John Hansen be informed if any of the board members whose terms are expiring are not planning to run again. This will allow the board to facilitate outreach efforts.

Colorado Transportation Symposium Deposit Request

On behalf of the Colorado Transportation Symposium planning board, John Hansen requested a one-time payment of \$2,000 to secure the venue for 2024. The Transportation Symposium Memo and MOU were emailed to the board prior to the request. Jim Larsen expressed his concern with the wording but supported the payment as long as it was a one-time payment and ITS RM was not
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accountable for any additional fees. Brian Christensen noted that ITS RM had greatly benefited from the Colorado Transportation Symposium in the past and also supported the payment as long as it was a one-time payment. Kiel Ova inquired if there were other similar events that ITS RM supported, but there were none at the time. Keith Trimels stated that the Colorado Transportation Symposium was one event that put ITS RM at the forefront and supported the one-time payment. John Hansen made a motion to approve a one-time payment not exceeding \$2,000 to the Colorado Transportation Symposium to secure the 2024 venue. Jim Larsen seconded the motion, and it passed unanimously.

Next Meeting

January 16, 2024 @ 10am MST