



MINUTES

**Board of Directors Meeting
Wednesday June 20, 2007
UMTRI McCormick Room
2901 Baxter Rd.
Ann Arbor, MI 48109-2150**

Present: 9 Board Members and 2 Alternates attended. (See Attendance Sheet for details)

- **Welcome & Call to Order**
 - President Peter Sweatman called the meeting to order at 12:05 PM.
- **Introduction of Board Members & Guests**
- **President's Report**
 - **UMTRI Tours**
 - Tours of Sled Lab and Human Factors Simulator will be available after the meeting for those interested.
 - **Past President Acknowledgement**
 - Peter Sweatman wanted to acknowledge and recognize the outstanding achievements of our outgoing President Dick Beaubien and his HRC Team of Colleen Hill and Beata Lamparski. Peter presented UMTRI baseball hats as a token of his esteem. He mentioned that the bar was set high with the ITS-Michigan Chapter winning the best chapter award at the recent ITS America Meeting in Palm Springs. Peter expects to continue to make ITS Michigan relevant to its members with exciting and informative quarterly and annual meetings and keeping them informed with a regular newsletter and website. He remains committed to maintaining the very high standard set, leading to our recent ITS State Chapter Award.
 - **Best Chapter Award**
 - FL, GA and Mi were the finalist for this award
 - FL accomplishments were very note worthy and impressive.
 - We won the award, thanks to lots of help. Of particular note:
 - HRC Staff: Colleen Hill and Beata Lamparski
 - MDOT Staff: Michelle Mueller
 - Dan Carrier: Wireless Seminar and Annual Meeting
 - Chuck Moore: Website

- **State Chapter's Meeting**
 - Both Peter Sweatman and Dick Beaubien attended.
 - High expectations for safety and mobility: gap is widening between expectations and reality.
 - Need to manage and develop performance measures for ITS, VII etc.
 - Professional Capacity Building
 - Need to leverage our strengths with connection between ITS-Michigan and Universities.
 - Strengthen relationship between Auto Industry and ITS Community
 - Build on strong MDOT relationship.

- **Keeping up with New Technologies**
 - Consumer Wireless
 - Telematics Detroit and related conferences: how do we fit into?
 - Wireless Seminar – is there a need for a sequel?
 - VII

- **Other Initiatives to consider?**
 - Adopt a Legislator Program Legislators and their staff.
 - Meet at State Capital (Lansing) with State
 - Teaming with other States
 - Should we replicate the I95 Corridor Coalition for either or both I94 or I75?
 - What were the FHWA identified “10 Significant Corridors”
 - Identify key automotive transportation corridors in Mid-West and with Canada.
 - ITS at Border Crossings

- **Conference**
 - What is our meeting sequence?
 - October 2007: NRITS, CVPC
 - May 2008: National Transportation Week/Annual Meeting
 - Late 2008: ITS: World Congress in NYC
 - Two testbeds: downtown and commercial vehicles
 - Traffic Control Center of Future (Greg Krueger will Chair)
 - Coordinate of movement of POC Test Vehicles to NYC.

- **Other Outreach**
 - Speakers Bureau
 - Identify speakers and audiences for ITS, VII
 - Last year;
 - University Lectures: MSU, UofD
 - SEMCOG
 - Macomb Traffic Safety
 - Tours of RCOC and MITS
 - State House Committee Chair
 - Record Presentations (some upcoming examples)
 - Management Briefing Seminars
 - 2007 NRITS
 - Survey
 - Who should we be talking to?
 - State Metropolitan Planning Organizations (MPO)
 - Country Road Assoc. of Michigan (CRAM)
 - Michigan Municipal League (MML)
 - Michigan Township Assoc. (MTA)
 - Who is willing to speak?
 - What other organizations are you involved: MPTA/Transit, PSAP/911
 - Coordinate with National VII Outreach – Sandy Myers (VDOT)
- **Contract With MDOT**
 - Contract has been agreed to between ITSM and MDOT to provide specific assistance for ITS outreach/information dissemination.
 - Contract details are being worked out by Steve Fern. Locked into \$25,000 per year.
 - MDOT Support is unique nationally.
 - Leverage relationship with Sweden for VII
 - Both Saab and Volvo are owned by Detroit OEM's (GM and Ford respectively).
 - Swedish Delegation is expected to visit Detroit in July.
 - The Board unanimously approved having ITS-Michigan host a dinner. Peter Sweatman will make the arrangements for venue and invitation list.
- **Board Membership Issue**
 - Jim Barbaresso has changed organizations from Iteris to HNTB. He desires to remain on the Board.
 - Up until last year's revision to the Bylaws, membership was for organizations. Individual members were permitted with the current version of the Bylaws.
 - Question: Do individuals represent themselves or the companies they work for?
 - A Bylaws Committee of Past Presidents: Fern, Palombo and Beaubien will review and make a recommendation to the Board.
 - Jim Barbaresso will remain on the Board.
 - Moved by Sweatman, Supported by Beaubien: unanimously approved.

- **2007 Annual Meeting Report**
 - Mr. Beaubien once again thanked Ms. Michelle Mueller (MDOT), Ms. Beata Lamparski and Ms. Colleen Hill (HRC) and Mr. Dan Carrier for their efforts in making this the best conference to date.
 - Mr. Beaubien reminder members that the Detroit Visitors and Convention Bureau have incorporated the ITS Michigan Annual Meeting to be part of the National Transportation Week (NTW) functions which will be celebrated annually in Southeast Michigan. Mr. Palombo has written a description of this synergy and will coordinate our effort with NTW.
 - Ms. Lemparski distributed and discussed two summaries of the meeting: Event Budget Workbook and a Meeting & Expo Survey.
 - Indicated that we will have a profit of approximately \$15,000.
 - Expect significant increases in facility cost next year to about \$25,000 per day.
 - Survey results were generally positive about venue and content of conference.
 - University presentations were not well attended which suggests a need to attract more local agencies.
 - VII is a “pie in the sky” opportunity at this point. We may need to emphasize more existing needs/applications to attract more traffic.
- **MDOT ITS Steering Committee Meeting on April 27th**
 - Dick Beaubien and Peter Sweatman attended. Confirmed that we are on the correct track and no major course changes are required.
 - What have we done to date, plans for future.
 - Operating under same goals and objective: confirmed
 - More statewide perspective
 - Spreading the news via website and newsletter
 - Develop a speakers bureau
- **ITS Michigan Committee Activities**
 - **2008 Annual Meeting**
 - Joining Michelle Mueller (MDOT) will be Beata Lamparski (HRC), Trudy Bahr and Todd Anuskiewicz both from UMTRI, Barb Wendling (DCX and VII-C) and Kathy Watson (CAR).
 - **Bylaws**
 - Past Presidents: Fern, Palombo and Beaubien agreed to serve.

- **Treasurer's Report**
 - Mr. Fern provided a report and summarized current account balances as:
 - Checking: \$22,000
 - Approximately \$14,000 in uncleared checks written
 - Money Market: \$19,000
 - CD; \$26,000
 - Annual Budget
 - Need to develop one to guide our activities in the future.
 - MDOT Grant Status – preparing and submitting requested forms to MDOT.
 - Expects \$25,000 grant to show up in our accounts by next meeting.
 - Audit Status
 - Reaffirmed need to get one completed with a professional certified public account.
 - Since we are a 501(c) 3 non-profit similar to CAR, Steve Underwood said he would share a reference for a CPA with us.
 - TIA estimates that this cost will be approximately \$5000 based on their experience.
 - ITE has used an informal past-President's review process.
- **Secretary's Report**
 - **Approval of Minutes**
 - The minutes of the May 16, 2007 Board meeting were unanimously approved.
- **Commercial Vehicle Proving Center**
 - Organization
 - Policy Advisory Board: MDOT Director Kirk Steudle will chair.
 - Technical Roadmap Committee: to be composed of suppliers and telecoms
 - Architectural Committee: consistent with VII-C
 - Global Mobility Breakfast Meeting – to be held in October 2nd at Marriott Eagle Conference Center, Ypsilanti and will be open to public.
 - Gov. Granholm is expected to attend the ribbon cutting.
 - Doug Rothwell and Kirk Steudle have confirmed their attendance.
 - Event expected to be approximately 2 hours.
 - Opportunity
 - Need to investigate whether scheduling an ITS – Michigan Quarterly Meeting that compliments this activity is worthwhile.
 - Alternatively, make arrangements for poster boards and test vehicles?
 - CVPC Poster
 - Also shows the MSP/Delphi and MDOT/RCOC Test tracks and backbone networks.
 - Will provide a copy for Sandy Myers (VDOT) who is coordinating VII Outreach for the VII Technical Working Group (nationally).
- **2007 National Rural ITS Conference**
 - Mr. Schultz provided a handout which describes progress to date.
 - He noted that ITS Michigan will sponsor a Tuesday luncheon for this event.
 - Morrie Hoevel will help host the Sunday afternoon golf scramble.
 - An opportunity exists for an ITS-Michigan officer/board member to welcome attendees at the opening session.

- **Adjournment**

- The meeting was adjourned at 2:15 PM.
- Next Meeting: Quarterly Meeting tentatively planned for August 15th at Visteon Headquarters.
 - What ideas do members have that would show how Tier 1 Suppliers are providing equipment in the vehicle for safety, mobility and entertainment?