



MINUTES

Board of Directors Meeting
Wednesday July 25, 2007
UMTRI McCormick Room
2901 Baxter Rd.
Ann Arbor, MI 48109-2150

Present: 12 Board Members and 5 Alternates attended. (See Attendance Sheet for details)

- **Welcome & Call to Order**
 - President Peter Sweatman called the meeting to order at 9:00 AM.
 - Introduction of Board Members & Guests
 - UMTRI Staff Support: Trudy Bahr, Todd Anuskiewicz
- **President's Report**
 - **Key Meetings this Week - National**
 - TRB: CICAS & VII Research (San Jose, Ca)
 - Tim Gordon (UMTRI) and Greg Krueger (MDOT) are attending.
 - TRB: SHRP II (Washington, DC)
 - Peter Sweatman will attend.
 - **State Chapter's Meeting**
 - Participated in latest conference call.
 - Suggested that due to the fact that there will be no ITS-America Annual Meeting because of 2008 ITS World Congress in NYC that there should be a face-face meeting of this group.
 - Peter Sweatman suggested that it could be held in conjunction with the ITS-Michigan Annual Meeting next May?
 - **UMTRI Expansion News**
 - Transportation Systems Integration Group
 - Ralph Robinson formerly of FORD will lead this group.
 - François Dion formerly of MSU will start next week.
 - Transportation Sustainability
 - John Sullivan formerly of FORD will lead this group.
- **ITS Michigan Quarterly Meeting (August 15, 2007 @ Visteon)**
 - Trudy Bahr and Todd Anuskiewicz are planning this meeting and taking care of all logistics and program development.
 - A draft program will be forwarded to members by Friday, July 27th
 - Theme: Partnership with Smart Highways
 - Visteon Welcome
 - Speakers
 - UMTRI: IVBSS
 - MDOT: DUAP

- MDOT: Gateway (International Border Crossing Truck Traffic Mitigation)
 - SEMCOG: Regional Concept of Transportation Operations
 - A registration fee of \$50 is projected.
 - Registration starts at 8:00 AM with a continental breakfast available at 8:30 AM. The meeting will be followed by tours of the new Visteon offices.
- **ITS Michigan Annual Meeting 2008**
 - Planning Committee has held a teleconference and will tour the Rock Financial facilities on Thursday, July 26th. Individual assignments for key activities will be made at that time.
 - 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).
 - Keynote Speaker Ideas
 - Shelly Row: FHWA Joint Program Office (noted that she will attend the CAR Management Briefing Seminars in Traverse City)
 - Kirk Steudle: MDOT Director
 - Jim Epolito: MEDC Director
 - Need for Strong Speaker / Attraction on 2nd Day?
 - Governor Granholm (emphasize the Sweden Connection ?)
 - L. Brooks Patterson: Oakland County Chief Executive
 - Mary Peters: US DOT Secretary
 - Ontario Ministry of Transport
 - Training
 - Should we schedule the day before/after conference?
 - Door Prizes / Drawings
 - Consider for 2nd day?
 - Call for Papers
 - Should we develop a list of topics and develop a formal call for papers process/review?
 - National Transportation Week
 - Need to coordinate our activities.
 - Lots of Concurrent Activities – drawback is that we divide the crowd?
 - Session Presentations
 - Vendor Booths
 - Demonstrations
- **ITS Michigan Committee Activities**
 - Traffic Incident Management: Dick Beaubien
 - Quick Clearance – draft of proposed legislation being developed by a MDOT and MSP team.
 - Local law enforcement members from Troy and Auburn Hills are developing procedures for quick clearance on Metro Detroit Area freeways that they hope will be adopted by other agencies.
 - Video Sharing of MDOT Camera Images is proving very popular.
 - Next Meeting is set for September 7th at MITS. Highlight will be a discussion of the Oakland County CLEMIS Program and enhanced 911.
 - Regional Concept of Transportation Operations (RCTO)

- Initial work is completed.
 - Arterial Traffic Management: will identify key corridors and develop / encourage signal retiming plans.
 - USA Today Article on Congestion
 - Unfortunately efforts in Metro Detroit were not cited which suggests that we need to make a greater effort in raising the profile of our efforts.
 - http://www.usatoday.com/news/nation/2007-07-19-freeway-congestion_N.htm
 - ITS Education & Training
 - Should we develop a program similar to the ITE Continuing Education Credits?
 - FHWA Joint Program Office has a budget for ITS Training but no program commitments have been made yet.
 - How would this related to existing programs from:
 - NHI
 - ITS-America
 - VII Short Course Proposal – WSU and UDM as part of MIOH UTC
 - MSU – Kunwar had a graduate level VII Course but was canceled.
 - New Committee: first meeting to be setup by Peter Sweatman
 - Jim Barbaresso, Cliff Heiss, and Snehamy Khasnabis have volunteered to assist.
- **Treasurer's Report**
 - Mr. Fern provided a report and summarized current account balances as:
 - Checking: \$9,900
 - Some outstanding checks need to be written to UMTRI.
 - Money Market: \$19,000
 - CD; \$26,000
 - Annual Budget
 - Need to develop one to guide our activities in the future.
 - Audit Status
 - Reaffirmed need to get one completed with a professional certified public account.
 - Auditors suggested that we need to convert to QuickBooks before they will be involved. Steve has started this process.
 - Expects to select an audit firm by October.
 - Audit Selection Team: composed of Peter Sweatman, Frank Cardiman, and Jim Schultz will assist Steve Fern.
 - 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.
 - ITS-Michigan needs to complete / supply information requested by MDOT Contract office.
 - Expects \$25,000 grant to show up in our accounts by next meeting.
 - Leverage relationship with Sweden for VII (from last meeting)

- 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 (at the previous Board Meeting) approved having ITS-Michigan host a dinner. Peter Sweatman will make the arrangements for venue and invitation list.
- **Secretary's Report**
 - **Approval of Minutes**
 - The minutes of the June 20, 2007 Board meeting were unanimously approved.
 - **2007 National Rural ITS Conference**
 - Mr. Schultz provided copies of the program and registration form.
 - ITS Michigan's Involvement
 - will sponsor a Tuesday luncheon for this event.
 - Morrie Hoevel will help host the Sunday afternoon golf scramble.
 - Jim Barbaresso will provide some welcoming comments at the Opening Session
- **ITS Michigan Bylaws: Board Members Who Change Employers**
 - 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 made a recommendation to the Board.
 - It was suggested that it needed to include additional examples and will be fine tuned for the next meeting.
 - Two resolutions were passed:
 - A new Board position was established for HNTB
 - Jim Barbaresso will represent HNTB on the Board.
 - Jim Barbaresso has changed organizations from Iteris to HNTB. He desires to remain on the Board.
 - Iteris Representative on the Board will change from Jim Barbaresso to Cliff Heise.
- **Update on Management Briefing Seminar (VII Session) – Valerie Brugeman, CAR**
 - Set for Tuesday afternoon before the Seminar begins
 - 250 attendees registered so far, 2nd most popular session so far.
 - Plan to meet next week with MDOT staff to finalize the program.
- **Update on Commercial Vehicle Proving Center (CVPC) – Valerie Brugeman, CAR**
 - 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
 - John Bailey has been selected as the PR Firm.
 - A RFP for developing the website is expected by early October.

- 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.
 - CVPC Policy Meeting will follow.
- 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?
- **Notification of Board Meetings to General Membership – Steve Fern**
 - Trudy Bahr will develop an open invitation email to be sent to all members.
 - It will reference the website for more information, agenda, minutes etc.
- **Adjournment**
 - The meeting was adjourned at 11:15 AM.
 - Upcoming Meetings:
 - August 15th: Quarterly Meeting at Visteon Headquarters.
 - September 26th: ITS Michigan Board Meeting at UMTRI
 - Trudy Bahr is scheduling the Board meetings for the rest of the year.
 - One is tentatively planned for the VII-C offices in October if they are available.
 - She will send out a hold the date containing location and time for each meeting – well in advance to encourage greater participation and attendance.