

**ITS Heartland Board of Directors Meeting  
 October 20, 2016 12:00 p.m. – 1:00 p.m.  
 Minutes**



Attendees listed in **bold** below

<b>BOARD MEMBERS</b>		
<b>Tom Hein (President)</b>	Mandy Anderson (Past Pres.)	<b>Matt McLaughlin (VP)</b>
<b>Kurt Rotering (Secretary)</b>	<b>Matthew Volz (Treasurer)</b>	Rusty James (Cons. Dir. #1)
Therese Polum (Cons. Dir. #2)	- Henry Brown (Acad. Dir. #1)	<b>Ron Barnes (Acad. Dir.# 2)</b>
<b>Tim Simodynes (Iowa Dir.)</b>	<b>Ron Hall (Kansas Dir.)</b>	<b>Randy Johnson (Missouri Dir.)</b>
<b>Jessica Sherwood (Neb. Dir.)</b>	<b>Jared Schwennesen (Okla. Dir.)</b>	Jamie Gilbert (Vendor Dir.)
<b>Austin Yates (Comm. Dir.)</b>	<b>David LaRoche (FHWA Rep.)</b>	<b>Amy Lucke (Chapter Admin.)</b>
<b>GUESTS</b>		
<b>Alan Stevenson (MoDOT)</b>		

**Agenda – Minutes – ACTION ITEMS**

1. Roll Call
2. September 15, 2016 Meeting Minutes Approval
  - a. **Motion: Matt Volz**
  - b. **Second: Jared Schwennesen**
  - c. **Approved**
3. Treasurer’s Report
  - a. **Deposits: None**
  - b. **Payments: \$800 Chapter Insurance**
  - c. **Balance: \$69,056.26**
  - d. **Amy is looking into the Conference Budget**
4. 2017 Annual Meeting – May 1 – 3 in Wichita
  - App/Printing
    - **Next year: App only.**
    - **This year:**
      - **Print 1-page agendas if people want them (Black/white)**
      - **Combine Program and Pulse into one document**
        - PDF will be at the App
        - Logos WILL be visible
        - Provide a print copy to the Sponsors
      - **Companies may bring 1-pagers to include in packet**
        - Will still need folders
      - **Platinum Sponsorships would “sponsor a meal” with a large logo board.**
        - Can provide lanyards themselves
    - **Use App to promote Student Competition and Best of ITS**
    - **If a registree opts out of print material they receive a bonus Drink Ticket**

**Call 1-866-620-7326**  
  
**Code: 962-011-7481**

- Sponsorships
  - Large boards around conference with logos of sponsors
- Ice Breaker event
  - Riverview Room at Hotel (All Monday events will be in this room)
    - Free
  - Food/Drink/Music
- Vendor Layout
  - Set
- Vendor Reception
  - 2 hour reception
  - Heavy Hors d'oeuvres
  - 1 free keg (Bud Light)
  - Free Soda/Water
  - Cash bar
  - AMY TO WILL GET COST ESTIMATES FOR A FEW FOOD/DRINK OPTIONS
  - SILENT AUCTION
    - To be determined
- Abstracts/Speakers
  - Call for abstracts has been posted to website
    - Included in the Pulse
  - Speakers
    - Keynote speaker invite out this month or next
      - Carlos – ITS America – Randy will reach out
      - Center for excellence
      - Steve and Patrick?
    - State reports
  - Abstract Deadline – In January.
- Student Competition
  - Almost posted
    - Incentivize students with \$150 travel money
    - Increased award amounts
  - Abstract deadline – March/April
- Best of ITS
  - 3 Awards
  - Committee: Matt Volz and Jessica Sherwood
    - Reworded the categories
    - Made the process easier
    - Changed the prizes slightly
- Schedule
  - Nothing needed

5. Training Committee

- a. CV 201 program is not ready yet. It was supposed to be presented at NRITS
- b. It should be ready by early 2017

6. Operations Working Group

- a. Winter update – Next Thursday, 1p.m.

- b. Will utilize IowaDOT Webinar system
- c. States need to provide Jared with who will present.
- d. Specific items to talk about:
  - i. ITS Updates – Daily operations
  - ii. How states incorporate ITS into Winter projects/operations

7. Social Media/The Pulse

- a. Pushed out 19 FB posts
- b. Pulse will focus on the annual meeting:
  - i. Vendor Reception
  - ii. Call for Abstracts
  - iii. Best of ITS
  - iv. Student Competition
- c. Membership renewal notice will be in Pulse when available

8. MCOMP Update

- a. ConOps was distributed
- b. **PROVIDE ANY COMMENTS TO TIM SIMODYNES OR BLAKE HANSON (OLSSON)**
- c. The goal is to easily share state's data between states, vendors, and researchers
- d. Questions yet to be decided:
  - i. Maintain a data warehouse?
  - ii. What information does the state have can be kept/shared?
    - 1. Internal data?
    - 2. Paid for vendor data?

9. SHRP2 L36 ROF Update

- a. Delayed during procurement due to changes in KDOT process.
- b. Will now follow the normal RFP process
- c. RFP will hopefully be out in December with a decision in January

10. Open Discussion

- a. Direct ITS America who/what we want to talk about:
  - i. Randy will talk to Carlos today
- b. KDOT has a truck parking program underway and is open to the idea of combining forces with the MCOMP grant
  - i. Davonne Moore, KDOT is the contact for the TIGER grant
    - 1. Mike Floberg knows about the project as well
- c. Information has been uploaded to the website tools link at bottom of Board of Directors page – “Board Tools” [www.itsheartland.org/tools.html](http://www.itsheartland.org/tools.html)
  - i. Open to everybody
  - ii. Information on page:
    - 1. Binder information – Insurance, By-laws, Agendas
    - 2. Meeting Minutes
    - 3. Treasurer's Reports/Budgets
    - 4. Annual Meeting Documents
  - iii. Link will be moved to drop down menu for easier access to public
- d. **CREATE A PASSWORD PROTECTED SITE FOR OWG TO INCLUDE (AMY):**

- i. **Presentations**
- ii. **Rosters**
- iii. **Contact information for TMCs**

11. Open Action Items

- a. **Discussed**

12. Adjourn – **12:54 p.m.**