

**ITS Heartland Board of Directors Meeting
 July 19, 2018 Noon – 1:00 p.m.
 Minutes**



Attendees listed in **bold** below

BOARD MEMBERS		
Matthew McLaughlin (Past Pres.)	Randy Johnson (President)	Kurt Roterling (VP)
Lee Baer (Secretary)	Matt Baker (Treasurer)	Slade Engstrom (Cons. Dir. #1)
Open (Cons. Dir. #2)	Henry Brown (Acad. Dir. #1)	Ron Barnes (Acad. Dir.# 2)
Tim Simodynes (Iowa Dir.)	Joe Finley (Kansas Dir.)	Alex Wassman (Missouri Dir.)
Austin Yates (Neb. Dir.)	Alan Stevenson (Okla. Dir.)	Jamie Gilbert (Vendor Dir.)
Zach Hanson (Comm. Dir.)	John Miller (FHWA Rep.)	Amy Lucke (Chapter Admin.)
GUESTS		
Tom Hein - Guest	Sara Peters (fill in for Jamie G.)	

Agenda – **Minutes** – **ACTION ITEMS**

1. Roll Call
2. Approval of June 21st Meeting Minutes
 - **Motion: Kurt R. 2nd: Slade E. None Opposed**
3. ITSH Strategic Plan Review
 - **Randy – Need to have at least 50% of BOD should contribute to online repository.**
 1. **Would like one contribution from each board member per 6 months.**
 2. **Zach H. is improving the Facebook and Twitter.**
 - **Randy is asking if any Board Member presents at anything, mention that you are on the ITSH BOD.**
 - **Assigning committee positions for KC and future meetings**
 - **Please find someone to video in on meetings if you cannot attend.**
 1. **These attendees wouldn't vote and there are no privacy concerns since all the meeting minutes get posted on the**

website.

- **ITS Heartland Strategic Plan Approval Vote:**
- **Motion: Tim S. 2nd: Alex W. None Opposed**

4. **Treasurer's Report**

- **June 2018 Ending Balance: \$90,019.31**
- **Matt B. will explore the low-end threshold on our bank account for next meeting.**

5. **Social Media Improvements Update**

- **Zach H. working on adding followers on Twitter and Facebook. He is working with Amy to tie the two together.**
- **Moving to a quarterly Pulse and require a login to read it. Also, the Pulse template will adjust every quarter so that it does not look the same every time.**
- **Zach is looking for marketing material from BOD.**

6. **Website Improvements Update**

- **Amy's team is still working through the website. Target deadline of August 31st. Amy will send a link out in the next few days to showcase the website and layout. Feedback is welcome.**

7. **MCOMP Update**

- **Alex W. had final two documents reviewed: Test and Acceptance Plan and Operations and Maintenance Plan.**
- **Slight hiccup with maintenance on 24/7 vs 8-5 M-F, should be fine.**
- **Consultant has been working for 1 month and have a meeting the week of July 23rd.**
- **Alex W. will share the comments and concerns from the July 23rd meeting.**

8. 2019 Annual Conference Update

- Amy would like to fill up the committee positions. August call will request BOD's to join these committees.
- Would like to have hard commitments from board members by the September meeting for the ability to attend the in person meeting in Kansas City.
- For September, choose if you can attend all day or video conference in.
- TSMO Committee has decided there will not be training tied to the board hotel tour.

9. Open Consultant Director #2 open position

- Slade E. proposes Anthony Gallo (Kimley-Horn) take this position for 1 year until elections next year.
- Vote on Adding Anthony Gallo as Open Consultant Director #2 Position
 1. Motion: Kurt R. 2nd: Lee B. None Opposed

10. SHRP 2 L36 ROF Update

- Tom H. updated us on Federal Highways being in favor of Phase 2, so they are providing an additional \$100,000.
 1. \$25,000 for HDR to create "Train the Trainer" materials
 2. \$25,000 for the travel for the "Train the Trainer".
 3. \$50,000 for travel expenses to present TSMO
 - Of the \$50,000, ITSH would reimburse these expenses and send a lump sum reimbursement request to KDOT.
 4. Send request for funds for travel to Tom H. and Randy J.
- Vote: ITSH will reimburse individual traveling expenses and then be reimbursed by the state of Kansas.

1. Motion: Kurt R. 2nd: Slade E. None Opposed

11. Action Items Spreadsheet Update

- **Lee B. shared that the spreadsheet has been updated and that it will provide an “overall” task that may stay on the form for months but might have several assigned action items due at various monthly meetings.**

12. **Action Items**

- **Nothing New**

13. Open Discussion

14. Adjourn

- **1:14 pm**