



## **Membership Meeting Minutes**

February 25, 2009 10:30 – Noon

### Attendees:

Bonds, John – PBS&J  
Edwards, Laura – ADOT&PF, MS&CVE  
Howard, Debbi – ADOT&PF, Transit  
Levy, David – Alaska Mobility Coalition  
Lilly, Michael – GW Scientific (Boar Member –Vice President)  
Marrero, Kully – Kullyworks  
Marrero, Paul – Wostmann & Associates  
Minton, Pam – ADOT&PF, MS&CVE  
Ronchetti, Mike – Intertiviti (aka RFID Complete)  
Schijvens, Sander – Wostmann & Associates  
Dierckman, Maryann – ADOT&PF, Highway Data  
Sullivan, Jill– ADOT&PF (Board Member– Secretary/Treasurer)  
Taylor, Eric – ADOT&PF, Transit  
Underwood, Vivian – Municipality of Anchorage – Traffic Dept.  
Webb, Will – USKH  
Williamson, Brad – PBS&J

**Total:** 16 Members in attendance

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### **1) General**

This is the fourth meeting of the membership. The prior meeting was held December 2, 2008.

### **2) Call to order**

In the Presidents temporary absence, the Vice President, Michael Lilly, called to order the fourth membership meeting of ITS Alaska at 10:30 am on February 25, 2009 originating from Juneau, AK.

### **3) Introductions/Roll Call**

The Vice President introduced the Board of Directors in attendance followed by a request that members introduce themselves.

### **4) Adoption of Agenda**

The Secretary, Jill Sullivan, requested one addition to the agenda for status of the IRS exempt status. The agenda was then approved with no objection.

### **5) Adoption of Minutes**

The December 2, 2008 meeting minutes were approved with no objections. The Vice President mentioned that the minutes are also provided on the ITS Alaska website, <http://www.itsalaska.org>.

## 6) Business-

- a) **Membership Status** – The Secretary reported the status of membership and list of members. Total members include 18 (8 Organizations, 8 Corporate, 2 Individuals). The newest member is the Alaska Mobility Coalition. The Vice President discussed progress for the next 5 years and goals of members to help increase Individuals joining ITS Alaska. The Vice President also thanked the Alaska Trucking Association for its generous donation to pay the 2009 ITS America Affiliation Fee of \$270.
- b) **Spring Training Host-** The Secretary gave a status of the private/public partnership workshop that ITS Alaska will host May 7<sup>th</sup> during the Anchorage Alaska Water Resources Association (AWRA) conference. ADOT&PF will provide up to \$7,500 for this course. The Secretary is working with Steve Albert, Western Transportation Institute, to provide a four hour training workshop. Information will soon be posted on the ITS Alaska website. The Vice President reminded members that even though ITS Alaska is a non-profit agency, we still need to make a “profit” to fulfill our goals. We are seeking donations to host the workshop and to possibly charge attendees.
  - **ACTION:** The Secretary will talk to ADOT&PF Northern Region T2 about charging attendees for this course. The Secretary will post information about the workshop on the ITS Alaska website.
- c) **ITS Alaska Bulletin** – The Secretary discussed the purpose of the quarterly bulletin – to post announcements, new members, donations or ITS related articles. Members are encouraged to contact Jill Sullivan if they’d like to request additions. The next bulletin is scheduled for March/April.
  - **ACTION:** All Members are asked to send Jill Sullivan ideas or information for the March/April issue of the ITS Alaska Bulletin.
- d) **ITS Alaska PPT & Tri-fold** – The Secretary discussed the ITS Alaska overview PowerPoint slides and the tri-fold. Several members gave feedback. The Vice President asked that the PPT and Tri-fold be posted on the ITS Alaska website. The ADOT&PF-MS&CVE office will send out a tri-fold to the trucking industry in the next mailing.
  - **ACTION:** The Secretary will post the tri-fold and PPT on the ITS Alaska website.
  - **ACTION:** Members are encouraged to hand out the tri-fold or use the PPT to market ITS Alaska.
  - **ACTION:** ADOT&PF-MS&CVE office will send out a tri-fold to the trucking industry in the next mailing
- e) **IRS Status** (added to agenda per Secretary) – The Secretary discussed that ITS Alaska is officially tax exempt as a 501(c)3 under the ITS America Group Ruling. A W9 form is available to those members that need it. The Vice President mentioned that membership fees are not tax deductible but that donations are.

## 7) News/Announcements

- a) Aves Thompson was unable to attend and give an overview of the Alaska Trucking Association.
- b) Alaska Mobility Coalition, David Levy, gave an overview of the AMC and its goals related to transit and technology. The AMC is working with the ADOT&PF Public Transportation office on a transit technology contract to identify all transit agencies in Alaska and their needs for technology for scheduling, trip planning and more. Jill Sullivan added that the results of this contract will be good timing as the ADOT&PF contracts for a new generation 511 system. Debbi Howard added that she is the project manager for the transit technology contract.
- c) Mike Ronchetti, Intertivit (aka RFID Complete) gave an overview of the ADOT&PF M&O Northern Region Automated Vehicle Location (AVL) System. This project was a successful pilot to track the M&O fleet out of Fairbanks. There is interest to expand this to ADOT&PF Aviation and Construction fleet. The ADOT&PF may decide to develop this statewide following internal review.
- d) Jack Stickel did not attend. He was scheduled to discuss the ADOT&PF Knik Goose Bay Road Speed Project. Jill Sullivan gave a general overview about installing real-time traffic counters on this road. Paul Marrero added that this project was for congestion related purposes and to provide the information on the 511. Maryann Dierckman added that these speed sensors did not provide the 13 classes of information needed to integrate with the current traffic counter program.
- e) Open Discussion– Eric Taylor mentioned his involvement with the Long Range Transportation Plan (LRTP) and the Western Federal Lands Division interest. In particular the National Park Service has an interest in ADOT&PF's ITS program. Jill Sullivan mentioned that she spoke to an NPS representative, Paul Schrooten, about a trip planner for National Parks on the 511.

Jill Sullivan also mentioned discussions with the City & Borough of Juneau and a potential AVL transit project.

Michael Lilly mentioned having speakers such as Clint Adler talk about the Climate Change Sub Committee and Mike Coffey to discuss climate change impacts on Alaska's Highways.

- ACTION: Jill Sullivan will ask Jeff Ottesen to invite Clint to give a talk during the next membership meeting.

## 8) Next Meeting

April 2009. Jill Sullivan will send out date.

## 9) Adjourned

Meeting adjourned at 11:40 am.

Minutes submitted by: Jill Sullivan, Secretary/Treasurer