



# Oregon ITE

## Board Meeting Notes – February 2010

Location: Veritable Quandary, 1220 SW 1<sup>st</sup> Av., Portland

Date: 02/18/10 – 5:30 pm

---

### Attendees

#### Board Members:

<i>Present</i>	Todd Mobley, Past-President
<i>Present</i>	Bikram Raghubansh, President
<i>Excused</i>	Chris Tiesler, Vice-President
<i>Present</i>	Evan Dust, Secretary-Treasurer

#### Committee Chairs:

<i>Present</i>	Scholarship: Pam O'Brien
<i>Present</i>	Membership: Lani Radtke
<i>Present</i>	Scribe: Matt Bell
<i>Present</i>	Technical: Dick Raub
<i>Present</i>	Student Chapters: Diego Arguea
<i>Absent</i>	Traffic Control Devices: Charles Radosta
<i>Absent</i>	Legislative: Kevin Haas
<i>Present</i>	Webmaster: Michael Tomasini

---

**Others in Attendance:** None

Notes by: Evan Dust

---

### Agenda (as confirmed):

1. Confirmation of Agenda (Bikram)
2. Confirmation / Corrections to Meeting Notes of January Board Meeting (Bikram)
3. Old Business – status reports:
  - (a) E-mail issues – status update – Is it time to consider an e-mail service (e.g. Constant Contact)?
  - (b) March Section Meeting – status update (Clackamas TOC not an option)
  - (c) April Joint ITE/WTS Meeting – status update (speaker & venue confirmed? Cost sharing?)
  - (d) Bylaw amendments for GOITE and electronic voting – status update
  - (e) May Meeting
4. William C. Kloos Scholarship funds (When to start paper competition, amount, etc.)
5. 2010/11 Oregon ITE candidates
6. Treasurer's Report for January 2010.
7. Technical Workshop Topic (January 2011)

8. Section Activity Reports
9. Traffic Bowl Questions

## **Discussion**

*The business portion of the meeting was convened at approximately 5:50 pm.*

## **Confirmation of Agenda**

The agenda was confirmed with the addition of topics to address the May meeting, the 2011 Technical Workshop, Section Activity Reports and Traffic Bowl Questions.

## **Confirmation/Corrections to Meeting Notes – January 2010 Board Meeting**

The draft notes of the January 2010 Board Meeting were accepted as submitted.

## **Old Business – Status Reports**

### *a) E-mail Issues*

Lani and Pam noted that they were having problems getting a G-Mail account to perform as Google indicated. The information published on G-Mail's site indicated that we could use G-Mail to e-mail members but G-Mail would not allow that indicated number of e-mails to be sent en-mass.

Attendees discussed alternatives to G-Mail including the e-mail service used by ITE District and National ("Constant Contact"). *Constant Contact* is offering a 60-day free trial and after the trial period, the subscription charge is only \$15.00 per month.

***Given the low per month cost, the Board members in attendance agreed that Lani should set up a trial account with Constant Contact on behalf of the Oregon Section.***

### *b) March Section Meeting*

Bikram noted that he had contacted Clackamas County Commission Chairperson Lynn Peterson but had not received a confirmation of her availability for the meeting. He noted that the County's Traffic Operation Center (TOC) was not ready for touring. He asked those in attendance for suggestions regarding a backup speaker (in case Chairperson Peterson was not available). Suggestions included someone presenting on High Speed Rail or the Portland Bicycle Plan. Pam suggested that she could contact the City staff about the bicycle plan.

*(After the meeting, Bikram advised the Board and the Committee Chairpersons that Commission Chair Lynn Peterson would not be available. The Portland Bicycle Plan was selected for the meeting topic with a presentation from Roger Geller, City of Portland. The meeting date was moved to March 18<sup>th</sup>.)*

### *c) April Joint ITE/WTS Meeting*

Pam noted that WTS had surprised her at a recent meeting announcing the April joint meeting with ITE. The meeting is set for April 13<sup>th</sup> with Stephen Hawke, Senior Vice-President, Pacific General Electric (PGE) presenting on electric cars. Bikram asked if WTS had contacted Evan or Chris about the financial side of the sponsorship. Evan replied that he had not been contacted. Bikram said that he provided the contact from WTS (Sumi) with contact information for Evan and Chris.

Evan asked about the timing of these discussions. He asked why are we waiting on WTS? Generally,

attendees expressed that WTS usually plans farther ahead for their meetings.

Bikram noted that he would defer to Chris and Evan on the matters of registration and finances.

*d) Bylaw Amendments – GOITE and Electronic Voting*

Todd noted that this work is in progress.

*e) May Meeting*

This meeting is typically held jointly with the Oregon Traffic Control Devices Committee (OTCDC) meeting. They are typically meet for a full day with the ITE Section Meeting being the lunch portion of their session. A possible topic for the presentation would be to invite Beth Wemple, Kittelson & Associates, to talk about the new safety manual. There was a suggestion to consider the Wilsonville Holiday Inn as a meeting location.

There was discussion about the financial challenge of this joint meeting since OTCDC members typically are not charged for meeting attendance. Under that arrangement there is the cost of the meeting location to be covered with many of the potential attendees not contributing to that cost.

Dick noted that if we choose the safety manual as the topic for the presentation that some coordination is needed since there is a contractor retained by FHWA to roll-out training on the new safety manual.

### **William C. Kloos Scholarship Funds**

Pam noted that the William C. Kloos Scholarship Fund has a balance of \$7,380. The management of that fund will be separate from ITE Oregon Section (even though the funds are being held at ITE National). There will be a meeting to discuss how scholarships could be awarded from the fund on February 25<sup>th</sup> at Jimmy's on Multnomah.

While related but not part of the Kloos fund, Pam noted that she needed Student Chapter adviser contacts for the campuses eligible for the ITE Oregon Section Scholarship.

### **ACTION**

**Diego            As Possible            Send to Pam the contact information for OIT, PSU, OSU and UoP**

### **2010/11 Oregon ITE Candidates**

There is still only one candidate, from Clackamas County, for the 2010/11 ITE Oregon Section board. Other candidates are welcome to “throw his/her hat in the ring.”

### **Treasurer's Report for January 2010**

The report was accepted into the record as presented. The total assets of the section increased in January with the revenue generated by the Technical Workshop (projected \$909 net receipts).

### **Section Activities Report**

Pam reminded Matt (Scribe) that brief reports about Section Activities, ideally containing photos, should be submitted to the Western District ITE Newsletter which is published electronically.

## **Traffic Bowl Questions**

Diego noted for those in attendance that he is starting the process of preparing for the 2010 Traffic Bowl by soliciting questions. He has a drop box in his office at Kittelson. Questions by e-mail from others are welcome.

*The business portion of the meeting concluded at approximately 7:00 pm. The Board and Committee Chairpersons enjoyed a "holiday meal" at Veritable Quandary as a thank you for their continued service to the organization.*