

# I.M.S.A. British Columbia Section Section Executive Business Meeting

GNEC - Boardroom

Sept 09, 2015 @ 15:00 hrs

## **Executive Attendees:**

### In Attendance:

Joseph Quan    Larry Parks    Brian Olsen    Erik Berg  
Graeme Kraft    Paul Sung

On Phone:      Atif Khan, Dennis Galisky

## **Previous Minutes**

Approved Minutes from previous meeting of June 10, 2015. 1<sup>st</sup>, by Paul, 2<sup>nd</sup> Joseph

## **Correspondence**

1. None this time.

## **Newsletter:**

1. New edition went out in June as planned
2. Next one on track to go out by 3<sup>rd</sup> week of Sept.
3. Fortran paid for full page Ad
4. Joseph to follow up with Econolite, ITS, Greentop on ad invoicing
5. Waiting for front page article from Mitch
6. Upcoming issue will have Fall Tech Session registration notice.

## **Web Site:**

1. Events and Certification info now showing up on new website. Thanks to Graeme and Paul on this.
2. Need to add links for recertification newsletter (Graeme)
3. We still need some non-copy write photos for the front page. Atif suggests a contest to have people submit their industry related photos.
4. Need to add some additional content to the website. Paul suggest an industry links/resources section that is a knowledge base for members and can be a daily resource for members. We will plan to have a brainstorming session before year end to map out this aspect of the website and implement it.
5. 2 website sponsors currently confirmed (Valley Traffic and Nova Pole). More being sought. These sponsors get a small cycling side banner on the main page with a click through link to a page with a the sponsor supplied company bio blurb and a hotlink to their website. We will encourage sponsors to keep their blurb short and concise but it's up to them to decide what they want there.

6. Need to replace old round logo on web browser page tab.

**Treasurer:**

1. Craig absent, no current update, cheques received to be deposited.
2. Pending action: CRA Electronic filing form came in mail this last month – Craig to check with Accountant on action to be taken.

**Certification:**

1. For Fall Certification Schools at the upcoming Tech Session: S&M1 has 13 people interested so is definitely a go, TS Inspector has minimal interest so not happening, WZ has 9 people interested so definitely a go, and Roadway Ltg 1 only 3 people interested so not going to happen.
2. Discussion on U.S. exchange rates and need to increase our certification prices to account for the significantly worse exchange rate. For 2015 fall schools a new rate structure will apply. Rate increase covers \$50 U.S. increase by International plus an adjustment for the worsening exchange rate so an approximate \$95 increase for a typical course (may vary slightly depending on the course).
3. Concerns expressed by some members in the Interior about the IMSA not providing enough opportunity for TARP were discussed with International Executive and we are continuing to work on improving situation.
4. Request by Kamloops IBEW for IMSA Traffic Signal Training came in and Graeme will follow up with them.
5. In previous minutes it was noted that pre-requisites are being more closely managed/monitored and implications are that the pre-requisites MUST be met BEFORE taking higher Cert programs. Graeme clarified that the pre-requisite course has to be completed within a year if taken after the main course.
6. Still being considered (from previous minutes): The idea to put on a “Street Lighting 101” type course
7. Certification notes from International Conference
  - a. Traffic Signals Inspector now requires level 1 traffic signals
  - b. A New Logo is available for use in lieu of existing for certain situations
  - c. Roadway Lighting Level 2 is ready.
  - d. Signs and Pavement Markings Level 2 will be available in early 2016
  - e. The new TS Inspector II certification is now called Traffic Signals Inspection for Advanced Technology and will be available late 2015
  - f. The new Transportation Center System Specialist Certification will be available mid 2016
  - g. Municipal Fire Alarm updates are ready.
  - h. Moderators are encouraged to participate in pilot programs, both to become qualified and to provide feedback.
  - i. Going forward, the audio portion of the AV may be replaced by questions designed to precipitate discussion. More class interaction is the objective.
  - j. Existing Workzone Traffic Control Safety may be reworked to focus more on equipment safety as many jurisdictions have their own mandatory Workzone equivalent. Sections to provide feedback.

- k. A “Handbook” for moderators is being prepared based on information from sections that already utilize something similar.
- l. A new Association Management System (AMS) will be implemented over the next few years that will reduce some of the manual data processing at International and allow the general membership to access membership status, training records, TARP records etc. The new platform will support online training - when it is developed.
- m. International recognizes that improvement is needed in the flow of information and communications amongst the various working groups and committee’s like the Education Advisory Committee. (EAC)

**Summer IMSA International:**

- 1. International Conference August 19-24, 2015 (New Orleans) was attended by several BC IMSA Executive members: Mitch; Joseph; Craig; Paul; Dennis; Graeme
- 2. Joseph represented IMSABC at Section Secretaries meeting (for Larry),
  - a. Certification event insurance is available from International (Special Insurance Certificate) but it wasn’t confirmed if it’s valid in Canada;
  - b. Multiple section membership – you can belong to more than one section in 2016
  - c. AMS system (Association Management System) being implemented ASAP
  - d. Articles are needed for IMSA Journal
  - e. Sections are to remove old round (obsolete) IMSA logo from documents, web sites.
  - f. \$12 U.S. (up from \$10) is now coming to the sections for members that are registered.
  - g. Council of Delegates election process updated.
  - h. Section Agreements: Recent move of Intl. office to Florida may require the original 1993 Section Charter agreement to be updated to reflect the new location (per international lawyer) by 2020.
  - i. Moderator Certification Renewals: Certifications need to be maintained by Moderators in the certification areas they are intending to moderate.

**New Business**

- 1. Paul suggested we find a way locally to keep track of the International organization interactions and work in progress by BC Section. Brian suggested that an Organizational structure presentation be prepared that explains the structure and governance of IMSA to give an “in a nutshell” overview to help new members better understand how the organization works and where they might want to participate. It was agreed to work further on these ideas in planned December workshop meeting.
- 2. Erik to get info on Texas DoT Rail preemption presentation that was done at BC MoT recently so we can look into possibly offering something similar through IMSA BC.
- 3. Mitch to follow up on this for 2016: There was a request to reinstate the IMSA Golf Tournament – Executive gave OK to proceed. Mitch will follow-up with some people that had been discussing this and sort out a set of volunteers from them to investigate and bring a Tournament together ... whatever is decided upon by the volunteers).

**Fall Tech Session:**

1. Nov. 3, 2015 is booked at Exec. Inn Trade show has 16 booths booked so far, 4 coffee sponsors and 2 lunch sponsors, about half have paid already. Paul provided list of potential vendors to contact and help get them signed up with a booth. GNEC confirmed they will buy a booth. Meet n Greet is going to happen on the evening of Monday Nov. 2<sup>nd</sup> at Foggy Dew, same as last Tech Session with all together in one large area. All planning is on track, GNEC to coordinate Meet n Greet..
2. Tech sessions: Joseph is requesting ideas for tech sessions, possible presentations.
3. Requests came in from member survey to have some more high tech presentations, Erik to follow up with video detection vendors, Clary Corp. rep was also suggested as a good person to invite to do a UPS presentation based on their excellent past presentations at International IMSA and elsewhere, Graham to contact Alpha Technologies as well to see if they are interested in doing a similar presentation.

No other business was discussed.

Minutes recorded by Brian Olsen

**NEXT MEETING:** October 14th, 2015 – GNEC Offices 3pm.