



Western States Highway Equipment Managers Association

Salt Lake City, Utah

Thursday, 29 August 2013

Business Meeting Minutes

The Chairman, **Mr. Jeff Caspar** (Utah DOT) opened the business meeting at 8:30 am by welcoming the participants.

Rotation of Officers

Mr. Caspar volunteered to remain as Chair until June 2014, when the National Meeting would be held in Orlando, Florida. At that meeting, officer positions would be filled as follows:

Office	Person	Agency
Chair	Diana Rotkis	Alaska DOT
Vice-Chair (Alternate)	Liewellyn Honda	Hawaii DOT
Secretary	Bruce Erickson	Oregon DOT
Treasurer	Greg Hansen	Washington State DOT
Immediate Past Chair	Jeff Caspar	Utah DOT

This arrangement was accepted by the delegates without objection.

Treasurer's Report

Ms. Patte Hahn (NCPP) told the delegates that the Association's credit balance with the EMTSP program was approximately \$40,000. After discussing the other WSHEMA accounts, the group decided to close them and add their proceeds to other WSHEMA funds being held in WSHEMA's EMTSP sub-account.

By-Laws Update

The Officers agreed that WSHEMA would pay travel and subsistence expenses for an additional delegate per state agency per calendar year to attend annual meetings. This reimbursement is in

addition to that provided by the Equipment Management Technical Services Program (EMTSP). **Mr. Greg Hansen (Washington State DOT)** agreed to update the Association's By-Laws.

Future Meetings

2015 Meeting

The 2015 Meeting will be held in August or September at a location to be determined in Alaska.

2017 Meeting

Montana declined to host the 2017 Meeting and New Mexico volunteered subject to approval.

Conference Calls

The delegates agreed to have bi-monthly (6 per year) conference calls. The calls will be planned and hosted by **Ms. Hahn** working in consultation with **Mr. Erickson**.

WSHEMA Website

The delegates resolved to retain and maintain their present website, but reserved the future option of having the NCPP perform these functions.

Other Business

Mr. Dennis Halachoff (Arizona DOT) asked the delegates to consider inviting Canadian provincial agencies to participate in WSHEMA.

Adjournment

Mr. Caspar closed the meeting by thanking everyone for their attendance.