



Wednesday, Nov.15, 2017- 12:00 PM  
**Conf. Call 919-250-7881**  
**Minutes**

**Attendees:**

Mike Dyrdaahl, Brandon Anderson, Dan Belcher, Elaine Richards, Vern Danforth, Jon Starr, Rande Robinson, Ernie Treadway, Ellen ?

**Old Business**

Minutes of the 9.26.17 BOD Meeting approved.

**Ongoing Business**

- 2017 Conference Report
- 2017 Budget Update
- ESP Update  
Kevin Martin and Diane Gunsch were unable to attend so there was no conference, budget or ESP report.  
The Secretary will have Kevin submit a written report to the BOD.  
Vern will contact the delegate from SCDOT to become Area II director.

**New Business**

- Registration software (Purchased package vs. jot forms)- 2018 event investigation and future conferences.  
  
-Jon Starr reviewed the status of procuring a integrated event management package. After discussion, it was determined that this was an issue for conference presidents to decide. Jon would continue with the process with CVENT while Vern do a bit more research on the topic.
- Topic related workgroup- UK participation, etc.  
  
– Jon Starr gave a brief overview of ongoing discussions with several outside organizations.
- FHWA- CAI/other  
  
– Jon Starr provided an overview of discussions with FHWA and others.
- Bentley Discussion/Business Transformation  
  
– Mike Dyrdaahl provide an update on a developing collaboration he is working on. Details to follow soon.



## Miscellaneous Items & Issues

- HEEP Constitution and Bylaw changes – Rande Robinson said that as far as he could determine the last actual revised version of the HEEP constitution was in 2008. The current posted version on the web (2013 revision) was never officially adopted. Rande proposed going ahead and just making the 2013 the official version and proceed with any updates from there.
- Area Issues – Rande Robinson brought up the issue that the roll of the areas and the directors still needs to be defined moving forward.
- 2021 HEEP conference and officers – Rande brought up a couple of issues that need to be looked at moving forward. There was also some discussion of geographic location of future conferences and how to get some Area I states back in the HEEP fold.

## Action Items

Date Assigned	Date Completed	Assignee	Action
11.15.17		RJR	Ask Kevin to submit a written 2017 conference report to BOD
11.15.17		J.Starr	Will continue with CVENT evaluation & procurement by end of the year.
11.15.17		RJR	Will send out copy of the 2008 and 2013 HEEP Constitutions to BOD members for review.

**Next Meeting** – Probably Feb. 2018 Jon Starr will set dates in the next few weeks.