

ITE/IEEE
Incident Management Working Group

February 10, 2000 Teleconference

Thursday, 10 February 2000

I. Welcome/Introductions Chester Chandler

II. Roster of Attendees

- *Andy McFarlane*
- *Ken Brooke*
- *Tom Kurihara*
- *Andy Schoka*
- *Dave Helman*
- *Chester Chandler*
- *Michael Ritchie*
- *Gina Field*
- *Wayne Gisler*

III. General Discussion

- A. Chester Chandler indicated that we are down to the wire on revising the document to meet the February 18th RevCom submittal deadline. He has a rapidly shortening list of to-dos that he and Gina will complete by 2/13/99. It is imperative we meet this date, as several deadlines related to IEEE, the FHWA, and others have the possibility to set us back if our standard has not been published by June. Also, publishing the Standard is the major hurdle to obtaining financial assistance to get the consultants on board and confirm our April meeting in Houston.
- B. Chester indicated that he needs all working group members to send a YES or NO on whether or not substantial changes have been made to the document that require recirculation of the document. It is Chester's hope that this is not the case, as recirculation of the document would adversely affect our timeline for submittal.
- C. Group reviewed the latest, most up-to-date ballot comment sheets and revised redline-strike P1512 document downloaded from the private area of the web page. Miscellaneous comments were made by the group and incorporated into the revised document by Gina Field. Additionally, group will email Gina any additional comments to Gina by close of business 2/11/00.
- D. Wayne will recompile and post to the web an updated list of Working Group Participants, past and present, that he has available. A message will be subsequently posted to the reflector, requesting review of the list for completeness. This listing will either be incorporated into the ballot review comments or referenced.
- E. Group noted the hard work and effort by both Chester and Gina to meet the February 18th RevCom Date. In particular, Gina's efforts were identified as above and beyond the call of duty by the group. She has done a fine job in assistance of the working group to address comments that were submitted and in revising the document to insure clarity and consistency. Her presence will be missed as she very shortly transitions into a new job.