



Transportation Safety Board

Meeting Minutes

11/07/04

DRAFT

Danville Regional Airport

Chair: Paul Henegar **Recording Secretary:** Audrey Odum

Board: Paul Henegar (Chair), Gloria Berkley, Dee Bowles, John Mazza,
Charles Rosemond, Walter Yeatts, Paulette Benson, Allen Muchnick

(**Not Present**) Bill Selden, Bruce Wingo, Melvin Robertson, John Coates

DMV Staff: Philip Vasquez, Vincent Burgess, James Bradford, Lynne Talley,
Audrey Odum, David Mosley

Special Guest: Deputy Secretary Ralph Davis

Presenters: Robert Breitenbach, Virginia Commonwealth University
Charles Long, Piedmont Regional Criminal Justice Academy
Lt. Leon Goodin, Martinsville Police Department

Chair Henegar called meeting to order and thanked everyone for attending. With four new Board members in attendance, Chair Henegar asked everyone to introduce and give a brief bio of themselves.

Deputy Secretary Ralph Davis welcomed everyone and praised the Board and TSS Staff for all the great work they do. The Deputy Secretary updated the Board on the various initiatives and programs within the Transportation Secretariat.

Chair Henegar asked Vince Burgess to call roll. A quorum was present.

Old Business

Chair Henegar requested the Board review minutes from the July 2004 meeting. Minutes approved with no amendments.

New Business

Vince Burgess gave an updated on previous grant issues and action items.

- Norfolk State – Discuss monitoring the success of project.
- Physician’s Injury Reduction Coalition – Informed Board that new language submitted to summarize the projects scope of work was not sufficient. Grant denied.
- Board was furnished an outline of procedures that will assist the Board in utilizing available data to determine impact of current and future funding.

Action: *Board asked staff to draft letter to J.J. Bahen addressing his concerns with grant funding to localities for overtime enforcement*

Vince Burgess provided an overview of crash statistics to Board.

Lynne Talley provided an update on the grants financial report and gave a brief overview on new grant procedures. Lynne Talley asked Board to review for approval the following grants that had been submitted outside the annual grant competition period. (New or Increase)

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|--|------------------------------------|
| 1. State Police | <i>Approved</i> |
| 2. Brunswick Co. Sheriff’s Dept. | <i>Approved</i> |
| 3. ABC Board “None for the Road”
(Need FY04 progress reports.) | <i>Approved</i> |
| 4. VACP “None for the Road” | <i>Pending more Information</i> |
| <i>Action: Invite ABC and VACP to January meeting to give project overview.</i> | |
| 5. VCU-TSTC | <i>Approved</i> |
| <i>(Job descriptions/salary for each TSTC staff position, to be furnished to Grants Manager.)</i> | |
| 6. VDH | <i>Approved</i> |
| 7. VCU-CPP | <i>Pending Revised Application</i> |
| <i>(Dee Bowles and Paulette Benson to review and recommend approval of the revised application.)</i> | |
| 8. DMV/157 Seatbelt Program | <i>Approved</i> |

Action: *Board requested staff to revise “Procedures for Grant Applications or Request for Funding Increases” to replace the Board Chair and Vice-Chair pre-approving grants until the full Board meets to include full Board approval.*

Chair Henegar asked John Mazza, Chair of the Nominating Committee to bring forth a slate to fill the Vice-Chair position until January when a slate will be brought forth for both the Chair and Vice-Chair positions. Dee Bowles was recommended and Board approved temporary appointment.

Chair Henegar asked the Board’s approval to request staff to prepare Resolutions for past Board members. Board approved for presentation at the January 05 meeting.

Action: *Staff to prepare resolutions for past Board members.*

Public Comment

None

Presentation

Robert Breitenbach gave an overview of Skid Cars and the impact they have had on transportation safety. Charles Long and Lt. Leon Goodin gave a brief demo of the Skid Car and allowed Board to experience hands on how the skid car performed.

New Business

Chair Henegar explained the Awards Program to the new Board members. Due to the Annual Conference on Transportation Safety not being held in 2005, Board discussed having a separate event to present awards.

Action: Staff to make arrangements for May Board meeting and Awards presentation.

Chair Henegar mentioned future Board meeting dates:

January 2005
General Assembly
Richmond, VA

May 2005
To be Announced

Meeting Adjourned