



-ITS Asia-Pacific Board of Directors Meeting
Sunday 13th July, 2008
2:30 pm to 5:30 pm

Venue: 181 River Valley Road
Land Transport Authority
Singapore

Meeting Minutes

Thanks for ITS Singapore hosting Meeting and Dinner

1. Establishment of the ITS AP-BOD meeting

The chair, Mr. Sing welcomed all the attendees, and the ITS AP-BOD meeting was established with the attendance of 8 out of 11 ITS AP-BOD members.

Ms. Kou Yang attended the meeting as the substitution of Mr. Xiaojing Wang, a Chinese representative since Jul01, 2008.

(See the attached attendance list.)

2. Confirmation of Minutes of last ITS AP-BOD meeting

The minutes of the last ITS AP-BOD meeting was confirmed. (*Document #2*)

Mr. Kubo re-introduced Dr. Der-Horng Lee would be the new member of the Editorial Board of the ITS Journal, and introduced "International Symposium of ITS Research" to be held 17 Jul co-organized with ITS Japan and University of Tokyo.

3. Confirmation of the Agenda (BOD, GA)

In the agenda (*Document #0*), Mr.Sing decided to move item#:12 to be discussed at the General Assembly.

4. 2008 Singapore AP Forum

Dr. Chin explained the registration process at the conference venue, and gave details of the official events such as opening ceremony and closing ceremony.

Mr. Sing requested the ITS AP-BOD members to provide the name of their representative going up to the stage at the closing ceremony.

5. 2009 Bangkok AP Forum

Dr. Sorawit introduced the outline of 2009 Bangkok AP Forum. (*Document #5*), and announced that the official website URL is getting ready.

6. 2008 New York World Congress

Ms. Mori, a secretariat introduced the latest updates about the New York World Congress (WC), and asked the ITS AP BOD members for proposing VIP guest name for the Opening Ceremony and speaker names for the open slots of the Executive sessions.

For the Opening Ceremony, Korea requested to mention the Chair of Korea Highway Cooperation.

(*Document # 6-1, 6-2-1, 6-2-2, 6-3-1, 6-3-2, 6-3-4, 6-4*)

7. 2009 Stockholm World Congress

Mori, a secretariat introduced the latest updates about the Stockholm WC, and underlined the important dates of the Call for Papers and Exhibition stand sales. (*Document #7*)

8. 2010 Bussan World Congress

Dr. Moon played the video of the 2010BusanWC (*Video: #8*) and announced the rough schedule as follows:

Congress Period: 25-29, October, 2010



Paper Submission will start: soon after the Stockholm WC.

Sponsorship sales will start after the New York WC.

He added the information will be updated at the NYC WC closing ceremony.

Mr. Sakamoto, as ITS Japan, made sure the replacement of the board members from Korea for the World Congress, and he confirmed to announce it at the ITS World Congress BOD Meeting in New York.

Current WC BOD member: Prof. Lee (Ajou University), Dr. Moon (KOTI), Dr. Yoon (ITS Korea)

New BOD member from 11/2008: Prof. Chon (Seoul National University), Prof. Kang (Hanyang University), Dr. Yoon (continue)

Prof. Chon will be BOD chair and Dr. Moon and Prof. Ikeuchi (The University of Tokyo) will be co-chair of IPC. (9/2009-10/2010)

Mr. Sakamoto also told that the number of BOD from Korea would be reduced to two from three after the Busan WC.

9. 2011 AP Forum Venue Decision Making Process

Mr. Sakamoto, as a secretariat of ITS AP, explained the two cases (Case I and Case II) about the 2011 APF venue decision making process. (*Document #9*)

Dr. Chang proposed that ITS Taiwan can host the 2011APF, as the second time since Taiwan APF in 2003.

After the discussion, Mr. Sing chose Case 1 based on the decision by the majority of the AP-BOD members.

The country/area which wishes to host the APF2011 needs to express the intension in 2009 June.

The candidate country/area will give presentation at the ITS AP-BOD meeting in Bangkok in 2009 July.

Decision will be made by voting after presentation at ITS BOD meeting or in two weeks after the presentation.

10. 2013 World Congress Venue Decision Making Process

Mr. Sakamoto, on behalf of ITS Japan explained the 2013 WC venue decision making process, and announced that the call would be an official one after the General Assembly (GA). (*Document #10*)

He explained that the hosing country will bear the cost of 100,000US\$ for ITS Japan's secretariat work, which was the necessary cost for ITS Japan to act for the hosting country as the secretariat of ITS AP, not for seeking the profit, but for the quality for the success of the World Congress.

Mr. Young asked about the structure in Europe.

Mr. Sakamoto commented in Europe, "ERTICO" receives some amount of money from the hosting organization of the World Congress.

He said this will be discussed in between the hosting city and ITS Japan.

Mr. Bajpai and Dr. Sorawit commented that if the ITS organizations request the Central government to bear the cost; they would need a good justification to have the government agree to pay it to ITS Japan.

Mr. Amano explained the necessary work at the secretariat includes a lot of administrative work besides WC IPC or BOD, such as management of more than 1000 papers and coordination of more than 100 sessions, and the cost of these work needs to be shared. ITS Japan is operated only with the membership fee, and needs to be transparent to get the support from the members.

Mr. Young commented it is understandable but it should be clarified between the secretariat function of WC and APF and the domestic one of ITS Japan. ITS Japan agreed to define the two functions.



Mr. Bajpai requested the breakdown of the cost.

Dr. Sorawit requested the breakdown of the cost and responsibility of the jobs.

Mr. Sing commented purpose and result of the cost should be clarified.

Mr. Sakamoto suggested it would be more manageable if the 100,000 US\$ is included in the initial budget of the world congress.

Dr. Moon said it is understandable that ITS Japan sometimes acts under the name ITS AP, but it is sometimes hard to explain to the government people, and suggested ITS Japan to consider using "ITSAP" instead of "ITS Japan". ITS Japan agreed to consider the issue.

Dr. Moon questioned if the selection committee will include the member from the AP. Mr. Sakamoto answered the committee should be organized under the ITS Japan BOD, and include the members from the AP country/area other than Japan, except those from the candidate one, however, in case that Japan is a candidate, it is not applicable.

Mr. Sing said it is one of the thinking that the profit to be shared to promote ITS between the hosting country/area and ITS Japan.

11. AP Database

In the previous ITS AP-BOD meeting, the secretariat requested each ITS AP-BOD members to feedback the ITS basic information for AP database, but enough response has not been received except ITS Japan and ITS Thailand. So, Mr. Sakamoto explained the original purpose and how each country can feedback the basic information about the AP Database. (*Document #111-1, 11-2, 11-3, 11-4, 11-5*)

Mr. Sakamoto requested each member to send the reference material if it is difficult to answer to the questionnaire. The reference material would be a country report of Executive session at APF.

Mr. Sing as the chair, requested Ms. Angkana to send out the letter once again and asked all members to respond to that letter.

Ms. Angkana agreed to resend the questionnaire to all of the ITS AP-BOD, and they will respond to her by the end of August.

Each AP-BOD member will respond to the questionnaire from Ms. Angkana/ITS Thailand by the end of August.

12. Next generation of ITS AP MOU (2009-2012) -> GA #4

#12 was discussed at the General Assembly

13. National Areal Event Information (information to be confirmed by presenter.)

1-ITS Japan introduced the Large Scale FOT to be held in Feb 2009. (*Document #13-1*)

2-ITS China introduced the 4th Annual Meeting on ITS in China September 2008. (*Document #13-2*)

3-AITS India introduced the ITS Annual Conference & Exhibition on 1-2, December 2008.

4-ITS Thailand announced about their exhibition booth at APF, and introduced ITST 2008 in Phuket October 22-24, 2008, and TC204 meeting in April in Bangkok. (*Document #13-4-1, 13-4-2*)

5-ITS Taiwan announced the 10th anniversary event on Oct 7-8, 2008 / Tuesday evening ITS Taiwan night.

6-ITS Hong Kong announced about the event. ITS Japan as secretariat requested all non paper presenter to provide the detailed event information.

14. Other business

On behalf of the ITS AP BOD members, Mr. Kubo appreciated Mr. Sing for his strong chairmanship for two years and Dr. Chin for his support. Mr. Sing thanked everyone for coming to the meeting in Singapore.
-Adjourn--