



ITS Asia-Pacific Board of Directors Meeting

March 9th, 2010

2:00 pm to 4:00 pm

Venue: ITS Japan Meeting Room

Address: 2-6-8, Shibakuoen, Minato-ku, Tokyo, 105-0011

DRAFT Minutes

Thanks for ITS Taiwan for chairing the meeting.

1. Establishment of the AP-BOD meeting

The chair delivered welcome speech to all the attendees, and all attendees introduced themselves. The ITSAP BOD meeting was established with the attendance of seven out of eleven ITS AP-BOD members including a substitute for Mr. Deryk Whyte of ITS New Zealand.

It was confirmed the member from ITS Australia was replaced to Mr. Dean Zabrieszach from Mr. Terry Warin.

2. Confirmation of Minutes of last AP-BOD meeting

The minutes of the last meeting (September, 2009, Stockholm) was confirmed.

Mr. Zabrieszach of ITS Australia added the comment referring to what Mr. Negus said in the last meeting that Mr. Negus meant "one-country, one-vote" should be kept whenever the ITS AP makes a decision including venue of ITS World Congress as his opinion, and it was confirmed by the attendants.

3. Confirmation of the Agenda

Agenda was confirmed.

4. 2010 Busan ITS World Congress

1) Speech

On behalf of the 17th ITS World Congress Organizing Committee, Mr. [Chang Se KIM](#), [Senior Vice-Chairman](#) of made a speech, to everyone.

2) Progress of Busan ITS World Congress

Dr. Moon made the status report of the World Congress, and requested the ITS-AP members to encourage their members to participate in the congress, and requested to promote the exhibition and sponsorship.

-Additional information for the congress-

*A 90-minute Ministerial Session is being planned before the opening ceremony if several ministers come from overseas.

*The Organizing committee may consider the belated paper submissions for Media interactive Sessions if possible.

Secretariat provided the tentative session list of Executive session and Special Session and introduced some of those addressing the Asia-Pacific region, and requested each member to consider recommending speakers.

The Chair requested the members to review the lists and recommend the suitable speakers if any, and to promote the event in their countries/areas.

Mr. Hikmet/ITS New Zealand and Prof. Sorawit/ITS Thailand requested ITS Korea to provide the



promotion materials to promote the event at their ITS Events.

5. Discussion of Next generation of ITS AP

Mr. Amano, ITS AP Secretariat introduced the discussion paper of the next generation of ITSAP, mainly focusing on the updated points with the reflection of the feedback from the member countries/area. The paper had been approved by ITS Japan BOD meeting.

Mr. Amano said the secretariat received only one feedback by the deadline, the end of 2009, which was:

- “The direction is good, and agreeable that the balance of representation and contribution is important, however, paying the membership fee is not always easy to persuade the related parties in the country, while contributing with the human resource would be easier.”

The chair added that a few more meetings would be needed to finalize the MoU contents which would be signed at Busan WC.

Comments from the members:

Mr. Zabrieszach pointed that “Principle” (Page 4), “the problems” should not be limited to only “road transport”, but more “multimodal” idea should also be included. It was agreed and confirmed by the attendants.

Prof. Sorawit asked the secretariat for the clear pictures of the responsibilities and duties other than those related to ITSAP Forum and WC, such as the capacity building and etc. --- Mr. Amano referred to Page 5.

Mr. Zabrieszach appreciated the secretariat for taking the leading role for the issue, and commented the followings:

- We should go with the current logo.
- The contribution to WC to become WC BOD should be on the basis on the organization rather than individuals, and the members should be nominated on “one person from one country” basis. If two, it would be very difficult to assess the contribution of others although all had made some contributions.
- The role of secretariat role can be rotated among the ITS AP members, which would contribute the cost reduction.

Dr. Moon agreed to rotating the secretariat role, deciding by voting as necessary.

Mr. Yano, the observer and BOD member of ITS Japan commented the followings:

- It is necessary to discuss the issue with the pragmatic point of views.
- The members should consider the importance of running the NPO on multinational basis with two other ITS originations, ERTICO and ITS America.
- The AP activities should be considered on the continuing basis. The financial bases for workload should be considered important.
- The current activities of ITS Japan are very much inter-related between domestic and multinational activities which should be separated clearly and we should find the clear picture for the management in the efficient way. Careful studies are needed, and 2013WC may be the one target to establish a new organization since we have some years to share these information with the members.
- The overall direction is OK.



Mr. Amano agreed to the overall direction, however, commented as below:

- Regarding the nomination of BOD members, “one member from one country” fits the current situation of ITSAP, but Even setting the ITS AP-BOD meeting with the ADBI workshop, not all the members are always show-up. It is even more difficult to attend each WC BOD Meeting. The contribution does not only mean money, but, the question is how we decide the conditions.
- Regarding the rotation of the cost and role, it may be very fair, but in reality, it is very difficult to rotate the know-how of the secretariat work for the World Congress which is currently limited to a few people in each region.
- If the direction is agreed in future, we can build up the human resources.

Mr. Zabrieszach agreed that the suggested issue would be the way for getting the members to be involved more strongly.

Mr. Wang commented the office of ITS AP should stay located in Tokyo since ITS Japan had had the connection with other two ITS organizations as well as experts, and been familiar with how to organize the congresses.

Dr. Moon said Tokyo was a good location for the headquarter of ITS AP for a few years. In a long run, the time might come that ITS Korea could propose to be the secretariat.

Mr. Hikmet commented it was necessary to address the cost issue of the office anyway.

Dr. Moon said paying the membership fee can be compensated if the organization can host the APF or WC in every some years.

Mr. Amano said we have to reach out the newcomers like Indonesia, Philippines and etc, and needed to be generous to foster the newcomer to facilitate the deployment of ITS. He also said that the amount of the membership fee would be as small as possible which be sufficient to run the office, and said ITS Japan would report the cost analysis soon.

Mr. Hikmet suggested considering that ITS AP get the benefit by reselling the exhibition area of the WC as well as the membership fees.

Dr. Moon said it would be the possible fund from the WC.

Prof. Sorawit asked the secretariat if the new secretariat might consist of the multinational staff, and Mr. Amano answered yes, and said that the secretariat had the experiences of inviting trainees from Beijing and Thailand in the past who had supported the secretariat work.

The chair appreciated the job done by ITS Japan, and said ITS Japan would work as the secretariat for coming a few years and consider the secretariat office function and format of board meeting. He also requested ITS Japan to prepare the financial structure for the basic function for the ITSAP.

All the attendants confirmed any communication on this issue would be shared by all the members as suggested by Mr. Zabrieszach.

Mr. Amano announced the Logo of ITS AP was being registered as the trademark under the law of Japan, and requested the members to consider it in each country.



Mr. Hikmet suggested the rotation of the representative for the meeting, exposing more individuals in various occasion, but Mr. Amano said one person should be dedicated as a member in a certain term.

The secretariat reminded if the one had the 2nd replacement, he/she had to assign the person before the meeting as mentioned in the ITS AP MOU, and said it wishes to have the 14 signers for the next MoU as we started with 14 original members.

Mr. Zabrieszach suggested if the 12 WCBOD members could be selected by 14 APBOD members every year.

Chair summarized:

- 1- Secretariat will work out the financial structure of ITS AP.
- 2- Secretariat will work out the transition process of the ITS AP with the two cases;
 - i- The ITS AP headquarter will be kept keep in TYO with sharing the cost and staff, and
 - ii- The ITS AP function will be rotated based on WC or APF.
- 3- Regarding the nomination of the WCBOD members, the chair recommended to keep it open question. The chair suggested the WCBOD members could be nominated separately from the APBOD members depending on the expertise or field from the member country/area.

The chair requested the members to consider if they can recommend a person who will really participate the WC real process as the WCBOD member in coming 2-3 years.

6. Next meeting

It was agreed that the AP-BOD meeting in Kaohsiung will be held in July-August, 2010, and that ITS Taiwan will discuss the possible date at the BOD meeting during the week of March15 to announce accordingly.

ITS Taiwan requested each member to inform the inconvenient date in advance .ITS Taiwan will check if they can arrange the meeting with the ITS workshop by the support of TPO (Telematics Promotion Office).

Action:

Each member to inform the inconvenient date during July-August to ITS Taiwan as soon as possible.

7. Other business

<ITS Thailand Questionnaire>

Prof. Sorawit thanked those who sent the feedback regarding the Traffic Information Service, and called for the cooperation to the others to respond as soon as possible.

<2012 ITS AP Forum>

The secretariat notified the application for 2012APF was still open and reminded the Key dates as below;

Key dates were agreed as follows;

Call for venue of 2012 AP forum: from 21st September, 2009

Express of intention of host: until May 1st, 2010.

Presentation by the candidates: Oct., 2010 at AP-BOD meeting in Busan.

Decision of the host city: Oct., 2010 at AP-BOD meeting in Busan.

<2016 World Congress >



Mr. Zabrieszach requested the secretariat to announce the timeframe of the 2016WC process of the venue selection. The Secretariat answered the process has not been decided yet , but the process will start 5 years prior to the WC, which would be in 2011. The secretariat will make the official announcement of the 2016WC calling once decided.

Adjourn