ITS Asia-Pacific Board of Directors Meeting
Online by zoom
Date and Time: March 14, 2024, 13:00-14:00 (Tokyo)

Draft Minutes

Chaired by William Sabandar, ITS Indonesia

1. **Establishment of the AP-BOD meeting**

   William Sabandar welcomed the participants. With 8 APBOD members attendance, the meeting was established.

   Dr. Tongkarn Kaewchalermthong was introduced as the new member from ITS Thailand.

2. **Confirmation of Minutes of last AP-BOD meetings**

   Draft minutes of the last meeting (October 15, 2023, Online) were approved.

3. **Confirmation of the Agenda**

   The draft agenda was confirmed.

4. **Applicant for membership**

   A new membership was applied by ITS India Forum.

   Murphy Sun explained that ITS Taiwan provided the contact information of ITS Asia-Pacific to ITS India Forum. He knew some ITS organizations from India had tried to apply for ITS Asia-Pacific in past but they were not successful, now the organization consisted of academia, industry and government authority and he said it might meet our requirements.

   Dean Zabrieszach explained the overall history of ITS AP with ITS India as below:

   This conversation has been happening for more than 15 years. In the past AITS India was a member of ITS Asia-Pacific which was represented by the different person, but it was not very active in ITS AP region or ITSWC level although the representative attended the board meetings occasionally. The involvement was minimum and the organization did not pay the membership fees for three consecutive fiscal years. *(ITSAP Secretariat note: FY2011-2013)* So, the Board of Directors of ITS Asia Pacific made the decision to exclude AITS India from the APBOD at that time. Since then, there had been several attempts by ITS India or ITS India-to-be to rejoin ITSAP. One of the most recent attempts was during CopenhagenWC2018 or Montreal WC2017. *(ITSAP Secretariat note: During APF HKG in 2017)* They came to the ITSWC with a handful of people. As the executive group of ITSAP, we welcomed ITS India back but they needed to show us a little bit more than a few words on paper and show us the commitment to ITSAP BOD meetings, AP Forums, ITS World congresses. We needed to see the more evidence that they really did have membership base, not just words on paper, and see the evidence that they did have the government support, not just a title of ministries. And before long, they disappeared. We all know India is a big country, but we have heard many times that a group of a few people was just created and say "We are representing ITS India." I really hope this could be a proper ITS India that represents Industry, Academia and Government.

   And as ITS Australia, he said we should not just jump into this and accept the nomination just based on a few words. He said we would certainly welcome ITS India but we should treat carefully and cautiously, and do it in the step process if we agree to move forward; consider some sort of conditional membership and let them show us the commitment during the trial

period, perhaps in 6-12 months (the term to be discussed).   Once we see they meet the conditions, we could accept ITS India to be the member.   At that point we can make professional and objective decision.

William Sabandar appreciated Dean for explaining the comprehensive history of ITS India and sharing the position.   He agreed that the proposal must be taken carefully.

Siew Mun Leong agreed to Dean's opinion.   Being one of the BOD members at that time, he shared the same concern.

Murphy Sun agreed to the idea by Dean and Dr. Leong.   Having been involved to ITS AP activities for about decade, he had heard ITS India would come back at least twice but failed.   Last time, the group was from a big company and not related to the other sectors but the current case was a bit different.   He said this case might empower the ITSAP with more relations which was a good way to go.
He added they were applying the exhibition stand for of APF Jakarta and they might have more interest to join our group.

William Sabandar appreciated his consideration and confirmed ITS Indonesia would check with them as they were interested in being participants of the event.

Lee McKenzie supported the position which ITS Australia put forward.   She mentioned the membership on conditional basis was important. She said she wanted to understand more about the membership which had no details in the document and also the support they have from industry and government.   She said she needed to know more information on the level of the commitment to ITSAP board.

William Sanbandar said in terms of the government support, we could ask them to get the support letter from the government because it was important to get the endorsement from the government.   He said this was one of the criteria to be accepted the full membership if we want some kinds of sustainability of the membership. As they carry the name of the country, the government needs to profile some kinds of support to this organization.

Murphy Sun suggested to ask ITS India Forum to join the APBOD meeting during APF Jakarta and make presentation with Q&A.   After that we could follow the suggestion by Dean and Dr Leong.

William Sabander agreed and showed the following procedure example:

    Step 1: Apply ITS India Forum 6 or 12 months as the provisional period and put some criteria,
    Step 2: Invite them to the next APBOD meeting in Jakarta and ask for more explanation and question in-person.
    Once we see the criteria is met by the certain time, we accept them as the full member of ITSAP.

Sue Park on behalf of ITS Korea agreed Dean's opinion, considering the past experience she agreed to have the trial period before accepting the full membership to the new organization.

Takehiko Barada agreed to Chairs proposal and suggested the condition should require meeting again with them in Dubai, their participation to DubaiWC should be one of the conditions.

William Sabandar appreciated it and asked about the benchmarking period, 6 months or 12months.

Dean Zabrieszach preferred to have the longer period, from now to the end of this year 2024. Provided ITS India demonstrated its commitment to ITSAP by mean of attending meeting, APF and ITSWC, probationary fee as which perhaps is 50% fee to remaining of this year.   If they

demonstrate all of those, from the 1st January 2025, they may become a full member. He said ITS Australia certainly would not be in favor of ITS India having any voting right until they become the fully fledged board member.

William Sabandar noted we would need to have another APBOD meeting to accept them as the new member.

Lee McKenzie suggested a period from "APF" to "APF" would give us the satisfaction we need to know around the level of the commitment.

Murphy Sun suggested to invite them to Jakarta APBOD meeting first, then we could decide what we do next. He said we could cancel them if they were not good. But he said we should open ITSAP and seek more country from Asia-Pacific and come out of the rules.

Willam Sabandar appreciated the suggestion.

Dean Zabrieszach agreed that we should let them present at the APBOD Meeting and make the decision based on that. He also echoed Murphy's comment that we would love to have more members to ITS AP, like Philippines and Vietnam. He said ITS Australia would totally support if we could grow the AP board membership.

Susan Harris suggested the invitation letter to be worded in a "warm" and "positive" way.

Next Action:
ITS AP Secretariat will send the invitation letter to ITS India Forum to come to the ITS AP BOD Meeting (in-person) in Jakarta to give the comprehensive proposal to join ITSAP.

5. **Any other business**
   None

6. **Next meeting**
   Date and place: Afternoon on 27 May, 2024, Jakarta

   The Meeting adjourned.

Participants

	APBOD Member	Organization
	Akio Yamamoto	ITS AP Secretary-General
1	William Sabandar	ITS Indonesia - Chair
2	Dean Zabrieszach	ITS Australia
3	Murphy Sun	ITS Taiwan
4	Takehiko Barada	ITS Japan
5	Sue Park for Yoo-Jin Chang	ITS Korea
6	Siew Mun Leong	ITS Malaysia
7	Lee McKenzie	ITS New Zealand
8	Tongkarn Kaewchalermtong	ITS Thailand
	Sorawit Narupiti	ITS Thailand
	Online Observers	
	Susan Harris	ITS Australia
	Mike Rudge	ITS New Zealand
	Tongkarn Kaewchalermtong	ITS Thailand
	Jakel Lin	ITS Taiwan
	Doyeon Hong (Olivia)	ITS Korea
	Chadil Tuchinda	ITS Thailand
	Gladisya Putri Pusparini	ITS Indonesia
	AP Secretariat	
	Takaaki Segi	ITS Japan/AP Secretariat
	Ikuko Okada	ITS Japan/AP Secretariat