

International Professional Association for Transport & Health Board of Directors

Mission

The International Professional Association for Transport & Health (IPATH) is a platform for cross-disciplinary and multi-sector professionals working at the intersection of transport and health. The aim of PATH is to share information, exchange ideas, and foster collaboration to improve health, quality of life and well-being in communities by advocating for the integration of health in the urban and transport agendas.

Vision

- To create an accepted professional discipline of transport and health
- To support and encourage research and best practices aimed at integrating health into the transport and urban planning and strategic decision-making processes
- To build a cohesive community of cross-disciplinary and multi-sector professionals

Meeting Minutes

Thursday, 18 May 2017

Present:

Ghassan Abu-Lebdeh
Al Almasy
Ron Deverman
Sam Elrahman
Zvi Leve
Kara MacLeod
Gavin McCormack
Silvia Poggioli
Greg Rybarczyk

Patrick Sherry
Jessica Sheehan
Karyn Warsow
Kimberly Vachal

Excused Absent:

Matthew Williams (Japan)
Haneen Khreis – Doctoral Work

Absent:

Mark Nieuwenhuijsen
Stephen Watkins

| Agenda Topic | Responsible Party |
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| Introductions/Welcome | All |
| Agenda Approval | <u>Motion to Approve</u> – Ron <u>Seconded</u> – Ghassan |
| Meeting Minutes Approval | Error in the April 2017 Minutes – Silvia, Student Committee Chair, was absent. <u>Motion to Approved</u> – Ghassan <u>Seconded</u> – Ron |
| Off Topic Item | Al asked the Board to start thinking about an IPATH logo |
| Old Business | Student Committee Silvia provided the Board with an in-depth summary of the conference call minutes and other activities that have been taking place to develop an active and dynamic IPATH student committee. She also brought up a student request to have a community sharing/blog page on the website that is |

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| | <p>password protected. Zvi suggested a Google page. Silvia will research the Google resource.</p> <p>Silvia requested permission from the Board to present on the Student Committee as part of the IPATH Annual Meeting during ICTH. All were in agreement that this would be a great idea. Jennifer Kroker-Hall, Vice Chair, will present in Silvia's absence.</p> |
| Old Business | <p>Bylaws Karyn is continuing to work on the draft as time permits.</p> <p>Code of Ethics Karyn will complete edits to the Code of Ethics document and send to Al and Ron for peer-review. This document will then be circulated to board members for signature in the coming week.</p> |
| Old Business | <p>IPATH Update PATH is now IPATH and has been updated on the website. Board members are invited to visit, review and provide comments.</p> |
| New Business | <p>IPATH LLC Karyn suggested that IPATH become a free standing entity by 2018. This will ensure legal and fiscal accountability along with strategic flexibility as opposed to remaining under the administrative umbrella of the TPH Link.</p> |
| New Business | <p>Board Meetings Board Meeting in the planning phase for ICTH. A quest was made to have a conference line available for board members who are unable to attend with the ability to call-in and participate. ICTH will serve as the IPATH annual meeting.</p> |
| A. Enhance Membership and Organizational Capacity | |
| Membership | To date, we have 34 members. Many are a result of the discount offering through ICTH registration. A third of these members are students. |
| Financial Report | Monthly accounting report will change to quarterly accounting report. Taxes are currently underway, and Karyn will report to the group once these are complete. |
| The Right PATH Newsletter | <ul style="list-style-type: none"> • A spotlight piece is needed. • A section for the IPATH "President's Message" will be added. • There is a section listing other related conferences. • Note: There is currently a call for submissions for a special issue of the International Journal of Transportation and Technology • There will be a commentary from the Board section in the IPATH newsletter along with the message from the President. |
| PATH Website | Website has been updated. |
| ICTH Update | <ul style="list-style-type: none"> • On-line Programme will go LIVE the first week of June • Key Note speakers have been confirmed including the Deputy Mayor of Barcelona • Early Registration; 107 registrants • (2) Sponsors are still needed for Best Poster Awards (2) |

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| | <ul style="list-style-type: none"> • IPATH Board meeting will be informally held during Monday evening dinner. We will meet at ISGlobal and select a restaurant along the harbor • IPATH General meeting will be held following the Awards Luncheon, Thursday, 29 June. |
| Board Operations & Maintenance Presidents Monthly Report to the Board | Executive Leadership Committee Report – Al Almasy <ul style="list-style-type: none"> • EC will meet the first Thursday of each month, which is two weeks prior to scheduled board meetings held the third Thursday of each month • Meeting guidelines have been disseminated. It was discussed that these guidelines may also be helpful to the Board, Student Committee and other future IPATH committees • EC will be working to develop formal job descriptions for each elected position and drafting a strategic plan for IPATH • EC emphasized that standardization and transparency are key to laying a solid organizational foundation • Current goals is to focus on increasing membership |
| B: Develop and Maintain Strategic Relationships | |
| Brainstorming | Institute of Transportation Engineers (ITE) <ul style="list-style-type: none"> • Karyn is on the Transport & Health Steering Committee. • ITE is an ICTH 2017 abstract sponsor and will be sending a representative to the conference • ICTH 2018 partner • ITE Annual Meeting is at the end of July, would be good to have an IPATH representative at the conference |
| C: Strengthen Policy and Advocacy | |
| Brainstorming | Committee to be formed with Gavin, Patrick and Al leading the effort |
| D: Improvements in Practice and Science | |
| Brainstorming | Committee to be formed with Karyn, Kimberly, Jessica, and Ron leading the effort |
| E. Announcements | |
| | None |
| J. Adjournment: 13:08 | |
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