



October 2015 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
October 29, 2015
9:30 am – 11:00 am
Georgia Tech Alumni Association

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2014–2015):

<input checked="" type="checkbox"/>	Tom Sever, President Gwinnett County
<input checked="" type="checkbox"/>	Grant Waldrop, Vice President GDOT
<input checked="" type="checkbox"/>	Jennifer Johnson, Secretary Kimley-Horn & Associates, Inc.
<input type="checkbox"/>	Ashlyn Morgan, Treasurer Atkins
<input checked="" type="checkbox"/>	Scott Mohler, Past President URS Corporation

Directors (2014-2015):

<input checked="" type="checkbox"/>	Yancy Bachmann World Fiber Technologies
<input checked="" type="checkbox"/>	Mark Demidovich GDOT
<input checked="" type="checkbox"/>	Kenn Fink Kimley-Horn & Associates, Inc.
<input checked="" type="checkbox"/>	Mike Holt Parsons Brinckerhoff

Directors (2015-2016):

<input type="checkbox"/>	Derrick Crowder City of Roswell
<input type="checkbox"/>	Winter Horbal Temple, Inc.
<input checked="" type="checkbox"/>	Alvin James Kimley-Horn & Associates, Inc.
<input checked="" type="checkbox"/>	Keary Lord Serco
<input checked="" type="checkbox"/>	Andy Phlegar Atkins
<input checked="" type="checkbox"/>	Eli Veith Veith Traffic

State Chapter Representative:

<input checked="" type="checkbox"/>	Shahram Malek Arcadis
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Ex-Officio:

<input checked="" type="checkbox"/>	Greg Morris FHWA
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✓ Indicates present at meeting

Other Attendees Present:

Billy Kihei – GA Tech ITS Student Chapter
Brent Harden – Atkins
Xuewen Le – HNTB Corporation
Matt Glasser – GDOT
Alan Davis – GDOT
Bill Wells - ITSGA

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> The August 2015 meeting minutes and October 2015 agenda were distributed. Mike made a motion to approve the August 2015 meeting minutes. Andy seconded the motion and approval was unanimous. 	
<p>Budget/Financials</p> <ul style="list-style-type: none"> Budget Update: The 2015 Annual Meeting Budget Registry was distributed and reviewed by the board. The total income for the conference was \$31,940. 	
<p>Other Business</p> <ul style="list-style-type: none"> Georgia Engineering Alliance Seminar: They hosted a “Best Practices of your Board of Directors” seminar at Pond & Company offices on September 2, 2015. Mike and Tom attended. Tom said it was very beneficial. Connected Vehicles 102 – Professional Capacity Building Training: Shahram distributed the Workshop Agenda and Training Descriptions. The class will be held on Thursday, December 10th. The event will last approximately 4 hours. The GAITE Annual Banquet is also December 10th. Shahram may try and change the date of the event to the 9th. The board discussed that the event should be free and include lunch. ITSA State Chapter Conference Call: Shahram participated last month in a webinar to discuss the future of ITSA with the other state chapters. He will distribute the materials to the board once he receives them from ITSA. Georgia Tech Student Chapter Support: Billy gave an update to the board. They have 13 current members and have a goal of 19 by the end of the school year. They are requesting dedicated mentors and money to cover food costs for their meetings (about \$40/meeting). They are also thinking to provide monthly scholarships (about \$100/scholarship) as an incentive to come to the monthly GA Tech ITS meetings. They would also like to do a couple of site visit field trips to AT&T and the GDOT TMC. The board recommended increasing the budget for food and doing door prizes instead of just minimal food and a monthly scholarship. Andy made a motion to give the GA Tech ITS student chapter \$100 for food and door prizes for the November monthly meeting. Mike seconded the motion and approval was unanimous. Billy will send ITSGA a receipt after expenses have been paid to get reimbursed. The GA Tech ITS student chapter monthly meetings for 2016 will be included as a line item in the 2016 budget and will be discussed further at the 2016 Planning Meeting. 2016 Engineer’s Week: Engineer’s Week is typically held in February. We need to include our sponsorship in the 2016 budget. Steven Sheffield with Douglas County will be the point person for coordinating this, and he is in 	<p><i>Shahram to continue coordination with ITSA for exact location, date, and technical needs for the CV 102 class.</i></p> <p><i>Esteban to coordinate with Billy and setup the mentors for the GA Tech ITS chapter.</i></p> <p><i>Mike & Tom to coordinate/schedule Bylaws Review and Discussion for the 2016 Planning Meeting.</i></p>

Issues Discussed	Action
<p>need of committee chair members.</p> <ul style="list-style-type: none"> • ITS 5C Summit: This will potentially be in 2018 with ITSGA, ITSFL, GRITS, ITS Carolinas, and ITS Tennessee. Atlanta is the central location so we need to be prepared for possibly hosting the event. Jenny made a motion in exploring the option of a regional conference. Mike seconded the motion and approval was unanimous. • SmartRail USA (Transit Conference): This was held on October 28-29, 2015 in Charlotte, NC. We were a co-sponsor of the event. • Transit ITS Best Practices Workshop: This will be held in Atlanta on November 12-13, 2015. • Bylaws Review & Discussion: The Bylaws need to be reviewed to ensure the Policies & Procedures manual and membership structure changes are in line with them. The review will take place during the 2016 Planning Meeting. 	
<p>Committee Updates</p> <ul style="list-style-type: none"> • Activities: The January monthly meeting will be held at the GDOT TMC to visit their upgraded facilities. The student scholarship winners will be the February monthly meeting. FHWA will be the March monthly meeting. Eli plans to use Amazon gift cards as speaker gifts for today's meeting. The leftover 2015 Annual Meeting gifts will be used as speaker gifts in 2016. • Membership & Finance: Alvin is focusing on getting 2016 invoices out early next year. • 2015 Annual Meeting: Tom mentioned that the Jekyll Island Club staff were phenomenal and recommends this venue for future annual meetings. The conference space was limited so we need to consider that for future years. • 2016 Annual Meeting: The contract has been signed with Callaway Gardens. The meeting will be held September 25-27, 2016. Tom has reached out to the ITSA President, Regina Hopper, to invite her to be the keynote speaker. He has not received confirmation yet. Scott mentioned that AECOM will be the corporate sponsor. Details, such as committee chairs, will be discussed further at the 2016 Planning Meeting. • 2017 Annual Meeting: Mike mentioned the meeting will more than likely be held in Savannah, GA. • Awards and Elections: Tom is going to give an overview of the Award and Election winners at today's monthly meeting. The new officers are President Mike Holt of WSP Parsons Brinckerhoff; Vice President Alan Davis of Georgia Department of Transportation (GDOT); Secretary Jenny Johnson of Kimley-Horn; and Treasurer Xuewen Le of HNTB Corporation. The term of officer is two years. Elected to two-year terms to the Board were: Jim Tolson of ARCADIS; Bill Andrews of the City of Sandy Springs; Mark Demidovich of GDOT; and Matt Glasser of GDOT. The Project of Significance Award went to Perimeter Traffic Operations Program (PTOP) – Perimeter Community Improvement Districts (PCIDs). The Larry R. 	<p><i>Brent to give the remaining Annual Meeting gifts to Eli to use as speaker gifts in 2016.</i></p> <p><i>Alvin to coordinate with Xuewen on getting 2016 membership invoices out.</i></p> <p><i>Tom to follow-up with Regina as the 2016 Annual Meeting keynote speaker.</i></p>

Issues Discussed	Action
<p>Dreihaupt Award went to Tom Sever. The Outstanding Public Member Agency Award went to Gwinnett County DOT. The Outstanding Volunteer Award went to Xuewen Le. The Innovation: Outside the Box Award went to the Winter Weather Response Plan – GDOT.</p> <ul style="list-style-type: none"> • Communications & Outreach: ITSGA now has over 500 followers on all of our social media platforms (Facebook and Twitter). We have approximately 700 people on the email blast list. Bill is creating a video on ITS projects to post on our website. Bill is also going to work with the GA Tech ITS student chapter to help promote them. • Legislative: The House passed the overall budget. It is still waiting to pass the Senate. The bill is a 2 year deal. • P&P Manual: Greg said that the manual is complete and now includes all officer and board member roles and descriptions. • Scholarships: Scholarships will be awarded at today's monthly meeting. We received 10 applications, all of which were from GA Tech. We will be presenting three awards for \$500, \$1,000, and \$2,000 each. • ITS Plan Review Training: Mike recommended doing a follow-up course. Matt mentioned that ITS review will now be a part of the Traffic Ops group at GDOT. Kenn recommended that he and Jonathan coordinate with GDOT on their specific needs in regards to this training program before we begin planning another course. 	<p><i>Mike, Tom, and Greg to finalize the P&P Manual before the 2016 Planning Meeting.</i></p> <p><i>Jenny to order plaques for the 2016 February monthly meeting.</i></p> <p><i>Kenn to follow-up with Jonathan Moore about putting together an additional ITS Plan Review Training.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> • There is no sponsor for today's monthly meeting. • The next board meeting will be the 2016 Planning Meeting. The meeting will be held in December with the exact date and location TBD. 	<p><i>Mike to setup a date and location for the 2016 Planning Meeting and to notify the board.</i></p>

Attachments:

2015 Annual Meeting Budget Registry
Connected Vehicles 102 – Workshop Agenda & Training Descriptions

REVENUE

Type	Number	Cost	Subtotal
Registration:			
Members (early)	110	\$ 360	\$ 39,600
Members (late)		\$ 410	\$ -
Non-members (early)	5	\$ 535	\$ 2,675
Non-members (late)		\$ 635	\$ -
		\$ -	\$ -
		\$ -	\$ -
Comped member	23	\$ -	\$ -
Exhibitor (member)	11	\$ 710	\$ 7,810
Exhibitor (non-member)	4	\$ 885	\$ 3,540
		\$ -	\$ -
Guest	9	\$ 200	\$ 1,800
Subtotal =	162		\$ 55,425
Sponsorship:			
Diamond Entertainment	1	\$ 3,500	
Diamond	2	\$ 3,500	\$ 7,000
Platinum	4	\$ 1,600	\$ 6,400
Platinum (Atkins)	1	\$ 800	\$ 800
Gold	7	\$ 1,200	\$ 8,400
Silver	2	\$ 900	\$ 1,800
Subtotal =	17		\$ 24,400
Additional Items:			
			\$ -
			\$ -
Electrical Service	14	\$ 125	\$ 1,750
			\$ -
Golf	8	\$ 60	\$ 480
Subtotal =	22		\$ 2,230

TOTAL REVENUE = \$ 82,055
TOTAL EXPENSES = \$ (50,115)
TOTAL INCOME = \$ 31,940

EXPENSES

Type	Number	Cost	Serv. Chg.	Tax	Subtotal
Rooms:					
Comped room nights	12	\$ 144	\$ 20	\$ 19	\$ 2,193
Hotel subsidy (Sun/Mon)				\$ -	\$ -
Subtotal =					\$ 2,193
Meals:					
Sunday dinner (buffet)	125	\$ 44	\$ 9	\$ 4	\$ 7,113
Sunday grill fee/bartender	4	\$ 75		\$ 5	\$ 321
Event drinks (4 drinks each)	540	\$ 7	\$ 2	\$ 1	\$ 5,069
Monday Breakfast (continental)	130	\$ 12	\$ 2	\$ 1	\$ 1,936
Monday Afternoon Break	150	\$ 8	\$ 2	\$ 1	\$ 1,544
Monday lunch (buffet)	130	\$ 20	\$ 4	\$ 2	\$ 3,358
Monday Night Bartender Fee	2	\$ 75		\$ 5	\$ 161
Monday Dinner (plated)	125	\$ 39	\$ 8	\$ 3	\$ 6,304
Tuesday Breakfast (continental)	130	\$ 12	\$ 2	\$ 1	\$ 1,936
Tuesday AM break	150	\$ 10	\$ 2	\$ 1	\$ 1,932
Subtotal =		\$ 301	\$ 32	\$ 23	\$ 29,672
Audio/Visual:					
Monday Session	1	\$ 1,035	\$ 290	\$ 93	\$ 1,418
Awards Dinner	1	\$ 365	\$ 102	\$ 33	\$ 500
Tuesday Session	1	\$ 1,035	\$ 290	\$ 93	\$ 1,418
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Subtotal =		\$ 2,435	\$ 682	\$ 218	\$ 3,335
Entertainment:					
Casino Night	1	\$ 3,500			\$ 3,500
Door prizes	0	\$ 100			\$ -
Subtotal =					\$ 3,500
Miscellaneous:					
Golf	8	\$ 125			\$ 1,004
Programs	1	\$ 810			\$ 810
Speaker gifts	40	\$ 22			\$ 897
Attendee gifts/Program	125	\$ 36			\$ 4,495
Award dinner speaker	1	\$ 654			\$ 654
Speaker travel costs	0	\$ 25			\$ -
Miscellaneous Cost	1	\$ 28			\$ 28
Refund Checks (combines Total)	1	\$ 1,095			\$ 1,095
Golf awards	1	\$ 200			\$ 200
Committee shirts	18	\$ 41			\$ 733
Raffel Prizes	10	\$ 150			\$ 1,500
Subtotal =					\$ 11,415

TOTAL EXPENSES = \$ 50,115

Connected Vehicles 102: Applications and Implementation Workshop Agenda

- | | |
|---|---------|
| 1. Connected Vehicles: Introduction and Current Status | 30 Mins |
| a. President Obama video | |
| b. Current status | |
| c. Envision connected everything | |
| 2. Preparing to Implement Connected Vehicle Applications | 30 Mins |
| a. Preparing to implement connected vehicle applications | |
| b. Top regional or local transportation challenges | |
| c. Setting performance goals | |
| 3. Safety Applications | 30 Mins |
| a. V2V safety applications | |
| b. V2I safety applications | |
| Break | 10 Mins |
| 4. Mobility Applications | 45 Mins |
| a. Dynamic mobility applications | |
| 5. Environmental Applications | 30 Mins |
| a. AERIS applications | |
| b. Road weather applications | |
| Break | 10 Mins |
| 6. Implementing Connected Vehicle Applications | 40 Mins |
| a. Recommended approach for implementation | |
| b. Security and privacy considerations | |
| c. Resources for connected vehicle application deployment | |
| 7. Course Wrap Up | 15 Mins |
| Adjourn | |

Professional Capacity Building: CV102 Training Descriptions 2015

Connected Vehicle 102 Training (short version)

This instructor-led workshop builds on the Connected Vehicle 101 workshop by providing additional details about future vehicle-to-vehicle and vehicle-to-infrastructure applications. It will describe initial considerations for deploying the enabling technology such as:

- Identifying regional and local transportation challenges
- Developing deployment concepts
- Integrating your connected vehicle project into ongoing operations
- Determining the kinds of data to collect and share
- Using the Connected Vehicle Reference Implementation Architecture (CVRIA) to identify the key interfaces across the connected vehicle environment.

The objective of this workshop is to prepare transportation managers, project engineers, and operations staff for participating in a connected vehicle pilot deployment.

Connected Vehicle 102 Training (long version)

The USDOT's ITS Joint Program Office is offering Connected Vehicle workshops at ITSA State Chapter meetings across the country through its Professional Capacity Building Program (PCB).

This 4 hour instructor-led workshop will build upon CV101 by providing additional details about future connected vehicle V2V and V2I applications. It will describe initial considerations for deploying the enabling technology such as: identifying regional and local transportation challenges; developing deployment concepts; integrating your connected vehicle project into ongoing operations; determining the kinds of data to collect and share; establishing communication and physical security needs through a prototype Security Credential Management System (SCMS); and determining the number of roadside installations, mobile devices, or vehicles necessary for operational deployments of connected vehicle applications. The objective of the workshop is to prepare transportation managers, project engineers, and operations staff for participating in a connected vehicle pilot deployment.

The connected vehicle research being sponsored by U.S. DOT is moving from research to reality. The connected vehicle concept leverages the potentially transformative capabilities of wireless technology to make surface transportation safer, smarter and greener. Connected vehicles will ultimately enhance the mobility and quality of life of all Americans, while helping to reduce the environmental impact of surface transportation. As we move towards implementation, we are developing a better understanding of how the connected vehicle infrastructure will be deployed and operated. A number of states have gained valuable experience in what it means to deploy a connected vehicle application(s) in the field through their participation in the ITS test beds. The USDOT's Connected Vehicle Pilot deployment in Ann Arbor will provide lessons learned about implementing connected vehicle technology in the real world.