



December 2015 Board Meeting Documentation

ITS Georgia 2016 Strategic Planning Session

December 21, 2016
11:00 am – 1:30 pm
PB Office – Tower Place 100

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2016–2017):

- Mike Holt, President**
Parsons Brinckerhoff
- Alan Davis, Vice President**
GDOT
- Jenny Johnson, Secretary**
Kimley-Horn
- Xuewen Le, Treasurer**
HNTB Corporation
- Tom Sever, Past President**
Gwinnett County DOT

Directors (2015-2016):

- Derrick Crowder**
City of Roswell
- Winter Horbal**
Temple
- Alvin James**
Kimley-Horn
- Keary Lord**
Serco
- Andy Phlegar**
Atkins
- Eli Veith**
Veith Traffic

Directors (2016-2017):

- Jim Tolson**
ARCADIS
- Bill Andrews**
City of Sandy Springs
- Mark Demidovich**
GDOT
- Matt Glasser**
GDOT

State Chapter Representative:

- Shahram Malek**
ARCADIS

Ex-Officio:

- Greg Morris**
FHWA

✓ *Indicates present at meeting*

Other Attendees Present:

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> Mike welcomed the new board members for 2016. 	
<p>Recap of 2015 Activities</p> <ul style="list-style-type: none"> 2015 was a good year. Mike discussed several activities that occurred during the year. The CV 102 workshop was interesting but not well attended, as many folks who RSVP's did not show up. ITSGA absorbed the cost of all registrants' meals, many of which were wasted. Moving forward, all registrations for meetings and training will cover the meal cost at a minimum. 	

Issues Discussed	Action
<p>Review Mission and Goals</p> <ul style="list-style-type: none"> 2016 Mission and Goals were reviewed and discussed. 	
<p>Budget/Financials</p> <ul style="list-style-type: none"> Bill Wells' Contract: Mike gave a brief overview of Bill's responsibilities. The contract states that his salary is \$2,000/month. ITSGA also pays for his Annual Meeting registration and hotel. Among other benefits, Mike highlighted that Bill provides continuity to ITSGA. Eli made a motion to approve a 2016 Annual Contract for Bill Wells. Keary seconded the motion and approval was unanimous. 2015 budget is still being finalized. 2015 Annual Meeting produced net income of \$31,940. 2016 Budget will be proposed in January. 	<p><i>Mike to forward a copy of Bill Wells' contract to Jenny for Chapter records.</i></p> <p><i>Ashlyn Morgan to finalize the 2015 Budget.</i></p> <p><i>Xuwen and Ashlyn to transfer bank account for 2016.</i></p>
<p>Assign Committee Chairs</p> <p><u>Standing Committees</u></p> <ul style="list-style-type: none"> Activities: Chair – Eli Veith; Board Manager – Matt Glasser 2016 Annual Meeting: Chair – Marc Start; Board Manager – Bill Andrews. 2017 Annual Meeting: Mike is pursuing a venue in Savannah and will reach out to Mark Rosendahl at Helms Briscoe to coordinate. Awards: Chair – Jenny Johnson; Board Manager – Mark Demidovich Communications & Outreach: Chair – Bill Wells; Board Manager – Mike Holt. Bill is working on refreshing the website. Elections: Chair – Winter Horbal; Manager – Greg Morris Legislative: Chair – Joe Gillis (requested); Manager – Alan Davis Membership: Chair – Alvin James; Board Manager – Tom Sever & Keary Lord. Networking/Social: Chair – Whitney Nottage (requested); Board Member – Derrick Crowder. Mike encouraged Board to attend social events this year. Scholarships: Chair – Andy Phlegar; Board Manager – Keary Lord Student Chapter: Chair – Esteban Carrillo; Board Manager - Jim Tolson. The GT student chapter is schedule to hold their first meeting in January. Chapter will need meeting speakers. <p><u>Special Committees</u></p> <ul style="list-style-type: none"> ITS Plan Review Training: Chair – Bill Andrews; Manager – Matt/Mark Public Officials Education: Chair – Mike Holt; Manager – Winter Horbal 	<p><i>Mike to contact Joe and Whitney to confirm their chair positions</i></p> <p><i>Mike to check into 2017 annual meeting options in Savannah.</i></p> <p><i>Mike to check with ACEC about planned legislative reception</i></p> <p><i>Alvin to prepare membership notices</i></p> <p><i>Additional committee activities to be discussed at January board meeting</i></p>
<p>Committee Status</p>	

Issues Discussed	Action
<ul style="list-style-type: none"> • Activities - Monthly meetings for 2016 will be held the last Wednesday. The January meeting will be held on Wednesday, 1/27 at the GDOT TMC; speaker is Mark Demidovich. February meeting is 2/24 at Georgia Tech; speakers are scholarship award winners. March meeting will feature FHWA speaker (date to be confirmed). Eli is working on sponsors and speakers for the rest of the year. • Annual Meeting - Meeting is scheduled for Sept. 25-27 in Callaway Gardens. Marc Start will discuss details at January Board Meeting. • Membership - Membership notices will be sent out the first week of January; committee is looking for an automated way to send invoices. 	<p><i>Eli to coordinate with January and February meeting sponsors.</i></p>
<p>Strategic Planning Session</p> <ul style="list-style-type: none"> • Potential meeting topics include: GWCC event planning, Falcons Stadium/ Sun Trust Park ITS initiatives, Port of Savannah. Provide additional meeting ideas to Eli. Mike would like to have meetings solidified through May and June. • 2016 represents the 20th year of ITS Georgia. The TMC is 20 years old this year, as it opened for the 1996 Olympics. May want to arrange a panel discussion of folks that were involved in the TMC opening. • Holiday party – Mike suggested an annual evening holiday party sometime in November or December; Board agreed. Mike will look into options and appoint a chairman. • GA Tech ITS Student Chapter: we approved reimbursement of \$100 for monthly meeting in November, which did not happen. They now plan to meet in January. Need to coordinate with chapter for meeting dates, speakers, etc. • 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 need of committee chair members. • ITS 5C Summit: This will potentially be in 2018 with ITSGA, ITSFL, GRITS, ITS Carolinas, and ITS Tennessee. Mike will coordinate with other Chapter Presidents for arrangements. 	<p><i>Board to brainstorm about possible meeting topics.</i></p> <p><i>Mike to look into Holiday party locations and appoint a chairperson.</i></p> <p><i>Mike to reach out to Esteban and Billy about student chapter coordination.</i></p> <p><i>Mike to reach out to chapter presidents about 2018 summit.</i></p>

Attachments:

- 2016 ITSGA Committees