



## August 2016 Board Meeting Documentation

ITS Georgia Monthly Board Meeting  
August 31, 2016  
1:00 pm – 2:00 pm  
Northpark

### ITS GEORGIA BOARD OF DIRECTORS

#### Officers / Directors (2016–2017):

☒ **Mike Holt, President**  
Parsons Brinckerhoff

☒ **Alan Davis, Vice President**  
GDOT

☒ **Jenny Tassan, Secretary**  
Kimley-Horn

☒ **Xuewen Le, Treasurer**  
Atkins

☒ **Tom Sever, Past President**  
Gwinnett County DOT

#### Directors (2015-2016):

☒ **Derrick Crowder**  
City of Roswell

☒ **Winter Horbal**  
Temple

☒ **Alvin James**  
Kimley-Horn

☒ **Keary Lord**  
Atkins

☒ **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:

Bill Wells – ITSGA  
Kenn Fink – Kimley-Horn  
Marc Start – AECOM

Issues Discussed	Action
<b>Welcome</b> <ul style="list-style-type: none"> <li>The June 2016 meeting minutes and August 2016 agenda were distributed.</li> <li>Alan made a motion to approve the June 2016 meeting minutes. Andy seconded the motion and approval was unanimous.</li> </ul>	
<b>Budget/Financials</b> <ul style="list-style-type: none"> <li>Financial Report: Xuewen distributed an updated 2016 Annual Budget (as of August 31, 2016).</li> <li>2015 Taxes: The 2015 taxes have been filed.</li> <li>D&amp;O Insurance: The policy has been renewed.</li> </ul>	<i>Xuewen to send D&amp;O Insurance Renewal to Mike.</i>
<b>Other Business</b> <ul style="list-style-type: none"> <li>ITS 5C Summit: The committee opportunities for our board members will be announced at a later date.</li> <li>2016 Holiday Party: The party will be jointly held with GAITE at the Country Club of the South in John's Creek on Sunday, November 13<sup>th</sup>.</li> </ul>	<i>Alan and Mike to coordinate the joint Holiday Party with GAITE.</i>
<b>Committee Updates</b> <ul style="list-style-type: none"> <li>Activities: The October monthly meeting will be held on October 26<sup>th</sup> at Maggiano's Cumberland. Todd Long will be the speaker, and the Annual Awards, Scholarships, and Board Transitions will be presented at this meeting. Eli mentioned that it is important to confirm sponsors before each meeting. AECOM is leaving Northpark; we will need to secure a new meeting location for next year. Matt mentioned that GDOT downtown is a great potential location for future meetings. Bill Wells reached out to GA Tech, but the GTRI does not have available meeting space for us.</li> <li>Awards: Nominations will be open from September 1<sup>st</sup>-30<sup>th</sup>. The awards committee (Jenny, Mark, Alvin, Keary, Jim, Winter, and Matt) will select the award winners the week of October 3<sup>rd</sup>. The awards will be presented at the October 26<sup>th</sup> meeting.</li> <li>Membership &amp; Finance: Our goal membership for 2016 is 70 members; we currently have 66 members. Mike mentioned that a couple of the members have requested to be refunded their ITSA membership rebate. Mike has deferred the issue until the October 26<sup>th</sup> monthly meeting.</li> <li>2016 Annual Meeting: Marc Start gave an update on the 2016 Annual Meeting. The technical schedule and speakers are all finalized. Registration is currently at 140 and approximately 125 of these registrants are actual conference attendees (while the remaining are spouses/guests). Registration will be capped around 150 conference attendees. Sponsorships are currently at 26 sponsors for \$38,100. The exhibit hall is full as well; Yancy is coordinating the exhibit hall layout. Mike mentioned transferring some funds around in the budget in order to give more scholarships to public agency members. The board mentioned that we should try and get more folks from other public agencies in order to</li> </ul>	<i>Bill Wells to open up Award Nominations online and send e-blast on September 1<sup>st</sup>. Bill to get all nominations to Jenny on September 30<sup>th</sup>.</i>  <i>Board to decide how we want to handle ITSA membership rebates at the October monthly meeting.</i>  <i>Jenny to order the plaques for the Awards by October 7th.</i>  <i>Alvin &amp; Keary to continue reaching out to secure new members.</i>

Issues Discussed	Action
<p>increase our membership and participation levels. Mike made a motion to offer 5 scholarships to public member agencies (one to each of the following agencies: GDOT, City of Atlanta, Cobb County, Columbus, and Macon); Keary seconded the motion and approval was unanimous. Mike then stated that if any of these local governments cannot find someone to send then we will offer the remaining scholarships to GDOT. Winter and Marc are finalizing the plans for the Sunday night networking reception/hospitality suite. The results of the Election will be announced at the Monday night reception.</p> <ul style="list-style-type: none"> <li>• Elections: There are 13 candidates up for election to the board; there will be just 6 candidates elected to the board. Winter mentioned that one nominee does not live in Georgia; she confirmed that our bylaws do not state that board members must live in Georgia. The board will address this issue at a later date.</li> <li>• Scholarships: Andy presented the scholarship application to the board. The deadline is midnight October 9<sup>th</sup>. The committee will select the scholarship winners after that time. The scholarship budget is \$6,000. The checks will be presented at the October 2016 monthly meeting; the plaques will be presented at the February 2017 monthly meeting.</li> <li>• GA Tech Student Chapter: Jim is having a very hard time getting connected to the student chapter. Mike mentioned that Jim should reach out to Dr. Guin, a current GA Tech professor and board member nominee who is interested in getting the student chapter involved with our chapter.</li> <li>• Social Activities: The next social event is the GAITE/ITSGA Braves Networking Social on Friday, September 16<sup>th</sup> with the tailgate starting at 5pm and the game starting at 7:30pm. The GAITE/ITSGA Clemson/Georgia Tech tailgate will be held on Thursday, September 22<sup>nd</sup>.</li> <li>• ITS Plan Review Training: “Constructability by Design” is the title for the training course. Bill Andrews and Tom are currently drafting up the course. The target discussion time is approximately 2.5 hours; the entire session will be a 1/2 day event including introductions, credits, and breaks. This training course is scheduled for December 7<sup>th</sup>.</li> </ul>	<p><i>Marc to reach out to public agencies about scholarships to the Annual Meeting.</i></p> <p><i>Winter and Marc to finalize plans for the hospitality suite.</i></p> <p><i>Jim to reach out to Dr. Guin about the GA Tech student chapter.</i></p> <p><i>Bill Andrews to secure location for the ITS Plan Review Training on December 7<sup>th</sup>.</i></p>
<p><b>Closing Remarks</b></p> <ul style="list-style-type: none"> <li>• BlueTOAD Spectra is today’s meeting sponsor.</li> <li>• Alan Davis with GDOT is today’s meeting speaker.</li> <li>• The next meeting will be the ITSGA Annual Meeting on September 25-27<sup>th</sup> at Callaway Gardens. There will be no September board meeting; the next board meeting will be held before the October 26<sup>th</sup> monthly meeting.</li> </ul>	

**Attachments:**

ITS Georgia 2016 Annual Budget (as of August 31, 2016)  
DRAFT Annual Meeting Program

ITS Georgia 2016 Annual Budget 1/28/2016						2/23/2016	3/29/2016	4/26/2016	5/24/2016	6/29/2016	7/27/2016	8/31/2016	Sub Total	Notes
Starting Balances														
Checking =						\$	60,987.44							
Savings =						\$	5,505.00							
							\$	66,492.44						
INCOME														
CATEGORY	DESCRIPTION	INCOME	EXPENSE	NUMBER	TOTAL									
Administrative														
Membership Dues	Private Sector-Small	\$ 150.00		5	\$ 750.00	\$ 750.00	\$ -	\$ 25.00	\$ 150.00	\$ -	\$ -	\$ -	\$ 925.00	
Membership Dues	Private Sector-Large	\$ 350.00		65	\$ 22,750.00	\$ 12,600.00	\$ 3,150.00	\$ 1,050.00	\$ 1,050.00	\$ 700.00	\$ 2,100.00	\$ -	\$ 20,650.00	66 members
											\$ 300.00			ITSA rebate
														(Atkins/MetroTech/
														Control Tech))
Subtotal					\$ 23,500.00									
Annual Meeting														
Registration		\$ 52,675.00		1	\$ 52,675.00									
Sponsorship		\$ 27,900.00		1	\$ 27,900.00									
Miscellaneous		\$ 2,230.00		1	\$ 2,230.00									
Subtotal					\$ 82,805.00									
Monthly Meetings														
Monthly Meeting Fees	Registration	\$ 1,500.00		9	\$ 13,500.00	\$ 1,555.00	\$ 1,705.00	\$ 1,910.00	\$ 1,350.00	\$ 2,300.00	\$ 1,230.00	\$ 2,220.00	\$ 12,270.00	
Monthly Meeting Sponsors	Lunch meeting Sponors	\$ 500.00		9	\$ 4,500.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 4,000.00	
Annual Holiday Dinner	Members & spouses/guests	\$ 3,750.00		1	\$ 3,750.00									
Subtotal					\$ 21,750.00									
TOTAL INCOME =					\$ 128,055.00									
EXPENSES														
Administrative														
Wells Communication Inc	Bill Wells' contract	\$ 2,000.00		12	\$ 24,000.00	\$ (4,031.00)	\$ (2,012.00)	\$ (2,058.29)	\$ (2,000.00)	\$ (2,136.67)	\$ (2,000.00)	\$ (2,000.00)	\$ (16,237.96)	
Website Fee	Annual fee for web/domain reg.	\$ 125.00		1	\$ 125.00					\$ (155.40)			\$ (155.40)	
Inuit/Paypal fees	CC and reader usage fees	\$ 200.00		9	\$ 1,800.00		\$ (50.65)	\$ (26.14)	\$ (55.79)	\$ (12.95)	\$ (46.35)	\$ (12.95)	\$ (204.83)	
ACEC	Administrative fee and magazine	\$ 1,200.00		1	\$ 1,200.00	\$ (386.50)	\$ -	\$ (99.00)	\$ -	\$ (99.00)	\$ -	\$ (99.00)	\$ (683.50)	
Secretary of State	Corporate registration	\$ 30.00		1	\$ 30.00	\$ (30.00)	\$ -						\$ (30.00)	
Insurance	Hartford liability	\$ 425.00		1	\$ 425.00					\$ (425.00)			\$ (425.00)	
Taxes	ITS America filing	\$ 250.00		1	\$ 250.00								\$ -	
ITSA memberships	Membership dues	\$ 270.00		1	\$ 270.00								\$ -	
Networking/Social Committee	Networking activities	\$ 1,000.00		1	\$ 1,000.00			\$ (491.40)					\$ (491.40)	
Training	Webinars, ITS plan review training	\$ 1,000.00		1	\$ 1,000.00								\$ -	
Miscellaneous	President's discretion	\$ 500.00		1	\$ 500.00							\$ (21.32)	\$ (21.32)	returned check/mail
Subtotal					\$ 30,600.00									
Annual Meeting														
Hotel contract	Callaway Gardens - see AM budget	\$ 45,600.00		1	\$ 45,600.00								\$ -	
Entertainment	Casino night - paid by ITSGA	\$ 3,500.00		1	\$ 3,500.00								\$ -	
Miscellaneous	Golf, speaker gifts, shirts, prizes, etc	\$ 11,300.00		1	\$ 11,300.00	\$ (89.69)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (419.76)	\$ (509.45)	
Subtotal					\$ 60,400.00									
Monthly Meetings														
Constant Contact	Web hosting for registration	\$ 75.00		10	\$ 750.00	\$ -75	\$ (65.00)	\$ (60.00)	\$ (60.00)	\$ (80.00)	\$ (65.00)	\$ (65.00)	\$ (470.00)	
Mtg Room rentals	Monthly meeting location	\$ 150.00		6	\$ 900.00		\$ (250.00)	\$ -	\$ (200.00)	\$ (215.92)	\$ -	\$ (200.00)	\$ (865.92)	
Hanrahan Caterers	Food for monthly meetings	\$ 900.00		9	\$ 8,100.00	\$ (2,556.14)	\$ (891.09)	\$ (3,008.25)	\$ (1,005.73)	\$ (1,458.56)	\$ (1,344.31)	\$ (1,221.51)	\$ (11,485.59)	
Annual Holiday Dinner	Dinner & entertainment	\$ 7,500.00		1	\$ 7,500.00								\$ -	
Subtotal					\$ 17,250.00									
Sponsorships/Scholarships														
Engineers Week	Association Sponsor	\$ 500.00		1	\$ 500.00	\$ (500.00)	\$ -						\$ (500.00)	
PE Recognition Dinner	Provides for one ITSGA attendee	\$ 300.00		1	\$ 300.00								\$ -	
Georgia Tech student chapter	Meeting reimbursements	\$ 100.00		6	\$ 600.00	\$ (99.53)	\$ -	\$ (96.15)					\$ (195.68)	
Awards Banquet	Shackelford Scholarships	\$ 2,000.00		3	\$ 6,000.00								\$ -	
GT Exploring Engineering Academy	Exploring Engineering Academy Sponsorship							\$ (500.00)					\$ (500.00)	
Subtotal					\$ 7,400.00	\$ 8,137.14	\$ 2,086.26	\$ (1,862.83)	\$ (1,262.92)	\$ (503.10)	\$ 93.94	\$ (1,319.54)	\$ 5,068.95	
TOTAL EXPENSE =					\$ 115,650.00									
NET INCOME =					\$ 12,405.00									



# 2016 ANNUAL ITS GEORGIA AWAKENS MEETING & EXPO

**The Lodge and Spa at Callaway Gardens**  
**September 25-27, 2016**

**DIAMOND SPONSORS**

**UTILICOM**  
SUPPLY ASSOCIATES



**HNTB**

DRAFT 8-31-2016



"You may dispense with the pleasantries, Commander.  
I am here to put you back on schedule." **Darth Vader**

## PLATINUM SPONSORS



**AECOM**



**JACOBS**

**serco**



## SCHEDULE

### Sunday, September 25

8:00 AM– 6:00 PM  
12:30 – 5:00 PM  
4:00 – 6:00 PM

Exhibit Set-up  
Golf  
Registration

Longleaf ABC  
Lake View Course  
Longleaf Pre-Function

7:00 – 8:30 PM

**Dinner sponsored by HNTB**

Longleaf Lawn

8:30 – 10:30 PM

**Networking Reception sponsored by ITS GA Sponsors**

Courtyard Garden

### Monday, September 26

7:30 – 8:15 AM  
8:15 – 9:30 AM  
9:30 – 10:00 AM  
10:00 – 11:30 AM  
12:00 – 1:00 PM  
1:00 – 2:30 PM  
2:30 – 3:00 PM  
3:00 – 4:30 PM  
5:30 – 6:30 PM

Breakfast  
Opening Session  
Break  
Session 1  
Lunch  
Session 2  
Break  
Session 3  
Networking Social

Longleaf Prefunction  
Longleaf Ballroom D and E  
Longleaf Ballroom D and E  
Loblolly Ballroom  
Longleaf Ballroom D and E  
Longleaf Ballroom D and E  
Loblolly Prefunction

6:30 – 8:00 PM

**Dinner sponsored by INTELIGHT**

Loblolly Ballroom

8:30 – 11:00 PM

**Casino Night sponsored by UTILICOM SUPPLY ASSOCIATES**

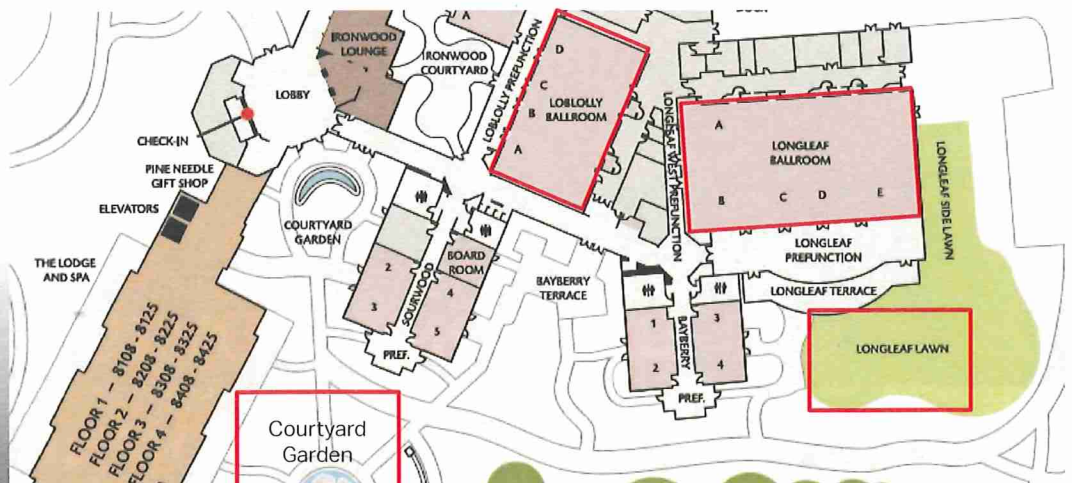
Longleaf Ballroom D and E

### Tuesday, September 27

7:30 – 8:15 AM  
8:15 – 9:15 AM  
9:15 – 10:00 AM  
10:00 – 1:00 PM  
10:00 – 11:15 AM  
11:15 – 11:30 AM  
11:30 – 12:15 PM

Breakfast  
Session 4  
Break (and check-out)  
Exhibit Tear-down  
Session 5  
Break  
Closing Session

Longleaf Prefunction  
Longleaf Ballroom D and E  
Longleaf ABC  
Longleaf Ballroom D and E  
Longleaf Ballroom D and E



"It's a trap!" – **Admiral Ackbar**

**Monday, September 26**

Session Topic	Moderator	Session title	Speaker Name	Agency	Topic
8:00 - 9:15 AM					
Opening Session			Mike Holt, President	ITS GA	Welcome
			Russell McMurry, Commissioner	GDOT	Keynote
10:00 AM- 11:30 AM					
Session 1: Performance Measures	Marc Plotkin, GDOT	The Effectiveness is Strong with this one	Grant Farnsworth	Utah DOT	Traffic Signal Performance Metro
			Tony Hendon	ARCADIS	Developing and Implementing an Effective Asset Management Program for Transportation
			Billy Bachman	Westat	Travel Time Reliability
1:00 PM - 2:30 PM					
Session 2: Connected Vehicles	Emily Horne, GDOT	Are these the droids you're looking for?	Stephen Novosad	HNTB	Overview of the Tampa Hillborough Expressway
			Greg Krueger	HNTB	Dedicated Short-Range Communication for Connected Vehicles
			Ed Bradley, Suzanne Murtha	Toyota, Atkins	On the Nature of Transportations's future
3:00 PM - 4:30 PM					
Session 3: Current ITS Projects	Steven Sheffield, Douglas County	Death Star 3.0; Why it will work this time	Mark Demidovich	GDOT	ITS Georgia Express Lanes
			Jackie Kawa, Tim Brandsetter	Kimley -Horn	Unique ITS Operations in Macomb County, MI
			Faye DiMassimo	City of Atlanta	Renew Atlanta Smart City & North Avenue Corridor

**Tuesday, September 27**

Session Topic	Moderator	Session title	Speaker Name	Agency	Topic
8:15 - 9:15 AM					
Session 4 Data/Traveler Information	Greg Morris, FHWA	Fluency in over 6 million forms of communication	RJ Surgi Esteban Carrillo, Sam Harris	AECOM GDOT	RTOP Update, This is
			Tom Udell	CH2M Hill, City of Johns Creek	John's Creek Partnership with Waze
10:00 - 11:15 AM					
Session 5: Future ITS	Tom Sever, Gwinnett County	Death Star 4.0; but seriously it will work this time	Andrew Heath	GDOT	GDOT Future Plan
			Jamie Kucia, Richard Long	Verizon	Wireless/Future Communication
11:30 AM - 12:15 PM					
Closing Session		Spoiler Alert, Han is dead	Patrick McGowan	ITS America Board	ITS America Update
			Mike Holt, President	ITS GA	Conference wrap-up

**GOLD SPONSORS**



**Kimley»Horn**

**ARCADIS**

**PARSONS**

**CUBIC**

**SILVER SPONSORS**



**ATKINS**





Sir, the possibility of successfully navigating an asteroid field is approximately 3,720 to 1." – C-3PO

# GATHER STAMPS WIN PRIZES!!

