



February 2017 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
February 22, 2017
10:00 am – 11:30 am
400 Northpark

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**
Atkins

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

Directors (2016-2017):

☒ **Jim Tolson**
ARCADIS

☒ **Bill Andrews**
City of Sandy Springs

☒ **Mark Demidovich**
GDOT

☒ **Matt Glasser**
GDOT

Directors (2017-2018):

☐ **Winter Horbal**
Temple

☒ **Alvin James**
Kimley-Horn

☐ **Keary Lord**
Atkins

☐ **Whitney Nottage**
Intelight

☒ **Billy Stalcup**
360ns

State Chapter Representative:

☐ **Shahram Malek**
ARCADIS

Ex-Officio:

☒ **Greg Morris**
FHWA

☐ **Tom Udell**
CH2M

✓ Indicates present at meeting

Other Attendees Present:

Bill Wells – ITSGA

Issues Discussed	Action
Welcome <ul style="list-style-type: none"> The January 2017 meeting minutes and February 2017 agenda were distributed. Bill Andrews made a motion to approve the January 2017 meeting minutes. Alan Davis seconded the motion and approval was unanimous. 	
Budget/Financials <ul style="list-style-type: none"> Financial Report: Mike distributed the 2017 Annual Budget (as of January 25, 2017). The ITSA dues will be increasing to \$500 next year. ITE Membership Rebates: The ITS America Membership Rebate Policy (effective 2/22/17) was distributed to the board. Alan Davis made a motion to approve the revised ITSA Membership Rebate Policy. Alvin James seconded the motion and approval was unanimous. 	
Other Business <ul style="list-style-type: none"> 2017 Annual Meeting: Jim Tolson gave an update for the 2017 Annual Meeting. They are currently looking for committee members and will put out a call for papers in March. The meeting will be held from October 8-10, 2017 at the Hyatt Regency in Savannah, GA. Arcadis has agreed to be the corporate sponsor. Mike mentioned that we should incorporate the 20th Anniversary as a theme throughout the meeting. Transpo 2018: The 2018 Chapter Summit will be from October 7-10, 2018 at the Hyatt Regency in Jacksonville, FL. ITSFL is organizing the joint meeting; Jay Calhoun is the overall Conference Chair. The committee opportunities for our board members will be announced at a later date. Georgia Engineering Awards: The awards banquet will be held on February 25, 2017. Introduce a Girl to Engineering Day: The event will be held on Saturday, April 29th. It will be held at Fernbank Museum and is a half-day event. Michelle Erste with Wolverton is heading this up. ITSGA 20th Anniversary Celebration: We plan on having this celebration during the October Awards Monthly Meeting. We will invite all past presidents to give a panel presentation. 	<p><i>Jim Tolson to develop a budget and to secure committee members for the 2017 Annual Meeting.</i></p> <p><i>Bill Wells to update the ITSGA logo to incorporate the 20th Anniversary.</i></p> <p><i>Mike Holt to contact past presidents about speaking during the ITSGA 20th Anniversary Celebration.</i></p> <p><i>Mark to put together a list of fun facts for the ITSGA 20th Anniversary Celebration.</i></p>
Committee Updates <ul style="list-style-type: none"> Activities: The Monthly Speaker schedule was distributed. We currently have sponsors lined up through the July monthly meeting. We plan on doing the Awards in October, the GAITE/ITSGA joint holiday party in November, and a tentative technical seminar in December. We still are looking for speakers for the June, August, and September monthly meetings. Awards: Nothing to report at this time. 	<p><i>Jenny to reach out to Braves about a possible TCC tour.</i></p> <p><i>Alan to reach out to Falcons about a possible tour/meeting.</i></p>

Issues Discussed	Action
<ul style="list-style-type: none"> • Communications/Outreach: Bill Wells is submitting an article to the magazine about the 2016 Shackelford Scholarship winners. • Elections: Nothing to report at this time. • Legislative: Alan Davis gave an update on one Senate Bill and one House Bill related to Autonomous Vehicles. They are trying to put together a Special Transportation Committee to study autonomous vehicles. • Membership & Finance: Our goal membership for 2017 is 80 members; we currently have 32 paid members. All invoices were sent out in early February. Membership dues are due by the March meeting; if dues are not paid by the March meeting, rates will be increased for the following month's meetings. • Social Activities: The next social event will be held on Thursday, February 23 at 7pm at the Wing Factory in Smyrna. • Scholarships: Nothing to report at this time. • ITS@GT Student Chapter: Jim Tolson gave an update on the GA Tech Student Chapter and distributed the ITS@GT Student Chapter meeting Outline. The next student chapter meetings will be held on February 27th, March 13th, and April 17th. Mike requested that each board member make a commitment to attend at least one student chapter meeting this semester in order to support their efforts. ITSGA will reimburse their food and beverage expenses for their monthly meetings. • ITS America Liaison: Mike completed the ITSA member online survey. The State Chapters call is today, February 22, at 1pm. The Tech Showcase will be held from March 22-23, 2017 on Capital Hill. ITS World Congress will be held from October 29-November 2, 2017 in Montreal. 	<p><i>Alvin, Tom Sever, & Keary to continue reaching out to secure new members.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> • 360ns is today's meeting sponsor. • Said El Said, P.E., Manager of ITS for Tennessee DOT, will be presenting at today's meeting. • The March monthly meeting will be held on March 29, 2017 at 11:30am at One Georgia Center. The Marc board meeting will be cancelled due to SDITE Annual Meeting conflict; if needed, we will conduct business via email until the next April board meeting. 	

Attachments:

ITS Georgia 2017 Annual Budget (as of January 25, 2017)

REVISED ITS America Membership Rebate Policy (effective February 22, 2017)

ITS Georgia Monthly Speaker Schedule

ITS@GT Student Chapter Meeting Outline

Starting Balances	Checking =	\$ 10,574.26
	Savings =	\$ 80,452.01
		\$ 91,026.27

INCOME

CATEGORY	DESCRIPTION	INCOME	EXPENSE	NUMBER	TOTAL
Administrative					
Membership Dues	Private Sector-Small	\$ 150.00		8	\$ 1,200.00
Membership Dues	Private Sector-Large	\$ 350.00		72	\$ 25,200.00
				Subtotal	\$ 26,400.00

\$ 1,100.00
\$ 8,050.00

Annual Meeting					
Registration		\$ 56,000.00		1	\$ 56,000.00
Sponsorship		\$ 38,000.00		1	\$ 38,000.00
Miscellaneous		\$ 6,000.00		1	\$ 6,000.00
				Subtotal	\$ 100,000.00

Monthly Meetings					
Monthly Meeting Fees	Registration	\$ 2,000.00		10	\$ 20,000.00
Monthly Meeting Sponsors	Lunch meeting Sponsors	\$ 500.00		10	\$ 5,000.00
Annual Holiday Dinner	Members & spouses/guests	\$ 3,750.00		1	\$ 3,750.00
				Subtotal	\$ 28,750.00

TOTAL INCOME = \$ 155,150.00

EXPENSES

Administrative					
Wells Communication Inc	Bill Wells' contract	\$ 2,200.00		12	\$ 26,400.00
Website fee	Annual fee for web/domain reg.	\$ 150.00		1	\$ 150.00
Inuit/Paypal fees	CC and reader usage fees	\$ 300.00		9	\$ 2,700.00
ACEC	Administrative fee and magazine	\$ 1,200.00		1	\$ 1,200.00
Secretary of State	Corporate registration	\$ 30.00		1	\$ 30.00
Insurance	Hartford liability	\$ 425.00		1	\$ 425.00
Taxes	ITSGA filing	\$ -		1	\$ -
ITSA memberships	Membership dues	\$ 270.00		1	\$ 270.00
ITSGA member rebates	Assume 5 requested	\$ 100.00		5	\$ 500.00
Networking/social committee	Networking activities	\$ 1,200.00		1	\$ 1,200.00
Training	Webinars, ITS plan review training	\$ 1,000.00		1	\$ 1,000.00
2018 ITS Summit - Jacksonville	Seed money for promotions	\$ 1,000.00		1	\$ 1,000.00
President's travel to ITSWC	Registration, hotel, travel expenses	\$ 3,000.00		1	\$ 3,000.00
Miscellaneous	President's discretion	\$ 500.00		1	\$ 500.00
				Subtotal	\$ 38,375.00

\$ (2,200.00) \$ (2,206.00)
\$ (31.76) \$ (12.95)
\$ (287.50) \$ (84.00)
\$ (30.00)

Annual Meeting					
Hotel contract	Hyatt Regency Savannah	\$ 34,000.00		1	\$ 34,000.00
Entertainment	Progressive dinner	\$ 16,000.00		1	\$ 16,000.00
Miscellaneous	Golf, speaker gifts, shirts, prizes, etc	\$ 12,000.00		1	\$ 12,000.00
				Subtotal	\$ 62,000.00

Monthly Meetings					
Constant Contact	Web hosting for registration	\$ 75.00		10	\$ 750.00
Meeting room rentals	Monthly meeting location	\$ 150.00		10	\$ 1,500.00
Catering	Food for monthly meetings	\$ 1,800.00		10	\$ 18,000.00
Speaker travel	Travel expenses	\$ 500.00		2	\$ 1,000.00
Annual Holiday Dinner	Dinner & entertainment	\$ 7,500.00		1	\$ 7,500.00
				Subtotal	\$ 28,750.00

\$ (65.00) \$ (65.00)
\$ (325.00) \$ (315.00)
\$ (1,782.98) \$ (1,469.00)

Sponsorships/Scholarships					
Engineers Week	Association Sponsor	\$ 500.00		1	\$ 500.00
PE Recognition Dinner	Provides for one ITSGA attendee	\$ 300.00		1	\$ 300.00
GA Engineering Awards Sponsorship	Sponsorship and table for 6	\$ 1,000.00		1	\$ 1,000.00
Georgia Tech student chapter	Meeting reimbursements	\$ 100.00		6	\$ 600.00
GT Exploring Engineering Academy	EEA Sponsorship	\$ 500.00		1	\$ 500.00
Scholarships	Student scholarships (ITS/TEOF)	\$ 3,000.00		5	\$ 15,000.00
Awards	ITSGA awards & scholarship plaques	\$ 1,000.00		1	\$ 1,000.00
				Subtotal	\$ 18,900.00

\$ (290.20)
\$ (2,907.44) \$ 7,758.05

TOTAL EXPENSE = \$ 148,025.00

NET INCOME = \$ 7,125.00

ITS America Membership Rebate Policy

Effective 2/22/2017

Membership in ITS America (ITSA) grants organizations discounted chapter membership into a maximum of three (3) state chapters. Since ITS Georgia (ITSGA) is a state chapter of ITSA, organizations that choose to pursue membership through ITSA qualify for a \$100 rebate (or current amount) from ITSA, which is passed on to the ITSGA chapter.

ITSGA's policy will allow ITSA rebates which are forwarded to ITSGA to be credited to the member organization. Upon request, rebates will be applied to the next year's membership dues. Requests must be made to the ITSGA membership chair and be received by the end of the calendar year of receiving the rebate. Any unrequested rebates will be applied to the ITSGA Scholarship Fund.

Month	Date	Location	Topic	Speaker	Sponsor
January	Wed, Jan 25, 2017	Georgia Tech	Student Research	Student award winners	SESA
February	Wed, Feb 22, 2017	North Park	Drones	Said ElSaid - TNDOT	360 NS
March	Wed, Mar 29, 2017	OGC	Legislative update	Brandon Beach	Wavetronix
April	Wed, April 26, 2017	OGC	IoT	Cisco	Intelight - Whitney Nottage
May	Wed, May 31, 2017	Douglas County Weigh Station	WIM		Cohu - Bonnie Bird
June	Wed, Jun 28, 2017	OGC	Braves Stadium?		Belden - Tami Healey
July	Wed, Jul 26, 2017	OGC	Positive Train Control	Lisa Wilson	Utilicom - Bennett Thompson
August	Wed, Aug 30, 2017	OGC	Braves Stadium?		
September	Wed, Sept 27, 2017		Braves Stadium?		
October	25-Oct	Magliano's	Awards/_____		
November	open				
December	open				

ITS@GT Student Chapter Meeting Outline

Upcoming meeting schedule (*tentative dates, speakers*):

Activity	Time	Location	Speaker	Topic
Kick off meeting	February 27 th 4:00 pm	SEB	Chapter Advisor Dr. Guin	Big Data challenge in transportation
Monthly Meeting	March 13 th , 4:00 pm	SEB	Clegar Osvaldo	Smart Cities, IOT (Connectivity)
Monthly Meeting	April 17 th , 4:00 pm	SEB		
Monthly Meeting	May	SEB		

Potential Topics:

- Opportunities and Challenges of Smart Cities
- Emerging Technologies in the ITS
- Transitioning into data driven society/role of policies and regulations
- Connected and Autonomous Vehicles
- Current practices and cases studies related to ITS
- TBD...

Vision of each student meeting:

To enable students to think critically, expand their knowledge base and, also facilitate resource and networking for the students to participate in the ITS development. We also hope to develop some resources database from each session and aid students outside organized chapter meetings.

Structure of each student meeting:

- Announcements & ITS News
- Previous Meeting Summary
- Short talk form guest speakers (maybe 20-30min)
- Break out/discussion session
 - Identify a problem and brain storm solutions in groups
 - ◆ We encourage speakers to come up with challenge problems
 - ◆ Discussion will be limited 20 min
 - Debates on the presented topic
- Post meeting discussion session for interested students who would like to discuss the topic or their projects

Budget:

We plan to hold student meetings in the evenings and we plan to provide light snacks and beverage. We expect a student turnout of **15-20 students** but we will make a correct judgement after our kick off meeting. We estimate the expense to be **around \$70** for the expected turn out.

Item	Cost	Quantity	Total Cost
Sublime Donuts	18	2	36
Box O' Joe (Dunkin' Donuts)	16	2	32

We will continuously look for speakers in related field and we also welcome professions in ITS GA to be the guest speakers of the meetings. Especially this upcoming first kick off meeting, we invite you, Bill & Matt (and others) to come and share some of your thoughts and advice towards our student chapter. For the items discussed above, please let us know if you have suggestions or modifications and, once we get your approval and confirmation, we will start to spread this news to our target departments and organizations to reach out more students have interests in ITS.