



February 2018
Board Meeting Documentation – v2

ITS Georgia Monthly Board Meeting
February 28, 2018
10:00 am – 11:00 am
400 Northpark, 1000 Abernathy Road, Atlanta, GA 30328

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2018–2019):

- Jenny Johnson, *President***
Kimley-Horn
- Winter Horbal, *Vice President***
Temple
- Marc Start, *Secretary***
AECOM
- Xuewen Le, *Treasurer***
Atkins
- Michael Holt, *Past President***
WSP

Directors (2018-2019):

- Dee Taylor**
AECOM
- Bill Andrews**
City of Sandy Springs
- Mark Demidovich**
GDOT
- Matt Glasser**
GDOT

Directors (2017-2018):

- Kenn Fink**
Kimley-Horn
- Alvin James**
Kimley-Horn
- Keary Lord**
Atkins
- Whitney Nottage**
Intelight
- Billy Stalcup**
360ns
- Tom Udell**
CH2M

State Chapter Representative:

- Jim Tolson**
ARCADIS

Ex-Officio:

- Greg Morris**
FHWA

✓ *Indicates present at meeting*

Items changed for v2 of the meeting minutes are noted with underline/italics.

Other Attendees Present:

Bill Wells – ITS GA

Issues Discussed	Action
Welcome <ul style="list-style-type: none"> • Motion to approve meeting minutes for December (Mike H, Mark D support) – motion approved. 	
Budget/Financials	

Issues Discussed	Action
<ul style="list-style-type: none"> • See handout for budget outlook. • 5C Conference: the income for ITS GA will be greater than \$25K. 	<p><i>Xuwen will file taxes by May 2018.</i></p>
<p>Committee Updates</p> <ul style="list-style-type: none"> • Activities: see handout. A speaker is needed for the March meeting, with the target topic of special event management. Talk to Billy if you have ideas. Cancel Oct meeting, and hold the next meeting on Nov 14. Possibly hold event on Sept 22 (Clemson at GA Tech football game) as a tailgate opportunity. • Upcoming Conferences: 2018 ITSA, June 4-7 in Detroit, MI. Mark D and Billy S might be going from the board. ITS GA might be getting an award. The state chapter workshop is held on Sunday morning. • Training opportunity: CV 201 training will be targeted for June, and is a full day (9:30 – 4:30). Lunch will be charged for separately. Also, a tentative training was suggested in early December (on a Friday). • Awards: no activity. • Communications: For GA Engineering magazine, the July/August issue focuses on transportation; send ideas to Bill Wells. The next issue (May/June) will run a photo feature including nice project photos of engineering projects in GA (unique projects). Send new hire and press release info to Bill Wells. One person will be featured per month on the ITS GA page. For the ITSA chapter of the year award, Bill will work with Mike. The Fuze technology allows remote folks to ask questions. • Elections: no activity. • Legislative: speakers included Lindsey Tippins on education, and Senator Tanner on transit governance. Today is cross over day for the GA legislature. • Membership: currently at 55 paid members; goal is 100. Five new companies have joined. At end of March, the non-member rates will begin to apply (starting with the April meeting). • Social Activities: trivia next Thursday, March 8. • Scholarships: Dee has coordinated with Whitney and Keary; he will advertise topic in August. • ITS@GT Student Chapter: <u><i>Jim reported the chapter has not held a meeting in 2018.</i></u> • ITSA: Marc and Jim participated and reported on ITSGA conference call last week. • 5C update: (Mike) all the top level sponsorships have been taken, representing perhaps \$150K in sponsorship commitments. Registration has not yet opened, perhaps mid-April. Social events: Sunday night on patio over St. Johns River; Monday night at brewery down the street, with shuttle (1/2 mile); Tuesday night across River to the Science and History Museum (with water taxi service). Abstracts can be submitted through the end of March. Keynote speaker committee: some speakers are outside of the transportation industry. Communication (Bill): the USB hub giveaways continue. Exhibitors (Winter): floor layouts are being 	<p><i>Jenny and Winter to start looking into a meeting location for the 2019 Annual Meeting.</i></p> <p><i>Alvin will coordinate the information roll-out regarding the deadline for agency payment.</i></p> <p><i>Send project photos, press releases, and/or new hire info to Bill Wells for the GA Engineering magazine.</i></p>

Issues Discussed	Action
<p>finalized, and assignments will start with top level sponsors.</p> <ul style="list-style-type: none"> • Banquet: <i>Billy Stalcup was not able to attend. Steve Bowles (360NS) and his wife attended the banquet.</i> Good report. • Holiday party: Jenny reported that France (ITE) was favorable to the combination party; the consensus was to move the holiday party to January for ease of scheduling and financial reasons. Perhaps move to after the holidays (January) for scheduling and/or financial reasons. Perhaps replace the monthly meeting in January with the holiday party. 	
<p>Closing Remarks</p> <ul style="list-style-type: none"> • Jenny closed the meeting. 	



ITS Georgia Board Meeting

February 28, 2018 at 10:00 AM

Northpark 500

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Winter Horbal, Vice President
Marc Start, Secretary
Xuewen Le, Treasurer
Mike Holt, Past President

Directors 2017-2018:

Alvin James
Keary Lord
Whitney Nottage
Billy Stalcup
Tom Udell
Kenn Fink

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State Chapter Representative

Jim Tolson

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Greg Morris, FHWA

AGENDA

- Approve January 2018 meeting minutes
- Financial Report (Le)
 - 2018 Budget Overview (to-date)
 - ITSA Membership Renewal – invoices should arrive soon
 - 2017 Taxes – Xuewen to file (Deadline – May 15, 2018)
- Committee Statuses
 - Activities (Stalcup/Glasser)
 - Monthly Speaker Schedule – March?
 - Meeting Venues – March?
 - ITSA PCB Training – CV 201 Course (w/ technical emphasis)
 - Available Dates – 6/27, 7/25, 8/29
 - Venue?
 - 6-hour course – recommended 9:30am-4:30pm with lunch break
 - Awards (Johnson)
 - Communications/Outreach (Wells)
 - Fuze update from January meeting
 - ITSA Awards (deadline 4/6/18)
 - Outstanding State Chapter Award (eligible)
 - Overall Membership Growth (not eligible)
 - Engineering GA Magazine – please send in questionnaire to Wells & Johnson to be used in the ITSGA column
 - Elections (Horbal)
 - Legislative (Udell)
 - Membership (James)
 - Total membership to-date?
 - Reminder: after March, non-members will have to pay the non-member rate
 - Networking/Social (Nottage)
 - Trivia @ Wing Factory in Smyrna – Thursday, March 8th @ 7pm
 - Scholarship (Taylor)
 - Student Chapter (Tolson)
 - ITSA Liaison (Tolson)



- 2018 5C Summit (Holt)
 - Oct. 7-10, 2018, Hyatt Regency, Jacksonville, FL
 - ITSGA Committee Chairs
 - Communications (Wells)
 - Exhibitors (Lord/Horbal)
- Previous Events
 - ACEC Building GA Legislative Day (update from Johnson, Holt, & Wells)
 - ACEC Georgia Engineering Banquet (update from Stalcup)
- Upcoming Events (Johnson)
 - ITSGA/ITE Holiday Dinner
 - Volunteer to head this up?
 - Location?
 - Date/Timeframe?
 - ITSA Annual Meeting, June 4-7, 2018, Detroit, MI
 - ITSGA 2019 Annual Meeting – in the process of scheduling site visits

ITS GA 2018 Monthly Meetings

Month	Date	Location	Topic	Speaker	Sponsor	Notes
January	Wed, Jan 31, 2018	GT Alumni House	Student Research	Student award winners	360ns	
February	Wed, Feb 28, 2018	North Park	Automotive Cyber Security - Safety in a 5G World	Billy Kihei	Temple	
March	Wed, Mar 28, 2018	North Park	Event Management		Cradlepoint	
April	Wed, April 25, 2018	North Park	IoT in ATL	Metro ATL Chamber/AT&T	Intelight	Sponsor Flexible in Dates
May	Wed, May 30, 2018	ARC				
June	Wed, Jun 27, 2018	North Park	Automated Traffic Signal Performance Measures	TBD	Vaisala	
July	Wed, Jul 25, 2018		Braves Stadium/Suntrust ITS	Cobb County		
August	Wed, Aug 29, 2018	ARC				
September	Wed, Sept 26, 2018				Traffic/Vision	
October	Wed, Oct 31, 2018	Maggiano's?	Awards Banquet			
November	open					
December	open					

Possible Topics	
Advancements in Video Intelligence/Machine Learning	GDOT
Event Management - Preparing and Operating the College Football Championship	RTOP/RenewATL
Autonomous Vehicles - Porsche Site Visit	
Intelligent Air Transportation - View from Hartsfield's perspective	Lorn Whittaker
Bringing IoT to the ATL	Metro Chamber
How are CID's improving Mobility?	
Small but Significant Projects	Local Agencies
Automated Traffic Signal Performance Measures	GDOT/Kimley

Location Options	Notes
ARC	No Availability in Feb but checking other monthly dates.
NorthPark	Reserved for February
City Winery	Looking into this option

Sponsors	
Control Tech	Wavetronix
SLTS	KCI
Utilicom	Sensys
Axis	Vaisala
Cohu	MioVision
Intelight	TrafficWare
Cisco	

ITS Georgia 2018 Budget Outlook
1/31/2018

Starting Balances	2017 YE	Feb-18
Checking =	\$ 37,303.96	
Savings =	\$ 54,475.68	
	\$ 91,779.64	

CATEGORY	DESCRIPTION	INCOME	EXPENSE	NUMBER	TOTAL
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Administrative					
Membership Dues	Small Firm	\$ 150.00		10	\$ 1,500.00
Membership Dues	Large Firm	\$ 400.00		80	\$ 32,000.00
	Subtotal				\$ 33,500.00

ITS SC Summit	20% of Estimated Profits	\$ 25,000.00		1	\$ 25,000.00
	Subtotal				\$ 25,000.00

Monthly Meetings					
Monthly Meeting Fees	Registration	\$ 1,800.00		10	\$ 18,000.00
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				\$ 26,750.00

TOTAL INCOME = \$ 85,250.00 \$ 12,535.00 \$ 9,850.00

EXPENSES

Administrative					
Wells Communication Inc	Bill Wells' Contract	\$ 2,350.00		12	\$ 28,200.00
General Admin Expenses	Misc Expense Reimbursements	\$ 250.00		1	\$ 250.00
Fuze	Online video streaming	\$ 360.00		1	\$ 360.00
Website fee	Annual fee for web/domain reg.	\$ 250.00		1	\$ 250.00
Inuit/ Paypal fees	Cc and reader usage fees	\$ 150.00		11	\$ 1,650.00
ACEC Administrative Agreement	Administrative fee and magazine	\$ 1,200.00		1	\$ 1,200.00
Secretary of State	Corporate registration	\$ 30.00		1	\$ 30.00
Insurance	Hartford liability	\$ 475.00		1	\$ 475.00
Taxes	ITSGA filing	\$ -		1	\$ -
ITSA memberships	Membership dues	\$ 500.00		1	\$ 500.00
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, ITSA workshops, etc.	\$ 1,000.00		1	\$ 1,000.00
Miscellaneous	President's discretion	\$ 500.00		1	\$ 500.00
	Subtotal				\$ 36,115.00

TOTAL EXPENSE = \$ (3,194.33) \$ (2,490.40)

Annual Meetings

Bill Wells Comps	Registration, hotel, mileage	\$ 1,750.00		1	\$ 1,750.00
2019 Annual Meeting	Site visits	\$ 500.00		1	\$ 500.00
	Subtotal				\$ 2,250.00

Monthly Meetings

Constant Contact	Web hosting for registration	\$ 75.00		10	\$ 750.00
Meeting room rentals	Monthly meeting location	\$ 250.00		10	\$ 2,500.00
Catering	Food for monthly meetings	\$ 1,800.00		10	\$ 18,000.00
Speaker gifts	Gifts for monthly meeting speakers	\$ 20.00		20	\$ 400.00
Speaker travel	Travel expenses	\$ 500.00		2	\$ 1,000.00
Annual Holiday Dinner	Dinner & entertainment	\$ 7,500.00		1	\$ 7,500.00
	Subtotal				\$ 30,150.00

TOTAL EXPENSE = \$ (1,607.00) \$ (1,628.00)

Sponsorships/Scholarships

ACEC GA Engineering Awards Sponsorship	Sponsorship (and table for 6)	\$ 500.00		1	\$ 500.00
Georgia Tech student chapter	Meeting reimbursements	\$ 100.00		6	\$ 600.00
GT Exploring Engineering Academy	EEA Student Scholarship	\$ 1,000.00		1	\$ 1,000.00
Scholarships	Student scholarships (ITS/TEOF)	\$ 3,000.00		5	\$ 15,000.00
Awards	ITSGA awards & scholarship plaques	\$ 1,200.00		1	\$ 1,200.00
	Subtotal				\$ 18,300.00

TOTAL EXPENSE = \$ (5,301.33) \$ (4,168.40)

NET INCOME = \$ (1,565.00)