



*July 2018*  
*Board Meeting Documentation*

ITS Georgia Monthly Board Meeting  
 July 24, 2018  
 10:00 am – 11:00 am  
 Kimley-Horn Associates offices (Midtown)

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**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

**State Chapter Representative:**

- Jim Tolson**  
ARCADIS

**Ex-Officio:**

- Greg Morris**  
FHWA

- Tom Udell**  
CH2M

✓ *Indicates present at meeting*

**Other Attendees Present:**

Bill Wells – ITS GA

Issues Discussed	Action
<b>Welcome</b> <ul style="list-style-type: none"> <li>• Motion to approve meeting minutes for June (Mike Holt, Bill Andrews support) – motion approved unanimously.</li> </ul>	

Issues Discussed	Action
<p><b>Budget/Financials</b></p> <ul style="list-style-type: none"> <li>The contract for the 2019 ITS GA annual meeting will be signed today, and the deposits will show up in financials for next month.</li> <li>The annual insurance renewal will occur in August.</li> <li>The income generated by social events needs to be separated out in the financial report (\$175 for Top Golf).</li> </ul>	<p><i>Xuewen to update the financial report.</i></p>
<p><b>Committee Updates</b></p> <ul style="list-style-type: none"> <li><b>Activities:</b></li> <li><b>August monthly meeting:</b> the ARC location has been confirmed.</li> <li><b>July monthly meeting:</b> lunch meeting held at remote sites. D1, D3, and D6 will participate. Registration will be available at the remote sites. Start testing the video conferencing system at 10:30 AM, and registration starts at 11:00 AM. Lunch is at 11:30, and the presentation starts at 12:00 noon. Speaker gifts are on back order.</li> <li><b>September monthly meeting:</b> the GT location needs to be confirmed (Billy).</li> <li><b>2019 ITSGA Annual Meeting:</b> The 2019 ITSGA annual meeting will be held at the Classic Center, Athens. The conference contracts will be signed today.</li> <li><b>Training opportunity:</b> December opportunity is under consideration. The current idea is to hold the training at whirly ball in conjunction with GAITE.</li> <li><b>Awards:</b> Bill will start advertising the award process in the next few days.</li> <li><b>Communications:</b> Aug 3 meeting has been arranged with GDOT (Hibbard), to strengthen the relationship with the head of GDOT Public Relations.</li> <li><b>Elections:</b> Bill has started advertising the process.</li> <li><b>Legislative:</b> Nothing to report this month.</li> <li><b>Membership:</b> Pond is now a member. Some renewals have been non-responsive. Alvin is following up with the suggestions from the board.</li> <li><b>Social Activities:</b> Braves tickets have been ordered for August 17. The event will be announced tomorrow. The Clemson /Georgia Tech tailgating event will be Georgia ITE's responsibility.</li> <li><b>Scholarships:</b> (Dee) See flyer handout. The deadline was changed to October 14. Focus on advertising and outreach to Georgia Southern, Mercer, KSU, Georgia Tech, and UGA.</li> <li><b>ITS@GT Student Chapter:</b> (Jim) Nothing to report this month.</li> <li><b>ITSA:</b> Nothing to report this month.</li> <li><b>5C conference update:</b> registration is now open.</li> <li><b>Holiday party:</b> the target is late January 2019, and looking at Saturday and Sunday options right now. Planning for 60. The party will replace the January monthly meeting. The consensus was that the end of the month is preferable (January 26).</li> </ul>	<p><i>Billy will confirm the Georgia Tech meeting location for the September meeting.</i></p> <p><i>Send project photos, press releases, and/or new hire info to Bill Wells for the GA Engineering magazine.</i></p> <p><i>Send social activity ideas to Rachel Cohen.</i></p> <p><i>Bill will begin advertising the award process.</i></p> <p><i>Dee will move forward with advertising the scholarship process.</i></p> <p><i>Keary will provide a scholarship circulation list to Dee.</i></p>
<p><b>Closing Remarks</b></p> <ul style="list-style-type: none"> <li>Jenny closed the meeting.</li> </ul>	



# ITS Georgia Board Meeting

July 24, 2018 at 10:00 AM  
Kimley-Horn Midtown Office

## ITS GEORGIA BOARD OF DIRECTORS

### Officers/Directors (2018-2019):

Jenny Johnson, President  
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

### Directors 2018-2019:

Bill Andrews  
Dee Taylor  
Mark Demidovich  
Matt Glasser

### State Chapter Representative

Jim Tolson

### Ex-Officio

Greg Morris, FHWA

## AGENDA

- Approve June 2018 meeting minutes
- Financial Report (Le)
  - 2018 Budget Overview (to-date)
- Committee Statuses
  - Activities (Stalcup/Glasser)
    - Monthly Speaker Schedule – August speaker (The ATL)?
    - Meeting Venues – confirm ARC for August?
    - July Monthly Meeting (Wednesday, July 25<sup>th</sup>)
      - Main session to be held at GDOT TMC
      - GDOT Teleconference video system: ready-to-go at all 4 locations? (Begin testing no later than 10:30am)
      - Satellite locations: secure conference room, catering, speaker (send presentation to Wells), speaker gifts, download pay-at-door app, registration list from Wells
        - District 1 – Winter Horbal / Kenn Fink
        - District 3 – Jim Tolson (other Kimley-Horn folks?)
        - District 6 – Whitney Nottage
    - Speaker Gifts
      - When should they arrive?
      - Have they been paid-for/accounted-for in budget?
  - Awards (Johnson)
  - Communications/Outreach (Wells)
  - Elections (Horbal)
    - Board members up for re-election need to notify Horbal if you want to run again
  - Legislative (Udell)
  - Membership (James)
    - Total membership to-date?
    - Non-member rates now apply
  - Networking/Social (Nottage)
    - Next event: Braves game with GAITE – Friday, August 17<sup>th</sup>
    - Coordinate with GAITE for GA Tech/Clemson football tailgate (9/22/18)
  - Scholarship (Taylor)
    - Application is ready to distribute. Next steps in this process?

# 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	GT Alumni House	Event Management	Keary, Troy, Sean	Cradlepoint	
April	Wed, April 25, 2018	GT Student Center	IoT in ATL	Metro ATL Chamber/AT&T	Ridecell	
May	Wed, May 30, 2018	ARC	ARC Planning for Better Mobility	Kofi, Leslie, ARC	Control Tech	
June	Wed, Jun 27, 2018	Jacobs	CV201 Training ITSA	ITSA	Vaisala	
July	Wed, Jul 25, 2018	Distributed meeting around the GDOT Districts	Relevant Projects by Districts	Multiple	Intelight	D1 - Winter, D6 - Whitney, D3 - Jim T, TMC - Mark D
August	Wed, Aug 29, 2018	ARC	The ATL	Scott Haggard	Beiden	
September	Wed, Sept 26, 2018	GT - Bobby Dodd Ward Law	Automated ATPSM	GDOT/Kimley	TrafficVision	
October	Wed, Oct 31, 2018					
November	Wed, Nov 14, 2018	Maggianno's	Awards Banquet			
December	open	GDOT	ATPSM Training	Glasser		

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

Location Options	Notes
ARC	No Availability in Feb but checking other monthly dates.
PCM - Gen Assembly	Space is great but cost is too much \$1,940...working on this.
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 Scholarship Committee  
c/o Dee Taylor  
AECOM  
2284 Crestcliff Drive  
Tucker, GA 30084  
(404) 750-3059  
dee.taylor@aecom.com



### **2018 ITS Georgia Wayne Shackelford Engineering Scholarship**

The ITS Georgia Chapter supports student involvement in the engineering profession, and hopes to encourage future Georgia ITS Engineers through the Wayne Shackelford Engineering Scholarship Program.

The ITS Georgia Chapter may award up to three scholarships, depending upon the number and quality of applications that are received. All award decisions will be made after a review by the Scholarship Committee and action by the Board of Directors. The Chapter reserves the right to reject any or all of the submissions should they be found inadequately prepared, or the content unacceptable. ITS Georgia has budgeted up to \$15,000 for scholarships in 2018. Applications for the ITS Georgia Wayne Shackelford Engineering Scholarships will be evaluated based on the following criteria:

1. Students must be enrolled in an ABET accredited university in Georgia.
2. Each applicant shall submit a transcript for any college coursework completed (an unofficial transcript is acceptable). A GPA of 3.0 or higher is required.
3. The candidate should be currently enrolled in an undergraduate or graduate degree program in a transportation related field, such as civil engineering, urban planning, computer engineering or electrical engineering.
4. Applicants are asked to submit an essay (maximum of 1,000 words) in response to the following prompt:

**Assume we reach Vision Zero by year 2025. What role can ITS and Traffic technologies play in achieving this goal?**

Additional information on Vision Zero can be found: [www.visionzeronetwork.org](http://www.visionzeronetwork.org)

Complete this application and **return (with transcript and essay) to Dee Taylor (dee.taylor@aecom.com) no later than midnight on Sunday, September 30, 2018.** The application must be scanned and emailed with appropriate signatures before the deadline.

Every scholarship applicant is requested to attend the ITS Georgia Chapter Meeting, to be held on November 14 at Maggiano's (Cumberland Mall Location). Scholarship applicants are responsible for their transportation costs, but their registration costs for the meeting will be paid by ITS Georgia.

Scholarship winners will be required to make a presentation elaborating on their responses to their essay response at the ITS Georgia Monthly Meeting held in February 2019. Scholarship applicants are responsible for their transportation costs, but their registration costs for the meeting will be paid by ITS Georgia.

Attach additional sheets if necessary, but information not specifically requested in the application form will be discarded.

ITS Georgia 2018 Budget Outlook  
7/23/2018

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

2017 YE		Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18 Summary
					\$ 39,642.32	\$ 36,460.47	\$ 33,281.45	\$ 23,776.91
					\$ 69,481.48	\$ 69,483.19	\$ 69,484.96	\$ 79,486.67
					\$ 109,123.80	\$ 105,943.66	\$ 102,766.41	\$ 103,263.58

INCOME

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
	<b>Subtotal</b>				\$ 33,500.00

ITS SC Summit

Refer to SC Summit Budget	20% of Estimated Profits	\$ 25,000.00		1	\$ 25,000.00
	<b>Subtotal</b>				\$ 25,000.00

Monthly Meetings

Monthly Meeting Fees	Registration	\$ 1,800.00		10	\$ 18,000.00
Monthly Meeting Sponsors	Lunch meeting Sponors	\$ 500.00		10	\$ 5,000.00
Annual Holiday Dinner	Members & spouses/guests	\$ 3,750.00		1	\$ 3,750.00
	<b>Subtotal</b>				\$ 26,750.00

EXPENSES

TOTAL INCOME = \$ 85,250.00 \$ 2,735.00 \$ 2,730.00 \$ 2,555.00 \$ 2,195.00 \$ 2,235.00 \$ 26,480.00 \$ 2,535.00 \$ 41,465.00

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
Invite/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
	<b>Subtotal</b>				\$ 36,115.00

(50.00) \$ (3,124.33) \$ (2,470.40) \$ (3,004.34) \$ (2,518.67) \$ (2,561.57) \$ (2,374.95) \$ (2,841.95) \$ (18,896.21)

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
	<b>Subtotal</b>				\$ 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
	<b>Subtotal</b>				\$ 30,150.00

(70.00) \$ (1,677.00) \$ (1,698.00) \$ (2,288.67) \$ (1,724.00) \$ (1,132.79) \$ (1,560.90) \$ (1,049.21) \$ (11,130.57)

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
	<b>Subtotal</b>				\$ 18,300.00

(500.00) \$ (500.00) \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ (500.00)

TOTAL EXPENSE = \$ 86,815.00 \$ (5,301.33) \$ (4,168.40) \$ (5,293.01) \$ (4,242.67) \$ (3,694.36) \$ (3,935.85) \$ (3,891.16) \$ (30,526.78)

NET INCOME = \$ (1,565.00)

\$ 10,938.22