



*May 2019*  
**Board Meeting Documentation**

**ITS Georgia Monthly Board Meeting**  
**May 29, 2019**  
**10:00 - 11:00 AM**  
**Kimley-Horn, Peachtree Corners Office**

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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***  
Jacobs
  
- Michael Holt, *Past President***  
Stantec

**Directors (2018-2019):**

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

**Directors (2019-2020):**

- Kofi Wakhisi**  
ARC
  
- Kristin Phillips**  
Gwinnett County
  
- Derrick Crowder**  
City of Roswell
  
- Whitney Nottage**  
Intelight
  
- Billy Stalcup**  
360ns
  
- Tom Udell**  
Jacobs

**State Chapter Representative:**

- Jim Tolson**  
ARCADIS

**Ex-Officio:**

- Greg Morris**  
FHWA

✓ *Indicates present at meeting*

**Other Attendees Present:**

- Bill Wells, ITS GA
- Chuck Bailey, KCI
- Tom Glueckert, Kimley-Horn

Issues Discussed	Action
<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>A motion to approve meeting minutes for the April 25, 2019 board meeting (motion by Horbal, Phillips support) – the motion was approved unanimously.</li> </ul>	
<p><b>Budget/Financials</b></p> <ul style="list-style-type: none"> <li><b>2019 financial statement:</b> sponsorship payment status for monthly meetings: May – Intelight (not paid); June – ITS Digital Technologies (not paid); July – KH (paid); Aug – AECOM (not paid); Sept – Control Technologies (not paid); Nov – Wavetronix (paid).</li> <li>May 9 monthly meeting: still waiting for final invoice from site.</li> </ul>	<p><i>Insurance will need to be renewed in August.</i></p>
<p><b>Committee Updates</b></p> <ul style="list-style-type: none"> <li><b>June Meeting:</b> Micro-mobility, including Lime presentation.</li> <li><b>July Meeting:</b> at ARC, topic opportunities include TSMO update opportunity and/or federal funding changes.</li> <li><b>August Meeting:</b> ITSA cybersecurity training on Aug 28.</li> <li><b>September Meeting:</b> Gwinnett is available for the space. Phillips to provide capacity numbers.</li> <li><b>Training:</b> training in December at Nitrozone; the focus is the relationship between ITS and IT, including a (1) panel discussion with public agency staff, (2) communications 101, and (3) more in-depth communications details.</li> <li><b>Awards:</b> updated since the April meeting. A motion to approve the updated language for the awards (motion by Horbal, Start support) – the motion was approved unanimously. Award nominations will be open August 1 – September 27.</li> <li><b>Communication and Outreach:</b> emails to GDOT are being sent from Bill’s personal email account, due to a GDOT email issue.</li> <li><b>Elections:</b> Call for nominations will be June 26 – Aug 9; elections open on Aug 28, and close on Sept 30; election results will be announced on Oct 7 at the Annual Meeting.</li> <li><b>Legislative:</b> nothing to report.</li> <li><b>Membership and Finance:</b> 78 current members, including 2 comps and 2 retirees. Need \$7K and 12 new members to meet membership goal. UPS and Amazon are potential membership opportunities; Tom Glueckert will check with Daniel Studdard (ARC) for freight relationships. Also, check with CID representatives (public) and City of Athens.</li> <li><b>Social:</b> The Mercedes Benz Stadium tour is scheduled for May 30, followed by a happy hour. The June 21 event is bowling with unlimited pizza and drinks, arcade games, family-friendly, with a 4:30 PM start (bowling starts at 5:00</li> </ul>	<p><i>Wakhisi to finalize speaker and topic for the July meeting.</i></p> <p><i>Phillips to provide Gwinnett TCC capacity numbers for the September meeting.</i></p> <p><i>Horbal to secure contract and date with Nitrozone for December training.</i></p> <p><i>Demidovich to secure two (2) sponsors for the December meeting + training.</i></p> <p><i>Wells to update the ITSGA website with new awards and descriptions.</i></p> <p><i>Send project photos, press releases, and/or new hire info to Wells for the GA Engineering magazine; send articles to Wells for ITSA newsletter, Momentum.</i></p> <p><i>Tom Glueckert to follow up with Daniel Studdard (ARC) for freight-related membership opportunities. Tom Glueckert to review opportunities to approach CIDs for membership, as well as the City of Athens.</i></p> <p><i>Le to follow up with final payment for the Benz tour.</i></p>

Issues Discussed	Action
<p>PM). Events for later in the summer: Trivia in July, concert series in August, Braves game in September, and food/wine tour in November.</p> <ul style="list-style-type: none"> <li>• <b>Scholarship:</b> The curbside management topic is the best fit. Kristen Phillips, Matt Glasser, Kenn Fink will assist with the essay review.</li> <li>• <b>GA Tech Chapter Liaison:</b> the new student chapter board has been elected. The student chapter board should be introduced at an ITS GA meeting in the fall.</li> <li>• <b>2019 ITSGA Annual Meeting:</b> the call for abstracts will close on June 7. There have been 9 abstracts submitted so far. The Technical Committee will meet in the next few weeks, led by Ben and Mahesh (HNTB). The Technical Committee will have their first meeting on June 10. The theme and logo (for branding/promotion) will developed within the next week or so. Registration is scheduled to open in late June. Billy Stalcup requested to be added to the committee. See website for the presentation with the themes from the last 20 years.</li> <li>• <b>2020 ITSGA Annual Meeting, Sept 27-29:</b> Jacobs will lead the conference planning. The Westin Jekyll site has been selected, and the contract has been signed.</li> <li>• <b>2021 Site Planning (Savannah):</b> venue trip is scheduled for June 14 – 15. At this time, no company has been assigned to lead the conference planning.</li> <li>• <b>ITSA:</b> The local chapters coordination meeting will be held on June 4. Kofi, Matt, Mike, Rachel, and Winter will attend the ITS America Annual Meeting in Washington, DC.</li> </ul>	<p><i>Contact Tolson if you would like to be a speaker at an upcoming Georgia Tech ITS student chapter meeting.</i></p> <p><i>Bailey will add Billy Stalcup to the Technical Committee.</i></p> <p><i>Bailey and the Annual Meeting Committees to finalize the conference theme and logo as soon as possible.</i></p> <p><i>Johnson to continue coordination with Rosendahl for site selection tours for 2021 Annual Meeting.</i></p> <p><i>Horbal (and others) to attend the State Chapters Workshop on June 4 at the ITSA Annual Meeting, and to accept an award on behalf of ITSA (if given) at the banquet on June 4.</i></p>
<p><b>Closing Remarks</b></p> <ul style="list-style-type: none"> <li>• Johnson closed the 5/29 board meeting.</li> </ul>	



# ITS Georgia Board Meeting

May 29, 2019 at 10:00 AM

Kimley-Horn, Peachtree Corners 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 2019-2020:

Whitney Nottage  
Billy Stalcup  
Tom Udell  
Kristin Phillips  
Kofi Wakhisi  
Derrick Crowder

### Directors 2018-2019:

Bill Andrews  
Dee Taylor  
Mark Demidovich  
Matt Glasser

### State Chapter Representative

Jim Tolson

### Ex-Officio

Greg Morris, FHWA

## AGENDA

- Approve April 2019 meeting minutes
- Financial Report (Le)
  - 2019 Financial Statement Summary (to-date)
  - Close-out of joint 5/9 monthly meeting with GAITE and ACEC-GA
    - Intelight to pay outstanding sponsorship (Nottage)
    - Verify total registrations shown on financial statement (Le/Wells)
    - Need to get & pay final invoice with City Springs (Wells/Andrews/Le)
- Committee Statuses
  - Activities (Crowder/Horbal/Andrews)
    - Review of Monthly Meetings Schedule – speakers/venues/sponsors
      - Sponsorship vacancies!!! (June, August, Sept, Dec)
      - Confirm September venue at Gwinnett TCC (Phillips)
    - ITSGA Technical Workshop – tentatively for early-Dec (Smusz-Mengelkoch)
      - Topic: Closing the gap between IT professionals & ITS engineers
      - Status of securing NitroZone contract (Horbal)
  - Awards – Maggiano’s Cumberland on 11/13 (Johnson)
    - Review revised “Best of ITS Awards”; board approval?
    - Open Award nominations 8/1; close nominations 9/27
  - Communications/Outreach (Wells)
    - Winners will be announced at ITSA AM; Horbal to attend on behalf of ITSGA
  - Elections (Horbal)
    - Open nominations 8/1; close nominations 9/27
  - Legislative (Wakhisi/Udell)
  - Membership (Glueckert/Stalcup/Glasser)
    - Total membership to-date?
    - Non-member rates now apply
  - Networking/Social (Nottage)
    - Next event: MB Stadium Tour (starts at 4:45pm) with happy hour at STATS after
    - Tentative events: June – bowling; July – trivia; Aug – outdoor concert series; Sept – Braves game with GAITE; Nov – food/wine tour; Dec - trivia
  - Scholarship (Taylor)
    - Send ideas for application question/topic to Taylor
    - Select winners by 10/21 so that Johnson can order plaques in time for 11/13



- Student Chapter (Tolson)
- ITSA Liaison (Tolson)
- ITSGA 2019 Annual Meeting (Bailey/Holt) – Oct 6-8<sup>th</sup> in Athens, GA
  - Status of technical committee/call for papers
  - When will registration open for sponsors/exhibitors, conference, and hotel?
- ITSGA 2020 Annual Meeting – September 27-29, 2020 (Johnson/Pampolina)
  - Contract has been signed with The Westin Jekyll Island
  - Jacobs will be 2020 Conference Chair; Dino Pampolina is the main point of contact
- ITSGA 2021 Annual Meeting (Johnson/Horbal/Phillips)
  - Site selection committee will be in Savannah on June 14<sup>th</sup> & 15<sup>th</sup>; site visits include Hyatt Regency, Marriott Riverfront in Savannah, and the new JW Marriott
  - Anyone interested in volunteering to be 2021 AM Conference Chair?
- 2019 ITS America Annual Meeting – June 4th-7th in Washington, D.C.
  - Conference and hotel registrations are open ([www.itsamerica2019.org](http://www.itsamerica2019.org))

➤ **The next board meeting is scheduled for Wednesday, June 26<sup>th</sup> at 10 AM at City Springs with the monthly meeting to directly follow at 11:30 AM.**

ITSGA Monthly Meetings Schedule

Date	Location	Topic	Speaker	Sponsor	Notes
Sat, Jan 19, 2019	City Springs	Holiday Hangover Party	Joint with GAITE	N/A	Johnson to close out financials with GAITE
Wed, Feb 27, 2019	GA Tech Bill Moore Student Success Center	2018 Shackelford Scholarship Winners	Students presentation of scholarship essay (Vision Zero + ITS)	360ms	5 min presentation from each w/ planted questions; Cohen to moderate
Wed, Mar 27, 2019	City Springs	CES: Government AND OEM	Panel: Andrew Heath, Steve Gehring, Bryan Mulligan; Horbal moderate	Temple	Le to pay final invoice
Wed, April 24, 2019	Aviation Community Cultural Center	UPS Regional Facility	Frank Morris, VP - UPS Corporate Public Affairs	Axis	Tour of UPS Facility is not allowed at this time.
Thurs, May 9, 2019	City Springs	Super Bowl	Joint meeting with GAITE & ACEC-GA	Intelight (ITSGA) + Wolverton (GAITE)	Nottage has set up social tour at the Mercedes Benz Stadium for Thurs, May 30.
Wed, Jun 26, 2019	City Springs	Micro-mobility	Nima Daivari (Lime)	???	
Wed, Jul 31, 2019	ARC	Wakhtla to finalize speaker/topic		Kimley-Horn	Ideas: ARC - TSMO update, plans, podcaster
Wed, Aug 28, 2019	City Springs	Cybersecurity	ITSA PCB Training Course	???	Johnson to coordinate PCB course with ITSA
Wed, Sept 25, 2019	Gwinnett County TCC???	???	???	???	Phillips to secure Gwinnett TCC as venue (alternative would be to look into City Springs), topic idea?
October 6-8, 2019	Athens, GA	2019 Annual Meeting	???	KCI	See ideas on "TOPICS" tab for speaker/technical presentations
Wed, Nov 13, 2019	Magliano's	Awards Banquet	Johnson + Awards Committee	Wavetronix	Johnson to order with Benchmark Trophies for awards & scholarships
Early December	Nitrozone?	(IT + ITS Engineer (collaboration/workshop))	Website: <a href="#">Seneca Wengertsch to plan &amp; lead technical workshop (collaboration)</a>	???	Horbal to check Nitrozone as potential venue. Consider having technical workshop as standalone event (potentially at City Springs) & not having it with a joint social event

implies different date than our typical last Wednesday of month

## PROPOSED "BEST OF ITS AWARDS"

### 1. **Larry R. Dreihaup Award**

*The ITS Georgia Larry R. Dreihaup Award is intended to recognize an individual who has provided a legacy of leadership, professionalism, and dedication in promoting ITS in the State of Georgia throughout the course of their career. The award is named in honor of Larry R. Dreihaup, Division Administrator for the Georgia Division of Federal Highway Administration for 6 years and an admired ITS champion in Georgia. Mr. Dreihaup was instrumental in establishing the world-renowned Traffic Management Program in time for the 1996 Olympics.*

### 2. **Outstanding Individual Contribution Award**

*Outstanding contribution by an individual, including ITS Georgia Board of Director and Committee Chair members, in promoting ITS and/or ITS Georgia goals during the previous twelve (12) months.*

### 3. **Outstanding Member Agency Contribution Award**

*Outstanding contribution by an ITS Georgia member agency, including both private sector and public agency members, in promoting ITS and/or ITS Georgia goals during the previous twelve (12) months.*

### 4. **ITS Small Project of Significance Award**

*A study, deployment, or program completed in the previous twelve (12) months with an impact that is quantifiable and directly related to a specific activity or action that reduces congestion, improves safety and security, or enhances mobility in Georgia. **Small project threshold shall be determined by the Awards Committee.***

### 5. **ITS Large Project of Significance Award**

*A study, deployment, or program completed in the previous twelve (12) months with an impact that is quantifiable and directly related to a specific activity or action that reduces congestion, improves safety and security, or enhances mobility in Georgia. **Large project threshold shall be determined by the Awards Committee.***

### 6. **Innovation: Outside the "Construction" Box Award**

*A creative and unique approach or solution, by an individual or group, to an ITS challenge or issue using ITS architecture, software deployments, network engineering, or any other ITS application that is not directly related to a typical ITS construction-esque type project.*

**PREVIOUS "BEST OF ITS AWARDS" (for reference)**

**1. Project of Significance Award**

*A project, study, or program undertaken in the previous twelve (12) months with an impact that is quantifiable and directly related to a specific activity or action that reduces congestion, improves safety and security, and enhances mobility in Georgia.*

**2. Innovation: Outside the Box Award**

*Creative and unique approach or solution by an individual or group to an ITS challenge, or to an issue using ITS as a solution during the previous twelve (12) months.*

**3. Outstanding Public Member Agency Award**

*Leadership in promoting ITS and/or ITSGA goals during the previous twelve (12) months.*

**4. Outstanding Private Member Award**

*Leadership in promoting ITS and/or ITSGA goals during the previous twelve (12) months.*

**5. Outstanding Volunteer Award**

*Open to all membership, including Board members and Committee Chairs, who have gone above and beyond to support ITS Georgia during the previous twelve (12) months.*

**6. Larry R. Dreihaup Award**

*The ITS Georgia Larry R. Dreihaup Award is intended to recognize an individual or an organization who has provided leadership, professionalism, and dedication in promoting ITS in the State of Georgia during the previous twelve (12) months, if applicable. The award is named in honor of Larry R. Dreihaup, Division Administrator for the Georgia Division of Federal Highway Administration for 6 years and ITS champion in Georgia. Mr. Dreihaup was instrumental in establishing the world-renowned Traffic Management Program in time for the 1996 Olympics.*



ITS Georgia 2019 Budget Outlook  
5/28/2019

		2018 YE		2019 YE												
		Starting Balances	Checking =	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	2019 YE
			Savings =													Summary
		\$ 74,510.71	\$ 48,646.79				\$71,721.20	\$71,532.09	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
INCOME		\$ 123,157.50	\$ -	\$0.00	\$0.00	\$0.00	\$130,370.40	\$130,182.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

CATEGORY	DESCRIPTION	BUDGET		INCOME	EXPENSE	NUMBER	TOTAL
		INCOME	EXPENSE				

Administrative							
Membership Dues	Small firm	\$ 150.00				10	\$ 1,500.00
Membership Dues	Large firm	\$ 400.00				80	\$ 32,000.00
Subtotal		\$ 550.00					\$ 33,500.00
Annual Meeting							
Registration		\$ 62,250.00				1	\$ 62,250.00
Sponsorship		\$ 47,500.00				1	\$ 47,500.00
Exhibitors		\$ 9,900.00				1	\$ 9,900.00
Subtotal		\$ 119,650.00					\$ 119,650.00

Monthly Meetings							
Registration Fees		\$ 1,800.00				10	\$ 18,000.00
Monthly Meeting Sponsors		\$ 500.00				10	\$ 5,000.00
Annual Holiday Dinner		\$ -				0	\$ -
Subtotal		\$ 2,300.00					\$ 23,000.00
EXPENSES							
Administrative							
Wells Communication Inc	Bill Wells' contract	\$ 2,500.00				12	\$ 30,000.00
General Admin Expenses	Misc expense reimbursements	\$ 500.00				1	\$ 500.00
Website fee	Annual fee for web/domain reg.	\$ 250.00				1	\$ 250.00
Initi/Paypal fees	CC and reader usage fees	\$ 300.00				12	\$ 3,600.00
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	\$ 550.00				1	\$ 550.00
Taxes	ITSGA filing	\$ -				1	\$ -
ITSGA memberships	Membership dues	\$ 500.00				1	\$ 500.00
ITSGA member rebates	Assume 5 requested	\$ 100.00				5	\$ 500.00
Networking/social committee	Networking activities	\$ 4,000.00				1	\$ 4,000.00
Training	Webinars, ITSA workshops, etc.	\$ 1,000.00				1	\$ 1,000.00
Miscellaneous	President's discretion	\$ 500.00				1	\$ 500.00
Subtotal		\$ 42,630.00					\$ 42,630.00
TOTAL INCOME =		\$ 176,150.00					\$ 176,150.00

Annual Meetings							
Bill Wells Comps	Comps for 2019 AM attendance	\$ 1,000.00				1	\$ 1,000.00
2019 Hotel Contract	Hyatt Place	\$ -				1	\$ -
2019 Conference Center Contract	Athens Classic Center (meeting space + food)	\$ 15,178.00				1	\$ 15,178.00
2019 Sunday Banquet	The Graduate	\$ 15,422.00				1	\$ 15,422.00
2019 Monday Banquet	Creature Comforts	\$ 7,077.00				1	\$ 7,077.00
2019 Monday Banquet	Georgian Hall	\$ 13,253.00				1	\$ 13,253.00
2019 Entertainment Contracts	Sun + Mon nights	\$ 1,000.00				2	\$ 2,000.00
2019 Miscellaneous	Speaker gifts, shirts, pizzas, etc.	\$ 21,262.00				1	\$ 21,262.00
2020 Annual Meeting Deposits	Conference center, progressive dinner, etc.	\$ 7,500.00				1	\$ 7,500.00
2020 Site Visits		\$ 500.00				1	\$ 500.00
Subtotal		\$ 83,192.00					\$ 83,192.00
Monthly Meetings							
Constant Contact	Web hosting for registration	\$ 70.00				12	\$ 840.00
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 travel	Travel expenses	\$ 500.00				2	\$ 1,000.00
Annual Holiday Dinner	Dinner & entertainment	\$ -				0	\$ -
Subtotal		\$ 22,340.00					\$ 22,340.00

Sponsorships/Scholarships							
ACEC GA Engineering Awards Sponsorship	Sponsorship (includes 2 tickets to dinner)	\$ 500.00				1	\$ 500.00
Georgia Tech Student Chapter	Meeting reimbursements	\$ 100.00				6	\$ 600.00
GT Exploring Engineering Academy	EPA Student Scholarship (Golden Eagle)	\$ 1,000.00				1	\$ 1,000.00
TIME Sponsorship	Sponsorship for TIME conference	\$ 600.00				1	\$ 600.00
Scholarships	Student scholarships (ITS/TECF)	\$ 3,000.00				5	\$ 15,000.00
Awards	ITSGA awards & scholarship plaques	\$ 1,200.00				1	\$ 1,200.00
Subtotal		\$ 18,900.00					\$ 18,900.00
TOTAL EXPENSE = \$167,062.00							
BUDGETED NET INCOME = \$9,088.00							

ACTUAL NET INCOME = \$5,400.15							
TOTAL EXPENSE = (\$6,436.53)							
ACTUAL NET INCOME = (\$1,100.00)							