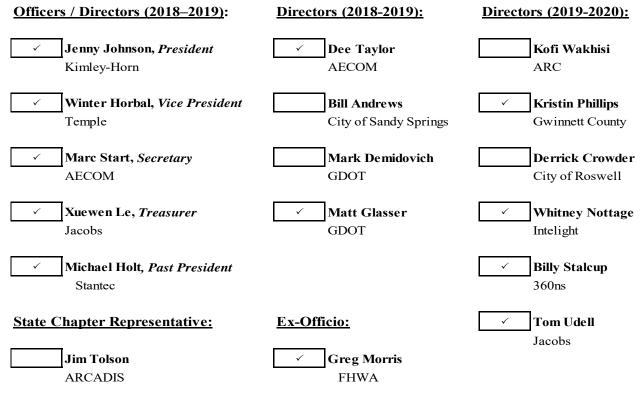


July 2019 Board Meeting Documentation

ITS Georgia Monthly Board Meeting July 31, 2019 10:00 - 11:00 AM Atlanta Regional Commission office, 229 Peachtree Street, Atlanta

ITS GEORGIA BOARD OF DIRECTORS



Indicates present at meeting

Other Attendees Present:

Bill Wells, ITS GA Chuck Bailey, KCI Dino Pampolina, Jacobs

| Issues Discussed | Action |
|--|--|
| A motion to approve meeting minutes for the June 26, 2019 (motion by Taylor, Udell support) – the motion was approved unanimously. | |
| | La ta nomana navanya appaaiatad |
| Budget/Financials 2019 financial statement: Remove revenue shown in | <i>Le to remove revenue associated with trivia.</i> |
| Feb/March for trivia. Insurance has been paid. There is no rental fee for ARC July lunch meeting. | |
| Committee Updates | |
| August Meeting: Mike Holt will fill in for Jenny Johnson. The ITSA training on August 28. AECOM is the sponsor. The board meeting will be cancelled for August. September Meeting: Gwinnett is available for the space. It is reserved. The format is a road user panel, and the participants are being coordinated. Training: training in December at Nitrozone; sponsorships | Holt to fill in for Johnson for the August monthly meeting. Holt to provide speaker gifts for August. Horbal and Phillips to finalize speaker panel for September monthe meeting. |
| under way. Natalie working on workshop content. Awards: The closing date for nominations is Sept 27. Communication and Outreach: all set for now. An email blast for award nominations will be sent out today. | Horbal to secure contract and date with Nitrozone for December training. |
| • Elections: Nominations open until August 9. Elections will be active starting on Aug 28, and close on Sept 30; election results will be announced on Oct 7 at the Annual Meeting. Winter to send out the final nominations to board members by email, and board members may suggest adjustments to the | Demidovich to secure two (2) sponsors for the December meeting + training. |
| nominations. Nominees may speak briefly at the August lunch meeting. Legislative: Tom indicated that the GMA conference (local governments), and a booth would cost \$875 for a 10x10 | Horbal to send out final election nominations to board for final approval prior to elections opening on August 28. |
| arrangement. Membership and Finance: the current total is 88 paid members. There may be an issue for members that signed up as "small" when they are "large" organizations. Social: next event is August 16, Monday Night Brewing. September 6 is the Braves game (\$5 per ticket with an order | Glueckert an Stalcup to follow up with members that signed up as "small" even though they qualify as "large"; secure outstanding membe dues. |
| of 70 tickets). ITS GA will manage the registration. GA ITE will pay for the food. For the October through December timeframe, a walking tour is under consideration for when weather is nice. Scholarship: The curbside management topic was selected. | 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. |
| The flyer has gone out to the schools. The first applicant has been received. Selection of scholarships is scheduled by October 21. | Contact Tolson if you would like to be a speaker at an upcoming |
| • GA Tech Chapter Liaison: no report this month. | Georgia Tech ITS student chapter meeting. |

| Issues Discussed | Action |
|---|--|
| 2019 ITSGA Annual Meeting: The theme and logo (for branding/promotion) are set. The opening session speaker options are under consideration. There are 5 technical sessions. There is entertainment scheduled for Sunday night, and catering is scheduled for Monday night. 2020 ITSGA Annual Meeting, Sept 27-29: Jacobs will lead the conference planning. The Westin Jekyll site has been selected, and the contract has been signed. 2021 Site Planning (Savannah) Sept 19-21: AECOM will lead the conference planning. The JW Marriott site has been selected, and the contract has been signed. 2022 5C Summit: this opportunity will be discussed at future meetings. | Bailey and the Annual Meeting Committees to finalize the conference technical program. Bailey to secure final contracts for 2019 Annual Meeting: Sunday night entertainment, Monday night caterer, keynote speaker, etc. Le to send in \$3,000 deposit to JW Marriott for 2021 Annual Meeting. |
| Closing Remarks Johnson closed the 7/31 board meeting. The next board meeting will be held on September 25 at 10 AM at the Gwinnett County TCC. | |



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

<u>Ex-Officio</u> Greg Morris, FHWA

State Chapter Representative Jim Tolson

AGENDA

- Approve June 2019 meeting minutes
- Financial Report (Le)
 - 2019 Financial Statement Summary (to-date)
 - Renew Hartford Liability Insurance by 8/3; send receipt to Johnson (Le)
- Committee Statuses
 - Activities (Crowder/Horbal/Andrews)
 - Review of Monthly Meetings Schedule speakers/venues/sponsors
 - Aug topic/speaker ITSA Cybersecurity Workshop, 8/28, 10am-3pm o Johnson jury duty – Holt to fill-in – speaker bios & gifts
 - Sept topic/speaker need to finalize Road User panel (Horbal/Phillips)
 - ITSGA Technical Workshop tentatively for early-Dec (Smusz-Mengelkoch)
 - Topic: Closing the gap between IT professionals & ITS engineers
 - Status of securing NitroZone contract for workshop + social (Horbal)
 - Sponsorship 1 for workshop + 1 for social (Demidovich)
 - Awards Maggiano's Cumberland on 11/13 (Johnson)
 - Open Award nominations 8/1; close nominations 9/27 (Wells)
 - Communications/Outreach (Wells)
 - Elections (Horbal)
 - Call for nominations: June 26 Aug 9
 - Approval of candidates: Aug 28 (email vote in lieu of board meeting?)
 - Open elections: Aug 28
 - Close elections: Sept 30
 - New board will be announced at AM (banquet on Mon, 10/7)
 - Legislative (Wakhisi/Udell)
 - Consider having booth at 2020 GA Municipal Association (GMA) What is registration cost for non-profits? (Udell)
 - Membership (Glueckert/Stalcup/Glasser)
 - Total membership to-date?
 - Non-member rates now apply
 - Networking/Social (Nottage)
 - Next Social: Friday, 8/16 from 5-7pm at Monday Night Brewing, West-Midtown
 - Mark your calendar: Joint Braves game with GAITE Friday, 9/6



- Scholarship (Taylor)
 - Committee to select winners by 10/21 so that Johnson can order plaques in time for 11/13 Awards Banquet
- Student Chapter (Tolson)
- ITSA Liaison (Tolson)
- ▶ ITSGA 2019 Annual Meeting (Bailey) Oct 6-8th in Athens, GA
 - Status from technical committee / review of topics & presenters
 - Secure entertainment for Sunday night (at The Graduate)
 - Secure catering & entertainment for Monday night (at Creature Comforts)
- > ITSGA 2020 Annual Meeting September 27-29, 2020 Jekyll Island, GA (Johnson/Pampolina)
 - All contracts have been secured
 - Jacobs will be 2020 Conference Chair; Dino Pampolina is the main point of contact
- > ITSGA 2021 Annual Meeting September 19-21, 2021 Savannah, GA (Johnson)
 - Signed contract submitted to JW Marriott; need executed contract from Rosendahl
 - Need to pay initial \$3,000 deposit by 8/9/2019 (Le)
 - Anyone interested in volunteering to be 2021 AM Conference Chair? (Start/AECOM?)
- The next monthly meeting is scheduled for Wednesday, August 28th at City Springs from 10am – 3pm for the ITSA "Cybersecurity Basics" workshop.
- Johnson has jury duty. Do we want to cancel August Board meeting? (Currently scheduled for 8/28 from 8am – 10am at City Springs.)

| | | | ITSGA Month | ITSGA Monthly Meetings Schedule | |
|---------------------|--|--|---|---------------------------------------|---|
| Date | Location | Topic | Speaker | Sponsor | Notes |
| Sat, Jan 19, 2019 | City Springs | Holiday Hangover Party | N/A | N/A | Joint social with GAITE |
| Wed, Feb 27, 2019 | GA Tech Bill Moore Student Success Center | 2018 Shackelford Scholarship Winners | Presentations of scholarship essay (Vision Zero + (TS); Cohen moderate | 360ns | |
| Wed, Mar 27, 2019 | City Springs | CES: Government & OEM | Panel: Andrew Heath, Steve Gehring, & Bryan Muliigan; Horbal moderate | Temple | |
| Wed, April 24, 2019 | Aviation Community Cultural Center | UPS Regional Facility | Corporate | Axis | Tour of UPS Facility is not allowed at this time |
| Thurs, May 9, 2019 | City Springs | Super Bowl | Matt Glasser (GDOT) & Liz Johnson (Kimiey- Hom) | Intelight (ITSGA) + Wolverton (GAITE) | Joint meeting with GAITE and ACEC-GA |
| Wed, Jun 26, 2019 | City Springs | Micro-mobility | Nima Daivari (Lime) | ITS Digital Technologies | |
| Wed, Jul 31, 2019 | ARC | Regional ITS Architecture & TSMO Planning Process | Wakhisi & Smusz-Mengelkoch | Kimiey-Hom | |
| Wed, Aug 28, 2019 | City Springs | Cybersecurity | ITSA PCB Training Course | AECOM | Johnson to coordinate PCB course with ITSA |
| Wed, Sept 25, 2019 | Gwinnett County TCC | Horbal/Phill | Horbal/Phillips to finalize speaker/topic | Control Technologies | Road User Panel featuring GCDOT personnel (Trucking/Delivery/Transit/Emergency Vehicles/Peds/Bikes) with Michael Sullivan as the moderator |
| October 6-8, 2019 | Athens, GA | 102 | 2019 Annual Meeting | KC | |
| Wed, Nov 13, 2019 | Maggiano's | Awards Banquet | Johnson + Awards Committee | Wavetronix | Johnson to order with Benchmark Trophies for awards & scholarships |
| Early December | Nitrozone | IT Professional + ITS Engineer (collaboration/workshop) | Natalle Smusz-Mengelkoch | (1 for workshop + 1 for social) | Horbal to secure date & contract with Nitrozone (contract to include space for workshop, social activities, and catering), Demidovich to secure both sponsors |

implies different date than our typical last Wednesday of month

| | ACEC GA Enginee Georgia Tech stud GEorgia Tech stud GT Exploring Engin TIME Sponsorship Scholarships Awards | Constant Contact Meeting room rentals Catering Speaker travel Annual Holiday Dinner | Bill Wells Comps 2019 Hotel Contract 2019 Conference Centract 2019 Sunday Banquet 2019 Monday Brewery 2019 Miscellanous 2020/2021 Annual Mee 2020/2021 Site Visits 2020/2021 Site Visits | A Wells Communica General Admin Ex Website fee Inuit/Paypal fees ACEC Administrati Secretary of State Insurance Taxes TISGA memberhips ITSGA memberhips ITSGA memberhips ITSGA memberhips ITSGA memberhips ITSGA memberhips ITSGA memberhips ITSGA memberhips ITSGA memberhips | Monthly Meting Fees Monthly Meting Sponsors Annual Hollday Dinner Networking/social commit | Membership Dues Membership Dues Registration Sponsorship Exlibitors | 7/30/2019 INCOME |
|-----------------|---|--|--|--|---|--|--|
| | Sponsorships/Scholarships ACEC GA Engineering Awards Sponsorship Georgia Tech student chapter GT Exploring Engineering Academy TIME Sponsorship Scholarships Scholarships | act rentals / Dinner | Annual Meetings 2019 Hotel Contract 2019 Conference Center Contract 2019 Conference Center Contract 2019 Sunday Banquet 2019 Monday Banquet 2019 Monday Banquet 2019 Minday Banquet 2019 Minday Banquet 2019 Minday Banquet 2019 Minday Banquet 2019 Minday Banquet 2020/2021 Annual Meeting Deposits 2020/2021 Site Visits Monthly Meetings | | Monthly Meeting Fees Monthly Meeting Sponsors Annual Holiday Dinner Networking/social committee <u>EXPENSES</u> | Dues Annual Meeting | /30/2019 VCOME CATEGORY Administrative |
| | | | | | | | |
| | Sponsorship (includes 2 tickets to dinner) Meeting reimbursements EEA Student Scholarship (Golden Eagle) Sponsorship for TIME conference Student scholarships (ITS/TEOF) ITTSGA awards & scholarship plaques | Web hosting for registration Monthly meeting location Food for monthly meetings Travel expenses Dinner & entertainment | Comps for 2019 AM attendance Hyatt Place Athens Classic Center (meeting space + food) The Graduate Creature Comforts Georgian Hall Sun + Mon nights Spaker gifts, shirts, prizes, etc. Conference center, progressive dinner, etc. | Bill Wells' contract Misc expense reimbursements Annual fee for web/domain reg. CC and reader usage fees Administrative fee and magazine Corporate registration Hartford liability ITSGA filing Membership dues Assume 5 requested Assume 5 requested Networking activities Webinars, ITSA workshops, etc. President's discretion | Registration Lunch meeting sponors Members & spouses/guests Networking activities | Small firm Large firm | |
| | sements Jarship (Golden TIME conference hips (ITS/TEOF) scholarship plaqu | registration / neetings inment | AM attendance inter (meeting sp ts ts ar, progressive di | rt eb/domain reg. age fees a and magazine ation ation tted ted ted ted. | sees/guests titles | | DESCRIPTION |
| | dinner) [ag]e) les | | ace + food) nner, etc. | | | | |
| | | | | | \$ \$ \$ 5 | \$ 1 \$ 4 \$ 62,22 \$ 9,55 | |
| | <u>~~~~</u> | <u>~~~</u> ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~ | <u> </u> | <u>~~~~</u> | 500.00 • | 150.00 400.00 62,250.00 47,500.00 9,900.00 | Starting Balances |
| TOTAL | 500.00 1,000.00 600.00 3,000.00 1,200.00 1,200.00 <i>subtetal</i> | 70.00 250.00 1,800.00 500.00 500.00 Subtotal | 1,000,00 15,178,00 15,422,00 7,007,00 13,253,00 1,000,00 21,262,00 21,262,00 7,500,00 7,500,00 500,00 500,00 500,00 | 2,500.00 500.00 300.00 30.00 30.00 550.00 550.00 550.00 500.00 1,000.00 1,000.00 500.00 <i>Subtotal</i> | Subtotal TOTAL IN | Subtota | |
| rotal expense = | al 1 \$ | 12 \$ 10 \$ 2 \$ 0 \$ \$ | 0 1 2 2 1 1 2 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 | al 12 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 | 10 \$ 0 \$ Subtatal \$ TOTAL INCOME = \$ | al 10 \$ | Checking = \$ Savings = \$ |
| \$167,062.00 | 500.00 600.00 1,000.00 15,000.00 15,000.00 13,200.00 | 840.00 2,500.00 18,000.00 1,000.00 1,000.00 22,340.00 | 1,000.00 15,178.00 15,422.00 7,077.00 2,000.00 2,1,262.00 21,262.00 7,500.00 7,500.00 83,192.00 | 30,000.00 500.00 2,500.00 3,600.00 1,200.00 30.00 550.00 5500.00 4,000.00 1,000.00 1,000.00 42,630.00 | 18,000.00 5,000.00 | 1,500.00 32,000.00 33,500.00 62,250.00 47,500.00 9,900.00 119,650.00 | 2018 YE 74,510.71 48,646.79 123,157.50 TOTAL |
| (\$6,436.53) | \$0.00 | (\$70.00) (\$3,558.08) (\$3, 528.08) | \$0.00 | (\$2,500.00) (\$8.00) (\$12.95) (\$287.50) (\$2,808.45) | \$997.50 \$997.50 \$11,322.50 | \$925.00 \$9,400.00 \$10,325.00 \$0.00 | Jan-19 \$0.00 Jan-19 |
| (\$5,405.93) | (\$500.00) (\$500.00) | (\$70.00) (\$1,578.98) (\$1,648.98) | \$0.00 | (\$2,500.00) (\$10.00) (\$12.95) (\$14.00) (\$1500.00) (\$1500.00) (\$150.00) | \$1,945.00 \$500.00 \$80.00 \$2,525.00 \$5,425.00 | \$3,900.00 \$3,900.00 | Feb-19 \$0.00 Feb-19 |
| (\$7,381.81) | (\$1,000.00) (\$1,000.00) | (\$70.00) (\$1,361.08) (\$2,346.40) (\$3,777.48) | \$0.00 | (\$2,500.00) (\$84.19) (\$20.14) | \$3,060.00 \$500.00 \$3,590.00 \$3,590.00 \$7,965.00 | \$475.00 \$3,900.00 \$4,375.00 \$0.00 | Mar-19 \$0.00 Mar-19 |
| (\$6,970.92) | \$0.00 | (\$70.00) (\$390.00) (\$1,144.38) (\$1,604.38) | (\$2,500.00) (\$353.59) (\$2,853.59) | (\$2,500.00) (\$12.95) (\$2,512.95) | \$1,574.00 \$500.00 \$2,074.00 \$5,599.00 | \$175.00 \$3,350.00 \$3,525.00 \$0.00 | Apr-19 \$71,721,20 \$58,649.20 \$130,370.40 Apr-19 |
| (\$6,202.25) | \$0.00 | (\$70.00) (\$1,694.45) (\$1,764.45) | (\$1,150.00) (\$1,150.00) | (\$2,500.00) (\$10.20) (\$20.29) (\$84.00) (\$673.31) (\$673.31) | \$1,568.33 \$500.00 \$200,00 \$2,268.33 \$6,518.33 | \$300.00 \$3,950.00 \$4,250.00 \$0.00 | May-19 \$71,532.09 \$58,650.50 \$130,182.59 May-19 |
| (\$8,215.43) | \$0.00 | (\$70.00) (\$3,240.21) (\$3,310.21) | (\$1,500.00) (\$1,500.00) | (\$2,500.00) (\$12.95) (\$84,00) (\$808.27) (\$808.27) | \$2,225.00 \$500.00 \$95.00 \$2,820.00 \$2,820.00 \$4,420.00 | \$1,600.00 \$1,600.00 \$0.00 | Jun-19 \$75,090.42 \$58,651.99 \$133,742.41 Jun-19 |
| (\$5,191.9Z) | \$0.00 | (\$70.00) (\$1,440.22) (\$1,510.22) | (\$881.25) (\$8 81.25) | (\$2,500.00) (\$12.95) (\$287.50) (\$2,800.45) | \$2,265.00 \$500.00 \$2,765.00 \$3,665.00 | \$150.00 \$750.00 \$900.00 \$0.00 | Jul-19 \$63,381.56 \$88,653.44 \$152,035.00 Jul-19 |
| \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 \$500.00 \$500.00 | \$0.00 \$0.00 | Aug-19 \$0.00 Aug-19 |
| | | | | | | | |

BUDGETED NET INCOME = \$9,088.00

ITS Georgia 2019 Budget Outlook 7/30/2019

| | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.0D | \$500.00 | \$500.00 | \$500.00 | \$0.00 | \$0.00 | Sep-19 | \$0.00 | Sep-19 |
|---------------------|---------------|--------------|---------------|--------------|--------------|---------------|-------------|-------------|----------|--------|-------------|---------|--------|---------|
| | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | Oct-19 | \$0.00 | Oct-19 |
| ACTUAL NET INCOME = | (\$1,100.00) | \$0.00 | (\$1,100.00) | (\$1,100.00) | \$0.00 | \$0.00 | \$500.00 | \$500.00 | \$500.00 | \$0.00 | \$0.00 | Nov-19 | \$0.00 | Nov-19 |
| INCOME = | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | Dec-19 | \$0.00 | Dec-19 |
| \$510.04 | (\$46,904.79) | (\$1,500.00) | (\$18,343.80) | | (\$6,384.84) | (\$20,676.15) | \$47,414.83 | \$18,539.83 | | \$0.00 | \$28,875.00 | Summary | \$0.00 | 2019 YE |