



*May 2021*  
*Board Meeting Documentation*

ITS Georgia Monthly Board Meeting  
 May 26, 2021  
 10:00 – 11:00 AM  
 Via Audio/Video Conference

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**ITS GEORGIA BOARD OF DIRECTORS**

**Officers / Directors (2020–2021):**

**Winter Horbal, *President***  
Temple

**Tom Udell, *Vice President***  
Jacobs

**Marc Start, *Secretary***  
AECOM

**Tom Glueckert, *Treasurer***  
Kimley-Horn

**Jenny Johnson, *Past President***  
Kimley-Horn

**State Chapter Representative:**

**Michael Holt**  
Stantec

✓ *Indicates present at meeting*

**Directors (2020-2021):**

**Rachel Cohen**  
360ns

**Dee Taylor**  
AECOM

**Brook Martin**  
Cobb County

**Matt Glasser**  
GDOT

**Ex-Officio:**

**Greg Morris**  
FHWA

**Directors (2021-2022):**

**Emily Dwyer**  
GDOT

**Natalie Smusz-Mengelkoch**  
Kimley-Horn

**Steven Sheffield**  
Ouster

**Whitney Nottage**  
Q-Free

**Dino Pampolina**  
Jacobs

**Keith Rohling**  
Clayton County

**Other Attendees Present:**

Bill Wells, ITS GA  
 Ty Alexander, AECOM

Issues Discussed	Action
<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>• A motion to approve meeting minutes for the April 28, 2021 meeting (motion by Cohen, Johnson support) – the motion was approved unanimously.</li> </ul>	
<p><b>Budget/Financials</b></p> <ul style="list-style-type: none"> <li>• Glueckert filed the 2020 taxes with the IRS.</li> <li>• Glueckert sent out the budget update prior to the meeting.</li> <li>• Deposits were made for the 2021 and 2023 annual meetings, and also a seed payment for the 2022 conference in Atlanta.</li> <li>• An insurance payment is due in June.</li> </ul>	
<p><b>Committee Updates</b></p> <ul style="list-style-type: none"> <li>• <b>Program:</b> Nottage reported the May program is University activities; the June program is on ITS maintenance; the July program is a TIM overview; and August is ITS4US. The October meeting will be the 25<sup>th</sup> anniversary for the GDOT TMC and held jointly with Georgia ITE. The training in December is under discussion. The June 23 meeting will be in person at Sandy Springs and will also be streamed virtually. Masks are recommended by Sandy Springs. At this time, ITS GA will commit an attendance of 40 persons for the purposes of the site.</li> <li>• <b>Membership and Finance:</b> Sheffield stated there are currently 70 member agencies.</li> <li>• <b>Networking/Social Activities:</b> Cohen is considering a social event for June.</li> <li>• <b>Outreach/Education:</b> Horbal currently serves as the chair for the subcommittees. <ul style="list-style-type: none"> <li>• <b>Student Chapter/Scholarship subcommittee:</b> contact Smusz-Mengelkoch if you would like to present at Georgia Tech student chapter in the fall.</li> <li>• <b>Service subcommittee:</b> respond to Rohling’s proposal via email for the backpack drive.</li> <li>• <b>Training subcommittee:</b> Start described the training open house scheduled for this afternoon, which focuses on the updated GDOT specifications in the areas of ITS.</li> <li>• <b>Legislative subcommittee:</b> There are considerations underway for the GMA event in August. A vote may occur with respect to the GMA event for next month.</li> </ul> </li> </ul>	<p><i>Contact Smusz-Mengelkoch if you would like to speak at Georgia Tech.</i></p> <p><i>Respond to the backpack drive proposal by Rohling via email.</i></p> <p><i>Contact Rohling if you would like to be a speaker at student events at schools.</i></p> <p><i>Horbal to add GMA conference decision to the next agenda.</i></p>

Issues Discussed	Action
<ul style="list-style-type: none"> <li>• <b>Communications &amp; Outreach:</b> Wells is supporting the committees and conference planning efforts.</li> <li>• <b>Past Presidents and Awards:</b> No update this month. Glasser mentioned that there was a previous Center of Excellence award for TSMO performed by local agencies. November 17 is the date for awards at Maggiano's.</li> <li>• <b>ITS America State Chapter Rep:</b> Holt mentioned the new training topics will be available in October.</li> </ul> <p><b>Event Updates</b></p> <p><b>2021 ITS America Meeting (Charlotte, NC),</b> December 7 – 10, 2021.</p> <p><b>2021 ITSGA Annual Meeting (Savannah),</b> Sept 19 - 21, 2021. Alexander provided an update. Shailen Bhatt, President and CEO of ITS America, will be speaking for the opening session. The work of the technical committee is wrapping up. Exhibitor space sales are going well. Sponsors are signing up; HNTB and 360ns are diamond sponsors. Approximately 15 registrants so far. Alexander will review if comps for public agencies can be increased. In addition, many public agencies have not yet allowed travel for conferences.</p> <p><b>2022 SE ITS Summit (Atlanta)</b> Nov 5 - 9, 2022. Holt stated committees are moving forward. The conference slogan contest has been closed. A site visit with multiple committees will be scheduled in the near future.</p>	<p><i>Send information about other awards granted to ITS GA members to Wells.</i></p> <p><i>Forward all media inquiries to Wells.</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>Alexander to provide updated budget estimate to Glueckert.</i></p> <p><i>Alexander to add the technical program document and social events list to the website.</i></p>
<p><b>Closing Remarks</b></p> <ul style="list-style-type: none"> <li>• <b>Other concerns.</b> Send Horbal your concerns (now or later).</li> <li>• Horbal closed the May 26 board meeting.</li> <li>• Next board meeting at Sandy Springs is Wednesday, June 23, 10 AM; the board will be able to join virtually.</li> </ul>	



# 2021 ITS Georgia Board Meeting

May 26, 2021 at 10:00 AM  
Zoom Video Conference Call

## ITS GEORGIA BOARD OF DIRECTORS

### Officers/Directors (2020-2021):

Winter Horbal, President  
Tom Udell, Vice President - X  
Marc Start, Secretary  
Tom Glueckert, Treasurer  
Jenny Johnson, Past President

### Directors 2020-2021:

Rachel Cohen  
Dee Taylor - X  
Brook Martin  
Matt Glasser

### Directors 2021-2022:

Whitney Nottage  
Keith Rohling - late  
Emily Dwyer  
Dino Pampolina  
Natalie Smusz-Mengelkoch  
Steven Sheffield

### State Chapter Representative

Mike Holt

### Ex-Officio

Greg Morris, FHWA

### 2021 Annual Meeting Chair

Ty Alexander (AECOM)

## AGENDA

10:00 Get on the call (Zoom video conferencing)

- Welcome!
- Approve 2021 Board Meeting Minutes from April – **MOTION**
- Financial Report (Glueckert)
  - 2020 Taxes completed and submitted!
  - NEED updated finances for the 2021 Annual Meeting - **ACTION**
  - Payments –
    - a. Insurance coming up (minor paperwork)
    - b. Deposit payments for 2021 Annual Meeting sent in April
    - c. Deposit payments for 2023 Annual Meeting sent in March
    - d. Working with 2022 5C Finance Committee – Sent payment of \$3K last month
- Committee Statuses/Things to Consider
  - Interaction with other committees (ex. Coat drive at November Awards)
  - Consider our members! Does this benefit our current and future members?
  - 1. Communications & Outreach (Wells/Horbal)
    - a. **Action items:** Send project photos, member awards, press releases, and/or new hire information to Wells for the GA Engineering magazine; send articles to Wells for ITSA newsletter, Momentum
    - b. Updates/Requests?
  - 2. ITS America State Chapter Rep (Holt)
    - a. Updates / Discussions?
  - 3. Membership & Finance (Martin/Sheffield)
    - a. 70 paid (60 large & 9 small & 1 retiree)
    - b. 2021 Goal = 80 (Budget Goal 65 large & 15 small) - 2020 = 75 paid
  - 4. Networking/Social Activities (Cohen)
    - a. No Update – any discussions?
  - 5. Outreach/Education Committee (need an overall chair? Horbal for now) –
    - a. **Dec. Action:** Need Board Manager and overall Committee Chair (naggers)
    - b. **Dec. Action:** Need definition to include all subcommittees (see last sheet)
    - c. Student Chapter/Scholarship Committee – (Smusz-Mengelkoch)



- i. Other Updates/Requests? Note: going into Summer break/time-off
  - d. Service (Rohling/Pampolina)
    - i. Provide update on proposal for back to school backpack/supplies (see attachment) – looking for Board feedback! **ACTION**
    - ii. Other updates/Requests?
  - e. Training (Glasser/Start)
    - i. GDOT Traffic Signal and ITS Specification Open House Series – Part 2
    - ii. ACEC Calendar is still in the works with Glasser/Wells - ?
    - iii. Any other updates/requests?
  - f. Legislative Committee (Taylor/Udell)
    - i. Updates?
    - ii. ICMA (GMA) in-person conference in August... What? Where? Etc.? – Updates?
- 6. Past Presidents and Awards Committee (Johnson/ Horbal) -
  - a. **Jan. Action:** Send information about awards granted to ITS GA member to Johnson/Wells/Horbal so we can acknowledge.
  - b. No Update – elections/awards kicked off later in the Summer
- 7. Program Committee (Nottage/Glueckert/Dwyer)
  - a. City Springs Contract updated. New dates – 6/23, 7/28, 8/25
  - b. Today - Wed., May 26, 2021 (Virtual) – University Happenings
  - c. Wed., June 23, 2021 (City Springs) – Day in the Life of a Maintenance Contract
  - d. Wed., July 28, 2021 (City Springs) – HERO/Police/TIME Task Force – TIM Overview
  - e. Wed., August 25, 2021 (City Springs) – TBD?
  - f. October – Joint ITE/ITS – TMC 25<sup>th</sup> Anniversary
  - g. Wed., November 17, 2021 (Maggiano's) – Awards Banquet
- Conference(s)
  - 8. 2021 ITSGA Annual Meeting (AECOM) – (Alexander/Taylor)
    - a. Sept. 19-21, 2021, JW Marriott, Savannah, GA – “On The Road Again”
    - b. Shailen will be part of the opening session, Vendor session info out, etc.
    - c. Updates/Requests?
      - i. Please provide Glueckert with up to date financials - **ACTION**
  - 9. 2022 Southeast (SE) ITS Summit - (Holt – jury duty dependent)
    - a. Nov. 5-9, 2022, Hyatt Regency, Atlanta
    - b. Committee chairs finalized and meetings started... Other Updates?
- Other Items/Concerns
  - 10. Anything to discuss?
- Schedule at a glance (Horbal/Udell)
  - Next Monthly Meeting (Virtual) – Wednesday, June 23rd (City Springs in-person) Day in the Life of a Maintenance Contract
  - **Next Board Meeting** – Wednesday, June 23rd (City Springs in-person) at 10 AM
    - **ACTION items?!?!**
- Adjourn Meeting ~ 11:15 AM (Horbal)



## **MISSION**

We believe that ITS is a valuable tool for improved management of any transportation system, regardless of the inherent complexity of the system. ITS can help operate, manage, and maintain the system once it has been constructed.

We believe that ITS should be systematically incorporated into the earliest stages of project development, especially into the planning and design of transportation projects.

We believe the best way to achieve this systematic incorporation into the process is through a coordinated, comprehensive program to “get out the word” on ITS to constituencies that might not otherwise consider the relevance of ITS to their transportation system.

## **GOALS**

1. Provide forums to share and coordinate ITSGA member missions and experiences
2. Educate our members of national directions and technologies
3. Develop a broader ITS constituency
4. Educate policy makers (e.g., agency administrators, county commissioners, mayors, planning commissions, etc.) on benefits of continued operations and maintenance and how ITS can help.



**Committee**

**2020 Committee Chair**

**2020 Board Manager**

**Program Committee**

Nottage/Glueckert

*This committee is responsible for planning the monthly chapter luncheons and for coordinating other workshops and ITS-related activities in Georgia.*

**Past Presidents and Elections/Awards**

Johnson/Horbal

*The Past President's Committee is comprised of ITSGA Past Presidents and will communicate to the Board of Directors through the Immediate Past-President, who will also serve as Chair of the Committee. Direct responsibilities of the committee include administering the chapter's annual recognition awards program, facilitating the chapter's annual elections process, providing advice and leadership to the Board of Directors upon their request or whenever the Committee feels this is appropriate, and assisting the Board in governing the Association based on past practices. The Committee is encouraged to meet at least once a year*

**Communications and Outreach**

Wells/Horbal

*This committee is responsible for preparing a communications plan for the year and implementing that plan. The committee coordinates outreach activities of the other committees.*

**Membership and Finance**

Sheffield

Martin/Phillips

*This committee is responsible for identifying and recruiting new organizations and individuals. It will also work with the Treasurer to encourage members to pay dues in a timely manner.*

**Networking/Social Activities**

Cohen

*This committee is responsible for organizing special programs to enhance member professional and personal growth.*

**Outreach/Education**

**Student Chapter and Scholarships**

Tolson?

*This committee is responsible for advising and coordinating with the GA Tech ITS Student Chapter. Additionally, this committee is responsible for administering the Wayne Shackelford Scholarship program.*

**Service**

Rohling

*Definition:*

**Training**

Glasser/Start

**Legislative**

Udell/Taylor

*This committee is responsible for keeping track of key issues with policy makers that may affect the organization and its members.*

## Outreach Proposal

With school returning to in person learning for several area school systems, there is a clear need to provide students with school supplies. Students will need supplies that they have not been required to use for over a year. The first part of this proposal is to purchase back packs for elementary and middle school students. The second part is to open the program up to our members and other entities by soliciting materials to put in the back packs. The supply list will be developed in cooperation with age level appropriate teachers and/or counselors.

The back packs are available through Bags in Bulk. The prices vary slightly by number ordered. There are two simple designs that we are looking at. The backpacks for the elementary school students are 15 inch basic, link below:

[Wholesale 15 Inch Basic Backpack — BagsInBulk.com](#)

The backpacks for the middle school students are 17 inch basic, link below:

[Wholesale 17 Inch Solid Backpack - 5 Colors — BagsInBulk.com](#)

The proposal is to purchase 1000 backpacks which would cost \$2,646.00 plus tax (if appropriate).

With our successful partnership with Boys and Girls Clubs of Metro Atlanta it is proposed to give these supplies to them for distribution. Since the new Community Center here in Clayton is also the home to a new Boys and Girls Club of Metro, it may be appropriate to have the donation (photo op) at this location.

Volunteers would be needed to help put the supplies in the bags at the proper time.

With most schools starting back the first week in August, now is the time to start publicizing the program.

### Supply Lists

#### Elementary School Students

- 500 - packs of notebook paper
- 500 - packs of 5 pencils
- 500 - boxes of crayons

#### Middle School Students

- 500 - packs of notebook paper
- 500 - spiral bound notebooks (50 page)
- 500 - packs of 5 pencils



