



August 2021 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
August 25, 2021
10:00 – 11:00 AM
At City Springs and Via Audio/Video Conference

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>Welcome</p> <ul style="list-style-type: none"> • A motion to approve meeting minutes for the July 28, 2021 meeting (motion by Rohling, Glasser support) – the motion was approved unanimously. • Glueckert attended the ACEC event for volunteer training. The ACEC event recommended the following: hold cybersecurity insurance policy; have all board members signing COI statements; review bylaws and policies a minimum of every three years; develop strategic plan for a two year period; and encouraged diversity, equity, and inclusion. It was noted that the last time the ITS GA bylaws were changed was in 2009 (for elections). 	
<p>Budget/Financials</p> <ul style="list-style-type: none"> • Glueckert provided the 2021 budget update at the meeting. • Glueckert will receive mail from ACEC today. 	<p><i>Glueckert will check the mail for Annual Meeting registration/ sponsorship checks.</i></p>
<p>Committee Updates</p> <ul style="list-style-type: none"> • Transition Subcommittee (Operation Rocket): the committee needs to establish what the committee chairs should do. This will define what support is necessary from a communications and A/V perspective. The immediate need is for someone to step up on the editorial board of Georgia Engineering, and preferably for more than a 2 year term. • Program: There were 83 registrations for August 25 lunch meeting. Nottage reported October is joint meeting with ITE at GDOT TMC. The current plan is to rent tables and chairs. The group would be split into four groups, with one eating while the other receives a tour of the TMC. For the December training event, Nottage will provide two options for board feedback. • Membership and Finance: Sheffield’s report stated there are currently 81 member agencies; the annual membership goal has been met. • Networking/Social Activities: Cohen is working on the events for the annual meeting. • Outreach/Education: Horbal currently serves as the chair for the subcommittees. <ul style="list-style-type: none"> • Student Chapter/Scholarship subcommittee: Based on board input, there will not be a scholarship program based on student papers in the spring. Glasser suggested further investment in Boys & Girls Club work. Holt 	<p><i>Operation Rocket will begin work regarding development of the document that identifies roles/responsibilities that need to be filled to cover Well’s departure, and how those needs can be filled.</i></p> <p><i>Notify Horbal if you have a volunteer in mind to fill the ACEC/Georgia Engineering editorial board, which meets once a month.</i></p> <p><i>Nottage requested meeting location ideas or connections.</i></p> <p><i>Contact Smusz-Mengelkoch if you would like to speak at Georgia Tech.</i></p>

Issues Discussed	Action
<p>suggested collaboration with the Georgia Engineering Foundation, which reviews scholarship applications and distributes scholarships throughout the state on behalf of multiple organizations similar to ITS GA. Smusz-Mengelkoch suggested investing in the relationships with the GA Tech, KSU, UGA student chapters. Other options are to discover other institutions similar to the Boys & Girls Club, or to partner with technical colleges.</p> <ul style="list-style-type: none"> • Service subcommittee: Rohling had nothing further to report. • Training subcommittee: Glasser reported that coordinating with the ACEC calendar is not going to work. An option for the December training event is to use statewide OD data sets that will become available shortly. • Legislative subcommittee: Udell had nothing to report. • Communications & Outreach: Wells is supporting the committees and conference planning efforts. • Past Presidents and Awards: to conclude the voting for board members, the bylaws require a minimum of 25% votes of the membership. The voting is schedule to close on August 31. Nomination for awards begins today and concludes at the end of September. • ITS America State Chapter Rep: Holt mentioned Laura Chace is the new CEO, and she will speak at the ITS GA conference. The State chapter award application is due September 8; Wells and Holt are working on it. 	<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>Event Updates</p> <p>2021 ITS America Meeting (Charlotte, NC), December 7 – 10, 2021.</p> <p>2021 ITSGA Annual Meeting (Savannah), Sept 19 - 21, 2021. Alexander stated exhibitor room is complete now. Registration is now at 100. The Board supported a cut-off of September 1 for registration refunds based on when registrant estimates for food requirements are due, and will addressed on a case-by-case basis.</p> <p>2022 SE ITS Summit (Atlanta), Nov 5 - 9, 2022. Motion to approve a \$3,000 allocation to the 2022 ITS SE Summit checking</p>	

Issues Discussed	Action
<p>account, which will be used to cover required deposit for off-site events during the 2022 SE ITS Summit in Atlanta (motion by Cohen, Start support) – the motion was passed unanimously.</p>	
<p>Closing Remarks</p> <ul style="list-style-type: none"> • Other concerns. Send Horbal your concerns (now or later). • Horbal closed the August 25 board meeting. • The next scheduled board meeting is Wednesday, October 27, at 10 AM. 	



2021 ITS Georgia Board Meeting
August 25, 2021 at 10:00 AM
City Springs – 1 Galambos Way, Sandy Springs, GA 30328

ITS GEORGIA BOARD OF DIRECTORS

Officers/Directors (2020-2021):

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

Directors 2020-2021:

Rachel Cohen
Dee Taylor
Brook Martin
Matt Glasser

Directors 2021-2022:

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

State Chapter Representative

Mike Holt

Ex-Officio

Greg Morris, FHWA - V

2021 Annual Meeting Chair

Ty Alexander (AECOM)

AGENDA

10:00 Get Started!

- Welcome!
- Approve 2021 Board Meeting Minutes from July – **MOTION**
- Financial Report (Glueckert)
 - Provide update on finances
- Committee Statuses/Things to Consider
 - Interaction with other committees (ex. Backpack initiative with monthly meetings/networking event, Coat drive at November Awards, etc.)
 - Consider our members! Does this benefit our current and future members?
- 1. Communications & Outreach (Wells/Horbal)
 - a. **In-Progress:** Subcommittee formed “Operation Rocket” and has had a virtual meeting with an in-person meeting on Friday, August 27th
 - b. **Jan. 2022 Action:** Subcommittee needs to gather information and determine what will committee chairs/members be taking on and what needs to be taken care of by subcontract!
- 2. ITS America State Chapter Rep (Holt)
 - a. SCC Meeting (call-in) – update for the Board?
 - b. Laura Chase is the new ITS America CEO and will be speaking at our conference
 - c. **In-Progress:** State Chapter Awards Program – Submission due Sept 8, 2021
- 3. Membership & Finance (Martin/Sheffield)
 - a. 81 paid (68 large & 12 small & 1 retiree)
 - b. 2021 Goal = 80 (Budget Goal 65 large & 15 small), 2020 = 75 paid
- 4. Networking/Social Activities (Cohen)
 - a. Cohen hard at work on the Annual Meeting Networking events!
- 5. Outreach/Education Committee (Horbal for now) –
 - a. **Dec. Action:** Need definition to include all subcommittees (see last sheet)
 - b. Student Chapter/Scholarship Committee – (Smusz-Mengelkoch)
 - i. Summer break/time-off – when are they back? Any help from Board?
 - c. Service (Rohling/Pampolina)
 - i. Updates/Concerns – Any help from the Board at this time?



- ii. Coordination w/ other committees - Annual Meeting, Nov Awards, etc.?
 - d. Training (Glasser/Start)
 - i. Updates/Concerns – Any help from the Board at this time?
 - e. Legislative Committee (Taylor/Udell)
 - i. Updates/Concerns
 - 6. Past Presidents and Awards Committee (Johnson/ Horbal) –
 - a. **In Progress** – Elections are open and will close on Aug 31st and announced at Annual Meeting
 - b. **In Progress** – Awards are open and need help from the Board to get the word out and nominate people/organizations!!! Will close end of September and announced at Awards Luncheon in November!
 - 7. Program Committee (Nottage/Glueckert/Dwyer)
 - a. Today - Wed., August 25, 2021 (City Springs) – Midtown CV TSP Project
 - b. September – Annual Meeting!
 - c. October – Joint ITE/ITS – TMC 25th Anniversary
 - d. Wed., November 17, 2021 (Maggiano’s) – Awards Banquet
 - e. Training for this year/ Help from Board regarding venues for Next Year!!!!
- Conference(s)
 - 8. 2021 ITSGA Annual Meeting (AECOM) – (Alexander/Taylor)
 - a. Sept. 19-21, 2021, JW Marriott, Savannah, GA – “On The Road Again”
 - b. General Conference Update (24 days left)/Concerns – any help from the Board?
 - 9. 2022 Southeast (SE) ITS Summit - (Holt)
 - a. Nov. 5-9, 2022, Hyatt Regency, Atlanta - “Revolutionizing Smart Mobility”.
 - b. **MOTION** - to approve a \$3000 allocation to the 2022 ITS SE Summit checking account, which would be used to cover required deposits in 2021 for off-site events during the 2022 SE ITS Summit in Atlanta.
- Other Items/Concerns
 - 10. Anything else to discuss?
- Schedule at a glance (Horbal/Udell)
 - Next Meeting – Annual Meeting September 19-21 in Savannah
 - Next Monthly Meeting – Wednesday, October 27th (GDOT TMC) TMC 25th Anniversary
 - **Next Board Meeting** – Wednesday, October 27th (GDOT TMC?) 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.