



October 2014 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
October 15, 2014
11:30 am – 2:00 pm
Kimley-Horn Midtown Office

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2014–2015):

☒ Tom Sever, *President*
Gwinnett County

☒ Grant Waldrop, *Vice President*
GDOT

☒ Jennifer Johnson, *Secretary*
Kimley-Horn and Associates, Inc.

☒ Ashlyn Morgan, *Treasurer*
Atkins

☒ Scott Mohler, *Past President*
URS Corporation

State Chapter Representative

☐ Shaharm Malek
Arcadis

Directors 2013–2014:

☐ Eric Graves
City of Alpharetta

☒ Winter Horbal
Temple, Inc.

☒ Keary Lord
Serco

☐ Prasoon Sinha
Arcadis

☐ David Smith

☒ Kristin Turner
Wolverton & Associates

Directors 2014–2015:

☒ Yancy Bachmann
World Fiber Technologies

☐ Mark Demidovich
GDOT

☒ Kenn Fink
Kimley-Horn and Associates, Inc.

☒ Mike Holt
Parsons Brinckerhoff

Ex-Officio

☒ Greg Morris
FHWA

☐ Andres Ramirez
FTA

✓ Indicates present at meeting

Other Attendees Present:

Bill Wells

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> The August 2014 meeting minutes and October 2014 agenda were distributed. Mike made a motion to approve the August 2014 meeting minutes. Keary seconded the motion and approval was unanimous. 	
<p>Budget/Financials</p> <ul style="list-style-type: none"> We currently have \$11,183 in the bank, \$2,900 in savings, and \$27,628 in the CD. Grant mentioned that our profit from the C3 Summit will be about \$16,000 on the low end. We started the year at \$10,874. After we pay our outstanding bills, we will have about \$9,500 total in the bank (including savings). The scholarship will cost \$2,000, and the banquet has been budgeted at \$5,000. 	
<p>Other Business</p> <ul style="list-style-type: none"> Job Posting on ITSGA Website – Bill Wells has posted all job openings on the website in addition to doing the e-blasts. Bill will keep the openings on the site for 30 days. Shackleford Scholarship Update – We only received two applications. Kristin proposed one scholarship at \$2,000. Kenn made a motion to award one \$1,000 scholarship. Winter seconded the motion. Kristin made a friendly amendment to the motion to set the scholarship value at \$1,500. Keary made a second friendly amendment to set the scholarship back to the originally proposed \$2,000. Kenn pulled his motion off the table. Keary made a motion that we award one \$2,000 scholarship. Kristin seconded the motion. The board approved the motion in a 10-1 vote. The scholarship winner is required to attend the 2014 Awards Banquet and must also present at the February 2015 monthly meeting. One GA Tech student has expressed interest in starting a GA Tech ITS Student Chapter. This may increase participation in the scholarship program. Tom is to coordinate further with this student. Engineering Georgia Magazine – ACEC is going to start publication of the Engineering Georgia magazine in February/March 2015. We are going to start receiving this magazine instead of the Georgia Engineer magazine. Tom and Bill are going to attend the next editorial meeting for Engineering Georgia. The long-term goal is for the magazine to be free for its members. November Awards Banquet – The banquet will be held on Thursday, November 6th. We really need to encourage people to register. As of today, there are 28 registrants. ITE is going to promote the event in their e-blasts as well. Kenn made a recommendation to have a more formal process of contacting people and promoting the event. Winter made a motion to give free entry to 15 public sector employees plus a guest. Scott seconded the 	<p><i>Tom to follow-up with GA Tech student about starting an ITS Student Chapter.</i></p> <p><i>Kristin to email Prasoon and the scholarship applicants with the results of the Shackleford Scholarship.</i></p> <p><i>Kenn and Jenny to create a phone-tree to start promoting the ITS Awards Banquet.</i></p> <p><i>Kenn, Jenny, and Winter to select up to 15 public sector members to offer free registrations to for the Awards Banquet.</i></p>

Issues Discussed	Action
<p>motion. Yancy made a friendly amendment to the motion to give the public sector members a discounted rate instead. Winter did not accept the amendment. The motion for 15 free registrations for public sector members plus a guest was put back on the table. Scott seconded the motion and approval was unanimous. Kenn, Jenny, and Winter will determine what public sector members to offer the free registrations to. Bill will setup the online registration so that the free registrants can use a discount code when registering for the event.</p> <ul style="list-style-type: none"> • Complete Streets Symposium – The event has been moved to Monday, November 17th and Tuesday, November 18th. Shahram and Eric are leading these efforts. All details are on the ITSA website. • 2014 GDOT/ACEC/GTA Transportation Summit – The event will be held on Tuesday, December 9th in Athens, GA. • ITS Plans Review Training Course for GDOT – Mike spoke with Jonathan Moore, and we are still waiting to hear back from GDOT. We are trying to get on their lunch-and-learn calendar for early next year as their schedule is currently booked through the end of the year. Grant will try and get someone on Paul's staff to contact Mike to get the ball rolling on this training course. • ITS 3C Summit – Grant mentioned that our profit from the C3 Summit will be about \$16,000 on the low end. Tom liked the one-hour breaks. This was a great opportunity to spend more time with the vendors. Scott also mentioned that he enjoyed having one free afternoon off with the opportunity to do other tours and technical activities. Winter liked having a three night conference instead of a two night conference. • Membership Options Update – Keary and Winter presented their research findings on other chapters' membership structure. They recommended having the following potential membership options: student, individual, small business/government agency, and private corporation/big government. This breakdown would require us to become more diligent in monitoring member benefits. Keary recommended we remove the affiliate membership level. The board should review their research findings (see attached) and send any ideas or recommendations to Keary and Winter. • 2015 Annual Meeting Site Update – The contract for the Jekyll Island Club is due today. Tom is going to sign and submit. It is a one year agreement. The meeting will be held on September, 27-29, 2015. Tom is in discussion with a potential sponsor for the 2015 Annual Meeting. Savannah is the tentative location for 2016. 	<p><i>Bill to edit the ITS Awards online registration to allow the pre-selected public sector members to enter a coupon code.</i></p> <p><i>Grant to contact someone on Paul's staff to get in touch with Mike about coordinating the Plans Review Training session.</i></p> <p><i>Keary and Winter to determine cost breakeven points for varying membership levels/options.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> • The next board meeting will be held on Wednesday, December 3rd at 11:30 AM. Location TBD. This will also serve as the end of the year planning meeting. 	<p><i>Tom to determine location for December board meeting.</i></p>

Attachments:

Membership Options Research Findings

[illegible]



ITS FLORIDA BENEFITS AT A GLANCE

MEMBER CLASSIFICATIONS

BENEFIT

BENEFIT						
	Non-Member	Private Sector (Large)	Public Agency (Large)	Private Sector (Three or Fewer Employees)	Public Agency (Small) ¹	Students/ Retirees/ Affiliates ²
Current Annual Dues ³ :	N/A	\$420	\$420	\$250	\$250	\$25
Be Part of Best Practices/Stakeholders of ITS	?	✓	✓	✓	✓	✓
Networking for All Facets of ITS Industry	?	✓	✓	✓	✓	✓
Participate in ITS Florida Monthly Meetings (Unlimited Employees)	?	✓	✓	✓	✓	✓
Voting Privileges (One Vote per Member Organization per Requested Vote)		✓	✓	✓	✓	⊘
Eligible to Run for ITS Florida Board (One Position per Member Organization at a Time)		✓	✓	✓	✓	⊘
Eligible to Participate in ITS Florida Subcommittees		✓	✓	✓	✓	✓
Full Website Access (Up to 10 Unique Passwords per Member Organization) Participate in Online Technical Forum View Detailed Events Calendar Information Direct Links to Organizational Member's Prime Contact Direct Links to Online Resources / Partners Access to Archived Presentations from ITS Florida Events Access to Archived Meeting Minutes and Newsletters Free Job Postings Eligible to Submit Training Requests Online		✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
Limited Website Access View Online Technical Forum (Subject Headers Only) View Calendar (Basic Information Only) View Organizational Member's List and Main Website Access View Miscellaneous Basic ITS Florida Information	✓ ✓ ✓ ✓					
Participate in an ITS Florida Only Event (Unlimited Employees)		✓	✓	✓	✓	✓
Discounts for Event Participation (Unlimited Employees) Networking, Conferences and Training ITS Florida Lunch and Learns ITS Florida Joint Events (e.g., Transpo™) ITS Florida Webinars ITS Florida Annual Meeting		✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓
Exhibit at Events Exhibit at an ITS Florida Only Event Exhibit at an ITS Florida Joint Event Exhibit at an ITS Florida Joint Event at Discounted Rate	✓	✓ ✓	✓ ✓	✓ ✓	✓ ✓	✓ ✓
Marketing, Outreach and Sponsorship Opportunities Monthly E-Newsletter Email Blasts Member Branding (Logo Displayed at Conferences when ITS Florida Exhibits and on ITS Florida Website) Eligible to be a Part of ITS Florida Annual Calendar Eligible to Sponsor ITS Florida Events/Activities Eligible to Submit Articles for Florida DOT SunGuide® Disseminator ITS Florida Speaking Opportunities		✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
Eligible to Receive/Sponsor Scholarships		✓	✓	✓	✓	✓
Eligible to Receive Awards/Recognition		✓	✓	✓	✓	✓
Eligible to Earn PDHs		✓	✓	✓	✓	✓
Access to Reciprocal Organizations' Meetings and News Updates	?	✓	✓	✓	✓	✓
Access to Other Organizations' Meetings and News Updates	?	✓	✓	✓	✓	✓

¹ Public Agency (Small) is defined as any Public Agency servicing a population less than 100,000 persons (based on the 2010 Census).

² Individuals may participate in Chapter activities as "Affiliates" if they have no employer eligible for membership, or for other special reasons with ITS Florida Board approval.

³ Annual dues do not include PayPal® fee for registering for/renewing membership online.