ITS Georgia Monthly Board Meeting
April 25, 2018
10:00 am – 11:00 am
Georgia Tech Student Success Center

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2018–2019):	Directors (2018-2019):	Directors (2017-2018):
✓ **Jenny Johnson,** *President* — Kimley-Horn	**Dee Taylor** — AECOM	**Kenn Fink** — Kimley-Horn
✓ **Winter Horbal,** *Vice President* — Temple	✓ **Bill Andrews** — City of Sandy Springs	**Alvin James** — Kimley-Horn
✓ **Marc Start,** *Secretary* — AECOM	✓ **Mark Demidovich** — GDOT	✓ **Keary Lord** — Atkins
✓ **Xuewen Le,** *Treasurer* — Atkins	✓ **Matt Glasser** — GDOT	✓ **Whitney Nottage** — Intelight
✓ **Michael Holt,** *Past President* — WSP		**Billy Stalcup** — 360ns

State Chapter Representative:

✓ **Jim Tolson** — ARCADIS

Ex-Officio:

✓ **Greg Morris** — FHWA

✓ **Tom Udell** — CH2M

✓ *Indicates present at meeting*

Other Attendees Present:

Bill Wells – ITS GA

Issues Discussed	Action
Welcome • Motion to approve meeting minutes for March (Keary, Bill Andrews support) – motion approved unanimously.	

ITS Georgia Strategic Planning Meeting Documentation
233 Peachtree Street, Ste 700 ⬥ Atlanta, GA 30303 ⬥ (404) 521-2324

Issues Discussed	Action
Budget/Financials • No comments on the budget handout. • Xuewen provided draft taxes to Jenny for review.	*Xuewen will file taxes by May 2018.*
Committee Updates • **Activities:** May meeting: at ARC. June meeting: training with ITSA, room at Jacobs (40 capacity), pay in advance only, approx. 9:00 – 4:30. The Board meeting (at KH Biltmore office) will be held on a different day, perhaps the Weds in advance of the monthly meeting. July meeting: Districts present small-but-significant projects, switch off the presenters. The main session would be held at the GDOT TMC; perhaps a box lunch for all locations (4 total). Possibly tiered meeting pricing, favoring the District sites. • GA Tech parking can be challenging; not sure if that should continue next year, TBD. Sandy Springs new City Center may be expensive to rent. Arcadis is moving in January across I-285 in Vinings, and may be able to hold 80-100 people. A speaker is needed for August. • **Upcoming Conferences:** ITSA in Detroit; Monday morning is when the state chapter is awarded. The ITS GA awards lunch meeting will be held Nov 14 at Maggianos. The 2019 ITS GA annual meeting venue options currently are: Marriott Augusta; Barnsley Resort, Adairsville (visited this week); Classic Center, Athens. • **Training opportunity:** the CV 201 course has been scheduled. • **Awards:** no activity this month. • **Communications:** the state chapter award application was submitted. • **Elections:** no activity this month. • **Legislative:** the cell phone bill and transit ATL bill are waiting for governor signature. • **Membership:** 74 memberships received to date. The goal is 100. The nonmember rates apply starting today. Possibly recruit Sandy Springs and Johns Creek as members? • **Social Activities:** trivia tomorrow night. Send ideas to Rachel Cohen. • **Scholarships:** Dee is putting together the application. Needs volunteers for questions, and review applications after they come. Keary and Tommy volunteer to assist. • **ITS@GT Student Chapter:** (Jim) Keary spoke at the April 3 meeting. No other activities planned through the end of the year. Weekly blogs with trends. The same student board members continue in the fall. • **ITSA:** (Marc) the topic was what services were contracted out by the chapters, and comments on lessons learned. • **5C conference update:** (Bill Wells) registration will open soon (date TBD). The media partners include Bernie Wagonblast, and one other publication. Sponsorships are over the budget target ($30K). Keary indicated that the booths first go to sponsors, then available to others, and advertising begins next week. • **Holiday party:** (Bill Andrews) Bill asked for feedback about locations	*Send project photos, press releases, and/or new hire info to Bill Wells for the GA Engineering magazine.* *Send social activity ideas to Rachel Cohen.*

Issues Discussed	Action
for the holiday party. Currently, the best value is a country club (not downtown ATL).	
Closing Remarks • Jenny closed the meeting.	

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GA Tech Student Success Center

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Jenny Johnson, President
Winter Horbal, Vice President
Marc Start, Secretary
Xuewen Le, Treasurer
Mike Holt, Past President

State Chapter Representative
Jim Tolson

Directors 2017-2018:
Alvin James
Keary Lord
Whitney Nottage
Billy Stalcup
Tom Udell
Kenn Fink

Directors 2018-2019:
Bill Andrews
Dee Taylor
Mark Demidovich
Matt Glasser

Ex-Officio
Greg Morris, FHWA

AGENDA

- ➢ Approve March 2018 meeting minutes
- ➢ Financial Report (Le)
  - 2018 Budget Overview (to-date)
  - 2017 Taxes – Xuewen to file (Deadline – May 15, 2018)
- ➢ Committee Statuses
  - Activities (Stalcup/Glasser)
    - ▪ Monthly Speaker Schedule – May confirmed (ARC)
    - ▪ Meeting Venues – May confirmed (ARC)
      - Do we have a room secured for May Board Meeting at ARC?
    - ▪ ITSA PCB Training – CV 201 Course (w/ technical emphasis)
      - Training will be held on 6/27 (recommended 9:30-4:30 w/ lunch break)
        - o Do we want to hold a board meeting as well in June? (Time?)
      - Venue – confirm that Jacobs secured?
      - Bill Wells to coordinate online registration & catering – same cost as typical monthly meeting (MUST pay online, not at the door, to minimize no-shows)
    - ▪ July Monthly Meeting – FUZE
      - Main session to be held in Atlanta – venue confirmed?
      - For each satellite location - secure venue & catering (coordinate with Stalcup & Wells) (Venue @ District offices?)
        - o District 1 – Winter Horbal
        - o District 3 – Jim Tolson
        - o District 6 – Whitney Nottage
      - Board meeting will still be held prior to monthly meeting (satellite locations can just call-in)
  - Awards (Johnson)
  - Communications/Outreach (Wells)
    - ▪ ITSA Outstanding State Chapter Award (submitted)
  - Elections (Horbal)
  - Legislative (Udell)

- Membership (Johnson)
  - Total membership to-date?
  - Non-member rates now apply
  - Wells – confirm that all non-members have been removed from ITSGA website
- Networking/Social (Nottage)
  - Trivia @ Wing Factory in Smyrna – Thursday, April 26th @ 7:30pm
  - Coordinate with GAITE for Braves game tailgate
- Scholarship (Taylor)
- Student Chapter (Tolson)
- ITSA Liaison (Tolson)
- 2018 5C Summit (Johnson)
  - Oct. 7-10, 2018, Hyatt Regency, Jacksonville, FL
  - ITSGA Committee Chairs
    - Communications (Wells)
    - Exhibitors (Lord/Horbal)
- Upcoming Events (Johnson)
  - ITSA Annual Meeting, June 4-7, 2018, Detroit, MI
    - Confirm ITSGA Representative to receive potential award – (There will be an in-person meeting of State Chapters Council (also known as the State Chapters Strengthening Workshop) on Monday, June 4th from 8am-10am (NOT Sunday). The State Chapters award will be presented either during the State Chapters Council meeting or during the first part of the ITSA Board meeting (which begins at 10:30am in the same room).)
  - ITSGA 2018 Annual Awards Meeting
    - Maggiano's Cumberland has been secured for November 14th
  - ITSGA/GAITE Holiday Dinner
    - GAITE has agreed to hold event in January 2019
    - Bill Andrews is committee chair; Farrah Glasgow has volunteered to assist
      - Need to secure venue & date – ideas?
        - Fri or Sat to increase attendance? (may cost more though)
        - General area of city to hold event?
      - Need to set budget
        - What did we charge per person in 2016/2017?
        - Band = $1,000 & Prizes = $550
  - ITSGA 2019 Annual Meeting – site visits for 3 potential venues are underway:
    - Barnsley Resort, Adairsville – April 23rd
    - Augusta Marriott – May 15th & 16th
    - Classic Center, Athens – May 31st

ITS GA 2018 Monthly Meetings

Month	Date	Location	Topic	Speaker	Sponsor	Notes
January	Wed, Jan 31, 2018	GT Alumni House	Student Research	Student award winners	360ns	
February	Wed, Feb 28, 2018	North Park	Automotive Cyber Security - Saftey in a 5G World	Billy Kihei	Temple	
March	Wed, Mar 28, 2018	GT Alumni House	Event Management	Keary, Troy, Sean	Cradlepoint	
April	Wed, April 25, 2018	GT Student Center	IoT in ATL	Metro ATL Chamber/AT&T	Ridecell	
May	Wed, May 30, 2018	ARC	ARC Planning for Better Mobility	Kofi, Leslie, ARG	Control Tech	
June	Wed, Jun 27, 2018	Jacobs	CV201 Training ITSA	ITSA	Vaisala	
July	Wed, Jul 25, 2018	Distributed meeting around the GDOT Districts	Relevant Projects by Districts	TBD	Intelight	D1 - Winter, D6 - Whitney, D3 - Jim T, TMC - Mark D
August	Wed, Aug 29, 2018	ARC	TBD	TBD	Belden	
September	Wed, Sept 26, 2018	GT - Bobby Dodd Ward Law	Automated ATPSM	GDOT/Kimley	TrafficVision	
October	Wed, Oct 31, 2018					
November	Wed, Nov 14, 2018	Maggiano's	Awards Banquet	y		
December	open	GDOT	ATPSM Training	Glasser		

Possible Topics

Advancements in Video Intelligence/Machine Learning	GDOT
Event Management - Preparing and Operating the College Football Chanmpionship	RTOP/RenewATL
Autonomous Vehicles - Porsche Site Visit	
Intelligent Air Transportation - View from Hartsfield's perspective	Lorn Whittaker
Bringing IoT to the ATL	Metro Chamber
How are CID's improving Mobility?	
Small but Significant Projects	Local Agencies

Location Options	Notes
ARC	No Availability in Feb but checking other monthly dates.
PCM - Gen Assembly	Space is great but cost is too much $1940..working on this.
NorthPark	Reserved for February
City Winery	Looking into this option

Sponsors	
Control Tech	Wavetronix
SLTS	KCI
Utilicom	Sensys
Axis	Vaisala
Cohu	MioVision
Intelight	TrafficWare
Cisco	

ITS Georgia 2018 Budget Outlook
4/25/2018

Starting Balances				Apr-18 Summary
Checking =	$	37,303.96		$ 39,642.32
Savings =	$	54,475.68		$ 69,481.48
	$	91,779.64		$ 109,123.80

INCOME

CATEGORY	DESCRIPTION	INCOME	EXPENSE	NUMBER	TOTAL	2017 YE / Jan-18	Feb-18	Mar-18	Apr-18	Summary
Administrative										
Membership Dues	Small Firm	$ 150.00		10	$ 1,500.00				$ 2,275.00	
Membership Dues	Large Firm	$ 400.00		80	$ 32,000.00				22,150.00	
	Subtotal				$ 33,500.00				$ 24,425.00	$ 24,425.00
ITS 5C Summit										
Refer to 5C Summit Budget	20% of Estimated Profits	$ 25,000.00		1	$ 25,000.00					
	Subtotal				$ 25,000.00					
Monthly Meetings										
Monthly Meeting Fees	Registration	$ 1,800.00		10	$ 18,000.00	2,235.00	2,230.00	2,635.00	2,175.00	
Monthly Meeting Sponsors	Lunch meeting Sponors	$ 500.00		10	$ 5,000.00	500.00	500.00	500.00	500.00	
Annual Holiday Dinner	Members & spouses/guests	$ 3,750.00		1	$ 3,750.00					
	Subtotal				$ 26,750.00	$ 2,735.00	$ 2,730.00	$ 3,135.00	$ 2,675.00	$ 11,275.00
	TOTAL INCOME =				$ 85,250.00	$ 2,735.00	$ 2,730.00	$ 3,135.00	$ 27,100.00	$ 35,700.00

EXPENSES

CATEGORY	DESCRIPTION	INCOME	EXPENSE	NUMBER	TOTAL	Jan-18	Feb-18	Mar-18	Apr-18	Summary
Administrative										
Wells Communication Inc	Bill Wells' Contract		$ 2,350.00	12	$ 28,200.00	(2,350.00)	(2350.00)	(2350.00)	(2350.00)	
General Admin Expenses	Misc Expense Reimbursements		$ 250.00	1	$ 250.00	(113.88)	(16.00)	(77.90)	(83.90)	
Fuze	Online video streaming		$ 360.00	1	$ 360.00	(360.00)			(51.00)	
Website fee	Annual fee for web/domain reg.		$ 250.00	1	$ 250.00					
Inuit/Paypal fees	CC and reader usage fees		$ 150.00	11	$ 1,650.00	(12.95)	(54.40)	(76.44)	(14.57)	
ACEC Administrative Agreement	Administrative fee and magazine		$ 1,200.00	1	$ 1,200.00	(287.50)				
Secretary of State	Corporate registration		$ 30.00	1	$ 30.00					
Insurance	Hartford liability		$ 475.00	1	$ 475.00					
Taxes	ITSGA filing		$ -	1	$ -					
ITSA memberhips	Membership dues		$ 500.00	1	$ 500.00					
ITSGA member rebates	Assume 5 requested		$ 100.00	5	$ 500.00			(500.00)		
Networking/social committee	Networking activities		$ 1,200.00	1	$ 1,200.00					
Training	Webinars, ITSA workshops, etc.		$ 1,000.00	1	$ 1,000.00					
Miscellaneous	President's discretion		$ 500.00	1	$ 500.00		(50.00)			
	Subtotal				$ 36,115.00	$ (3,124.33)	$ (2,470.40)	$ (3,004.34)	$ (2,499.47)	$ (11,098.54)
Annual Meetings										
Bill Wells Comps	Registration, hotel, mileage		$ 1,750.00	1	$ 1,750.00					
2019 Annual Meeting	Site visits		$ 500.00	1	$ 500.00					
	Subtotal				$ 2,250.00					
Monthly Meetings										
Constant Contact	Web hosting for registration		$ 75.00	10	$ 750.00	(70.00)	(70.00)	(70.00)	(70.00)	
Meeting room rentals	Monthly meeting location		$ 250.00	10	$ 2,500.00	(250.00)	(200.00)	(250.00)	(300.00)	
Catering	Food for monthly meetings		$ 1,800.00	10	$ 18,000.00	(1,357.00)	(1428.00)	(1800.00)	(1654.00)	
Speaker gifts	Gifts for monthly meeting speakers		$ 20.00	20	$ 400.00					
Speaker travel	Travel expenses		$ 500.00	2	$ 1,000.00					
Annual Holiday Dinner	Dinner & entertainment		$ 7,500.00	1	$ 7,500.00					
	Subtotal				$ 30,150.00	$ (1,677.00)	$ (1,698.00)	$ (2,120.00)	$ (2,024.00)	$ (7,519.00)
Sponsorships/Scholarships										
ACEC GA Engineering Awards Sponsorship	Sponsorship (and table for 6)		$ 500.00	1	$ 500.00	(500.00)				
Georgia Tech student chapter	Meeting reimbursements		$ 100.00	6	$ 600.00					
GT Exploring Engineering Academy	EEA Student Scholarship		$ 1,000.00	1	$ 1,000.00					
Scholarships	Student scholarships (ITS/TEOF)		$ 3,000.00	5	$ 15,000.00					
Awards	ITSGA awards & scholarship plaques		$ 1,200.00	1	$ 1,200.00					
	Subtotal				$ 18,300.00	$ (500.00)	$ -	$ -	$ -	$ (500.00)
	TOTAL EXPENSE =				$ 86,815.00	$ (5,301.33)	$ (4,168.40)	$ (5,124.34)	$ (4,523.47)	$ (19,117.54)
	NET INCOME =				$ (1,565.00)					$ 16,582.46