



# January 2011 Board Meeting Documentation

**ITS Georgia Board Meeting**  
**January 28, 2011**  
**9:00 am – 11:15 am**  
**Georgia Tech**

<b>ITS GEORGIA BOARD OF DIRECTORS</b>		
<p><i>Officers/Directors (2010-2012):</i>  <b>Marion Waters, President</b>            Gresham Smith &amp; Partners  <b>Mark Demidovich, Vice President</b>            Georgia DOT  <b>Kristin Turner, Secretary</b>            ARCADIS  <b>Christine Simonton, Treasurer</b>            Delcan  <b>Anthony Bradford, Immediate Past President</b>            Georgia DOT</p>	<p><i>Directors 2010-2012:</i>  <b>Marwan Abboud</b>            ARCADIS  <b>Ronald Boodhoo</b>            Georgia DOT  <b>Susie Dunn</b>            ARC  <b>John Hibbard</b>            PBS&amp;J  <b>Carla Holmes</b>            Gresham Smith &amp; Partners  <b>Scott Mohler</b>            URS  <b>Tom Sever</b>            Gwinnett County</p>	<p><i>State Chapter Representative</i>  <b>Kenny Voorhies</b>            Cambridge Systematics</p> <p><i>Directors 2011-2013:</i>  <b>Kenn Fink</b>            Kimley Horn &amp; Associates  <b>Patrece Keeter</b>            DeKalb County  <b>Bayne Smith</b>            URS</p>

**Attendance:**

Members Present	Members Not Present	Other Attendees Present
Dunn, Susie - ARC Hibbard, John - PBS&J Holmes, Carla – GSP Keeter, Patrece – DeKalb County Morris, Greg – FHWA Mohler, Scott – URS Robbins, Dana – FHWA Sever, Tom – Gwinnett County Simonton, Christine – Delcan Turner, Kristin – Wolverton & Assoc. Voorhies, Kenny – Cam. Sys. Waters, Marion – GSP	Abboud, Marwan – ARCADIS Boodhoo, Ron - GDOT Bradford, Anthony – GDOT Demidovich, Mark – GDOT Smith, Bayne – URS	Wells, Bill – ITSGA Sinha, Prasoon - Arcadis

<u>Issues Discussed</u>	<u>Action</u>
<p><b>Approval of Meeting Agenda</b></p> <ul style="list-style-type: none"> <li>• Kristin made a motion to approve the minutes from August 26, 2010. Marion seconded motion and approval was unanimous.</li> </ul>	
<p><b>Strategic Planning Meeting Minutes</b></p> <ul style="list-style-type: none"> <li>• Marion provided a brief recap of the strategic planning meeting from November 22, 2010.</li> </ul>	
<p><b>Monthly Meeting Committee</b></p> <ul style="list-style-type: none"> <li>• We were originally going to have Tim Shock from TransCore but he was not able to make it today's meeting. Prasoon will in the new chairman and will arrange speakers thru January 2012. Prasoon suggested gift cards as speaker gifts and everyone agreed that it was a good idea. Prasoon also suggested a certificate stating they presented at an ITS Georgia Monthly Meeting. Other trinkets such as paper weights and ITS Georgia T-shirts were also suggested. Prasoon will also use any trinkets we currently have as speaker gifts. Marion gave guidance to Prasoon to find the best speakers possible and to come to the Board with the costs.</li> </ul>	
<p><b>Membership Committee</b></p> <ul style="list-style-type: none"> <li>• Scott distributed a list of committee activities for 2011. Activities include tracking memberships stats, creating a membership committee, assisting treasurer in pursuing payment of membership fees, increasing membership, conducting satisfaction survey of member organizations, updating ITSGA presentation, update membership form, and update website.</li> <li>• Challenges of the committee are to get database straightened out and add new members.</li> <li>• Scott posed the question: Should an organization be able to be an Annual Meeting Sponsor and then have their logo displayed on our website, if they are not also a member of the organization? Currently this can happen. We need to determine if we should increase the Annual Meeting Platinum Sponsor rate to include a one year membership.</li> </ul>	
<p><b>Legislative Committee</b></p> <ul style="list-style-type: none"> <li>• The Transportation Funding Task Force (TF2) and Legislative Coalition are having their next meeting on February 9, 2011. Marion and Susie will be attending these meetings.</li> <li>• The Board approved \$500, like the past few years, for the GEA Annual Legislative reception.</li> </ul>	
<p><b>Scholarship Committee</b></p> <ul style="list-style-type: none"> <li>• Kristin and Ron have contacted the 2010 Scholarship winners about presenting at the February monthly meeting. All 3 speakers (Danjue Chen, Alek Pochowski, and Dwayne Henclewood) have confirmed their participation.</li> </ul>	

<p><b>Awards Committee</b></p> <ul style="list-style-type: none"> <li>• Marion suggested making an announcement for award nominations at the March meeting. Kenn will draft of list of award ideas and present them to the Board at the February Meeting.</li> </ul>	<p>Kenn will draft of list of award ideas.</p>
<p><b>Networking Committee</b></p> <ul style="list-style-type: none"> <li>• Committee to share information and be social at happy hours. Kristin will work with ITE Younger Members Committee to plan events.</li> </ul>	<p>Kristin to plan networking and social activities.</p>
<p><b>Communications Committee</b></p> <ul style="list-style-type: none"> <li>• Kay Wolfe has agreed to assist Shaun and Bill on the Communications Committee.</li> <li>• There is a change for surveyors' licensing to have a degree from an accredited university and for engineers to have a master's degree in order to become licensed.</li> </ul>	
<p><b>Annual Meeting Technical Program Committee</b></p> <ul style="list-style-type: none"> <li>• Tom needs volunteers to help with committee activities.</li> </ul>	
<p><b>Annual Meeting Arrangements Committee</b></p> <ul style="list-style-type: none"> <li>• Carla is working with the hotel to negotiate the new contracts. Currently, 10 rooms are blocked for Saturday night and 100 rooms for Sunday night. She is also working on getting a bigger room for exhibitors. Carla is hoping to have the contract signed in a month. Kristin volunteered to assist Carla with this committee.</li> </ul>	
<p><b>Transpo 2011 Annual Meeting</b></p> <ul style="list-style-type: none"> <li>• Ideas were discussed on how to get more people to attend Transpo. It was said that public sector members have difficulties traveling out of state. Marion, Kenny and John need to continue this conversation offline to see if it is worth their sweat equity to sponsor and help organize Transpo when very few ITSGA members attend the meeting.</li> </ul>	<p>Marion, Kenny and John to continue conversation to see if it is worth their effort to sponsor and help organize Transpo.</p>

<p><b>State Chapter Representative</b></p> <ul style="list-style-type: none"> <li>• ITS America has had a policy to rebate companies \$100 of a state chapter's dues. The accounting for this is a big headache for both ITSA and for the companies. ITSA is proposing to discontinue this rebate. There were a few chapters that felt this was important to their budgets so ITSA will continue the program for chapters that request it. ITS GA decided it wasn't worth our effort to continue receiving the rebates which are a small amount to us so we will not request to receive the rebates.</li> <li>• Provide insurance for officer's liability. Scott Belcher recommended making it mandatory to have insurance to protect against discrimination and liability.</li> <li>• ITS America wants to get our membership list so they can send out emails directly. Marion suggested Kenny go back to ITS America to see what exactly they intend to do with the membership list. It was also suggested to have ITS America email the info to Bill and he can forward it on to the designated members upon Marion's approval.</li> <li>• ITS America really wants to support local chapters. Our chapter is far more active than most chapters. We are one of the future chapters that have monthly meetings.</li> <li>• ITS World Congress – We have three options: a kiosk or a virtual booth or for \$100 you can get a small sign with our logo. Marian suggested we pass on this as we won't get much out of it and the Board agreed.</li> </ul>	<p>Christine and Marion will investigate the cost of the liability insurance.</p> <p>Kenny to check with ITS America to see what they intend to do with our membership list.</p>
<p><b>Treasurers Report</b></p> <ul style="list-style-type: none"> <li>• Christine distributed the Monthly 2010 Financial Statement. Checking Account = \$38,124.17 and Savings Account = \$34,856.35. Christine also handed out the 2011 draft budget.</li> <li>• Christine reported that we received 5 membership dues payment last month. Dues were received from Daktronics, IBM, ITS Sales &amp; Service, PBS&amp;J, and Temple.</li> <li>• Tom suggested making the Activities Committee be a zero revenue balance and they can operate using the money they bring in at each meeting as their operating budget.</li> </ul>	
<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• GRITS is going to host 2012 Rural ITS (in Mississippi).</li> <li>• Tennessee is going to host ITS America in 2013.</li> <li>• Bayne, Christine, Kenn and Tom are brainstorming ideas on outreach to help promote ITS to public officials.</li> </ul>	<p>Bayne will have a conversation with Todd Long to see which decision makers we should talk to at the state and municipal level who have influence.</p>