



May 2014
Board Meeting Documentation

ITS Georgia Monthly Board Meeting
May 22, 2014
10:30 am – 11:15 am
Gwinnett DOT Central Facility

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
DeKalb County

Kristin Turner
Wolverton & Associates

Directors 2014–2015:

Yancy Bachman
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
Xuewen – HNTB

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> The April 2014 meeting minutes and May 2014 meeting agenda were distributed. Mike made a motion to approve the April 2014 meeting minutes. Kristin seconded the motion and approval was unanimous. 	
<p>Other Business</p> <ul style="list-style-type: none"> GEA Best Practices Seminar Summary – Jenny gave an update on the seminar. Major highlight from the meeting was the topic of Association Insurance Coverage and creative ways in recruiting and retaining membership. ITS Reception & Awards Banquet Update – The reception is to be held at Crowne Ravinia on Thursday, November 6th with the cash bar opening at 6pm and the dinner to follow at 7pm. Jenny is finalizing the contract this week with Crowne Ravinia and will forward it to Ashlyn and Tom for final approval before paying the initial deposit. Winter is going to continue researching entertainment options for the banquet (possibly trivia or some other social game). If anyone has a good suggestion for a MC to host the entertainment please let Winter know. Kenn highlighted the fact that we need to make sure we get a good amount of award categories and nominations since this is the focus of the event. We will also be installing new directors at this. Complete Streets Symposium – Tom gave an update on the symposium. He is hoping to get more responses from ITSA the first week of June as they have been busy with other events. There are still sponsorship opportunities available. If you or your company has any complete streets projects to highlight, please let Tom know. The symposium will be held all day Monday, October 27th and half-day Tuesday, October 28th. ITS Plan Review Training Course for GDOT – Tom has been coordinating with Paul at GDOT in getting the ITS Plan Review training course developed. Jonathan Moore is going to be the facilitator/leader in developing the course. GDOT would like a basic course developed soon. Tom, Mike, Paul, and Josh to meet with Jonathan on June 3rd in beginning to develop the basic course. Moving forward, GA ITS is responsible in developing a more advanced course. The end goal is to have both a basic training course and an advanced training course. Tom posed the question as to whether or not GA ITS would want to continue putting on the training course once it is developed or if GA ITS would instead turn it over to GDOT. The board agreed that it would be best if GA ITS keeps control of the training. The initial training session is expected to be held at the GDOT TMC. 	<p><i>Jenny to send Tom handouts from GEA Seminar.</i></p> <p><i>Jenny to coordinate with Ashlyn and Tom on getting the contract finalized with Crown Ravinia for the ITS Reception and Awards Banquet.</i></p> <p><i>Jenny to research possible room rate discounts with Crowne Ravinia.</i></p> <p><i>Winter to continue looking into entertainment options for the ITS Reception & Awards Banquet.</i></p> <p><i>Tom, Mike, Paul, Josh, and Jonathan Moore to meet on June 3rd in beginning to develop a basic Plan Review training course for GDOT.</i></p>

Issues Discussed	Action
<p>Committee Updates</p> <ul style="list-style-type: none"> Activities – David and Xuewen gave an update on the monthly meetings. We currently have speakers lined up for the June, July, and August monthly meetings. The June monthly meeting will be held at HNTB, and the GA Tech professors/MARTA will be speaking on the “Next Bus” app. The July monthly meeting will be held on Wednesday, July 30th and will include a tour of the City of Roswell’s TMC. Shahram is the speaker for the August monthly meeting with the location TBD. C3 Summit – Registration and hotels are now open! The technical agenda should be released shortly. Tom mentioned we should consider having a carpool option. Kenn mentioned putting a carpool option on the GA ITS website. Bill mentioned there is a carpool app. Annual Meeting 2015 – Scott, Tom, and Mike are going to visit several coastal properties in Jekyll and Savannah on June 6th-8th. They also plan on visiting the Lake Blackshear Resort and maybe even the Augusta Marriott. Bill mentioned he has a contact to a new hotel in Athens as well. Membership & Finance – Winter and Keary gave an update on membership dues. Winter said we only received one more membership payment since the last update. Utilicom is sponsoring today’s meeting but isn’t current on their dues. Winter thinks this issue needs to be addressed. We are going to start charging people the “non-member” fee for companies that haven’t paid dues. Legislative – Yancy mentioned that GDOT’s fiscal year is July 1 and FHWA’s is October 1. Previously, GDOT used the gas tax to cover the void between those dates, but they are no longer going to be doing this. This could be “down-time” for contract lettings moving forward. Networking/Social Activities – Yancy mentioned that he would be willing to coordinate a Braves game. Kenn proposed doing one joint with ITE. 	<p><i>David to invite MARTA to the June monthly meeting.</i></p> <p><i>Bill to update the GA ITS website for the July meeting date change (July 30th).</i></p> <p><i>Bill to research carpool app or another alternative to put on the GA ITS website to promote carpooling to C3 Summit.</i></p> <p><i>Bill to begin organizing elections and awards with the respective committee chairs.</i></p> <p><i>Yancy to coordinate with ITE in getting a Braves game organized.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> The next Board meeting will be held on June 26th, 2014 at 10:00 AM with the June monthly meeting to follow at 11:30 AM. The meeting will be held at the HNTB office. 	