



*July 2014  
Board Meeting Documentation*

**ITS Georgia Monthly Board Meeting**  
**July 30, 2014**  
**10:30 am – 11:15 am**  
**Roswell-Alpharetta Public Safety Training Center**

**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 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
- Xuwen Le – HNTB

Issues Discussed	Action
<p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>The June 2014 meeting minutes and July 2014 agenda were distributed.</li> <li>Kenn made a motion to approve the June 2014 meeting minutes. Kristin seconded the motion and approval was unanimous.</li> </ul>	
<p><b>Budget/Financials</b></p> <ul style="list-style-type: none"> <li>Ashlyn said we look very good from a financial standpoint. We should net about \$1,400 at the July monthly meeting assuming everyone shows up. There is over \$16,000 in the bank right now plus the CD.</li> </ul>	
<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>November Awards Banquet Update – Winter gave an update on the band from the SDITE meeting (Kurt Thomas Band). Kenn got a quote for the band. To play during the cocktail and dinner, it would be approximately \$2,000. Winter and Kenn are going to continue negotiating. Jenny will look into dance floor and other costs for the band. Cost to attend will need to cover the entertainment costs. We will assume \$40 per member and \$20 per member spouse and \$60 per non-member and \$40 per non-member spouse.</li> <li>Member vs. Non-Member Discussion – Keary looked into the by-laws. Membership dues cannot be prorated. If they pay in the 4<sup>th</sup> quarter, their membership dues are covered for that quarter and the next year. Winter highlighted that many members pay in September to get the discounted rate for the conference and that this is the 3<sup>rd</sup> quarter (not the 4<sup>th</sup> quarter) so their membership dues do not roll over to the next year. Non-members cannot vote or be nominated and will be removed from the website. Non-members should not be allowed to sponsor meetings. Keary also mentioned that a lot of non-members are getting free advertising on the website. Keary made a motion to remove non-members from the website if they're dues are 60-days in the rear, effective immediately. Winter seconded the motion and approval was unanimous. Winter and Kenn are to review the election nomination list to verify that all are members. Kenn suggested making a list of benefits of membership versus non-membership and include it with the invoice. Bill mentioned we have this in a current document that goes out to current members that we can use as a starting point. Greg suggested sending out invoices in October for the next year rather than waiting until January. Tom suggested we update the contact list so that the invoice gets sent to the correct person.</li> <li>Complete Streets Symposium – The Sloppy Floyd Building was secured as the location for the meeting. The was date moved to Monday, October 20<sup>th</sup> and Tuesday, October 21<sup>st</sup>. ITSA has taken a more active role in the planning of the meeting.</li> <li>ITS Plan Review Training Course for GDOT – Jonathan is waiting for Paul and Matt to give him some final details. General training will be held in August (possibly September).</li> </ul>	<p><i>Winter to finalize band information and send to Jenny. Jenny to get estimate from Crowne for band power services and dance floor once she receives more detailed information from Winter.</i></p> <p><i>Winter and Jenny to finalize price and deadlines for Awards Banquet and send to Bill so that he can promote it on the website.</i></p> <p><i>Bill to remove company ads from the website for anyone who is a non-member.</i></p> <p><i>Winter and Kenn to review election nomination list to ensure that all are members.</i></p> <p><i>Bill to send list of membership benefits to Winter and Keary for their review to include with next year's invoices.</i></p> <p><i>Winter and Keary to do more research about a "coupon" program for public sector members to increase monthly meeting attendance.</i></p>

Issues Discussed	Action
<ul style="list-style-type: none"> <li>Job Postings on ITSGA Website – ITE has a job posting on their website. We can easily do it too, but it can be difficult to coordinate and update job postings. Yancy suggested just doing a 30-day posting policy. Bill is going to look into getting this setup. Winter suggested that only companies who are paid members be able to post job openings.</li> </ul>	<p><i>Bill to provide more details on website job postings at next meeting.</i></p>
<p><b>Committee Updates</b></p> <ul style="list-style-type: none"> <li>Activities – The August monthly meeting speaker is Shahram, and he will be talking about the security project in the City of Atlanta. Xuewen is going to coordinate the meeting location with Shahram. Yancy is coordinating a Braves game in September with GAITE.</li> <li>C3 Summit – Grant mentioned a few exhibitor spaces are available. There is now a big push for membership. The early registration deadline is tomorrow (July 31<sup>st</sup>). The goal for membership is 700; it is currently at 170.</li> <li>2015 Annual Meeting – Mike and Scott are negotiating with Jekyll Island Club for September 27<sup>th</sup>-30<sup>th</sup>, 2015. They are ironing out final details with the contract. The next step is to go back to the Hyatt and Westin in Savannah in order to negotiate for the 2016 Annual Meeting. The corporate sponsor for 2015 has not been identified yet.</li> <li>Communications – Bill submitted the State Chapter of the Year application to ITSA. Bill and Prasoon are coordinating awards. Bill will promote the Awards Banquet once he has been given more details from Jenny and Winter. Bill has also been doing a lot of social media for C3 Summit.</li> <li>Legislative – Tom mentioned a new state legislation in regards to autonomous vehicles. Tom mentioned that we should reach out to the state legislature special committee so that we can contribute to the education process.</li> <li>Elections – August 25<sup>th</sup> is the deadline for nominations. Bill said we have 4 nominations so far, and he has another email blast being sent out today. The board will review the nominations after the 25<sup>th</sup>.</li> <li>Awards – September 1<sup>st</sup> is the deadline for nominations. Prasoon needs to order awards two weeks prior to the awards banquet.</li> <li>Scholarships – Kristin said the application is ready except for the final technical question. Kenn suggested a question related to autonomous vehicles. There will be 3 scholarships; the budget has \$3,000 set aside for scholarships.</li> </ul>	<p><i>Xuewen to finalize August monthly meeting location.</i></p>
<p><b>Closing Remarks</b></p> <ul style="list-style-type: none"> <li>The next Board meeting will be held on August 28, 2014 at 10:00am with the August monthly meeting to follow at 11:30am. The location is TBD.</li> </ul>	