

MEETING MINUTES

At - A - Glance		
Arrival & Check in -		
Sunday, Jan. 15	11:00a – 3:00p	Lunch**
Sunday, Jan. 15	3:00p – 6:00p	Board Meeting
Sunday, Jan. 15	6:30p –	Dinner
Monday, Jan. 16	8:00a – 8:30a	Breakfast**
Monday, Jan. 16	8:30a – 10:00a	Board Meeting
Monday, Jan. 16	10:30a – 11:30a	Facility Tour
Monday, Jan. 16	Dismissal – 12:00p	
**Vouchers will be available to eat at <i>Swampers</i> ,		

Dial in Number: 305-848-8888; code: 333-276-3185

2017 GRITS BOARD OF DIRECTORS (✓ = In Attendance)				
OFFICERS	ALABAMA	LOUISIANA	MISSISSIPPI	EX-OFFICIO
✓Jonathan Fox, President ✓Diane Hammonds, VP ✓Jake Wimberly, Secretary ✓Deborah Leo, Treasurer ✓Laura Hartley, Past Pres	Jeff Smith ✓Jon Gifford --Public, Vacant-- Marybeth Bergin ✓Dr. Alex Hainen	✓Mark Melancon ✓Paul Hsu Carryn Sollie Sarah Edel Dr. Sherif Ishak	✓Mike Brown ✓Kevin McCoy John Gilligan Jim Willis ✓Steve Puryear	FHWA Reps Past Presidents Council ✓-Chris Hilyer ✓-Wayne Curry -Acey Roberts -Stephen Glascock -Mike Stokes
	OTHERS (Committee Members) ✓Kim Taylor ✓Corey Rhodes			

2017 Committees and Committee Chairs (Lists updated based on meeting discussion)							
Membership	Communications	Training	Academic	Meeting Planning Committee		Past Presidents Council	
Steve Puryear Wayne Curry Mike Brown Sarah Edel Ranzy Whiticker John Gilligan Diane Hammonds Paul Hsu	Kim Taylor, Chair Laura Hartley Diane Hammonds Susan Byrd Jon Gifford Acey Roberts Andre Villanueva Jeffrey Doussan? Joe Williams	Kevin McCoy – Chair Marshall Elizer Jeff Dogan Waheed Uddin Tait Karlson Dr. Alex Hainen	Jake Wimberly, Chair Jeff Smith Carryn Sollie Dr. Sherif Ishak Steve Puryear Dr. Samantha Islam Dr. Alex Hainen Tara Shumate	Annual Meeting: Chris Hilyer, Chair Corey Rhodes Marybeth Bergin Wayne Curry Jonathan Fox	Spring Workshop: Diane Hammonds, Chair Paul Hsu Corey Rhodes Mark Melancon	Fall Workshop: Jeff Smith Laura Hartley Jake Wimberly Jim Willis Steve Puryear Ranzy Whiticker	Laura Hartley, Chair Wayne Curry Acey Roberts Jonathan Fox Chris Hilyer Steve Glascock Mike Stokes

Sunday, Jan. 15 – Board Meeting

1. Call to order/Roll Call

Mark, Jonathan, Jake, Mike Brown, Kevin McCoy, Laura, Diane, Steve, Wayne, Chris, Kim, Corey, Gifford, Dr. Hainen

NOTE: Meeting Minutes from 2016 fall meeting were approved.

2. Chapter Goals for 2017

- A. Leadership – All board members are responsible to serve as the leaders of GRITS. Full commitment, active participation within the chapter, and outreach are primary responsibilities**
 - i. Meetings – Board members for each state are expected to provide support on any meeting being held in their state**
 - ii. Committees – More frequent meetings per committee (up to committee members of each separate committee to decide on time(s)). Chairs are to send out calendar invites for reoccurring meetings, Cc Jonathan.**
- B. Legislation – Past Presidents Council to set a reachable goal for this year (e.g., send out an informational flyer on GRITS and ITS to each state’s transportation committee)**
- C. Member Benefit & Contribution – Find more ways to serve the chapter members**
- D. Communications – Weekly touch to membership, whether on social media, website, email, meeting, etc.**

3. Officer Reports

- A. Jonathan Fox, President**
 - i. BoD Vacancy – Possibly Alabama public sector seat – Nominated: Jeremy Bordon – ALDOT (Wayne to follow up with Jeremy to see if he will accept).**
 - ii. 2016 Annual Meeting Recap – Good meeting, good turnout & again considered a GRITS success. (see attached meeting financial summary)**
- B. Diane Hammonds, Vice President – see Treasurer report**
- C. Jake Wimberly, Secretary – see Academic report**
- D. Deborah Leo, Treasurer – see Membership and Treasurer report**
- E. Laura Hartley, Past President – see past President Council report**

4. Committee Reports – **Chairs are to provide the officers verified updated list of committee members and schedule of reoccurring meetings.**

- A. Communications – Kim Taylor / Acey Roberts**
 - i. Newsletter – 2x/yr goal. Provide information from projects that are either finished or ongoing in the region. Mid-March and August releases for the newsletter. Include scholarship opportunities in the letter. Verify if Jeff Doussan is interested in being on the committee.**

- ii. Promotional Materials – **committee to present new items**
 - iii. Forums – **Discussed abandoning the GRITS forum due to lack of use or being outdated. To be further discussed by committee. Potential to use a social media outlet in place of the GRITS website forum. Consider using a different name for the forum.**
 - iv. Website – **Diane Hammonds - We are still waiting on feedback from the Univ. Alabama CAP website designer. Dr. Hainen is going to help speed this communication up. We still intend on having a more user friendly web platform that includes link(s) to member management web-based accounting. Committee to further investigate and provide feedback. Board**
- B. Membership – **Deborah Leo –Discussion was had on the purpose of the committee and all agreed that the committee needs to determine any issues with website reporting and conduct statistical analysis on membership to see if there are any focus groups. Steve Puryear accepted to chair the committee since Deborah is now the Treasurer.**
- i. Membership Status by Type, State and Group - **We had 214 members as of 12-1-16 and 224 listed in 2015.**
 - ii. Status of Municipal Outreach – **Met goal for 2016. No municipal goal or special outreach set for 2016. Will continue to offer free exhibit hall visit for local municipals at annual meeting.**
 - iii. Student members - **Goal set for 20 new student members for 2017**
- C. Training Committee – **Kevin McCoy – Implement instructional information onto website. Also encourage academic partners to provide content and or information to improve training information on the site. Students could make videos and have those submitted to site. This will be a joint goal between training and academic committees.**
- i. Training Opportunities / Webinars
 - ii. IMSA – **Add CITE (Univ. of Maryland), National Operations Academy as other training opportunities for the committee to explore.**
- D. Academic – **Jake Wimberly – continue to grow the academic side of things with more student participation. Work with Kevin on the above mentioned joint venture. TWENTY additional student membership increase goal for 2017.**
- i. **A committee goal should be go get students jobs in our industry**
 - ii. **Improve academic outreach**
 - 1. **Electric Eng**
 - 2. **Computer Science**
 - 3. **Statisticians / Mathematicians**
 - 4. **Social Science**
 - 5. **Business/Communications**
 - iii. **Scholarship Topics**
 - 1. **Apps Contest – Possible option for a team of students to develop GRITS Mobile App. School teams submit app concept. If concept**

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- accepted, team builds app. Winning team gets big prize (~\$5000).
Stipend for 2nd & 3rd places.
 - 2. Essay scholarship – Topic to be advertised with March newsletter.
Focus areas for topics:
 - a. Smart Cities
 - b. Ride Sharing/Connected Vehicles/Autonomous Vehicles
 - c. Freight
 - 3. Team poster Contest
 - a. Poster Board booths within annual conference
 - b. Reverse Job Fair approach
 - iv. Upcoming presentations / Campus Visits - **TBD**
 - v. GRITS video – **on going**
 - E. TIMS – **John Gilligan – No report**
 - i. PRVWS Visit Update
 - ii. Other Actions
 - F. Past Presidents Council – **Laura Hartley –**
 - i. **True GRITS Award**
 - 1. Individual award - Innovative GRITS focused person
 - 2. Project Award - Innovative Project. Survey to be opened up all year long. Marketing campaign needed.
 - a. Who gets the award?
 - i. Submitter (Co submitters, where applicable)
 - ii. Past Presidents will delve deeper to establish parameters to help
 - i. Elections – **propose bylaw modification to cover 3rd party website for voting**
 - ii. I-10 Corridor Coalition – **continue discussions with state DOTs**
 - iii. Legislative – **set reachable goal for 2017 and take action**
5. Old Business / New Business
 - A. 2017 Spring Workshop – **Diane Hammonds**
 - ii. **Ruston, LA -**
 - 1. **18th-20th April 2017**
 - 2. **Exact schedule to be determined and communicated**
 - iii. **Topic of meeting**
 - 1. **Winter Response**
 - 2. **Road Weather Management**
 - 3. **Road Weather Savvy Roads**
 - B. 2018 Annual Meeting – Combined Conference

- a. Chris will be establishing planning committee for meeting
 - b. Contract written as a 3c, but can be adjusted to become a 4, 5, 6 C event
 - c. Annual Fall Board Meeting
- C. 2017 Fall Workshop – Jeff Smith
- a. Joint meeting with DSITE, date to be determined
- D. 2018 Regional Chapter Joint Meeting Updates (3C Summit)
- a. Each of the 3 state chapters have signed the contracts with the Hyatt Hotel, Jacksonville, FL
 - b. Planning committee to be established soon
- E. 2018 Winter Board Meeting
- a. Because 2018 Annual Meeting will be the joint chapter meeting (Jacksonville, FL), the Winter Board Meeting will be held in an agreed upon location rather than the Annual Meeting host hotel.
 - b. At Sea !!!??? Possibly weekend cruise option
 - c. If not at Sea, Hattiesburg, MS in January 2018
- F. 2019 Mississippi Annual meeting
- a. Jackson or South Haven currently being considered
- G. 2020 Discussion / Other ITSA Hosting Opportunities
- a. Lake Charles, LA under consideration if GRITS doesn't win a bid for ITS America
- H. Others

Monday, Jan. 16 – Board Meeting

1. Review of Chapter Bylaws
 - A. Agreed upon changes in Bylaws. Draft changes to be made by Jonathan and distributed to the Board. Call for approval on changes at next Board Meeting pending further revisions.
 - i. Election – changes are needed to cover using 3rd party website
 - ii. Board members are required to attend the major of GRITS meeting. Winter Workshop and Annual Meeting must be physically present. Fall & Spring workshops can conference call
 - B. Past presidents to address;
 - i. 6. Removal: A board member may be removed from office for dishonesty.... (Needs to include language regarding lack of participation. Needs to be made by vote of board as opposed to members)
 - C. Discussion regarding reducing the size of board
 - i. Needing more participation from existing board
 - ii. Concern regarding obtaining voting quorum for board meetings
 - iii. Discussion to be tabled for further input and review

2. 2017 GRITS Board Winter Workshop and 2017 Annual Meeting – **Chris Hilyer**
 - A. Met with Tony Fowler and toured all facilities**
 - B. Schedule of events**
 - i. Vendor Parade**
 - ii. Close Exhibit Hall and GRITS U during presentation time**
 - iii. National update (ITSA, ITE, IBTTA)**
 - iv. ASSHTO Operations Speakers**
 - v. State TSM&O Speakers**
 - vi. SMART City Speakers**
 - vii. Key Note Speakers**
 - 1. Possibility of Rusty with Ozark to speak regarding his experience as a Referee with the NFL**
 - C. Budgets**
 - i. Reviewed current conference budget provided within the event report.**
 - ii. Expected the conference budget to break even**
3. Treasurers Report Budget
 - a. Diane shared/reviewed annual budget reports with board**
 - i. 2015 actual**
 - ii. 2016 budgeted and actual**
 - iii. 2017 budget reviewed and adjusted accordingly and**
 - iv. Adjustment to budget reviewed and moved for approval**
 - 1. Budget approved with current (\$32K) loss anticipated for 2017**
4. Chapter Handbook review
 - a. Jonathan reviewed handbook with board**
 - b. Asked the board to independently review handbook and make comments to him.**
 - v. March 1st Deadline for all comments**
 - vi. Majority of items he flagged were items now under the direction of the Past President's Council**
 - vii. Vice President (Diane) will hand the updates on the handbook.**
 - viii. Also, she'll handle putting together the 2016 annual report**
 - c. Board will be signing off on Handbook during April Board meeting**



Gulf Region ITS Board of Directors Meeting
January 15-16, 2017
Marriott Shoals Hotel & Spa

Notes: