



**BOARD OF DIRECTORS**  
**April 14, 2009 – 1:30 PM**  
**Participants**

**L. A. Griffin**  
**Ken Jacobs**  
**Tahira Faquir**  
**Jesus Martinez**  
**Dale Cody**  
**Mary Hamill**  
**John Easterling**  
**Elizabeth Birriel**  
**Anita Vandervalk**  
Charles Wallace  
Jay Calhoun  
Chester Chandler  
Gregg Letts\*  
Randy Bobo\*  
Chris Kibler  
Erika Birozak\*

Andy Lucyshyn\*  
Benton Bonney\*  
Shawna Kennedy\*  
Carlton Urban\*  
Matt D'Angelo\*  
Charles Ramdatt\*  
Don Hicks\*  
Tom Ross\*  
Pramod Choudhary\*  
Enrique Gonzalez-Velez\*  
Nagesh Nayak\*  
Dr. Essam Radwan\*  
Alex Mousadi\*  
Steve Arlington\*  
Sandy Beck  
\*Guest

**Minutes**

Mike Snyder, P.E., Executive Director of the Orlando-Orange County Expressway Authority provided opening remarks. He is a great supporter of ITS. Mike provided an overview and responded openly to questions. There was a discussion of our efforts to promote the need for Road Rangers. .

- I. Call to Order – L. A. Griffin called the meeting to order at 1:15 p.m. L.A. welcomed Tom Ross and Pramod Choudhary, our newest members representing CH2MHill, to our meeting. He spoke of the many opportunities there are for members to be involved with the organization.
- II. Action Item
  1. Approve Minutes from Last Month's Meeting. Jesus Martinez made the motion to approve the March 10, 2009 meeting minutes. Ken Jacobs seconded the motion, which carried.
- III. Other Action
  1. Scholarship Award Presentation - Tahira Faquir noted that Eric Hill chaired the subcommittee on the scholarship awards. She expressed her appreciation to Eric Hill, L. A. Griffin and Steve Corbin for their work on the Anne Brewer scholarship program. Anne is remembered for her dedication to ITS and we honor her again with these awards.

The Anne Brewer Scholarship Awards are made possible by contributions from member firms. ITS Florida recognizes **PBS&J, Beck Consulting, Metric Engineering and TransCore** for their generous contributions to the 2008 Anne Brewer Scholarship Program. ITS Florida passes 100% of the donations received through to its scholarship recipients. There are no administrative fees or funds held back from the awards distribution.

ITS Florida is pleased to award three awards this year for the 2008 Anne Brewer Scholarship. There were two award winners present at the meeting to receive their awards. Present were Nagesh Nayak, our top winner, and Enrique Gonzalez-Velez. Patricio Alvarez was unable to be present but sent a wonderful letter that was read to the group.

Nagesh was awarded \$2,500. He is a graduate student at the University of South Florida (USF) pursuing a Master of Science in Civil Engineering. His area of concentration is transportation engineering and his expected date for graduation is Summer 2010. Mr. Nayak is the Marketing Chair of the American Society of Civil Engineers Student, Chapter at USF and a member of the ITE at USF. Additionally, Mr. Nayak serves as a teaching assistant at USF. As a future transportation engineer, “he wants to apply his knowledge and expertise to confront the traffic challenges in the State of Florida and develop sustainable solutions that are beneficial to our communities.”

Enrique Gonzalez-Velez was awarded \$2,000. He is a doctoral candidate at USF. His area of concentration is transportation engineering and his expected date of graduation is Spring 2010. Besides his membership with many professional organizations, Mr. Alvarez is a member of the National Scholars Honor Society. He is currently a research assistant with the Center for Urban Transportation Research (CUTR) and has previously served as a teaching assistant at the University of Puerto Rico. Mr. Gonzalez-Velez has published several articles for industry journals and has given presentations at national meetings and conferences. He is currently working on FDOT sponsored projects to improve transportation safety. After receiving his doctorate, “he intends to teach so that he can help in the development of beginning engineers that will be facing new challenges in the transportation industry.”

Patricio Alvarez will receive his award of \$2,000 at a separate meeting. He is a doctoral candidate at Florida International University (FIU). His area of concentration is transportation engineering and his expected date of graduation is December 2010. Mr. Alvarez is very active in professional organizations, including the American Society of Civil Engineers (ASCE), Chi Epsilon, the National Civil Engineering Honor Society, and he serves as the Vice President of the FIU ITE student chapter. He earned the Outstanding Masters Graduate Award from the College of Engineering and Computing at FIU in 2008. He currently works as a research assistant on FDOT-sponsored projects using simulation models to evaluate transportation improvement alternatives.

Mr. Alvarez sent a letter expressing his deep appreciation for being awarded with the prestigious Anne Brewer Scholarship. He thanked ITS Florida for such an important recognition. He stated that he and his mentors, and fellow classmates are a group of

people devoted to develop tomorrow's tools for the transportation challenges we face today in Florida and in the US. This scholarship provides us with the energy to double our efforts in pursuing our objectives. He looks forward to keeping involved with the ITS community and together provide a better future to the transportation system users. He stated that his academic schedule did not permit him to attend the meeting but to transmit his appreciation and gratitude to ITS Florida Officers and Board of Directors.

Tahira Faquir thanked the Scholarship Award Subcommittee members, Eric Hill, L. A. Griffin and Steve Corbin for their dedication and efforts in handling the award of these scholarships.

IV. Old Business

V. Standing Committee Reports

A. Member Services Committee

Tahira Faquir asked Chester Chandler to discuss his project of contacting members to encourage payment of their membership dues. Currently, ITS Florida has 80 paid members and reciprocating members. Chester stated that he spent three separate days and called as many members to reach out personally to encourage each to pay their membership dues. He talked with 20 organizations. As a result, 10 have paid and several have made commitments to renew their membership. Chester will follow-up with unpaid members.

The PCB questions supplied by Jesus Martinez have been incorporated in the draft membership survey. John Easterling will distribute copies of the survey today for review. There are 23 questions on the survey. The plan is to use Zoomerang to provide the membership with an online survey. ITS Florida will be using the free online service with hopes that the convenience will encourage member participation. John will perform the analysis and present the findings to the Management Committee. An email to the members will be sent as soon as the survey is ready to be published. Every individual (not limited to one per member organization) will have the opportunity to respond to the survey.

The Scholarship Program for 2008 has just been awarded. The Scholarship Program for 2009 will be underway this summer. There will be a call for donations from member organizations to support this worthwhile program. Checks may be sent to ITS Florida. The 2009 Anne Brewer Scholarship Award will be presented at the 2009 Annual meeting, which will be scheduled for December 2009.

Dr. Lily Elefteriadou has agreed to head up the Awards Committee, with Charlie Wallace, Tahira Faquir and Don Hicks as the other members. Tahira is coordinating with L.A. to get all the previous award information together and will be starting the Awards process in the next few months.

Dale Cody reported on the ITS Benefits Subcommittee. He is currently working on “What is ITS” flyer. He stated that the Road Ranger, 511, and benefits of ITS white papers have been completed. The vision is to create a resource library with five to six modules by the end of the year.

B. Professional Capacity Building (PCB) Committee

Jesus Martinez reported that FIU held a Lunch-and-Learn PCB session last month in Miami. The student ITE group co-sponsored the event and provided free pizza and soda. Dr. Mohammed Hadi made the presentation. Jesus will obtain a copy of the presentation.

Jesus stated that the University of Central Florida (UCF) is planning a Lunch-and-Learn session for May 2009. Dr. Oloufa along with the Central Florida Planning Group at UCF will be providing the presentation. Sandy Beck will send out the invitation.

The PCB is also planning two Lunch-and-Learn opportunities in Jacksonville. One is proposed for June. Jesus is also planning to have one in the Tallahassee area.

The PCB wishes to have an instructor-led session in December 2009. The topic has not been selected and the PCB Committee will use the survey results to determine the topic. There may be Web-based courses depending upon the survey results. Professional Development Hours will be provided for all of the courses. Jesus indicated that the PCB Committee is willing to change the approach to training to meet our members’ needs.

Jesus Martinez agreed to write an article for *The Disseminator* on the PCB training approach.

Charlie Wallace reported that the ITS Technical Subcommittee chaired by Pete Vega had a teleconference meeting on Friday, April 10th. The following are the five topics discussed:

- 1) What can we do to assist with the ITS World Congress scheduled in Orlando in 2011?
- 2) The Department’s Traffic Engineering Research Lab will now take a more aggressive approach to violators of Florida Statute 316.0745. What can we do to assist members of ITS Florida?
- 3) Technological and equipment evolution. What’s the latest and greatest product out there? How can we help get the word out? How can we stop the rumors?
- 4) Expansion of the ITS program? What can we do to help? What knowledge can we share with the members?
- 5) Department Specification challenges are hindering “thinking outside the box.” What can we do to help? What solutions can we provide?

The subcommittee will be meeting monthly to discuss these topics.

Jesus Martinez stated that the Leadership Workshop presentation will be finalized at the ITS Florida Retreat in August. The workshop will provide background information for our new board members and provide a better transition for those new to the board. This workshop will be held concurrently with the annual meeting.

C. Outreach Committee

Mary Hamill reported on the Legislative Outreach program and that the plan was finalized. Anita sent a message today to the top legislative leaders reminding them that ITS Florida is a resource to them. Additional information on the Road Rangers has been sent during the month and at this point, no further information will be sent.

Dale Cody reported on the Speakers' Bureau – Team of Experts and that the first PowerPoint presentation will be available on “What is ITS Florida and ITS.” Steve Bahler has produced a draft of the presentation. Dale indicated that this presentation has bulleted speaking points and will be customizable. He also has developed a strategy to present to sister organizations in 2009. Shawna Kennedy is developing a list for the target audience for these presentations.

Mary Hamill reported on the monthly publications. Andy Lucyshyn provided an article on the reasons to go to ITSA this year for *The Disseminator*. The monthly electronic newsletter was published by Sandy Beck.

Jesus Martinez, Sandy Beck and Mary Hamill have put together a maintenance policy for the website. It is in draft form at this time. Committee chairs are encouraged to post new information on the website.

Mary Hamill and Chester Chandler have begun work on a Photo Contest for 2009. Chester reported that there will be a contest of TMC photos in Florida. Judges will pick the top 13 photos for a 2010 calendar. The top photo will serve as the cover of the calendar. An email developed by Mary Hamill and/or Chester will be emailed to the membership. A small subcommittee of three to five members will judge the photos.

Mary will start outreach plans for ITS America's meeting in June to publicize the ITS World Congress 2011 in Orlando.

D. Events Committee

Ken Jacobs thanked L. A. for hosting the April 14<sup>th</sup> meeting in Orlando. He also thanked Sandy for putting together the luncheon.

Ken reported that work on the August Board Retreat and December Annual Meeting is underway. He suggested that the August Retreat be in the Tampa Bay area on August 11-12. The Annual Meeting is scheduled for December 8 at a location to be determined. He suggested the Orlando area as a central location for this meeting.

ITS Florida will not have a presence at the ITS World Congress 2009 in Sweden. That meeting is scheduled for September 21-25, 2009.

Jay Calhoun stated that three hotel sites in the Jacksonville area have been visited and under evaluation for Transpo2010. Erika Birosak asked if ITS Florida could limit its liability. Jay and Ken responded that liability was part of the evaluation process. Jay indicated that FSITE has indicated that it does not wish any participation at all in Transpo2010. The properties under consideration are the Hyatt Regency (Jacksonville Riverfront), Renaissance World Golf Village and the Marriott Sawgrass Golf Resort. Negotiations are underway to secure a facility for December 12-17. The ITS Florida Annual Meeting and Awards Banquet would be held concurrently with this meeting.

ITS Florida would like to have a presence at the ITS World Congress 2010 in Korea. The question of "How do you support Korea effort" is under consideration.

Charlie Wallace provided an update on ITS World Congress 2011 in Orlando, which will be held October 16-20. He indicated that Kevin Thibault may chair the Local Arrangements Subcommittee (LAS) and that Charlie would be the deputy chair. There will be a need for team leads for volunteers, tours (Dale and Shawna agreed), Demo Liaison, and others. Mary Hamill has agreed to be on the Promotions Committee and liaison to the LAS. Charlie suggested a legislative liaison to get interest and participation from the highest levels in Tallahassee. There will also be core staff representatives, FDOT, Turnpike, City of Orlando, TMCs, Expressways, Convention Center and FSITE, to name a few.

ITS Florida will have its display at the ITSA 2009 in National Harbor, Maryland. Karen England will be attending the meeting to assist with the ITS Florida exhibit. Volunteers will be asked to provide breaks for Karen and Sandy during the event.

E. Management Committee

Anita Vandervalk stated that the Website policy and revised by-laws will be reviewed before the June 2009 meeting.

F. Advisory Committee

There was no information to report at this time.

VI. Liaison Reports

- A. FBT – A Transportation Summit has been scheduled for July 15-17<sup>th</sup>. It will be held at the Tradewinds on St. Pete Beach. Sandy Beck will request an area for ITS Florida to display its exhibit.
- B. FTBA – No additional information.
- C. ITS America – Charlie Wallace reported that the focus of the Annual Meeting in June will be on the Stimulus Package and Reauthorization. The USDOT Secretary will be the Keynote Speaker. There will be a \$40 per person charge for the Sunday Chapter Strengthening webcast. L. A. sent out an announcement to the membership that ITSA launched a campaign for ITS Solutions. This provides ITS Florida with a seat at the table as they develop the plan for promoting ITS solutions. Participation in this campaign will provide certain advantages to ITS Florida and its members. The board concurred that this was a worthwhile endeavor and voted to join the ITS America Campaign for Intelligent Transportation Solutions at an annual cost of \$810. Charlie Wallace will provide additional details for distribution to the membership.
- D. TEAMFL – L. A. will follow-up with KK regarding TEAMFL.
- E. FSITE – No report.

## VII. Chapter Administrator's Report

The report was distributed.

## VIII. Members' Concerns

Gregg Letts expressed his concern that the members' page on website needs updating. The information about the members is provided by the member companies. New logos, profiles and member contact information are updated when provided by the company. Upon renewal, the primary representative receives confirmation of dues, and instructions to visit the website and provide ITS Florida with updated material. Members should be encouraged to contact [ITSFlorida@ITSFlorida.org](mailto:ITSFlorida@ITSFlorida.org) if they have information to submit for the website.

## IX. Items Pending from This Meeting

1. **Committee Chairs** to submit written reports prior to each board meeting. The next date due is **May 5th** for committee reports to be emailed to the president and administrator. Sandy will distribute to the board.
2. **Elizabeth Birriel** will be the FDOT contact for all FDOT information requests. Request will be made via telephone and not via email. (Ongoing)
3. Jesus Martinez will work with Mary Hamill and Sandy Beck to review the draft policy and procedure on website changes. (Pending)
4. **John Easterling** is developing a 2009 member survey. (Pending)
5. **Tahira Faquir** to have plaques prepared for new TMCs District 1 & 4. (Pending)
6. **Anita Vandervalk** will prepare an Honor Roll certificate for Mike Akridge. (Pending)
7. **Elizabeth Birriel** to arrange presentation of the certificate to Mike Akridge. (Pending)

8. **Committee Chairs** are requested to submit Generic Calendar entries by end of April 2009. (Pending)
9. **Chester** will follow-up with unpaid members to encourage dues payment. (Pending)
10. **John Easterling** to setup survey on Zoomerang and send out notice to members to take survey. (Pending)
11. **Jesus Martinez** to obtain Dr. Hadi's Lunch-and-Learn presentation. (Pending)
12. **Sandy Beck** to send out the May Lunch-and-Learn presentation invitation. (Pending)
13. **Jesus Martinez** to write an article on PCB approach for ITS training for the Disseminator. (Pending)
14. **All:** review of the revised By-laws and website policy completed by the Management Committee in May 2009. These are to be presented to the board in June. (Pending)
15. **Sandy Beck** to contact Doug Callaway for exhibit space at the Transportation Summit in July 2009.

X. New Business: None

The meeting was adjourned at 3:00 p.m.

The next board meeting will be held **May 12 on Tuesday at 1:30 p.m. via teleconference.**