



**DRAFT MEETING MINUTES
BOARD OF DIRECTORS**

September 27, 2005

2:00pm-3:30pm

NAVTEQ Offices– Chicago, Illinois

Board Members in Attendance:

Gary Rylander, President (Edwards and Kelcey)
David Zavattero, Vice President (Illinois DOT)
Mark Newland, Vice President (Indiana DOT)
Cindy Paulauskas, Secretary (NAVTEQ)
Jeff Hochmuth, Immediate Past President (Wilbur Smith)
Joseph Brahm (NET)
Thomas Ewing (Argonne National Laboratory)
Duana Love (RTA)
Michelle McGinn (HDR)
Austin Provost (Meade Electric Company)
Rick Weiland (Ygomi)

Others in Attendance:

Dean Mentjes (FHWA)
Jeremy Wolstan (NAVTEQ)

*Note: Attendance by teleconference
is shown by italics*

- 1 Self-introductions and approval of the Agenda. President Rylander called the meeting to order at 2:05p.m. A quorum of the ITS Midwest (ITSMW) Board of Directors (Board) was present, either in person or by teleconference. Those in attendance introduced themselves. There were no changes to the agenda.
- 2 Approval of Minutes. The minutes of the June 20, 2005 ITSMW Board meeting were distributed in advance and are appended to these minutes, and were not read at this meeting.
It was moved by Secretary Paulauskas and seconded by Austin Provost to approve the minutes as submitted. The motion passed.

Review Action Items. Secretary Paulauskas reviewed the list of bulleted items in the “New Action Review” from the minutes of the previous Board meeting. For ease of reference, items are numbered to match the June 20, 2005 meeting minutes:

- | | |
|------|---|
| 5.1 | <i>Closed.</i> |
| 5.2 | <i>Open.</i> |
| 5.3 | <i>Open.</i> |
| 5.4 | <i>Open.</i> |
| 5.5 | <i>Closed.</i> |
| 5.6 | <i>Closed.</i> |
| 5.7 | <i>Closed.</i> |
| 5.8 | <i>Open. Michelle McGinn needs the information for the technical committee.</i> |
| 5.9 | <i>Open.</i> |
| 5.10 | <i>Closed.</i> |
| 5.11 | <i>Closed.</i> |
| 5.12 | <i>Open.</i> |
| 5.13 | <i>Open. This will be part of the President’s Message.</i> |
| 5.14 | <i>Open.</i> |

- 5.15 *Open. This may be part of the December meeting, or may be posted to the website.*
3. Executive Committee Report. The minutes from the September 8, 2005 Executive Committee Meeting were distributed in advance and are appended to these minutes. President Rylander presented the report verbally.
- A. Strategic Directions Plan Implementation
 - A.1. Appointment of remaining committee co-chairs. Jeremy Wolstan of NAVTEQ has agreed to serve as co-chair of the Outreach Committee. Tom Ewing indicated that Chuck Sikaras of IDOT has offered to co-chair the Publicity Committee. In addition, the Technical Committee now has an opening, as Scott Lee has left IDOT and joined NET, which would have meant both co-chairs of that committee were from NET. Joseph Brahm will find a new co-chair.
 - A.2. Committee membership update. Committee co-chairs were reminded to provide the Board of Directors with the full list of their committee membership. It is the role of the Outreach Committee co-chairs and the Immediate Past President to validate the distribution lists for committee reports for Board of Directors Meetings (Board Members, with copy to all Committee Co-Chairs), Executive Committee Meetings (Six Officers, with copy to Board Members and all Committee Co-Chairs), and Committee Meetings (Committee Members, with copy to Board Members).
 - A.3. Appointment of Nominations Committee. President Rylander announced that he is in the process of forming the Nominations Committee for the 2006 election at the annual meeting. The committee will be chaired by one of the Vice Presidents, and have 2-3 other members, and he asked for suggestions for members. The role of the committee is to propose new Board of Directors members as well as new Officers, for approval by the Executive Committee and a confirmation vote at the Annual Meeting.
 - B. Board Resolution to change Registered Agent. *It was moved by Vice President Zavattono to approve making Gary Rylander, current ITS Midwest President, the Registered Agent of ITS Midwest, at his business address at Edwards and Kelcey. Secretary Paulauskas seconded the motion, and it was passed.*
 - C. ITS World Congress – Nov. 6-10, San Francisco
 - C.1. Officer travel reimbursement. There is \$900 left in the 2005 budget for officer travel reimbursement. This is meant to be used to reimburse officers who are traveling to conduct ITS Midwest business. The Executive Committee will discuss what to do with the \$900, and whether the annual budget of \$1500 is the right amount.
 - D. State Chapters Council update. Immediate Past President Hochmuth sent the report to President Rylander. There is nothing significant to report.
 - E. Recap of co-sponsored ITS architecture workshop, Indianapolis. The meeting went well, 21 people attended, including representatives from all but one MPO. FHWA has expressed its appreciation to ITS Midwest for its support.
 - F. Next committee meeting – Wednesday, Nov. 2, 9:00 a.m., Illinois Tollway offices, Downers Grove.
4. Committee Reports.
- A. Finance. The Adopted Budget to Actual Comparison and the Financial Statement for January 1-September 5, 2005 were distributed in advance and are appended to these minutes. President Rylander encouraged the Committees to begin working on the development of their needs and requests for the 2006 budget, as that will be needed prior to the December ITS Midwest Board of Directors Meeting, at which the 2006 budget will be adopted.
 - B. Meetings. The Meetings Committee Report was distributed in advance and is appended to these minutes.
 - B.1. Fall 2005 mid-year meeting. Co-chair Duana Love reported that the Meetings Committee

was looking at options for a fall luncheon meeting, they just needed direction from the Board and confirmation of interest. Duana Love will present ideas at the Executive Committee meeting. President Rylander noted that it probably too late to schedule something for 2005, but that the committee should consider a separate or co-sponsored meeting for the fall of 2006.

- B.2. Select 2006 annual meeting date & location. Duana Love recommended that the meeting take place the second week of February in Lincolnshire, with a tour of the new Lake County TMC. The Board accepted her recommendation. The theme of the meeting will be "Getting the Message Out." The "Save the Date" notice will go out in the October newsletter. Vice President Newland will send Duana Love the Registration Form and the Vendor Form that were used for the 2005 annual meeting. As soon as we have the final date and location, Michelle McGinn will add the annual meeting information to the website.
- C. Member Services. The Member Services Committee Report was distributed in advance and is appended to these minutes. Co-chair Austin Provost reported that the committee will distribute a survey to the membership by the end of the year, via mail or email, to help the committee align its goals with the needs of the membership. The committee is exploring how to encourage joint membership in other ITS chapters. The committee's primary priority is to move the membership directory to a database.
- D. Outreach. The Outreach Committee Report was distributed in advance and is appended to these minutes. Co-chair Michelle McGinn reported that the annual meeting will have online registration with automatic invoice generation. In addition, the committee is working towards enabling online payment. The committee will add the ITS Midwest members' presentations for ITS World Congress to the ITS Midwest website. Secretary Paulauskas suggested that the Outreach Committee may be able to serve a role in coordinating ITS Midwest's involvement in the Disaster Relief Efforts. There was discussion about the types of roles ITS Midwest could play, from assisting with preparedness plans, to offering help to sister chapters. McGinn will organize a conference call to discuss this.
- E. Publicity. The Publicity Committee Report was distributed in advance and is appended to these minutes. Co-chair Tom Ewing reported that the October newsletter will be ready for review on October 11th, and published the following week. The January issue will include information about the annual meeting, including the agenda and a registration push. Based on the results of the emailed survey regarding the logo redesign, the Board voted between the top two ranked choices. The vote confirmed the survey's top ranked choice is our new logo. It will be used in the October newsletter, and was used on the first page of these minutes. The logo will contain the tag line (Intelligent Transportation Society of the Midwest, Illinois and Indiana) for use in letterhead, newsletters, etc., but not on small items such as business cards and pens.
- F. Recognition. Neither of the committee co-chairs were present during this part of the meeting, so there was no report from the Recognition Committee.
- G. Technical. The Technical Committee Report was distributed in advance and is appended to these minutes. Co-chair Joseph Brahm reported that that committee is considering how to contribute to the program for the annual meeting. President Rylander suggested the Minnesota model of a Technology/Industry forum, not associated with the annual meeting but off cycle, and potentially in conjunction with ITS Heartland or another neighboring ITS chapter. There was also discussion about the role the committee can play in soliciting technical papers on specific topics from the memberships for publication in other conferences such as ITSA, ITS World Congress, TRB, etc. Also, with co-chair Scott Lee having left IDOT to join NET, it was agreed that a new co-chair would be appropriate. Brahm will contact potential candidates.
- H. Training. The Training committee Report was distributed in advance and is appended to these minutes. Neither co-chair was present during the meeting.

5. New Action Item Review. Secretary Paulauskas reviewed the action items resulting from this meeting, and items carried over from previous meetings that have not been completed, as follows:
 - 5.1. The Meetings Committee will request the ITS America Board of Directors or Neil Schuster to attend the ITS Midwest annual meeting.
 - 5.2. The date of the ITS Midwest Annual Meeting will be set no later than the September Board meeting, and preferable at the June Board meeting each year.
 - 5.3. Treasurer Glassman will work with the individual firms in applying their ITSA rebates to 2006.
 - 5.4. The Committee Chairs will email their membership lists to Immediate Past President Hochmuth and the entire Board of Directors.
 - 5.5. Michelle McGinn will arrange email groups for each of the standing committees, as well as the Board, on the GCM Communicator website as links for the ITSMW website.
 - 5.6. President Rylander will email the committee membership solicitation flier to the membership in addition to its inclusion in the newsletter.
 - 5.7. Immediate Past President Hochmuth will work with Michelle McGinn and Tom Ewing on developing an article for the fall newsletter with the full committee structure, goals and members. This could be part of the President's Message instead.
 - 5.8. Treasurer Glassman will add a notation on the chapter membership invoice to indicate that the member is an ITS America member who has elected ITSMW as its designated chapter.
 - 5.9. President Rylander will work with Mac Lister in including 30 minutes on the agenda of the December Board meeting for an overview of the SAFETEA-LU reauthorization. This information may be posted to the website.
 - 5.10. Joseph Brahm will find a new co-chair for the Technical Committee.
 - 5.11. Vice President Newland will send Duana Love the Registration Form and the Vendor Form that were used for the 2005 annual meeting.
 - 5.12. Michelle McGinn will add the annual meeting information to the website.
 - 5.13. Michelle McGinn will organize a conference call to discuss the role ITS Midwest and the Outreach Committee can play in Disaster Relief efforts.
6. Overview of USDOT ITS Activities. The USDOT ITS Activities Report was distributed in advance and is appended to these minutes.

State Vice Presidents Reports

Overview of Indiana ITS Activities. Vice President Newland reported that Indiana had sent crews to Biloxi, Mississippi, to support hurricane recovery efforts.

Overview of Illinois ITS Activities. Vice President Zavattero reported that

- the Illinois Terrorism Task Force is planning exercises for October and November;
- the GCM Travel project is becoming more Illinois-centric and is growing to include historical travel times; and
- Illinois is preparing a 511 RFP;

Member Announcements.

There were no member announcements.

7. Set Future Meeting Dates.
 - A. December Board Meeting – December 15, 9am, at the offices of Meade Electric Company.
 - B. March 2006 Board Meeting – March 8 (proposed)
8. Adjourn. The meeting was adjourned at 4:09 p.m.

Respectfully submitted,

Cindy Paulauskas
Secretary

Attachments

U:\ITS Midwest Board\Board Minutes\2005\092705\Board Minutes 092705.doc

ATTACHMENTS FOLLOW

- Agenda
- Executive Committee Report
- ITS Midwest Adopted Budget to Actual Comparison
- ITS Midwest Financial Statement for the Period January 1, 2005 to June 19, 2005
- Committee Reports
- Summary of USDOT Activities

PRELIMINARY MEETING AGENDA
ITS MIDWEST BOARD OF DIRECTORS

Tuesday, September 27, 2005

2:00 - 3:30 p.m.

NAVTEQ

222 Merchandise Mart, Suite 900, Chicago, Illinois 60654

Teleconference Number Available Upon Request

| | | |
|-------------|---|---|
| 2:00 | 1. Self-introductions and Approval of Agenda | All |
| 2:00 – 2:05 | 2. Approval of Minutes from Previous Board Meeting Review Action Items | C. Paulauskas |
| 2:05 – 2:20 | 3. Executive Committee Report A. Strategic Directions Plan Implementation A.1. Appointment of remaining committee co- chairs A.2. Committee membership update A.3. Appointment of Nominations Committee B. Board Resolution to change Registered Agent C. ITS World Congress – Nov. 6-10, San Francisco C.1. Officer travel reimbursement D. State Chapters Council update E. Recap of co-sponsored ITS architecture workshop, Indianapolis F. Next committee meeting – Wednesday, Nov. 2, 9:00 a.m., Illinois Tollway offices, Downers Grove | G. Rylander |
| 2:20 – 3:10 | 4. Committee Reports A. Finance B. Meetings B.1. Fall 2005 mid-year meeting B.2. Select 2006 annual meeting date & location C. Member Services D. Outreach E. Publicity F. Recognition G. Technical H. Training | J. Hochmuth K. Glassman Committee Co-chairs |

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ITS MIDWEST BOARD OF DIRECTORS

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|-------------|---|--|
| 3:10 – 3:15 | 5. Review New Action Items | C. Paulauskas |
| 3:15 – 3:25 | 6. Overview of US DOT ITS Activities State Vice President Reports Member Announcements | M. Lister D. Zavattono M. Newland All |
| 3:25 – 3:30 | 7. Set Future Board Meeting Dates C. December Board Meeting – December 15 (proposed) D. March 2006 Board Meeting – March 8 (proposed) | G. Rylander |
| 3:30 | 8. Adjourn | |
| | 9. Executive Session (Board members only) – if needed | G. Rylander |

DRAFT EXECUTIVE COMMITTEE MEETING MINUTES

Thursday, September 8, 2005

10:00 – 11:30 a.m.

IDOT ITS Program Office, Schaumburg, Illinois

Committee Members in Attendance:

Gary Rylander, President (Edwards and Kelcey)
David Zavattero, Vice President (Illinois DOT)

Cindy Paulauskas, Secretary (NAVTEQ)
Ken Glassman, Treasurer (Illinois Tollway)
Jeff Hochmuth, Immediate Past President (Wilbur Smith)

Others in Attendance:

Dave Henkel (Edwards and Kelcey)

Duana Love (RTA)

Michelle McGinn (HDR)

Thomas Ewing (Argonne National Laboratory)

Note: *Attendance by teleconference is shown by italics*

1. Call to Order. President Rylander called the committee meeting to order at 10:04 a.m. Those in attendance introduced themselves. There were no changes to the agenda.
2. Approval of Minutes. There were no formal minutes of the May 18th Executive Committee meeting. Ken Glassman requested that a correction be made to the minutes, previously distributed, of the June 20th Board of Directors Meeting. President Rylander requested that the action items from Board meetings be distributed via email within a week after the meetings, and the minutes could be distributed later if they are not yet complete.
3. President's Report. President Rylander presented the report verbally.
 - A. Status of Committee Co-Chair Appointments. There are two outstanding openings for committee co-chair appointments: Outreach and Publicity. Michelle McGinn will contact potential co-chairs for the Outreach Committee, who include Dean Mentjes (FHWA) and Jeremy Wolstan (NAVTEQ). The Publicity Committee has some members who are willing to serve, but no one has been appointed yet. Vice President Zavattero will send the contact information for a PR consultant who may be an asset as co-chair or otherwise. One point of potential concern is that both of the co-chairs for the Technical Committee are now from NET Corp.; diversity of representation is a goal in committee membership and leadership.
 - B. Midwestern Regional Electronic Payment Systems Workshop, Chicago, October 24-25. The workshop information is on the ITSA and ITSMW websites. The program looks very good, as do the speakers. The topics include transit, parking, tollways, as well as VII and the future. ITSMW is not involved in the workshop. Michelle McGinn will coordinate with Vice President Zavattero about using the mailing list as an email distribution, and

about membership recruitment opportunities.

- C. ITS World Congress, November 6-10, San Francisco. President Rylander and Vice President Zavattero will be attending. Michelle McGinn and Zavattero will work with ITSA to have ITSMW materials at the ITSA booth. Secretary Paulauskas offered to give an overview of the Innovative Mobility Showcase (IMS) at the next BOD meeting.
- D. Next Board of Directors meeting: September 27, 2005 at 2:00 p.m., NAVTEQ offices in downtown Chicago. NAVTEQ is on the 9th floor of the Merchandise Mart in Suite 900, and the meeting will be in the CTA conference room.
- E. New Agenda Item: Consideration of a permanent mailing address for ITSMW. We are in the process of registering ITSMW in Cook County, changing it from DuPage County, which requires certified copies of documents to be sent to the Country Recorder of Deeds. It may make sense to get a permanent address at a UPS store, or one of the private sector member companies to avoid having to re-register in the future.

3. Committee Reports.

President Rylander requested that Committee Co-Chairs and the Treasurer send their reports to the entire Board of Directors, as well as the non-Board-member co-chairs, after he distributes the preliminary agendas for both the Executive Committee and Board of Director meetings. President Rylander will review the Committee reporting guidelines previously distributed and amend them accordingly.

- I. Finance. Treasurer Ken Glassman reviewed the distributed Adopted Budget to Actual Comparison, as well as the Financial Statement for January 1-September 5, 2005, which are appended to these minutes. Treasurer Glassman is awaiting an invoice for the FHWA Turbo Architecture Course in Indianapolis that ITSMW co-sponsored for \$2,700.
- J. Meetings. Duana Love presented the update. She thanked Gerry Tumbali for filling in during her leave. The Meetings Committee is working on planning the annual meeting, and distributed a survey to all the Board members. She will discuss the results at the September Board meeting, at which time we will finalize the date(s) and venue. Michelle McGinn will be prepared to discuss electronic registration and payment issues at the September Board meeting as well. The attendance goal is between 100-150 attendees. President Rylander wants to set the 2007 annual meeting date at the Board meeting in June 2006, and follow that same schedule in future years.
- K. Member Services. Dave Henkel presented the update. Their number one priority is to move the member information to a database, which will include fields of special interests for targeting mailings. The goal will be to have the database available online, but password protected so sensitive information, such as financial records, can have more restricted access rights. Member Services will work with Paul Lamb and the GCM Corridor to coordinate. The goal is to have the new system up by the new fiscal year.
- L. Outreach. Michelle McGinn presented the update. Committee co-chairs are requested to email their member rosters and contact information to Michelle.Mcginn@hrdinc.com. The committee needs consensus on what direction they should take the Communications Plan. They will distribute a

survey, and have a conference call to discuss prior to the September Board meeting.

- M. Publicity. Thomas Ewing presented the update. The Committee will email a ballot with new logo options, for final decision at the September Board meeting. The next newsletter will be in October, with the draft in mid-September. The Committee will develop an overview of publicity options (e.g. newsletter distribution) and budget impacts.
 - N. Recognition. No report.
 - O. Technical. No report.
 - P. Training. President Rylander and Vice President Zavattero presented the update since neither co-chair was able to attend. The goal is to sponsor or co-sponsor at least one training session in each state in each year. There is an online standards course, and two upcoming webcasts: reauthorization and dynamic message signs for travel times. Vice President Zavattero will make sure Michelle McGinn is added to the distribution lists of these announcements so she can ensure they are added to the ITSMW calendar. The NHI Turbo Training course had a full house from Indiana, especially from MPOs, and from Illinois, and Minnesota as well. A follow-up course on using regional architectures is being developed by NHI soon. Vice President Zavattero will check if FHWA is interested in co-sponsorship.
9. Secretary's Report. Secretary Paulauskas had no additional items to report.
10. Member Announcements. Secretary Paulauskas presented a brief overview on the efforts NAVTEQ was undertaking in support of the Gulf Coast hurricane relief efforts. She advocated that a service the chapter may be able to offer its members is to coordinate the ITS Midwest member company's response to disasters. She will work with Jeff Hochmuth to develop a proposal for the Board of Directors.
- ITS Coordinating Council meeting. VP Zavattero attended and reported that Neil Schuster is open to speaking at the ISTMW annual meeting. There was an ITSA Board of Director's retreat and the hot topics were Homeland Security, VII and RITA.
11. Set Future Meeting Date. The next meeting of the ITSMW Executive Committee was tentatively scheduled for Wednesday, November 2 at 9:00 at the Illinois Tollway offices in Downers Grove.
12. Adjourn. The meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Cindy Paulauskas
Secretary

**ITS MIDWEST
ADOPTED BUDGET TO ACTUAL COMPARISON**

| <u>Revenues</u> | <u>Proposed 2004</u> | <u>Actual 2004</u> | <u>Adopted 2005</u> | <u>Actual 2005</u> |
|-----------------------------------|--------------------------|------------------------|-------------------------|------------------------|
| Membership Dues | \$ 5,300.00 | \$ 7,730.00 | \$ 5,000.00 | \$ 7,600.00 |
| Interest Earned | \$ 500.00 | \$ 269.64 | \$ 300.00 | \$ 70.25 |
| Other Income | | \$ 8,769.55 | | |
| Annual Meeting Revenues | <u>\$ 16,000.00</u> | <u>\$ 17,160.00</u> | <u>\$ 15,000.00</u> | <u>\$13,585.00</u> |
| Total Revenues | \$ 21,800.00 | \$ 33,929.19 | \$ 20,300.00 | \$21,255.25 |
| | | | | |
| <u>Expenses</u> | | | | |
| Annual Meeting | \$ 9,000.00 | \$ 18,844.55 | \$ 13,500.00 | \$11,999.37 |
| Board Meeting and Meeting Support | \$ 1,200.00 | \$ 695.17 | \$ 1,000.00 | \$ 25.43 |
| Officer Travel | \$ 2,000.00 | \$ 963.41 | \$ 1,500.00 | \$ 605.43 |
| Newsletters | | | | |
| Printing | \$ - | \$ 1,605.00 | \$ 1,500.00 | \$ 3,255.20 |
| Assoc. Expens | \$ - | | \$ - | \$ 505.00 |
| Website Maintenance | \$ 2,500.00 | \$ 1,485.00 | \$ 3,000.00 | \$ 2,025.00 |
| Membership Mailings | \$ 800.00 | \$ 664.07 | \$ 1,500.00 | \$ 113.88 |
| Outreach | | | | |
| State Outreach | | | | |
| Illinois DOT | \$ 1,000.00 | \$ 204.75 | \$ 1,000.00 | |
| Indiana DOT | \$ 1,000.00 | \$ 995.25 | \$ 1,000.00 | \$ 228.74 |
| Wisconsin DOT | \$ - | | \$ - | |
| Promotions | \$ 1,500.00 | \$ 300.00 | \$ 1,000.00 | |
| Chapter Recognition Awards | \$ - | \$ 110.15 | \$ 200.00 | \$ 186.05 |
| Legislative | \$ 1,500.00 | | \$ 1,500.00 | |
| Sponsorships | \$ - | | | |
| Conference and Training Support | \$ 6,000.00 | \$ 5,457.22 | \$ 7,000.00 | \$ 1,000.00 |
| Student Outreach | | | | |
| Scholarships | \$ 2,000.00 | | \$ 2,000.00 | |
| Special Projects | | | | |
| Business Cards | \$ 750.00 | | \$ 750.00 | |
| Insurance and Fees | \$ 1,700.00 | \$ 1,065.00 | \$ 2,000.00 | \$ 1,455.00 |
| Affiliation Fees | \$ 250.00 | \$ 250.00 | \$ 250.00 | |
| Misc. | <u>\$ 500.00</u> | <u>\$ 30.50</u> | <u>\$ 200.00</u> | <u>\$ 15.45</u> |
| Total Expenses | <u>\$ 31,700.00</u> | <u>\$ 32,670.07</u> | <u>\$ 38,900.00</u> | <u>\$21,414.55</u> |
| | | | | |
| Net Asset Gain/(Loss) | <u>\$ (9,900.00)</u> | <u>\$ 1,259.12</u> | <u>\$ (18,600.00)</u> | <u>\$ (159.30)</u> |

ITS Midwest

Financial Statement for the Period January 1, 2005 to September 5, 2005

Revenues

| | | |
|----------------------------|---------------------|-------------|
| Interest Earned | \$ 70.25 | |
| Other Income | \$ - | |
| 2004 Membership Dues | \$ 600.00 | |
| 2005 Membership Dues | \$ 5,700.00 | |
| ITSA Rebates | \$ 1,300.00 | |
| ITS Midwest Annual Meeting | <u>\$ 13,585.00</u> | |
| Total Revenues | | \$21,255.25 |

Expenses

| | | |
|-----------------------------------|-----------------|-------------|
| Annual Meeting | \$ 11,999.37 | |
| Board Meeting and Meeting Support | \$ 25.43 | |
| Officer Travel | \$ 605.64 | |
| Newsletters | | |
| Printing | \$ 3,255.20 | |
| Assoc. Expenses | \$ 505.00 | |
| Website Maintenance | \$ 2,025.00 | |
| Membership Mailings | \$ 113.88 | |
| Outreach | | |
| State Outreach | | |
| Illinois DOT | \$ - | |
| Indiana DOT | \$ 228.74 | |
| Promotions | \$ - | |
| Chapter Recognition Awards | \$ 186.05 | |
| Legislative | | |
| Sponsorships | | |
| Conference and Training Support | \$ 1,000.00 | |
| Student Outreach | | |
| Scholarships | | |
| Special Projects | | |
| Internship | | |
| Business Cards | | |
| Insurance and Fees | \$ 1,455.00 | |
| Affiliation Fees | \$ - | |
| Miscellaneous | <u>\$ 15.45</u> | |
| Total Expenses | | \$21,414.76 |

Balances

| | | |
|--|---------------------|--|
| Checking Account ending July 31, 2005 | \$ 21,602.73 | |
| Outstanding Checks as of Sept. 5, 2005 | \$ (1,469.31) | |
| Outstanding Deposits as of Sept. 5, 2005 | \$ - | |
| Money Market ending June 23, 2005 | <u>\$ 79,670.76</u> | |

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Total Assets as of September 5, 2005

\$ 99,804.18

ITS Midwest Board of Directors
Meeting Committee Report
September 21, 2005

This Meeting Committee report is submitted for the 9/27/05 Board of Directors meeting.

Current Activities

- Prepared and distributed a survey on 9/7/05 to obtain feedback on the 2006 Annual meeting. Seven (7) responses were received. Cumulative responses attached.
- Proposed meeting dates Wednesday (2/8 or 2/15) or Thursday (2/9 or 2/16).
- Based on feedback, the committee selected 2 candidate locations and technical tours for the annual meeting. Locations for consideration include downtown Chicago or Lincolnshire, IL. Candidate locations were selected based on proximity to technical tours at either the 911 Center - Office of Emergency Management or the Lake County TMC.
- Responses also indicate the desire of the membership to host a social event. The committee determined that the suggested social events could be pursued separate from the Annual meeting.
- Topics and/or themes of interest for presentation during the annual meeting include the following:
 - SAFETEA-LU
 - ITS and Disaster Recovery
 - Getting the Message Out
 - Performance Measurements – ITS EvaluationsSpeakers will be identified based on topics selected.
- The committee is also pursuing hosting an NTI course on Multimodal Traveler Information Systems in Chicago in the Spring of 2006.

Next Steps

- Confirm hotel reservation
- Draft agenda
 - Identify topics and speakers
 - Confirm technical tour

- Coordinate with Web Site committee to discuss registration and payment procedures.

| Annual Meeting | Purpose |
|--|--|
| <p>What is the purpose of the ITSMW Annual meeting?</p> | <ol style="list-style-type: none"> 1. Annual Meeting serves several purposes, including increasing awareness of our activities, reporting on progress furthering our mission and goals, and planning our future activities, with emphasis on activities to be undertaken in the coming year. 2. Showcase neat ITS stuff in the region, recognize achievement, attract new members. 3. Information exchange, Networking 4. In priority order... <ul style="list-style-type: none"> • Network with our peers • Conduct business with our membership • See new projects within the two states • See new projects from elsewhere in the world 5. Meet with potential clients and others in the ITS industry <ul style="list-style-type: none"> • Be introduced to new ITS technology • See what other regions/states are doing in regards to ITS • 6. Obtain ideas and lessons-learned, obtain product literature on technologies with exhibits, demonstrations, and networking |
| General Session | Themes/Topics/Speakers |
| <p>Please list ideas for a theme, speakers and/or topics of interest for the upcoming meeting.</p> | <ol style="list-style-type: none"> 1. I'd like to suggest the theme "getting the message out". I think the public has almost zero familiarity with ITS, which is amazing considering the importance of ITS and the fact that it has been around for well over a decade. The trend for traffic congestion in our region over the next decade is dismal (it goes from bad to worse). This impacts the Midwest's ability to grow and keep jobs, and affects energy consumption, pollution, safety and security. As an organization, our focus has been to foster the development of ITS within our member organizations, but are there |

opportunities to influence decision makers and the public at large? A recent Tribune article on transportation heralded that Mayor Daley recently “got religion” on improving traffic conditions using ITS – not from GCM, not from ITS Midwest, not even from ITS America – but from hearing of successes achieved in California. As we look ahead to the next decade of ITSMW, should we become a more evangelical organization? Well, one way to examine this is to invite speakers from some other chapters, corridor coalitions, or agencies to discuss their efforts to get the word out, and what impact this has had. This could be the focus of the morning, with a discussion panel afterwards to digest what this might mean for our organization moving forward.

2. "Connections" – the hot topic these days seems to be wired and wireless communications linking up various transportation stakeholders.
3. VII, Homeland Security, SAFETEA-LU update, Katrina Aftermath
4. ITSA is doing a video of the IMS,
5. VII, Overview of IL/IN ITS roadmaps,
6. Examples of private sector collaboration on ITS projects with governments,
7. The role of ITS in disaster recovery
8. While we have focused on funding before, as SAFETEA-LU is now official, this may be the best theme. Otherwise, whatever is of hot interest locally.
9. ITS planning/studies, Deployment of regional architectures
10. ITS incorporated into construction,

| | |
|---|--|
| | Maintenance, Funding, ITS Training |
| Reception | Social Event |
| <p>Would you attend an evening reception in conjunction with the annual meeting?</p> <p>Please provide additional suggestions for a social event.</p> | <ol style="list-style-type: none"> 1. I personally prefer an evening reception, although it should be optional to reduce travel costs for those where this is an issue. Such social events are idea opportunities for building or renewing contacts. I'm guessing that this time we're doing a Chicago area location. Something downtown might be fun. 2. Yes. Depends a lot where the meeting is taking place. Museums have been successful (e.g., Motorola Museum in Schaumburg). If there was a good corporate host, that usually works well and is good PR for the host. 3. I would attend an evening reception. If possible, door prizes could be provided to spur interest 4. Yes. 5. I would, but I don't think many others will. They are great events, but those that are local often have family commitments after work. Those that travel appreciate them, the vendors appreciate them, but in order to attract local members, it has to be a relatively short event (under two hours for sure) and hopefully something more fun. Maybe even encourage spousal participation. That works at a baseball game, or Dave and Busters, not at a reception in a hotel conference room. 6. Potentially, I'm a bigger fan of dinners where you can chat with people sitting next to you. Maybe have a vendor do a demonstration at the dinner??? 7. Yes. Suite at sporting event |
| Scheduling | Meetings Dates |
| Please provide dates of | <ol style="list-style-type: none"> 1. Do not schedule during the last week of |

| | |
|--|--|
| <p>meetings, conferences, etc. that may conflict with an annual meeting in February or March 2006.</p> | <p>March. Purdue’s Road School is scheduled for that week, with most of the Indiana contingent in attendance.</p> <ol style="list-style-type: none"> 2. I like the idea of slowly pushing it into April, so lets shoot for March. In February, there is the THE conference in Champaign. In March, ITSMN, ITS Heartland, the “Parking” conference in Peoria, and road school in Lafayette. ITS America has been generally going with May lately, so April may be best for the long-term. I would check the above referenced conferences and then see what dates look good – the later the better. 3. ITS WI Smartways Annual Meeting, ITS Minnesota Annual Meeting, ITS Heartland Annual Meeting |
| <p>Technical Tours</p> | <p>Projects or Centers</p> |
| <p>Please list technical tours of interest.</p> | <ol style="list-style-type: none"> 1. RTA, 911 center, TIMS... 2. Anything other than another traffic management center. Something involving rail or trucking would be a nice change. 3. Borman Expressway TMC 4. Lake county TMC 5. Are there any private sector members who have operations that would be interesting for the membership to see? 6. Lake County could be good, or Peoria (maybe better in 2007). District 8 near St. Louis may be good also. 7. Minute man tour (it’s actually pretty good) 8. Emergency call center 9. Peoria, Merrillville, Lake County, Chicago |
| <p>Meeting Location</p> | <p>Venues</p> |

| | |
|--|--|
| <p>Please list locations/cities/hotels to consider for hosting the annual meeting.</p> | <ol style="list-style-type: none">1. Downtown Chicago2. Given the season, my only real wish is: Easy to get to (so, say, not Belleville).3. Merrillville, IN (Raddison Star Hotel @ intersection of I-65 and US 30). Any location in or around Chicago ok as well.4. Springfield or Downtown5. Chicago is always ok. People from downstate don't mind coming up here, and the majority of the membership is here. For the long-term, it may be best to have a spring annual meeting in Chicago and then a semi-annual meeting around the state. Remember, as much as I LOVED having the annual meeting tied to the auto show, attendance doubled when we got vendors involved and moved away from the auto show. I can't argue with the numbers.6. Downtown (easiest to get around) |
| <p>Other</p> | <p>Comments</p> |
| <p>Please provide any additional comments or suggestions</p> | <ol style="list-style-type: none">1. I think we should use the World Congress Executive and Special Sessions to determine if any of those speakers/topics would be good for our purposes.2. If we could think of an interesting topic that would produce relevant outcomes, I would encourage 90-minutes of interactive, smaller group workshop-like format. Possibly it could be structured to prioritize the work plans of the committees.3. Coordinate with member services for potential registration benefits |

ITS Midwest
Member Services Committee Report
September 25, 2005

- 1. Check on status and follow-up on annual dues payments. Review and update records for company or individual contact information.**
 - Prepared and distributed a follow-up draft e-mail or mailing for annual 2005 dues outstanding payments
 - Prepared and distributed a draft letter requesting updated contact information from members

- 2. Review and suggest any appropriate modifications to the proposed budget for 2006 as it relates to the Members Services Committee.**
 - Distributed adopted versus actual budget for review and comment

- 3. Develop a more robust electronic means of keeping track of and/or updating membership using Microsoft Access Database. Explore using database as an online membership resource (e.g., application, registration, dues payment, receipt of newsletters, etc.).**
 - Evaluated pro's versus con's of potential databases, and selected Microsoft Access
 - Obtained copy of existing excel membership database, and began process of establishing and / or importing into Microsoft access

- 4. Prepare and distribute a survey that will assist in review of existing membership benefits and suggest any improvements (e.g., discounts, reduced, or complimentary prices or fees on ITS Midwest sponsored events, members only feature and access on website, free advertisement and links such as job listings on website, etc.). In addition, the survey will help to establish a process and procedures to retain existing members and actively increase as well as diversify the existing membership via the recruitment of new members.**
 - Prepared and distributed a draft membership survey

- 5. Review existing membership structure, dues, and fee setup and recommend any modifications or changes (e.g., student or university membership, 1st year free, potential use of annual meeting dues as portion of membership dues, reduction for membership renewal, dues proportional to number of employees, etc.). In addition, coordinate membership with ITS America, GCM, and surrounding ITS America State Chapters (ITS Heartland, ITS**

Michigan, ITS MidAmerica, ITS Minnesota, and Smartways Wisconsin) and others as appropriate (e.g., discounted “joint” membership, etc.)

- Obtained appropriate contact information for coordination purposes and began data collection process
 - o

ITS MIDWEST
MEMBER SERVICES COMMITTEE
GOALS AND OBJECTIVES / ACTION ITEMS
September 21, 2005

Committee Members:

Ken Glassman – Illinois State Toll Highway Authority, Dave Henkel – Edwards and Kelcey, Jeff Hochmuth – Wilbur Smith, Jim Jennings – HNTB Corp., Michelle McGinn – HDR, Cindy Paulauskas - NavTeq, Austin Provost – Meade Electric Co., Gary Rylander – Edwards and Kelcey, Steve Wuertz – Indiana Department of Transportation

Goals:

Increase and diversify membership to promote, enhance, and advance the mission of the ITS Midwest State Chapter.

Objectives / Action Items:

Coordination of these objectives and action items below with the appropriate ITS Midwest Committees will be required in order to move forward and carry out the tasks noted below. Priorities as established jointly by the committee are listed below followed by task leaders:

6. Check on status and follow-up on annual dues payments. Review and update records for company or individual contact information. {Austin Provost – Meade}
7. Review and suggest any appropriate modifications to the proposed budget for 2006 as it relates to the Members Services Committee. {All}
8. Develop a more robust electronic means of keeping track of and/or updating membership using Microsoft Access Database. Explore using database as an online membership resource (e.g., application, registration, dues payment, receipt of newsletters, etc.). {Jim Jennings – HNTB}
9. Prepare and distribute a survey that will assist in review of existing membership benefits and suggest any improvements (e.g., discounts, reduced, or complimentary prices or fees on ITS Midwest sponsored events, members only feature and access on website, free advertisement and links such as job listings on website, etc.). In addition, the survey will help to establish a process and procedures to retain existing members and actively increase as well as diversify the existing membership via the recruitment of new members. {Austin Provost / Steve Wuertz – Meade / INDOT}
10. Review existing membership structure, dues, and fee setup and recommend any modifications or changes (e.g., student or university membership, 1st year free, potential use of annual meeting dues as portion of membership dues, reduction for membership renewal, dues proportional to number of employees, etc.). In

addition, coordinate membership with ITS America, GCM, and surrounding ITS America State Chapters (ITS Heartland, ITS Michigan, ITS MidAmerica, ITS Minnesota, and Smartways Wisconsin) and others as appropriate (e.g., discounted “joint” membership, etc.) {Dave Henkel – Edwards and Kelcey}

DRAFT MEETING MINUTES for September 27, 2005

ITS MIDWEST BOARD OF DIRECTORS

Page 28

As the President of ITS Midwest, I want to thank you for your continued cooperation with and support of ITS Midwest and Chapter activities. To help us improve our association, please take a couple of minutes to inform us of your thoughts on our existing membership benefits and services. We appreciate your membership and want to make sure that we try to meet all your expectations.

Sincerely, _____ Gary F. Rylander, President

1) How long have you been a member of ITS Midwest?

- Less than 1 year
- 1-2 years
- 3-5 years
- Over 5 years

2) Overall, how would you rate the quality of each of the following activities we engage in?

| | Poor | Fair | Good | Very Good | Excellent |
|----------------|------|------|------|-----------|-----------|
| Conferences | [] | [] | [] | [] | [] |
| Newsletters | [] | [] | [] | [] | [] |
| Website | [] | [] | [] | [] | [] |
| Networking | [] | [] | [] | [] | [] |
| Other Benefits | [] | [] | [] | [] | [] |

3) What is your primary reason for joining ITS Midwest?

4) What do you feel ITS Midwest could do differently to better serve its membership?

5) What do you feel is the most important benefit you receive from being a member of ITS Midwest?

Thank you in advance for taking the time to complete and return this survey.

ITS Midwest Membership Dues Reminder



**Oops! . . . YOU FORGOT TO SEND
IN YOUR 2005 MEMBERSHIP DUES**

We're hoping it's just an oversight, but we haven't received your 2005 ITS Midwest membership dues

Please complete the membership application form available online at www.itsmidwest.org and send along with payment today by check made payable to ITS Midwest Chapter at:

C/O Gary Rylander, Edwards and Kelcey, One North Franklin Street, Suite 500 Chicago, Illinois 60606

For special billing/payment arrangements or if you have already submitted payment, please contact 312-424-5412 to discuss with, or verify that it has been received by, ITS Midwest

Don't miss out on the following benefits:

- Peer networking events & developing public-private partnerships
- Outreach, education, and support for technical & planning activities
- Professional development through committees, seminars, and other training opportunities
- Quarterly issues of ITS Midwest Newsletter
- Members only features and access to website



ITS Midwest - Communication Plan Survey Results

SURVEY RESPONSES

| | | | | | | |
|---|----|----|----|----|----|----|
| Presentations (speaker bureau) | 11 | 2 | 2 | 6 | 1 | 7 |
| Brochures | 5 | 10 | 8 | 2 | 8 | 9 |
| Host meetings | 4 | 1 | 3 | 12 | 13 | 13 |
| Exhibits | 10 | 5 | 11 | 11 | 12 | 14 |
| Public web site | 1 | 3 | 12 | 1 | 2 | 6 |
| Attend School Functions | 13 | 14 | 15 | 14 | 11 | 11 |
| Newsletters | 2 | 4 | 6 | 3 | 7 | 10 |
| Organized events | 4 | 9 | 7 | 8 | 10 | 15 |
| Press kit/Media package | 6 | 8 | 5 | 4 | 6 | 2 |
| Orientation new member kit | 3 | 11 | 16 | 15 | 14 | 12 |
| Fliers | 9 | 12 | 9 | 13 | 15 | 5 |
| Newspaper articles | 7 | 6 | 4 | 10 | 3 | 4 |
| Public meetings | 4 | 7 | 13 | 7 | 5 | 16 |
| University outreach | 12 | 13 | 14 | 9 | 16 | 3 |
| Videos | 8 | 15 | 10 | 5 | 9 | 8 |
| OTHER | | | | | | |
| Personal Contact | | | 1 | | | |
| Web Seminars | | | | | | |
| Meetings with Legislators and Their Staff | | | | | | 1 |

| Average | Minimum | Max |
|---------|---------|-----|
| 5 | 1 | 1 |
| 7 | 2 | 1 |
| 8 | 1 | 1 |
| 11 | 5 | 1 |
| 4 | 1 | 1 |
| 13 | 11 | 1 |
| 5 | 2 | 1 |
| 9 | 4 | 1 |
| 5 | 2 | |
| 12 | 3 | 1 |
| 11 | 5 | 1 |
| 6 | 3 | 1 |
| 9 | 4 | 1 |
| 11 | 3 | 1 |
| 9 | 5 | 1 |
| 1 | 1 | |
| 1 | 1 | |

*ITS Midwest
Outreach Committee Report*

1. Update Website with Various Events

Please e-mail me any interesting ITS articles, web sites, or training classes links that may be interesting for others to read. I will continue to put these on the web site.

2. Committee E-mails (michelle.mcgin@hdrinc.com)

Attached are the committee lists that will be available for group e-mails. Please forward any other lists that you may want to be set up. Board members will be able to access these group e-mails through the GCM web site.

3. Coordinated with GCM on setting up E-mail lists

Cost: \$300 - \$400 – approved up to \$400 at last meeting...waiting until lists are finalized.

4. On-line Registration/On-line Payment Research (Annual Meeting)

Coordinating with Viola on costs for on-line registration and payment for the annual meeting. Viola has provided information for selling products/services on-line but not for 1 time events. Viola is conducting more research.

5. Communication Plan Survey Results

Results are coming in...see attached. Please submit the questionnaire if you have not done so already.

I. ITS Midwest Committee E-Mail Lists

II. Executive Committee

| | |
|------------------|-------------------------------|
| Gary Rylander | grylander@ekmail.com |
| David Zavattero | zavatteroda@dot.il.gov |
| Mark Newland | MNEWLAND@indot.state.in.us |
| Cindy Paulauskas | cindy.paulauskas@navteq.com |
| Ken Glassman | kglassman@tollway.state.il.us |
| Jeff Hochmuth | jhochmuth@wilbursmith.com |
| Joseph Brahm | jbrahm@corp.nateng.com |
| Darcy Bullock | darcy@Purdue.edu |
| Tom Ewing | ewing@anl.gov |
| Duana Love | loved@RTACHICAGO.ORG |
| Michelle McGinn | michelle.mcginn@hdrinc.com |
| Austin Provost | austin.provost@mastec.com |
| Rick Weiland | weiland@ygomi.com |

III. Outreach Committee

| | |
|-----------------|----------------------------|
| Michelle McGinn | michelle.mcginn@hdrinc.com |
| Jeremy Wolstan | jwolstan@navteq.com |
| Tom Ewing | ewing@anl.gov |
| Dean Mentjes | Dean.Mentjes@fhwa.dot.gov |
| | |

IV. Recognition Committee

| | |
|-------------------|------------------------------|
| Rick Weiland | weiland@ygomi.com |
| Francesca Lendrum | francesca.lendrum@navteq.com |
| | |
| | |

V. Meeting Committee

| | |
|----------------|----------------------------|
| Duana Love | loved@RTACHICAGO.ORG |
| Meggan Simpson | MSIMPSON@indot.state.in.us |
| | |
| | |

VI. Publicity Committee

| | |
|-----------------|----------------------------|
| Tom Ewing | ewing@anl.gov |
| Chuck Sikaras | SikarasCS@dot.il.gov |
| Michelle McGinn | michelle.mcginn@hdrinc.com |
| Dan Shamo | Dan_Shamo@URSCorp.com |
| | |

VII. Technical Committee

| | |
|--------------|------------------------|
| Joseph Brahm | jbrahm@corp.nateng.com |
| Scott Lee | |
| | |
| | |

VIII. Members Services Committee

| | |
|----------------|---------------------------|
| Austin Provost | austin.provost@mastec.com |
| Dave Henkel | |
| | |
| | |

IX. Training Committee

| | |
|---------------|------------------|
| Darcy Bullock | darcy@Purdue.edu |
| Chad Hammerl | |
| | |
| | |

ITS Midwest Publicity Committee

Status Report, September 20, 2005

POC: T. Ewing, ewing@anl.gov, 630-251-0247

- Revised Publicity Plan (attached)
- Conducting poll for logo preference (ongoing)
- Contacted candidate for committee opening
- Provided direction and support to Outreach Committee to establish priorities for communications plan
- Work continues on newsletter (next issue published in October) and website

Articles:

- Surface Transportation Reauthorization Recap
- ITSMW President's Message
- Regional Security Exercise Planning
- Commercial Vehicle Freight Meeting
- Various regional transportation agency updates
- KEY INPUT: 2006 ITS Midwest Annual Meeting details

Next committee meeting in October (to be scheduled). Focus on budget plan for 2006.

ITS Midwest Publicity Committee

Tom Ewing (ANL), Michelle McGinn, Dan Shamo, and Chuck Sikaras (other choice pending).

Purpose

The purpose of the Publicity committee is to:

- support the outreach and communication needs of ITS Midwest
- promote ITS Midwest events
- create a favorable image and “brand” for ITS Midwest
- stimulate involvement and interest
- establish and enhance the publicity & communications tools to accomplish this purpose

In addition, the ITSMW Strategic Plan identifies the following specific tasks for Publicity:

- publish three newsletters (jointly with GCM) each year
- maintain and enhance website

Committee staffing

Currently, the Publicity committee membership includes: Tom Ewing, Michelle McGinn, Dan Shamo, and Chuck Sikaras. A private company member with marketing skills is being recruited.

Strategy

Initially, our work will need to be closely coordinated with the Outreach Committee activities (Michelle McGinn, chair), because Publicity will have a substantial support role for outreach. To accomplish this, Michelle McGinn and Tom Ewing agreed to serve on each other’s committee. Moreover, we agreed to initially operate as a common committee while we jointly plan our activities.

A first task proposed for joint Publicity/Outreach committee action is to develop a communications plan that addresses:

- ITS Midwest communications goals
- Target audiences
- Key messages
- Strategies to reach target audiences and achieve goals
- Activities and tools to implement strategies
- Budget/schedule requirements
- Evaluation Mechanisms to measure our success

While the communications plan will be invaluable to provide focus to the activities of Publicity, it is anticipated that the following elements be part of the Publicity committee’s activities.

Logo update (April-May 2005)

Newsletter enhancements (ongoing)

- Introduced 4-color version in 2005

Website enhancements (ongoing)

- Upgrade site “image” and continue implementing new requirements
- Web-based performance measures

Develop promotional materials and support promotional campaigns: (TBD)

- Quality folder and promotional literature (ITSMW background and key messages, recent newsletter issues)
- Presentation resources (ITSMW background and key messages) for speakers
- Promotional products (pens, lanyards, other imprinted items for trade shows, meetings, etc.)
- Signs and posters for meetings, shows
- Photo image resource library
- Exhibit booth
- Recognition plaques/award certificates

Mailing/email lists for different target audiences (have interchangeable ability to reach target audience either by mail or electronically)

Scholarship and internship program (May-June 2005)

- Promote
- Select
- Administer
- Evaluate

Speaker's bureau (list of speakers that could be recruited to deliver a message at events) (TBD)

Press kit and press-release process (TBD)

In addition, interfaces must be established with Membership, Meetings, and other committees with significant communications elements, in order to define the boundaries between Publicity and these other committees.

An important outcome is to have a consistent and high quality message and image – and coordination is a key to achieving this end. Coordination is also required for Publicity Committee support of scheduled ITSMW events, as effective promotion has the longest lead time for most events.

Preliminary focus

The loss of Wisconsin as a member state and the recent organizational changes defined by the Strategic Plan provide an opportunity to re-visit our organization's image, starting with the logo. Since it appears on numerous publicity and communication articles, the logo (if changed) is an early lead item.

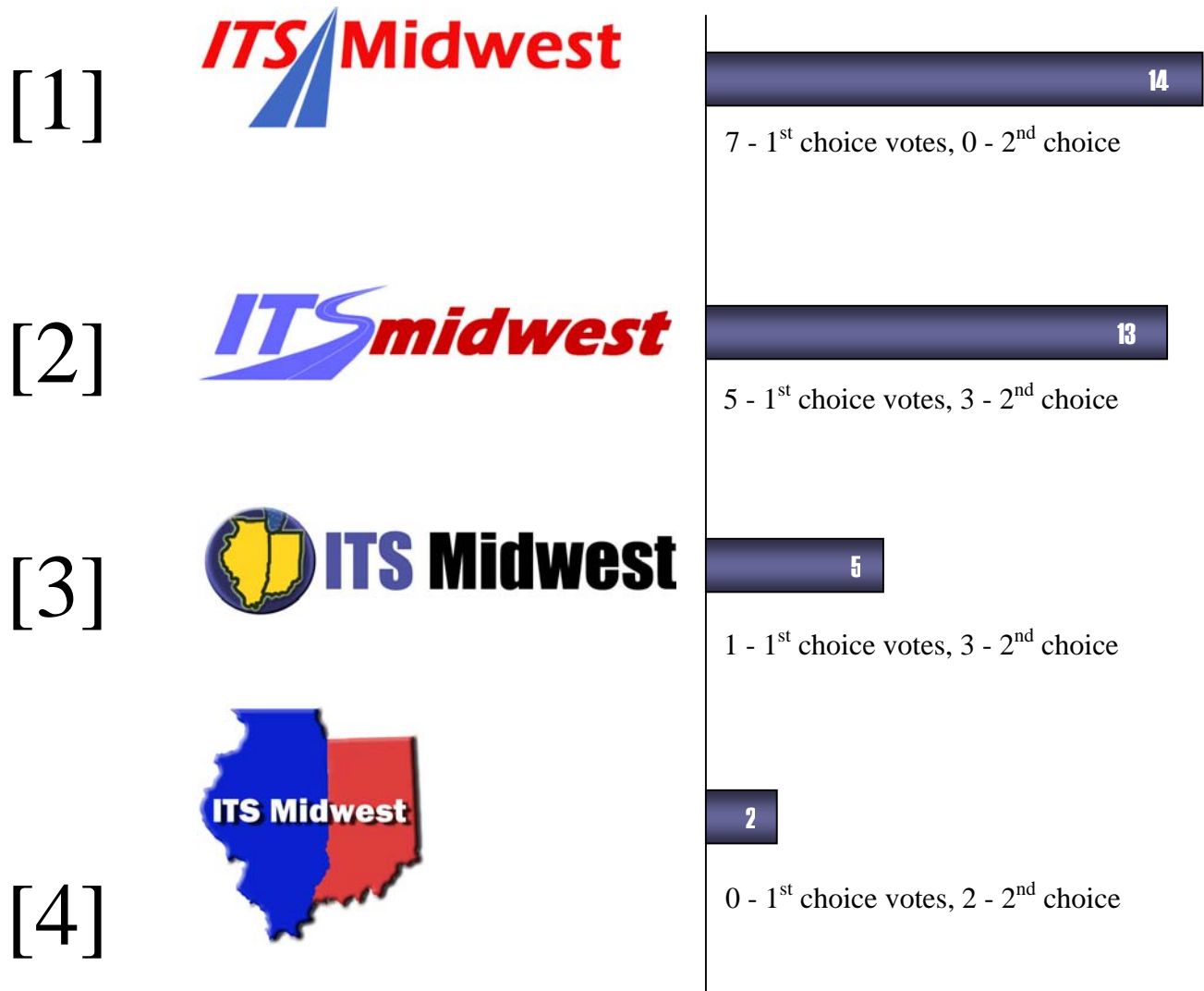
The original logo created a decade ago was designed to have an "American" theme (reflecting our ITS America roots) with three stars representing the three member states. Publicity has developed three new logo concepts for consideration, which were distributed to G. Rylander in April 2005 to be presented to the Executive Board. The logo is a key element of an organization's identity. As a practical matter, the best logos are simple and memorable, wear well with time (not trendy), work well in gray-scale as well as color, and are usable when scaled to small size (e.g., business card application or other small imprinted articles).

In addition to the logo development, a major focus is the newsletter (issues have been released in January and May; the last issue is scheduled for October) and website work. When the communications plan is complete, the publicity work plan will be revised and appropriate additional tasks initiated.

LOGO RE-DESIGN POLL

The logo is a key element of an organization's identity. As a practical matter, the best logos are simple and memorable, wear well with time (not trendy), work well in gray-scale as well as color, and are usable when scaled to small size (e.g., business card application or other small imprinted articles). Another consideration is whether ITS Midwest might add additional member states in the future, which could obsolete certain design choices. As with the original ITS Midwest logo, these new designs would in some cases (depending on the application) be paired with a text tagline indicating something like: Intelligent Transportation Society of the Midwest (Illinois and Indiana).

Please email to ewing@anl.gov the number of your first and second logo choice.



Weighted stats shown =
2 x (1st choice) + 1 x (2nd choice)

**ITS Midwest
Recognition Committee**

**ITS Midwest Technical Committee
09/25/05 Report**

The Technical Committee's roles can be divided into two groups: responsive and active monitoring. The Committee will respond to the technical needs of the Board and other ITS Midwest Committees.

There were no requests from the board for specific actions this period.

Committee Initiated Activities

This report divides the activities into the areas identified in the Task force "Goals Roles and Responsibilities".

Suggest potential emerging technology topics of interest that ITS Midwest can use to leverage or promote ITS.

A few areas were brought up that may be of interest to ITS Midwest. They include:

- The use of cell probe data for traveler information, traffic management and planning.
- Video over IP
- Latest communications trends in ITS such as Ethernet.

We have not identified how to best leverage these technologies to promote the ITS Midwest objectives.

Suggest technical topics for ITS Midwest annual meeting and other ITS sponsored events.

It was suggested that we should include a technologies session or some kind of technologies open house in conjunction with the ITS Midwest event. Various options were discussed ranging from just having a session or two that highlight important technologies to adding a day before or after ITS Midwest that would include technical sessions and exhibits or demos. The committee is open for suggestions from the board in this area.

The following topics were recommended for consideration:

- The use of cell probe data for traveler information, traffic management and planning.
- Video over IP
- Latest communications trends in ITS such as Ethernet.
- Traveler information trends / new initiatives
- Homeland security and transportation

Review technical components of Outreach and Publicity Committee's publications.

No items reviewed

Oversee university student research grants from ITS Midwest.

In general the committee likes the idea of student research grants related to technical reviews. Up to the board if we would like to pursue any research.

Coordination with GRICC, ATTF and other technical committees in the region.

No activities of interest to report.

Highlight technical developments / issues in the region.

No activities of interest to report.

In general the committee was not as active this period as we would have liked. This is partly due to the significant changes for both of the committee chairs. Scott Lee took a new position with NET and Joseph Brahm moved his office during the period.

With Scott Lee moving to NET it may be appropriate to assign a new Committee Co-Chair. This is an item we should discuss at the board meeting.

***ITS MIDWEST*
TRAINING COMMITTEE REPORT
September 26, 2005**

The following items will be addressed by the Training Committee;

- 1. Identify successes and areas for improvement from year 2005 ITS Midwest sponsored training sessions. Info will be gathered through random surveys from participants from the Traffic Signal Workshop and Turbo Architecture Training in Indianapolis.**
- 2. Conduct a survey of ITS Midwest members and associated engineering organizations regarding potential 2006 training opportunities. A list of recommended training courses will be suggested to the ITS Midwest Board of Directors at the December Board Meeting. Ideas can be e-mailed to chammerl@ekmail.com or darcy@Purdue.edu**
- 3. Work with the Finance Committee and board members to secure the appropriate budget for 2006-2007 training activities.**

Summary of USDOT Activities
ITS-MW Board Meeting
September 27, 2005

National ITS Architecture

Training and Technical Assistance Program available through Division Offices
Version 5.1 of the NA has been released in April of 2005. It is primarily an error correction release and is available thru the USDOT and Iteris websites. It is not planned to release a formal CD.

Continued support for Regional Architecture developments is available thru the FHWA Resource Center. The deadline for Regional Architecture development was April 8, 2005. After that date ITS projects seeking funding must be reflected in Regional Architecture. A Turbo Architecture course was conducted in Indianapolis on September 15-16. Additional courses can be scheduled thru NHI.

Standards Program

Training and Technical Assistance Program available through Division Offices
ITE courses can be scheduled by ITE.

511 Program

FHWA continues to partner with the National Deployment Coalition to promote the use of 511. More than a million calls a month are now being made to this number. Deployment in Sacramento, CA in the last month makes 24 deployments nationally. National Coalition Working Group met in Austin, Texas in April, 2005. The working group for the Coalition also met in Chicago in July. Current information available at www.deploy511.org. A National Conference is being planned for later for March 2006. The working group is planning a December 2005 meeting in Los Angeles. A 511 National Progress Report has been recently completed and is available from the Nation Coalition.

Training Courses

Improving Highway Safety with ITS workshop now available through the Resource Center. Workshop is being developed into an NHI Course for delivery in calendar year 2005.

Several ITS courses are available from NHI.

NHI Course in Turbo Architecture software has been into a 2-day course to accommodate features available in Version 3.1 of the software.

Courses on Incident Management, Work zones, Systems Engineering and the National Architecture can be considered for Operations Support Funding thru the FHWA Division Offices.

A new course on Transportation Systems Management and Operations will be available in the 4th quarter of 2005. The course is scheduled thru NHI and will be free for the first year.

Reauthorization

SAFETEA-LU the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users was finally passed in August and signed by the President into law in Chicago. Details of the bill are available thru the DOT website.