Administrative

- Approve Previous Meeting Minutes (February)
  
  **ACTION:** Nik to upload meeting minutes from last few months to website

- MASITE Website (Nik)
  - No additional update

Technical Training/Professional Development

- MASITE Member Survey: Technical Training Interest (Amy)
  - Amy received feedback and will send out the survey by 3/16.
  - 2017 Responses:
    - Top 3 Preferred Formats:
      - 83% Webinars and trainings with PDH's
      - 75% Live workshops on tech subjects 75%
      - 60% Quarterly updates on new tech & information
    - Top Preferred Topics to explore:
      - Transp safety
      - ITS
      - Traffic Eng
      - AV/CV
      - Multimodal Design

- **FYI - Jennifer put together a quick graphic of the geographic distribution of MASITE membership, using the official Membership List (see end of document for graphic and details)**

- Ethics Training (Amy/Joe)
  - No update this month.

- Traffic Cabinet Training in Pittsburgh/Harrisburg/South NJ/Delaware Areas
  - Desire to replicate the Warminster Township training in other geographic regions:
    - New Jersey (Jeff)
      - Mercer County - partnered with Signal Control Products
      - Paul Sherrer = county technician, possible speaker
      - No update this month. Jeff not in attendance
Central PA Area (Jennifer)
- City of Lancaster (Cindy McCormick, McCormick Taylor, Signal Service)
- Jennifer has not yet reached out to Central Area Coordinator

**ACTION:** Jennifer will reach out to central area coordinator about this event

Delaware (Eric)
- DelDOT & City of Wilmington
- Eric has reached out to Brian Mitchell - initially interested
- Anticipates concern over whether it will take the full 4 hours? … will let him know it can be as long or as short as he wants it to be

**ACTION:** Eric to follow up with Brian Mitchell.

Philadelphia Area (Peter)
- General Highway Products - Broomall, PA Jan. 31 (rescheduled for March 29 due to flu outbreak)
- Peter may be unable to attend and will coordinate with Joe to ensure there is a MASITE representative

- **NJDOT HOP 101 Training, (Joe... Reminder. No update necessary for a few months)**
  - New Highway Access permit regulations will be released in the next year… will coordinate with them to share information on their sponsored trainings

- **Signal Inspection Training**
  - Consider hosting a training for members
  - Question included in 2018 member survey

- **Traffic Control/Flagger Training (Joe)**
  - April 6 - APC Flagger Train-The-Trainer Program (Associated Pennsylvania Constructors) - Amy has someone attended and Joe is interested.
  - Typically available through LTAPs

- **MASITE Technical Dinner (Amy)**
  - To supplement the other regular MASITE events
    - Oct/Feb/April MASITE events….mid-June/August might be a good time
    - MASITE is coordinating a possible dinner meeting about March of Champions (with Rich Montenez, Philadelphia Police & SEPTA)
  - With PDH's….using the preferred topics
  - Partner with ASHE? YTP? ASCE Young Member Forum
  - Young Member focus
    - Melissa is coordinating some networking events in the Philadelphia area
Amy included a question about this in the 2018 member survey

**Student Outreach**

- **Drexel Univ. Student Chapter (Bridget)**
  - Coordinating with ASCE chapter to attend a meeting to share about ITE.

- **Univ. Delaware (Amy/Bridget)**
  - On hold until we receive alumni support

- **Temple University (Amy/Joe)**
  - On hold until we receive alumni support

- **Olney High Charter School**
  - Joe to present STEM opportunities to a 9th grade class

- **MASITE membership alma mater info (Amy)**
  - Included in 2018 member survey

- **TESC Poster Session: Student Outreach Opportunity (Brad & Karen)**
  - On hold until next fall
  - Will likely begin recruiting committee members early for 2018
  - Determine if student attendance costs can be offset to attract Philadelphia/Pittsburgh area schools without ITE chapters

**Special Requests**

- **RRFB Litigation Situation (Amy/Jennifer… Nik)**
  - Amy will draft a summary and submit on March 16
  - PennDOT issued a strike-off letter on February 15 stating that any projects under consideration/approved can move forwards. Any projects approved but not designed may be able to move forward on a case-by-case basis. Operational items may be addressed on a case-by-case basis.

- **Driver’s Ed Educational Outreach (Dave)**
  - ITE Transp. Safety Council has released defensive driver safety training
    - Certifications for defensive driving training
  - ITE Safety Council and Education Council are working together to discuss this topic
    - Looking to partner with ITE in some way
  - ITE STEM Outreach Subcommittee is putting together standardized activities and materials - could have some overlap with this effort.
    - ITE chapter in Omaha, Nebraska has partnered with local school districts for Drive Smart (http://locatechapter.org/drive-smart/)
    - Consider implementing locally
• **Update from MASITE Board (Steve Palmer)**
  ○ Steve mentioned that the Board can look into funding for student chapters to attend TESC
  ○ *Jennifer has not heard back from Steve on whether the meetings will regularly overlap*

**Upcoming Events**

• **April 2018 Mid-Colonial District Meeting**
  ○ Philadelphia, PA

• **TBD -- Central Area Signal Training**
  ○ Lancaster, PA?

• **TBD -- Delaware Area Signal Training**
  ○ Wilmington, DE

• **TBD -- NJDOT HOP 101 Training (after the new DelDOT regulations come out)**

• **MASITE Annual Meeting in conjunction with ITSPA**
  ○ Tentative - August 2018 in Pittsburgh

**Upcoming Committee Meetings:**

• Thursday, April 19 - Conference Call
• Thursday, May 18 - Conference Call
## Attendance

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<th>Committee Members</th>
<th>8/17/17</th>
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MASITE Exec Board Contact Information: [http://www.masite.org/executive.html](http://www.masite.org/executive.html)
Jennifer coordinated with the MASITE Membership Chair to get the MASITE membership list. She ran a quick geographical distribution analysis of the list of zip codes using R (a statistical computing and graphics programming language).

*Note - unfortunately, the lighter colors represent the higher counts. She had trouble switching it.