MASITE Technical Committee Meeting Minutes

Date/Time: Thursday, April 19, 2018, 9:00 AM

Call In Number: 712-775-7031  Access Number: 343164

Administrative

- **Approve Previous Meeting Minutes (March)**
  
  **ACTION:** Nik will upload the meetings to the website

- **MASITE Website (**Nik**)**
  
  **ACTION:** Jennifer will update the contact information list and send to Nik

Technical Training/Professional Development

- **Mid-Colonial District Meeting**
  - Attendance numbers were good (~250)
  - Might have been competing with the AV summit since it was the previous week
  - Perhaps more information about the train

  **ACTION:** Jennifer will send out the discussion summary for the Town Hall session

- **MASITE Member Survey: Technical Training Interest (**Amy**)**
  
  - **2018 Responses**
    - 12 responses; 100% completion rate and it typically took 2 minutes to complete.

  - **Technical Committee Focus**
    - Webinars/Training opportunities with PDH’s 83%
    - Quarterly updates on “new” technical information 75%
    - Live Workshops on technical engineering subjects 58%
    - Provide “hands-on” field traffic signal/ITS training 58%

  - **Top Four Topic Explorations:**
    - Traffic Engineering 58%
    - Simulation/HCM/Reliability Analysis 58%
    - Traffic Engineering/ITS Hardware 58%
    - Intelligent Transportation Systems (ITS) 42%

  - **No new members signed up; however, one respondent indicated interest but left no email address.**
- No members indicated interest in connecting with their alma mater to encourage civil engineering students to choose a transportation focus.
  - **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)**
  - Mid-Colonial District ethics training was good, small attendance numbers
  - Usually works well to do the ethics training on the Sunday before the meeting
  - Reach out to insurance companies?
  - PAEP holds a free ethics training every year or two (3 hours) - pass along information

- **Traffic Cabinet Training in Pittsburgh/Harrisburg/South NJ/Delaware Areas**
  - Desire to replicate the Warminster Township training in other geographic regions:
    - **New Jersey (Joe)**
      - Joe will take the lead on this area
      - **ACTION:** Joe will look into options/contacts in the New Jersey area
    - **Central PA Area (Jennifer)**
      - City of Lancaster (Cindy McCormick, McCormick Taylor, Signal Service)
      - Jennifer has not yet reached out to Central Area Coordinator
      - **ACTION:** Amy will reach out to Cindi McCormick to discuss interest
    - **Delaware (Eric)**
      - DelDOT & City of Wilmington
      - **ACTION:** Eric will reach out one more time to contact
      - **ACTION:** Eric will start pursuing other options
    - **Philadelphia Area (Peter/Joe)**
      - General Highway Products - Broomall, PA Jan. 31 (rescheduled for March 29 due to flu outbreak)
      - Very successful event. Attendance filled up quickly. 20-22 signed up. 19 attendees.

- **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
• IMSA Signal Inspection Training *(Amy)*
  - Consider hosting a training for members
  - Question included in 2018 member survey
  - ITE members could be given a discount

  **ACTION:** Amy will look into cost of these trainings and get more information. Will send to Brad DiCola, who sits on the MASITE annual meeting committee.

• 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
  - Amy will be attending the training next week (her company requires that anyone who works around traffic must be certified or sign a waiver)
  - Amy shared her information about PennDOT - Work Zone Traffic Control Quality Assurance Evaluation Form *(N7702)* for inspection - with powerpoint
  - IMSA training

  **ACTION:** Amy will share the N7702 form with the technical committee.

  **ACTION:** Amy will report back on the training she attends.

  **ACTION:** Joe will continue researching the state requirements for traffic control.

**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)*
  - Joe to present STEM opportunities to a 9th grade class …. 1 hour presentation, including Q&A.
  - Will be repeating this presentation again next week at Furnace High School
  - Anyone who is interested in helping with this type of event should reach out to Joe.

• TESC Poster Session : Student Outreach Opportunity *(Brad & Karen)*
  - Determine if student attendance costs can be offset to attract Philadelphia/Pittsburgh area schools without ITE chapters
- TESC Committee meets next Tuesday!

**Special Requests**

- **RRFB Litigation Situation** (*Amy*)
  - FHWA has re-instated the RRFB as an option
  - All states

  **ACTION:** Amy will check with PennDOT to see if they plan to issue a SOL

- **Clearview Font** (*Brad*)
  - FHWA has re-instated the clearview font for interim approval (those who have already applied get re-instated)

  **ACTION:** Brad will check with his coworker Mark to see if they plan to issue a SOL/how they will address this change

- **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/](http://locatechapter.org/drive-smart/))
    - Consider implementing locally

- **Update from MASITE Board** (*Steve Palmer*)
  - ITE Internationals is going to be removing the affiliate membership options
    - Concerns about losing public agency members
    - Perception concerns that people are not getting the full value out of their memberships (so much more expensive)
    - Why do the ITE webinars cost so much money when they are generally run by volunteers?
    - Where does the funding go? -- publications, travel for the executive board,
    - Transparency issues with funding

  **ACTION:** If you’re interested in sharing your opinion on this, share a note with Abby Lerner at the Mid-Colonial District:

  Abi Lerner, P.E.
  
  Associate Manager of Special Project Development
VDOT-NOVA District
4975 Alliance Drive, Fairfax, VA 22030
Office Phone: 703-259-3345
Mobile: 703-414-9299
abraham.lerner@vdot.virginia.gov

Upcoming Events

- April 2018 Mid-Colonial District Meeting
  - Philadelphia, PA

- TBD -- Central Area Signal Training
  - Lancaster, PA?

- TBD -- Delaware Area Signal Training
  - Wilmington, DE

- Sept 9-11, 2018 MASITE / ITSPA Joint Annual Meeting
  - Pittsburgh, PA
  - Same weekend as PennState / Pitt Football game
  - Request for abstracts will be sent soon

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

Upcoming Committee Meetings:

- Thursday, May 18 - Conference Call
- Thursday, June 21 - Conference Call
## Attendance

<table>
<thead>
<tr>
<th>Committee Members</th>
<th>9/20/17</th>
<th>10/19/17</th>
<th>11/16/17</th>
<th>1/18/18</th>
<th>2/15/18</th>
<th>3/15/18</th>
<th>4/19/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Al Federico</td>
<td>Y</td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Amy Kaminski, P.E., PTOE</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Ben Guthrie, P.E.</td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Billie Joy Budner, PE</td>
<td>Y</td>
<td></td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bradley (Brad) DiCola, PE, PTOE</td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridget Postlewaite, PE</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>David (Dave) Petrucci, Jr., P.E., PTOE</td>
<td>Y</td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eric Ostimchuk, P.E., PTOE</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Jeffrey (Jeff) L'Amoreaux, P.E.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Jennifer Warner, EIT, ENV SP</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td></td>
<td>Y</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Joseph (Joe) Fiocco, P.E., PTOE</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Karen Scarry, P.E.</td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Melissa Mo</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Nikhil (Nik) Kharva, PE, PTOE</td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peter O’Halloran</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Steve Palmer (MASITE Board Rep)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td><strong>Guests</strong></td>
<td>9/20/17</td>
<td>10/19/17</td>
<td>11/16/17</td>
<td>1/18/18</td>
<td>2/15/18</td>
<td>3/15/18</td>
<td>4/19/18</td>
</tr>
</tbody>
</table>

MASITE Exec Board Contact Information:
**MASITE Membership - Geographic Distribution (Jennifer)**

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.*