



MASITE Board Meeting

November 22, 2019

Meeting Minutes

KEY Meeting Objectives

- AV Task Force
- Leadership ITE

Location: Conference Call

Agenda Item	Description
Call to Order	<ul style="list-style-type: none"> • <i>Meeting start – 9:00 PM</i>
Previous Minutes	<ul style="list-style-type: none"> • Pending
<ul style="list-style-type: none"> • AV Task Force 	<ul style="list-style-type: none"> • Ross report: Sub-committee of AV Task Force. Early stages. MASITE (Ross), ITS-PA, Turnpike and PennDOT (Gault). Community of Practice, collaborative environment to transfer research into practice. Possibly: Assist with Agency Standards; Support Policy Makers; Host workshops and training. Elevate PA, leader in technology. Possibly host discussion forum.
<ul style="list-style-type: none"> • Sponsorship 	<ul style="list-style-type: none"> • Jenn preparing draft. Tri-level: \$1500, \$1000, \$500. Quantitative and Qualitative benefits. Ensure consistent recognition. Possible event sponsorships. Reach out to sponsors individually. <i>Get out before Penn State.</i>
<ul style="list-style-type: none"> • AV Summit 	<ul style="list-style-type: none"> • Oct 26-28, 2020 @ Pittsburg Marriot. Hannah sign, Board review beforehand.
<ul style="list-style-type: none"> • Newsletter 	<ul style="list-style-type: none"> • Peter talk to Dean. Coordinators provide summary. <i>Get out before Christmas; ideally before Penn State.</i>
<ul style="list-style-type: none"> • Document Retention 	<ul style="list-style-type: none"> • Peter needs progress. Look for junior engineer to support.
<ul style="list-style-type: none"> • Website 	<ul style="list-style-type: none"> • Peter to follow-up with Charles.
<ul style="list-style-type: none"> • Leadership Retreat 	<ul style="list-style-type: none"> • Gerry planning January in Baltimore
<ul style="list-style-type: none"> • Annual Meeting 	<ul style="list-style-type: none"> • Waiting on PayPal fees. Getting PDF, will forward to Charles. Send out PDH reminder and Survey. ~\$500 loss.
<ul style="list-style-type: none"> • AV Summit 	<ul style="list-style-type: none"> • Event possibly made \$2000-3000, without reserves.
<ul style="list-style-type: none"> • Budget 	<ul style="list-style-type: none"> • Increase reserves based on ITE direction. Include half AV Summit in budget.
<ul style="list-style-type: none"> • TESC Donation 	<ul style="list-style-type: none"> • Need clarification. Asking ITS-PA
<ul style="list-style-type: none"> • Next Meeting: 	<ul style="list-style-type: none"> • Tuesday, November 26, 9:00 AM – Conference Call



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Name	Position	Organization	Attendance	
			In Person	Call
Executive Board				
Al Federico	President	Albert Federico Consulting		X
Steve Palmer	First Vice-President	Gannet Fleming		X
Mahmood Shehata	Second Vice-President	RK&K		
Amy Staud	Treasurer	HDR Engineering		
Megan McDermott	Future Treasurer	MS Consultants		X
Peter O'Halloran	Secretary	Urban Engineers		X
Chris Prisk	Past President/ District Representative	Langan Engineers		
Lindsey Ulizio	Western Area Coordinator	WRA		
Michael Davidson	Central Area Coordinator	PA Turnpike		X
Becky Biro	Eastern Area Coordinator	JMT		X
Jenn Walsh	Section Advisor	HDR		X
Other				
Jeff Bergsten	AV Summit Liaison	Michael Baker		X
Steve Gault	Membership Coordinator	PennDOT		X
Kate Russo	Mid-Colonial District President	JMT		
Liz Schwartz	Annual Meeting Chair	Alfred Benesch		X
Ross Buchan	MASITE AV Task Force Member	WRA		X
			11/16 Attended	