

MASITE Technical Committee Meeting Agenda

Date/Time: May 19, 2016, 9:00 AM

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

Administrative

MASITE Website (Update from Nik)

Question: committee member contact info on the website page? Yes – go ahead.

Website content is ready to go. The meeting minutes should also be included on the webpage.

- ACTION: Nik will provide go-ahead for MASITE website coordinators
- ACTION: Nik will post the meeting minutes to the website.

Meeting Agenda/Minutes (Update Jennifer)

Question: thoughts on better process/format?

Send/post ideas for agenda 1 week before meeting. Utilize a Google Doc to gain input on agenda items ... create a space for each person to add things on their personal line. Incorporate action list into this document ... to remind people of things we're waiting on? See how it goes for this month, and adjust as need be.

- ACTION: Jennifer will develop a new system over this month and will share with committee.

Technical Training/Professional Development

DelDOT technical lunch session (Update from Bridget)

Pushing back to Fall to consider a tri-state event.

PennDOT Central Area HOP Update presentation

Ben has been coordinating with central office. HOP Update topic with Jeff Kopko as the speaker. It's going to be in late June in the Harrisburg area & available via webcast for all MASITE members.

- ACTION: Ben will continue coordinating, info to come soon

HOP Update training (Update from Karen... not in attendance)

Tri-state webinar training. To be determined after PennDOT central area presentation.

Traffic Cabinet Training with Warminster Township (Update from Jeff/Joe)

Jeff has been coordinating with Peter from Warminster Township. It will be a "shop" introduction to traffic signal cabinet hardware (101) and then go out into the field to a nearby intersection (to see it 'in action' – this location has off-street parking). Joe sees that this training could be replicated in the NJ area, the Pittsburgh area, etc. if we see enough interest from MASITE members.

- ACTION: Everyone brainstorm curriculum ideas and email to Jeff (CC Joe)
- ACTION: Jeff will develop curriculum
- ACTION: Everyone start brainstorming other municipalities that could host this training

MASITE/ASHE/ASCE joint dinner meeting...safety topics? (Update from Karen.. not in attendance)

Karen needs help from the committee ... Amy volunteered to help; however, Pat Bott also volunteered (chair of MASC, has helped with previous safety meetings). Planning for a Thursday evening meeting in June at Maggiano's in Cherry Hill, New Jersey.

- ACTION: Joe will send Pat's contact info to Amy.
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- **ACTION:** Amy will follow-up with Karen & Pat.

Student Outreach

TESC Poster Session : Student Outreach Opportunity (Update from Brad)

Brad has been working with the TESC steering committee & logistics coordinator. It will be Dec 7-9, 2016 at Penn State. The MASITE Tech. Comm. Involvement will be for members to serve as judges for one or more awards for best poster/etc. during the TESC student poster session. This will occur either before or after lunch on Thurs... or before or after breaks on Thurs.

- **ACTION:** Brad will continue coordinating with TESC

Many committee members interested in helping (12)... Jennifer & Amy have volunteered to help with the development of judging criteria.

- **ACTION:** Jennifer send list of members with "yes" responses to survey.
- **ACTION:** Jennifer will add Joe & Xin to the list as alternative judges
- **ACTION:** Brad will email volunteers and coordinate "next steps" for developing judging criteria

Brief discussion about whether the award be monetary? A plaque? A certificate? A gift card?

- **ACTION:** Brad will talk to the MASITE Board (Chris Prisk)

Student chapter projects (Update from Bridget/Brad)

With univ. classes ending, not much moving on this right now. Brad has emails from professors about interests in student chapter projects

- **ACTION:** Brad will review the emails

Data Collection/Trip Generation project ideas:

- MASITE Tech. Comm. identify a data need across the state, then communicate this need to student chapters.
- Student chapters work with their MASITE student chapter coordinator to select a few site locations
- Put together a one-page proposal & submit to MASITE Tech. Comm.
- MASITE Tech. Comm. selects winning proposals
- MASITE mentor assigned to each winning chapter
- Student chapters collect data and generate a report of their findings
- Money awarded to student chapters.
- Students could potentially present their results at a MASITE meeting?

Other student chapter involvement

Sara spoke with Univ. Del. professor MASITE sponsored happy hour after recruiting/career fair? Jeff volunteered to help with this effort (his alma mater).

- **ACTION:** Sara and Jeff will continue coordinating

There are MASITE coordinators assigned at each student chapter. None at Temple currently. Best coordinators are those who are 1-3 years out of school.

- **ACTION:** Joe will reach out to his son at Temple & coordinate with the university.

Upcoming Events

- TRB Traffic Signal Systems Committee mid-year meeting, Pittsburgh, PA, July 24-26th
 - <http://www.tssc2016.org/>
- Joint ITS/PennState Meeting, State College, PA, August 28-30th
- Traffic Engineering Safety Conference, State College, PA, Dec. 7-9th.
 - MASITE Committee involvement in student poster session

Attendance

Committee Members	1/21/16	2/18/16	3/17/16	4/21/16	5/19/16
Albert Federico, P.E., PTOE	Y		Y		
Alfred Tomaselli IV, P.E., PTOE	Y				
Alyssa May, PE					
Amy Kaminski, P.E., PTOE	Y	Y	Y		Y
Ben Guthrie, P.E.	Y	Y			Y
Billie Joy Budner, PE				Y	
Bradley (Brad) DiCola, PE, PTOE		Y			Y
Brendan Thompson					
Bridget Postlewaite, PE	Y	Y	Y	Y	Y
Carol Martsof, PE, LEED AP				Y	
Christopher (Chris) May, P.E., PTOE			Y		
Christopher Prisk, P.E., PTOE		Y			Y
David (Dave) Petrucci, Jr., P.E., PTOE	Y	Y			
Elliott Hair, EI			Y		
Eric Ostimchuk, P.E., PTOE		Y	Y		
Jeffrey (Jeff) L'Amoreaux, P.E.	Y		Y	Y	Y
Jennifer Warner, EIT, ENV SP	Y	Y		Y	Y
Jing Zhang, AICP, PTP, LEED AP ND					
Joseph (Joe) Fiocco, P.E., PTOE	Y	Y	Y	Y	Y
Karen Scurry, P.E.	Y		Y		
Nikhil (Nik) Kharva, PE, PTOE		Y	Y		Y
Sara Patterson, PhD, EIT, LEED AP	Y	Y			Y
Shaneka Owens					Y
Xin Wei, EIT		Y			Y

Action Summary List

Committee Member	Previous Actions/Tasks
EVERYONE	<p>ACTION: Everyone brainstorm curriculum ideas and email to Jeff (CC Joe on the email)</p> <p>ACTION: Everyone start brainstorming other municipalities that could host this training</p> <p>ACTION: Add the next meeting date to your calendar: June 16, 2016 from 9:00am-10:00am.</p>
Albert Federico, P.E., PTOE	
Alfred Tomaselli IV, P.E., PTOE	
Alyssa May, PE	
Amy Kaminski, P.E., PTOE	<p>ACTION: Amy will follow-up with Karen & Pat.</p>
Ben Guthrie, P.E.	<p>ACTION: Ben will continue coordinating PennDOT Central Area HOP Update presentation, info to come soon</p>
Bradley (Brad) DiCola, PE, PTOE	<p>ACTION: Brad will continue coordinating with TESC</p> <p>ACTION: Brad will email volunteers and coordinate “next steps” for developing judging criteria</p> <p>ACTION: Brad will talk to the MASITE Board (Chris Prisk) about funding for awards</p> <p>ACTION: Brad will review the student project emails</p>
Brendan Thompson,	
Bridget Postlewaite, PE	
Carol Martsof, PE, LEED AP	
Christopher (Chris) May, P.E., PTOE	
Christopher Prisk, P.E., PTOE	
David (Dave) Petrucci, Jr., P.E., PTOE	
Eric Ostimchuk, P.E., PTOE	
Jeffrey (Jeff) L'Amoreaux, P.E.	<p>ACTION: Jeff will develop Traffic Signal Cabinet training curriculum.</p> <p>ACTION: Sara and Jeff will continue coordinating the Univ. Del. MASITE-sponsored post-career fair happy hour</p>
Jennifer Warner, EIT, ENV SP	<p>ACTION: Jennifer will develop a new agenda/minutes/action item system over this month and will share with committee.</p> <p>ACTION: Jennifer send list of members with “yes” responses to</p>

	<p>survey.</p> <p>ACTION: Jennifer will add Joe & Xin to the list as alternative judges</p>
Joseph (Joe) Fiocco, P.E., PTOE	<p>ACTION: Joe will send Pat Botto's contact info to Amy.</p> <p>ACTION: Joe will reach out to his son at Temple & coordinate with the university.</p>
Karen Scurry, P.E.	
Nikhil (Nik) Kharva, PE, PTOE	<p>ACTION: Nik will provide go-ahead for MASITE website coordinators</p> <p>ACTION: Nik will post the meeting minutes to the website.</p>
Sara Patterson, PhD, EIT, LEED AP	<p>ACTION: Sara and Jeff will continue coordinating the Univ. Del. MASITE-sponsored post-career fair happy hour</p>
Xin Wei, EIT	