

MASITE Technical Committee Meeting Minutes

Date/Time: May 18, 2017, 9:00 AM

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

Administrative

- **Approve Previous Meeting Minutes**
 - April meeting minutes are approved
 - **ACTION:** Jennifer will send PDF of minutes to Nik

- **MASITE Website (*Update from Nik*)**
 - Minutes uploaded, district 6 row HOP ppt uploaded
 - Committee decided to only keep 1 year's worth of meeting minutes on the MASITE website... Nik will request that older minutes get removed as new minutes get uploaded
 - **ACTION:** Nick will upload April's approved meeting minutes
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- **Miscellaneous**
 - To expedite roll-call at the start of the meeting, Joe requested that we remove names that have not attended in last six months (and that we can add their names back on if they start attending again)
 - **ACTION:** Jennifer will remove committee members from attendance list if they have not attended in the last six meetings

Technical Training/Professional Development

- **Ethics Training**
 - Joe asked about potentially including ethical training links on the tech. comm. webpage
 - **ACTION:** Amy will look into the Ethical training options/regulations for different states

- **PennDOT District 6: ROW Update Session (*Update from Nik*)**
 - Uploaded to the website
 - **ACTION:** Jennifer will remove from the Agenda

- **MASITE Member Survey: Technical Training Interest (*Update from Amy*)**
 - 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
- **Traffic Cabinet Training with Warminster Township, 06/7/2017 (*Update from Jeff/Amy*)**
 - All ready to go for the Warminster Township training (17 currently registered)
 - **ACTION:** Peter will request that this event be included in the next MASITE email
- **Traffic Cabinet Training in Pittsburgh/Harrisburg/South NJ/Delaware Areas**
 - Desire to replicate the Warminster Township training in other geographic regions
 - Would be good to start creating municipality contacts and assessing interest
 - Amy suggested that if we don't get good responses, we should advertise it in the newsletter - maybe as a "request for training in your area"
 - **ACTION:** Jennifer will reach out to technical committee members to assess interest in leading the effort in their area
- **NJDOT HOP 101 Training, 08.17 (Joe)**
 - No current updates. Joe will reach out to Dick in June.

Student Outreach

- **Drexel Univ. Student Chapter (*Update from Bridget*)**
 - Coordinating with ASCE chapter to attend one of their regular meetings to share about ITE.
 - No update- still trying to set a date
 - **ACTION:** Bridget will continue coordinating to set a date
- **Univ. Delaware Happy Hour, Spring (*Update from Jeff/Amy*)**
 - Free pizza event? Casual conversations about careers.
 - Amy/Jeff have been in contact and will be scheduling something in the Fall
 - **ACTION:** Amy/Jeff will continue coordinating with the new student chapter
- **Temple**
 - **ACTION:** Joe will follow-up with new Temple contact
 - **ACTION:** Amy will reach-out to her Temple intern to see if he'd be interested in starting a student chapter
- **TESC Poster Session : Student Outreach Opportunity (*Update from Brad*)**
 - Brad not in attendance. No update.

Special Requests

- **Technical Study Opp.: Impact of Signal Cabinet Finish on Internal Cabinet Temps. (*Update from Jennifer*)**

- Plan to include a one sentence “teaser” in the newsletter with a link to a PDF of the full discussion (uploaded to the Technical Committee Webpage).
- **ACTION:** Jennifer will finalize her write-up and send to the committee for review before the next committee meeting.
- **RRFB Litigation Situation (*Update from Amy/Jennifer*)**
- Potentially create a paragraph/news update for a future MASITE newsletter.
 - No new updates to the situation
 - **ACTION:** Amy will draft a quick blurb and send to Mamhood to include in the newsletter
- **Update from MASITE Board (*Update from Chris Prisk & Jennifer*)**
 - No new updates

Upcoming Events

- **June 7, 2017 -- Warminster Township Traffic Signal Cabinet Training**
- **August 2017 -- NJDOT HOP 101 Training**
- **October 1 & 2, 2017 -- MASITE Annual Meeting**
 - Egg Harbor, NJ
 - Tech Comm volunteer at sign-in performing a Fishbowl survey of members
 - In-person committee meeting
- **Upcoming Committee Meetings:**
 - Wednesday, June 7, 2017 - In-Person Meeting
 - Location: Tony’s Place Bar & Grill in Warminster Twp. (after Traffic Cabinet Training)
 - Bring CASH!
 - 1:00 PM start time
 - **ACTION:** Jennifer will add the location & address to the meeting invitation
 - Thursday, July 20, 2017 - Conference Call
 - **ACTION:** Jennifer will send out the conference call invitation

Attendance

Committee Members	11/17/16	1/19/17	2/16/17	3/16/17	4/20/17	5/18/17
<i>Albert Federico, P.E., PTOE</i>						
<i>Alfred Tomaselli IV, P.E., PTOE</i>						
<i>Alyssa May, PE</i>						
<i>Amy Kaminski, P.E., PTOE</i>	Y		Y	Y	Y	Y
<i>Ben Guthrie, P.E.</i>	Y	Y	Y	Y	Y	
<i>Billie Joy Budner, PE</i>	Y		Y	Y		Y
<i>Bradley (Brad) DiCola, PE, PTOE</i>		Y				
<i>Bridget Postlewaite, PE</i>	Y		Y	Y		Y
<i>Carol Martself, PE, LEED AP</i>						
<i>Christopher (Chris) May, P.E., PTOE</i>						
<i>Christopher Prisk, P.E., PTOE</i>	Y	Y	Y	Y	Y	Y
<i>David (Dave) Petrucci, Jr., P.E., PTOE</i>	Y	Y	Y			
<i>Elliott Hair, EIT</i>		Y	Y	Y	Y	Y
<i>Eric Ostimchuk, P.E., PTOE</i>	Y	Y		Y		Y
<i>Jeffrey (Jeff) L'Amoreaux, P.E.</i>	Y			Y	Y	
<i>Jennifer Warner, EIT, ENV SP</i>	Y	Y		Y	Y	Y
<i>Jing Zhang, AICP, PTP, LEED AP ND</i>						
<i>Joseph (Joe) Fiocco, P.E., PTOE</i>	Y	Y	Y	Y	Y	Y
<i>Karen Scurry, P.E.</i>			Y		Y	
<i>Nikhil (Nik) Kharva, PE, PTOE</i>		Y		Y		Y
<i>Peter O'Halloran</i>						Y
<i>Sara Patterson, PhD, EIT, LEED AP</i>						
<i>Shaneka Owens</i>						

