ITS CABINET DESIGN TEAM TELECONFERENCE  
TUESDAY, 11/02/10, 03:00-04:00 PM ET

<table>
<thead>
<tr>
<th>ATTENDEES</th>
<th>VOTING MEMBERS AND RECENT ATTENDEES NOT PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ron Johnson, Harris County, TX *</td>
<td>N/A</td>
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<td>Ralph Boaz, Pillar Consulting *</td>
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<td>Jim Rose, Econolite *</td>
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<td>Scott Evans, EDI *</td>
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<td>Steve Alonge, Noblis</td>
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<td>Craig Gardner, Intelight ITS *</td>
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<td>Joe Palsa, Clary</td>
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<td>James Kinnard, Adaptive Solutions</td>
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<td>Leah Fuss, Econolite</td>
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[Action items are assigned using the form "[ACTION: LASTNAME]".]

GENERAL
• Ralph Boaz led introductions.
• Brent Katauskas and Reza Roozitalab were unavailable for this meeting.
• Meeting guidelines given by Ralph.

DISCUSSED DOCUMENT FORMAT
• Will follow James Kinnard's Version 1.02 design MS Word document as a template.
• We are not specifying the depth of the paragraph numbering in the text but the table of contents will have the depth limited to some appropriate level (4 suggested).
• Pictures/drawings are to be put inline with text within the word document.
• Source pictures and drawings are to be in AutoCAD format or MS Office source (PowerPoint, Word, Excel, Visio, etc.).

DESIGN ASSIGNMENT
• Official members of the design team are: Ron Johnson, Jim Rose, Leah Fuss, Scott Evans, Craig Gardner, James Kinnard, Brent Katauskas, Reza Roozitalab, and Joe Palsa.
• High-level design groups were discussed as follows:
  - General Cabinet Design – Leah, Craig, Brent, Joe, Scott Reza
  - Input-Focus Design – Ron, James
  - Output-Focus Design – Jim, Leah, Craig, Scott, Reza
• James to fill in where ever needed.
• James to be the gatherer of design inputs.
• Ralph to assist with putting together the document.
• Need to have design team volunteer for the specific design items. An email request should go out. [ACTION: BOAZ]

DISCUSSED SCHEDULE
• We will not be able to put together a schedule until we get feedback from the volunteers on what they feel it will take for them to get their job done.

NEXT MEETINGS/TELECONFERENCES
• Teleconference, 12:00-2:00 PM ET, Thursday, 11/04/10. Will discuss what we are doing design wise and then go through requirements.