



GHANA TRANSPORTATION PROFESSIONALS FORUM, 2ND ANNUAL MEETING OAK LAWN ROOM, WASHINGTON HILTON HOTEL

TUESDAY, JANUARY 14, 2014, 7:00PM - 10:00PM

MEETING FORMAT: In-person

MEETING TOPIC: Discussion of proposed activities and other directions for the Forum.

ATTENDANCE: See list at the end of this document.

MEETING PROCEEDINGS:

The meeting was called to order by the moderator, Alex Appea, at 7:00PM. The meeting was started by a round of self-introductions. The proceedings of the meeting are summarized as follows:

1. CONSTITUTION

- Alex Appea indicated that a draft constitution had been prepared and submitted for consideration at last year's meeting. After input from members, the meeting agreed that the draft should be sent out again (by January 31, 2014) and that members should provide feedback by February 14, 2014.
- Isaac Takyi cautioned that going ahead to undertake certain activities without a constitution may be not only improper but could lead to future problems for the Forum.
- Isaac's advice was acknowledged, and after discussion, the meeting agreed that preliminary activities such as election of interim officers must be set in motion prior to ratification of the constitution.

2. FACEBOOK and WEBSITE

- Sam Labi stated that a Facebook site had been developed for the Forum, and indicated that he would send out a friend request to all members.
- Alex Appea stated that after last year's meeting, Senanu had made some initiatives for a website.
- Ato Eguakun suggested that the website development could be outsourced in order to ensure guaranteed stability and performance.
- Sam promised to inquire about rates for professional development.
- Franklin Gbologah suggested that the Forum could also establish a Linked-in page.

3. FINANCES

- Leslie Titus Glover suggested that the Forum needs to identify its activities before the dues amount should be established. This generated a discussion on which should come first: definition of activities or establishment of dues amount.
- The meeting agreed that a tentative amount could be established so that the activities may proceed without interruption.
- After some discussion, it was agreed that workers should pay \$100 and non-workers, \$30 annually. Kofi Obeng commented that this could be increased to \$200 and \$50 respectively.
- Felix Ammah-Tagoe suggested that additional funding could be solicited from relevant corporations. He added that this would help stabilize the Forum's financial standing in face of the inevitable fluctuations in membership and amounts from dues.
- Felix added that such corporate contributions could be in cash or kind (for example, allowing the Forum the use of corporate facilities such as teleconferencing).
- The meeting agreed that donations could also be another source of revenue. Felix and Patricia Ammah-Tagoe made a donation of \$250. Also, Magnus Quarshie made a \$100 donation.





4. ORGANIZATION NAME AND REGISTRATION

- At Kofi Obeng's suggestion, the meeting discussed the name and membership scope for the Forum.
- After some discussion, it was agreed to:
 - (a) rename the organization as The Ghana Transportation Professionals Forum of North America
 - (b) limit the membership initially to professionals in Ghana and North America in order to keep it manageable and also to serve as a model for future similar efforts worldwide.
 - (c) Register the organization in Ghana and in the USA as a non-profit entity.
- Felix Ammah-Tagoe remarked that it costs 200 Ghana cedis to register it in Ghana.

5. VOTE ON INTERIM ADMINISTRATION

- After discussing the need for a more formal structure to run the organization in its early stages, the meeting voted the following interim executives into power:
 - Interim president - Sam Labi; Interim vice president - Senanu Ashiagbor; Interim secretary - Alex Appea; Interim treasurer - Mary Kissi; Interim webmaster - Seli Amison.
- It was agreed that these interim executives would play their respective roles until January 2015 when elections are held to elect substantive officers.

6. IDEAS FOR FUTURE ACTIVITIES OF THE FORUM

- Magnus suggested that the Forum could help facilitate individual initiatives by members who seek to undertake research, consulting, and volunteering opportunities in Ghana.
- Sam Owusu-Ababio suggested that initiatives could be made to help develop (or at least advocate for) consistent design guides for various transportation infrastructure, for example, collecting and collating existing design guides and publishing them on the internet.
- Discussions were also held on the following possible activities: conferences and workshops in Ghana.
- Sam Owusu-Ababio suggested that the Forum could examine ways to assist the Ghana Institution of Engineers to become more proactive and involved in transportation-related policy formulation in Ghana.

7. GENERAL

- The meeting agreed with Kofi Obeng's suggestion that the Forum's logo should be made more inclusive of all transportation modes.
- The meeting acknowledged the efforts of Seli Amison in arranging for food, and agreed with Leslie Mill's suggestion that Seli must be reimbursed for his expenses.
- Franklin Gbologah suggested that the Forum needs to ascertain what it must be done to do to fulfil its relationship with the TRB.
- Mary advised members to get actively involved in committee meetings.
- In response to a suggestion by Seli Amison, it was agreed that the Forum will hold mid-year meetings via internet. The date will be communicated to all members in due course.
- Light snacks were served. It was generally observed that the meat pies dissipated rather too quickly.

8. PRESENTATION

Magnus gave a presentation about multimodal transportation plans for the sub-Saharan region of Africa. This was followed by a lively discussion among Forum members.





9. ATTENDANCE

Abigail Osei-Asamoah, University of Connecticut;
Alex Appea, Virginia DOT;
Ato Badu-Prah, ABP Consult;
Ato Eguakun, Saskatchewan Government Insurance;
Emmanuel Adanu, University of Alabama;
Felix Ammah-Tagoe, E-ternational Research Consulting;
Franklin Gbologah, GeorgiaTech.
Magnus Quarshie, Delin Consult;
Margaret Akofio-Sowah, GeorgiaTech;
Mary Kissi, TRB;
Isaac Takyi, New York Transit Authority;
Kofi Acheampong, KCI Technologies;
Kofi Obeng, North Carolina A&T State University
Kwaku Boakye, University of Kansas,
Kweku Brown, Clemson University;
Leslie Mills, International Road Federation;
Leslie Titus Glover, Applied Research Associates;
Offei Adarkwa, University of Delaware;
Patience Ammah-Tagoe, E-ternational Research Consulting;
Richard Boadi, GeorgiaTech;
Sampson Asare, University of Virginia;
Samuel Labi, Purdue University;
Samuel Owusu Ababio, University of Wisconsin Platteville;
Stephanie Amoaning Yankson, GeorgiaTech;
Yaw Adu-Gyamfi, University of Virginia.

10. ADJOURNMENT

Alex Appea thanked all those who attended the meeting. The meeting adjourned at 10:00PM.

11. POST-MEETING DISCUSSIONS

A brainstorming session between Stephanie Amoaning Yankson and Samuel Labi on Thursday January 16, 2014 yielded the following proposals:

- (a) Awards. Establish award for outstanding student research on the basis of some criteria, e.g., the nr. of TRB presentations authored/co-authored that year. Issues of discussion: award amount (if any); award format (plaque? certificate?); award sponsor; person after whom the award is to be named, etc.
- (b) Electronic Newsletter. 2 pages max, every 6 months, highlights past/upcoming activities of Forum; relevant conferences/events; major transportation developments in Ghana, member profiles, etc.
- (c) Council of Elders. A group of accomplished professionals to monitor and help steer the executive. Would function in a manner similar to a board of governors.

