



TENNESSEE SECTION INSTITUTE OF TRANSPORTATION ENGINEERS

Kenneth Perkins, P.E., PTOE
President
Lauren Gaines
Vice President
Karen Trowell, P.E.
Secretary-Treasurer
Luke Dixon, P.E., PTOE
Past President

2023 TSITE Fall Business Meeting
Thursday, October 26, 2022
Double Tree Hotel in Downtown Memphis
Memphis, TN

Call Meeting to Order

President Kenneth Perkins called the meeting to order.

Recognition of Past Presidents

The following past presidents were in attendance:

- Stephen Edwards
- Greg Dotson
- Brandon Baxter
- John Hunter
- Chris Kirby
- Greg Judy

Vote to approve Summer Business Meeting Minutes - approved

Motion made by: John Hunter

Motion seconded by: Brandon Baxter

Officers Report

- President's Report (Kenneth Perkins) –
 - Addressed everyone as his last meeting as President.
- Vice-President's Report (Lauren Gaines) –
 - No Update
- Secretary-Treasurer Report (Karen Trowell) –
 - No Update
- TN Section Representative's Report (Bryan Bartnik & Carmen Harvey) –
 - The SDITE Student Leadership Summit is February 22-24 and is being hosted by the University of Memphis. As it overlaps with our Winter meeting, hopefully we can get a good showing from our professionals. We will need to discuss this further. 2024 versus 2025 at University of Memphis.
 - TSITE and Deep South ITE recently held the first joint Section webinar on September 21st. Ms. Sarah McBride, TDOT Region 1 Associate Counsel, and Ed Everitt, PE, Neel -Schaffer VP & General Counsel, presented on an Engineers Ethical Obligations and various cases. Thanks to our speakers and all the TSITE members that helped, especially Brandon Baxter who moderated the session on behalf of TSITE.
 - The second webinar, hosted by NCSITE and SCSITE, was held on October 2. Patrick

TSITE: ADVANCING TRANSPORTATION IN TENNESSEE



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Hamilton, Assistant County Engineer for York County SC, and Christopher Peoples, Chief Engineer NCDOT, presented on transportation funding.

- Two more webinars are planned and more information should be released soon. Keep an eye on your email for more information. The remaining pairings are Georgia/Alabama and Virginia/Kentucky.
 - SDITE Annual Meeting is in Wilmington, North Carolina on April 6-10, 2024.
 - SDITE 2025 is being hosted jointly by TSITE and MOVITE and will be held in Memphis. We encourage any and all TSITE members to attend and give us a great showing.
 - The year end SDITE Board Meeting will take place in Memphis on December 10-11. The Board will recap the year, plan for the future, and take a tour of the hotel/conference center where the 2025 meeting will take place.
- Section Administrator's Report (Brandon Baxter) –
 - We spent more than \$30,000 on the summer meeting. Have a contract for the next two years at Park Vista. The cost was over \$200 per person. Will likely have to charge more in the future but stay in line with what other sections are doing.

Committee Reports

- Audit (Kevin Cole) –
 - Working to wrap up year end audit. Looking for a new volunteer to take this role.
- Awards (Luke Dixon) –
 - No update
- Nominations (Luke Dixon) –
 - No update
- Scholarship (Luke Dixon) –
 - Asking for feedback on making two of our scholarships open to transportation planning students as well as engineering students next year. The board will talk about this in the planning meeting.
- Career Development (Brian Haas) –
 - 2024 SDITE Student Traffic Bowl will be at the University of Memphis on February 22, 2024. It will be tied in with our Winter Meeting and Student Leadership Summit.
- Legislative (Brad Waldschmidt) –
 - Awaiting 2024 Legislative Session to track new bills.
 - New session should start January 9, 2024.
- Section Relations (Karen Trowell) –
 - Tri-Cities (Jason Carder) – No Update
 - Knoxville (Mike Conger & Geneva Dowdy) –



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- One PDH lunch presentation was given by Dr. Kevin Heaslip, Director of UT Center for Transportation Research on August 24th. It was held at TDOT Region 1 and there were around 30 people in attendance.
- Happy Hour was held on September 26th at Knox Brew Hub with 4 attendees.
- The local Knoxville group is hoping to have another gathering before the holidays. Details to be sent out when finalized.
- Chattanooga (Carmen Harvey) – No Update
- Nashville (Tiffany Giordano) – The first Nashville meeting of the year will be a social on Wednesday, November 8th from 5:00 – 6:30pm CST at Monday Night Brewing Preservation Co (1308 Adams Street, Nashville, TN).
- Memphis (Peter Kauffmann) – The Memphis section met on Thursday, August 17, 2023 in association with the quarterly Memphis MPO meeting - a big thanks to Greg Dotson for hosting! Our next meetup will be at noon on Thursday, November 16th, between the Q4 MPO ETC and TPB meetings. Please contact Peter.Kauffmann@hdrinc.com for more details or if you would like to be added to the email distribution list.
- Technical (Peter Kauffmann) –
 - Creating a list of topics and meeting next month.
- Traffic Bowl (Trey Todd / Bryan Bartnik) –
 - 2024 Traffic Bowl will be held at the University of Memphis on Thursday, February 22nd.

Meeting Schedule

2024 Winter Meeting:	February 22 nd – University of Memphis, Memphis, TN
2024 SDITE Student Summit:	February 22 nd – 24 th – University of Memphis, Memphis, TN
2024 SDITE Annual Meeting:	April 7 th – 10 th – Wilmington, NC
2024 Spring Meeting:	TBD
2024 Summer Meeting:	July 24 th – 26 th – Park Vista, Gatlinburg
2024 Fall Meeting	TBD

Old Business

- Updating 2016 History Manual
 - Planning / handover meeting held 4/26 with Steve Bryan
- Updating 2019 Operations Manual
 - Student Scholarship Updates
 - Bill Hart Scholarship being added to Operations Manual.
 - Increase funding levels for other scholarships, this will be included in changes to Operations Manual.
- TSITE LinkedIn page –
 - Lauren is looking at how to manage that as she has moved to other roles. Potentially Lydia Davis can assist with this.
- TSITE Lands' End Storefront - <https://business.landsend.com/store/tsite/> - Kenneth receives discount codes, and he will send them to everyone.



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New Business

- Swearing in of 2023 TSITE Officers – this did not occur. It was postponed until the winter meeting.
- TSITE 2024 Spring Meeting – is there any interest in having a joint meeting with ITS TN or MID TN section of ASHE. This will be discussed at the TSITE Board meeting.
- SDITE 2025 Meeting with Missouri Valley Section in Memphis, TN.
 - Update from LAC Co-Chairs Greg Dotson and Stephen Edwards – Dates are April 13-17, 2025 at the Sheraton and Convention center. We have the Top floor. Hospitality suites will be in the Sheraton. Planning for 500-600 people. Using the Kent venue for the ABD event. They have secured a band for the program themed with Elvis. Four different technical sessions will be conducted concurrently with mobile tours and 2 traffic bowls. There is plenty of room for the exhibitors, and a bar set up is integrated with the conference. Working to have outside sponsorship to the conference to help reduce the conference fee.
 - Stephen is looking for help with finance and sponsorship. They have a list of people to reach out to. MOVITE will be for in town for the planning meeting in December and working on the MOU with them as well. One person from each group (MOVITE and TSITE) is helping to organize the sessions. Stephen wants to meet with the airport/airlines to incentivize flights for guests.
 - Southern District has money that they struggle to spend. Chris Kirby wants to have further discussions on how that may be able to assist with costs.
- TSITE Membership Registration raffle
 - If you are a current ITE member and you renew your membership (and turn in proof of renewal), we will put your name in to win a \$50 visa gift card. Names will be drawn on **Friday, December 16th**.
 - If you refer a new member, you also get an additional entry in the drawing! Just have the new member send us your referral name when they send us proof of registration!
 - If you are NOT an ITE member and you register to be a TSITE member (and turn in proof of registration), we will put your name to win a \$50 visa gift card. Names will be drawn on **Friday, December 16th**.
 - **Proof of membership registration should be submitted to Karen Trowell at (tsitesecretary@gmail.com)**
- Support for Local Area Branches – TSITE will provide backstop funding for local events starting in 2023. Up to \$500 per year may be requested for reimbursement by each branch.

Discussion Items

At the executive meeting we want to start a younger member committee – Lydia Davis asked for it to be added. Maybe a start of that is in association with student leadership summit. Brandon encouraged members to stay and attend that meeting after the winter meeting.

Call to Adjourn

Brandon Baxter moved to adjourn, and Lydia seconded the motion.