



TENNESSEE SECTION INSTITUTE OF TRANSPORTATION ENGINEERS

Greg Dotson, P.E.
President
Amy Burch, P.E.
Vice President
Nathan Vatter, P.E.
Secretary-Treasurer
Kevin Comstock
Past President

2018 TSITE FALL BUSINESS MEETING MINUTES

October 23, 2018

Drury Plaza Hotel

1874 West McEwen Drive
Franklin, TN 37067

Call to Order

Greg Dotson called the meeting to order at 1:06 p.m.

Recognition of Past Presidents

The following past presidents of the Tennessee Section that were in attendance were recognized:

1976	William L. Moore Jr.
2002	Cindy Pionke
2006	Steve Allen
2007	Greg Judy
2008	Steve Meyer
2010	Chris Kirby
2011	Chris Rhodes
2012	Steve Bryan
2013	Jason Carder

Vote to approve Summer Business Meeting Minutes: Steve Allen moved to approve; Brian Haas seconded. Motion Carried.

Officer's Reports

- President – Greg Dotson
 - Welcomed everyone to the TSITE Winter Meeting and a special thank you to Vice President, Amy Burch
- Vice-President – Amy Burch
 - Gave a special thank you to the group of 54 for attending and Nermine Nashed for always taking photographs
 - Nathan will be the contact for speakers/presenters for next year (2019)
- Secretary/Treasurer's Financial and Scholarship Report – Nathan Vatter
 - Nathan Vatter presented the TSITE Financial Report: Short 250.00 but broke even with late registration

Previous Balance: Oct 23 rd	23,771.25
Income	28,333.69
<u>Expenditures</u>	<u>30,250.58</u>
Ending Balance	21,854.36



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- Scholarship as of June 30, 2018, \$33,854.00 does not account for the 7,000.00 from the Summer Meeting.
- Insurance: Nathan provided information on General Liability Insurance 360.00 annually and Management Liability Insurance for Elected Officials at 850.00. The directive came from the SDITE President, Scott Walker ITE International with action taken by the board. Please provide feedback to Nathan Vatter.
- Section Representative's Report – Chris Kirby, Lauren Gaines, and Terrance Hill
 - Terrance Hill:
 - One ITE: The concept is to make sure that all the sections and chapters are operating consistently.
 - The affiliate membership Doodle Poll: 36 voted and 89% had no concern. The totals were expressed to SDITE. There is a call next week to gather more information.
 - They are going to eliminate the affiliate membership. Affiliates that have paid will have a free International ITE Membership next year, and ½ off the following year. They are currently working with board members on a transition plan
 - November 11th and 12th: SDITE Board Meeting in New Orleans. Lauren Gaines put together a section report to present with Terrance Hill at the meeting.
- Affiliate Director's Report - Tim Britt:
 - Not in attendance:

Committee Reports

- Audit (Kevin Cole)
 - Not in attendance
 - Chris Kirby: Kevin stated that everything looked good
- Awards (Kevin Comstock)
 - Not in attendance
- Nominations (Kevin Comstock)
 - Not in attendance
- Scholarships (Kevin Comstock)
 - Not in attendance
- Career Development (Brian Haas)
 - Nothing to report
- Legislative (Michelle Nickerson)
 - Nothing to report
- Section Relations (Amy Burch & Nermine Nashed): Stephen Edwards read the report
 - Knoxville: Cindy Pionke



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- They gathered on Thursday, August 30th for a breakfast meeting with no speaker.
- On Friday, September 28th they met for lunch. Chris Kirby and Andy Padgett had a presentation on “Effective Communications” which was developed for SDITE by Beverly Langford.
- They will meet on November 1st for their final luncheon for the Knox County's ADA Transition Plan.
- Chattanooga: Karen Trowell:
 - They met on August 10th, Kevin Comstock, Smart City Director with the City of Chattanooga, spoke to their group. The title of his presentation was “Looking for Data in all the Wrong Places: The “State of Play” in Tennessee for Data Compilation and Analytics”.
 - On September 14th, they met with no speakers.
 - If anyone would like to be added to their invite list, please send an email to Karen at Karen.Trowell@arcadis.com
- Nashville: Najmeh Jami
 - The Middle TN ITE meeting is regularly scheduled on the last Wednesday of the month as usual. Please RSVP by this Thursday for the November 2nd Meeting. The speaker is Brad Freeze: I-24 Smart Corridor Project with food provided. Steve Bryan gave a special thank you to Najmeh. Her last day is November 8th. She is moving to New York with Kenneth Perkins taking her place and sending out the Region 3 invites.
- Memphis: Greg Dotson / Peter Kaufmann
 - Memphis-area members had another lunchtime meetup prior to the MPO meeting on Thursday, August 2nd, including representatives from several municipalities and the University of Memphis.
 - Their final regularly-scheduled Memphis Meetup of the year will be Thursday, November 1st before the MPO's Engineering & Technical Committee meeting.
 - They are also continuing to explore opportunities for crossover events with the local collegiate sections as well as for site visits to local transportation projects.
 - Please contact Peter Kauffmann (Peter.Kauffmann@bargedesign.com) if you'd like to receive updates or if you've got a suggestion for an interesting field trip.
- Tri-Cities: Jason Carder
 - No Report
- Technical (Luke Dixon)
 - Not in attendance
 - Amy Burch: Hosted a webinar titled *Extending Applicability of ITE Trip Generation Data Beyond General Urban and Suburban Areas* for five locations across the state on Thursday, October 11th.



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- We have plans to host a December webinar
 - Update and work on the operations manual will be added to the section administrative position
 - The technical committee is open to options like the handouts for the summer meeting. They are posted on the website for access.
- Traffic Bowl (Greg Judy)
 - Gearing up for the 2019 competition
 - Come and support the students and plan on attending the winter meeting.

Meeting Schedule

2019 Winter: February 27; Nashville (TSU Hosts)
2019 SDITE: March 31 – April 3; Arlington, VA
2019 Spring: TBD May; Memphis
2019 ITE: July 21 – 24; Austin, TX
2019 Summer: July 31 – August 2; Gatlinburg (Park Vista)
2019 Fall: TBD October; Chattanooga or Knoxville
2020 ITE/SDITE: August 2 – 5; International / SDITE Joint Meeting New Orleans

Old Business

None

New Business

- Young Member initiatives – Lauren Gaines
 - Continuing to do some cool things with the young members and collaborations with other young engineering groups
- TSITE Administrator Position
 - Updating the ops manual
- T-STEM Initiatives in Tennessee and beyond – Greg Dotson
 - Memphis/Dr. Ivey: Kevin Comstock, Greg Dotson and Stephen Edwards serve on the steering committee along with the SE Workforce Transportation to develop and pursue through the workforce to partner with ITS TN to be a legitimate partner.
 - International subcommittee with STEM; the idea is to encourage transportation stem careers from elementary to high school, have a communication on the international webpage; and to have curriculum for different age groups that is conducive to the administrative level and activities that are transportation focused to help teachers. If you know of any activities, please send them to a board member. In addition, we would like to possibly offer a Traffic Bowl to younger grade age children.



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- SDITE Leadership – Chris Kirby
 - It's time to think about another leadership class and Chris Rhodes will be taking on a Leadership role over this program. Chris Kirby will be stepping down as the SDITE Chair and taking on some of Cindy Pionke's responsibilities. We have been talking about some of the states that would be good candidates for leadership training. If you have an interest in the program, please contact Chris Rhodes/Kirby.
 - We are busy and always looking for volunteers. Workforce Development, Young Members, Technical Knowledge (Kevin Comstock), etc.
 - John T Hunter going to help develop Project Management Light. If you work for a private firm, you will get training with State/Local government learning as you go. 2019 with a dry run with TSITE being a dry run location.

- Other Items
 - Amy presented an award to the outgoing president Greg Dotson for doing an excellent job by leading by example.
 - Steve Allen swore in the new officers
 - Greg Dotson – Past President
 - Amy Burch - President
 - Nathan Vatter – Vice President
 - Stephen Edwards – Secretary Treasurer
 - Steve Bryan – Section Representative
 - Terrance Hill – Section Representative

Call to Adjourn: President Greg Dotson asked for a motioned to adjourn. Jason Carder motioned. Chris Rhodes seconded. Motion carried at 1:50 p.m.