



TENNESSEE SECTION INSTITUTE OF TRANSPORTATION ENGINEERS

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

Tennessee Section ITE
2022 Spring Business Meeting Minutes
Wednesday, May 18, 2022
University of Memphis
Memphis, TN

Luke called the Meeting to Order 12:40 pm CST.

Recognition of Past Presidents

Brandon Baxter
Greg Dotson

Steven Edwards
Jeff Hammond

Dr. Lipinski
Nathan Vatter

Vote to approve Fall Business Meeting Minutes: Brandon Baxter – Move and Stephen Edwards – seconded the motion.

Officers Report

- President's Report (Luke Dixon)
 - Luke thanked everyone for attending the Winter meeting including the 6 past presidents that were in attendance.
 - Luke thanked Kenneth Perkins and Lauren Gaines for all the hard work they put into organizing the winter meeting. He also thanked Dr. Stephanie Ivey for coordinating the venue and speakers.
- Vice-President's Report (Kenneth Perkins)
 - Nothing to report.
- Secretary-Treasurer Report (Lauren Gaines)
 - Lauren reported that we have a total of 38 people register for the spring meeting. So, overall, we are very pleased with the turn out for the meeting. Out of the 38 registrants, 31 people showed up with an additional 7 walk-ups.
 - Lauren also reported that ITE International will be in New Orleans this summer. SDITE is has given each section \$3,000 for scholarships. TSITE plans to award 3, \$1,000 scholarships. More information will be sent out on this in the coming weeks.
- TN Section Representative's Report (Jason Carder & Bryan Bartnik)
 - SDITE Annual meeting was well attended.
 - Several members presented including: John Hunter and Kevin Comstock.
 - Several members moderated sessions including: Lauren Gaines, Kevin Cole, and Stephen Edwards.
 - International meeting is July 31 through August 3, in New Orleans.
 - ITE is planning to "recharter" all student chapters in 2022. SDITE (Scott Walker) has already contacted student chapter leaders and faculty advisors, to inform them of this. For most of



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our chapters, this should be a fairly simple exercise, but for the ones that are less active, it may require some assistance from TSITE.

- ITE is hosting a Microsoft 360 account, and providing access for Sections. They are asking that Sections place certain documents (Charter, Bylaws, etc) there, for reference.
- Section Administrator's Report (Brandon Baxter)
 - No update.

Committee Reports

- Audit (Kevin Cole) – no report.
- Awards (Stephen Edwards)
 - Have received scholarship applications from 3 different schools.
 - Applications will be reviewed for all scholarships.
 - Anticipating \$10,000 in scholarships to 6 students.
 - All of the awards should be selected prior to the summer meeting.
- Nominations (Stephen Edwards)
 - Elections will be up and open for the next TSITE Secretary position; this should be wrapped up 2 weeks before the summer meeting.
- Scholarship (Stephen Edwards)
 - Stephen the availability of Young Member Scholarships for SDITE;
- Career Development (Brian Haas)
 - International ITE and the Southern District are going through a student chapter re-chartering process, and they will be reaching out to faculty advisors to get that process started. They are hoping to have everything completed in the Fall. SDITE has all six of TSITE students chapters listed as “Active”, so the process should be straightforward. Moving forward, we do need to stress the importance of the student chapters submitting an annual report so that they don't get placed on the Inactive list.
- Legislative (Michelle Nickerson)
 - The only bill that passed from the “bills to watch” in the previous meeting is the PE license bill. The public chapter can be found here:
<https://publications.tnsosfiles.com/acts/112/pub/pc0904.pdf>
 - Summary: Someone with a Masters in engineering and 8 years' experience can sit for the PE (previously this was 20 years).
- Section Relations (Lauren Gaines) Memphis, Nashville, Chattanooga, Knoxville and Tri-Cities
 - Tri-Cities (Jason Carder)
 - No news.
 - Chattanooga (Karen Trowell & Cindy Shell)
 - In person meetings started back on April 6, 2022.
 - Our local Chattanooga chapter met at the downtown DRC city building and had food catered in and sponsored by CROY Engineering. Also, we had two speakers from CROY who spoke on “The Engineering Design Process”. We had 20 people at the meeting



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including 12 UTC students. We are hoping to continue our local support of this new student chapter.

- Knoxville (Mike Conger)
 - Since the winter meeting our local group had a breakfast gathering in late March and a lunch PDH presentation on April 27th where Bryan Bartnik with TDOT Region 1 and current SDITE Section Rep gave us a presentation titled "Human Factors in Engineering". Mattern & Craig sponsored the majority of the lunch cost for that meeting where we charged attendees a flat \$5 fee. We have another breakfast gathering planned for the end of this month on 5/26.
- Nashville (Steve Bryan & Geneva Osborne)
 - No news.
- Memphis (Peter Kauffmann)
 - The Memphis section is working to restart in-person events in 2022. An email announcement was sent to all West TN members on record on Mon morning (May 16); please contact Peter.Kauffmann@hdrinc.com if you'd like to be added to (or removed from) the mailing list
 - Our first gathering will be a lunchtime meetup on Thu May 19 after the Memphis MPO's Engineering & Technical Committee meeting, beginning around noon at the Jason's Deli at Poplar & Highland. (We expect to have similar gatherings around the remaining MPO meetings on Sep 22 and Nov 17)
 - The section is always looking for opportunities for "extracurricular" gatherings and crossover events with the student chapters, especially site visits. If you have a project or job site that you'd like to show off, please contact Peter.Kauffmann@hdrinc.com
- Technical (Peter Kauffmann)
 - Thank you to the new volunteers.
 - Working on action items for the committee.
- Traffic Bowl (Trey Todd)
 - Clemson won SDITE and TTU should be reimbursed by now. Hopefully chapter is reimbursed.

Meeting Schedule

2022 Spring Meeting:	May 18 – Memphis, TN
2022 ITE Annual Meeting	July 31 st - Aug 3 rd – New Orleans, LA
2022 Summer Meeting:	July 27 th - 29 th – Park Vista, Gatlinburg, TN
2022 Fall Meeting with Knoxville APA	October 26 th - 28 th , Knoxville, TN

Old Business

- Updating Operations Manual – last updated 2018
- Updating History Manual – last updated 2016
- New Student ITE Chapter at UT-Chattanooga
 - Add to Traffic Bowl list for participation and Winter Meeting rotation – Winter 2023 traffic bowl will be held at UTC.
- Student Scholarships Updates

TSITE: ADVANCING TRANSPORTATION IN TENNESSEE



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- Bill Hart Scholarship being added to Operations Manual.
- Increase funding levels for other scholarships, this will be included in changes to Operations Manual.

New Business

- Fall Meeting with Knoxville APA
 - We will have a joint meeting with TAPA from October 26 – 28.
 - Emails should be sent out soon asking for speakers.
 - Hope to have more information at the summer meeting to discuss locations and additional information.
- TSITE LinkedIn page
 - Please follow us on LinkedIn.
- SDITE 2025 Meeting with Missouri Valley Section in Memphis, TN.
 - LAC Co-Chairs Greg Dotson and Stephen Edwards
 - LAC Members – Ben Ledsinger and Kenny Monroe
 - Waiting on confirmation from Missouri Valley District regarding possible number of attendees.
- TSITE member engagement opportunities
 - Legislative committee
- TSITE Sponsorships for 2022
 - Thank you to all of the sponsors, we are up to 13 sponsors.
 - This helps out the most at summer meetings and it helps to support scholarships.
- TSITE Lands End Storefront
 - Coming soon! There will be a link on the webpage and an email sent out when the link is live.
- TSITE/ITE International Scholarship
 - Mentioned by Secretary Lauren Gaines

Discussion Items

Call to Adjourn

Peter Kauffmann made a motion to adjourn; Stephen Edwards seconded the motion.
Luke Dixon called to adjourn the meeting at 1:00 p.m. CST.