



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 Summer Business Meeting Minutes**

**Friday, July 29, 2022**

**The Park Vista Hotel**

**Gatlinburg, TN**

Luke called the Meeting to Order 8:15am pm EST.

***Recognition of Past Presidents***

Steve Allen

Brandon Baxter

Amy Burch

Kevin Comstock

Greg Dotson

Stephen Edwards

Jeff Hammond

John Hunter

Cindy Pionke

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 Spring 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 summer meeting.
- Vice-President's Report (Kenneth Perkins)
  - Nothing to report.
- Secretary-Treasurer Report (Lauren Gaines)
  - Lauren reported that we have a total of 108 people register for the summer meeting.
  - 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. These scholarships have been announced.
- TN Section Representative's Report (Jason Carder & Bryan Bartnik)
  - 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 our chapters, this should be a fairly simple exercise, but for the ones that are less active, it may require some assistance from TSITE.



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- 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) – no report
- Nominations (Stephen Edwards) – no report
- Scholarship (Stephen Edwards) – no report
- Career Development (Brian Haas) – no report
- Legislative (Michelle Nickerson) – no report
- Section Relations (Lauren Gaines) Memphis, Nashville, Chattanooga, Knoxville and Tri-Cities
  - Tri-Cities (Jason Carder)
    - No news.
  - Chattanooga (Karen Trowell & Cindy Shell)
    - We had our 2nd meeting of the year on June 22nd in the TDOT Region 2 TMC Conference Room. Alan Wolfe with TDOT Region 2 Traffic (since retired) was our guest speaker and spoke on Work Zone Traffic Control. We had 30 people in attendance. TWM, Inc. sponsored our lunch and raffled gift bags at the end of the meeting. We celebrated Alan's upcoming retirement after 40 years of service and had several UTC Students in attendance.
    - We continue to work hard to recruit young members and stay involved with the new UTC student chapter. We would be happy to add anyone to our email list. We hope to have our next meeting in September. Knoxville (Mike Conger)
  - Nashville (Steve Bryan & Geneva Osborne)
    - Nashville hosted our first social breakfast of the year in June at the First Watch and had a good turnout (12+ people). We are scheduled to host our second event this Wednesday, a happy hour at Monday Night Brewery.
    - TBD on the August event, we will need to coordinate about the joint ASHE luncheon or decide if we want to schedule the Region 3 Auditorium for our own lunch.
  - Memphis (Peter Kauffmann)
    - The Memphis section worked with the state officers to host a welcome reception at Wiseacre on Broad Ave the night before the May's Spring Meeting. Turnout was great, with 14 local and out-of-town attendees, so we will definitely plan to do that again the next time Memphis hosts a statewide meeting as an incentive for those who can make the drive west



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- Our first local gathering of 2022 was a lunchtime meetup on Thu May 19 after the Memphis MPO's Engineering & Technical Committee meeting, with approximately 10 attendees from TSITE, MPO staff, and guests
- We plan to host similar gatherings around the remaining MPO meetings on Sep 22 and Nov 17; please contact Peter.Kauffmann@hdrinc.com if you'd like to be added to (or removed from) the West TN mailing list
- 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](mailto:Peter.Kauffmann@hdrinc.com)
- Technical (Peter Kauffmann)
  - Thank you to the new volunteers.
  - Working on action items for the committee.
- Traffic Bowl (Trey Todd) – no report

### **Meeting Schedule**

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



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- 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 15 sponsors.
  - This helps out the most at summer meetings and it helps to support scholarships.
- TSITE Lands End Storefront
  - This storefront is now active! Please go purchase TSITE Swage here:  
<https://business.landsend.com/store/tsite/>

### ***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 9:00 a.m. EST.