



**Executive Committee Joint Meeting w/Section Reps
Thursday, April 24, 2025 (3:00 pm - 4:30 pm MDT)**

Attendees (**Bold = Present**): **Ati, Ben, Carl, Chris, Cody, Darlene, David, Jenny, Lindsay, Lisa, Peter, Rae, Sarah**
Total Attendees: 12

Action Items for this meeting:

- **Review [Strategic Plan](#)**
 - Consider how to meet the Goals and Objective (2024-2026)
 - ACTION: Draft progress update thru 2025; maybe share during lunch meet @ Santa Fe Annual Mtg (Lindsay)
- **Secretary-Treasurer Report (Lisa)**
 - Update on District Financials
 - As of 4/24/25

CATEGORY	CODE	2024 BUDGET	2024 ACTUAL	2025 BUDGET	2025 ACTUAL
Total Expenditures		\$ 99,050.00	\$ 99,106.95	\$ 98,050.00	\$ 2,378.53
Total Income		\$ 99,050.00	\$ 86,166.89	\$ 98,050.00	\$ 19,404.13
INCOME less EXPENDITURES		\$ -	\$ (12,940.06)	\$ -	\$ 17,025.60
Transfer to/from Student Fund					
Transfer to/from Reserves					

Prepared by: Lisa Nguyen, Secretary-Treasurer

- Section Reimbursements
 - Contact Lisa.Nguyen@Flydenver.com for Section/Chapter reimbursements :)
 - Big thanks to all of the sections who have checked in! Come get your money that your section is owed!
 - As of 4/24/25

AZ	SAITE	CO/WY	ID	NV	NM	UT
\$ 1,463.24	\$ 627.53	\$ 4,906.30	\$ 15,941.10	\$ 0.00	\$ 8,376.01	\$ 3,511.23
\$ 2,008.83	\$ 924.49	\$ 11,746.80	\$ 15,941.10	\$ 745.53	\$ 9,873.14	\$ 0.00

- **Meet the Councils Webinar for the District (Ben)**
 - Ben will give presentation in person during Annual Meeting Business Meeting

- Lindsey will provide talking points if needed.
 - Other Ways to Promote ITE Councils
 - Section Reps
 - Section newsletters/meeting announcements
 - Mtn Dist Blog online
- **Nominations Committee**
 - Nominating Committee Appointment
 - Chair: Paul Barricklow (in place of David Lucas)
 - Committee: Section Reps
 - Positions: Sec/Tres (**Seeking candidates**), Vice President (Lisa Nguyen), President (Lindsay Saner), and International Director
 - District Board (EC + Section Reps) to approve end date of election balloting
 - Elections Close: Friday, July 11, 2025
 - Candidates transmitted to President/Board: April 27
 - Candidates Announce to Membership: May 12
 - Candidate Speeches: June 5
 - Final Ballot to Voters: June 11
 - End of election: July 11
 - President appoints a Tellers Committee
 - Tabulate Votes by: July 21
 - Results Announced by: July 21
- **Brand Evolution Task Force (David)**
 - TF formed April 11th with 11 members (6 Section Reps, 1 Section Past President and the Annual Meeting, Communications and Student & Younger Member Committee Chairs)
 - Brand Discovery Report: Goal is to be completed by District, Sections, Chapters and Student Chapters by May 9th and progress is being made towards that goal. This is a short form that will help determine the level of support needed from ITE International. Note that there are both electronic and online versions available, with a Student Chapter-specific version.
 - A virtual Information Session will be held by the TF and will be scheduled.
 - Results will be presented as part of the Annual Business Meeting in Santa Fe.
- **IBOD Update (Ben)**
 - Completed Section Visit and Happy Hour with Utah Section, March 17 - 18, and attended Utah Annual Meeting w/David
 - Section Visit with Montana Section this summer (Tentative)
 - Completed Spring IBOD meeting in Memphis, April 11 - 14
 - Update from Steve Kuciemba on what is going on at the Federal Government and impacts to ITE
 - 2028 Annual Meeting Update
 - Financial Fraud discussion
 - Future ITE International Annual Meetings

- August 10-13, 2025 - Orlando, Florida
 - July 19-22, 2026 - Detroit, Michigan
 - July 25-28, 2027 - Calgary, Alberta
 - 2028, Date TBD - Albuquerque, NM - Joint w/ITE International
- **Financials**
 - Status of Debit Cards
 - Lisa has a debit card
 - LAC 3 - 2025: Zachary Troncoso
 - LAC 1 - 2026: David Lucas
 - Jenny has Debit Cards for all MD accounts
 - Discussion: credit card vs. debit card
 - Might be helpful for venues/hotels that don't accept debit
 - David- noted that check has always been an option; Recommends only having debit card to minimize tracking
 - 2025 Section Treasurers Info Session held
 - Lisa working with sections on reimbursement requests
- **2025 Section Visits**
 - Ben - MT & UT
 - Chris - ID & NV
 - NV: Fall Transportation Conference 11/4-11/5
 - ID: November Monthly Meeting 11/11
 - David - CO/WY
 - End of the year December Luncheon (Thursday, December 4, 2025)
 - Jenny - NV (2/27)
 - EC - AZ (Fall Leadership Retreat)
 - End of September / Beginning of October
 - Full Board - NM (Annual Meeting)
 - October 16 - Joint Meeting CO/WY, MT, ID @ Jackson Hole, WY
- **2025 Student Chapter Visits**
 - Jenny
 - University of Colorado - Denver (2/19)
 - University of Nevada, Las Vegas (2/26)
 - Cal Poly, San Luis Obispo (3/13)
 - University of Utah (4/9)
 - BYU (4/10)
- **District Meeting - Board Reports**
 - Section Reports, Committee Reports, and Executive Committee Reports templates will be sent out 4/25
 - Due back to Chris by 5/16

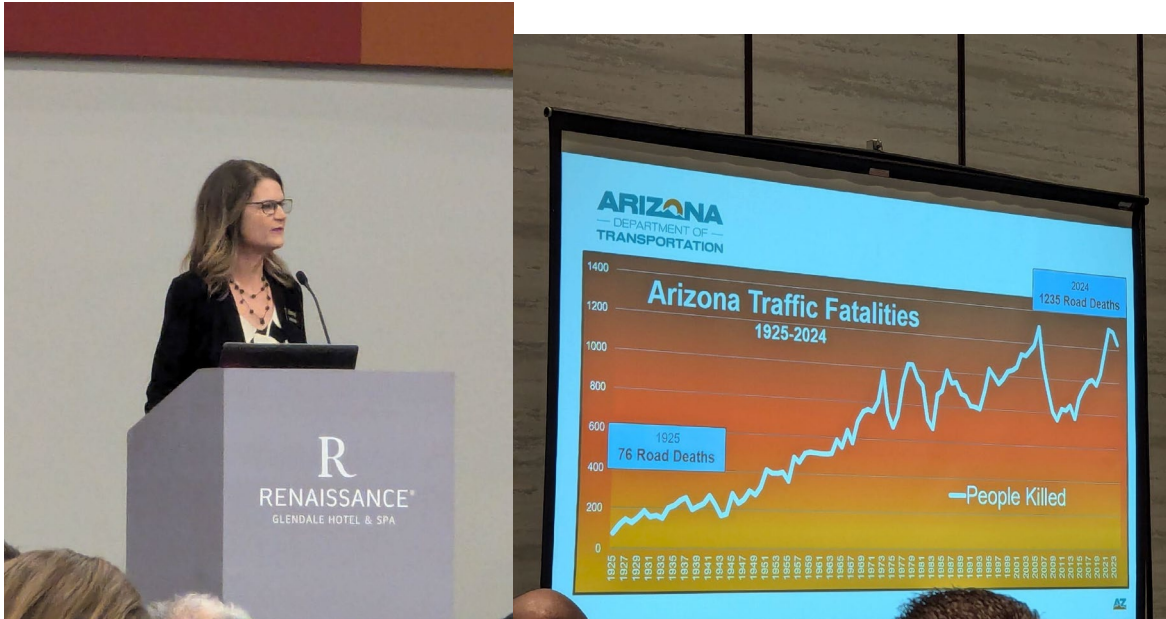
Section Updates

- **Section Reps** - please provide new contact info for Section Board Officers

Darlene (AZ)

- Past and Upcoming meetings:
 - March 27 In-Person Meeting
 - Topic was PROWAG
 - Meeting held in Scottsdale
 - Approximately 40 attendees
 - March 27 Young Professionals event
 - Electric Pickle
 - 12 attendees, many newer people
 - May 1 Happy Hour
 - Mentoring Session
 - May 22 Happy Hour
 - Open to everyone
- ITE/IMSA Spring Conference (April 15-17)
 - A rousing success! Great feedback on new venue and program.





- SAITE Update
 - SAITE president attended last board meeting, is invited from here on out
 - SAITE is focusing this year on reaching out to areas and topics outside of Tucson. Most recent meeting included multiple attendees from Yuma.
 - Next meeting will be a technical tour of the Pima County signal shop on May 13
 - Joint meeting with Southern Arizona ASCE in June (yours truly will be presenting)

Cody (ID)

- Board Meeting - March 4th, In-Person
 - New Volunteers/Committees
 - Budget Review
- Recent Events
 - Monthly Luncheon - March 11th, In-Person/Virtual
 - Presentation topic - ITD Southwest Idaho (District 3) transportation and planning projects in the mid-to-long term
 - 40+ in-person attendance
 - Monthly Meetup

- In Lieu of Monthly Luncheon/Presentation
 - Payette Brewing
 - 15+ in-person attendance
- Upcoming Events
 - Board Meeting - Tentatively May 6th
 - Monthly Luncheon - Tentatively May 13th, In-Person/Virtual
 - Presentation topic - TBD
 - 2025 Joint Section Meeting in Jackson
 - Set for October 16th, 2025.

Ati (NV)

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- Upcoming monthly meeting on August 29. This is a joint meeting with WTS.
- Our board is actively working on planning and facilitating the Nevada Fall Transportation Conference in collaboration with other local professional organizations (ITE NV Student Chapters, ASCE, ITS Nevada, WTS, and the UNLV transportation Research Center).
- We are also still working on developing sponsorship packages for students. Once this rolls out, we will likely create a separate account for students funds/sponsorships.
- Held a social event last month.
- Meeting with ITE UNR Chapter on September 26 to discuss the chapter's engagement and activities.
- Website content is regularly reviewed and maintained.
- We are very active on social media (LinkedIn and Instagram) through weekly posts.
- We now have a 'New Member Welcome Letter' that goes out to each new member every month.
- We are positive on cashflow and are ahead on the budget.
- Our annual awards program was slightly delayed this year but the board is meeting later this week to discuss planning and logistics.
- Nevada ITE Assessment
 - Section Leadership Engagement: High
 - Membership Engagement: Medium
 - Student Engagement: UNLV (High) / UNR (Low)

Peter (UT)

- Recent Events:
 - March - Utah Section Annual Meeting - We welcomed ITE Leadership visitors David Lucas and Ben Waldman. We had an excellent turnout of over 200 registered for a full day of educational sessions and networking among peers. We sold out our sponsor booths for the events and appreciated the support from the vendors.



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- April 9 - District Administrator Jenny Grote presented to the University of Utah Student Chapter about ITE and Wulf Grote gave a technical presentation on mass transit. [Peter Jager](#) (Mountain District -Utah Rep) and [Megan Leonard](#) (Utah Section President) also attended in support and coordinated with the students and their advisor.
- April 15 - Technical Presentation on the Road to Zero Fatalities by Dr. Reed Gibby, retired professor.
- Next events:
- Monthly Lunch Meetings in May and June. Summer Party in the planning stages. Annual Conference on March 18, 2025 at Thanksgiving Point in Lehi, Utah.
- Our Board continues to meet monthly

Rae (CO/WY)

- Strategic Planning Initiative
 - Membership, Leadership, Sponsorship surveys distributed
 - Leadership listening sessions



- Awards
 - Transportation Professional of the Year: Dr. Wes Marshall
- Upcoming Events:
 - April 29th - Spring Transportation Symposium
 - May 16th - May Luncheon, featuring strategic plan and Dr. Wes Marshall
 - May 23rd - Golf Tournament
 - June 7th - MD Happy Hour - Coordinate w/ Group

- Social Media (See all the FUN events and come plan your next visit to CO/WY!)
 - Follow and like our ITE social accounts!
 - Facebook: [ITE CO/WY Section](#)
 - LinkedIn: [ITE CO/WY Section](#)
 - Instagram: [@cowyite](#)

Sarah (MT)

- MT Section Board continues to meet monthly
 - 2025 is MT's first year implementing corporate sponsorships. Participation is underway (RPA, DOWL, Sanbell to date).
 - Membership continues to be strong (96 currently, up from ~70 in past years, in part due to increased student participation from MSU).
- Awards Committee
 - 2025 awards announced, presentation of awards by Awards Committee/Kerry Lynch on Tuesday 4/22.
 - Shae Talley - Young Professional Award
 - DOWL/Sarah Patterson - Transportation Achievement Award for 10th Avenue South Signal Timing project in Great Falls



- Engagement Committee
 - Technical session planned in mid-May highlighting a 2-way street conversion project in Billings. Hybrid event with in-person luncheons in Billings, Bozeman, Helena, and Missoula + virtual option to join.
 - Planning a MT Section social in Santa Fe in June.
 - Targeting project tour of Grant Street in Bozeman (late August immediately before MSU starts classes in fall).
 - Social event planned in October for Montana Association of Planners (MAP) conference in Helena.
 - Working on technical sessions for transportation technical track at Joint Engineers Conference (JEC) in Helena in November. Will also host a social.
- MSU Student Chapter

- Student Liaison role transition from Kerry Lynch to Rafael Teixeira, who will facilitate brand evolution process.
- Additional engagement will resume in the fall.

Carl (NM)

- Previous Meeting: March 6, 2025 - Presentation on the 4th Street Revitalization Project in Los Ranchos de Albuquerque



- Jerry Hall Memorial Scholarship continues to be opened - scholarship applications due Friday, May 23, 2025
- Next meeting: May 1, 2025
 - Presentation on the Albuquerque Rail Trail
- UNM Student Chapter
 - Hosting Student Leadership Summit as part of MDITE annual meeting - Tuesday June 3, 2025
- LAC - Continued planning Efforts for Annual Meeting in June

Next Meetings:

- Executive Committee w/Committee Chairs - May 22 (Teams) 3:00 - 4:30PM MDT

- Board Meeting w/Section Representatives - June 4 (In Person) 8:00 - 12:00 PM MDT

Potential New Student Chapters in the Mountain District

- New Mexico State University - Las Cruces, NM
- Montana Tech - Butte, MT
- Colorado State University - Pueblo, CO
- Carroll College - Helena, MT
- Utah West Valley - West Valley City, UT

Potential New Chapters in the Mountain District

-No by-laws required (but an Operating Manual is recommended in lieu of by-laws)

-Requires financial support from their home Section

-Jenny developed a draft checklist of Chapter Representative Duties for the Operating Manual

- Southern New Mexico – Las Cruces, NM and El Paso, TX members
- Northern New Mexico – Santa Fe
- Western Colorado – Grand Junction
- Northern Colorado/Wyoming – Fort Collins/Laramie
- Northern Arizona – Flagstaff (NAU)
- Southern Utah – St. George (Utah Tech)
- Northern Nevada – Reno (UNR)
- Push for this in 2024
 - Maybe a task for the Membership Committee, or Communications Committee
 - Put together a “Benefits of Being a Chapter”
 - You get a “name”
 - Help tie in student chapters
 - Get a budget line item from your Section (possibly)
 - Could have someone on the Chapter Board as an officer position on the Section Board

SECTION REPS:

Section	Representative	Email	Term
Arizona	Darlene Yellowhair	darlene.yellowhair@psomas.com	2024-2025
Idaho	Cody Luper	cody.luper@jacobs.com	2024-2025
Nevada	Ati Abad	atefeh.abad@atkinsrealis.com	2024-2025
Utah	Peter Jager	pjager@utah.gov	2024-2025
Colorado-Wyoming	Rae Stephani (AP)	rstephani@y2keng.com	2025-2026

Montana	Sarah Nicolai	snicolai@rpa-hln.com	2025-2026
New Mexico	Carl Vermillion	cvermillion@bhinc.com	2025-2026

*(AP) = Appointed (all others elected)

COMMITTEE CHAIRS/VICE CHAIRS:

Committee	Chair	Vice Chair	EC Liaison	Term
Advertising	Kordel Braley kordel.braley@aecom.com kordel@gmail.com		Lisa Nguyen	2025-2026
Annual Meeting	Josh Saak jsaak@achdidaho.org		David Lucas	2022-2024
Awards	Ati Abad atefeh.abad@atkinsrealis.com		Ben Waldman	2020-2024
Communications	Melissa Gende mgende@y2keng.com		David Lucas	2022-2025
Diversity, Equity, & Inclusion	MariaAngelica Deeb mariaacafe2002@yahoo.com	Lisa Fischer (2025-2026) lisa.fischer@hdrinc.com	Ben Waldman	2023-2024
Membership	Sanjay Paul sanjay.paul@hdrinc.com	Josh Hoffman (2024-??) joshuah9@gmail.com	Chris Sobie	2024-2025
Nominations	Paul Barricklow pbarricklow@lee-eng.com			2025
Service & Outreach	Jennifer Rosales jrosales@ardurra.com		Jenny Grote	2024-2025
Students & Younger Members	Victoria Edington Victoria.Edington@stantec.com		Lindsay Saner	2023-2025
2024 LAC	Dillon McLain dillon.mclain@kljeng.com			2024
2025 LAC	Jonathon Kruse jkruse@lee-eng.com Paul Barricklow pbarricklow@lee-eng.com			2025
2026 LAC	Ellie Volosin ellie_volosin@tempe.gov			2026

	David Lucas david.lucas@aecom.com			
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Note: The expectation of committee chairs is to serve an initial two-year term, with unlimited renewals.