



ASHE National Board Meeting Minutes
May 12, 2019

CALL TO ORDER: Michael D. Hurtt, PE

President Hurtt called the meeting of the National Board of the American Society of Highway Engineers to order at 8:00 PM at Gaylord Opryland Resort and Conference Center, 2800 Opryland Drive, Nashville, TN.

PLEDGE OF ALLEGIANCE: Michael D. Hurtt, PE

Mr. Hurtt led the Pledge of Allegiance.

ROLL CALL: Thomas S. Morisi

<u>Present:</u>	<u>Name</u>	<u>Office</u>
	Michael D. Hurtt, PE	President
	Timothy W. Matthews, PE	First Vice-President
	Leigh B. Lilla, PE	Second Vice-President
	Thomas S. Morisi	Secretary
	P. Frank O'Hare, PE	Treasurer
	Richard N. Cochrane, PE	Immediate Past President
	Roger B. Carriker, PE	Mid-Atlantic Region Director
	David A. Greenwood, PE	Mid-Atlantic Region Director
	Frank J. Bronzo, PE	Great Lakes and North Central Regions Director
	Stan A. Harris, PE	Great Lakes and North Central Regions Director
	Donato DiZuzio, PE	Northeast Region Director
	Mark A. Kinnee, PE	Northeast Region Director
	Kathryn E. Power, PE (via phone)	Northeast Region Director
	Scott H. Jordan, PE	Southeast and Rocky Mountain Regions Director
	Jason Hewatt	Southeast and Rocky Mountain Regions Director
	Nancy A. Morisi	Administrative Assistant
	Samir D. Mody, PE	New Sections Committee Chair
	Joseph Rikk, Jr., PE	National Project Awards Chair
	Mindy Sanders	Technology Committee Chair
	Anis Shaikh, PE	Scanner Committee Chair
	Matheu Carter	Professional Development Chair
<u>Absent:</u>	Shirley A. Stuttler	President's Assistant

Note: Actions of the National Board are highlighted in yellow.
Assignments or actions pending are highlighted in green



RESOLUTION: P. Frank O'Hare, PE

- Motion by O'Hare to recognize the 2019 ASHE National Conference Committee and the Middle Tennessee Section for an outstanding annual conference. The National Board also recognizes TDOT and the FHWA for their contributions to the Conference; seconded by Harris; all in favor.

WELCOME: Michael D. Hurtt, PE

- Mr. Hurtt welcomed everyone to the meeting and introduced the committee chairs in attendance. He reviewed the 2019-2020 goals as follows:
 - Net increase in membership by 10% (say 700)
 - National presence at every Section/Region bi-yearly (min.)
 - Ramp up Social Media/Social Networking presence
 - Promote and leverage updated website
 - Continued implementation of the Strategic Plan

APPROVAL OF MINUTES:

- **March 22, 2019 National Board Meeting:** Motion by Morisi to approve the minutes from the March 22, 2019 National Board Meeting; seconded by O'Hare; all in favor.

PRESIDENT'S REPORT: Michael D. Hurtt, PE/Richard N. Cochrane, PE (transition)

- Mr. Cochrane reviewed the highlights of the written President's Report which is attached to and made part of these meeting minutes. He noted that Dacotah and other western Sections would like more attention to feel more a part of the organization.

PRESIDENT'S ASSISTANT'S REPORT: Shirley A. Stuttler (absent)

- No Report

SECRETARY'S REPORT: Thomas S. Morisi

- Secretary Morisi reviewed highlights of the written Secretary's Report which is attached to and made part of these meeting minutes. In addition to the information presented in the report, Morisi noted the following:
 - Mr. Morisi requested submission of Committee Reports by the stated deadline and noted that late submissions and continued resubmissions of reports, especially after the deadline, lead to errors in the final Committee Reports.
 - DFW owes an assessment from 2017-2018 and was not assessed in 2018-2019 due to an unknown roster and problems the Section was having. He and Ms. Morisi will work with the Section to reconcile their roster. Morisi will make a recommendation at the next Board Meeting as to potential relief of the 2017-2018 dues.
 - At-Large members have not been reconciled in a number of years and limited to no contact has been made with these members. Mr. Matthews recommended that, moving forward, potential members outside existing Sections be assigned to the nearest Section rather than being made At-Large Members. The Board agreed

with the recommendation. Existing At-Large members in the database will be made inactive.

- Mr. Morisi thanked the Board for their support, flowers, cards, and emails during the recent passing of his father.

TREASURER'S REPORT: P. Frank O'Hare, PE

- Treasurer O'Hare reviewed highlights of the written Treasurer's Report which is attached to and made part of these meeting minutes. Mr. O'Hare noted that the balance in the checking account is where it should be for the end of April and that \$10K to \$15K in additional expenses are expected in May. He noted that a few of the line item budget percentages are incorrect in his report. However, the bottom-line percentage is accurate.
- **Motion by O'Hare to accept the National Treasurer's Report; seconded by DiZuzio; all in favor.**

ADMINISTRATIVE ASSISTANT TO THE NATIONAL BOARD REPORT: Nancy A. Morisi

- Ms. Morisi reviewed highlights of the written Administrative Assistant's report which is attached to and made part of these meeting minutes. Mr. Hurtt noted is the intent to transition the President's Assistant duties to the Administrative Assistant by the end of September. The website contact forms have been updated to be sent to Ms. Morisi.

OLD BUSINESS:

- **Blanket Insurance Policy:** Mr. Cochrane reported that he is currently working through an issue the carrier has relative to conferences and technical tours. He believes it may be possible to solve this issue with the addition of a rider.
- **Harassment Policy:** Mr. Greenwood noted that he will bring a recommendation to the Board at the next meeting. Once approved by the National Board, all Sections will be required to incorporate the appropriate language into their bylaws.
- **SASHTO 2019:** Mr. Kinnee noted that all plans have been finalized for attendance at the Conference and that the Committee will be conducting coordination call prior to the event. It is noted that the line item in the New Sections budget is not necessarily to attend the SASHTO Conference but to attend a similar event that would be beneficial to the organization.
- **Society History:** Mr. Harris noted that TNT Graphics is ready to finalize the History Book once they are provided with final content.
- **Project of the Year Publicity:** No additional update.
- **2019-2020 Budget:** Motion by Cochrane to approve the 2019-2020 budget as presented; seconded by O'Hare; all in favor.
- **Past President Stipends at National Conference:** Motion by Bronzo to pay the registration fee for Past Presidents to attend future conferences as a thank you for their service and to encourage them to attend. The fee would be paid as an expense after the Conference is over; seconded by O'Hare; all in favor with the exception of Cochrane who voted against the motion.

NEW BUSINESS:

- **Resource Center:** Mr. Cochrane noted that the Resource Center has simply been moved from the previous website to the new one. However, a number of updates are necessary. He will review and update documents in the Resource Center.
- **“Invite a Friend” PR Initiative:** Mr. Hurtt reported that the Public Relations Committee will prepare a piece to promote “Invite a Colleague, Make a Friend” as a new membership campaign in order to meet the 10% goal to increase membership. He noted that we should be promoting the organization to coworkers within our selective companies as an easy way to grow membership.
- **Social Media Initiative:** Mr. Hurtt encouraged the entire Board to join social media with the goal of promoting the organization. He suggested simply liking or commenting on posts made by ASHE National so that others could see this information.
- **Membership Application Review:** Mr. Hurtt noted that we need to identify the minimum amount of information necessary to be obtained on a membership application while acquiring information needed to support the database. Mr. Hurtt will work with Ms. Morisi to develop a strategy and new form in moving forward.
- **Project of the Year Award Schedule:** No update.
- **Best Practices for Sections:** Discussion was held about the need to develop a best practices manual to share ideas between Sections. During discussion it was determined that information sharing needs to be developed Regionally.

COMMITTEE REPORTS:

- **Committee List for 2019/2020:** Mr. Hurtt directed Board members to update the committee list that was provided at the meeting and report changes back to him.
- **Ad Hoc:** Roger B. Carriker, PE presenting
The Ad Hoc Committee Report is attached to and made part of these minutes.
- **Budget/Audit:** Michael D. Hurtt, PE/Timothy W. Matthews presenting
The Budget/Audit Committee Report is attached to and made part of these minutes.
- **Constitution & Bylaws:** David A. Greenwood, PE presenting
The Constitution & Bylaws Committee Report is attached to and made part of these minutes. Potomac has submitted their bylaws for review. Mr. Greenwood commented on their fee structure and is waiting a response. Mr. O’Hare would like to work with the Committee to change the Section bylaws to include an independent reconciliation of funds.
- **Membership/Member at Large:** Leigh B. Lilla, PE presenting
The Membership/Member at Large Committee Report is attached to and made part of these minutes. Ms. Lilla noted that last year, 160 inquiries for membership were received through the website and only 45 of those inquiries actually joined.
- **National Conference:** Michael D. Hurtt, PE presenting
The National Conference Committee Report is attached to and made part of these minutes. The Columbus Conference does not yet have a facility selected. This may change the location of the April National Board Meeting.
- **New Sections:** Samir D. Mody, PE presenting
The New Sections Committee Report is attached to and made part of these minutes. Mr. Mody reported he is adding members to the Committee.



- **Nominating:** Richard N. Cochrane, PE presenting
The Nominating Committee Report is attached to and made part of these minutes.
- **Operations Oversight:** Stan A. Harris, PE presenting
The Operations Oversight Committee Report is attached to and made part of these minutes. Mr. Harris noted the Committee is working to update the training session with a goal to conduct a second round of training in August or September.
- **Outreach:** Frank J. Bronzo, PE presenting
The Outreach Committee Report is attached to and made part of these minutes. IBC has provided a draft agreement for a partnership with their organization.
- **Professional Development:** Roger B. Carriker, PE presenting
The Professional Development Committee Report is attached to and made part of these minutes. Mr. Carriker noted that 34 of the 43 Sections submitted the requested information. He remarked that, given the number of PDH's issue, ASHE has provided over \$750K in benefits to our members assuming a value of \$50 per PDH.
- **Public Relations:** Donato DiZuzio presenting
The Public Relations Committee Report is attached to and made part of these minutes. Mr. DiZuzio reported that the Committee has several new members. He is concerned with the budget and will be watching this.
- **Scanner:** Donato DiZuzio presenting
The Scanner Committee Report is attached to and made part of these minutes.
- **Strategic Plan:** Kathryn E. Power, PE presenting
The Strategic Plan Committee Report is attached to and made part of these minutes. Ms. Power noted the Committee is developing an implementation matrix.
- **Student Chapter:** Roger B. Carriker, PE presenting
The Student Chapter Committee Report is attached to and made part of these minutes. Mr. Carriker reported that 32 Sections responded to the recent survey. Of those 32 Sections, 14 have what they believe are student chapters with an additional 15 reporting they have some type of interaction with students.
- **Technology:** Mindy Sanders presenting
The Technology Committee Report is attached to and made part of these minutes. Mr. Morisi reported that there are six items on the punch list for database updates.

REGION REPORTS:

- Section/Region Reports were not collected for this meeting or reviewed at the meeting.

MEETING SCHEDULE: Richard N. Cochrane, PE

- September 20/21, 2019, Syracuse, NY
- January 10/11, 2019, Tampa FL
- April 3/4, 2020, Columbus, OH
- June 7, 2020, Raleigh, NC



**ASHE National Board Meeting Minutes
May 12, 2019**

ADJOURNMENT:

Motion by O'Hare to adjourn the meeting; seconded by Matthews; all in favor. The meeting adjourned at 1:05.

ATTACHMENTS:

The following Attachments are included and made part of these minutes:

- Attachment 1: Officer and Committee Reports

Respectfully Submitted,

Thomas S. Morisi
National Secretary



**ASHE National Board Meeting Minutes
May 12, 2019**

Attachment 1: Officer and Committee Reports



PRESIDENT'S REPORT

May 12, 2019

Activities (Cumulative):

- May – On my behalf, Greg Dutton attended the Cuyahoga Valley Section's 40th anniversary event and presented the plaque and installed section officers.
- May 30 – Southwest Penn installation of officers and 55th anniversary dinner – Donegal, PA
- Conversations with Kevin Duris and Jerry Pitzer regarding ESWP / IBC partnership
- June 13, 2018 – Installation of officers – North Central NJ
 - Contacted new NE Region secretary and exchanged region information
- August 5 – 8 – SASHTO Conference – Houston, TX
 - Very good timing for Houston Section. The section is still strong and active.
 - Passed on contact information to several sections regarding potential new members
 - Passed on contact information regarding potential exhibit booth sponsors to 2019 Conference staff
 - Sought new support for DFW Section. Houston's president Valdez will be expanding work to the DFW area. Promoted DFW section to booth visitors
 - Was solicited for information regarding new sections in Alabama and Mississippi. Follow-up by the New Sections Committee
- September 11 – NE Penn monthly meeting
- September 14 – Joint ASHE / ASCE meeting, Phoenix, AZ
- September 18 – TRIKO Valley 30th anniversary lunch and presented the anniversary certificate.
- October 1 - 2 – GL Region Board meeting & Ohio Transportation Engineering Conference (OTEC); Columbus, OH
- October 6 – Student Chapter workshop - Widener Univ. Chester, PA
- October 10 – Albany Section dinner meeting (with Mike Hurtt)
- October 16 – Bluegrass & Derby City joint meeting - Frankfort, KY
- October 22 – Southern NJ Section board and dinner meeting
- November 3 – Pittsburgh Past Presidents' Dinner; Pittsburgh, PA
- November 8 – Central New York dinner meeting (with Mike Hurtt)
- November 13 – NE Penn monthly dinner meeting
- November 16 – NE Region board meeting via WebEx
- December 4 – Long Island Section dinner meeting (with Don Dizuzio)
- December 6 & 7 – Georgia Section holiday event and breakfast meeting (with M Hurtt)
- December 11 – East Penn Section holiday charity fundraising dinner
- January 12 – National Board meeting; Phoenix, AZ
- January 22 – Franklin Section Venison Dinner, Franklin, PA
- January 31 – Carolina Triangle section meeting - Raleigh, NC

- February 5 – NE Penn Board meeting
- February 19 – NE Penn Dinner meeting
- February 20 – Joint meeting - Altoona & Mid-Allegheny Sections
- February 22 - Central New York lunch meeting - Syracuse
- February 28 – South East Region meeting - Jacksonville, FL – Considerable discussion about supporting South Florida
- March 7 - Joint meeting - North East Penn & East Penn - Pocono Manor, PA
- March 17 - 18 - Mid-Atlantic Board meeting and workshop - Charlottesville, VA
- March 23 - 24 –National Board meeting, Lexington, KY
- April 3 – Participate in Delaware Valley Science Fair with Delaware Valley Section; Valley Forge, PA
- April 9- Attend Alabama pre-construction conference to promote new section (*See notes below*)
- April 11 -- North Central NJ / Southern NJ Joint meeting - Cranbury, NJ
- April 16 - Central Dakotah; Bismarck, ND (*See notes below*)
- April 17 – Delaware Valley Section, Installation of officers; Valley Forge, PA
- April 22 & 23 - Dallas Fort Worth Section board & general meetings; Austin coordination meeting, Dallas, TX (*See notes below*)
- May 1 - East Penn Section - Installation of officers; Bethlehem, PA
- May 3 – Chesapeake Section annual dinner; Baltimore, MD
- May 12 – ASHE National Conference; Nashville, TN

Attended 25 section meetings and all four region meetings.

Activities & correspondence

- Letters to four surviving charter members inviting to Kalahari Board meeting
- Recruited three members for PR Committee
- Reached out to South Florida - no meetings scheduled yet.
- Prepared *scanner* Milemarker articles for several activities in which I participated
- Alabama visit
 - Met with Rex Bush and Ashley Ann Adams, two enthusiastic champions
 - Rex Bush does not return e-mails – need to call him.
 - They have a core group of enthusiastic supporters, several of whom I met
 - Need support from SE region & Georgia Section
- Central Dakotah Section
 - Monthly lunch meetings in DOT central office – usually 30 to 50 attendees
 - Lunch meeting cost is \$5.00 for pizza and soda.
 - Video conference to DOT district offices
 - One third of membership in Fargo (200 miles east). They join by video
 - There is interest in promoting a new section in Jefferson City, MO (State Capital)
 - GL Region and National should visit this section, despite distance.
- Dallas-Fort Worth Section
 - Met with the section board & general membership lunch meeting
 - Board is small and needs more people. Several candidates attended the board meeting
 - Exploring continuing current officers in place for an additional year for continuity
 - Meetings planned out through the summer

- Good attendance at meeting to date (Feb, Mar, Apr) This provide a good pool of individuals to recruit for the reinvigoration of the section. The new leadership needs to tap into that level of interest
- Want to set dues at \$100. This did not seem to be a concern to locals
 - ***Interesting to note:*** One individual thought that too low dues give the appearance of “cheapness”.
- The section would like to be all-electronic, including bulk uploading of membership information. (With only ten members, this seems a bit of overkill for now)
- SE Region and National should visit this section, despite distance.
- Austin section – potential
 - Chris Wickham is the champion
 - Chris want to make sure there is a broad spectrum of members. He is in contact with New Sections bimonthly and is gathering contacts and interested parties.
 - There appears to be good support from Houston Section
- Houston
 - Houston is very active, with meetings scheduled for several months in advance and good attendance
 - Houston is providing a high level of support for DFW and Austin. Houston president Valdez is active in DFW section.
 - Houston and DFW are absorbing the initiation fee for new members

National President's Assistant Report - Shirley Stuttler

NO REPORT



SECRETARY'S REPORT

Following is current ASHE Membership List by Region/Section as of April 29, 2019:

Northeast Region	
Albany	107
Altoona	207
Central New York	49
Clearfield	184
Delaware Valley	367
East Penn	94
First State	159
Franklin	122
Harrisburg	317
Long Island	66
Mid-Allegheny	138
New York Metro	170
North Central New Jersey	139
Northeast Penn	114
Pittsburgh	561
Southern New Jersey	79
Southwest Penn	297
Williamsport	76
Subtotal	3246
Mid-Atlantic Region	
Blue Ridge	78
Carolina Piedmont	86
Carolina Triangle	256
Chesapeake	304
Greater Hampton Roads	95
N. Central West Virginia	37
Old Dominion	95
Potomac	205
Subtotal	1156
Southeast Region	
Central Florida	90
Georgia	525

South Florida	10
Middle Tennessee	358
Northeast Florida	173
Tampa Bay	67
Subtotal	1223
Great Lakes Region	
Bluegrass	58
Central Ohio	180
Cuyahoga Valley	121
Derby City	90
Lake Erie	178
Northwest Ohio	46
Triko Valley	174
Subtotal	847
North Central Region	
Central Dacotah	94
Subtotal	94
Rocky Mountain Region	
Phoenix Sonoran	185
Subtotal	185
South Central Region	
Dallas-Fort Worth	80
Houston	69
Subtotal	149
At-Large Membership	
Domestic At-Large	13
International At-Large	2
Subtotal	15
National Total	6915

The membership totals listed above are pulled directly from the National Database on the date listed and may not directly correlate to individual Section rosters. Note that DFW membership is inaccurate.

Total membership as of the date listed is 6,915 which represents a net increase of 174 members since the March meeting.

The following are Sections with unpaid assessments for 2017-2018:

- Dallas Fort-Worth

The following are Sections with unpaid assessments for 2018-2019:

- Dallas Fort-Worth – In order to properly assess, we need to get a handle on their current membership. Sam Mody corresponded with the Section in order to provide assistance.

A new banner has been ordered for the Harrisburg Section.



National Treasurer's Report
Frank O'Hare, PE, PS, National Treasurer
ASHE National Board Meeting
May 11, 2019
Nashville, TN

1. Income and Expenses - Income and Expenses are shown as of 04/30/2019. See Attachment.
 - a. Expenses for May are projected to be less than \$10,000.
 - b. Final Un-audited Income and Expense Report for FYI 2019 will be sent to the Board in June.
2. Investment as of 04/30/2019. See Attachment.
 - a. For FYE 2019, we were able to see an increase of \$ 6,448.89.
3. The National President will be ordering up the audit for FYE 2019 in June per by-laws.
4. Income and Expenses are now being tracked by a unique number. This will enable board members to correlate the income and expenses on the budget report with the cash flow report created with Quicken.
5. CPA Associates has reconciled the PNC Bank statements with ledger for March and April. Copies of CPA and the National Treasurer reconciliations for March and April have been forwarded to the Budget/Audit Committee for review. CC Statements have been reconciled for March and April. Reconciliations, CC statements and receipts are forwarded to the Budget/Audit Committee for review.
6. During renewal of ASHE Business Crime Insurance, the carrier requested an explanation of our reconciliation procedures.
7. The National Logo's registration needs to be renewed.
8. National Conference stipends were sent to those who indicated by email they had registered for the conference.
9. ASHE Credit Card has been ordered for Nancy Morisi.
10. Incorrect and un-signed expense reports are being sent back for correction delaying the issuing of expense checks.
11. If a Board Member changes address, make sure you notify the Treasurer such that your expense check is sent to the new address.
12. Allowable ASHE mileage rate of **\$0.58/mile as of Jan 1, 2019**
13. ASHE 990 for FYE May 31, 2019 due from Sections, Regions and Conferences on or before June 15, 2019.

Motion 1: Motion to accept National Treasurer's report.

610 RADCON ST., JOHNSTOWN, PA 15904

ASHE Treasurer's Report
for
June 1, 2018 to April 30, 2019

PNC Checking Accounts

1	PNC Business Basic Checking 8649 - Ledger Balance 6/1/2018	\$	63,857.55
4	<u>Inflows</u>		
5	Income	\$	228,360.55
7	Total Inflows (Income)	\$	228,360.55
8	<u>Outflows</u>		
9	Expenses	\$	(226,394.41)
11	Total Outflows (Expenses)	\$	(226,394.41)
12	Balance 8649 - 04/30/2019	\$	65,823.69

PNC Investment Account

18	PNC Investment - Beginning Balance (6/1/2018)	\$	325,980.87
19	Increase (Decrease) in Fund as of 4/30/2019	\$	6,448.89
	-		
20	Balance on 4/30/2019	\$	332,429.76
22	Total Assets as of 4/30/2019	\$	398,253.45
23	Total Assets as of 6/01/2018	\$	389,838.42
24	Increase or (Decrease) in Total Assets - 6/1/2018 to 4/30/2019	\$	8,415.03

Respectfully submitted:



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signed by:
Frank
O'Hare
Date: 2019.
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ASHE National Treasurer

5/3/2019

Item	Operating Income	Budget FYE 2019	Actual as of 04/30/2019	% of Budget
A.	Clothing royalties	\$ -	\$ -	
B.	Conference seed money returned	\$ 8,000	\$ 8,000.00	100%
C.	Conference Income	\$ -	\$ 6,002.41	>100%
D.	Credit Card Cash Back Rewards	\$ -	\$ 194.13	>100%
E.	Lifetime Member Plate	\$ -	\$ -	
F.	New members - at large	\$ 100	\$ -	0%
G.	Member assessment	\$ 132,000	\$ 136,572.00	103%
H.	National Project of the Year	\$ 800	\$ 800.00	100%
I.	New members initiation fees	\$ 18,000	\$ 26,475.00	147%
J.	Other Income	\$ -	\$ 3,323.86	>100%
K.	Past Presidents' pins	\$ 1,500	\$ 1,425.00	95%
L.	SPONSORSHIPS			
L100.0	Sponsorships - Multiview	\$ 7,000	\$ 8,868.15	127%
L101.0	Sponsorships - SCANNER	\$ 29,000	\$ 36,700.00	127%
	Total	\$ 196,400	\$ 228,360.55	116%
	Reduction Of Assets	\$ 55,300		
	Total Inflow to Operating Budget	\$ 251,700	\$ 228,360.55	91%

FYE 2019 - June 1, 2018 to May 31, 2019

FYE 2019 Budget approved by ASHE National Board at Philadelphia, PA on March 17, 2017

Item	No.	EXPENSES	Budget FYE 2019	Actual as of 02/28/2019	% of Budget
A. BUDGET/AUDIT COMMITTEE					
	A101.0	Budget/Audit Committee	\$ 450	\$ -	0%
	A102.0	Treasurer's Meeting With Auditors	\$ 450	\$ 277.42	62%
		TOTAL:	\$ 900.00	\$ 277.42	31%
B. CONSTITUTION & BYLAWS COMMITTEE					
	B101.0	Constitution and Bylaws Committee	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
C. EXECUTIVE COMMITTEE					
	C101.0	Allowance for new Admin Asst	\$ 20,000	\$ -	0%
	C102.0	Audit & CPA fees	\$ 7,000	\$ 7,430.73	106%
	C103.0	Awards, pins, & ribbons	\$ 3,100	\$ 2,383.80	0%
	C104.0	Committee chair travel by President's invitation	\$ 3,600	\$ 3,716.46	103%
	C105.0	Computers, purchase, repair	\$ 1,000	\$ 3,080.30	308%
	C106.0	Contingencies, legal, bank fees	\$ 210	\$ 2,016.00	960%
	C107.0	Donations, memorials, gifts	\$ 100	\$ 113.35	113%
	C108.0	Employee - taxes, fica	\$ 2,000	\$ 3,879.52	194%
	C109.0	Employee - wages	\$ 10,600	\$ 13,451.42	127%
	C110.0	Employee - expenses	\$ -	\$ 347.96	100% +
	C111.0	Insurance - business	\$ 2,500	\$ 1,543.00	62%
	C112.0	Misc. Expenses	\$ -	\$ 32.72	100% +
	C113.0	Office- conf. call, office expenses	\$ 2,000	\$ 825.07	41%
	C114.0	Business Office - Rent	\$ 3,800	\$ 4,275.00	113%
	C115.0	Postage, UPS, Fed Ex. - Delivery	\$ 800	\$ 536.53	67%
	C116.0	President's Assistant expenses	\$ 11,000	\$ 9,623.68	87%
	C117.0	Presidents travel & expenses (No board mtgs.)	\$ 5,600	\$ 11,955.94	213%
	C118.0	Society travel - President's request	\$ 2,800	\$ 1,726.10	62%
	C119.0	Supplies, business, software	\$ 2,000	\$ 1,768.65	88%
		TOTAL:	\$ 78,110.00	\$ 68,706.23	88%
D. MEMBERSHIP/MEMBER AT LARGE COMMITTEE					
		TOTAL:	\$ -	\$ -	
E. NATIONAL BOARD					
	E101.1	Board Directors Lodging	\$ 10,000	\$ 8,520.37	85%
	E101.2	Board Directors Travel	\$ 22,000	\$ 21,346.35	97%
	E102.0	Board Meeting Expenses	\$ 10,000	\$ 9,240.94	92%
		TOTAL:	\$ 42,000	\$ 39,107.66	93%
F. NATIONAL CONFERENCE COMMITTEE					
	F101.0	2019 conference stipend & expenses	\$ 17,700	\$ 15,365.40	0%
	F102.0	Future National Conf. Advance	\$ 8,000	\$ 8,000.00	100%

Item	No.	EXPENSES	Budget FYE 2019	Actual as of 02/28/2019	% of Budget
	F103.0	Sponsorships for conference	\$ 4,000	\$ 4,000.00	100%
	F104.0	National Conf. Comm. Travel	\$ 600	\$ 378.85	63%
		TOTAL:	\$ 30,300.00	\$ 27,744.25	92%
G. NEW SECTIONS COMMITTEE					
	G101.0	Startup grant - Two(2) Sections per Year	\$ 1,200	\$ -	0%
	G102.0	New Section Banners - Two(2) Sections	\$ 1,300	\$ -	0%
	G103.0	SASHTO Exhibit ¹	\$ 4,000	\$ 8,315.60	208%
	G104.0	Travel - New Sections & Chartering	\$ 2,400	\$ -	0%
		TOTAL:	\$ 8,900.00	\$ 8,315.60	93%
H. NOMINATING COMMITTEE					
	H101.0	Expenses for Hart, Member of the Year, and Young Member of the Year National Awards.	\$ 2,500	\$ 355.00	14%
		TOTAL:	\$ 2,500.00	\$ 355.00	14%
I. OPERATIONS OVERSIGHT COMMITTEE					
	I102.0	Regional Directors Travel	\$ 2,500	\$ 1,656.71	66%
	I103.0	Project of the Year	\$ 2,500	\$ -	0%
	I104.0	Society History Comm. ¹	\$ 4,000	\$ -	0%
		TOTAL:	\$ 9,000.00	\$ 1,656.71	18%
J. OUTREACH COMMITTEE					
	J102.0	Exposure Funds	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
K. PARTNERSHIP COMMITTEE					
	K101.0	Booth exchange	\$ 2,000	\$ -	0%
	K102.0	Travel to partner events	\$ 2,000	\$ -	0%
		TOTAL:	\$ 4,000	\$ -	0%
L. PROFESSIONAL DEVELOPMENT COMMITTEE					
	L101.0	Professional development committee	\$ -	\$ -	
	L102.0	Certification-related fees & education costs	\$ 250	\$ -	0%
		TOTAL:	\$ 250	\$ -	
M. PUBLIC RELATIONS COMMITTEE					
	M101.0	Committee Travel	\$ 1,400	\$ -	0%
	M102.0	Contest	\$ 200	\$ -	0%
	M103.0	Conference Exposure	\$ 400	\$ -	0%
	M104.0	Promotional Materials	\$ 2,500	\$ 1,071.38	43%
	M105.0	Shipping - ASHE Display	\$ 400	\$ 100.56	0%
		TOTAL:	\$ 4,900.00	\$ 1,171.94	24%
N. SCANNER COMMITTEE					
	N102.0	TNT Invoices	\$ 57,750	\$ 69,908.83	121%

Item	No.	EXPENSES	Budget FYE 2019	Actual as of 02/28/2019	% of Budget
		TOTAL:	\$ 57,750.00	\$ 69,908.83	121%
O.		STRATEGIC PLAN COMMITTEE			
	O101.0	Strategic Planning Committee	\$ -	\$ -	
		TOTAL:	\$ -	\$ -	
P.		STUDENT CHAPTER COMMITTEE			
	P101.0	Student Chapter Committee	\$ 1,000	\$ -	0%
	P102.0	Student event promo materials	\$ 2,100	\$ 2,010.82	96%
		TOTAL:	\$ 3,100.00	\$ 2,010.82	65%
Q.		TECHNOLOGY COMMITTEE			
	Q101.0	Cloud Committee	\$ 1,200	\$ 749.97	62%
	Q102.0	Database administration	\$ 1,500	\$ 1,562.53	0%
	Q103.0	Database upgrade	\$ 6,750		0%
	Q104.0	National Conf. Exhibit Booth - J.M. Solutions	\$ -	\$ -	
	Q105.0	Technology Committee	\$ 300	\$ -	0%
	Q106.0	Website hosting	\$ 1,740	\$ 1,727.45	99%
	Q107.0	Website redesign	\$ 6,500	\$ 3,100.00	
		TOTAL:	\$ 17,990.00	\$ 7,139.95	40%
		TREASURER			
		Funds To Reserve Fund	\$ -	\$ -	
		Total Expenses	\$ 251,700.00	\$ 226,394.41	90%
Notes: 1. Budget modification. See May 20,2018 National Board Meeting minutes.					

Cash Flow

6/1/2018 through 4/30/2019

5/3/2019

Page 1

Category	6/1/2018-4/30/2019
INFLOWS	
B. Conference Advance Money Return	8,000.00
C. Conference Income-- National Conference	6,002.41
D. Credit Card Cash Back Rewards	194.13
G. Membership Assessments	136,572.00
H. National Project of the Yr-Entry fee	800.00
I. New Member-Initiation Fee	26,475.00
J. Other Income	3,323.86
K. Past President Pins	1,425.00
L. Sponsorships	
L100.0 MULTIVIEW Sponsorships	8,868.15
L101.0 SCANNER Sponsorships	36,700.00
TOTAL L. Sponsorships	45,568.15
TOTAL INFLOWS	228,360.55
OUTFLOWS	
A. Budget Committee	
A102.0 Treasurer's Mtg w Auditors	
Lodging	144.28
Meals, Misc	38.11
Travel	95.03
TOTAL A102.0 Treasurer's Mtg w Auditors	277.42
TOTAL A. Budget Committee	277.42
C. Executive Committee	
C102.0 Audit, Taxes & CPA Fees	7,430.73
C103.0 Awards, Banners, Ribbons, Misc.	2,383.80
C104.0 Com Chair Travel-Pres.'s Request	
Lodging	1,086.63
Mileage	456.68
Misc. Travel Expenses, Meals, Parking	423.65
Travel - Air,Train,Transit,Cab,Rental	1,749.50
TOTAL C104.0 Com Chair Travel-Pres.'s Re...	3,716.46
C105.0 Computers, Purchase, Repair	3,080.30
C106.0 Contingencies, Legal, Bank Fees	
Bank Charge-Bank Charge	52.00

Cash Flow

6/1/2018 through 4/30/2019

5/3/2019

Page 2

Category	6/1/2018-4/30/2019
Legal	1,964.00
TOTAL C106.0 Contingencies, Legal, Bank ...	2,016.00
C107.0 Donations. Memorials, Gifts-Charitable...	113.35
C108.0 Employees - Taxes, FICA, ETC-Taxes,...	3,879.52
C109.0 Employee Wages	
C109.1 Administrative Asst. - L. Flowe	12,349.33
C109.2 Administrative Asst. - N. Morisi	1,102.09
TOTAL C109.0 Employee Wages	13,451.42
C110.0 Admin. Asst. Exp - N. Morisi	
Travel -- Air,Train,Transit,Cab,Rental	347.96
TOTAL C110.0 Admin. Asst. Exp - N. Morisi	347.96
C111.0 Insurance - Business	1,543.00
C112.0 Miscellaneous Expenses	32.72
C113.0 Office-Conf. Call, Office Exps-Conf Cal...	825.07
C114.0 Business Office - Expenses	
C114.1 Henderson, NC-- Rent	3,025.00
C114.2 Howard, OH-- Internet	500.00
C114.3 Johnstown, PA-- Rent	750.00
TOTAL C114.0 Business Office - Expenses	4,275.00
C115.0 Postage and Delivery-Postage and Del...	536.53
C116.0 President's Asst. - S. Stuttler	
C116.1 Monthly Stipend	7,150.00
C116.2 Office Supplies	190.03
C116.3 President's Assistant's Travel	
Lodging	458.75
Mileage	769.56
Misc. Travel Expenses, Meals, Parking,	266.52
Travel - Air,Train,Transit,Cab,Rental-Trav...	788.82
TOTAL C116.3 President's Assistant's Tr...	2,283.65
TOTAL C116.0 President's Asst. - S. Stuttler	9,623.68
C117.0 President's Exp(Not BD Mtgs)	
Lodging-Overnight Lodging	3,117.83
Mileage-Mileage at IRS Rate	2,129.16
Misc. Travel Expenses, Meals, Parking,	939.30
Travel - Air,Train,Transit,Cab,Rental	5,769.65
TOTAL C117.0 President's Exp(Not BD Mtgs)	11,955.94

Cash Flow

6/1/2018 through 4/30/2019

5/3/2019

Page 3

Category	6/1/2018-4/30/2019
C118.0 Society Travel-Pres. Request	
Lodging	733.29
Mileage	366.20
Misc. Travel Expenses, Meals, Parking,	199.17
Travel - Air,Train,Transit,Cab,Rental	427.44
TOTAL C118.0 Society Travel-Pres. Request	1,726.10
C119.0 Supplies-Software, Ink,Paper,Etc.	1,768.65
TOTAL C. Executive Committee	68,706.23
E. National Board-Expense for National Board M...	
E101.0 Board Member-Board Meeting Exp	
E101.1 Lodging - Board Meeting	8,520.37
E101.2 Board Travel Expenses	
Mileage - Board Meeting	4,617.60
Misc. Travel Expenses, Meals, Parking	1,925.19
Travel-Air,Train,Transit,Cab,Rental	14,803.56
TOTAL E101.2 Board Travel Expenses	21,346.35
TOTAL E101.0 Board Member-Board Meeti...	29,866.72
E102.0 Board Meeting Expenses	9,240.94
TOTAL E. National Board-Expense for Nationa...	39,107.66
F. National Conference Committee	
F101.0 National Bd. Member Stipend-National ...	
2019 Stipend - Nashville	15,365.40
TOTAL F101.0 National Bd. Member Stipen...	15,365.40
F102.0 Future National Conf Advance	0.00
2021 Conference Advance	8,000.00
TOTAL F102.0 Future National Conf Advance	8,000.00
F103.0 Sponsorship	4,000.00
F104.0 Committee Travel	
Mileage	351.00
Misc. Travel Expenses, Meals, Parking	27.85
TOTAL F104.0 Committee Travel	378.85
TOTAL F. National Conference Committee	27,744.25
G. New Sections Committee	
G103.0 Exhibiting @ National Conferences	8,315.60
TOTAL G. New Sections Committee	8,315.60
H. Nominations Committee	

Cash Flow

6/1/2018 through 4/30/2019

5/3/2019

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Category	6/1/2018-4/30/2019
H101.0 Award Travel Expenses	
H101.4 Lifetime Member Award-National Aw...	355.00
TOTAL H101.0 Award Travel Expenses	355.00
TOTAL H. Nominations Committee	355.00
I. Operations Committee	
I102.0 Regional Director Travel	
Lodging-Lodging for Regional Directors	394.61
Mileage	966.82
Misc. Travel Expenses, Meals, Parking,	295.28
TOTAL I102.0 Regional Director Travel	1,656.71
TOTAL I. Operations Committee	1,656.71
M. Public Relations Committee	
M104.0 Promotional Material,Social Media	1,071.38
M105.0 Shipping - ASHE Display	100.56
TOTAL M. Public Relations Committee	1,171.94
N. SCANNER Committee	
N102.0 TNT Invoices - Scanner Only	69,908.83
TOTAL N. SCANNER Committee	69,908.83
P. Student Chapter Committee	
P102.0 Student Event Promo Materials	2,010.82
TOTAL P. Student Chapter Committee	2,010.82
Q. Technology Committee	
Q101.0 Cloud Committee Travel	749.97
Q102.0 Data Base Project Admin.-Upgrade of ...	1,562.53
Q106.0 Website Hosting	1,727.45
Q107.0 Website redesign	3,100.00
TOTAL Q. Technology Committee	7,139.95
TOTAL OUTFLOWS	226,394.41
OVERALL TOTAL	1,966.14



STATUS REPORT

ADMINISTRATIVE ASSISTANT TO THE NATIONAL BOARD

Employment began February 4, 2019.

*Conference call on that date with President, 1st Vice President, Secretary and Treasurer to discuss transitioning of job duties

Transition of job duties:

- February-Set up home office
- March- Travel to Secretary Assistant Office to train and transfer some information. Travel dates were 3/8/19-3/10/19.
- April-Change of address for National Business Office was complete by April 1, 2019

Tasks Completed:

- Membership applications completed and entered into database
- Memo sent to all sections, regions, national directors and vendors to change address
- Various section requests to update information
- Award letters created and sent
- Conference awards ordered and shipped to conference sight
- Organizing and filing of incoming ASHE material-ongoing

Summary:

Transition has been smooth to this point. My goal as transition completes is to create and steady flow of work duties and communication.



COMMITTEE STATUS REPORT

AD HOC COMMITTEE – Exposure Grant Program Revitalization

Objective: Short term committee created to review reinstituting exposure funds and other grant programs.

Date: 4/27/2019

Report Period: Apr - June 2019

Committee Members

Roger Carriker, Chair (Chesapeake)

Leigh Lilla (Tampa Bay)

Frank O'Hare (Central Ohio)

Frank Bronzo (Cuyahoga Valley)

Mike Hurtt (Albany)

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mhurtt@chacompanies.com

410-370-6635

727-612-9142

614-506-1068

330-329-9702

518-423-4646

Meetings held since the previous Quarterly Report

1. None. My apologies. The chair was unable to get materials together and distribute/discuss this initiative with the committee after the March Board meeting as promised. No excuses here. I will attempt to get this moving ASAP.

Motion(s) to be brought before the National Board:

1. None at this time

Discussions to be brought before the board (no change from 1st qtr report)

Topics that the committee will be working on during the next period ~~and presented at the May 2019 Board meeting: (open for additional input from Board at March 22-23, 2019 Board meeting in Lexington, KY)~~

1. What kind of budget should be established starting with the 2019-2020 fiscal year so that if the exposure grant program is re-instituted in the summer/fall of 2019, there will be budget for this program to utilize? Discuss as part of the 2019-2020 budget review. [2019-2020 proposes a \\$6,000 budget \(based on Board approval in May 2019\)](#)
2. An implementation plan and how to tie this initiative to the 2019-2021 Strategic Plan values and strategies.
 - a. This committee will work on the means to reinstitute the exposure grant program during the next quarter and have a recommendation for the Board's review and hopeful approval at the May Board meeting in Nashville, TN.
 - b. It is desired that this program be approved and information disseminated to the Regions and Sections in the summer of 2019 so that applications may be submitted in the Fall 2019 and awards determined by late 2019/early 2020
 - c. As before, it is also anticipated that the Regions will administer the revitalized program with funds allocated each year by the National Board, but this will be part of the Ad-hoc committee's recommendation in May 2019.
 - d. It is hoped that applicants will associate their needs in alignment with ASHE's visions of growth, increased student participation, educational initiatives, being active in our



communities, and strengthening of the ASHE brand as part of their solicitations. We will also look to identify means for recipients to verify that the objectives in their grants are fulfilled and reporting is provided for use by ASHE in the future refinement of the program.

Status of action items (no change from 1st qtr report)

Objective of Ad-Hoc committee: Investigate the exposure funds and other grant programs for possible re-implementation. Prepare recommendation(s) for the board as needed.

1. None this period. This committee was created as a result of the discussion at the 1/11-12/2019 National Board meeting in Phoenix, AZ.
2. Committee was tasked with looking at the previous exposure grant program/initiative and updating the procedure(s) and means with which Regions or Sections can submit applications for funding.
3. Timeframe for this committee's recommendation is ~~between March and the May 2019 Board meeting in Nashville, TN.~~ before the Fall season "start up" so Regions/Sections can assemble applications for submittal by CY 2019 end.

Budget update

1. 2018 - 2019 Budget: \$0.00
2. Spent – List items and \$ spent this quarter
 - a. \$0.00
3. Current Budget Balance: \$0.00
4. List any Non-Budget Items that should be considered.
 - a. None at this time
5. Proposed 2019-2020 Budget: \$6,000 (result of March Board meeting budget dialog and as shown in proposed budget distributed by M Hurtt on 4/02/18). To be approved on 5/12/19





COMMITTEE STATUS REPORT

BUDGET / AUDIT COMMITTEE

Provide financial guidance to National Board, President and Treasurer. Ensure financial responsibility on the part of the Society. Review investment policies. Review audit as needed.

Date: 5-1-19

Report Period: March 2019 – May 2019

Committee Members

Michael Hurtt, Chair

Tim Matthews

Frank O'Hare

Roger Carriker

Dinna McQuade

Michael Bywaletz

Richard Meehan

Email

mhurtt@chacompanies.com

tmatthews@dot.ga.gov

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roger.carriker@wsp.com

dmcquade@landmarkengineer.com

mbywaletz@gmail.com

richard.meehan@loweengineers.com

Meetings held since the previous Quarterly Report:

1. No meeting of the Committee has been held since last National Board meeting.

Motion(s) to be brought before the National Board:

1. None.

Discussions to be brought before the board:

1. None.

Activities:

The Committee members regularly review reports submitted by the National Treasurer including Treasurer's Reports, Bank Statements, Cash Flow, Credit Card Statements, and Investment Account Statements, and provide comments (as generated) directly to the National Treasurer. All documents reviewed by the Committee are returned to the National Treasurer for filing, stamped as "Reviewed by the Budget / Audit Committee".

For this reporting period, the Committee reports no unusual or concerning issues.

Comments on Treasurer's reports, if any:

1. None.

Status of investment instruments & comments:

1. No comments; see Treasurer's Report.

-END-

ASHE NATIONAL - 2019 / 2020 BUDGET (FINAL - MAY 2019)

Item	OPERATING INCOME	Budget FYE 2020	Budget FYE 2019	Actual as of 2/28/2019	Notes for 2019-20 Budget Preparation by Michael Hurtt
1	Clothing royalties	\$ 1.00	\$ -		
2	Conference profits	\$ 1.00	\$ -	\$ 6,002.41	
3	Conference seed money returned	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
4	Credit Card Cash Back Rewards	\$ 200.00	\$ -	\$ 194.13	<i>Historical</i>
5	Member assessment	\$ 132,000.00	\$ 132,000.00	\$ 134,856.00	6600 @ \$20
6	New members - at large	\$ 100.00	\$ 100.00	\$ -	<i>Historical</i>
7	New members initiation fees	\$ 45,000.00	\$ 18,000.00	\$ 18,535.00	1000 @ \$45 (400 replacements, 600 strategic growth goal)
8	Other Income	\$ 1.00	\$ -	\$ 2,828.86	
9	Past Presidents' pins	\$ 1,500.00	\$ 1,500.00	\$ 1,365.00	<i>Historical</i>
10	Project of the Year	\$ 800.00	\$ 800.00	\$ 500.00	
11	Refund - exposure	\$ -	\$ -		
12	Sponsorships w/ Multi-View	\$ 7,000.00	\$ 7,000.00	\$ 6,734.74	<i>no change</i>
13	Sponsorships w/ Scanner	\$ 29,000.00	\$ 29,000.00	\$ 28,050.00	<i>no change</i>
14	Voided checks	\$ -	\$ -		
15	TOTAL	\$ 223,603.00	\$ 196,400.00	\$ 207,066.14	
16	Reduction Of Assets	\$ 19,847.00			
17	Total Inflow to Operating Budget	\$ 243,450.00			

FYE 2020 - June 1, 2019 to May 31, 2020

FYE 2020 Budget to be approved by ASHE National Board at

ASHE NATIONAL - 2019 / 2020 BUDGET (FINAL - MAY 2019)

Item	OPERATING EXPENSES	Budget FYE 2020	Budget FYE 2019	Actual as of 2/28/19	Notes for 2019-20 Budget Preparation by Michael Hurtt
A	BUDGET/AUDIT COMMITTEE	2019/2020 Chair: Tim Matthews			tmatthews@dot.ga.gov
1	Budget/Audit Committee	\$ -	\$ 450.00	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
2	Treasurer's Meeting With Auditors	\$ 400.00	\$ 450.00	\$ 277.42	Travel if needed
3	Finance Committee	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
	SUBTOTAL:	\$ 400.00	\$ 900.00	\$ 277.42	
B	CONSTITUTION & BYLAWS COMMITTEE	2019/2020 Chair: David Greenwood			greenwoodda@cdmsmith.com
1	Constitution and Bylaws Committee	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
	SUBTOTAL:	\$ -	\$ -	\$ -	
C	EXECUTIVE COMMITTEE	2019/2020 Chair: Michael Hurtt			mhurtt@chacompanies.com
1	Allowance for new Admin Asst	\$ -	\$ 20,000.00	\$ 347.90	See Employee wages (C9)
2	Audit & CPA fees	\$ 7,500.00	\$ 7,000.00	\$ 7,156.25	Small increase to historical cost
3	Awards, pins, & ribbons	\$ 1,000.00	\$ 3,100.00	\$ 97.75	Move two banners to New Sections (G2). Plaques paid under each award program. Past president plaque paid here.
4	Committee chair travel - President's invitation to NBM	\$ 6,000.00	\$ 3,600.00	\$ 2,074.76	Travel by committee chairs to BOD Meeting at President's request. 3 meetings, 2 chairs at each, average cost of \$1000 each
5	Computers, purchase, repair	\$ 1,000.00	\$ 1,000.00	\$ 3,080.30	Minimal maintenance cost (all equipment has been purchased under previous years' budgets)
6	Contingencies, legal, bank fees	\$ 500.00	\$ 210.00	\$ 400.00	Bank Biz fee, PNC fee for audit information (say \$500)
7	Donations, memorials, gifts	\$ 200.00	\$ 100.00	\$ 113.35	No change
8	Employee - taxes, fica	\$ 7,000.00	\$ 2,000.00	\$ 2,123.82	Assume 20% of wages
9	Employee - wages	\$ 30,400.00	\$ 10,600.00	\$ 9,766.58	Admin 1560 hrs @ \$19.50
10	Executive committee meeting	\$ -	\$ -	\$ -	All Ex-Com meetings done thru WebEx
11	Insurance - business	\$ 5,000.00	\$ 2,500.00	\$ 1,182.00	ASHE organizational-wide policy if approved by Nat Board. Historical \$3500 w/o.
12	Misc.	\$ 500.00	\$ -	\$ 32.72	Use \$500
13	Office- conf. call, office expenses	\$ 500.00	\$ 2,000.00	\$ 591.93	Use \$500
14	Office rental	\$ 3,500.00	\$ 3,800.00	\$ 3,100.00	\$250/mn for Admin office + \$500.00/year Internet for Treasurer.
15	Postage & delivery	\$ 500.00	\$ 800.00	\$ 387.01	Use \$500

Item	OPERATING EXPENSES	Budget FYE 2020	Budget FYE 2019	Actual as of 2/28/19	Notes for 2019-20 Budget Preparation by Michael Hurtt
16	President's Assistant expenses	\$ 3,250.00	\$ 11,000.00	\$ 7,177.78	\$650/mn x 5 months. See Note 2 below.
17	President's travel & expenses	\$ 6,500.00	\$ 5,600.00	\$ 6,670.10	President's travel to Sections, Regions, and other events (other than BOD meetings)
18	Society travel - at President's request	\$ 3,600.00	\$ 2,800.00	\$ 1,159.19	Others travel on behalf of Pres as authorized by Pres. 6 meetings @ \$600 per trip
19	Supplies, business, software	\$ 100.00	\$ 2,000.00	\$ 1,446.89	See Office Expenses (C13)
SUBTOTAL:		\$ 77,050.00	\$ 78,110.00	\$ 46,908.33	
D	MEMBERSHIP / MEMBER AT LARGE COMMITTEE	2019/2020 Chair: Leigh Lilla			llila@nelson-construction.com
1	Hart, Member of the Year, and Young Member of the Year	\$ -	\$ -	\$ 355.00	Award expense moved to Nominating Committee in FYE 2019 (H1)
2	Membership Committee Travel	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
3	Membership Database Project	\$ -	\$ -	\$ -	Expenses moved to Technology in FYE 2019 (Q3)
SUBTOTAL:		\$ -	\$ -	\$ 355.00	
E	NATIONAL BOARD	2019/2020 Chair: Michael Hurtt			3 BOD Meetings in FYE 2020 (Sept '19, Jan '20, April '20)
1	Board Directors Lodging	\$ 8,000.00	\$ 10,000.00	\$ 6,158.18	3/4 of FYE 2019 Budget, say \$8000
2	Board Directors Travel	\$ 20,000.00	\$ 22,000.00	\$ 14,632.92	3/4 of FYE 2019 Budget, say \$20000
3	Board Meeting Expenses	\$ 8,000.00	\$ 10,000.00	\$ 5,687.93	Meals, meeting rooms, misc. 3/4 of FYE 2019 Budget, say \$8000
SUBTOTAL:		\$ 36,000.00	\$ 42,000.00	\$ 26,479.03	Historically \$12K per, \$6K at conference. 3 x \$12 = \$36K
F	NATIONAL CONFERENCE COMMITTEE	2019/2020 Chair: Nikki Parris			nicole.parris@atkinsglobal.com
1	Conference stipend & expenses	\$ 18,000.00	\$ 17,700.00	\$ 4,269.40	No National Conference in FYE 2020
2	Advance for 2022 conference	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	Columbus OH
3	Sponsorships for conference	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	No National Conference in FYE 2020, however sponsorship paid from this budget
4	National conference comm.	\$ 800.00	\$ 600.00	\$ 378.85	Travel to potential site by National Conf. Comm. Members.
5	Past President Stipends to National Conference	\$ -	\$ -	\$ -	\$150 stipends for past national presidents' registration to attend conference if approved by the Board (FYE 2021 budget)
SUBTOTAL:		\$ 30,800.00	\$ 30,300.00	\$ 16,648.25	
G	NEW SECTIONS COMMITTEE	2019/2020 Chair: Sam Mody			smody@keller-engineers.com
1	Startup grant - Two (2) Sections per Year	\$ 1,200.00	\$ 1,200.00	\$ -	Not to be paid back.
2	New Section Banners - Two(2) Sections	\$ 800.00	\$ 1,300.00	\$ -	2 banners @ \$400 each
3	Exhibit for other National Organization Conferences	\$ 4,500.00	\$ 4,000.00	\$ 4,156.00	SASHTO, MASHTO?

Item	OPERATING EXPENSES	Budget FYE 2020	Budget FYE 2019	Actual as of 2/28/19	Notes for 2019-20 Budget Preparation by Michael Hurtt
4	Travel - New Sections & Chartering	\$ 2,400.00	\$ 2,400.00	\$ -	Includes two start-up and two follow-ups. Travel is for Chair and Committee Members.
	SUBTOTAL:	\$ 8,900.00	\$ 8,900.00	\$ 4,156.00	
H	NOMINATING COMMITTEE	2019/2020 Chair: Dick Cochrane			
1	Expenses for Hart, Member of the Year, and Young Member of the Year National Awards.	\$ 1,000.00	\$ 2,500.00	\$ -	Travel expenses, lodging, meals, and plaques for award recipients. With no Conference in this budget, minimal budget included for misc expense prior to Conf
	SUBTOTAL:	\$ 1,000.00	\$ 2,500.00	\$ -	
I	OPERATIONS OVERSIGHT COMMITTEE	2019/2020 Chair: Stan Harris			stan.harris@stantec.com
1	Operation Oversight Committee Travel	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
2	Regional Directors Travel	\$ 4,000.00	\$ 2,500.00	\$ 1,149.07	Five-year average is \$2,500. Increase to emphasis need for Director Travel
4	National Project Awards Subcommittee (Joe Rikk)	\$ 2,500.00	\$ 2,500.00	\$ -	Includes travel and plaques
5	Society History Subcommittee (Shirley Stuttler)	\$ -	\$ 4,000.00	\$ -	Project complete
6	Resource Center Subcommittee (Shirley Stuttler)	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
	SUBTOTAL:	\$ 6,500.00	\$ 9,000.00	\$ 1,149.07	
J	OUTREACH COMMITTEE	2019/2020 Chair: Frank Bronzo			fbronzo@envdesigngroup.com
1	Outreach Committee Travel	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
2	Exposure Funds	\$ 6,000.00	\$ -	\$ -	Placeholder for potential relaunch of program in FYE 2020 with Nat Board approval. Awaiting program development from Ad Hoc Committee.
	SUBTOTAL:	\$ 6,000.00	\$ -	\$ -	
K	PARTNERSHIP COMMITTEE	2019/2020 Chair: Dawn Fortuna			DawnMarie.Fortuna@gmail.com
1	Booth exchange (cost at ASHE Conference)	\$ 2,000.00	\$ 2,000.00	\$ -	Five booths @ \$400 each (for 2020 conference, paid under this budget)
2	Travel to partner events	\$ 2,000.00	\$ 2,000.00	\$ -	Per Partnership chair request
	SUBTOTAL:	\$ 4,000.00	\$ 4,000.00	\$ -	
L	PROFESSIONAL DEVELOPMENT COMMITTEE	2019/2020 Chair: Matheu Carter			matheu@udel.edu
1	Professional Development Committee Travel	\$ -	\$ -	\$ -	No money spent FYE 2019, no money budgeted FYE 2020.
2	Certification-related fees & education costs	\$ -	\$ 250.00	\$ -	Biennial Florida fee due April 2021 (no cost this budget)
	SUBTOTAL:	\$ -	\$ 250.00	\$ -	
M	PUBLIC RELATIONS COMMITTEE	2019/2020 Chair: Amanda Schumacher			arc.schumacher@gmail.com
1	Committee Travel	\$ 1,000.00	\$ 1,400.00	\$ -	Participation in events that are not partnerships

Item	OPERATING EXPENSES	Budget FYE 2020	Budget FYE 2019	Actual as of 2/28/19	Notes for 2019-20 Budget Preparation by Michael Hurtt
2	Contest	\$ 100.00	\$ 200.00	\$ -	Nominal amount for social media contest
3	Conference Exposure	\$ 800.00	\$ 400.00	\$ -	Additional publicity at events as needed
4	Promotional Materials, Social Media	\$ 3,000.00	\$ 2,500.00	\$ 745.88	Misc. branded material for booths and events, Social Media Accounts
5	Shipping - ASHE Display	\$ 500.00	\$ 400.00	\$ 100.56	
SUBTOTAL:		\$ 5,400.00	\$ 4,900.00	\$ 846.44	
N	SCANNER COMMITTEE	2019/2020 Chair: Anis Shaikh			ashaikh@hntb.com
1	Scanner/Technical Committee Travel	\$ 600.00	\$ -	\$ -	No money spent FYE 2019 due to Tammy's accident, request money be added back to FYE 2020.
2	TNT Invoices	\$ 60,000.00	\$ 57,750.00	\$ 55,701.09	Sponsorship funds are recorded in Income
3	National Conf. Exhibit Booth - TNT Graphics	\$ 400.00	\$ -	\$ -	Cost of Non-revenue booth at National Conference when approved by Nat Board
3A	National Conf. Expenses and Promotional Items	\$ 700.00	\$ -	\$ -	(\$400 for hotel room compensation & \$300 for promotional items)
4	Scanner Printer & Mail	\$ -	\$ -	\$ -	Included under N2 above
5	TNT Graphics Editor Fee - Scanner	\$ -	\$ -	\$ -	Included under N2 above
6	TNT Graphics Office Expenses	\$ -	\$ -	\$ -	Included under N2 above
7	TNT Graphics - Electronic Version	\$ -	\$ -	\$ -	Included under N2 above
8	TNT Graphics - Email Blast	\$ -	\$ -	\$ -	Included under N2 above
SUBTOTAL:		\$ 61,700.00	\$ 57,750.00	\$ 55,701.09	
O	STRATEGIC PLAN COMMITTEE	2019/2020 Chair: Jerry Pitzer			jerry1368@yahoo.com
1	Strategic Planning Committee Travel	\$ -	\$ -	\$ -	No money budgeted
SUBTOTAL:		\$ -	\$ -	\$ -	
P	STUDENT CHAPTER COMMITTEE	2019/2020 Chair: Matheu Carter			matheu@udel.edu
1	Student Chapter Committee Travel	\$ 1,000.00	\$ 1,000.00	\$ -	Student Chapter Workshop
2	Student event promo materials		\$ 2,100.00	\$ 2,010.82	No need for promotional materials for FYE 2020
SUBTOTAL:		\$ 1,000.00	\$ 3,100.00	\$ 2,010.82	
Q	TECHNOLOGY COMMITTEE	2019/2020 Chair: Mindy Sanders			mhsanders@pontengineering.com
1	Cloud Committee Travel	\$ 1,200.00	\$ 1,200.00	\$ 583.31	JM Server Solutions
2	Database Administration	\$ 1,500.00	\$ 1,500.00	\$ -	From Database subcommittee - JM Server Solutions

Item	OPERATING EXPENSES	Budget FYE 2020	Budget FYE 2019	Actual as of 2/28/19	Notes for 2019-20 Budget Preparation by Michael Hurtt
3	Database Upgrade	\$ -	\$ 6,750.00	\$ 1,354.19	FYE 2019 initiative
4	National Conf. Exhibit Booth - J.M. Solutions	\$ -	\$ -	\$ -	
5	Technology Committee	\$ 300.00	\$ 300.00	\$ -	Survey Gizmo - Annual fee
6	Website hosting	\$ 1,700.00	\$ 1,740.00	\$ 1,352.45	Includes domain at \$40. JM Server Solutions
7	Website redesign	\$ -	\$ 6,500.00	\$ 3,100.00	FYE 2019 initiative
SUBTOTAL:		\$ 4,700.00	\$ 17,990.00	\$ 6,389.95	
R	TREASURER	2019/2020 Chair: Frank O'Hare			.ashenationaltreasurer@ashe.pro
1	Funds To Reserve Fund	\$ -	\$ -	\$ -	
SUBTOTAL:		\$ -			
TOTAL EXPENSES:		\$ 243,450.00	\$ 259,700.00	\$ 160,921.40	
<p>Note 1: The new Administrative Assistant (admin) position will be activated on February 1, 2019. The current Assistant to the Secretary will transition all duties to the Admin thru the remainder of the ASHE fiscal year. The Assistant to the Secretary Position will be eliminated on May 31, 2019.</p>					
<p>Note 2: The new Administrative Assistant (admin) position will be activated on February 1, 2019. The current Assistant to the President will transition all duties to the Admin thru October 2019, coinciding with the September / October BOD Meeting. The Assistant to the President Position will be eliminated on October 31, 2019.</p>					



COMMITTEE STATUS REPORT

CONSTITUTION / BYLAWS COMMITTEE

Monitor National Constitution and National Bylaws for suitability and accuracy. Implement changes as directed by the National Board. Review and maintain record of all Regions' and Sections' bylaws.

Committee Members

David Greenwood, PE, Chair
Stan Harris, PE
Don Dizuzio, PMP
Calvin Leggett
Mark Kinnee, PE

E-Mail

greenwoodda@cdmsmith.com
stan.harris@stantec.com
DDizuzio@tandmassociates.com
cleggett@ncdot.gov
makinnee@urbanengineers.com

Date: 04/26/19

Report Period: Spring 2019

Meetings held since the previous Quarterly Report

1. Minimal correspondence by e-mail- Bylaw approval requests and bylaw inventory

Motion(s) to be brought before the National Board:

1. Approve revisions to the National Bylaws

Discussions to be brought before the board

1. Discussions pertaining to the revised Bylaws dealing with sexual harassment

Activities:

Approval of the revised Potomac Section Bylaws.

Revise and distribute draft revisions to National Bylaws in advance of the Annual Meeting in May

Working on spreadsheet by region/section to report status of each; this is taking longer than planned.

Budget update

1. 2018 - 2019 Budget: \$0.00
2. Spent – List items and \$ spent this quarter
 - a. N/A
3. Current Budget Balance: N/A

4. List any Non-Budget Items that should be considered.
 - a. N/A



COMMITTEE STATUS REPORT

TECHNOLOGY COMMITTEE

Ensure that information technology (IT) is used appropriately for ASHE.

Committee Members

Mindy Sanders, Chair
Scott Jordan, Board Liason
Dick Cochrane, Technology & Cloud
Jacob Morisi, WebHost
Craig Rock, Webmaster
Frank Bronzo, Member
Rhys Keller, Regional Rep (Mid-Atlantic)
Mike Sewell, Regional Rep (Great Lakes)
John Caperilla, Cloud
Diane Purdy, Cloud

E-Mail

mhsanders@pontengineering.com
sjordan@seengineering.com
rcochrane@mctish.com
jmorisi@jmserversolutions.com
carock83@gmail.com

Date: 5/1/19

Report Period:
Summer 2019

Meetings held since the previous Quarterly Report

1. Weekly conference call with Prime Design to assess progress
2. Additional coordination calls and emails with the team
3. 4/18/19 - Training Session between Prime and Web Development Team

Motion(s) to be brought before the National Board:

New Business: None

Discussions to be brought before the board

1. None

Status of action items:

Internet / World Wide Web

- Revise or replace existing web site to modern standards of navigation and appearance –A weekly conference call is held between the web developer and Mindy; The Website Redevelopment Subcommittee consists of Rhys Keller, Amanda Schumacher, and Dick Cochrane. Frequent coordination/review/comment emails between the Subcommittee are occurring.
- A training session was held on 4/18/19; A how-to guide/manual was also provided
- The temporary link was sent out to the Board Members for comments
- Website to be transferred over to ashe.pro on 5/8/19 for testing and a soft roll out

- It will be available to the public in time for the conference (soft roll-out only)
- Ensure web content is up-to-date and can be easily modified – Updates as needed; The new website will allow much easier updates without the need for a great deal of prior website knowledge
- Maintain Region and Section webmaster contacts – No progress since the last report. Remains at 90% Complete

Cloud

- Continue to improve use and organization of ASHE Cloud – No specific issues known.
- Add users as requested – Up to date – 2 new credentials were created since the last report.

Membership Database

- In progress; Coordinating with JMS as needed
- Updates are complete, but testing by Tom Morisi is ongoing

WebEx

- No known issues

Contract(s) – monitor and administer contract with IT vendors

- JM Services – Contract Executed February 2018 (6/19)
- Keller Engineers – Contract Executed April 2018 (1/29/19)
- Prime Design – Website Redevelopment – Final invoice submitted

Budget update

1. 2018 - 2019 Budget: \$17,990
2. Spent – List items and \$ spent this quarter
 - a. Prime Design Solutions -\$3,100 (Final payment per contract)
 - b. JMS Server (Technology Portion) - \$1,354.15
 - c. JMS Server (Database Portion) - \$520.85
3. Current Budget Balance: \$6,144.05
4. List any Non-Budget Items that should be considered.
 - a. None

Attachments:

1. None



COMMITTEE STATUS REPORT

NATIONAL CONFERENCE COMMITTEE

Work with conference sponsors to ensure successful annual National Conferences meeting the Society's business requirements and supporting the Society's mission.

Committee Members

E-Mail

Date: 5/8/19

Nikki Parris, Chair

nicole.parris@atkinsglobal.com

Report Period: Spring 2019

Mike Hurtt, Board Liaison

mhurt@chacompanies.com

Jerry Pitzer

jerry1368@yahoo.com

Shirley Stuttler

[sstuttler@hughes.net](mailto:ssuttler@hughes.net)

Brad Winkler

Brad.Winkler@wsp.com

Roger Carriker

Roger.Carriker@wsp.com

Jim Shea

JShea@trcsolutions.com

Meetings held since the previous Quarterly Report

1. Date – 3/26/19 Members in attendance – 7 (includes conference chairs)
2. Date – 4/2/19 Special meeting with the incoming/outgoing presidents – 5 in attendance
3. Date – 4/15/19 Members in attendance – 13 (includes conference chairs)

4. Motion(s) to be brought before the National Board:

None

Discussions to be brought before the board

1. N/A

Status of past and future conferences – concerns and progress (Attach individual reports as needed)

2018 – Financial chair has completed final audit and is preparing the final 990. The EIN closeout letter is anticipated to be submitted this month (a copy will be sent to the National Treasurer).

2019 – There are currently 391 people registered (as of 4/15) but the conference team expects this number to be closer to 500. They have received \$184K in sponsorship commitments as of mid-April. They have 28 exhibitors not counting ASCET, the scanner and 2020 non-revenue booths. Their floor plan can accommodate almost double this so 2019 is considering offering booth space to some of the top level sponsors that don't have it. The room night commitments have been met by the hotel and as of 3/18 they had 736 room nights filled. Due to Wednesday night room block being filled, the conference has listed several alternate hotels at similar price points near by for those that need accommodations that night.

Current items they are working on are the program book, finalizing the insurance and last minute vendors (AV, wifi, etc.) and addressing how to 'hang' the banners. They are also working with the other National Committees (Nominating, Project of the Year, etc) to finalize details for awards and recognition.

2020 – They have finalized their contract with the hotel and working to find a suitable golf course. 2020 had wanted to hold the golf tournament in the Pinehurst area but most of these courses are “stay to play” courses so they are looking at some more local Raleigh courses. They have secured a contract with Deep River Clay shooting as an alternate to golf. In addition, they have selected a printing company. They have also started to look at possible guest tours at some of the local museums, the NC Zoo, Governor’s mansion and Capital. The big item they are working on now is finalizing the video for the gala which NCDOT is helping them develop. They plan to send 13 people to the 2019 conference to see how different areas/events are run. In addition, they are working with the Technology committee to get their website running so that they can go live after 2019.

2021 – They have finalized their contract with the hotel. They have also established a conference email to use in correspondence with vendors and ASHE members. In addition, they are working with local sections in their region who have committed to additional seed money to help them with early deposits. They are also reviewing whether they want to establish an MOU with the sections involved in the conference for distribution of profits. They have also started a preliminary website populated with limited information.

2022 – The conference will be held in Columbus, OH. The conference chairs are working towards having a hotel visit in the spring of 2020 to coincide with the National Board meeting. In addition, they have a treasurer and working on opening a bank account

Status of committee activities

Guidelines up-to-date – These have been completed and are up on the National Website.

Conference insurance guidelines – This is the next initiative that the committee will take on but hasn’t started yet due to the fact that National is looking at getting a National policy

Cloud access – Jim Shea from our committee is going to work on getting this information up this year.

Budget update (no change from last quarterly report)

1. **2018 - 2019 Budget:** \$30,300 (includes \$17,700 stipend for 2019, \$4K sponsorship for 2019, \$8K seed for 2020 and \$600 for travel for NCC)
2. **Spent – List items and \$ spent this quarter**
 - a. None
3. **Current Budget Balance:** \$25,921.15 (same as previous)
4. **List any Non-Budget Items that should be considered** – N/A



National Conference Report – April 26, 2019 (1st Qtr)

2019 ASHE CONFERENCE

Middle Tennessee Section (Nashville)
Gaylord Opryland Resort & Convention Center
May 8-12, 2019

- Executive Committee
 - Co-Chairs: Angie Duncan, Brad Winkler, and Larry Ridlen
 - Luke Sullivan, Treasurer
 - Eric McElroy, Secretary
- Committees
 - Finance/Registration Luke Sullivan
 - PR/Publicity David Rast
 - Technical Sharon Schutz
 - Program (book) Jon Zirkle
 - Sponsorship Jon Storey
 - Facilities/Logistics Tim Colvett
 - Hosp/Food & Bev. Jeff Shaver
 - Entertainment Alex Carpenter
 - Exhibit/Trade Show Eric Gardner
 - Golf Outing Sammie McCoy
 - Guest Program Melanie Bumpus
 - Transportation Shaun Armstrong
- Sponsorships
 - Individual Sponsorships at \$164,250
 - Program Book Ads \$21,300
 - Golf, sold out
- Hotel contract **executed**.
 - 750 Room Nights Book
 - No clue yet of how many may be booked at Gaylord outside the block
 - No clue how many may be at other hotels
 - Limited availability on Wednesday Night.
- Golf (FULL)
 - Course selected Gaylord Springs and contract **executed**

- 27 Teams
 - <https://www.gaylordsprings.com>
- Friday Night Off-Site Event
 - Contracted **executed**: <http://wildhorsesaloon.com>
- Saturday Evening Ent. Contract **executed** – Farewell Angelina
www.farewellangelinamusic.com
- PSAV (Sound and video) contract **executed**
- Wifi agreement **executed**
- Technical Program Set
 - 2 Guest Speaker at opening Session.
 - 24 Technical Track Presentations (30 minutes each)
 - 2 Technical Tours (Saturday only)
- Guest Program
 - Tours set.
- Exhibit Hall (Freeman) contract **executed**.
 - 35 Exhibitors confirmed
- Transportation
 - Contract with Gray Line **executed**
 - Still working on transportation arrangements for national Board
- Additional Tasks in Progress
 - Program Book is at printer. Available online for download.
 - Insurance
 - Volunteer coordination
 - Registration Gift Purchased
 - Coordinate Banners
 - Registration – Currently at 470.
 - Coordinating Meeting Agendas for opening session, Luncheon, and Banquet
 - Coordinating with Project of the Year Winners
 - Coordinating with Award Winners
 - Hospitality Suite Supplies
 - Conference signs, boards, etc.



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee
Carolina Triangle Section
65 Beacon Hill | Henderson, NC 27537

National Conference Report – April 26, 2019

2020 ASHE NATIONAL CONFERENCE

Venue: Raleigh Convention Center

Host Hotel: Marriott Downtown

Dates: June 3-7, 2020

Conference Co-Chairs: Drew Joyner & Terry Snow

Executive Committee - Confirmed:

- Drew Joyner (AECOM)
- Calvin Leggett (RK&K) - Treasurer
- Terry Snow (Gannett Fleming)
- Charlie Flowe (KCI)
- Missy Pair (NCDOT)
- Todd King (McKim & Creed)
- Tom Goodwin (Gannett Fleming)

Subcommittees – Confirmed:

- | | |
|---------------------------|-------------------|
| • Financial: | Calvin Leggett |
| • Sponsorship/Exhibit: | Brian Lusk |
| • Program: | Doug Taylor |
| • Registration/Reception: | Barbara Benifield |
| • Entertainment: | Missy Pair |
| • PR/Publicity: | Todd King |
| • Golf: | Tim Reid |
| • Transportation: | Josh Hurst |
| • Guest Program: | Liz Phillips |
| • Facilities: | Charlie Flowe |



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

Activities & Accomplishments:

- Developed a Conference Logo
- Refined conference action plan/schedule
- Obtained \$8k loan from ASHE Mid-Atlantic Region
- Developed a sponsorship plan/strategy
- Held Planning Committee/Subcommittee Meetings in January and February, 2019
- Completed a Financial Report (see attached)
- Uploaded planning documentation to ASHE Cloud site and implemented the repository use of this location
- Revised the DRAFT conference budget after feedback based on Committees feedback
- Refined conference agenda
- Solicited bids from printing company for program book, design letterhead, and envelopes and selected printing company, International Minute Press (\$8,905.79). Also soliciting bid from Accent Imaging who is developing our banners and golf sponsor signs.
- Compiled list of potential exhibitors
- Compiled list of potential sponsors
- Guest Programs/tours have been identified. They include: Sarah Duke Gardens and Chapel Tour at Duke University, Triangle Glides Segway, The Wine Feed, Raleigh Beer Trail, NC Museum of Art, NC Museum of History and Science, NC Museum of History, Go Ape – Zip Line and Tree Top Adventure, Chatham Hill Winery
- Golf Tournament – Pinehurst Resort will not allow us to reserve a course/times until 6 months prior to the event. We have decided on local Raleigh golf course (Lonnie Pool Golf Course at NCSU).
- Selected Deep River Sporting Clays as the shooting venue
- Preparations for 2019 ASHE Conference in Nashville
 - We will have two booth spots (24 and 25).
 - Program Ad has been developed and submitted.
 - Draft video has been developed and will be finalized by April 30, 2019.
 - Banners have been developed and will be printed by April 30, 2019.
 - Putting contest has been planned and will be implemented.
 - Drawing prizes options have been purchased:
 - Yeti cooler with local brew, 2020 bling, wine
 - Gift Certificate at Dicks for putting contest
 - Giveaways have been purchased and scheduled for delivery on April 30, 2019.
 - Koozies, bottle openers, sunglasses logo and date



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

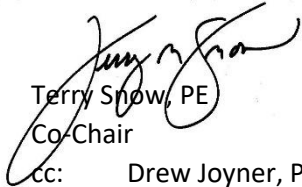
65 Beacon Hill | Henderson, NC 27537

- Koozies with logo & date

Major Actions for 3rd Quarter 2019

- Submit Call for Sponsors immediately after ASHE 2019 National Conference.
- Make the ASHE 2020 Web Site go live immPresent Welcome Video at 2019 ASHE National Conference in Nashville
- Refine conference budget after feedback from subcommittees
- Refine conference action plan/schedule
- Refine conference agenda
- Refine list of potential exhibitors
- Finalize Guest Programs
- Finalize Technical Tours and Session Topics
- Select transportation vendor
- Solicit volunteers for registration committee and select guest gift options
- Schedule and hold bi-weekly Planning Committee/Subcommittee Workshops in 2019

Respectfully submitted,



Terry Snow, PE
Co-Chair

cc: Drew Joyner, PE, Co-Chair
Calvin Leggett, PE, Treasurer
Charlie Flowe, PE



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ATTACHMENTS

Financial Report
Preliminary Budget



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ASHE 2020 Financial Report (as of 3/6/19)

DATE	DEPOSITS	DEBITS	CHECK NUMBER	BALANCE	NOTES
2017					
6/8/2017	\$ 20.00			\$ 20.00	from CWL
7/21/2017		\$ 12.00		\$ 8.00	Service Charge
8/21/2017		\$ 12.00		\$ (4.00)	Overdraft Service Charge (OSC)
8/21/2017	\$ 4.00			\$ -	ODP Advance from credit card
8/23/2017	\$ 8,000.00			\$ 8,000.00	check from ASHE National -account balanced 8/31
9/6/2017		\$ 6.06		\$ 7,993.94	Harland Clarke checks
9/21/2017		\$ 12.50		\$ 7,981.44	Service Charge - account balanced 9/30
10/3/2017		\$ 4.07	1001	\$ 7,977.37	BB & T for OSC - acct. balanced 10/31
11/2/2017		\$ 7,000.00	1002	\$ 977.37	Convention Center Deposit to City of Raleigh
11/30/2017				\$ 977.37	account balanced with BB&T
12/29/2017				\$ 977.37	account balanced with BB&T
2018					
1/22/2018		\$ 12.00		\$ 965.37	BB&T Service Charge -account balanced 1/31/18
2/21/2018		\$ 12.00		\$ 953.37	BB&T Service Charge -account balanced 2/28/18
3/21/2018		\$ 12.00		\$ 941.37	BB&T Service Charge - account balanced 3/30/18
4/23/2018		\$ 12.00		\$ 929.37	BB&T Service Charge - account balanced 4/30/18
5/21/2018		\$ 12.00		\$ 917.37	BB&T Service Charge - account balanced 5/31/18
6/21/2018		\$ 12.00		\$ 905.37	BB&T Service Charge - account balanced 6/30/18
7/23/2018		\$ 12.00		\$ 893.37	BB&T Service Charge - account balanced 7/31/18
7/24/2018		\$ 20.00	1003	\$ 873.37	Check to Calvin Leggett - refund for opening loan 6/8/17
8/21/2018		\$ 12.00		\$ 861.37	BB&T Service Charge - account balanced 8/31/18
9/21/2018		\$ 12.00		\$ 849.37	BB&T Service Charge - account balanced 9/28/18
10/22/2018		\$ 12.00		\$ 837.37	BB&T Service Charge
10/23/2018	\$ 8,000.00			\$ 8,837.37	check from Mid-Atlantic Region-account balanced 10/31/18
11/30/2018				\$ 8,837.37	Account balanced BS 11/30/18
12/31/2018				\$ 8,837.37	Account balanced BS 12/31/18
2019					
1/31/2019				\$ 8,837.37	Account balanced BS 1/31/19
2/20/2019		\$ 1,200.00	1004	\$ 7,637.37	2019 Conference Program Ad



ASHE 20/20: A VIEW OF TRANSPORTATION'S FUTURE

2020 ASHE National Planning Committee

Carolina Triangle Section

65 Beacon Hill | Henderson, NC 27537

ASHE 2020 NATIONAL CONFERENCE BUDGET (revised 1/2019)

INCOME

National	\$ 8,000
Mid-Atlantic	\$ 8,000
Registration (350 @ \$ 400, 75 @ \$ 150)	\$ 151,250
Trade Show (40 @ \$ 1200)	\$ 48,000
Sponsorships	\$ 100,000
Program Book	\$ 20,000
TOTAL	\$ 335,250

EXPENSES

Advertising	\$ 10,000
Registration/Program Book	\$ 17,500
Hospitality Room	\$ 10,000
Golf/Shooting Outing	\$ 25,000
Ice Breaker	\$ 30,000
Breakfasts & Breaks	\$ 30,000
Transportation	\$ 10,000
Spouses Tours	\$ 5,000
Speakers	\$ 20,000
Technical Tours	\$ 10,000
Past President's Lunch	\$ 20,000
Friday Night Social	\$ 30,000
Friday Night Entertainment	\$ 5,000
Saturday Night Banquet	\$ 30,000
Saturday Night Entertainment	\$ 20,000
National Reimbursement	\$ 8,000
Mid-Atlantic Reimbursement	\$ 8,000
TOTAL	\$ 288,500



COMMITTEE QUARTERLY REPORT

NEW SECTIONS COMMITTEE

Committee Members

Sam Mody, Chair

Brian O'Connor, Co-Chair

Mark Kinnee, Board Liaison

Brian Krul, former NE Region Director

E-Mail

smody@keller-engineers.com

brian.oconnor@jacobs.com

makinee@urbanengineers.com

bakrul@transystems.com

Date 5/4/2019

Motions or Discussions to be brought before the National Board (May 12, 2019)

1. None

Meetings held since the previous Quarterly Report (VIA Phone)

1. Date: 4/18/19 Presented ASHE Introductions at ALDOT Preconstruction Conference
2. Date: 4/23/2019 Dallas Fort-Worth Section Meeting; 4/22 – DFW Section Board Meeting
3. Date: 3/27, 4/12 Austin, TX check-in calls
4. Date: 4/23/2019 Collaboration meeting with in-person participants from DFW, Houston and Austin, TX Sections and ASHE National President present. New Sections Committee Chair hosted the meeting by teleconference.

Established Meeting Dates already set before the next Quarterly Report

1. Date: Week of 5/13/19 – Alabama, Mississippi, and South Carolina section follow-up calls
2. Date: 5/6, 5/20 and 6/3 – Austin, TX bi-weekly check-in calls

Current activities started or underway to identify, promote and support the New Sections endeavors.

Alabama – Champion, Rex Bush, former Alabama DOT (ALDOT) Senior Executive

- Rex Bush presented ASHE information at the Alabama Pre-Construction Conference 4/18/19. Ashley Ann handed out ASHE materials provided by public relations committee. Dick Cochrane attended the conference as well to meet Rex and Ashley Ann.
- The NS committee will hold a follow-up call with Rex/Ashley Ann during the week of 5/6/19.

Mississippi – prospective Champion, Brian Smith

- The NS Committee will follow up with Brian Smith during the week of 5/6/19. We will need to schedule a conference call when all the party's schedules are in alignment.

South Carolina – Champion, TBD

- The NS committee will begin hosting monthly pre-planning teleconference calls (first one planned in mid-May) and prepare an estimate to attend the SASHTO conference in August, 2019 including hotel, registration, meals, airfare/travel and any miscellaneous costs.

Austin, TX – Champion, Chris Wickman

- Bi-weekly check-in calls have been ongoing between Sam Mody and Chris Wickman to review outstanding action items and guide him on the next steps to tackle and advance this initiative.
- Chris has recently joined the Houston Section and did attend the April 23rd DFW Section meeting. He participated on the collaboration call amongst the three Sections.
- Chris has been successful in attracting 4 core group members to assist him with the new Section startup. He is going to encourage them to join ASHE as an At-Large member in the interim to begin getting acclimated with the organization.
- Austin, TX database continues to grow – diversity has been discussed on teleconference calls.
- Meeting is being scheduled with TxDOT to gauge their interest in supporting this endeavor. Adam Jack has volunteered to assist with this effort.

San Diego, CA – Champion, Nathan Chapman for West Coast Region (transplant from Carolina Triangle Section)

- No new activity to report.
- TranSystems has an office in San Diego, Santa Ana and Oakland, CA. Brian K. has connected with his colleagues based on the West Coast but no real traction to date.

Hartford, CT – Champion, Ryan Thompson, public sector employee

- No new activity to report.
- Brian K. and Mark K. are finding additional people to provide support committee
- The DOT is located in Rocky Hill, CT.

Other activities.

Dallas Fort-Worth Section – Section President, Markus Neubauer

- The Section has hosted five (5) general membership lunchtime meetings in 2019, all of which were well received by the attendees. We are encouraged with the Section's efforts to reinvigorate their membership and confident that the attendees will slowly migrate back to becoming a member of the Section.
- The DFW Section is slowly beginning to reconstruct their Board of Directors with members re-joining to serve in the Vice President, Secretary and Treasurer capacities.
- President Cochran attend their 4/22 Section Board meeting and Section luncheon the following day.
- Please refer to the Section report for more details about their activities.

Houston Section – Ahmed Valdez

- The Section has hosted quality presentations in 2019 which were well received by their membership.

- The Houston Section has enjoyed steady growth and approaching 75 members.
- The Houston Section has been fully engaged with our efforts in DFW and Austin, TX.
- Please refer to the Section report for more details about their activities.

Regional Initiatives –

- Follow up with the Great Lakes Region to ascertain if they need any assistance with their startup endeavors in Detroit, MI.

Budget update

1. **2018 – 2019 Budget:** \$8,900.00
2. **Spent – List items and \$ spent this quarter**
 - a. \$0.00
3. **Current Budget Balance:**
 - a. Spent \$584.40 during 2018-2019
 - b. Budget was increased to accommodate SASHTO conference.
 - c. \$8,315.60 as of April 30, 2019
4. **List any Non-Budget Items that should be considered in the 2018 – 2019 budget:**
 - a. None

Note: *Email this form in a Word format to Nancy Morisi at nmorisi@ashe.pro.*



COMMITTEE STATUS REPORT

NOMINATING COMMITTEE

Ensure a slate of qualified officers is presented to the National Board and the membership each year in accordance with the By-Laws. Solicit, evaluate, and select individuals for honorary awards in accordance with appropriate guidelines. Administer the award process.

<u>Committee Members</u>	<u>E-Mail</u>	<u>Reporting Period</u>	<u>Date</u>
Greg Dutton, Chair	gdutton@cpc-eng.com	SUMMER 2019	05/12/19
Shirley Stuttler	sstuttler@hughes.net		Nashville, TN
Charlie Flowe	cflowe55@gmail.com		
Dave Greenwood	greenwoodda@cdmsmith.com		
Sam Mody	smody@keller-engineers.com		
Tom Morisi	tmorisi@keller-engineers.com		

Meetings held since the previous Quarterly Report

E-mail and phone correspondence @ various intervals...

Motion(s) to be brought before the National Board:

1. *None*

Discussions to be brought before the board

1. *None*

Activities

1. *Sent out notices to National Award recipients*
2. *Next Meeting: TBD*

Budget update

1. *2018 - 2019 Budget: \$2,500*
2. *Spent (List items and \$ spent this quarter):*
 - a. *No spending this quarter - \$0.00*
3. *Current Budget Balance: \$2,500*
4. *List any Non-Budget Items that should be considered:*
 - a. *N/A at this time*

*Respectfully Submitted on behalf of the Nominating Committee,
Greg Dutton
Committee Chair*



2019-2020 ASHE National Award Recipients

ASHE Young Member of the Year

Laura Campos (SE Region, Central Florida Section)

ASHE Member of the Year

Donna McQuade (SE Region, NE Florida Section)

ASHE Robert E. Pearson / Person of the Year

Paul Degges (SE Region, Middle Tennessee Section)

ASHE Lifetime Achievement

Calvin Leggett (Mid-Atlantic Region, Carolina Triangle Section)



COMMITTEE STATUS REPORT

OPERATIONS & OVERSIGHT COMMITTEE

Monitor national, section and region operations to ensure a unified society and ensure that ASHE is operating in accordance with Constitution and Bylaws and guidelines. Assist Sections when needed or as directed by the National Board. Encourage director travel and monitor travel costs. Manage Project of the Year program.

Committee Members

Stan Harris, Chair

Mark Kinnee

Leigh Lilla

David Greenwood

Alice Hammond

Richard Cochrane (Pres.)

E-Mail

stan.harris@stantec.com

Date: 4/30/19

Report Period: 3/9/19-4/30/19

Meetings held since the previous Quarterly Report

1. None

Motion(s) to be brought before the National Board:

None

Discussions to be brought before the board

None

Activities

Status - Coordinate Section training related to procedures that ensure adherence to Constitution and Bylaws and good accounting and recordkeeping principles.

Since last meeting:

- None, will be updating presentation for 2019-2020 year.

Status - Review Resource Center and work with Technology Committee to keep documents current – No action

Status –Finalize internal communications plan – Plan was amended per approval at January 12, 2019 National Board meeting and distributed to Regions, Sections and National Board members.

Status – Project of the Year program, including publicity – See POY sub-committee report.

Budget update

1. **2018 - 2019 Budget: \$5,000**
2. **Spent – List items and \$ spent this quarter**
 - a. ?
3. **Current Budget Balance: \$3,685.67**
4. **List any Non-Budget Items that should be considered.**
 - a.



COMMITTEE STATUS REPORT

RESOURCE CENTER SUB-COMMITTEE

Maintain a resource center as an up-to-date repository of Society information, guidelines, and policies for membership and leadership.

NO REPORT



COMMITTEE STATUS REPORT

SOCIETY HISTORY SUB-COMMITTEE

Record all ASHE Section, Region and National activities for posterity.

NO REPORT



COMMITTEE QUARTERLY REPORT

NATIONAL PROJECT AWARD SUBCOMMITTEE

Committee Members

Joe Rikk - Chair
Bob Hochevar
Jerry Pitzer
Stan Harris – (Board Liaison)

Date

4/28/2019

Quarterly Report Period

Spring - April

Motions or Discussions to be brought before the National Board

1. None

Meetings held since the previous Quarterly Report

1. None
2. E-mail correspondence regarding the 2019 NPA

Other Activities/Notes:

- Coordination with the two winning teams for the awards luncheon including:
 - Award Panels for display during the National Conference
 - Short PowerPoint of each winning project to show during the awards presentation
 - Preparation of a short article on each winning project in the conference brochure
- Ordering of the award plaques
- Coordination with the 2019 National Conference Planning Committee regarding the award luncheon logistics

Established Meeting Dates already set before the next Quarterly Report

There are no scheduled meetings at this time.

1. Post-conference Lessons Learned on the 2019 NPOY Program

Date: [Click here to enter a date.](#) Time ← TBD

2018 – 2019 Goals with Action Taken to meet those goals

Goal #1 *Develop National Project of the Year "Program" Guidelines (i.e. Instruction Manual)*

Action (Provide what has been accomplished on this goal)

- a. Committee Member Pitzer volunteered to prepare draft manual
- b. Committee Member Rikk to provide various documents to Pitzer to be used as "samples" ← Pending

Goal #2 *Identify Improvements to NPA program*

Action Improvements will be identified during the post-2019 National Conference debrief

Stretch Goal *Develop independent award program (i.e. separate from the Luncheon honoring Past Presidents)*

Action (Provide what has been accomplished on this goal)

Budget update:

1. 2018 – 2019 Budget: \$800.00 approved.
2. Spent – List items and \$ spent this quarter: None
3. List any Non-Budget Items that should be considered in the 2019 – 2020 budget: None

Discussion Items within the Committee

1. Begin developing a guiding document for the NPA program
2. Long-term goal to have a program dedicated solely to awards.

Note: Email this form in a Word format to Shirley Stuttler [sstuttler@hughes.net](mailto:ssuttler@hughes.net)



COMMITTEE STATUS REPORT

OUTREACH COMMITTEE

Support and coordinate various outreach activities and committees to ensure public and engineering-community awareness of the Society. Unify the ASHE brand and external appearance in all internal and external aspects. Promote growth of the Society, both in existing sections and new sections.

Committee Members

E-Mail

Date: April 29th 2019

Report Period:

3rd QTR 2018-2019

Bronzo, Chair

Harris

Moody

Schumacher

Cochrane

Fortuna

Pitzer

O'Connor

Kinnee

NACE Representative – Ted Hubbard

NAWIC Representative – Leigh Lilla

IECA Representative – Vacant

ASCET Representative – Mollie Gosnell

Meetings held since the previous Quarterly Report

1. WEB EX meeting March 20th 2019, Harris, Pitzer, Fortuna, Hubbard, Gosnell
2. April 9th received Partnership agreement from IBC (Review, emails Conference calls on going)
3. Attended the ASCET Spring Executive Committee meeting (A. Shumaker)
4. Upcoming May 22nd 2019 12:00noon web ex

Motion(s) to be brought before the National Board:

Resolved: Adopt the partnership Agreement proposed by the IBC presented in the May 12 2019 National Board meeting Agenda package

Discussions to be brought before the board

Grassroots efforts for the Federal gas tax increase

Activities involving coordination

Great Lakes Region looking for help with Website, and Outreach, Provided Mindy and Amanda's contact info

Budget update: (Note combination of partnership and outreach committee budgets.)

- 1. 2018 - 2019 Budget: \$4,000.00**
- 2. Spent – Travel Expense to ASCET meeting \$ Amanda Shumaker Expense**
- 3. Current Budget Balance: 0.00**
- 4. List any Non-Budget Items that should be considered.**
 - a. Grass roots campaign for federal tax increase, PR , Partnerships, Website



COMMITTEE STATUS REPORT

PROFESSIONAL DEVELOPMENT COMMITTEE

Support ASHE Regions and Sections through the Professional Development Certification Program as they seek to provide the maximum opportunity for professional development and growth for their members.

Committee Members

E-mail

Period End Date: April 26, 2019

Report Period: March 2019

Matheu Carter, Chair	matheu@udel.edu
Roger Carriker, National Board Liaison	Roger.Carriker@wsp.com
Frank Bronzo	fbronzo@envdesigngroup.com
Kathryn Power	kpower@pa.gov
Erin Collins	ecollins@wallacemontgomery.com
Eugene Cipriani	eugene.cipriani@aecom.com
Rob Snowden	rsnowden@urbanengineers.com

Meetings held since the previous Periodic Report:

1. Date: 04/04/2019 Cancelled – Chair scheduling conflict

Planned Meetings:

1. Date: 05/02/2019 Noon WebEx
2. Date: 06/06/2019 Noon WebEx

Motion(s) to be brought before the National Board:

Resolved: None at this time.

Discussions to be brought before the National Board:

1. None, currently.

Status of Action Items:

1. Maintain appropriate records to ensure that ASHE programs and sessions meet the requirements for professional certification in the various states. Ensure that sections likewise maintain records appropriate for their states. Review Section and/or Region data on PDH issuance and summarize to the National Board:
 - a. The accounting for Calendar Year 2017 was attached to an earlier periodic report as the compilation of Section reporting. This constitutes the primary record keeping by the Committee. Information was used in an updated version of the "Year in Review" document issued by the PR Committee. Note: over 10,700 PDHs issued in 2017 alone.
 - b. Solicitation for Calendar Year 2018 was initiated with a targeted compliance date of January 31, 2019. Twenty-seven (27) Sections responded by the end of March. Matt sent targeted reminders to non-responding Sections with some effect.

- c. Thirty-four (34) Sections responded for calendar year 2018. Twenty-seven (27) Sections reported issuances of PDHs and seven (7) responded that no PDHs were issued using ASHE's name or logos. 11,265 contact hours were reported for 2018, an increase from 2017. A PDF of the compilation is attached.
 - d. The Committee will begin analyses on the next conference call.
- 2. Develop and maintain policy documents to provide guidance to Sections with respect to professional development:
 - a. With two full years having been completed, the Committee is better situated to evaluate how Sections are providing continuing education and the adequacy of their record keeping and compliance with the Professional Development Certification Program.
 - b. Committee will continue to solicit/advocate that Sections, Regions, and the National Board of Directors monitor local licensing board rules and regulations that may have an effect on the ASHE guidelines for future edits/updates. The National Board of Directors can be an effective tool for conveyance of this information as well.

Budget update:

- 1. 2018 - 2019 Budget: \$250 (for Florida fees due in spring 2019 (April); Leigh Lilly is coordinating)
- 2. Spent – List items and \$ spent this quarter
 - a. \$0
- 3. Current Budget Balance: \$250
- 4. List any Non-Budget Items that should be considered.
 - a. None at this time.
- 5. 2019-2020 Budget request submitted to National for inclusion in final budget for next year



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

						PDHs Issued to Qualified Attendees	Number of Qualified Attendees	Records will be stored for at least 3 years by Section?	Designated Professional Development Coordinator	
	Name of Session	Speaker Name(s)	Date of Session	Presentation Duration	State Issued In					Comments
Great Lakes Region Bluegrass	LiDAR: Demystifying the Processes & Req	Tim Tong, PLS - Chief of Surveys, GRW	12/13/2018	1 hour	Kentucky	1.00	48	Yes	Alison Gwynn	
Central Dacotah	None issued - see comments								Scott Whaley	Reported that no PDHs/CEUs
Central Ohio										
Cuyahoga Valley	2018 Outstanding Highway Projects - Holmes County Road 160 Intersection Improvements	Matt Johnson, P.E. Chris Young, P.E.	3/28/2018	50 minutes	Ohio	1.00	18	Yes	Scott Basinger	
Cuyahoga Valley	Asphalt Concrete for Prevailing Traffic Conditions	James Marszal, P.E.	9/20/2018	50 minutes	Ohio	1.00	18	Yes	Scott Basinger	
Cuyahoga Valley	Building the Akron-Canton Airport for Today and the Future	Rick McQueen	10/25/2018	50 minutes	Ohio	1.00	30	Yes	Scott Basinger	
Cuyahoga Valley	ODOT UAS Operations and Future of Drone Technology	Chad Hankins	11/15/2018	50 minutes	Ohio	1.00	10	Yes	Scott Basinger	
Derby City										
Lake Erie	2018 County Engineer's Update and Forum	David Marquard, PE, PS Bob Klaiber, PE, PS Jim Gills, PE, PS	1/17/2018	0.75 hours	Ohio	0.75	108	Yes	Kathy Johnson	
Lake Erie	Valley View Bridge Presentation	Alan Brubaker, PE, PS Shawn Thompson & Joel Halterman	2/13/2018	0.75 hours	Ohio	0.75	81	Yes	Kathy Johnson	
Lake Erie	2017 Lake Erie Section Project of the Year	Ken Fertal, PE, PS Matt Wahl, PE Julie Meyer, PE	3/28/2018	0.75 hours	Ohio	0.75	80	Yes	Kathy Johnson	
Lake Erie	GCRTA E. 34th Street Station Tour	Brian Temming Steve Gage, PE	4/19/2018	0.75 hours	Ohio	0.75	24	Yes	Kathy Johnson	
Lake Erie	ODOT Kickoff with District Deputy Directors	Howard Huebner John Picuri	9/10/2018	0.75 hours	Ohio	0.75	95	Yes	Kathy Johnson	
Lake Erie	Cuyahoga River Boat Tour	Myron Pakush Dave Lastovka, PE Bill Vermes, PE	10/23/2018	2 hours	Ohio	2.00	49	Yes	Kathy Johnson	
Lake Erie	Cleveland Innerbelt CCG6A & B Project Coordination	Wes Weir, PE David Rinehart Jackie Guttman Jason Wise	11/28/2018	0.75 hours	Ohio	0.75	87	Yes	Kathy Johnson	
2018 ASHE National Conference	Bicycle & Pedestrian Design	1. Urban Trail Construction; Douglas Blank, PE – Michael Baker International; Sean McDermott, PE – Cleveland Metroparks 2. Bicycle Turn Boxes; John J. Gallagher, MS, PE, PTOE – Carpenter Marty Transportation, Inc.; Drew Laurent – Carpenter Marty Transportation, Inc. 3. Cleveland Public Square; Scott A. Vura, PE, LEED AP – Osborn Engineering; Joseph Ferenczy, PE – Osborn Engineering	5/18/2018	1.5	Ohio	1.50	105	Yes	Jim Shea	



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

						PDHs Issued to Qualified Attendees	Number of Qualified Attendees	Records will be stored for at least 3 years by Section?	Designated Professional Development Coordinator	Comments
2019 ASHE National Conference	Name of Session Structures	Speaker Name(s) 1. Anthony Wayne Bridge- Suspension Bridge Dehumidification and Dynamic Lighting System; Edward J. Adamczyk, PE – Arcadis U.S. Inc.; David Lynch – AECOM Technical Services, Inc. - Dehumidification 2. Interstate 78 Under Clearance Bridge Project, Phases 1 & 2; Gerald L. Fry, PE – Johnson, Mirmiran and Thompson; George Horas, PE – Alfred Benesch and Company; Brian Brawand, PE – Alfred Benesch and Company 3. Accelerated Bridge Construction; Mark J. Pavlick, PE – HDR; Engineering, Inc.; Jason Bono, PE – HDR Engineering, Inc.Steven Dale, P.E. - Pennsylvania Turnpike Commission	Date of Session 1.5	Presentation Duration 1.5	State Issued In Ohio	1.50	51	Yes	Jim Shea	
2020 ASHE National Conference	Asset Management	1. GIS Management; Jason Hoff – HNTB Corporation Mitch House – HNTB Corporation 2. Proactive Pavement Maintenance and Rehabilitation; Dominic Passanita, PE – Stahl Sheaffer Engineering, LLC; ☐ 3. Implementation of Ohio a Transportation Asset Management Plan (TAMP); Andrew Williams – Ohio Department of Transportation☐	5/18/2018	1.5	Ohio	1.50	31	Yes	Jim Shea	
2021 ASHE National Conference	Alternative Delivery	1. Southern Ohio Veteran’s Memorial Highway – ODOT’s First P3 and Largest Project; Jonathan Hren, PE – ms consultants, inc.; Chad Ratkovich – Portsmouth Joint Venture; Tom Barnitz, PE – ODOT District 9 2. Innovative Procurement Methods to Accelerate and Manage the GDOT’s Alternative Delivery Program☐Tim Matthews, PE – Georgia Department of Transportation; Dustin T. O’Quinn, PE, DBIA – HNTB Corporation	5/18/2018	1	Ohio	1.00	44	Yes	Jim Shea	
2022 ASHE National Conference	Urban Transportation Projects	1. Lakefront West (Cleveland West Shoreway Improvements); Kirsten Bowen, PE – Michael Baker International; Michelle Johnson – Environmental Design Group; Timothy Sturges, PE – Ohio Department of Transportation, District 12 2. SUM-76-10.00 Main Broadway Interchange; Scott Buchanan, PE – AECOM Technical Services, Inc.	5/18/2018	1	Ohio	1.00	59	Yes	Jim Shea	
2023 ASHE National Conference	Interstate & Interchange	1. Practical Design Implementation on Interstate 480; Rob Chappelle, PE – Mott MacDonald; Eric Kallio, PE - Ohio Department of Transportation, District 12 2. Columbus Crossroads; Tom Hibbard, PE – ms consultants, inc.; Thom Slack, PE – Ohio Department of Transportation, District 6	5/18/2018	1	Ohio	1.00	59	Yes	Jim Shea	
			5/18/2018							



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

	Name of Session	Speaker Name(s)	Date of Session	Presentation Duration	State Issued In	PDHs Issued to Qualified Attendees	Number of Qualified Attendees	Records will be stored for at least 3 years by Section?	Designated Professional Development Coordinator	Comments
2024 ASHE National Conference	Alternative Delivery	1. TDOT I-240 MemFix4 – Alternative Delivery Design Project; Sammie McCoy, PE – Benesch 2. Delivering an ODOT Design-Build project; Steve Schmidt – City of Columbus - Public Service; Brian Davidson – Ohio Department of Transportation, District 6; Justin Ginnetti – City of Columbus - Public Service 3. HAM-71-3.81 (IR-71 MLK Interchange Design Build); Jake Stremmel, PE – HDR Engineering, Inc.; Mike Mann – City of Cincinnati; Eric Kahlig, PE – Ohio Department of Transportation	5/18/2018	1.5	Ohio	1.50	38	Yes	Jim Shea	
2025 ASHE National Conference	Urban Transportation Projects	1. Circles on the Square- Mini-Roundabouts and Road Diets in the Central Business District; Aaron Call, PE – OHM Advisors; Nick Shultz, PE – City of Newark – Division of Engineering; Brian Morehead, PE – City of Newark – City Engineer 2. CUY-87-4.24 Bridge Replacement Project; Sean Milroy, PE – Michael Baker International; Timothy Sturges, PE – Ohio Department of Transportation, District 12 3. Kent-East Summit Street - An example of Successful Partnering / Stakeholder Collaboration; James Bowling, PE – City of Kent; Michael Bruder – Kent State University; Mike Woodring, PE – AECOM Technical Services, Inc.	5/18/2018	1.5	Ohio	1.50	61	Yes	Jim Shea	
2026 ASHE National Conference	Interstate & Interchange	1..New Jersey Turnpike Interchange 14a Improvements; David Nemeth, PE – Gannett Fleming 2. Jane Byrne (Circle) Interchange, Chicago; Chuck Stenzel – TranSystems; Dan Manojlovski – AECOM Technical Services, Inc. 3. Diverging Diamond Interchange; Amy L. Zimmerman, PE – DGI Consulting Engineers, LLC	5/18/2018	1.5	Ohio	1.50	22	Yes	Jim Shea	
2027 ASHE National Conference	Transportation Planning	1. Thrive 105/93-Creating Healthy, Equitable, and Sustainable Communities; Bill Crowley, PE – AECOM Technical Services, Inc.; Freddy L. Collier Jr. – Cleveland Planning Commission; Ryan Bouma, RLA, LEED AP – AECOM Technical Services, Inc. 2. Thinking Outside the Box – Lessons Learned from the Akron Beltway Planning Study; Lorie Feudner – Ohio Department of Transportation, District 4; Mark Frossman, PE – GPD Group 3. Freight System Optimization; Justin Maderia, PE – Arcadis U.S. Inc.; Emil Liszniansky, PE – Envision; Craig Hebebrand, PE – Arcadis U.S. Inc.	5/18/2018	1.5	Ohio	1.50	55	Yes	Jim Shea	
2028 ASHE National Conference	Infrastructure Technology	1. Smart Mobility Corridor Phase 1 – Communication Backbone for CAV Testing; Shane Campbell, PE – Gannett Fleming 2. Preparing for Advanced Vehicle Technologies through Infrastructure; Elina Zlotchenko – U.S. Department of Transportation	5/19/2018	1.5	Ohio	1.50	59	Yes	Jim Shea	



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

	Name of Session	Speaker Name(s)	Date of Session	Presentation Duration	State Issued In	PDHs Issued to Qualified Attendees	Number of Qualified Attendees	Records will be stored for at least 3 years by Section?	Designated Professional Development Coordinator	Comments
2029 ASHE National Conference	Transit	1. Strategic Miami Area Rapid Transit; Alan Brick-Turin, PE – Gannett Fleming 2. Central Susquehanna Valley Transit (CSV) Project; Raymond Henney, PE – SAI Consulting Engineers, Inc.; Bob Cane, II – Trumbull Corporation 3. Cleveland Multimodal Transportation Facility; Nancy Lyon-Stadler, PE, PTOE – wsp; Freddy L. Collier, Jr. – Cleveland Planning Commission; Jennifer LeMasters Wirtz - wcn	5/19/2018	1.5	Ohio	1.50	28	Yes	Jim Shea	
2030 ASHE National Conference	Northeast Ohio Regional Sewer District - Southerly Treatment Plant Tours PM	Various NEORS Plant Staff	5/18/2018	1.50	Ohio	1.50	5	Yes	Jim Shea	
2031 ASHE National Conference	Northeast Ohio Regional Sewer District - Southerly Treatment Plant Tours AM	Various NEORS Plant Staff	5/18/2018	1.50	Ohio	1.50	5	Yes	Jim Shea	
2032 ASHE National Conference	The Port of Cleveland Tour	Nicholas LaPointe, PE - Port of Cleveland; David Gutheil - Port of Cleveland	5/19/2018	1.50	Ohio	1.50	14	Yes	Jim Shea	
2033 ASHE National Conference	Cuyahoga River Boat Tours AM	Wes Weir, PE - TranSystems; David Lastovka, PE - Ohio DOT, District 12; Kirk Gegick, PE - Ohio DOT, District 12; Bill Vermes, PE - Pennoni	5/19/2018	2.00	Ohio	2.00	25	Yes	Jim Shea	
2034 ASHE National Conference	Cuyahoga River Boat Tours PM	Wes Weir, PE - TranSystems; David Lastovka, PE - Ohio DOT, District 12; Kirk Gegick, PE - Ohio DOT, District 12; Bill Vermes, PE - Pennoni	5/19/2018	2.00	Ohio	2.00	25	Yes	Jim Shea	
2035 ASHE National Conference	Veterans Memorial Bridge and Subway Station Tour	Jeffrey D. Horvath, PE - Osborn Engineering; Dr Judith Cetina, Cuyahoga County Historian and Archivist	5/19/2018	1.50	Ohio	1.50	28	Yes	Jim Shea	
Northwest Ohio	Hard Shoulder Running	Anthony Turowski ODOT District 6	1/18/2018	1 hour	Ohio	1.00	31	Yes	Greg Bieszczad	
Northwest Ohio	Ohio's Code of Ethics for Engineers and Surveyors	Mike Pniewski, P.E, P.S. Lucas Co. Eng. Office	3/15/2018	1 hour	Ohio	1.00	26	Yes	Greg Bieszczad	
Northwest Ohio	Civil Challenges in Construction	Jerry Frantz Meredith Brothers, Inc.	5/24/2018	1 hour	Ohio	1.00	25	Yes	Greg Bieszczad	
Northwest Ohio	ODOT Design Updates from Ohio EPA's Updated Construction General Permit	Jon Prier, P.E. ODOT Central Office	9/20/2018	1 hour	Ohio	1.00	33	Yes	Greg Bieszczad	
Northwest Ohio	Interstate 75/475 Updates	Mike Gramza, P.E.,	11/15/2018	1 hour	Ohio	1.00	34	Yes	Greg Bieszczad	
Triko Valley										
Mid-Atlantic Region										
Mid-Atlantic Region Conference	A High-resolution Flood Warning System to Support Transportation Planning During Extreme Weather Events	Jon L. Goodall (UVA Dept. of Civil and Environmental Engineering)								
Mid-Atlantic Region Conference	Project Management Essentials for the Transportation Professional	Dr. Brian L. Smith (UVA Civil and Environmental Engineering Department)								
Mid-Atlantic Region Conference	Connected and Autonomous Vehicles – What Should Be Done Now?	David D. Metcalf (Prime AE Group, Inc.), Diederick VanDillen (Jacobs), and Ryan T.W. McCreedy (T3 Design Corporation)								
Mid-Atlantic Region Conference	New Governor Harry W. Nice Memorial Bridge (US 301)	William N. Pines (Maryland Transportation Authority)	4/9/2018	7 hrs	Virginia	7.00	82	Yes	Roger Carriker	



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

	Name of Session	Speaker Name(s)	Date of Session	Presentation Duration	State Issued In	PDHs Issued to Qualified Attendees	Number of Qualified Attendees	Records will be stored for at least 3 years by Section?	Designated Professional Development Coordinator	Comments
Mid-Atlantic Region Conference	Engineering Ethics: Practice and Principles	Tara Hoke (ASCE, General Counsel)								
Mid-Atlantic Region Conference	US 17 Dominion Boulevard Improvements project	Scott Lovel (WSP USA Inc.) and Michael Prezioso (MBP, Inc.)								
Mid-Atlantic Region Conference	Selecting an Alternative Intersection Design over a Traditional Traffic Signal - VDOT's Junction Screening Tool (VJuST)	Asma Ali (T3 and George Mason University)								
Blue Ridge										
Chesapeake	1) Dam Safety Division Requirements & Challenges Associated with Roadway Dams; 2) Updates on Plan Review; 3) CMAC Applications in Anne Arundel County	1) Ryan Doran, SHA, and Travis Vance, SHA; 2) Kaye Brubaker, Univ. of MD Associate Professor; and 3) Mike Herzberger, Maryland Environmental Services, and David Guignet, MDE	2/20/2018	3 hours	Maryland	3.00	160	Yes	Marco V. Avila, P.E.	Reported by Mid-Atlantic Region National Director
Chesapeake	1) I-270 Design Build; 2) AASHTO Green Book Changes; 3) I-95 Express Toll Lanes (ETL) Northbound Extension	1) Jeffrey Roberta, P.E., Manager, Transportation – RK&K Barry Brandt, P.E., PTOE, Director, Traffic Engineering – RK&K; 2) Eric Marabello, P.E., Director at SHA Office of Highway Development; 3) Michael Rothenheber, P.E., AICP, Senior Vice President at Johnson, Mirmiran & Thompson, Inc., David Greenwood, P.E., Vice President at CDM Smith	3/20/2018	3 hours	Maryland	3.00	66	Yes	Marco V. Avila, P.E.	Reported by Mid-Atlantic Region National Director
Chesapeake	1) Ellicott City flood emergency response and recovery efforts - Ellicott City reconstruction progress	Tom Butler, Deputy Director, DPW at Howard County; Mark Richmond, Chief, Howard County SWM Division	4/24/2018	2 hours	Maryland	2.00	11	Yes	Marco V. Avila, P.E.	Reported by Mid-Atlantic Region National Director
Chesapeake	I-270 at Watkins Mill Road Interchange Project	1) Joanna Conklin and Cory; 2) Susan Swift; 3) Matt Johnson	9/18/2018	2 hours	Maryland	2.00	24	Yes	Marco V. Avila, P.E.	Approved by ASHE Chesapeake PDH Committee
Chesapeake	1) MD Statewide Travel Demand; 2) Connected Vehicle Project; 3) MTA/BC DOT North Avenue TIGER Grant Project	1) Subrat Mahapatra, State Highway Administration; 2) Deiderick Van Dillen, Jacobs, David Metcalf, Prime Engineering, and Ryan McCreedy, T3 Design; 3) Paul Silberman, Sabra & Associates, and Mark Lotz, Wilson T. Ballard		3 hours	Maryland	3.00	67	Yes	Marco V. Avila, P.E.	Approved by ASHE Chesapeake PDH Committee
Chesapeake	1) The Impact of New Mobility Solutions on our Transportation Network; 2) Draft 2040 Transportation Plan; 3) Bike and Trail Plan 2018 and its Implementation	1) Kate Sylvester, MDOT/MTA: Deputy Director of the Office of Planning and Capital Programming; 2) Heather Murphy, MDOT Secretary of Planning; 3) Ronald Burns, Frederick County Transportation Engineering Manager of Planning and Permitting	10/16/2018	3 hours	Maryland	3.00	68	Yes	Marco V. Avila, P.E.	Approved by ASHE Chesapeake PDH Committee
			11/20/2018							
Carolina Piedmont	I-77 Express Lane Project	Jean Leier	2/21/2018	1 hr	North Carolina	1.00	27	Yes	Preston D. McCloud	
Carolina Piedmont	Charlotte Area Transit System (CATS) 2030 Transit Plan Update	Jason Lawrence	4/18/2018	1 hr	North Carolina	1.00	34	Yes	Preston D. McCloud	
Carolina Piedmont	NCDOT and Division 10 Updates	Brett Canipe	9/19/2018	1 hr	North Carolina	1.00	38	Yes	Preston D. McCloud	
Carolina Triangle	Durham-Orange Light Rail Transit Project	Juanita Shearer-Swink	1/25/2018	1 hour	North Carolina	1.00	121	Yes	Nick Ramirez	



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

						PDHs Issued to Qualified Attendees	Number of Qualified Attendees	Records will be stored for at least 3 years by Section?	Designated Professional Development Coordinator	Comments
	Name of Session	Speaker Name(s)	Date of Session	Presentation Duration	State Issued In					
Carolina Triangle	Swift Island Bridge Widening Over Lake Tillery	John Sloan, PE	3/20/2018	1 hour	North Carolina	1.00	54	Yes	Nick Ramirez	
Carolina Triangle	Current and Anticipated Changes at NCDOT	Chris Werner, PE	5/10/2018	0.5 hour	North Carolina	0.50	77	Yes	Nick Ramirez	
Carolina Triangle	Sandy Forks Road Widening - Raleigh's First "Greenroad"	Chris Johnson, PE	9/27/2018	1 hour	North Carolina	1.00	73	Yes	Nick Ramirez	
Carolina Triangle	OpenRoads Designer, ProjectWise, Project Atlas	Bryan Edwards, PE, CPM; Ryan Arthur; Eric Wilson	11/8/2018	3.5 hours	North Carolina	3.50	46	Yes	Nick Ramirez	
Carolina Triangle	NCDOT's Use of Technology to Prepare	Chris Werner, PE	11/15/2018	1 hour	North Carolina	1.00	45	Yes	Nick Ramirez	
Greater Hampton Roads	Arterial Preservation	Terrell Hughes (VDOT)	3/20/2018	1 hr	Virginia	1.00	27	Yes	Ken Yarberry	Reported via Roger Carriker
North Central West Virginia										
Old Dominion	Design & Construction of the T. Tyler Potterfield Memorial Bridge	Eric P. Vugteveen (Moffatt & Nichol), John Carty (VHB), and Becca Ruiz (VHB)	2/8/2018	1 hr	Virginia	1.00	24	Yes	Devin Robertson	Reported via Roger Carriker
Old Dominion	Route 17 Dominion Blvd Reconstruction Project	Mike Prezioso (MBP, Inc.)	4/17/2018	1 hr	Virginia	1.00		Yes	Devin Robertson	Reported via Roger Carriker
Old Dominion	FHWA Virginia Division Support to Puerto Rico after Hurricane Maria	Karen M. King (FHWA) and Jose W. Granado (FHWA)	5/17/2018	1 hr	Virginia	1.00		Yes	Devin Robertson	Reported via Roger Carriker
Potomac	NOVA Construction Night	Bill Cuttler and Staff	2/7/2018	1 hour	Virginia	1.00	55	Yes	Paul Hoffman	
Potomac	Town of Leesburg Capital Projects	Thomas Brandon	3/14/2018	1 hour	Virginia	1.00	35	Yes	Paul Hoffman	
Potomac	Northern Virginia Transportation Alliance	David Birtwistle	4/18/2018	1 hour	Virginia	1.00	32	Yes	Paul Hoffman	
Potomac	Challenges DDOT Faces Implementing Projects	Jeff Marootian	6/6/2018	1 hour	Virginia	1.00	38	Yes	Paul Hoffman	
Potomac	Transportation Update: Arlington, VA	Dennis Leach	9/12/2018	1 hour	Virginia	1.00	44	Yes	Paul Hoffman	
Potomac	ASHE Night at VDOT	Helen Cuervo and Key Staff	10/17/2018	1 hour	Virginia	1.00	39	Yes	Paul Hoffman	
Potomac	A Night on the Road: I-66 That Is.	Richard Clifton	11/14/2018	1.5 hours	Virginia	1.50	44	Yes	Paul Hoffman	
Northeast Region										
Albany	None issued - see comments								John Saia	Reported that no PDHs/CEUs
Altoona	I-95 Section BRO - Betsy Ross Interchange	Geoff Stryker	1/17/2018	1 hour	Pennsylvania	1.00	35	Yes	Joshua England	
Altoona	ASHE Altoona Workshop	James Pruss, Jr., John Ciprich, Lance Eckenrode, Ralph DeStefano, Josh Golomb, Ryan Leiberher, Sam Spear, Vince Greenland, Jeff MacKay, Jason Booher, Tom Prestash	4/14/2018	3 hours	Pennsylvania	4.00	81	Yes	Joshua England	
Central New York	NY Power Authority - Niagara Power	Todd Humphrey	10/3/2018	1.5 hours	New York	1.50	15	Yes	Luke Morenus & Anthony DaRin	
Clearfield	Central Susquehanna Valley Transportation Presentations	Barbara Hoehne, PE - STV; David Hamlet, PE - GF; Matthew Beck, PE - Distrct 3-0	4/19/2018	1 hour	Pennsylvania	1.00	34	Yes	Diane Purdy	
Clearfield	ASHE/PennDOT Workshop	Karen Michael, PE; Steve Fantechi, PE - ADE Construction; Tom Zurat, PE -ADE Design; Greg Gorman, PE - PCI Mid-Atlantic	6/20/2018	4 hours	Pennsylvania	4.00	79	Yes	Diane Purdy	
Clearfield	PennStress Manufacturing Facility	Greg Gorman, PE - PCI Mid-Atlantic	10/18/2018	2 hours	Pennsylvania	2.00	34	Yes	Diane Purdy	PDH certificates will be issued by PCI Mid-Atlantic.



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
 PDH Issuance Report - Calendar Year 2018

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Delaware Valley	The Delaware River Joint Toll Bridge Commission's Scudder Falls Bridge Replacement Project	Mr. Roy W. Little, P.E. – Chief Engineer – DRJTBC Mr. Kevin M. Skeels, P.E. – Assistant Chief Engineer - DRJTBC	1/17/2018	1 hour	Pennsylvania	1.00	83	Yes	John Quirus	
Delaware Valley	Schuykill Crossing at Grays Ferry (Schuykill River Swing Bridge)	Joseph Syrnick, PE – Schuykill River Development Corporation	2/21/2018	1 hour	Pennsylvania	1.00	69	Yes	John Quirus	
Delaware Valley	Safety in Highway Construction	Joseph Sullivan, PE – Louis Berger International	2/21/2018	2 hours	Pennsylvania	2.00	52	Yes	John Quirus	
Delaware Valley	BIM/CIM Tech Session	Adam Hill, Road-Con Luke Grebe - HDR	4/18/2018	2 hours	Pennsylvania	2.00	40	Yes	John Quirus	
Delaware Valley	PennDOT Engineering District 6-0 Workshop - Topics a. Trains, Cranes and Automobiles b. The Future of Traffic Operations at the PTC c. U.S. 322 Improvement Project	Rob McKenna - HDR a. PRPA & Gannett Fleming b. PTC & McMahon c. Alfred Benesch & Company	5/23/2018	3 hours	Pennsylvania	3.00	99	Yes	John Quirus	
Delaware Valley	I-95 Section BR0 – Betsy Ross Interchange	Geoffrey N. Stryker, P.E. – STV Incorporated	10/17/2018	1 hour	Pennsylvania	1.00	82	Yes	John Quirus	
Delaware Valley	US 422 – Pottstown Bypass Reconstruction	Sarah McInnes, PE – PennDOT District 6-0 Lawrence Link, PE – PennDOT District 6-0 Dilip Radaria, PE – Jacobs David Phelan, PE - Jacobs	11/7/2018	1 hour	Pennsylvania	1.00	80	Yes	John Quirus	
Delaware Valley	Repair Options for Conerret Roadways & Bridge Decks	Kenneth Justice - National Ready Mix Concrete Association	11/7/2018	2 hours	Pennsylvania	2.00	71	Yes	John Quirus	
East Penn	PennDOT District 5-0: Construction	Alfred Picca, PE	10/3/2018	1 hour	PA & NJ	1 PDH	13	Yes	Raymond Boretski	
East Penn	Messinger Street Bridge Replacement:	Thomas McNavage, PE & Christopher Wright, PE	11/7/2018	1 hour	PA & NJ	1 PDH	29	Yes	Raymond Boretski	
First State	Offsetting Delays = Non-critical Time Extensions	Scott Lowe, P.E.	1/25/2018	3 hours	Delaware	3.00	25	Yes	Matheu Carter	
First State	Upcoming Major Projects for DelDOT	Rob McCleary, P.E.	2/15/2018	1 hour	Delaware	1.00	29	Yes	Matheu Carter	
First State	Inside Bidding Techniques Used by Contractors	John Sloat	4/5/2018	3 hours	Delaware	3.00	25	Yes	Matheu Carter	
First State	DelDOT Safety; Past, Present, and Future	Mark Buckalew, P.E. and Adam Weiser, P.E.	4/19/2018	1 hour	Delaware	1.00	16	Yes	Matheu Carter	
First State	What is Construction Partnering	Eileen T. Sien, P.E., Project Manager, MAA Capital Improvements	10/18/2018	1 hour	Delaware	1.00	11	Yes	Matheu Carter	
First State	Nondestructive Evaluation of Bridge Decks and Prediction of their Future Performance	Dr. Nenad Gucunski	11/15/2018	1 hour	Delaware	1.00	12	Yes	Matheu Carter	
Franklin	None issued - see comments								J.T. Lincoln	Reported that no PDHs/CEUs
Harrisburg										
Long Island										
Mid-Allegheny	SR 322 Day Bridge over I-80 Rehabilitation Project	John Kennelly, PE	1/11/2018	1	Pennsylvania	1.00	47	Yes	Timothy Panzigrau, PE	
Mid-Allegheny	The Andy Warhol Bridge Rehabilitation	Aaron Colorito, PE	3/8/2018	0.5	Pennsylvania	0.50	27	Yes	Timothy Panzigrau, PE	
Mid-Allegheny	Lindy Paving Tour	Jeffery Karr, PE	6/8/2018	2	Pennsylvania	2.00	6	Yes	Timothy Panzigrau, PE	
Mid-Allegheny	Advances in Subsurface Engineering	Bryan Teschke, PG	9/13/2018	0.5	Pennsylvania	0.50	25	Yes	Timothy Panzigrau, PE	



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
Professional Development Committee
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Mid-Allegheny	Lessons Learned from the 2018 Construction Projects	Paul Koza, PE	11/8/2018	0.5	Pennsylvania	0.50	52	Yes	Timothy Panzigrau, PE	
New York Metro	Engineering a Sustainable and Resilient NYC	Eric Macfarlane, PE	1/23/2018	1 hour	New York	1.00	90	Yes	Michael Hershey	
New York Metro	4D/ 5D Modeling in Construction	Craig Ruyle, PE	2/20/2018	1 hour	New York	1.00	69	Yes	Michael Hershey	
New York Metro	NY Congestion Pricing Plan	Sam Schwartz, PE	3/15/2018	1 hour	New York	1.00	67	Yes	Michael Hershey	
New York Metro	Financing Future Infrastructure Growth	Panel - David Tweedy (AECOM), Sue Lee (Ernst & Young), GERALD Stoughton (Stoughton Consulting), James Blackmore (PANYNJ), Michael Lapolla (Globalvia USA)	3/15/2018	1 hour	New York	1.00	66	Yes	Michael Hershey	
New York Metro	Harrison Station- A Case Study On Infrastructure Development and Improvement	Wallace G. Caban, PE, CCM	3/20/2018	1 hour	New York	1.00	34	Yes	Michael Hershey	
New York Metro	Update on the K-Bridge	Robert Adams, PE	4/17/2018	1 hour	New York	1.00	46	Yes	Michael Hershey	
New York Metro	City Island Bridge	Robert Collyer, PE	5/15/2018	1 hour	New York	1.00	74	Yes	Michael Hershey	
New York Metro	Rehab. Of BQE from Sands St. to Atlantic Ave.	Tanvi Pandya, PE	9/24/2018	1 hour	New York	1.00	101	Yes	Michael Hershey	
New York Metro	Bayonne Bridge Navigational Clearance Program	Len Iacoviello, PE and Marc Matalon, PE	9/27/2018	1 hour	New York	1.00	14	Yes	Michael Hershey	
New York Metro	Rebuilding LaGuardia Airport	Anthony Vero, PE	10/16/2018	1 hour	New York	1.00	58	Yes	Michael Hershey	
New York Metro	5-Mile Belt Parkway Reconstruction Program	William Ferdinandsen, PE	11/20/2018	1 hour	New York	1.00	79	Yes	Michael Hershey	
North Central New Jersey	PANYNJ Goethals Bridge Replacement	Jim Backmore, Anthony Piechink, PE	1/11/2018	1hr	New Jersey	1.00	96	Yes	Scott Cortese	
North Central New Jersey	Engineering Ethics	Larry Powers, Esq.	2/8/2018	2hrs	New Jersey	2.00	119	Yes	Scott Cortese	
North Central New Jersey	RT46 over Hackensack River Rehab	Stewart Willis, PE	3/15/2018	1hr	New Jersey	1.00	70	Yes	Scott Cortese	
North Central New Jersey	GSP Cuvlert Rehab at MP123.8	Eric Ditchey, PE	4/11/2018	1hr	New Jersey	1.00	56	Yes	Scott Cortese	
North Central New Jersey	Whittpenn Field Trip/Presentation	Mahesh Patel, Lynn Bauman	6/13/2018	2hrs	New Jersey	2.00	82	Yes	Scott Cortese	
North Central New Jersey	RT206 Rehab	Pankesh Patel, Khairul Alam	10/11/2018	1hr	New Jersey	1.00	68	Yes	Scott Cortese	
North Central New Jersey	Bridge Emergencies/Forensic Analysis	Brian Strizki, PE	11/8/2018	1hr	New Jersey	1.00	56	Yes	Scott Cortese	
North Central New Jersey	Walk Bridge Program	Joe Juzwin, PE	12/13/2018	1hr	New Jersey	1.00	51	Yes	Scott Cortese	
North East Penn	SR 29 Slide Project in D4 Susquehanna County	Francis Eells, P.E., Gannett Fleming	1/9/2018	65 minutes	Pennsylvania	1.00	23	Yes	Jerilyn D. Luben	
North East Penn	Wangum Falls Bridge in Wayne County	Dominic J. Yannuzzi, P.E., CM	2/13/2018	55 minutes	Pennsylvania	1.00	25	Yes	Jerilyn D. Luben	
North East Penn	The Pennsylvania Turnpike Commission Delaware River Bridge (I-276) Repair	John Boyer, E.I.T.	4/10/2018	50 minutes	Pennsylvania	1.00	34	Yes	Jerilyn D. Luben	
North East Penn	Susquehanna Brewing Company Tour	Brian Hajosch and Fred Maier	9/11/2018	55 minutes	Pennsylvania	1.00	18	Yes	Jerilyn D. Luben	
North East Penn	PennDOT's I-78 Bridge Underclearance Project	Gerald Fry, P.E., Joel Schmoyer, P.E., Brian Brawand, P.E.	10/9/2018	55 minutes	Pennsylvania	1.00	22	Yes	Jerilyn D. Luben	
North East Penn	State of The Pennsylvania Turnpike Commission	Mark Compton, CEO, The Pennsylvania Turnpike Commission	11/13/2018	50 minutes	Pennsylvania	1.00	23	Yes	Jerilyn D. Luben	
Pittsburgh	Emergency Repair of Fire Damage to Liberty Bridge Truss	Nick Burdette, PE, Joe Plummer, EIT	1/10/2018	1 hour	Pennsylvania	1.00	109	Yes	Patrick Kane	



AMERICAN SOCIETY OF HIGHWAY ENGINEERS
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Pittsburgh	Lower Allegheny River Bridge Crawl - Discussing the 6th, 7th, 9th & 16th Street Bridges	Geoff Holmes, John Tricini, Dave Brisky	6/13/2018	1 hour	Pennsylvania	1.00	27	Yes	Patrick Kane	
Southern New Jersey	An Overview of Forensic Engineering in 2018: New Technology and Ethical Considerations	Steven Schorr, PE Justin Schorr, Ph.D	1/17/2018	1 hr	New Jersey	1.00	55	Yes	Phil Thompson	
Southern New Jersey	Delaware River Turnpike Bridge Emergency Repairs	Anand Paluri, PE Andrew Foden, Ph.D, PE	2/7/2018	1 hr	New Jersey	1.00	53	Yes	Phil Thompson	
Southern New Jersey	Route 206 Stony Brook Bridge	Pankesh Patel, PE David Hutchinson, PE	3/28/2018	1 hr	New Jersey	1.00	38	Yes	Phil Thompson	
Southern New Jersey	ASHE Project of the Year	Michael McAtee, PE Eric Ditchey, PE	4/11/2018	1 hr	New Jersey	1.00	53	Yes	Phil Thompson	
Southern New Jersey	DRJTBC Scudder Falls Bridge Improvement Project	Martha Bogle, PE Roy Little, PE	5/10/2018	1 hr	New Jersey	1.00	53	Yes	Phil Thompson	
Southern New Jersey	Burlington County Route 530, Pemberton Road Improvement Project, Phase 2	Kevin Skeels, PE Gilberto R. Bosque, PE; Rebecca Traylor, PWS, CE	10/22/2018	1 hr	New Jersey	1.00	46	Yes	Phil Thompson	
Southern New Jersey	Construction Management and Inspection	William J. Snook, PE	11/14/2018	1 hr	New Jersey	1.00	37	Yes	Phil Thompson	
Southwest Penn	None issued - see comments								Lisa L. Hoeke, P.E.	Reported that no PDHs/CEUs
Williamsport	PA Turnpike Commission ABC Slide-In Bridge Replacement	Quentin Rissler, P.E., LDG	1/31/2018	50 minutes	Pennsylvania	1.00	11	Yes	J Smith	
Williamsport	SR 220 Access Management Project	David Hamlet, PE, Gannett Fleming	2/27/2018	50 minutes	Pennsylvania	1.00	12	Yes	J Smith	
Williamsport	PSU Roadway Assett Management	Dominic Passanita, PE &	3/28/2018	50 minutes	Pennsylvania	1.00	5	Yes	J Smith	
Williamsport	SCVT Project Tour Williamsport & Clearfield Sections	Matthew Stahl, PE	5/24/2018	75 minutes	Pennsylvania	1.50	16	Yes	J Smith	
Williamsport	Pennsylvania Sink Holes, Joint CSI and ASHE	J.P. Thornton, PE	9/26/2018	100 minutes	Pennsylvania	2.00	11	Yes	J Smith	
Williamsport	CSVt Beam Design and Fabrication	Robert Cisneros, PE & Ryan Jenkins, Ph.D.	10/18/2018	50 minutes	Pennsylvania	1.00	8	Yes	J Smith	
Rocky Mountain Region Phoenix Sonoran	None issued - see comments								Melissa L. Boyles	Reported that no PDHs/CEUs
South Central Region Dallas-Fort Worth	None issued - see comments								Markus D. Neubauer	Reported that no PDHs/CEUs
Southeast Region Central Florida									Erin Kelley	
	What's in Your Contract? - Managing Risk Through Contract Language	Mark Jackson, Erin Johnson	1/18/2018	1 hour	Forida	1.00	25	Yes		
Georgia	Atlanta Braves Stadium Impact	Malaika Rivers	1/19/2018	0.5	Georgia	0.50	75	Yes	Lindsey Dunnahoo	
Georgia	Winter Workshop - General Sessions & Work Sessions	Various Speakers	3/4/2018	4.25	Georgia	4.25	143	Yes	Lindsey Dunnahoo	
Georgia	WW - The ABC of TMCs	Carla Holms	3/4/2018	0.5	Georgia	0.50	25	Yes	Lindsey Dunnahoo	
Georgia	WW - Economic Impacts of the Appalachian Hwy Sys	Chandler Duncan	3/4/2018	0.5	Georgia	0.50	57	Yes	Lindsey Dunnahoo	



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Georgia	Name of Session WW - Prioritizing Ped and Cikes and Signalized Intersections	Speaker Name(s) Andred Antweiler & Chris Puglis	Date of Session 3/4/2018	Presentation Duration 0.5	State Issued In Georgia	0.50	44	Yes	Lindsey Dunnahoo	
Georgia	WW - InRoads 3D Models Delivery	Sam Woods	3/4/2018	0.5	Georgia	0.50	70	Yes	Lindsey Dunnahoo	
Georgia	WW - Ped Safety 101	Marc Start	3/4/2018	0.5	Georgia	0.50	56	Yes	Lindsey Dunnahoo	
Georgia	WW - Accelerated Bridge Construction	Richard O'Hara	3/4/2018	0.5	Georgia	0.50	38	Yes	Lindsey Dunnahoo	
Georgia	WW - Bentley Open Roads Design Software	Ray Flipiak	3/5/2018	0.375	Georgia	0.38	55	Yes	Lindsey Dunnahoo	
Georgia	WW - Latest Developments on ICE	Christia Barry	3/5/2018	0.375	Georgia	0.38	46	Yes	Lindsey Dunnahoo	
Georgia	GDOT Major Mobility Investment Program and Northwest Corridor Express Lanes	Jill Goldberg	4/20/2018	0.5	Georgia	0.50	110	Yes	Lindsey Dunnahoo	
Georgia	New GDOT Initiatives: A3M Process, 3D Modles & Section 20 Plans	Sam Woods	6/15/2018	0.5	Georgia	0.50	49	Yes	Lindsey Dunnahoo	
Georgia	Transform 285/400 Improvement Project	Albert "Butch" Welch	9/21/2018	0.5	Georgia	0.50	54	Yes	Lindsey Dunnahoo	
Georgia	Rethinking Gameday Traffic Operations at Mercedes-Benz Stadium	Sean Coleman	10/19/2018	0.5	Georgia	0.50	77	Yes	Lindsey Dunnahoo	
Houston	None issued - see comments								Adam White	Reported that no PDHs/CEUs
South Florida (Gold Coast)										
Northeast Florida	Modernization of the NSRS-2022 Datum	Randy Tompkins, PSM	7/25/2018	1 hour	Florida	1.00	33	Yes	Stephen Park	
Middle Tennessee	An update on current projects and future projects	Mr. Mike Harris with City of Brentwood	1/24/2018	1 hour	Tennessee	1.00	61	Yes	Timothy Colvett	
Middle Tennessee	The state of TDOT; joint meeting with ASCE- Nashville Branch	TDOT Commissioner John Schroer	3/15/2018	1 hour	Tennessee	1.00	88	Yes	Timothy Colvett	
Middle Tennessee	Current projects and initiatives with the local government as well as programs involving transportation	Mr. Erin Hafkenschiel from the Office of the Mayor	4/4/2018	1 hour	Tennessee	1.00	65	Yes	Timothy Colvett	
Middle Tennessee	Annual Technical Session with 11 technical presentations		5/11/2018	6.75 hours	Tennessee	5.50	180	Yes	Timothy Colvett	Event began at 8:30 am and concluded at 3:15 pm.
Middle Tennessee	Discussion on the State of the TDOT	Mr. Paul Degges, PE with TDOT	8/3/2018	1 hour	Tennessee	1.00	94	Yes	Timothy Colvett	
Middle Tennessee	Lidar Imaging and use to enhance project data gathering	Mr. David Headrick of KCI Technologies	9/5/2018	1 hour	Tennessee	1.00	66	Yes	Timothy Colvett	
Middle Tennessee	TDOT's Aeronautics Airport Pavement Management Program	Ms. Laura Raczkowski, PE and Mr. Greg Duncan, PE of Applied Pavement Technology	11/7/2018	1 hour	Tennessee	1.00	69	Yes	Timothy Colvett	
Middle Tennessee	Past, present and future of TDOT	Mr. John Schroer, TDOT Commissioner	12/5/2018	1 hour	Tennessee	1.00	120	Yes	Timothy Colvett	
Tampa Bay										
Total Sections	43							11,265		
Reporting	34	2 Indirectly through Roger Carriker								
Reporting PDHs	27									
Reporting No PDHs	7									
Conference Reporting PDHs	2	National and Mid-Atlantic								



COMMITTEE STATUS REPORT

scanner COMMITTEE

Administer the publication of the scanner, ensuring that it represents ASHE in a positive, professional, cost-effective manner.

Report Period: Spring 2018

Committee Members:

Anis Shaikh, Chair
Tammy Farrel, Editor
Don Dizuzio
Sandra Ivory
Kathryn Power
Melissa Boyles

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Date:

04/26/2019

Meetings held since the previous Quarterly Report

1. None All communication is handled via email/phone conference

Motion(s) to be brought before the National Board:

1. Increase Scanner Committee budget (FY 2020) to included:
 - a. \$600 for Travel
 - b. \$400 for Exhibit Booth
 - c. \$600 for National Conference Expenses and Promotional Items

Discussions to be brought before the board

1. Increase Scanner Committee budget to include travel, exhibit booth and promotional items.

Status of activities

1. Work to ensure adequate advertiser revenue and work on developing a mechanism to increase advertising revenue. **See attached list of advertisers and amounts.**
2. Received articles from the following sections for Summer 2019
 - A. Central Florida - WEKIVA PARKWAY
 - B. Delaware Section
 - i. Frankford Avenue Rehabilitation
 - ii. Vine Expressway Reconstruction

- iii. Paving the Way to Highway Construction Success: The Pennsylvania Turnpike and Ohio Turnpike and Infrastructure Commissions Celebrate a Tradition of Innovation
- C. DFW Section - Re-Launching the DFW Section
- D. Engineering Students Add to Improvements on West Windsor Campus 2
- E. Mile Markers
 - i. Delaware Valley Science Fair
 - ii. East Penn and North-East Penn host a joint section meeting
 - iii. Mid-Atlantic Region Technical Workshop

Budget update

1. 2018 - 2019 Budget: **\$57,750.00**
2. Spent

INVOICES	Period	Invoice #	Date	Amount
Printed	Summer 2018	4919	08/16/18	\$ 9,022.17
	Fall 2018	4945	11/12/18	\$ 3,811.17
	Winter 2019	4966	02/13/19	\$ 8,270.86
	Spring 2019	4984	04/04/19	\$ 5,128.14
Printed Expenses:				\$ 26,232.34
Electronic	Summer 2018	4923	08/15/18	\$ 429.60
	Fall 2018	4946	11/12/18	\$ 429.60
	Winter 2019	4967	02/13/19	\$ 429.60
	Spring 2019	4986	04/04/19	\$ 429.60
Digital Expenses:				\$ 1,718.40
Committee				
Travel				

Total Invoices: \$ 27,950.74

3. Income (See attached sheet of list of advertisers for the current quarter)

	Period	Invoice #	Date	Amount
Advertisers	Summer 2018	N/A	08/15/17	\$ 4,550.00
	Fall 2018	N/A	11/12/18	\$ 9,050.00
	Winter 2019	N/A	02/13/19	\$ 5,350.00
	Spring 2019	N/A	04/04/19	\$ 8,650.00

Total Income: \$ 27,600.00

Target Income Amount: \$ 26,000.00

Amount Over/Under Target Income Budget: \$ 1,600.00

4. Current net Budget Balance:
\$57,399.26
5. List any Non-Budget Items that should be considered.
 - a. N/A

ASHE SPRING 2019 - PAID ADVERTISEMENTS

Advertiser Name	Date	Check Number	Amount Received	
AECOM				
ARORA and Associates				
ASHE Altoona Section/Builder's Club				
ASHE North East Penn				
BEG Group, LLC				
Borton Lawson Engineering				
Buchart-Horn, Inc.	2/25/2019 4/01/19	216579 216947	\$800.00	
Burns Engineering, Inc.				
CHA Consulting, Inc				
Dewberry				
Gannett Flemming Companies	Rec'd 02/19/19 (for Fall issue)	294271	\$400.00	
Gibson-Thomas Engineering Co				
HDR Inc	2/4/19	Visa	\$650.00	
Hill & Smith, Inc.				
Johnson, Mirmiran & Thompson, Inc,				
Larson Design Group				
McMahon Associates, Inc	Rec'd 02/19/19	63743	\$650.00	
Michael Baker Corporation	3/7/19	Visa	\$2,000.00	
Naik Consulting Group, PC				
O.R. Colan Associates				
WSP				
Sci-Tek Consultants, Inc.				
Stahl Shearer Engineering, LLC.				
Sucevic, Piccolomini & Kuchar Engineering	3/6/19	14554 & 14559	\$2,000.00	
Traffic Planning & Design				
The Markosky Engineering Group, Inc.	3/7/19	Visa	\$1,600.00	
TYLIN International				
Urban Engineers				
Whitman, Requardt & Associates, LLP				
Whitney, Bailey, Cox & Magnani LLC				
Wichert Insurance		3/20/19	\$550.00	
Total			\$8,650.00	



COMMITTEE STATUS REPORT

STRATEGIC PLAN COMMITTEE

Work with the National Board to keep the current Strategic Plan up-to-date. Review and develop a new strategic plan every three years. Monitor implementation of the Strategic Plan.

Date: Period: May 2, 2019

Committee Members

E-Mail

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Scott Kroper (Northeast Florida)

scott.kroper@rsandh.com

???

Meetings held since the previous Quarterly Report:

1. March 12, 2019
- 2.

Motion(s) to be brought before the National Board:

Resolved: None

Discussions to be brought before the board:

1. None for this meeting of the Board.
- 2.

Activities:

"Monitor society activities with respect to current plan - ongoing"

"Over the summer, develop an implementation matrix to assign activities, set measurable goals and track progress of the strategic plan implementation."

Budget update:

- 1 . 2018 - 2019 Budget: \$0
- 2 . Spent – List items and \$ spent this quarter
 - a.
- 3 . Current Budget Balance: \$0
- 4 . List any Non-Budget Items that should be considered.
 - a.



COMMITTEE STATUS REPORT

STUDENT CHAPTER COMMITTEE

Promote formation and continued support of student chapters and provide assistance to Sections hosting student chapters.

Committee Members

E-mail

Period End Date: April 26, 2019

Report Period: April 2019

Matheu Carter, Chair	matheu@udel.edu
Roger Carriker, National Board Liaison	Roger.Carriker@wsp.com
Frank Bronzo	fbronzo@envdesigngroup.com
Kathryn Power	kpowers@pa.gov
Erin Collins	ecollins@wallacemontgomery.com
Eugene Cipriani	eugene.cipriani@aecom.com
John Caperilla	JCaperilla@borton-lawson.com
Aaron Muck	Aaron.Muck@terracon.com
Carrie Strehle	cstrehle@promatechinc.com

Meetings held since the previous Periodic Report:

1. Date: 04/11/2019 Members in attendance: Strehle, Cipriani, Muck, Caperilla, Power, Carriker, Carter, Grubb (guest)

Planned Meetings:

1. Date: 05/09/2019 Noon WebEx
2. Date: 06/13/2019 Noon WebEx

Motion(s) to be brought before the National Board:

Resolved: None at this time.

Discussions to be brought before the National Board:

1. None at this time.

Status of Action Items:

1. Identify and provide status of existing student chapters:
 - a. The Committee initiated an update in Fall 2018 (expect reporting in March-April 2019).
 - b. The September 15, 2018 solicitation for information from Sections resulted in twenty-two Section responses through March. Information was asked for by January 31, 2019.
 - c. Matt sent non-responsive Sections a reminder asking for a response from the Chair in March, which was effective.
 - d. The survey was closed out April 1, 2019 so that the Committee can begin a full analysis. Thirty-two (32) Sections have responded to date and the information is interesting and encouraging. A PDF of the compilation is attached.
 - e. Thus far, the responding Sections have revealed considerable new information on student involvement of numerous kinds, including several robust student chapters of which the Committee was not previously aware. The Committee is now reviewing the results for follow up and support.
2. Student Chapter Conference:

- a. The first of these was hosted September 30, 2017 by ASHE@UD, the Student Chapter at the University of Delaware and was considered successful with fourteen students from six universities as well as eight professional members.
 - b. The second annual was hosted October 6, 2018 by the Widener University Student Chapter and was again successful. Eleven students attended from five institutions (Widener University, Rowan University, Mercer County Community College, University of Delaware, and Rutgers University) and thirteen professionals attended, representing Delaware Valley, Chesapeake, First State, North Penn, Southern New Jersey, and NY Metro Sections. There was some confusion at sign in and we believe the actual attendance was just over 30.
 - c. The third annual conference is in the planning stages and a request for proposals is being circulated. The target for this forum is the Fall of 2019.
3. Track student membership, either within or outside existing database:
 - a. This information is part of the current survey (see the attached summary/compilation).
4. Update Best Practices for Developing and Sustaining Student Chapters:
 - a. The first edition of these best practices was published February 17, 2016.
 - b. The second edition was published August 30, 2018 to the website under Information and Downloads - <http://ashe.pro/downloads.html>. The updated guidelines were promoted to Sections and Regions in September 2018.
5. ASHE logo table cloth/skirt program implementation:
 - a. Twelve table skirts were ordered at a cost of \$1,381.22 (~\$115.10 each).
 - b. The Committee has developed criteria for when these would be issued to a student chapter (bylaws, sustainability, etc.).
 - c. The table skirt debuted at the Student Chapter Conference at Widener University, October 6, 2018.
 - d. One skirt has been distributed to the student chapter at University of Delaware. Further distribution to qualifying student chapters is expected as they apply. The committee continues to advocate the National Board members to publicize the availability of this tablecloth to their Regions and Sections.

Budget update:

1. 2018 - 2019 Budget: \$3,100 (\$2,100 for table skirts, \$1,000 for student chapter conference)
2. Spent – List items and \$ spent this quarter
 - a. \$0
3. Current Budget Balance: \$1,089.18
4. List any Non-Budget Items that should be considered.
 - a. None, currently.
5. 2019-2020 Budget request submitted to National for inclusion in final budget for next year

ASHE Student Chapter Activity
April 11, 2019

[illegible]

ASHE Student Chapter Activity
April 11, 2019

	Section supports SC?	University or College?	How many students active?	Does a Section member liaise?	Does Section invite students to dinner meetings?	Does Section subsidize student dinner fees?	Does Section invite student leadership to Board meetings?	Does Section arrange site visits?	Do professional members attend on-campus meetings/act as speakers?	Other comments	
Potomac	No	Our Section is in close touch with George Mason University students. We do not currently have a student chapter but we are actively seeking to involve students in our activities and provide information about our mission and goals.	Four students were involved in the planning and organization of a fundraising event in November 2018	Cerasela Cristei, Khatereh Vaghefi (Khatereh.Vaghefi@gmail.com), Ryan McCreedy (RmcCreedy@t3design.us) and Shireen Gharagic (lgharagic@jmt.com) are involved with student engagement	One liaison attends periodic student meetings. Two other board members facilitate student activities and attendance to our monthly dinner meetings.				One liaison attends periodic student meetings. Two other board members facilitate student activities and attendance to our monthly dinner meetings.	Cerasela Cristei	
Northeast Region											
Albany	No	We have reached out to several colleges in the area but we have been unsuccessful. The main reason is the local ASCE chapter has a strong student membership at these same schools.	We have had only one student as a member and the student only was a member for a year.	We have tried, but run up against ASCE.	Yes	When we do have students attend our functions, we typically waive or have a reduced fee.				John Sala, Jr.	
Altoona		We host an event every year at the University of Pittsburgh-Johnstown. They have a student chapter of ASCE, but do not have interest in a student chapter of ASHE at this time. However, they are very thankful that we put together the annual event. The majority of our scholarship applicants come from UPI.	University of Pittsburgh-Johnstown	We had 20-25 students attend our event in February.	Our event coordinator for the year is the liaison with the faculty advisor for the event. The scholarship chair acts as the point of contact for the scholarship.	Yes	Yes	No	No	Many of our members are alums, and some have given presentations and attended job fairs. However, these are not ASHE sanctioned.	Joshua England
Central New York Clearfield	No	(Trying) Syracuse University; What hurts is the civil curriculum does not have a transportation track.	For a number of years, we tried to engage Syracuse University, but did not find much interest	We speak to this topic annually, but decided until we can get someone on the faculty staff to be a champion as an organizational liaison, we haven't invested a lot of recent time.	They were invited to participate with all our events					Anthony Daffin	
Delaware Valley	Yes	Temple University	~25 across the chapters	Yes, I created a position "Professional Advisor" in which a Section member and alumni of the institution help the chapter	About a dozen in total attend Section dinner meetings and events. We get a couple of students that will attend from month to month.	Yes	No	Yes	Yes	John Caperilla	
Delaware Valley	Yes	Drexel University	~25 across the chapters	Yes, I created a position "Professional Advisor" in which a Section member and alumni of the institution help the chapter	About a dozen in total attend Section dinner meetings and events. We get a couple of students that will attend from month to month.	Yes	No	Yes	Yes	John Caperilla	
Delaware Valley	Yes	Widener University	~25 across the chapters	Yes, I created a position "Professional Advisor" in which a Section member and alumni of the institution help the chapter	About a dozen in total attend Section dinner meetings and events. We get a couple of students that will attend from month to month.	Yes	No	Yes	Yes	John Caperilla	
Delaware Valley	No	Villanova University	~25 across the chapters	Yes, I created a position "Professional Advisor" in which a Section member and alumni of the institution help the chapter	About a dozen in total attend Section dinner meetings and events. We get a couple of students that will attend from month to month.	Yes	No	Yes	Yes	John Caperilla	
East Penn	No		0	No	Yes	Yes	No	Yes	No	Raymond Boretski	
First State	Yes	University of Delaware	12-20	Matt Carter	Yes, but student class schedules frustrate attendance	Yes; primarily through voluntary contributions at dues renewal	Yes; typically, 1-2 officers will attend	Students primarily arrange these themselves, but Section members are often hosts	Yes; frequently	Active since March 2009	
Franklin	No									J.T. Lincoln	
Harrisburg											
Long Island											
Mid-Allegheny											
New York Metro	No. But our Section has initiated a Young Members program which could lead to more involvement with students.	Columbia, Cooper Union, NYU/Polytechnic, City Tech, CCNY and Manhattan College		At this time, NY Metro's interaction with students is thru our scholarship program. We solicit students to apply for our scholarships and request that they become members.						Anthony Grosso	
North Central New Jersey	No. We have just formed an Education Committee with the goal of getting colleges to form ASHE Student Chapters.	Encouraging schools like Rutgers and NJIT to form student chapters		Yes; Richard Grubb, rgrubb@rgaincorporated.com	Yes	Students can attend at no charge.	No	No	N/A	Richard Grubb	

ASHE Student Chapter Activity
April 11, 2019

	Section supports SC?	University or College?	How many students active?	Does a Section member liaise?	Does Section invite students to dinner meetings?	Does Section subsidize student dinner fees?	Does Section invite student leadership to Board meetings?	Does Section arrange site visits?	Do professional members attend on-campus meetings/act as speakers?	Other comments
			No specific students are active within our section; however, several students from Kings attend at least one of our monthly meetings as well as help volunteer for charitable events that ASHE sponsors (NEPA Bridge Building Competition and Mathcounts). Our section jointly hosts (with PSPE and ASHRAE) a young professionals/student bowling event twice a year that had excellent attendance from the students (40+); although it is not really well attended from members of the three sections/chapters	Butch Frati (bfrati@Wilkes-Barre.pa.us) is our liaison between the section and the area universities and is actively trying to set-up either a stand-alone student chapter or a student group from several of the local colleges/universities. Michelle Price (mprice@pennoni.com) also is on the Engineering Advisory Board for Kings College and coordinates events and opportunities with the students.	Yes. The most we have had in attendance at one of the section's monthly meetings is around 10-12 students.	Yes, we offer free attendance to our monthly meetings for any current students.	No	Yes, our section hosts one field view every year as part of the normal meeting schedule. Students are welcomed to attend these events and typically we get somewhere between 6-12 students for the field views. The field views are typically of local construction projects that our current members are involved with and can facilitate the group. Michelle Price also tries to schedule one field view a year for the students at Kings College at a different local construction site.	Michelle Price does typically attend and judges King's Colleges' senior class project presentations and also acts as a guest speaker when requested.	Michelle Price
North East Penn	No official student chapter									
Pittsburgh	Yes	University of Pittsburgh	8	Yes, Nick Ross	Yes	Yes	Yes	Yes		Patrick Kane
				Richard Grub heads our education committee. We have 10 ASHE member on the board.					Yes; Richard organizes and gets help from the ASHE members to present at the schools meetings	
Southern New Jersey	Yes	Rowen University	25 between the two student chapters	Yes	Yes	Yes	Yes; President of Chapters welcome	Yes; field trips are attempted to be local to a school for attendance	Yes; Richard organizes and gets help from the ASHE members to present at the schools meetings	Heather Jones
Southern New Jersey	Yes	Mercer County Community College	25 between the two student chapters	Richard Grub heads our education committee. We have 10 ASHE member on the board.	Yes	Yes	Yes; President of Chapters welcome	Yes; field trips are attempted to be local to a school for attendance	Yes; Richard organizes and gets help from the ASHE members to present at the schools meetings	Heather Jones
Southwest Penn										
		We occasionally have a joint meetings w/the Pennsylvania College of Technology student chapter of ASCE or Construction Management Association								
Williamsport	No			No	No	No	No	No	No	Jason Campbell
Rocky Mountain Region										
Phoenix Sonoran	Yes	Arizona State University; (Other recent attempts have been made to form student chapters at University of Arizona and Northern Arizona University)	~10-15 (attendance to student chapter meetings and other student chapter events)	YES – current Grad student and WSP engineer, Jovan Ilijevski (jovan.ilijevski@wsp.com)	Yes (we hold Section breakfast meetings)	Yes (via Board vote)	Yes - invited but none have attended to date	Yes	Yes	Jessica Fly
South Central Region										
Dallas-Fort Worth	Not at current time	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Mike Zieminski
Southeast Region										
				Yes, Scott Perfater, scott.perfater@burgessniple.com, (407) 401-8527	No. We hold lunchtime meetings in conjunction with class periods to encourage attendance.					
Central Florida	Yes	University of Central Florida, Orlando, Florida.	40			Not applicable	Yes	No	Yes	Scott Perfater
Georgia	Yes	Georgia Institute of Technology (Go Jackets)	30	James Nguyen	Yes	Yes; reduce their cost from \$30 to \$15	No (will start if they are interested in attending)	No, can start if they are intersted	Yes	James Nguyen
Houston										
South Florida (Gold Coast)										
Northeast Florida	Yes	University of North florida (UNF)	Eight student officers and a faculty advisor. They usually have approximately 20 to 25 students attend their General Body Meetings	W. Josh Mele	Yes – we have frequent student attendees at our monthly luncheons	Yes – they are either covered by our NE Florida Section, or by the UNF School of Engineering	Yes – We have occasional attendance	Yes – typically two fieldtrips per academic school year	Yes – We regularly provide speakers for their meetings, and we have strong professional interaction with our student chapter	W. Josh Mele
					Yes, we invite scholarship winners to attend our yearly December lunch meeting to receive their scholarships					
Middle Tennessee	No					Yes, we provide meals and reimburse for travel costs	No	No	No	Timothy Colvett
Tampa Bay										

...we need your help to update our understanding of any kind of interaction you might have with students and ask that you briefly advise us of the following, by sending an email to Matt Carter (Committee Chair) at mattc@udel.edu.

- Does your Section support/host/facilitate a student chapter of ASHE (or even something less formal but nonetheless an ongoing interaction between professional members and students)?
- What universities, colleges, or other institutions do the students attend?
- About how many (a guess, an estimate will do) students would you say are currently active with your Section in some way? *
- Is there a Section member that acts as a liaison of some sort to the students and/or the faculty/staff advisor (if so, please provide contact information)?
[* A suggested best practice will be to task the student leadership with tracking attendance at events (on-campus meetings, field trips, Section dinners, officer attendance at Section Board meetings, etc.) such that periodic assessment can be made of student members in good standing, resulting in an average number of participating students.]

If we aren't pushing our luck, we would also be happy to know the kind of involvement you have from time to time with students:
- Invite them to professional dinner meetings? Yes/No
Subsidize their cost of attendance? Yes/No
- Invite student leadership to your Board of Director meetings? Yes/No
- Arrange visits to construction sites, equipment suppliers, pre-casters, or operational centers? Yes/No
- Professional members attend on-campus student chapter meetings and/or act as speakers? Yes/No

Total Sections 43
Section Reporting 32



COMMITTEE STATUS REPORT

TECHNOLOGY COMMITTEE

Ensure that information technology (IT) is used appropriately for ASHE.

Committee Members

Mindy Sanders, Chair
Scott Jordan, Board Liason
Dick Cochrane, Technology & Cloud
Jacob Morisi, WebHost
Craig Rock, Webmaster
Frank Bronzo, Member
Rhys Keller, Regional Rep (Mid-Atlantic)
Mike Sewell, Regional Rep (Great Lakes)
John Caperilla, Cloud
Diane Purdy, Cloud

E-Mail

mhsanders@pontengineering.com
sjordan@seengineering.com
rcochrane@mctish.com
jmorisi@jmserversolutions.com
carock83@gmail.com

Date: 5/1/19

Report Period:
Summer 2019

Meetings held since the previous Quarterly Report

1. Weekly conference call with Prime Design to assess progress
2. Additional coordination calls and emails with the team
3. 4/18/19 - Training Session between Prime and Web Development Team

Motion(s) to be brought before the National Board:

New Business: None

Discussions to be brought before the board

1. None

Status of action items:

Internet / World Wide Web

- Revise or replace existing web site to modern standards of navigation and appearance –A weekly conference call is held between the web developer and Mindy; The Website Redevelopment Subcommittee consists of Rhys Keller, Amanda Schumacher, and Dick Cochrane. Frequent coordination/review/comment emails between the Subcommittee are occurring.
- A training session was held on 4/18/19; A how-to guide/manual was also provided
- The temporary link was sent out to the Board Members for comments
- Website to be transferred over to ashe.pro on 5/8/19 for testing and a soft roll out

- It will be available to the public in time for the conference (soft roll-out only)
- Ensure web content is up-to-date and can be easily modified – Updates as needed; The new website will allow much easier updates without the need for a great deal of prior website knowledge
- Maintain Region and Section webmaster contacts – No progress since the last report. Remains at 90% Complete

Cloud

- Continue to improve use and organization of ASHE Cloud – No specific issues known.
- Add users as requested – Up to date – 2 new credentials were created since the last report.

Membership Database

- In progress; Coordinating with JMS as needed
- Updates are complete, but testing by Tom Morisi is ongoing

WebEx

- No known issues

Contract(s) – monitor and administer contract with IT vendors

- JM Services – Contract Executed February 2018 (6/19)
- Keller Engineers – Contract Executed April 2018 (1/29/19)
- Prime Design – Website Redevelopment – Final invoice submitted

Budget update

1. 2018 - 2019 Budget: \$17,990
2. Spent – List items and \$ spent this quarter
 - a. Prime Design Solutions -\$3,100 (Final payment per contract)
 - b. JMS Server (Technology Portion) - \$1,354.15
 - c. JMS Server (Database Portion) - \$520.85
3. Current Budget Balance: \$6,144.05
4. List any Non-Budget Items that should be considered.
 - a. None

Attachments:

1. None