



**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 AM. Due to the COVID-19 pandemic, the meeting was held via Skype. All prior arrangements made in Raleigh, NC were cancelled with no penalties to ASHE.

**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                         |
|                 | Nancy A. Morisi         | Administrative Assistant                         |
|                 | Roger B. Carriker, PE   | Mid-Atlantic Region Director                     |
|                 | David A. Greenwood, PE  | Mid-Atlantic Region Director                     |
|                 | Stan A. Harris, PE      | Great Lakes Region Director                      |
|                 | Frank J. Bronzo, PE     | Great Lakes Region Director                      |
|                 | Donato DiZuzio, PE      | Northeast Region Director                        |
|                 | Mark A. Kinnee, PE      | Northeast Region Director                        |
|                 | Kathryn E. Power, PE    | Northeast Region Director                        |
|                 | Scott H. Jordan, PE     | Southeast Region Director                        |
|                 | Jason Hewatt            | Southeast Region Director                        |
|                 | Samir D. Mody, PE       | New Sections Committee Co-Chair                  |
|                 | Brian G. O'Connor, PE   | New Sections Committee Co-Chair                  |
|                 | Melinda H. Sanders, PE  | Technology Committee Chair                       |
|                 | Gerald J. Pitzer, PE    | Strategic Planning Committee Chair               |
|                 | Nicole G. Parris, PE    | National Conference Committee Chair              |
|                 | Amanda Schumacher       | PR Committee Chair                               |
|                 | James T. Shea, PE       | Incoming Great Lakes Region Director             |
|                 | Robert G. Prophet, PE   | Incoming Northeast Region Director               |
|                 | Michael D. Bywaletz, PE | Tentative, Incoming Mid-Atlantic Region Director |
| <u>Absent:</u>  |                         |  |

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



**WELCOME:** Michael D. Hurtt, PE

President Hurtt welcomed the attendees and guests and reviewed the voting procedures for a Skype meeting. He noted that the National Conference will be postponed due to the COVID-19 pandemic. It was noted that social distancing is diametrically opposed to the mission of our organization and that National should develop strategies to help Sections to maintain contact with their members and keep them engaged. Mr. Hewatt noted that the PR Committee has reached out to all Sections on this matter in an attempt to keep them engaged. President Hurtt noted the Southwest Region is setting up their Board but efforts have slowed due to the current situation. President Hurtt reviewed the new map of the ASHE Regions and noted the scanner and website have been updated with the new map with the exception of Tennessee Valley, which needs added.

**APPROVAL OF MINUTES:**

**January 11, 2020 National Board Meeting:** Motion by Morisi to approve the minutes from the January 11, 2020 National Board Meeting; seconded by Power; all in favor.

**PRESIDENT'S REPORT:** Michael D. Hurtt, PE

President Hurtt reviewed highlights of the written President's Report which is attached to and made part of these meeting minutes. He noted that his travel has been restricted due to the current situation but he was able to attend the venison dinner. The Franklin Section named their scholarship after Shirley Stuttler. President Hurtt noted that, although a formal ceremony has not been held, we are considering the Tennessee Valley Section chartered. The ceremony will be held at a later date.

**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.

**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. He noted that, due to the current situation, we have lost approximately 10% on our investments. Motion by O'Hare to accept the National Treasurer's Report; seconded by Matthews; 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. President Hurtt asked Ms. Morisi to request that each Section notify here when they contact the member, who has applied through the website, to join.

**COMMITTEE REPORTS:**

**Technology:** Melinda H. Sanders, PE presenting

The Technology Committee Report is attached to and made part of these minutes.

- **Hosting Service Options:** JM Server Solutions presented a contract for continuation of services. A copy of the contract is included in the Report. The proposed fee for 2020-2021 remains the same as that for 2019-2020. Ms. Sanders did a price comparison with other hosting companies and that breakdown is included in the Report. She recommends continuing with JM Server Solutions. The contract, as presented, is to be revised to include language to address potential to remove portions of services, specifically database.
- **Database Enhancements:** Ms. Sanders presented her ideas to develop a new database for use by both National and the Sections. After discussion, it was determined that she is to form an Ad-Hoc Committee to determine if there is support for an upgrade, what form that upgrade would take and development of a scope of work to solicit quotes. Mr. Morisi requested Charlie Flowe be on the Committee.
- **Multiview Web Banner:** Multiview has presented an opportunity to sell banners on the website as a source of revenue.

**Budget/Audit:** Timothy W. Matthews, PE presenting

The Budget/Audit Committee Report is attached to and made part of these minutes.

- **2020/2021 Budget Discussion:** Mr. Matthews reviewed the proposed budget, in detail, and made adjustments throughout based on comments received during the discussion. Upon finalizing the revisions, an E-Meeting will be called to approve the budget.
- **Printed Versus Digital scanner:** All members will be opted out of the paper scanner and opted into the electronic version at a date to be determined.
- Motion by Hurtt to increase Ms. Morisi's hourly rate from \$19.50 to \$20.00 per hour effective June 1, 2020; seconded by Harris; all in favor except for Morisi who abstained from voting.

**New Sections:** Samir D. Mody, PE and Brian G. O'Connor, PE presenting

The New Section Committee Report is attached to and made part of these minutes.

- **Tennessee Valley Section Chartering:** See comments under President's Report.
- **Most Favorable Prospects:** Mr. Mody reviewed the table of potential new Sections which has been prioritized into three tiers. He noted that a policy needs developed to address the involvement of the National New Sections Committee when a Region is involved in the development of a new Section. President Hurtt directed the New Sections Committee to develop guidelines in conjunction with the Ad-Hoc Committee on Regions. Both Mr. Mody and Mr. O'Connor reviewed the initiatives they each are overseeing.

**Nominating:** Richard N. Cochrane, PE presenting

The Nominating Committee Report is attached to and made part of these minutes.

- **Addition to 2020/2021 Slate of Officers and Directors and Honorary Awards:** Motion by the Committee to nominate Mr. Richard Grubb (Southern New Jersey Section, Northeast Region) as the Member of the Year, Ms. Deliallisi Denila (Chesapeake Section, Mid-Atlantic Region) as the Young Member of the Year, Mr. Charlie Flowe (Carolina Triangle, Mid-Atlantic Region) as the Lifetime Achievement Award winner, Dr. Gene Conti as the

Pearson Award winner/Person of the year, and Mr. Jim Shea as the Great Lakes Director to fill a one-year term being vacated by Mr. Harris; seconded by Matthews; all in favor.

- ***Omnibus Resolution Regarding Postponement of the 2020 National Conference:*** As a result of the extraordinary and emergency circumstances brought about by the COVID-19 virus outbreak, the ASHE National Conference is delayed beyond the normal timeframe for the National Conference and Annual Membership Business Meeting.

Motion by the Committee as follows:

The following individuals be considered as installed for each individual's respective term of office effective June 1, 2020:

*Officers:*

Stan A. Harris, PE (Triko Valley); Second National Vice President

Leaigh B. Lilla, PE (Tampa); First National Vice President

Timothy W. Matthews, PE (Georgia); National President

Michael D. Hurtt, PE (Albany); Immediate Past National President

Thomas S. Morisi (Altoona); National Secretary

P. Frank O'Hare, PE (Central Ohio) National Treasurer

*Three-Year National Directors:*

Robert G. Prophet, PE (Delaware Valley); Northeast Region

Michael D. Bywaletz, PE (Carolina Piedmont); Southwest Region

Scott H. Jordan, PE (Georgia); Southwest Region

*Two-Year National Directors:*

Frank J. Bronzo, PE (Cuyahoga Valley); Great Lakes Region

Donato DiZuzio, PE (North Central New Jersey); Northeast Region

Jason Hewatt, PE (Georgia); Southeast Region

*One-Year National Directors:*

Kathryn E. Power, PE (Pittsburgh); Northeast Region

Roger B. Carriker, PE (Chesapeake); Mid-Atlantic Region

James T. Shea, PE (Lake Erie); Great Lakes Region

It is further resolved that Article III, Section 2, paragraph 8 be suspended for calendar year 2020 and further, that the required reports described in this section be distributed to the membership in a manner determined by the National Secretary by May 29, 2020 and further; that the words (the Annual Membership Business Meeting) in Article IV, paragraph 7 be replaced with " May 31, 2020 and further; that Article V, sections 8.e and 9.e (dealing with the Secretary's and Treasurer's reports being presented at the annual meeting), be waived for the calendar year 2020 and further; that the words " . . . the general election at the Annual Membership Business Meeting" in Article IV, paragraph 8 be replaced with "May 31, 2020" and further; that Article IV (dealing with contested races), paragraph 9 be waived for the calendar year 2020. It is further resolved that, until December 31, 2020, Article V, paragraph 4 (dealing with the start of officers' and directors' terms) be replaced as follows: The term of office shall begin ~~at the close of the Annual Membership Business Meeting each year at which the officers elections are announced,~~ [on June 1, 2020,] and shall continue for the period stipulated above or until a successor is elected or appointed and further; that Article VI, paragraph 3 (dealing with the timing and coordination of the Annual Membership Business Meeting) be suspended for calendar year 2020 and further; that, in Article VIII, paragraph 1, (dealing with committee assignments) the words " . . . the Annual Membership Business Meeting" in

Article IV, paragraph 7 be replaced with “May 31, 2020.” And further; that all changes described herein expire and are null and void on December 31, 2020; seconded by Greenwood; all in favor.

**National Conference:** Nicole G. Parris, PE presenting

The National Conference Committee Report is attached to and made part of these minutes.

- **2020 National Conference in Raleigh:** The Raleigh Conference Committee is currently looking at dates in October at the same facility. They are hoping to come up with a plan within the next two weeks. If they need to cancel the Conference, they are responsible for the guaranteed minimums to the facility IF there are no governmental restrictions in place. The deadline for cancellation is approaching.
- **2022 National Conference in Columbus:** The Columbus site had not been reviewed yet due to the COVID-19 situation. Mr. Pitzer is waiting for the Conference Chairs to set site visit up when available. He will then review the site at that time.

**Strategic Plan:** Gerald J. Pitzer, PE and Kathryn E. Power, PE presenting

The Strategic Plan Committee Report is attached to and made part of these minutes. It was noted that a survey is being compiled to assist in updating the Strategic Plan. That survey is approximately 90% complete but has not gone out yet. The Committee is hoping to send the survey out within the next few weeks.

**Ad-Hoc – Regions:** Timothy W. Matthews, PE and Leigh B. Lilla, PE presenting

The Ad-Hoc – Regions Committee Report is attached to and made part of these minutes.

**Scanner:** Donato DiZuzio, PE presenting

The Scanner Committee Report is attached to and made part of these minutes. Mr. DiZuzuio will follow up with Ms. Farrell and Ms. Schumacher regarding distribution of the electronic version of the scanner.

**Public Relations:** Donato DiZuzio, PE and Amanda Schumacher presenting

The Public Relations Committee Report is attached to and made part of these minutes. Mr. Hewatt noted that the Branding Guidelines are available on the ASHE National Website and that all logos, etc must be submitted through the PR Committee for approval.

- **Client Relationship Webinars:** Jen Newman is proposing to conduct three free webinars on client relationships to ASHE members. The PR Committee is to review each presentation first to ensure it is not a promotion of Ms. Newman’s company.

**Professional Development:** Roger B. Carriker, PE presenting

The Professional Development Committee Report is attached to and made part of these minutes. The Committee is to develop a notice that will be sent out in accordance with the Communication Plan to remind everyone what the professional development requirements are.



**ASHE National Board Meeting Minutes**  
**April 4, 2020**

Due to time constraints, the meeting was called to a close. All reports not presented are attached to and made part of these meeting minutes.

**ADJOURNMENT:**

Motion by Morisi to adjourn the meeting; seconded by O'Hare; all in favor. The meeting adjourned at 12:15.

**ATTACHMENTS:**

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

- Attachment 1: Officer and Committee Reports
- Attachment 2: Region and Section Reports

Respectfully Submitted,

Thomas S. Morisi  
National Secretary



**Attachment 1: Officer and Committee Reports**



## PRESIDENT'S REPORT

April 4, 2020

### Activities (Cumulative):

#### Travel:

1. May 2: Harrisburg Section officer induction
2. May 23: Cuyahoga Valley Section golf and officer induction
3. June 7: Central NY Section golf outing
4. June 11: Albany Section golf outing
5. June 14: Pittsburgh Section scholarship fundraising event
6. June 24: Albany Section Board Meeting
7. August 13: MAASTO Conference in Indianapolis
8. August 23: Albany Section social breakfast
9. September 12: Phoenix Sonoran Section joint mini-conference with ASCE
10. September 16: In-person meeting with Lawrence Lopez, NMDOT
11. October 3: Albany Section Officer Inductions and Annual Meeting
12. October 29: Central Ohio – OTEC Luncheon
13. November 19: Albany Section Lunch PDH Meeting
14. December 4: Albany Section Annual Holiday Event
15. December 5: Georgia Section Annual Holiday Event
16. December 11: Potomac Section Annual Holiday Event
17. January 28: **Franklin Section Venison Dinner**
18. February 13 & 14 **Albany Section E-Week Booth Representative**
19. March: **As of early March 2020, all in-person Section meetings and travel were canceled.**

#### Committee Activities:

1. **Monthly:** **National Conference Committee meeting (conference call)**
2. June 20: Operations and Oversight Committee meeting (conference call)
3. July 30: Outreach Committee meeting (conference call)
4. October 14: New Sections Committee meeting (conference call)
5. November 1: Student Chapter Committee Meeting (conference call) STEM opportunity
6. December 2: Ad Hoc Committee Meeting (conference call) Regional Structure
7. December 10: National Conference Committee (2023 Conference selection)
8. December 20: Ad Hoc Committee Meeting (conference call) Regional Structure
9. **February 20:** **Strategic Planning Committee Meeting (conference call)**
10. **March 3:** **Call with Mindy Sanders to discuss Technology Initiatives**

#### Meetings:

1. **Monthly:** **Reoccurring President's with Tim, Leigh, and Dick**
2. July/Aug: Attended several MAASTO Planning meetings (conference call)



3. May 9: NE Region Board Meeting
4. May 12: National Board Meeting, Nashville, TN (at conference)
5. May 28: SE Region Board Meeting (conference call)
6. September 19: SE Region Board Meeting (conference call)
7. September 20/21: National Board Meeting and Workshop, Syracuse, NY
8. September 26: NE Region Board Meeting
9. January 9: SE Region Board Meeting
10. January 10 & 11: National Board Meeting, Tampa, FL
11. **February 12: Conference Call with SW Sections to discuss formation of SW Region**

Board Activities:

1. August 20: Called for E-Vote to approve the JMSS Hosting and Support Proposal
2. **March 9: Executive Committee Meeting to discuss 2020 Conference**

Other Activities:

1. Reviewed and approved N. Morisi timecards.
2. Prepared *scanner* President's Messages (summer and fall)
3. Worked with Tammy Farrell (*scanner*) to develop an Ad Campaign for "Bring a Colleague, Make a Friend", and for "Social Media".
4. Participated in Section/Region Officer Webex training on September 24 & 25.
5. Prepared *scanner* President's Message (winter)
6. **Prepared *scanner* President's Message (spring)**
7. **Worked with Nikki Paris and 2020 Conference Committee on the ongoing conference issues related to the Coronavirus.**

-END-



ASHE NATIONAL HEADQUARTERS  
610 RADCON STREET  
JOHNSTOWN, PA 15904

## SECRETARY'S REPORT

Following is the current ASHE Membership List by Region/Section as of April 1, 2020:

|                            |             |  |                                |             |
|----------------------------|-------------|--|--------------------------------|-------------|
| <b>Northeast Region</b>    |             |  | <b><i>Southeast Region</i></b> |             |
| Albany                     | 96          |  | Central Florida                | 90          |
| Altoona                    | 205         |  | Georgia                        | 574         |
| Central New York           | 49          |  | Middle Tennessee               | 308         |
| Clearfield                 | 189         |  | Northeast Florida              | 174         |
| Delaware Valley            | 383         |  | South Florida                  | 10          |
| East Penn                  | 120         |  | Tampa Bay                      | 53          |
| First State                | 178         |  | Tennessee Valley               | 54          |
| Franklin                   | 131         |  | <b>Subtotal</b>                | <b>1263</b> |
| Harrisburg                 | 315         |  |                                |             |
| Long Island                | 67          |  | <b>Great Lakes Region</b>      |             |
| Mid-Allegheny              | 136         |  | Bluegrass                      | 59          |
| N. Central New Jersey      | 148         |  | Central Dacotah                | 82          |
| New York Metro             | 172         |  | Central Ohio                   | 185         |
| North East Penn            | 132         |  | Cuyahoga Valley                | 114         |
| Pittsburgh                 | 544         |  | Derby City                     | 86          |
| Southern New Jersey        | 75          |  | Lake Erie                      | 190         |
| Southwest Penn             | 284         |  | Northwest Ohio                 | 52          |
| Williamsport               | 81          |  | Triko Valley                   | 181         |
| <b>Subtotal</b>            | <b>3305</b> |  | <b>Subtotal</b>                | <b>949</b>  |
|                            |             |  |                                |             |
| <b>Mid-Atlantic Region</b> |             |  | <b>Southwest Region</b>        |             |
| Blue Ridge                 | 74          |  | Dallas-Forth Worth             | 38          |
| Carolina Piedmont          | 84          |  | Houston                        | 75          |
| Carolina Triangle          | 253         |  | Phoenix Sonoran                | 189         |
| Chesapeake                 | 302         |  | <b>Subtotal</b>                | <b>302</b>  |
| Greater Hampton Roads      | 92          |  |                                |             |
| N. Central West Virginia   | 52          |  | <b>Total</b>                   | <b>6940</b> |
| Old Dominion               | 89          |  |                                |             |
| Potomac                    | 175         |  |                                |             |
| <b>Subtotal</b>            | <b>1121</b> |  |                                |             |

## **MEMBERSHIP**

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.

Total membership as of the date listed is 6,940 which represents a net increase of 235 members since the report for the January National Board meeting. Some specific notes related to membership totals:

- There are no more Sections being reconciled as part of the annual assessment. All reconciliation has been completed.
- As of this report, Tennessee Valley has had 35 members entered into the database. Based on a recent conference call, their membership is projected to be near 50 by the chartering date.
- Harrisburg paid for 95 new members as part of the assessment process but has not yet submitted membership applications or names. The Section has been contacted on several occasions for this information.

## **ASSESSMENTS**

All Section assessments have been paid. There are no outstanding assessments. Once Tennessee Valley has been chartered, they will be paying for all members.

## **NATIONAL BOARD MEETING ARRANGEMENTS**

Costs associated with National Board meetings are rising, especially for meals. It is very important that we have an accurate meal count to submit to the facility when it is requested. The cost to ASHE for unused meals at the January meeting totaled nearly \$500.00.



## Administrative Assistant Report

ASHE National Board Meeting-April 4, 2020

**New Member Request Forms (Website):** The following is a region summary of the new member request forms (73 totals from January thru March) received and forwarded to the appropriate sections:

**January-31 total request breakdown:**

7-Great Lakes  
3-Mid-Atlantic  
13-Northeast  
2-Southwest  
6-Southeast

**February-33 total request breakdown:**

2-Great Lakes  
8-Mid-Atlantic  
15-Northeast  
3-Southwest  
5-Southeast

**March- 9 total request breakdown:**

2-Great Lakes  
0-Mid-Atlantic  
3-Northeast  
4-Southwest  
0-Southeast

**Member website request vs. joining:** It was requested to find out how many members actually join due to the website membership requests. Please note there is a lag time between the actual requests and when the membership applications are being sent to process, usually it is between 6 months to 1 year from the request to joining. Here is the breakdown since May 2019 thru March 2020:

**Total Requests: 217 Members Joined: 53 (24% join rate overall)**

|   |                                   |
|---|-----------------------------------|
| May-25 requests 7 members joined        | March-9 requests 0 members joined |
| June-19 requests 7 members joined       |                                   |
| July- 7 requests 3 members joined       |                                   |
| August -28 requests 16 members joined   |                                   |
| September -21 requests 8 members joined |                                   |
| October - 30 requests 6 members joined  |                                   |
| November - 13 requests 3 members joined |                                   |
| December - 10 requests 0 members joined |                                   |
| January - 31 requests 2 members joined  |                                   |
| February - 33 requests 1 member joined  |                                   |

**Dallas Fort Worth Discrepancy:** There was a question about the Dallas Fort Worth Section membership amounts. They had indicated a membership total of 127 members to Sam Mody. The National database had listed 38 members. A series of emails dated 1/15/2020 shows that the information listed on Dallas Fort Worth's website was inaccurate. Markus Neubauer, President of Dallas Fort Worth Section has confirmed that the reported number of 38 members is correct. He was working with the Vice President of the Section to have the incorrect information removed from the website.

**Website requests (non-membership):** The website has received approximately 10 requests that are not membership inquiries. This does not take into consideration the vast amount of spam requests that are read and discarded.

**Committee/Region Reports Due Date:** The next committee/region report due date will be 5/21/2020. The due dates were sent out at the beginning of the year as a meeting invite so the dates could be put on calendars well in advance. There are several "reminder emails" sent for report due dates. Reports come in generally a few days before the actual meetings. Suggestions are welcome as to how to get the reports earlier so they can be reviewed and uploaded to the cloud in a timely manner.

**Section Visits:** A total of 14 Sections have been visited by various board members from May thru August. (Based on information reported to NM) Section Visit report is attached.

**Assessments/Database reconciliation:** All Section assessments have been paid and the Sections who requested to reconcile have been completed. The only discrepancy at this time is Harrisburg Section had paid for 95 new members during assessment but those applications have not been received.

**New Members:** 163 New member applications were processed and certificates and pins sent to corresponding Sections. (January thru March)

**Past President Pins:** Pittsburgh requested a past president pin, request was processed and mailed to the Section. (January thru March)

**Lifetime Member Pins:** Central Florida requested one lifetime member pin. An order will be placed after restrictions of COVID-19 virus are lifted.

**New Section Banner and Charter:** Tennessee Valley Section was sent their new banner and charter on 3/12/2020. The chartering was cancelled for 4/2/2020 due to COVID-19 Virus. Tennessee Valley Section certificates and pins were mailed on 3/20/2020.

**New Officer Orientation Packets:** New officer orientation packets have been sent via email to the new board members on 3/16/2020. The packets were updated to make them more relevant and all information in one place. The packets include a welcome to the board sheet with important information, expense policy and guidelines, blank expense report (excel file), example expense report, leadership chart, IRS publication 557.

**Cloud Files:** The cloud files will be assigned naming convention and will be organized. This has started with the scanned files from the Beacon Hill file. The National Board Meeting minutes will be the first project, they will be organized by year and put into one place for easy reference. This will be ongoing until all files have been organized and have a clear and consistent naming convention.

### ASHE National - Section Health & Board Visits 2019 / 2020

| Regions      | Sections (44)           | Membership |      |      |      |         |         |     |      | Membership<br>Trend** |  |                              |                    |                   |
|--------------|-------------------------|------------|------|------|------|---------|---------|-----|------|-----------------------|--|------------------------------|--------------------|-------------------|
|              |                         | 2015       | 2016 | 2017 | 2018 | Jan '20 | Apr '20 |     |      |                       | May - Sept 2019                        | Oct - Dec 2019               | Jan - March 2020   | April - June 2020 |
| NE Region    | Albany                  | 100        | 117  | 103  | 92   | 95      | 96      | 1   | down | -5%                   | Hurttt (6/11) (8/23)                   | Hurttt (10/3, 11/19)         | Hurttt             |                   |
|              | Altoona                 | 214        | 205  | 194  | 199  | 193     | 202     | 9   | even | 0%                    | Morisi (5/29)                          | Morisi                       | Morisi             |                   |
|              | Central NY              | 49         | 49   | 49   | 49   | 49      | 49      | 0   | even | 0%                    | Hurttt (6/7), Nat Board (9/20)         |                              |                    |                   |
|              | Clearfield              | 147        | 155  | 176  | 188  | 189     | 189     | 0   | up   | 11%                   | Morisi (6/26)                          |                              | Morisi             |                   |
|              | Delaware Valley         | 400        | 398  | 375  | 401  | 377     | 383     | 6   | even | -2%                   | Cochrane (6/18)                        |                              | Kinnee/Dizuzio     |                   |
|              | East Penn               | 87         | 78   | 109  | 115  | 120     | 120     | 0   | up   | 18%                   |  | Cochrane (11/5)              |                    |                   |
|              | First State             | 137        | 141  | 140  | 129  | 168     | 178     | 10  | up   | 24%                   |  |                              | Kinee              |                   |
|              | Franklin                | 145        | 145  | 134  | 124  | 131     | 131     | 0   | even | -4%                   |  |                              | Hurttt (1/28)      |                   |
|              | Harrisburg              | 363        | 256  | 348  | 318  | 398     | 315     | -83 | down | -6%                   | Hurttt (5/2)                           |                              |                    |                   |
|              | Long Island             | 44         | 45   | 45   | 63   | 56      | 67      | 11  | up   | 32%                   |  |                              |                    |                   |
|              | Mid-Allegheny           | 119        | 132  | 129  | 124  | 145     | 136     | -9  | up   | 5%                    |  | Power                        |                    |                   |
|              | New York Metro          | 86         | 86   | 162  | 168  | 173     | 172     | -1  | up   | 27%                   | DiZuzio/Cochrane (9/17)                |                              |                    |                   |
|              | N Central New Jersey    | 178        | 166  | 180  | 139  | 142     | 148     | 6   | down | -8%                   | Cochrane                               | DiZuzio                      | DiZuzio            |                   |
|              | NE Penn                 | 135        | 124  | 134  | 111  | 125     | 132     | 7   | up   | 5%                    | Cochrane (5/22)                        | Cochrane                     |                    |                   |
|              | Pittsburgh              | 590        | 582  | 571  | 564  | 541     | 544     | 3   | even | -4%                   | Hurttt (6/14), Matthews, Power         |                              |                    |                   |
|              | Southern New Jersey     | 200        | 180  | 97   | 91   | 75      | 75      | 0   | down | -42%                  |  | DiZuzio                      |                    |                   |
| Mid-Atlantic | SW Penn                 | 297        | 302  | 282  | 268  | 277     | 284     | 7   | even | 0%                    |  | Power                        |                    |                   |
|              | Williamsport            | 127        | 129  | 133  | 75   | 81      | 81      | 0   | down | -26%                  |  |                              | Kinnee             |                   |
|              | Blue Ridge              | 79         | 88   | 77   | 78   | 74      | 74      | 0   | down | -7%                   |  |                              |                    |                   |
|              | Carolina Piedmont       | 59         | 58   | 65   | 71   | 79      | 79      | 0   | up   | 19%                   |  |                              |                    |                   |
|              | Carolina Triangle       | 233        | 241  | 252  | 262  | 245     | 253     | 8   | even | 3%                    |  |                              |                    |                   |
|              | Chesapeake              | 237        | 207  | 244  | 280  | 302     | 302     | 0   | up   | 19%                   | Carriker/Greenwood (6/18) (7/9) (9/24) |                              | Carriker (various) |                   |
|              | Greater Hampton Roads   | 136        | 141  | 124  | 88   | 89      | 91      | 2   | down | -21%                  | Carriker (5/21)                        |                              |                    |                   |
|              | N Central West Virginia | 36         | 37   | 37   | 37   | 52      | 52      | 0   | up   | 31%                   |  |                              |                    |                   |
| SE Region    | Old Dominion            | 103        | 103  | 95   | 88   | 89      | 89      | 0   | down | -7%                   |  |                              |                    |                   |
|              | Potomac                 | 283        | 215  | 239  | 206  | 175     | 175     | 0   | down | -22%                  |  | Carriker/Hurttt (12/11)      |                    |                   |
|              | Central Florida         | 47         | 48   | 48   | 48   | 90      | 90      | 0   | up   | 60%                   | Dutton (8/2)                           |                              |                    |                   |
|              | Georgia                 | 403        | 391  | 397  | 454  | 468     | 574     | 106 | up   | 36%                   | Matthews (6/21)                        | Matthews/Hurttt (12/5)       |                    |                   |
|              | South Florida           | 10         | 11   | 11   | 11   | 10      | 10      | 0   | down | -6%                   |  |                              |                    |                   |
|              | Middle Tennessee        | 185        | 282  | 273  | 289  | 310     | 308     | -2  | up   | 15%                   | Nat Conference (5/12)                  |                              |                    |                   |
|              | NE Florida              | 198        | 212  | 196  | 158  | 172     | 174     | 2   | down | -7%                   |  |                              |                    |                   |
| Great Lakes  | Tampa Bay               | 92         | 97   | 90   | 89   | 53      | 53      | 0   | down | -37%                  |  | Hewatt/Lilla                 | Nat Board Meeting  |                   |
|              | Tennessee Valley        | 0          | 0    | 0    | 0    | 0       | 54      | 54  |      |                       |  |                              | Jordan/Matthews    |                   |
|              | Bluegrass               | 0          | 0    | 48   | 65   | 59      | 59      | 0   | even | 3%                    |  | Harris                       | Harris             |                   |
|              | Central Ohio            | 201        | 190  | 181  | 181  | 185     | 185     | 0   | even | -1%                   |  | Harris/Hurttt (10/29 - OTEC) | O'Hare             |                   |
|              | Cuyahoga Valley         | 128        | 123  | 119  | 111  | 114     | 114     | 0   | even | -4%                   | Hurttt (5/23)                          |                              |                    |                   |
|              | Derby City              | 82         | 87   | 85   | 87   | 84      | 86      | 2   | even | 1%                    |  |                              |                    |                   |
|              | Lake Erie               | 142        | 146  | 152  | 156  | 186     | 190     | 4   | up   | 21%                   |  |                              |                    |                   |
|              | NW Ohio                 | 40         | 42   | 38   | 44   | 51      | 52      | 1   | up   | 21%                   |  |                              |                    |                   |
| SW Region    | Triko Valley            | 175        | 173  | 182  | 178  | 181     | 181     | 0   | even | 2%                    |  | Harris                       | Harris             |                   |
|              | Central Dacotah         | 123        | 123  | 123  | 56   | 81      | 82      | 1   | down | -19%                  |  |                              |                    |                   |
|              | Phoenix Sonoran         | 141        | 146  | 153  | 177  | 190     | 189     | -1  | up   | 17%                   | Hurttt (9/13)                          |                              |                    |                   |
|              | Dallas-Fort Worth       | 52         | 80   | 81   | 80   | 38      | 38      | 0   | down | -43%                  |  |                              |                    |                   |
|              | Houston                 | 0          | 0    | 0    | 58   | 75      | 75      | 0   | up   | 13%                   |  | Hewatt                       |                    |                   |
| Other        | Other                   |            |      |      |      |         |         |     |      |                       | New Mexico - Hurttt (9/16)             |                              |                    |                   |
|              |                         |            |      |      |      |         |         |     |      |                       |  |                              |                    |                   |
| TOTAL        |                         | 6603       | 6531 | 6671 | 6570 | 6787    | 6931    | 144 | up   | 5%                    |  |                              |                    |                   |



## COMMITTEE STATUS REPORT

### TECHNOLOGY COMMITTEE

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

#### **Committee Members**

Mindy Sanders, Chair  
Scott Jordan, Board Liaison  
Dick Cochrane, WebMaster  
Jacob Morisi, WebHost  
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](mailto:mhsanders@pontengineering.com)  
[sjordan@seengineering.com](mailto:sjordan@seengineering.com)  
[rcochrane@mctish.com](mailto:rcochrane@mctish.com)  
[jmorisi@jmserversolutions.com](mailto:jmorisi@jmserversolutions.com)

**Date: 3/24/19**

**Report Period:**  
**Spring 2020**

#### **Meetings held since the previous Quarterly Report**

1. 11/7/19 – Meeting to discuss membership/online payment options on a National Level
2. Email Coordination as Needed

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

New Business: None

#### **Discussions to be brought before the board**

1. 2020/2021 Hosting Options – The Technology Committee has been asked to compare JM Server Solutions to Alternate Hosting Options
  - a. Comparable Solutions must provide Cloud and Web Hosting plus support/backup (does not include database)
    - i. JMSS – anticipated to be \$3,225/yr (includes Jacob's time)
    - ii. A2 - \$2,100/yr (would require more time from a volunteer)
  - b. Database – This is a custom service so there is no way to compare
2. Database Enhancements at the National Level – The Technology Committee has been asked to discuss ways to enhance the National database to allow a greater use for sections to more easily manage their membership, especially during the renewal period and provide online payments to ASHE National.
  - a. Received inquiries from several sections wishing to find a better way to manage their memberships, payment events
    - i. Survey Sent out to the Sections – 10 Responded (as of 3/24/20)
      1. National Database

- a. 5 of 12 responded “accessed frequently”
    - b. 5 of 12 responded that it is maintained by member
    - c. fair to say that ALL responders maintain a separate list
  - 2. In general complaints about maintaining multiple databases, inefficiency of membership renewals and new membership process, and difficulty in querying member database; request for continued control at section level
    - a. Fees - Large Range from \$0 (Manual/Spreadsheets) to High cost (ex. Wild Apricot \$3264/2 years or Eventbrite \$500/mo)
- b. Similar Request received from Frank in regards to payment receipts
- c. Potential Options
  - i. Third Party Sites
    - 1. Wild Apricot – provides membership renewals, online payments, events
      - a. ~ \$20,500/year to allow each section to be compartmentalized, but no umbrella to manage all at this time. (Price dependent on membership in a section- Range \$40-\$160/section)
      - b. ~\$4,500/year for all sections to be under one administrative account
  - ii. Custom Options
    - 1. Cost TBD – Estimated cost ~\$10-20k (one time fee), plus maintenance costs for new features and/or updates to PHP
    - 2. Example: [www.georgia.ashe.pro](http://www.georgia.ashe.pro); potentially scaled up for all Sections/National Level
- 3. Multiview Web Banner Ads - Email discussion in September, but no resolution. Unknown terms of current contract;
  - a. Per Tammy - \$7000 for business to have an ad contract through Multiview;
  - b. We can potentially generate revenue without this service.

#### **Status of action items:**

##### **Website/Hosting**

- Ongoing maintenance performed by Dick Cochran and Mindy Sanders.
- 3 update requests have been completed since the last report
- Send website requests to Mindy Sanders (mhsanders@pontengineering.com)

##### **Cloud**

- Continue to improve use and organization of ASHE Cloud – No specific issues known.
- Add users as requested – Up to date – 7 new credentials were created since the last report.
- Added 3 workspaces: Tennessee Valley Section, 2022 Conference, and 2023 Conference

##### **Membership Database**

- Maintenance, as needed

##### **WebEx**

- No known issues

##### **Survey**

- Free options available through WordPress plugins



- Used on a recent Technology Survey
- Strategic Planning Committee

**Other**

- Web Banner ASHE IBC Co-Sponsor Agreement –Banner Ad on National Website (March, April, May 2020) – working with Mark Kinnee and IBC to obtain ad. Ready to post once received

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

- JM Services – Contract Renewal with Jacob Morisi Server Solutions – (Expires 6/30/21)
  - Renewed via Email Vote – Approved 8/26/19
  - Includes Hosting (for Most Sections), Cloud, and Database Service and Maintenance
  - Increase of ~\$100/month for hosting for 2020/2021
  - 2020/2021 contract will not be sole-sourced. Other options have been investigated

**Budget update**

1. 2019-2020 Budget:       \$4,700
2. Spent – List items and \$ spent this quarter
  - a. JMS Server (Technology Portion) - \$1200
3. Current Budget Balance:       \$2,700
4. List any Non-Budget Items that should be considered.
  - a. Current Budget does not cover all required spending commitments:
    - i. Total Required –
      1. JMS (\$4,840)
      2. Travel to 1 Board Meeting (\$1,200)
      3. Survey Gizmo - \$0
    - ii. Shortfall - \$1,340

**Attachments:**

1. JM Server Solutions Contract
2. Minutes from Conference Call with Triko Valley/Chesapeake
3. Wild Apricot Pricing
4. Responses from ASHE Website Survey



# **J.M. SERVER SOLUTIONS**

HOSTING AND WEB SERVICES

## **PROPOSAL FOR WEB/APPLICATION HOSTING AND MAINTENANCE FOR THE AMERICAN SOCIETY OF HIGHWAY ENGINEERS**

**#201906-01P**

J.M. Server Solutions, LLC  
413 Brookside Way  
Post Office Box 5445  
Johnstown, PA 15904-5445

P. 814-242-8410

Email: [jmorisi@jmserversolutions.com](mailto:jmorisi@jmserversolutions.com)

[www.facebook.com/jmserversolutions](http://www.facebook.com/jmserversolutions)

## Introduction

The purpose of this proposal is to continue the agreement between the American Society of Highway Engineers (also referred to as “ASHE” or “client”), and J.M. Server Solutions, LLC (also referred to as “JMSS” or “provider”) for hosting and support services for a period of one year beginning June 1, 2019.

This ongoing agreement provides hosting services to ASHE as well as a designated number of support hours which is explained herein. This project, which started in 2010, is an integral part of the ASHE operations and J.M. Server Solutions remains fully dedicated in providing the best possible service for an affordable rate.

## About our Company

J.M. Server Solutions was founded in 2011 with a vision to provide server hosting and other technology related services to the local and national areas. From the beginning, we have had a single mission to provide these services at the highest quality and at an affordable price. Since we are a small business, we are able to easily stick to our mission while maintaining our quality of service.

Our company is a PA registered and licensed Limited Liability Company. Our headquarters are located in Johnstown, Pennsylvania. The business is a PA COSTARS contract registered small business.

## Datacenter Information

Our datacenter is hosted courtesy of Amazon Web Services. They provide the ability to host our servers securely and protect them from all failures. Our servers are hosted on the west coast with the ability to fail over to a different datacenter located elsewhere in the United States. The West Coast also avoids the high traffic networks in the East. Our data is securely hosted in the same datacenter as some of the largest companies in the world.

We maintain a secure VPN link with the datacenter for management purposes. This allows us to manage our servers, while also providing us with real-time alerts of failures and other events. Our servers are also scalable, meaning when more space is needed, it can be added easily.

## Description of Scope

The purpose of this proposal is to continue the hosting and support agreement for another calendar year. The definitions are as follows.

### Hosting

The hosting shall include space on a secure, dedicated server. The space shall expand as needed as ASHE grows. No ownership of physical hardware is granted through this agreement.

The hosting is for the National Membership Database, ASHE Cloud, and for ASHE National, Region and Section websites. This definition is open for modification only when a separate agreement demands other data be hosted on this server.

ASHE websites will have their own control panel in which they can monitor and control every aspect of their individual site. The default limitations for these sites shall be as follows:

5GB Storage

20GB Monthly Bandwidth Transfer

5 FTP Accounts

20 Email Addresses

5 Databases

5 Parked Domains

These limitations can be modified on a case-by-case basis within reason. As per ASHE motion passed in 2013, individual regions and sections must contract directly through JMSS for any additional storage needs.

### Hosting/Website Support

For the purposes of this agreement, the only support provided for websites or the hosting accounts is the creation of hosting accounts as needed. All other website support and maintenance is on a time and materials basis contracted with the specific Section or Region at the prevailing rate.

## **Support - Database**

The definition of support differs between various applications and agreements. This definition is unique to this agreement. Support agreements are not time and materials based.

J.M. Server Solutions will provide one year of support for this agreement. This support includes the following:

- Repair of Database Malfunctions and Bugs
- Database Field Additions and Subtractions
- Minor Database Customization
- Minor Report Customization
- Section and Region Addition and Subtraction
- Password and Help Requests
- Data Import from CSV as necessary
- Needed Server-Side Software Updates

A representative from the Provider will be available to attend either the ASHE National Board Executive Committee or the Database Committee meetings at the request of the ASHE National President for the purposes of updating the Committee on database progress and any needs (see travel section).

These definitions are custom for this agreement. Therefore, descriptions and price quotes on our corporate website may not reflect those in this agreement.

The ASHE Membership Database and any associated customized software developed at the expense of ASHE will remain the property of ASHE.

JMSS will notify ASHE of downtime and potential changes before they occur. It is the responsibility of ASHE to provide JMSS with a mailing list.

JMSS will maintain contact with the ASHE National Secretary. All communication with the Provider will be conducted through the National Secretary or their designated appointee who will direct the Provider on behalf of ASHE.

## **Support – ASHE Cloud**

The ASHE Cloud is a one of a kind, unique, service that should be supported as such. The Cloud is designed to act as a password protected file server providing ASHE a centralized repository for all files. During the term of this agreement the Cloud will be fully functional and the support part of this agreement will be tailored to that. Support for the ASHE cloud will include the following:

- Setup of the Workspaces as defined by the Cloud Committee
- Customization of settings to suit the needs of ASHE
- Participation in meetings, webinars, etc.
- Participation in presentation at the ASHE National Conference
- Training of the Committee to set up usernames, passwords, and permissions.
- Current storage for the cloud is capped at 50GB.
- Needed server-side software updates
- Assist Cloud Committee Chair with the initiation and Support of a Cloud User Group
- Daily incremental and weekly full backups of files stored locally and transferred to a different Datacenter nightly, with a retention policy of five daily backups and four weekly backups.

A representative from the Provider will be available to attend either the ASHE National Board Executive Committee or the Cloud Committee meetings at the request of the ASHE National President for the purposes of updating the Committee on Cloud progress and developments (see travel section).

JMSS will also maintain contact with the ASHE Cloud Committee. All communication with the Provider will be conducted through this Committee who will direct the Provider on behalf of ASHE.

## **Reporting**

JMSS will provide a report of activities to the ASHE Technology Committee or Board Members as requested, so as to maintain open lines of communication and transparency.

## **Travel**

At the discretion of the National President, JMSS will travel to two National Board meetings, outside of the National Conference, for the purposes of updating the National Board on Provider activities, as well as the progress of all current projects. JMSS will also meet with the respective committees involved with the projects at hand in order to maintain adequate and proper lines of communication with ASHE. ASHE will reimburse JMSS for (1) one night of accommodations (at the ASHE negotiated rate), meals, and transportation expenses (if applicable) up to a maximum \$500.00 per occurrence for the contract term.

## Proposed Cost

The itemized cost breakdown is as follows:

### Hosting

ONE YEAR ..... \$1,850.00

### Support - Database

ONE YEAR ..... \$1,350.00

### Support – ASHE Cloud

ONE YEAR ..... \$700.00

### Backup – ASHE Cloud/Hosting

ONE YEAR..... \$900.00

### Domain – ashe.pro

ONE YEAR..... \$40.00

**TOTAL AGREEMENT ..... \$4,840.00**

The monthly cost of this agreement is \$400.00 with the domain payable upon renewal.

Contract term is June 1, 2019 to May 31, 2020.

Upon signature of agreement a payment of \$800.00 will be due and will cover the first two months service (June and July).

Remaining bills will be generated on the last day of the month for that month. For example: August's bill will be generated on August 31<sup>st</sup> for August's services.

## Terms and Conditions

This hosting contract is leasing space on a server owned by J.M. Server Solutions. By signing the contract that is linked to this proposal, there is no transfer of ownership.

The signature of the contract that is associated with this proposal, is accepting the terms for a period of one year. **EARLY TERMINATION:** ASHE must pay out the remainder of the contract in one lump sum if they choose to terminate the contract before the agreement is over. **EXCEPTION:** Should JMSS not fulfill the terms of the contract and an agreement cannot be made, ASHE has the option to provide 30 days' notice to terminate this agreement. ASHE will then pay the prorated amount (or receive an invoice credit) of services rendered to that date.

**SLA:** JMSS will respond to queries submitted by phone, electronic mail, or other viable communication in a maximum of 48 hours. Should services beyond the terms of this agreement be required as a result of this communication, a contract change request including cost and time estimate will be communicated to the client.

This contract can be changed after signing by either party only by the filing a contract change request. Changing the contract may involve additional costs depending on the change and will require approval by the National Board.

The terms and conditions for this contract are valid for the term of the agreement. Any changes will be made in writing to the ASHE National Secretary or their designated appointee thirty (30) days prior to the change.

ASHE will continue to keep the small "powered by" footer on the database and cloud interface throughout the term of this contract.

Questions should be made in writing to J.M. Server Solutions via email at [jmorisi@jmserversolutions.com](mailto:jmorisi@jmserversolutions.com).

J. M. Server Solutions is a limited liability company operated in Johnstown, Pennsylvania. All logos, designs, and software bearing its name shall remain property of the company. This property shall not be used, duplicated, or re-branded without prior permission.



## Acceptance of Proposal

To signify acceptance of this proposal both parties must sign Contract Number: 201906-01.



**J.M. SERVER SOLUTIONS**  
HOSTING AND WEB SERVICES

**Proposal #201906-01P**

**Client:**

American Society of Highway Engineers

**Description:**

Contract number **201906-01** for the hosting and maintenance as described in proposal 201906-01P for the American Society of Highway Engineers.

**Terms:**

Hosting - ONE YEAR - \$1,850.00

Database Support - ONE YEAR - \$1,350.00

ASHE Cloud Support - ONE YEAR - \$700.00

Backup of ASHE Cloud and Hosting Accounts - ONE YEAR - \$900.00

Domain Renewal - ONE YEAR - \$40.00

Payment terms are NET 30 from date of invoice. Interest of 1.5% per month or 18% per year shall be charged for payments received past the due date.

Account will be billed monthly on or near the 30th day of the month for that months services, in the amount of **\$400.00 per month** with the domain renewal invoiced separately upon renewal. A deposit of **\$800.00** will be due upon signing and will cover the months of June and July 2019.


The agreement shall be in effect from June 1, 2019 to May 31, 2020. After which time a new agreement will be presented. Should the client terminate this contract, the Early Termination clause shall become effective as stated in the proposal. All terms are referenced in Proposal 201906-01P attached herewith.

**Authorized Signatures**

By signing this document, the American Society of Highway Engineers agree to the terms of this contract and the scope defined in the corresponding proposal. The signor is guarantees that they are authorized to enter into an agreement of this nature.

  
\_\_\_\_\_  
Signature  
9/3/2019  
\_\_\_\_\_  
Date

American Society of Highway Engineers

  
\_\_\_\_\_  
Signature  
9/3/2019  
\_\_\_\_\_  
Date

J. M. Server Solutions, LLC

# ASHE Website Meeting – November 6, 2019

## Triko Valley History

1. We're currently using Wild Apricot to manage our member database and accept payments.
  - a. This costs \$110 a month, which is \$1320 annually.
  - b. This is in addition to PayPal fees.
  - c. So we need a new system...
2. I've updated our website to WordPress.
  - a. December 2017
  - b. Just purchased security certificates, and a new theme.

## Tasks that need to be replaced by the new site.

1. Membership registrations and renewals.
2. Membership profiles and directory.
3. Email communications with the members.
4. Event registration for meetings.
5. Accept Payments.

## Proposed Solutions:

1. For Membership
  - a. ARMember - \$43 (there is a free version, and a trail)
  - b. Ultimate Membership Pro - \$39
  - c. Memberpress - \$150
2. For Email
  - a. Mailchimp seems like a good way to do the email blasts. I'm not sure which plan would be the best but am planning to start with the free one and go from there.
    - i. Chesapeake Section has had some troubles in the past with Mailchimp emails being routed to junkmail.
  - b. Constant Contact.
3. For Registrations
  - a. WooCommerce.
    - i. Free.
4. For Payments
  - a. Continue to use Paypal.
    - i. Add paypal button to site.
    - ii. Or otherwise integrate with WooCommerce

## Other issues and Concerns:

1. Login Security

- a. I'm currently using the free version of Wordfence but it's keeping me from updating my PHP to the latest version.
  - b. What is everybody else using?
    - i. 2FA
    - ii. Captcha
- 2. Do we need a hard copy of the membership form?
  - a. Doesn't seem like it since the Georgia section is collecting info electronically.
  - b. How does the section board approve or deny members? (Signatures)

**Wild Apricot Pricing**

| Average \$/mo | Chapters |     | Discount    | Disc. Price/Year | Annual  |
|---------------|----------|-----|-------------|------------------|---|
| \$ 56.15      | 43       | 30% | 1690.230769 | \$ 20,282.77     | Each Section has control; No overall Umbrella |
| 350           | 1        | 0%  | 350         | \$ 4,200.00      | A single account for all members              |

### Current Server Limits with JMS

|                 |           |                        |
|-----------------|-----------|------------------------|
| Subdomains      | Unlimited | Total for all Sections |
| Storage (GB)    | 5         | 215                    |
| Bandwidth (GB)  | 20        | 860                    |
| FTP             | 5         | 215                    |
| Email Addresses | 20        | 860                    |
| Databases       | 5         | 215                    |
| Parked Domains  | 5         |                        |

|                   |                       |               |         |      |
|-------------------|-----------------------|---------------|---------|------|
| \$/mo             | A2 - Dedicated Server | A2- Shared    | JMSS    |      |
|                   | Dedicated Server      | Shared Server |         |      |
| Hosting + Support | \$ 2,100              | \$ 300        | \$3,225 | \$94 |

(If each section were to get their  
 \$ 12,900.00 own hosting, for comparison)

### Cloud Options

|                     |             |                      |                        |
|---------------------|-------------|----------------------|------------------------|
|                     | NextCloud   | Pydio (used by JMSS) | JMSS Support for Pydio |
| Cloud + Support & B | \$ 2,000.00 | \$ 700.00            | \$ 450.00              |

Database - Need more info to compare to others

## Mindy Sanders

---

**From:** Nicki (Wild Apricot Sales) <sales@wildapricot.com>  
**Sent:** Monday, November 11, 2019 2:50 PM  
**To:** Mindy Sanders  
**Subject:** [Wild Apricot] Multi-Chapter Sales Inquiry

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

## - Please type your reply above this line -##

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**Nicki (Wild Apricot)**

Nov 11, 2:50 PM EST

Hello Mindy,

Thank you for contacting Wild Apricot.

I would be happy to discuss multi-chapter options with you. In the case of multi-chapters, there are two ways you can accomplish this on the Wild Apricot platform.

1. Have all the chapters set up on the same account. This means that all chapters would be accessing the back-end portal to manage their database. As well there is only one website and one payment processor linked the account. *i.e. You cannot have funds go into each chapters own bank account*
2. Have each chapter set up with their own independent account. This will allow them to have their own website, payment processor and database. We also have multi-chapter discounts in place for 5 or more chapters. One thing to note about this method is that at the moment there is no "centralized/umbrella" view to display all chapter members in one place.

For multi-chapter pricing you can refer to the below chart:

| # of Chapters  | 1-year contract | 2-year contract |
|----------------|-----------------|-----------------|
| 1-4 (Standard) | 10%             | 15%             |
| 5-9            | 15%             | 20%             |
| 10-19          | 20%             | 25%             |

---

|     |     |     |
|-----|-----|-----|
| 20+ | 25% | 30% |
|-----|-----|-----|

These discounts are not applicable to "monthly" rates, so you will need to sign up for 1 year or more. For more information on our pricing please see <https://www.wildapricot.com/pricing>.

Please do feel free to respond to this email or [book a call with us here](#) and we would be happy to further discuss our software and functionalities with you and make sure that we're a good fit.

Cheers,

Nicki

Wild Apricot: [Build.Connect.Grow](#)

Personify ([www.personifycorp.com](http://www.personifycorp.com))

Check out our new improved [help site](#)

Wild Apricot on mobile for [iOS](#) and [Android](#)

Coming Soon! Free Expert Webinar

How to Design an Irresistible Website that Attracts the Right Members

Date: Tuesday November 19, 2019

Time: 2:00 PM (ET) / 11 AM (PT)

Register [Here](#)

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This email is a service from Wild Apricot. Delivered by [Zendesk](#) | [Privacy Policy](#)



## Mindy Sanders

---

**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Monday, March 23, 2020 7:50 AM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Chesapeake

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

From: Heather Henck <hhenck@rkk.com>  
Section: Chesapeake - Membership Committee Approx Members: 302

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: Excel

Membership Form: Fillable PDF Form

Membership Form Affect: We just started using the new fillable PDF, but had been using a handwritten paper form. No, I don't think the method of submitting the application is impacting the number of new members who apply. The hand written membership renewal form however I do think hampers the membership renewal process. We might get renewals submitted in a more timely fashion if that process were electronic.

Registration Application: Constant Contact

Registration Application:  
Constant Contact has an annul fee that is around \$600/year.

Payment Application: PayPal

Opinion about these methods:

No. Our method of collecting hand written membership (or fillable PDF) membership forms and entering the data in a spreadsheet for tracking is not efficient, especially during membership renewal time. We have to manually log all membership renewals received and then send emails to individuals to track them down if they don't respond to the group emails that are sent through Constant Contact (where we also maintain a membership list with email addresses). We also have to reconcile our list with National's membership list annually, which is time consuming and lends itself to errors.

Database: We only reference it during annual assessments and new memberships

Database User: Each Member

Database Improvements: We probably could use the National Database to maintain our membership roster. We have not been using it because for a long time it was out of sync with the local roster that we maintained. We've taken strides over the past 2 years to ensure they are consistent. The National Database stores more information than what we keep on file for tracking membership in our local database.

The national database is also time consuming to make updates to. The interface for updating member information is usable, but outdated and not intuitive. Searches for members who I know are the database often return no results.

Challenges:

Tracking members down for payment. We send emails to our membership list via Constant Contact, but for those who do not renew in a timely manner, we need to send them personal emails to track them down.

We also asked for updated information with renewals, but most people don't even know what information is currently on file in the Database. When we get updates, we (membership committee) have to manually input them into the database, which is time consuming.

Flow:

I'd like to see an automated process developed (or software package used) where members could renew their membership, become a new member, verify/update their information (and have it go straight into the national database), make payments, develop list of members who have/have not renewed/paid, automatically send emails to those who have not renewed, etc. This would help to streamline the process and maintain consistency between the national and local membership rosters.

Additional Details:

Many other large engineering organizations handle membership at the national level. I understand this requires staff (and funds) to do at the national level. However, once the sections start reaching larger numbers, it is very time consuming for the section to conduct the membership process using volunteers. I'd like for national to consider taking on the role of providing membership services for all of the sections. If that is not feasible, please advise what other solutions/software platforms are available to sections to aid in this process.

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

---

**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Thursday, March 12, 2020 2:18 PM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - carolina triangle

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

From: john richards <jrichards@dewberry.com>  
Section: carolina triangle - program chair, tech/proffessional development co-chair, 2nd vice president Approx  
Members: 4 years

Website on ashe.pro: Yes

Web Application: not sure

Membership Application: not sure

Membership Form: Handwritten Paper Form

Membership Form Affect: yes, ive mentioned converting to online system to section board but our understanding is nationals still prefers hard copy for records/documentation.

Registration Application: not sure

Registration Application:  
not sure

Payment Application: paypal, in-person (check/chash)

Opinion about these methods:  
no, we should go entirely online for memberships/renewals. Challenge will be how to administer... if it is nationals i  
image our cost will go up; if it is local section, our cost will go up for web service/management fees. Still worth the  
growing pains, i believe.

Database: We only reference it during annual assessments and new memberships

Database User: Section Board Member

Database Improvements: it is managed by secretary who takes membership requests from board members and  
committee chairs.

Challenges:  
hard copy applications

Flow:  
online registration/renewal

Additional Details:

n/a

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Wednesday, March 18, 2020 11:52 AM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - First State Section

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

From: Matheu Carter <matheu@udel.edu>  
Section: First State Section - Secretary Approx Members: 164

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: Excel

Membership Form: Handwritten Paper Form

Membership Form Affect: An online option would be handy for some, but hard copy should still remain for the stalwarts.

Any online option should remain controlled at the Section level.

Registration Application: Email with an attached PDF flyer

Registration Application:  
None

Payment Application: None - costs have been a barrier.

Opinion about these methods:  
There's nothing special about our process.

Database: We frequently refer to it to make sure it aligns with our separate roster

Database User: Each Member

Database Improvements: Historically, it has been inaccurate.

Challenges:  
It's a bit clunky, but other than a slight delay (much better with Nancy), it's fine.

Flow:  
I'm not sure that all the signoffs by committees and boards is very meaningful. I don't ever recall not accepting an application. It's a silly formality that just sucks up time.

Additional Details:  
I am happy to join in on a web conference if there is a discussion of this.

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Wednesday, March 11, 2020 3:36 PM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Georgia

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

From: Mindy Sanders <mhsanders@pontengineering.com>  
Section: Georgia - President, Web Developer, Former Secretary Approx Members: 600

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: custom code and database that I developed

Membership Form: Online Form

Membership Form Affect: Online form is instantaneous. New members are automatically added to the Georgia Database. Does not affect new memberships

Registration Application: our custom code and database

Registration Application:  
None

Payment Application: Paypal (Venmo can be used on phones)

Opinion about these methods:  
Our methods are wonderful, but the custom aspects make it less feasible for an individual section to adopt

Database: We only reference it during annual assessments and new memberships

Database User: Section Board Member

Database Improvements: It is cumbersome to use. It does not provide real time statistics, especially regarding new members. It does not allow payments and certainly isn't integrated for events and sponsorship registrations.

Challenges:  
Main gripe is that the National database cannot be updated at the same time as Georgia's so we have to maintain two separate ones.

Flow:  
A single database that sections would use for all new memberships and assessments. An online membership form would collect data and once paid would automatically be a part of your membership roster. National would have access to this info and see when new membership forms are received.

Additional Details:

Would need to handle event registrations also. Otherwise, sections would need another method to collect registrations.

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)



## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Monday, March 16, 2020 8:38 AM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Greater Hapmton Roads

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

From: Jennifer Canatsey <jen.canatsey@wsp.com>  
Section: Greater Hapmton Roads - Director Approx Members: 50

Website on ashe.pro: No

Web Application: ?

Membership Application: Excel File

Membership Form: Online Form

Membership Form Affect: No. Members are able to join quickly and easily.

Registration Application: Outlook meeting invite and Constant Contact

Registration Application:  
?

Payment Application: Paypal

Opinion about these methods:

Database: We only reference it during annual assessments and new memberships

Database User: Section Board Member

Database Improvements:

Challenges:

Flow:

Additional Details:

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Wednesday, March 18, 2020 3:44 PM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Lake Erie

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

From: Kathy Johnson <kgjohnson@trccompanies.com>  
Section: Lake Erie - Secretary  
Approx Members: 191

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: National Database and a Google Account

Membership Form: Fillable PDF Form

Membership Form Affect: I believe that our process of returning a fillable or hand filled out PDF application works well, along with paying membership dues by Paypal or by mail in check. I am able to send out the application as requested and we also have it available on our website with instructions. I haven't seen any issues to give concern.

Registration Application: Our ashe.pro website with Paypal buttons.

Registration Application:  
We pay Paypal fees on each transaction.

Payment Application: Paypal

Opinion about these methods:

Our system works very well for our size of membership, 191. We have all members entered into a Google account contacts including a member, non-member, and student list. We use gmail to send out all contacts except for membership renewals which the secretary sends directly from their Outlook account to each member to use mail merge tool. We did have one glitch early on that some spam filters were blocking us, but I was able to send an email with the membership dues renewal informing members to check for our emails in their spam filters and we haven't had any complaints since that time.

Database: We frequently refer to it to make sure it aligns with our separate roster

Database User: Section Board Member

Database Improvements: We use the national database on a regular basis, however the Lake Erie Section DOES NOT recommend that our members update it on their own. This is because there is no direct link between the LE email list and the National Database. If a member were to update their information and then NOT tell me, the Section Secretary, I wouldn't have that updated email and would have to wait until an email bounced (which it may never do!) to then check specifically for their name on the database. If we force the members to update their information with me, then I can

update both the LE email list AND the national database at the same time. The section never uses personal mailing addresses, which is why we stopped keeping our own list and went with the national database list only. Keeping TWO lists was proving difficult, but having to coordinate emails only is much easier.

If we were to allow the members to update their own national database information, we would have to be in a place in which nationals was providing our email program/ mailing list and/or it sent an email to the section secretary with the updated information.

Challenges:

Main challenge is absolutely people that do not respond to emails or phone calls, which is absolutely a personal issue with some irresponsible people and not something we can fix.

Flow:

Additional Details:

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Saturday, March 14, 2020 10:27 AM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Middle Tennessee

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

From: Luke Sullivan <luke.sullivan@wsp.com>  
Section: Middle Tennessee - President  
Approx Members: 320

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: Microsoft Access (trying to get our officers to use the built-in SQL on the website hosting service)

Membership Form: Fillable PDF Form

Membership Form Affect: Using fillable PDFs and/or paper forms tends to slow down the gap between submittal by the applicant and submittal to National as we have to work through multiple people to make sure they have paid, collect signatures on the form, etc. We are working on a way to populate the PDF with an online form (we had this in the past when our website was manually coded) as well as collect digital signatures but that is complicated. We also tend to have some delays in collecting paper forms as new applicants will give them to their ASHE point of contact or whomever "recruited" them (e.g., their boss who is already a member) instead of our treasurer or membership committee chair, so the applications get passed around a bit before they end up with someone who can take action on it.

Registration Application: WordPress

Registration Application:  
None

Payment Application: PayPal

Opinion about these methods:  
Not sure we're doing anything better than any other section.

Database: We frequently refer to it to make sure it aligns with our separate roster

Database User: Each Member

Database Improvements: The problem on our end is the time/effort gap between when a member submits their application to us and when we submit it to National. Our new members frequently assume they're members as soon as they send the application in, so we have to expedite the approval process and also make sure they are treated as members from the Section's standpoint even if we haven't sent their application to National yet. There's also no easy way to query the National database automatically for updates (such as when we need to send an e-mail to all members).

Right now that entails exporting the National database and pulling the emails through mail merge, which is a lot to do on a continuing basis.

Challenges:

Mostly the time/effort gap as described above. I am trying to get our board in the habit of approving membership applications and signing them at our (monthly) board meetings, then sending the applications and payment immediately thereafter. The main obstacle to that is the applications that fall through the cracks when they are being passed around as described earlier. It's also very difficult to get our members to sign into the National database to update their information.

Flow:

It would be good if we could add new members to the National database ourselves and have National add that to our tab for assessments. That way they are already "full" members while we catch up on the paperwork and payment. I know that is a database maintenance nightmare but if that happened there ought to be a way to keep track of which members are paid for and confirmed versus which have been newly added by a Section officer.

Additional Details:

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Thursday, March 12, 2020 10:05 PM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Phoenix Sonoran

From: Al Field <Al.Field@AlField-Assoc.com>

Section: Phoenix Sonoran - Director, Membership Chair Approx Members: 165

Website on ashe.pro: Yes

Web Application: Unknown

Membership Application: Excel

Membership Form: Other

Membership Form Affect: Our Word.docx form is easy to fill out and includes the membership cost(s) (prorated) and where to send the form and check/card info.

Registration Application: Unknown; we partner with other associations for events

Registration Application:  
Unknown; Treasurer Susie Mason knows

Payment Application: Unknown

Opinion about these methods:  
Ours is a simple process using available software and is easily kept up.

Database: We only reference it during annual assessments and new memberships

Database User: Section Board Member

Database Improvements: Treasurer Mason updates National database.

Challenges:  
No apparent issues.

Flow:  
Shared file might help.

Additional Details:  
Current National fillable form does not accommodate Section pro-rated fees.

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Tuesday, March 17, 2020 9:46 AM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Pittsburgh

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

From: Chuck Nash <cnash@msconsultants.com>  
Section: Pittsburgh - Secretary  
Approx Members: 550

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: Microsoft Access and Mailchimp for email newsletter database

Membership Form: Fillable PDF Form

Membership Form Affect: No...

Registration Application: Previously used WooCommerce with payment processing on Stripe. Switched to eventbrite due to issues hosting on the website with the previous options.

Registration Application:  
Last month we incurred a little over \$500 in fees.

Payment Application: Last year we used stripe

Opinion about these methods:  
We have a committee chair assigned specifically to this task. Would not recommend hosting payment collection on section websites due to incapacity to handle processing.

Database: We frequently refer to it to make sure it aligns with our separate roster

Database User: Section Board Member

Database Improvements: National Database does not record multiple level of dues owed or collect yearly dues or past dues

Challenges:  
Maintaining 3 databases and website crashing with payments...high fees with Eventbrite...

Flow:  
centrally through National with online payments and historical tracking

Additional Details:



Thanks for looking into improving this system.

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Monday, March 23, 2020 7:32 PM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Potomac

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Completed

From: Khatereh Vaghefi <khatereh.vaghefi@gmail.com>  
Section: Potomac - Secretary  
Approx Members: 180

Website on ashe.pro: Yes

Web Application: ipage

Membership Application: Excel File and National Database

Membership Form: Online Form

Membership Form Affect: Yes. Online form makes it easier to report and maintain the membership. Our online form is set up through constant contact.

Registration Application: Conctant Contact

Registration Application:  
Approximately \$600 per year.

Payment Application: Paypal

Opinion about these methods:  
Yes. Moving to online forms are easy. Paypal deducts a fee for each payment but still totally worth it.

Database: We frequently refer to it to make sure it aligns with our separate roster

Database User: Each Member

Database Improvements: We don't have a separate membership director in our section and many members don't know that they can update their information on the national database themselves. I wish there was an email set up or flyer that we could share this information with our section membership.

Challenges:  
It is very labor intensive to maintain membership, add new members who are being added randomly through out the year and send the list to National every few months.  
Some times if a member sign up in March, we have to pay \$40 assessment fee and then again an additional \$25 in September. It just doesn't work very well and it can create discrepancies between National database vs. section database.

Flow:

I think it works better if ASHE National take over the membership process, charge an additional section fee, collect the money and send to sections. It will be a loss for the sections but it may make more sense.

Many of our members don't know their member ID. Can ASHE National send an email to each member with the ID number?

Additional Details:

Currently, we don't have a process to track lapsed memberships. We had cases that non-members (or lapsed members) used our renewal notice link to sign up, then we have to follow up with them to pay the additional \$20 member fee and fill in the new member form.

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Mindy Sanders

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**From:** American Society of Highway Engineers <ashenationalsecretary@ashe.pro>  
**Sent:** Monday, March 23, 2020 9:20 PM  
**To:** Mindy Sanders  
**Subject:** American Society of Highway Engineers - Section Website Survey - Delaware Valley

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

From: David M. High, P.E. <dhigh@trafficpd.com>  
Section: Delaware Valley - Membership Committee Chair Approx Members: 382

Website on ashe.pro: Yes

Web Application: WordPress

Membership Application: Excel file.

Membership Form: Fillable PDF Form

Membership Form Affect: Yes. The PDF we provide on the website allows for applicants to type in their info, and digitally sign the form, which makes the process easier. Fees are paid via PayPal from a link on our website, which also streamlines registration.

Registration Application: Constant Contact

Registration Application:  
Website: \$750.00 annually; Constant Contact: \$716.00 annually; PayPal: no required fee, but there are fees that total approximately \$1,400.00 annually.

Payment Application: PayPal

Opinion about these methods:

We like to keep records in excel, because that provides a way to track individuals that need contact updates, and allows us to sort different criteria during the renewal process.

Database: We frequently refer to it to make sure it aligns with our separate roster

Database User: Section Board Member

Database Improvements: If the National membership website allowed for additional entries for tracking purposes (renewal payment received, contact info updated date, etc.) and included a way to export that data, we may be able to use the National database more often. We do find it to be a useful tool to check against our own membership tracking.

Challenges:

Membership renewals and reminders still have to follow a rigorous process, and manual tracking. If National provided a way for the individual to manually enter their own data and make direct payments for renewals, it would take much of the manual work out of it for the Sections. We understand that Section dues likely vary greatly, but it seems like there should be a way to handle this process digitally that reduces the membership committee workload on a yearly basis, and

would allow individuals to make contact information changes without the need for paper forms and manual entry by a committee or board member.

Flow:

The current workflow is not bad by any means, but improvements could be made to both our Section's and the National website to reduce the burden on the committee and enable more flexibility for the members.

Additional Details:

Thank you for the opportunity to provide this feedback. We hope this is helpful!

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This e-mail was sent from a contact form on American Society of Highway Engineers (<http://ashe.pro>)

## Web Application

## Southern New Jersey Section

2020-03-11 14:21:19

**Name:** Heather Sabetta

**Email:** hsabe@arh-us.com

**Section:** Secretary

**Members:** 175

**Asheserver:** No

**Webapp:** wild apricot

**Memform:** Online Form

**Memaffect:** they have option of online or paper form. They can send check or electronic pay.

hardest part is coordinating to national database

**Memapp:** wild apricot

**Regapp:** wild apricot

**Appfees:** US\$ 3264.00 / 2 years

**Paymentapp:** wild apricot

**Recommend:** everything in 1 service. no extra fees. easy to update

**Database:** We only reference it during annual assessments and new memberships

**Databaseuser:** Section Board Member

**Dbimprove:** sections cannot add or remove employees. We have to go through secretary with paper copies. no way to do electronically.

**Challenges:** just keeping it consistent with nationals. Section wise it is great.

**Flow:**

**Details:**



## 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:** 3-12-20

**Report Period:** January 2020 – March 2020

#### **Committee Members**

Tim Matthews

Leigh Lilla

Frank O'Hare

Roger Carriker

Donna McQuade

Michael Bywaletz

Richard Meehan

#### **Email**

[tmatthews@dot.ga.gov](mailto:tmatthews@dot.ga.gov)

[llilla@nelson-construction.com](mailto:llilla@nelson-construction.com)

[ashenationaltreasurer@ashe.pro](mailto:ashenationaltreasurer@ashe.pro)

[roger.carriker@wsp.com](mailto:roger.carriker@wsp.com)

[dmcquade@landmarkengineer.com](mailto:dmcquade@landmarkengineer.com)

[mbywaletz@gmail.com](mailto:mbywaletz@gmail.com)

[richard.meehan@loweengineers.com](mailto: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. January a motion was brought to the board to approve the Audit.
2. Motion will be brought to the National Board in April to approve the 2020-2021 Budget

#### **Discussions to be brought before the board:**

1. Changes to printing options for scanner to reduce cost in budget.
2. Potential financial concerns due to conference cancelations or reduced attendance.

#### **Activities:**

Tim Matthews has completed next year's budget and will bring to the board at the April 2020 National Board Meeting. 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".

#### **Comments on Treasurer's reports, if any:**

1. None.

#### **Status of investment instruments & comments:**

1. For this reporting period, the Committee reports that our investment account has lost money due to the economic downturn over the coronavirus. As of March 2<sup>nd</sup> we reported a loss of \$10K.

-END-

| ASHE NATIONAL - 2020 / 2021 BUDGET (DRAFT November Budget) |                                  |                 |                 |                         |   |
|--|----------------------------------|-----------------|-----------------|-------------------------|---|
| Item   | OPERATING INCOME                 | Budget FYE 2021 | Budget FYE 2020 | Actual as of 02/25/2020 | Notes for 2020-21 Budget Preparation by Tim Matthews            |
| 1  | Clothing royalties               | \$ 1.00         | \$ 1.00         | \$ -                    |   |
| 2  | Conference profits               | \$ 1.00         | \$ 1.00         | \$ 10,995.00            |   |
| 3  | Conference seed money returned   | \$ 8,000.00     | \$ 8,000.00     | \$ 8,000.00             |   |
| 4  | Credit Card Cash Back Rewards    | \$ 500.00       | \$ 200.00       | \$ 331.95               | Historical  |
| 5  | Member assessment                | \$ 140,000.00   | \$ 132,000.00   | \$ 145,368.52           | 7000 @ \$20   |
| 6  | New members - at large           | \$ -            | \$ 100.00       | \$ -                    | Removed and shifted to Closest Sections                         |
| 7  | New members intiation fees       | \$ 9,000.00     | \$ 45,000.00    | \$ 8,955.00             | 200 @ \$45 (Growth Goal - 100 Replacements and 100 new members) |
| 8  | Other Income                     | \$ 1.00         | \$ 1.00         | \$ 16,093.16            | Includes Transfer from PNC Investment Account                   |
| 9  | Past Presidents' pins            | \$ 1,500.00     | \$ 1,500.00     | \$ 555.00               | Historical  |
| 10   | Project of the Year              | \$ 800.00       | \$ 800.00       | \$ -                    |   |
| 11   | Refund - exposure                | \$ -            | \$ -            | \$ -                    |   |
| 12   | Sponsorships w/ Multi-View       | \$ 7,000.00     | \$ 7,000.00     | \$ 4,740.47             |   |
| 13   | Sponsorships w/ Scanner          | \$ 27,000.00    | \$ 29,000.00    | \$ 14,650.00            |   |
| 14   | Voided checks                    | \$ -            | \$ -            |                         |   |
| 15   | TOTAL                            | \$ 193,803.00   | \$ 223,603.00   | \$ 209,689.10           |   |
| 16   | Reduction Of Assets              | \$ 32,647.00    |                 |                         |   |
| 17   | Total Inflow to Operating Budget | \$ 226,450.00   |                 |                         |   |
|  |                                  |                 |                 |                         |   |
| FYE 2020 - June 1, 2019 to May 31, 2020                    |                                  |                 |                 |                         |   |
| FYE 2020 Budget to be approved by ASHE National Board at   |                                  |                 |                 |                         |   |



## ASHE NATIONAL - 2020 / 2021 BUDGET (DRAFT November Budget)

| Item     | OPERATING EXPENSES                                     | Budget FYE 2021                  | Budget FYE 2020  | Actual as of 11/30/19 | Notes for 2020-21 Budget Preparation by Tim Matthews  |
|----------|--|----------------------------------|------------------|-----------------------|---|
| <b>A</b> | <b>BUDGET/AUDIT COMMITTEE</b>                          | 2020/2021 Chair: Leigh Lilla     |                  |                       | <a href="mailto:llilla@nelson-construction.com">llilla@nelson-construction.com</a>  |
| 1        | Budget/Audit Committee                                 | \$ -                             | \$ -             | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.  |
| 2        | Treasurer's Meeting With Auditors                      | \$ 400.00                        | \$ 400.00        | \$ -                  | Travel if needed  |
| 3        | Finance Committee                                      | \$ -                             | \$ -             | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.  |
|          | <b>SUBTOTAL:</b>                                       | <b>\$ 400.00</b>                 | <b>\$ 400.00</b> | <b>\$ -</b>           |   |
| <b>B</b> | <b>CONSTITUTION &amp; BYLAWS COMMITTEE</b>             | 2020/2021 Chair: David Greenwood |                  |                       | <a href="mailto:greenwoodda@cdmsmith.com">greenwoodda@cdmsmith.com</a>  |
| 1        | Constitution and Bylaws Committee                      | \$ -                             | \$ -             | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.  |
|          | <b>SUBTOTAL:</b>                                       | <b>\$ -</b>                      | <b>\$ -</b>      | <b>\$ -</b>           |   |
| <b>C</b> | <b>EXECUTIVE COMMITTEE</b>                             | 2020/2021 Chair: Tim Matthews    |                  |                       | <a href="mailto:tmatthews@dot.ga.gov">tmatthews@dot.ga.gov</a>  |
| 1        | Allowance for new Admin Asst                           | \$ -                             | \$ -             | \$ -                  | See Employee wages (C9)   |
| 2        | Audit & CPA fees                                       | \$ 7,500.00                      | \$ 7,500.00      | \$ 7,284.25           |   |
| 3        | Awards, pins, & ribbons                                | \$ 1,000.00                      | \$ 1,000.00      | \$ 371.00             | 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                      | \$ 6,000.00      | \$ 3,837.28           | 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      | \$ -                  | Minimal maintenance cost (all equipment has been purchased under previous years' budgets)                                   |
| 6        | Contingencies, legal, bank fees                        | \$ 500.00                        | \$ 500.00        | \$ 86.00              | Bank Biz fee, PNC fee for audit information (say \$500)   |
| 7        | Donations, memorials, gifts                            | \$ 200.00                        | \$ 200.00        | \$ 112.76             | No change   |
| 8        | Employee - taxes, fica                                 | \$ 9,000.00                      | \$ 7,000.00      | \$ 8,512.74           | Assume 29% of wages based on Current numbers  |
| 9        | Employee - wages                                       | \$ 31,200.00                     | \$ 30,400.00     | \$ 17,607.00          | Admin 1560 hrs @ \$20   |
| 10       | Executive committee meeting                            | \$ -                             | \$ -             | \$ 258.96             | All Ex-Com meetings done thru WebEx   |
| 11       | Insurance - business                                   | \$ 5,000.00                      | \$ 5,000.00      | \$ 3,778.20           | ASHE organizational-wide policy if approved by Nat Board. Historical \$3500 w/o.  |
| 12       | Misc.  | \$ 500.00                        | \$ 500.00        | \$ 84.84              | Use \$500   |
| 13       | Office- conf. call, office expenses                    | \$ 500.00                        | \$ 500.00        | \$ 508.75             | Use \$500   |
| 14       | Office rental  | \$ 3,500.00                      | \$ 3,500.00      | \$ 2,625.00           | \$250/mn for Admin office + \$500.00/year Internet for Treasurer.   |

| Item             | OPERATING EXPENSES                                     | Budget FYE 2021               | Budget FYE 2020     | Actual as of 11/30/19 | Notes for 2020-21 Budget Preparation by Tim Matthews  |
|------------------|--|-------------------------------|---------------------|-----------------------|---|
| 15               | Postage & delivery                                     | \$ 750.00                     | \$ 500.00           | \$ 514.31             | Use \$500   |
| 16               | President's Assistant expenses                         | \$ -                          | \$ 3,250.00         | \$ 4,154.25           |   |
| 17               | President's travel & expenses                          | \$ 7,000.00                   | \$ 6,500.00         | \$ 7,325.97           | President's travel to Sections, Regions, and other events (other than BOD meetings)                           |
| 18               | Society travel - at President's request                | \$ 2,500.00                   | \$ 3,600.00         | \$ 2,609.17           | Others travel on behalf of Pres as authorized by Pres. 6 meetings @ \$600 per trip                            |
| 19               | Supplies, business, software                           | \$ 1,000.00                   | \$ 100.00           | \$ 1,024.91           | See Office Expenses (C13)   |
| <b>SUBTOTAL:</b> |  | <b>\$ 77,150.00</b>           | <b>\$ 77,050.00</b> | \$ 60,695.39          |   |
| <b>D</b>         | <b>MEMBERSHIP / MEMBER AT LARGE COMMITTEE</b>          | 2020/2021 Chair: Leigh Lilla  |                     |                       | <a href="mailto:llila@nelson-construction.com">llila@nelson-construction.com</a>                              |
| 1                | Hart, Member of the Year, and Young Member of the Year | \$ -                          | \$ -                | \$ -                  | 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)   |
| <b>SUBTOTAL:</b> |  | <b>\$ -</b>                   | <b>\$ -</b>         | <b>\$ -</b>           |   |
| <b>E</b>         | <b>NATIONAL BOARD</b>                                  | 2020/2021 Chair: Tim Matthews |                     |                       | <b>4 BOD Meetings in FYE 2021 (June '20, Sept '20, Jan '21, Mar '21)</b>                                      |
| 1                | Board Directors Lodging                                | \$ 9,000.00                   | \$ 8,000.00         | \$ 4,065.39           | 3 Board Meetings (lodging is covered in Stipend for National Conference for 90% of Board)                     |
| 2                | Board Directors Travel                                 | \$ 28,000.00                  | \$ 20,000.00        | \$ 11,944.96          | 4 Board Meetings (travel to National Conference is included in this cost)                                     |
| 3                | Board Meeting Expenses                                 | \$ 10,000.00                  | \$ 8,000.00         | \$ 1,272.56           | Meals, meeting rooms, misc. 4 Board Meetings (Conference Host pays for meeting room for Sunday Board Meeting) |
| <b>SUBTOTAL:</b> |  | <b>\$ 47,000.00</b>           | <b>\$ 36,000.00</b> | \$ 17,282.91          | Historically \$13K per event  |
| <b>F</b>         | <b>NATIONAL CONFERENCE COMMITTEE</b>                   | 2020/2021 Chair: Nikki Parris |                     |                       | <a href="mailto:nicole.parris@atkinsglobal.com">nicole.parris@atkinsglobal.com</a>                            |
| 1                | Conference stipend & expenses                          | \$ 13,000.00                  | \$ 18,000.00        | \$ -                  | Add stipends payment for 2021 Conference to be paid under FYE 2021 budget                                     |
| 2                | Advance for 2023 conference                            | \$ 8,000.00                   | \$ 8,000.00         | \$ 8,000.00           | 2023 Conference Georgia   |
| 3                | Sponsorships for conference                            | \$ 4,000.00                   | \$ 4,000.00         | \$ 4,000.00           | Sponsorship paid from this budget for 2021 Conference   |
| 4                | National conference comm.                              | \$ 800.00                     | \$ 800.00           | \$ -                  | Travel to potential site by National Conf. Comm. Members.   |
| 5                | Past President Stipends to National Conference         | \$ 2,500.00                   | \$ -                | \$ -                  | \$230 stipends for past national presidents' (10) registration to attend conference (FYE 2021 budget)         |
| <b>SUBTOTAL:</b> |  | <b>\$ 28,300.00</b>           | <b>\$ 30,800.00</b> | \$ 12,000.00          |   |
| <b>G</b>         | <b>NEW SECTIONS COMMITTEE</b>                          | 2020/2021 Chair: Sam Mody     |                     |                       | <a href="mailto:smody@keller-engineers.com">smody@keller-engineers.com</a>                                    |

| Item      | OPERATING EXPENSES   | Budget FYE 2021                | Budget FYE 2020 | Actual as of 11/30/19 | Notes for 2020-21 Budget Preparation by Tim Matthews   |
|-----------|--|--------------------------------|-----------------|-----------------------|--|
| 1         | Startup grant - Two (2) Sections per Year  | \$ 1,200.00                    | \$ 1,200.00     | \$ -                  | Not to be paid back.   |
| 2         | New Section Banners - One(1) Sections  | \$ 400.00                      | \$ 800.00       | \$ -                  | 1 banners @ \$400 each   |
| 3         | Exhibit for other National Organization Conferences                                  | \$ 5,000.00                    | \$ 4,500.00     | \$ 3,299.75           | 2020 SASHTO (Alabama) + 1 other SE Region Conference   |
| 4         | Travel - New Sections & Chartering   | \$ 2,000.00                    | \$ 2,400.00     | \$ 1,659.12           | Includes two start-up and two follow-ups. Travel is for Chair and Committee Members.   |
| SUBTOTAL: |  | \$ 8,600.00                    | \$ 8,900.00     | \$ 4,958.87           |  |
| H         | NOMINATING COMMITTEE   | 2020/2021 Chair: Mike Hurtt    |                 |                       | <a href="mailto:MHurtt@chacompanies.com">MHurtt@chacompanies.com</a>   |
| 1         | Expenses for Hart, Member of the Year, and Young Member of the Year National Awards. | \$ 2,000.00                    | \$ 1,000.00     | \$ -                  | Travel expenses, lodging, meals, and plaques for award recipients.   |
| SUBTOTAL: |  | \$ 2,000.00                    | \$ 1,000.00     | \$ -                  |  |
| I         | OPERATIONS OVERSIGHT COMMITTEE   | 2020/2021 Chair: Stan Harris   |                 |                       | <a href="mailto:stan.harris@stantec.com">stan.harris@stantec.com</a>   |
| 1         | Operation Oversight Committee Travel   | \$ -                           | \$ -            | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.   |
| 2         | Regional Directors Travel  | \$ 4,000.00                    | \$ 4,000.00     | \$ 1,229.95           | Five-year average is \$2,500. Increase to emphasis need for Director Travel  |
| 3         | National Project Awards Subcommittee (Joe Rikk)                                      | \$ 2,500.00                    | \$ 2,500.00     | \$ 1,676.92           | Includes travel and plaques  |
| 4         | Resource Center Subcommittee (Shirley Stuttler)                                      | \$ -                           | \$ -            | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.   |
| SUBTOTAL: |  | \$ 6,500.00                    | \$ 6,500.00     | \$ 2,906.87           |  |
| J         | OUTREACH COMMITTEE   | 2019/2020 Chair: Frank Bronzo  |                 |                       | <a href="mailto:fbronzo@envdesigngroup.com">fbronzo@envdesigngroup.com</a>   |
| 1         | Outreach Committee Travel  | \$ -                           | \$ -            | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.   |
| 2         | Exposure Funds   | \$ 6,000.00                    | \$ 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                    | \$ 6,000.00     | \$ -                  |  |
| K         | PARTNERSHIP COMMITTEE  | 2019/2020 Chair: Dawn Fortuna  |                 |                       | <a href="mailto:dfortuna@rickengineering.com">dfortuna@rickengineering.com</a>   |
| 1         | Booth exchange (cost at ASHE Conference)   | \$ 500.00                      | \$ 2,000.00     | \$ 400.00             | Two booths @ \$400 each (for 2020 conference, paid under this budget)  |
| 2         | Travel to partner events   | \$ 500.00                      | \$ 2,000.00     | \$ -                  | Per Partnership chair request  |
| SUBTOTAL: |  | \$ 1,000.00                    | \$ 4,000.00     | \$ 400.00             |  |
| L         | PROFESSIONAL DEVELOPMENT COMMITTEE   | 2019/2020 Chair: Matheu Carter |                 |                       | <a href="mailto:matheu@udel.edu">matheu@udel.edu</a>   |
| 1         | Professional Development Committee Travel  | \$ -                           | \$ -            | \$ -                  | No money spent FYE 2019, no money budgeted FYE 2020.   |

| Item     | OPERATING EXPENSES                            | Budget FYE 2021                    | Budget FYE 2020     | Actual as of 11/30/19 | Notes for 2020-21 Budget Preparation by Tim Matthews   |
|----------|---|------------------------------------|---------------------|-----------------------|--|
| 2        | Certification-related fees & education costs  | \$ -                               | \$ -                | \$ -                  | Biennial Florida fee due April 2021 (no cost this budget)  |
|          | <b>SUBTOTAL:</b>                              | <b>\$ -</b>                        | <b>\$ -</b>         | <b>\$ -</b>           |  |
| <b>M</b> | <b>PUBLIC RELATIONS COMMITTEE</b>             | 2019/2020 Chair: Amanda Schumacher |                     |                       | <a href="mailto:arc.schumacher@gmail.com">arc.schumacher@gmail.com</a>   |
| 1        | Committee Travel                              | \$ 1,200.00                        | \$ 1,000.00         | \$ -                  | 3 board meetings   |
| 2        | Contest                                       | \$ 100.00                          | \$ 100.00           | \$ -                  |  |
| 3        | Conference Exposure                           | \$ 800.00                          | \$ 800.00           | \$ -                  | national conference Ads + travel to promote  |
| 4        | Promotional Materials, Social Media           | \$ 3,000.00                        | \$ 3,000.00         | \$ 2,079.60           | including ADOBE Suite (\$57/month), sendinblue essential email system (\$39/month), membership spotlights, Section connection (some travel involved) |
| 5        | Shipping - ASHE Display                       | \$ 1,000.00                        | \$ 500.00           | \$ 775.58             | increase in requests - more engagement from Sections requesting and New Sections   |
| 5        | Software                                      | \$ 600.00                          | \$ -                | \$ 582.06             |  |
|          | <b>SUBTOTAL:</b>                              | <b>\$ 6,700.00</b>                 | <b>\$ 5,400.00</b>  | <b>\$ 3,437.24</b>    |  |
| <b>N</b> | <b>SCANNER COMMITTEE</b>                      | 2019/2020 Chair: Anis Shaikh       |                     |                       | <a href="mailto:ashaikh@hntb.com">ashaikh@hntb.com</a>   |
| 1        | Scanner/Technical Committee Travel            | \$ 600.00                          | \$ 600.00           | \$ -                  | No money spent FYE 2019 due to Tammy's accident, request money be added back to FYE 2020.  |
| 2        | TNT Invoices                                  | \$ 22,000.00                       | \$ 60,000.00        | \$ 28,852.34          | Move to "opt-in" for hard copy. Assume 1000 will want paper. 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  |
|          | <b>SUBTOTAL:</b>                              | <b>\$ 22,600.00</b>                | <b>\$ 61,700.00</b> | <b>\$ 28,852.34</b>   |  |
| <b>O</b> | <b>STRATEGIC PLAN COMMITTEE</b>               | 2019/2020 Chair: Jerry Pitzer      |                     |                       | <a href="mailto:jerry1368@yahoo.com">jerry1368@yahoo.com</a>   |
| 1        | Strategic Planning Committee Travel           | \$ -                               | \$ -                | \$ -                  | No money budgeted  |
|          | <b>SUBTOTAL:</b>                              | <b>\$ -</b>                        | <b>\$ -</b>         | <b>\$ -</b>           |  |

| Item   | OPERATING EXPENSES                            | Budget FYE<br>2021             | Budget FYE<br>2020 | Actual as of<br>11/30/19 | Notes for 2020-21 Budget Preparation by Tim Matthews   |
|--|---|--------------------------------|--------------------|--------------------------|--|
| P  | STUDENT CHAPTER COMMITTEE                     | 2019/2020 Chair: Matheu Carter |                    |                          | <a href="mailto:matheu@udel.edu">matheu@udel.edu</a>   |
| 1  | Student Chapter Committee Travel              | \$ 700.00                      | \$ 1,000.00        | \$ 208.28                |  |
| 2  | Student event promo materials                 |                                | \$ -               | \$ -                     |  |
| SUBTOTAL:  |   | \$ 700.00                      | \$ 1,000.00        | \$ 208.28                |  |
| Q  | TECHNOLOGY COMMITTEE                          | 2019/2020 Chair: Mindy Sanders |                    |                          | <a href="mailto:mhsanders@pontengineering.com">mhsanders@pontengineering.com</a>                       |
| 1  | Cloud Committee Travel                        | \$ 1,000.00                    | \$ 1,200.00        | \$ 924.97                | JM Server Solutions  |
| 2  | Database Administration                       | \$ 1,500.00                    | \$ 1,500.00        | \$ 2,697.67              | From Database subcommittee - JM Server Solutions   |
| 3  | Database Upgrade                              | \$ 15,000.00                   | \$ -               | \$ -                     | (Potential) Est. for Natl. DB Upgrade, similar to GA, allow online payments & event registration, etc. |
| 4  | National Conf. Exhibit Booth - J.M. Solutions | \$ -                           | \$ -               | \$ -                     |  |
| 5  | Technology Committee                          | \$ 300.00                      | \$ 300.00          | \$ 103.71                |  |
| 6  | Website Cloud/Hosting/Domain                  | \$ 1,700.00                    | \$ 1,700.00        | \$ 1,645.86              | Includes domain at \$40. JM Server Solutions   |
| SUBTOTAL:  |   | \$ 19,500.00                   | \$ 4,700.00        | \$ 5,372.21              |  |
| R  | TREASURER                                     | 2019/2020 Chair: Frank O'Hare  |                    |                          | <a href="mailto:ashenationaltreasurer@ashe.pro">ashenationaltreasurer@ashe.pro</a>                     |
| 1  | Funds To Reserve Fund                         | \$ -                           | \$ -               | \$ -                     |  |
| SUBTOTAL:  |   | \$ -                           |                    |                          |  |
|  |   |                                |                    |                          |  |
| TOTAL EXPENSES:  |   | \$ 226,450.00                  | \$ 243,450.00      | \$ 136,114.11            |  |
|  |   |                                |                    |                          |  |
| <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> |   |                                |                    |                          |  |

| Layout and design (cost same for Hard Copy or Digital) |          |      | Hard Copy Total               |    |           | Hard Copy minus sponsors |    |           | Digital Cost |    | Sponsor \$ |              |    |           |              |              |
|--|----------|------|-------------------------------|----|-----------|--------------------------|----|-----------|--------------|----|------------|--------------|----|-----------|--------------|--------------|
|  |          | Paid | 3rd QTR 2018/2019 (Dec - Feb) | \$ | 13,620.86 | Not in total             | \$ | 8,270.86  | Not in total | \$ | 4,213.60   | Not in total | \$ | 5,350.00  | Not in total | History only |
| \$   | 2,530.00 | Paid | 4th QTR 2019 (March - May)    | \$ | 13,778.14 | Not in total             | \$ | 5,128.14  | Not in total | \$ | 4,213.60   | Not in total | \$ | 8,650.00  | Not in total | History only |
| \$   | 894.00   | Paid | 1st QTR 2019 (June-August)    | \$ | 14,168.05 |                          | \$ | 5,718.05  |              | \$ | 4,213.60   |              | \$ | 8,450.00  |              |              |
| \$   | 360.00   | Paid | 2nd QTR 2019 (Sept - Nov)     | \$ | 13,825.09 |                          | \$ | 7,625.09  |              | \$ | 4,213.60   |              | \$ | 6,200.00  |              |              |
|  |          | EST  | 3rd QTR 2019/2020 (Dec - Feb) | \$ | 13,800.00 |                          | \$ | 8,800.00  |              | \$ | 4,213.60   |              | \$ | 5,000.00  |              |              |
|  |          | EST  | 4th QTR 2020 (March - May)    | \$ | 13,800.00 |                          | \$ | 5,800.00  |              | \$ | 4,213.60   |              | \$ | 8,000.00  |              |              |
| \$   | 3,784.00 |      | Total                         | \$ | 55,593.14 |                          | \$ | 27,943.14 |              | \$ | 16,854.40  |              | \$ | 27,650.00 |              |              |

| Digital Cost Only |        | Average # of Scanners Printed |  | Cost of Scanner      |             |
|-------------------|--------|-------------------------------|--|----------------------|-------------|
| \$                | 429.60 |                               |  |                      | \$72,447.54 |
|                   |        |                               |  | Cost of Scanner with | \$55,593.14 |

| Note # of Articles will vary Cost. |  | Cost per Printed Scanner |           |
|------------------------------------|--|--------------------------|-----------|
|                                    |  | \$                       | 8.18      |
| Existing Total                     |  | \$                       | 55,593.14 |

| Returned Scanners          |     | New Cost per Printed Scanner |          |
|----------------------------|-----|------------------------------|----------|
|                            | 160 | \$                           | 3.80     |
| Total Printed in Hard Copy |     |                              |          |
|                            | 237 |                              |          |
|                            | 162 |                              | 1000     |
|                            | 234 |                              |          |
|                            | 793 | \$                           | 3,800.00 |

\$ 20,654.40 Paper plus Digital

| Cost of Scanner after Projected Sponsor income |               |
|--|---------------|
|  | \$ (6,995.60) |



## COMMITTEE QUARTERLY REPORT

### NEW SECTIONS COMMITTEE

#### Committee Members

Sam Mody, Chair

Brian O'Connor, Co-Chair

Mark Kinnee, Board Liaison

Ahmed Valdez, Committee Member

Jason Hewatt, Committee Member

#### E-Mail

[smody@keller-engineers.com](mailto:smody@keller-engineers.com)

[brian.oconnor@jacobs.com](mailto:brian.oconnor@jacobs.com)

[makinee@urbanengineers.com](mailto:makinee@urbanengineers.com)

[avaldez@akvce.com](mailto:avaldez@akvce.com)

[jason.hewatt@redi-rock.com](mailto:jason.hewatt@redi-rock.com)

Date 3/30/2020

#### Motions or Discussions to be brought before the National Board (April 3-4, 2020)

1. None

#### Activity held since the previous Quarterly Report (VIA Phone)

1. 1/3 New Sections Committee Telecon
2. 1/21, 2/7, 2/21, 3/6, 3/23 Alabama Section conference calls
3. 1/23, 3/5 Tennessee Valley Section telecons
4. 2/4 South Carolina Section conference call
5. 2/11 Meet and Greet prior to ALDOT Conference
6. 2/12 Hartford Section conference call (re-start)
7. 2/17 Austin Section conference call
8. 2/26 Denver, CO exploratory (re-start) call with Tyler Work
9. 3/2 New Sections Committee Telecon
10. 3/11 Tennessee Valley Section – chartering ceremony logistics

#### Established Meeting Dates already set before the next Quarterly Report

1. Date: Week of 3/16 – In-person Meet and Greet for Auston Section Members (*Postponed*)
2. Date: Week of 3/23 – In-person South Carolina Section Meeting (*Postponed*)
3. Date: 3/25 – Tennessee Valley Section Charter Meeting Planning Call (*Postponed*)
4. Date: 4/2 – Tennessee Valley Charter Meeting (*Postponed*)
5. Date: 4/2 or 4/3 – New Mexico Section conference call
6. Date: Week of 4/6 – Colorado and Connecticut Section conference calls
7. Date: Week of April 13 – South Carolina and Hartford Section conference calls
8. Date: 4/17 - Alabama Section Core Group telecon

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

**Tennessee Valley – Champions, Joe Deering and Rachel Gentry (TDOT)**

- Core Group Meetings held 1/23, 3/5 and 3/11 to plan Chartering Ceremony
- Chartering ceremony was originally scheduled for 4/2 but has been postponed to a future date. The official date that this Section was chartered is 4/2 but the Ceremony will be re-scheduled.

**South Carolina – Champion, Nanette Fogleman**

- E-mail exchange with Champion to discuss follow up activities from ACEC-SC/SCDOT conference held on 12/3/19.
- Section conference call held 2/4/20.
- ASHE New Section Interest Survey was distributed on 2/18/20; received 77 responses.
  - 41 respondents - extremely or very interested in a South Carolina Section.
  - 30 respondents - somewhat interested in a South Carolina Section.
  - 9 respondents - would be interested in being an Officer with 35 maybes’.

**Alabama – Champion, Ashley Ann Adams (Volkert) and Theresa Barksdale (HMB)**

- Holding bi-weekly calls with the Core Group to advance Section towards the chartering ceremony.
- Ashley Ann Adams stepped up following the 3/23 call to Champion this endeavor with Theresa Barksdale assisting.
- Scheduled a kick-off meeting at the ALDOT Preconstruction Conference on the docket for April 6<sup>th</sup> to 8<sup>th</sup> but the conference has been postponed – will re-schedule.
- Section is preparing a two-sided ASHE flyer for distribution to prospective members.
- SASHTO 2020 will be in Mobile, AL – Would like to hold an additional “Meet & Greet” to build momentum towards Chartering at SASHTO in early August.

**Austin, TX – Champion, Robert Scullion (Terracon)**

- Check-in call was held on 2/17/20 with the Core Group from Austin.
- Survey was distributed to prospective members to gauge their interest to host an in-person “meet and greet” sometime during the week of March 16<sup>th</sup> – 20<sup>th</sup>. This endeavor was postponed during the outbreak of COVID-19.
- Future telecons were placed on hold until early April however Core Group is working offline to address actions established during the February call. Most importantly, strengthening the Core Group base was the highest priority.

**Hartford, CT – Outreach by Erik Jarboe (AI Engineers) and Larry Murphy (Jacobs)**

- This was the first new activity with this endeavor since 3/11/19.
- The NS Committee conducted a telecon with Erik and Larry on 2/12/20. A copy of the ASHE Toolbox was distributed to them.



- Their first order of business is to spread the word and build a solid Core Group of prospective members who are interested in assisting and possibly serving in leadership positions.
- A check-in call will be scheduled in the next couple of weeks.
- The DOT is located in Rocky Hill, CT.

**Denver, CO – Champion, Tyler Work**

- Held an exploratory call with Tyler 2/26/20 and brought him up to speed of activities that progressed to 2013.
- The NS Committee was planning to distribute a one-page ASHE flyer at the Innovation Summit in March but the event was postponed.
- 3/29 - Sam provided Tyler a copy of the database compiled from our previous efforts of chartering a new Section in Colorado to aid Tyler in establishing the Core Group.

**New Mexico – Champion, Lawrence Lopez (NMDOT)**

- No response received from Lawrence from outreach on 11/26/19, 12/19/19 and 2/6/20.
- 3/30 – Lawrence responded to yesterday's e-mail and available to participate on a telecon later this week.

**San Diego, CA – Champion, TBD**

- No new activity to report.

**Mississippi – prospective Champion, Brian Smith**

- The NS Committee has not received any follow-up responses from Mississippi since early 2019. This initiative has been pushed down the list for now.

**Other activities.**

**Regional Initiatives –**

- Tennessee Valley Section.
- NS Committee needs to follow up with Great Lakes Region on the status of Detroit, MI and re-start of Circle City, IN.

**Budget update**

1. **2019 – 2020 Budget:** \$8,900.00.
2. **Spent – List items and \$ spent this quarter**
  - a. \$700.00 – exhibiting at ACEC-SC/SCDOT conference in December, 2019.
3. **Current Budget Balance:**
  - a. \$3,941.13 (confirmed by National Treasurer on 3/30)
4. **List any Non-Budget Items that should be considered in the 2019 – 2020 budget:** None

**Note:** Email this form in a Word format to Nancy Morisi [nmorisi@ashe.pro](mailto:nmorisi@ashe.pro).

| Priority Order | New Section      | Last Mtg./Telecon | Champion                           | Size of Core Group | Officers | Directors/Chairs | # of Members | Seed Money | Meet & Greet | EIN | Bank Account | Banner | Dues                            | Chartering Date |
|----------------|------------------|-------------------|------------------------------------|--------------------|----------|------------------|--------------|------------|--------------|-----|--------------|--------|---------------------------------|-----------------|
| Tier 1         | Tennessee Valley | 4/2/2020          | Rachel Gentry                      | 13                 | 7        | 6                | 35+          | \$300.00   | 2/6/2020     | Yes | Yes          | Yes    | \$35 (ex. Member)<br>\$45 (new) | 4/2 (Postponed) |
| Tier 1         | South Carolina   | 2/4/2020          | Nanette Fogleman                   | 13                 | 3        | 10               | 18           | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 1         | Austin, TX       | 4/2/2020          | Robert Scullion                    | 9                  | 4        | 5                | 19           | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 1         | Alabama          | 3/23/2020         | Ashley Ann Adams/Theresa Barksdale | 9                  |          |                  | 17           | \$0.00     | 2/11/2020    | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 2         | Denver, CO       | 4/3/2020          | Tyler Work                         | 4                  | 1        | 0                | 0            | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 2         | New Mexico       | 4/3/2020          | Manuel Maestas / Lawrence Lopez    | 1                  | 0        | 0                | TBD          | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 2/3       | Hartford, CT     | 2/12/2020         | Erik Jarboe/Larry Murphy           | Re-start           | 2        | 0                | TBD          | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 3         | Pacific NW       | 12/23/2018        | Steve Griffith                     | 0                  | 0        | 0                | TBD          | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 3         | West Coast       | 9/28/2019         | Looking for New Champion           | 0                  | 0        | 0                | TBD          | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |
| Tier 3         | Mississippi      | 9/20/2019         | Looking for New Champion           | 0                  | 0        | 0                | TBD          | \$0.00     | TBD          | TBD | TBD          | TBD    | TBD                             | TBD             |



## 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.*

#### Committee Members

Richard Cochrane, Chair  
Charlie Flowe  
Larry Ridlen  
Dave Greenwood  
Tom Morisi

#### E-Mail

RCochrane@McTish.com  
CFlowe@ashe.pro  
leridlen@comcast.net  
greenwoodda@cdmsmith.com  
ASHENationalSecretary@ashe.pro

Date: April 4, 2020

Reporting Period: Jan - Mar, 2020

#### Meetings held since the previous Quarterly Report

1. Date - March 11, 2020 Members in attendance - All

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

**Resolved:** The following are nominated as:

Member of the Year

Mr. Richard Grubb (Southern New Jersey, Northeast)

Young Member of the Year:

Ms. Deliallisi Denila (Chesapeake, Mid-Atlantic)

Lifetime Achievement Award

Mr. Charlie Flowe (Carolina Triangle, Mid-Atlantic)

Pearson Award / Person of the Year

Dr. Gene Conti

Great Lakes Director (One-year term to replace Stan Harris)

Jim Shea

### **Discussions to be brought before the board**

None

### **Activities**

Working with National Treasurer and National Secretary to ensure that expenses are allocated and submitted correctly.

### **Budget update**

1. **2018 - 2019 Budget:**     **\$2,500**
2. **Spent – List items and \$ spent this quarter**
  - a. **None**
3. **Current Budget Balance:**         **\$2,500**
4. **List any Non-Budget Items that should be considered.**
  - a. **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: 4/4/20**

**Report Period: Spring 2020**

**Nikki Parris, Chair**

[nicole.parris@atkinsglobal.com](mailto:nicole.parris@atkinsglobal.com)

**Mike Hurtt**

[mhurt@chacompanies.com](mailto:mhurt@chacompanies.com)

**Jerry Pitzer**

[jerry1368@yahoo.com](mailto:jerry1368@yahoo.com)

**Shirley Stuttler**

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

**Brad Winkler**

[Brad.Winkler@wsp.com](mailto:Brad.Winkler@wsp.com)

**Roger Carriker, Board Liaison**

[Roger.Carriker@wsp.com](mailto:Roger.Carriker@wsp.com)

**Jim Shea**

[JShea@trcsolutions.com](mailto:JShea@trcsolutions.com)

#### **Meetings held since the previous Quarterly Report**

1. Date – 1/21/20 Members in attendance – 8 (includes conference chairs)
2. Date – 2/25/20 Members in attendance – 12 (includes conference chairs)
3. Date – 12/10/16 Members in attendance – 4 (meeting with 2020 only concerning COVID-19)

**Motion(s) to be brought before the National Board:** None

**Discussions to be brought before the board –** N/A

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

Requested \$800 budget for 2020-2021 budget at January board meeting(exact same amount as current year)

2019 – Seed money and conference profits have been returned to National. Only one vendor payment remaining but will likely close out banking account and EIN with or without this payment to have the books closed prior to May 31st.

2020 – Their website is live and they are continuing to populate it with information as it becomes available. To date they have \$140K in committee sponsorship and are 30 confirmed exhibitors. They have a contract with hotel, golf course (Lonnie Poole), clay shoot (Drake Landing) and Friday night event (at Junction West). They are still looking at options for the Saturday night event. Guest tours have been nailed down and can be seen on website. They have selected Expopass as their registration company and

will include an all inclusive package price (registration, Friday and Saturday night events) as well as al-la-carte options. The all inclusive will offer a discount to just the al-la-carte option and will likely be around \$225. Registration is live. An agenda has been developed and will have 3 tracks – Innovation in highways and bridges, transportation and environmental and multimodal and connectivity. They are continuing to work with local chamber of commerce to find transportation companies but will offer Uber/Lyft discounts to conference attendees. The current issue with this conference is dealing with COVID-19. As of right now, our recommendation from the NCC is to keep the conference as scheduled and will continue to monitor the situation. 2020 is currently gathering information regarding a break even number of attendees needed, costs if conference is canceled as well as cost if conference is shifted a month or two.

2021 – They have finalized their contract with the hotel. In addition, they have spoken with hotel about honoring contract rate beyond cut-off date if the facility is below 85% occupied. This is to get ahead of some of the recent issues conferences have had securing additional hotel rooms after their room blocks have been filled. In addition, the hotel has opened up the ability to make reservations in case someone wants to make sure they get hotel reservations. 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. They have developed a theme – “The Poconos: A Gateway to Transportation” as well as a logo to allow for them to be able to have these available for giveaways at 2020 conference. Conference shirts will likely be provided to National Board at 2020 National Conference.

2022 – The conference will be held in Columbus, OH. The conference chairs have narrowed it down to 3 hotels which they plan to visit in January. Due to the cancellation of the in person April board meeting, the hotel visit by the NCC has been postponed until later in the year. In addition, they have bank account and have received the seed money from National. They are starting to develop a preliminary conference agenda and working with previous conference hosts to look at potential sponsorship and exhibitor lists. They have a draft conference logo which the National PR committee is currently reviewing.

2023 – The conference will be held in Atlanta, GA. 2023 has already narrowed down preferred hotels and is working with NCC to do a site visit as some of the hotels are requesting that they make a decision sooner than April of next year. They are also working to get an EIN number and bank account set up.

### **Status of committee activities**

Guidelines up-to-date – These have been updated and distributed to NCC for review/comment

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

### **Budget update**

1. **2019 - 2020 Budget:**     \$800 for travel for NCC
2. **Spent – List items and \$ spent this quarter**
  - a. None (but expenses for hotel visit to Columbus for Jerry are expected depending on when the hotel visit can be rescheduled)

3. **Current Budget Balance:** \$800
4. **List any Non-Budget Items that should be considered – N/A**



## National Conference Report – March 17, 2020 (1st Quarter) 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     |

**Due to Coronavirus, ASHE 2020 is in crisis mode. NC Governor has banned meetings over 100 attendees and mandated all restaurants to provide in dining until further notice. We are concerned that Coronavirus is negatively impacting registrations.**

**We are meeting with Raleigh Convention Center and Marriott to discuss options for postponing and canceling the 2020 Conference.**

### Activities & Accomplishments:

- Conference website is up and running (<http://2020conference.ashe.pro/>)
- Sponsorships:
  - Total \$140k in sponsorship revenue received to date
- Exhibits:
  - Exhibitors are being solicited through direct emails to past exhibitors and potential vendors. We have 30 of 50 total exhibit spaces available. \$14.4k in exhibitors revenue
- Guest Tours FINALIZED:
  - Thursday, June 4
    - 9:45am Governor's Mansion and Capitol Tour – 2.5 hours
      - Cost – Free



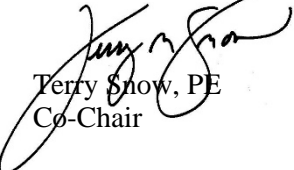
- Transportation Provided
  - All Day Natural Sciences & History Museum – Time Varies
    - Cost – Free
    - R-Line for transportation
- Friday, June 5
  - 9:45am Hunt Library & Reynolds Tour – 2.5 hours
    - Cost – Free
    - Transportation Provided
  - 11:00am Duke Gardens & Chapel – 2.5 hours
    - Cost - \$10/person
    - Transportation Provided
- Saturday, June 6
  - 6am Fun Run/Walk Charity Fundraiser – 30 min
    - Cost - \$20/person
  - 9am Zoo Trip & Safari Tour
    - Cost - \$30/person
    - Transportation provided
  - 1pm Taste Raleigh – 3 hours
    - Cost - \$65-75/person (need advance money to reserve, note number of attendees at least 2 weeks in advance)
    - R-Line for Transportation
  - 3pm Raleigh Brewery Tour
    - Cost – Free
    - Transportation provided
- Technical Sessions FINALIZED:
  - 54 abstracts received
  - 24 selected
  - 3 Tracks: 8 sessions at 50 minutes each, a total of 8 PDH's possible
    - Innovation in Highways and Bridges
    - Transportation and Environmental
    - Multimodal and Connectivity
- Technical Tours FINALIZED:
  - Friday, June 5 – I-440
  - Saturday, June 6 – Raleigh Union Station/Amtrak to Durham
- Golf and Sporting Clays FINALIZED
  - Golf outing (Lonnie Poole Golf Course at NCSU) and sports clay shooting (Drake Landing)
- Program
  - Book is under development
  - \$7K advertisers paid with another \$3k pledged
  - Plan to have everything finalized by May 1, 2020
- Registration:
  - Registration software has been implemented and registration is on-going.
  - Only 14 registrations to date, which is a concern
  - Gift – Backpack with USB charger built in (on hold for now pending Coronavirus impact)
  - Other NC-centric gifts/giveaways are being obtained
- Publicity
  - ASHE 2020 via direct emails to ASHE Regions and Sections, LinkedIn, Twitter, Scanner

- Entertainment FINALIZED:
  - Thursday Night Reception – Magician/Juggler & Steve Ferrell Light Music
  - Friday Night Event – Junction West with small Bluegrass Band & Pub Crawl
  - Saturday Night Banquet – Improv Comedian
- Transportation:
  - Arranged for Uber and Lyft discounts for Board Members to/from RDU
  - Evaluating transportation quotes from vendors
- Facilities:
  - Meeting with Marriott and Raleigh Convention Center on 3/19/20 to see what our options are if we postpone conference or cancel conference due to Coronavirus
- Hospitality
  - Times where the hospitality suite is open has been extended
  - Ken Burleson will lead hospitality suite planning and implementation and is determining the amount of food and beverages and arranging volunteers.
  - We have secured a hospitality sponsor
- Financial
  - Calvin is preparing a break even analysis in the event the conference is cancelled.
  - Calvin is also working with the Conference Co-Chairs and Subcommittee Chairs to evaluate all signed agreements to determine our financial liabilities.
- Uploaded information and implemented use of the ASHE National Conference Planning iCloud Site
- Held bi-weekly Planning Committee/Subcommittee Conference Calls/WebEx

#### **Major Actions for 2nd Quarter**

- Work with NCC to determine if we continue with the conference as scheduled, postpone to a later month, or cancel.
- Finalize program book
- Solicit exhibitors and sponsors
- Contract transportation providers
- Finalize speaker gifts
- Finalize guest gifts for inclusion in backpacks
- Continue to promote ASHE 2020 via LinkedIn, Facebook, other conferences, ASHE local and regional meetings, direct emails, etc.
- Hold bi-weekly planning meetings.

Respectfully submitted,

  
 Terry Snow, PE  
 Co-Chair

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



## NATIONAL CONFERENCE REPORTS – April 4, 2020

### 2021 ASHE CONFERENCE\*

Delaware Valley, East Penn & North East Penn  
John Caperilla, Todd Rousenberger & Richard Cochrane Co-Chairs  
Pocono Mountain Region, Pennsylvania

- Received TIN (Tax number) in conjunction with National Treasurer Frank O'Hare
- Bank account established, with seed money from the three sections and National
- Dates selected - June 9 – 13, 2021 (This is a change from previous report)
  - The resort asked to change dates, and made price concessions in return
  - Eliminates a conflict with Father's Day
- Actively soliciting volunteers
- Most committee chairs selected
  - Committee chair kick-off meeting on August 29, 2018
- Site visit set for Sept 28 at 10:00 am
- Web site populated with preliminary information (<http://2021conference.ashe.pro>)
- Agreement executed with Kalahari Resort
- Committee chairs to tour facility March 7, 2019
- Secured an amendment to our agreement with Kalahari Resort to honor contract rate beyond cut-off date if the facility is below 85% occupancy.
- Have started ~~bimonthly~~ **monthly** committee chair meetings
- Registration subcommittee continues to investigate registration vendors We are still looking at Reg Fox and WHOVA. We are evaluating an integrated registration/app platform.
- Secured an amendment to our agreement with Kalahari Resort to honor contract rate three days before and after the conference, including the waiver of the resort fee.
- Kalahari has already set up room reservations for ASHE. There will be no publicity until after the 2020 conference.
- Shirts have been chosen for the shirts needed for 2020 attendees and National Board. We have chosen "button-down" shirts for the board. **A sample shirt has been received, and is satisfactory.**
- **Our full-page ad inside front cover for the 2020 conference has been developed and will be submitted to 2020 shortly. We have already reserved the inside front cover.**
- **Our Call for Papers is ready to be published on June 8. We expect 24 technical sessions to be available.**
- **Guest and technical tours are being evaluated.**
- **Entertainment options are being narrowed.**
- **We have not signed a golf contract due to a need to negotiate better terms in the event of an unplayable course.**

\*New items in **bold**



## **National Conference Report - 2022 ASHE CONFERENCE**

3/13/2020 (1<sup>st</sup> Quarter)

Central Ohio Section

Date TBD, 2022

Emily Preston & Aaron Call Co-Chairs

### **Activities to Note Since last Report:**

- 2/27/2019 Emily Preston and Aaron Call hosted the 2022 National Conference Volunteer Kickoff meeting, there were over 50 people in attendance and we have assigned all to committees to assist the committee chairs.
- Venue list has been narrowed down to one hotel in downtown Columbus. The Renaissance was selected by the Executive Committee. Site visits with the National Board are tentatively scheduled for 4/3 at 11 am.
- Developed a Preliminary Conference Agenda
- Developed Preliminary Conference Logo to be sent to National for approval
- Coordinated with Experience Columbus to provide recommendations and assistance for vendors and events for our conference. Meeting set tentatively for next week.
- Generated list of potential sponsors
- Generated list of potential exhibitors

### **Next Items to Note on the Horizon:**

- Develop preliminary conference budget
- Finalize conference theme and logo.
- Expand on list of potential sponsors.
- Expand on list of potential exhibitors.
- Generate list of potential guest activities.
- Generate list of potential entertainment and venue options for evening activities.

### **Attachment**

Preliminary Conference Logo



## 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: December 2, 2019

#### Committee Members

#### E-Mail

#### Phone:

Gerald J Pitzer, Chair

jerry1368@yahoo.com

Kathryn Power (Pittsburgh)

[kpower@pa.gov](mailto:kpower@pa.gov)

412-608-2662

Mark Kinnee (Delaware Valley)

[makinnee@urbanengineers.com](mailto:makinnee@urbanengineers.com)

215-284-3124

Jen Hawkins (Northeast Florida)

[HawkinsJL@pondco.com](mailto:HawkinsJL@pondco.com)

904-396-3556

Scott Kroper (Northeast Florida)

scott.kroper@rsandh.com

???

#### Meetings held since the previous Quarterly Report:

1. February 20, 2020
2. March 11, 2020

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

Resolved: None

#### Discussions to be brought before the board:

1. Survey sent to the regions and sections on self evaluation of their implementation of the National Strategic Plan
2. Thoughts on developing the next three year strategic plan.

#### Activities:

"Surveying the regions and sections on their implementaion of the National Strategic Plan. A self evaluation. Also solicit input on the Plan and comments for the next Plan."

"Present an interim report on the survey results at the April Board meeting with a final report presented to the Board at the June meeting."

**Budget update:**

- 1 . 2019 - 2020 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

### Ad Hoc COMMITTEE

*Committee formed to evaluate the purpose of the Regions and National's role in defining or dictating the role of the Regions. Evaluate the current status of activities and roles of the Regions. Discuss how the regions can be strengthened and if any National duties should be deferred to the Regions. Discussion of if financial support should be given to the Regions. Discuss the delineation of the Regions and possible addition of Directors.*

#### **Committee Members**

**Leigh Lilla, Co-Chair**

**Tim Matthews, Co-Chair**

**Mike Hurtt**

**Kathryn Power**

**Stan Harris**

**Jason Hewatt**

**David Greenwood**

#### **E-Mail**

[llilla@nelson-construction.com](mailto:llilla@nelson-construction.com)

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[MHurtt@chacompanies.com](mailto:MHurtt@chacompanies.com)

[kpower@pa.gov](mailto:kpower@pa.gov)

[Stan.Harris@stantec.com](mailto:Stan.Harris@stantec.com)

[jason.hewatt@redi-rock.com](mailto:jason.hewatt@redi-rock.com)

[dgreenwood@wilbursmith.com](mailto:dgreenwood@wilbursmith.com)

**Date: 3/20/20**

**Report Period: Spring - April**

#### **Meetings held since the previous Quarterly Report**

Teleconference – 2/12/20, 12:30 PM

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

Resolved:

#### **Discussions to be brought before the board**

1. SW Region is in the final stages of amending their bylaws and started looking into who will serve the Board. Section leadership of the affected Sections have met twice via Skype since the call with the Committee on 2/12 and are pursuing their FEID number.

#### **Activities**

Per previous National Board Meeting, decision was finalized to create the SW Region and add 1 Director to the National Board. A conference call was held on 2/12/20 with representatives from the impacted Sections to discuss the formulation of the Region Board and offer support.

#### **Ongoing Business**

N/A

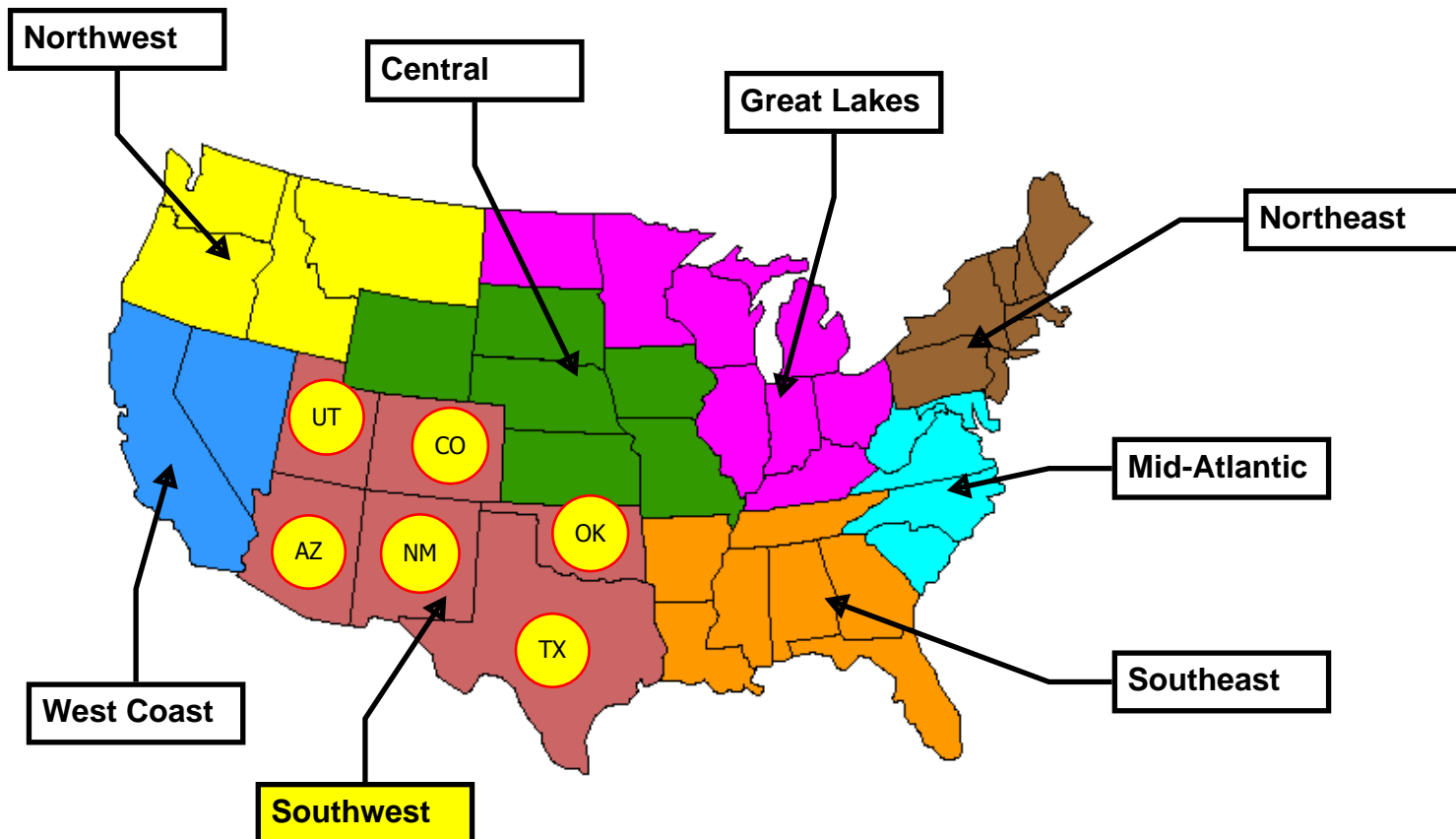
#### **New Business**

**Budget update**

1. 2019-2020 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. N/A



- Northeast remains the same
- Mid-Atlantic Remains the same
- Southeast adds Arkansas and Louisiana
- Great Lakes adds Minnesota and North Dakota
- Combine North and South Central to make on Central Region (remove MS, LA, ND, MN, TX, and OK)
- ~~Rocky Mt Region~~ adds Texas and Oklahoma (removes WY) **Renamed Southwest**
- Northwest Region remains the same
- ~~Southwest Region~~ remains the same **Renamed West Coast**





## 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:** March 18, 2020

**Report Period:** January – March 2020

|  |  |
|--|--|
| Matheu Carter, Chair                   | <a href="mailto:matheu@udel.edu">matheu@udel.edu</a>                               |
| Roger Carriker, National Board Liaison | <a href="mailto:Roger.Carriker@wsp.com">Roger.Carriker@wsp.com</a>                 |
| Frank Bronzo                           | <a href="mailto:fbronzo@envdesigngroup.com">fbronzo@envdesigngroup.com</a>         |
| Kathryn Power                          | <a href="mailto:kpowers@pa.gov">kpowers@pa.gov</a>                                 |
| Erin Collins                           | <a href="mailto:ecollins@wallacemontgomery.com">ecollins@wallacemontgomery.com</a> |
| Eugene Cipriani                        | <a href="mailto:eugene.cipriani@aecom.com">eugene.cipriani@aecom.com</a>           |
| John Caperilla                         | <a href="mailto:JCaperilla@borton-lawson.com">JCaperilla@borton-lawson.com</a>     |
| Aaron Muck                             | <a href="mailto:Aaron.Muck@terracon.com">Aaron.Muck@terracon.com</a>               |
| Carrie Strehle                         | <a href="mailto:cstrehle@promatechinc.com">cstrehle@promatechinc.com</a>           |
| Richard Grubb                          | <a href="mailto:rgrubb@rgaincorporated.com">rgrubb@rgaincorporated.com</a>         |

#### **Meetings held since the previous Periodic Report:**

- |                     |  |
|---------------------|--|
| 1. Date: 01/09/2020 | Members in attendance: Muck, Strehle, Cipriani, Carriker, Carter |
| 2. Date: 02/13/2020 | Members in attendance: Strehle, Cipriani, Carriker, Carter       |
| 3. Date: 03/12/2020 | Members in attendance: Strehle, Power, Cipriani, Grubb, Carter   |

#### **Planned Meetings:**

- |                     |            |
|---------------------|------------|
| 1. Date: 04/16/2020 | Noon WebEx |
| 2. Date: 05/14/2020 | Noon WebEx |

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

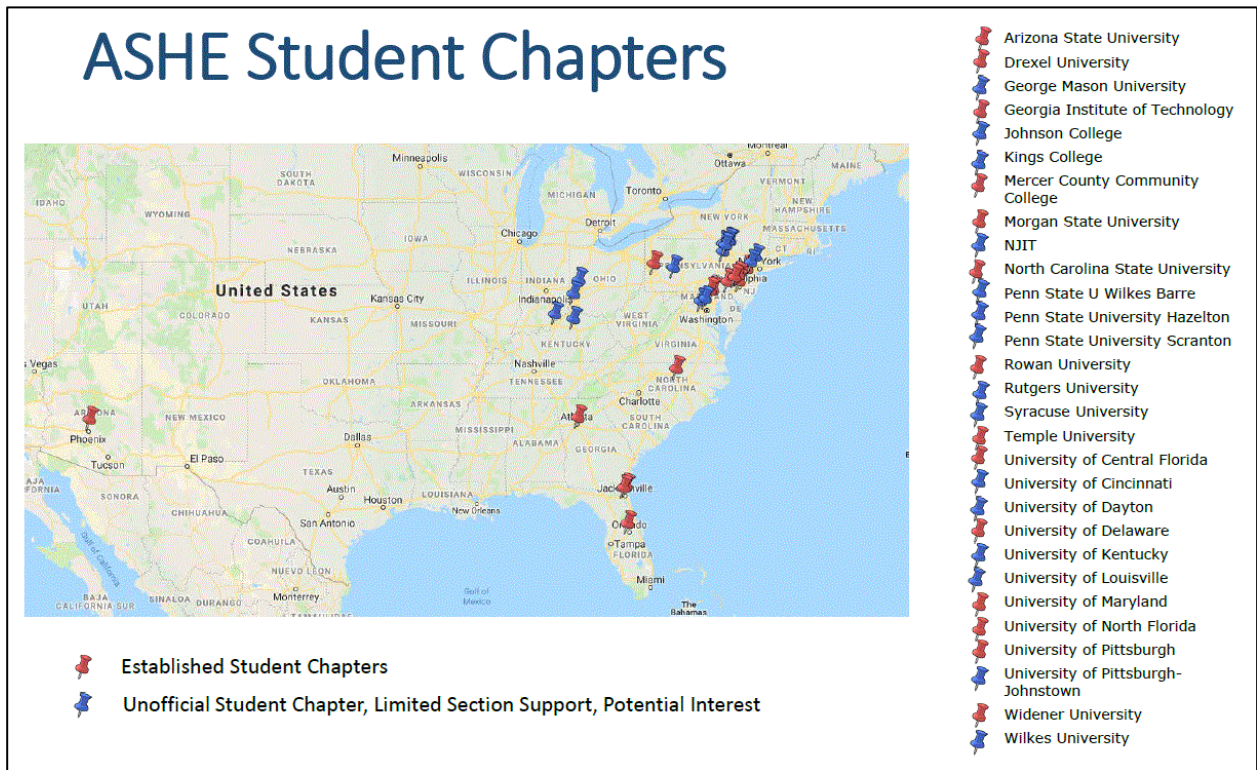
**Resolved:** None at this time.

#### **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
  - b. The survey was closed out April 1, 2019; thirty-two (32) Sections responded and the information was both interesting and encouraging. A PDF of the compilation was distributed to the Board and Regions previously.
  - c. The responding Sections revealed considerable new information on student involvement of numerous kinds, including several robust student chapters of which the Committee was not previously aware.
  - d. Carrie Strehle prepared the graphic below that illustrates the breadth of student chapter activity.



## 2. Student Chapter Conference:

- a. ASHE@UD, the Student Chapter at the University of Delaware, hosted the first of these on September 30, 2017 and it was considered successful, with fourteen students from six universities as well as eight professional members.
- b. The Widener University (southwest of Philadelphia) Student Chapter hosted the second conference on October 6, 2018 and it too was viewed as 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 was held October 12, 2019 at Mercer County Community College (east of Trenton, NJ). There was again some confusion with registration and the estimated attendance was in excess of 40. However, recorded registrations included 24 students representing Mercer County Community College, New Jersey Institute of Technology, Rowan University, The College of New Jersey, University of Delaware, and University of Maryland College Park. At least nine professionals were in attendance from Chesapeake, First State, North Central New Jersey, and Southern New Jersey Sections. The student leadership at Mercer County Community College did an excellent job with support from the Committee and the conference was a mix of great technical sessions, a drone demonstration, and robust networking.
  - i. There is an outstanding invoice (\$937.20) for the facilities and catering at Mercer County Community College. It was expected that a grant from the College would cover the cost, but there is some confusion remaining while the student leadership seeks to reconcile it. The committee will keep National advised if funding is required from this committee's budget to address this matter. See below in budget update area.

- d. A request for proposal (dated 2/13/20 and updated on 3/12/20) has been circulated twice to all Sections and Regions for the Fall 2020 student chapter conference. The deadline for submissions, in consideration of COVID-19 interruption of student schedules, was extended to April 3, 2020. Proposals will be considered from any student section, so we continue to ask that National Directors encourage a look by Sections who have student involvement.
3. Track student membership, either within or outside existing database:
  - a. This information is part of the 2018 completed survey.
  - b. Will continue to coordinate with the membership committee on identifying various means of capturing students after graduation and attempt to “connect” them with a local Section where they get jobs. Ongoing effort.
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.
  - c. This committee also made updates to the following documents and provided to the National website subcommittee for their update of the ASHE national website: 1) Introduction to student chapters (D27), and 2) Student Chapter Best Practices (D27a). The original student chapter guideline document was removed/replaced with the best practices document.
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 (2018) and was used again at the 2019 conference at Mercer County Community College.
  - 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.
  - e. A second skirt is in use promoting the relaunch of the student chapter at University of Maryland College Park as well as use with Morgan State University student chapter revitalization.

**Budget update:**

1. 2019 - 2020 Budget: \$1,000 (\$1,000 for student chapter conference)
2. Spent – List items and \$ spent this quarter
  - a. \$208.28 - travel expenses for three members from Chesapeake Section to conference.
3. Current Budget Balance: \$791.72
4. List any Non-Budget Items that should be considered.
  - a. An additional \$145.48 should be considered in the event that the Mercer County Community College grant does not cover the facilities and catering charge.



~~February 13, 2020~~

Updated March 12, 2020

**TO:** ASHE Student Chapters

**FROM:** Matt Carter, Chair ASHE National Student Chapters Committee

**CC:** Members of the ASHE National Student Chapters Committee

**RE:** Student Chapter Conference

The Student Chapters Committee has held a student chapter conference for the past three years. They have occurred at the University of Delaware, Widener University and most recently at Mercer County Community College. The goal of the conference is to bring together students from multiple chapters in a region as well as professionals from the Committee and the various Sections.

Again, the Committee would like to host the conference in the fall of 2020. Interested chapters may submit a proposal highlighting why they should be selected to host the conference.

In our industry, potential and existing clients ask us to respond to a Request for Proposals (RFPs) on projects and this will be great opportunity for students to work together in putting together a proposal for the Committee's review.

The Student Chapters Committee is requesting proposals from Student Chapters to host the student chapter conference which will held in the Fall Semester of 2020.

The RFP will be evaluated based on the following criteria:

- Identify the chair/co-chairs and their experience with both ASHE and other University Activities.
- What events has the Student Chapter done in the past year?
- How has the local ASHE Section supported the Student Chapter in their efforts?
- What topics does the Chapter propose to be presented at the conference?
- What University (or other) facilities can the Chapter provide?

Responses to the selection criteria must be limited to a maximum of four (4) (8 ½" x 11") pages, typed with 12 font size or larger.

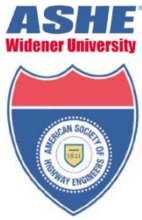
In your proposal:

- List the names of students who will be involved in the planning of the conference and who will lead the effort. [The responding Student Chapters will be required to provide resumes of the members who will be actively involved in preparing for the conference.]
- Include any details you have worked out or anticipate, such as a proposed date (considering various universities Homecomings, Parents Day, etc.), a venue, an agenda, etc.
- Provide a budget (feel free to contact Matt Carter with some insight on previous conference budgets) and the source of any funds you may be able to access from your university or local ASHE Section.

Agendas from the previous conferences are provided for your reference.

Please submit your proposal in PDF format by **Friday, ~~March 20, 2020~~ April 3, 2020** to Matt Carter, Chair Student Chapters Committee, by e-mail at [matheu@udel.edu](mailto:matheu@udel.edu).

Any questions regarding this proposal can be sent by e-mail to Matt Carter by **Friday ~~March 6, 2020~~ March 20, 2020**. Questions that are received after this date will not be answered.



## ASHE Student Chapter National Conference Schedule



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Mercer County Community College Conference Center  
**Saturday October 12, 2019**

The conference center is highlighted on the campus map. Parking is available at Student Parking West. Campus security can be contacted at [\(609\) 586-4800](tel:6095864800), ext. 3503

**8:00-8:30 am** Registration - Please sign in at the front table and pick up your name tag

**8:00-8:40 am** Continental Breakfast

**8:45-9:00 am** Opening Remarks and Introductions from the ASHE Student Chapter Committee

**9:05-9:50 am** Technology in Construction- The Advantage of Drones in Today's Industries, George F. Assis, Ph.D., P.E., Vice President and Senior Structural Engineer, KS Engineers, P.C.

### 5 min Networking Break

**10:00-10:50am** Two sessions:  
1. Resume Building in Room 122 - Ronald R. Rotunno, P.E. Senior Infrastructure Engineer, BANC3 Engineering, Inc.  
2. The Rise and Importance of LinkedIn in Room 123

**11:00-12 pm** Lunch and Networking

**12:10-1:00 pm** Interview Workshop in the main auditorium - Matthew Benscoter, Senior Engineer – Highways, Michael Baker International

- ✓ Advice for Students from Professionals (professional sharing)
- ✓ Cover Letter and Resume Tips

**1:00-1:30pm** The Importance of ASHE and Professional Society - Carrie Strehle, President, Promatech, Inc.

### 15 min Coffee Break

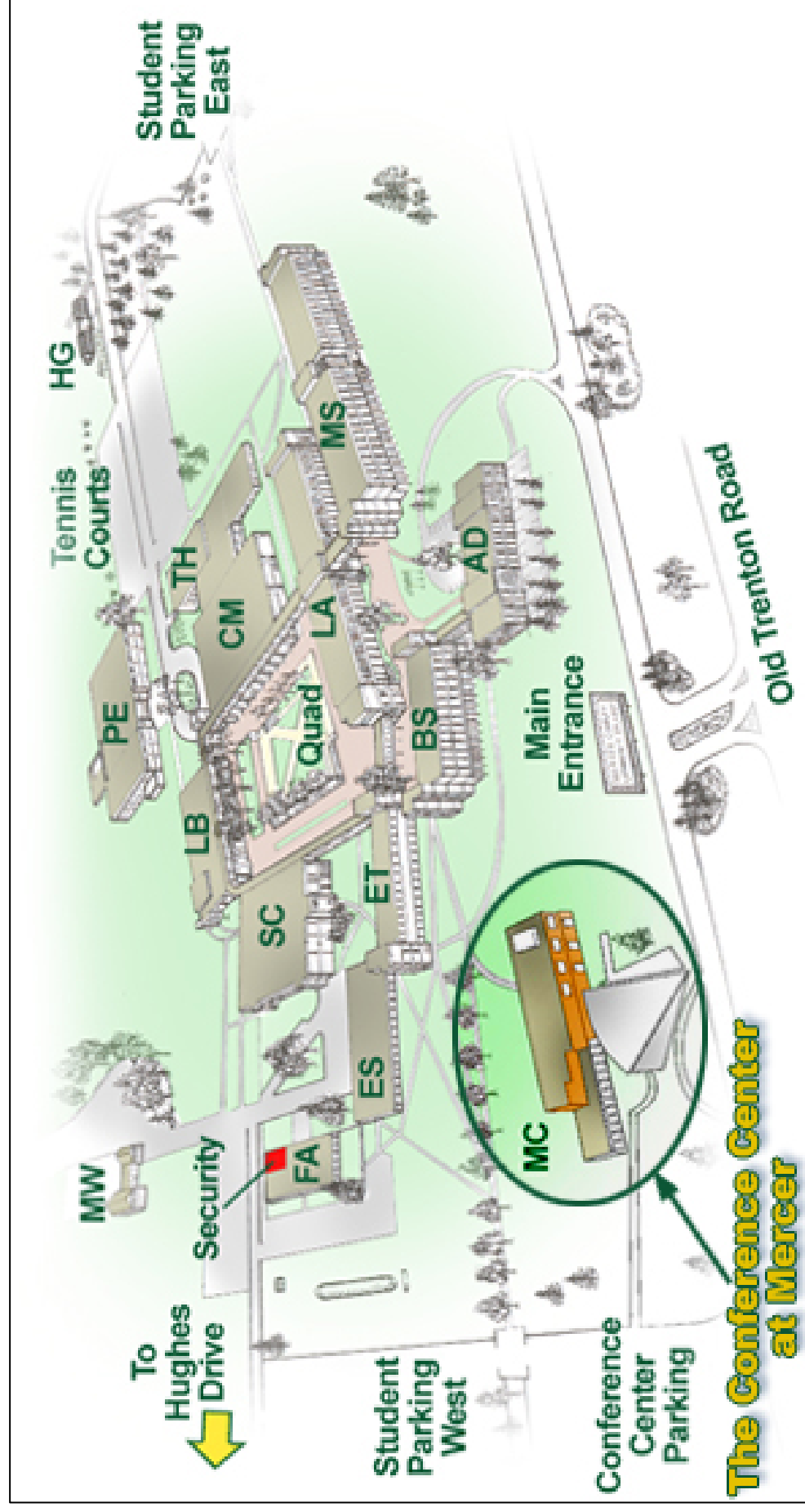
**2:00-2:30pm** The Stages to become a Professional Engineer (PE) - Jim Purcell, P.E, Robinson Aerial Surveys

**2:30-3:00pm** Closing Remarks from the ASHE Student Chapter Committee

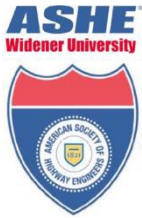
Link to Register for the Event:

[https://delaware.ca1.qualtrics.com/jfe/form/SV\\_1AiWTAUXdzNUZtH](https://delaware.ca1.qualtrics.com/jfe/form/SV_1AiWTAUXdzNUZtH)









# ASHE Student Chapter Regional Conference Schedule



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Widener University Center

Webb Room

Saturday October 6,  
2018

The University Center is #4 on Campus Map and the Webb Room is located at the end of the first hallway on your right.

Parking is in Spang Lot next to Kirkbride Hall on 17<sup>th</sup> East Street, please place the parking flyer in the dashboard of your car.

- |                       |   |
|-----------------------|---|
| <b>9:00-9:30 am</b>   | Registration- Please sign in at the front table and pick up your nametag  |
| <b>9:30-10:00 am</b>  | Ice breaker Activity: Cup Fact Game   |
| <b>10:00-10:15 am</b> | Opening Remarks and Introductions from ASHE Student Chapters Committee  |
| <b>10:15-11:15 am</b> | Chapter Updates (Open Discussion) <ul style="list-style-type: none"><li>✓ Where the chapters are progress wise?</li><li>✓ How to increase interest and participation among students?</li><li>✓ What are some challenges the chapters have faced?</li><li>✓ What are some of the event, site visit, or speaker ideas your chapter has?</li></ul> |

- ✓ Collaborate among chapters on events?

### **5 min Networking Break**

**11:20-12:00pm** Presentation: "Transitioning from College to Career" presented by Jonathan Olson, E.I.T. and Steve Gozur, E.I.T., ENV SP, professional engineers from Traffic Planning and Design Inc.

**12:00-12:40 pm** Lunch- subs and veggie options, chips, sodas/water

### **5 min Networking Break**

**12:45-1:45 pm** Career Workshop

- ✓ Cover Letter, Resume and Interview Tips
- ✓ Advice for students from professionals (professional sharing)
- ✓ How to be a leader and work in teams in the workplace

**1:45-2:00pm** Closing Remarks from ASHE Board

Networking breaks are 5 minute breaks in-between events for students and professionals to briefly network.

Link to Register for the Event:

[https://delaware.ca1.qualtrics.com/jfe/form/SV\\_ePr2FSVeffw3jj7](https://delaware.ca1.qualtrics.com/jfe/form/SV_ePr2FSVeffw3jj7)



## Student Chapter Regional Workshop September 30, 2017 Agenda

- 10:00 - 10:30 a.m.: Welcome Remarks and Introductions
- Welcome remarks - Matt Carter and Eric Kramer
  - Student Chapter Committee self-introductions
  - Student Attendee self-introductions
  - Professional Member self-introductions
- 10:30 - 10:45 a.m.: What is ASHE? - Roger Carriker
- Organization: Sections, Regions, and National
  - New developments - National no longer charges students fees and what that means to you
- 10:45 - 11:30 a.m.: Student Chapter Sharing - Open forum, volunteer student speakers Matthew Galenas, Moderator
- Possible/likely/example topics:
- What has worked, not worked in your student chapter?
  - What are the best field trips you have been on?
  - Who/what has been your best speaker/topic?
  - How do you solicit speakers and hosts for field trips?
  - What challenges have you had and how have you overcome?
  - What do you most get out of being a member of an ASHE student chapter?
  - What else are you looking for that you aren't getting?
- 11:30 - 12:00 p.m.: Professional sharing - volunteer professional speakers John Caperilla, Moderator
- 5-minute Lightning talks - possible/likely/example topics:
- Professional email tips - don't write anything that you wouldn't want to appear in a federal investigation
  - Professional dress tips - time to lose the flip flops
  - Social media in the professional world - dos, don'ts, and holy crap
  - Working in a team, leading and following
  - Making yourself indispensable - be the one everyone wants on their team

- Options upon graduation - public agencies, consulting, academia, construction, construction management, NSA, etc.
- Resume tips - drop the clichés and make yourself stand out
- Interview tips - how to be irresistible in the first 3 minutes

12:00 - 12:30 p.m.: Lunch

Ice-breaker game - Kathryn Power lead

- Sandwich trays, including veggie opportunities
- Chips
- Sodas, water
- Cookies
- Fruit

12:30 - 1:00 p.m.:

Leadership training - student leader speakers

Matthew Galenas, Moderator

Targeted for student leadership to take the lead.

- How to motivate students to join
- How to motivate students to actively participate
- Encouraging students to pursue leadership positions
- Delegating authority, duties, responsibilities - are you the President doing the job of the Secretary and the Treasurer, too?

1:00 - 1:30 p.m.:

Wrap up (Matt and Eric will lead, but everyone joins in)

- Closing thoughts
- Action items
- Take-aways
- Needs - what can your Section, Region, or National do for you?
- Feedback - should we do this again?

Identified Speakers (in order of appearance in the agenda):

Matheu J. Carter, P.E. - National Student Chapter Committee Chair, Advisor & Board Liaison to First State Section for ASHE@UD

Eric Kramer (UD 2018) - President, American Society of Highway Engineers at University of Delaware, ASHE@UD

Roger B. Carriker, P.E. - National Director, Mid-Atlantic Region, ASHE National Board of Directors' Liaison for the Student Chapter Committee

Matthew G. Galenas, E.I. - member, National Student Chapter Committee, former President, ASHE@UD

John M. Caperilla, EIT - member, National Student Chapter Committee, 1<sup>st</sup> Vice-President, ASHE Delaware Valley Section



## 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: Winter 2020**

**Committee Members:**

Anis Shaikh, Chair  
Tammy Farrel, Editor  
Don Dizuzio  
Sandra Ivory  
Kathryn Power  
Levi Littler

**E-Mail:**

[ashaikha@gmail.com](mailto:ashaikha@gmail.com)  
[tntsince87@comcast.net](mailto:tntsince87@comcast.net)  
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[sandyivory@yahoo.com](mailto:sandyivory@yahoo.com)  
[kathrynpower@live.com](mailto:kathrynpower@live.com)  
[levi.littler@woodplc.com](mailto:levi.littler@woodplc.com)

**Date:**

**03/12/2020**

**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. None

**Discussions to be brought before the board**

1. None

**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 Spring 2020
  - A. Central Ohio (Parsons Avenue ASHE Woolpert FINAL)
  - B. Mid-Allegheny (Moraine State Park Access Project)
  - C. Middle Tennessee (Condensed Morgan County Walls Paper Text)
  - D. North-East PENN (Hot Wheels Article)
  - E. South New Jersey (N.J. Route 206 Stone Arch Bridge)
  - F. Presidents Message

**Budget update**

1. 2019 - 2020 Budget: **\$61,700.00**
2. Spent

| INVOICES            | Period      | Invoice # | Date     | Amount       |
|---------------------|-------------|-----------|----------|--------------|
| Printed             | Summer 2019 | 5008      | 07/10/19 | \$ 5,718.05  |
|                     | Fall 2019   | 5025      | 09/24/19 | \$ 7,625.09  |
|                     | Winter 2020 | 5064      | 02/13/20 | \$ 6,949.60  |
|                     | Spring 2020 | N/A       |          |              |
| Printed Expenses:   |             |           |          | \$ 20,292.74 |
| Electronic          | Summer 2019 | 5009      | 07/10/19 | \$ 429.60    |
|                     | Fall 2019   | 5029      | 09/24/19 | \$ 429.60    |
|                     | Winter 2020 | 5065      | 02/13/20 | \$ 429.60    |
|                     | Spring 2020 | N/A       |          |              |
| Digital Expenses:   |             |           |          | \$ 1,288.80  |
| Committee<br>Travel |             |           |          |              |
|                     |             |           |          |              |

**Total Invoices: \$ 21,581.54**

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

|             | Period      | Invoice # | Date     | Amount      |
|-------------|-------------|-----------|----------|-------------|
| Advertisers | Summer 2019 | N/A       | 07/10/19 | \$ 8,450.00 |
|             | Fall 2019   | N/A       | 09/24/19 | \$ 6,200.00 |
|             | Winter 2020 | N/A       | 02/13/19 | \$ 6,600.00 |
|             | Spring 2020 | N/A       |          |             |

**Total Income: \$ 14,650.00****Target Income Amount: \$ 26,000.00****Amount Over/Under Target Income Budget: \$ 4,750.00**

4. Current net Budget Balance:  
**\$61,368.46**
5. List any Non-Budget Items that should be considered.
  - a. N/A

| Advertiser Name                           | Date Rec'd | Check Number | Amount  |  |
|---|------------|--------------|---------|--|
| AECOM                                     | 1/6/20     | 30422616     | 400.00  |  |
| ARORA and Associates                      |            |              |         |  |
| ASHE Altoona Section/Builder's Club       |            |              |         |  |
| ASHE North East Penn                      | 10/9/19    | 1563         | 2400    |  |
| BEG Group, LLC                            |            |              |         |  |
| Borton Lawson Engineering                 |            |              |         |  |
| Buchart-Horn, Inc.                        |            |              |         |  |
| Burns Engineering, Inc.                   |            |              |         |  |
| CHA Consulting, Inc                       |            |              |         |  |
| Dewberry                                  | 10/24/19   | 2063516      | 600.00  |  |
| Gannett Flemming Companies                |            |              |         |  |
| Gibson-Thomas Engineering Co              |            |              |         |  |
| HDR Inc                                   |            |              |         |  |
| Hill & Smith, Inc.                        |            |              |         |  |
| Johnson, Mirmiran & Thompson, Inc,        | 11/25/19   | 122632       | 400.00  |  |
| Larson Design Group                       |            |              |         |  |
| McMahon Associates, Inc                   |            |              |         |  |
| Michael Baker Corporation                 |            |              |         |  |
| Naik Consulting Group, PC                 |            |              |         |  |
| O.R. Colan Associates                     |            |              |         |  |
| WSP                                       |            |              |         |  |
| Sci-Tek Consultants, Inc.                 |            |              |         |  |
| Stahl Shearer Engineering, LLC.           |            |              |         |  |
| Sucevic, Piccolomini & Kuchar Engineering |            |              |         |  |
| Traffic Planning & Design                 |            |              |         |  |
| The Markosky Engineering Group, Inc.      |            |              |         |  |
| TYLIN International                       | 2/5/20     | 229012       | 2000.00 |  |
| Urban Engineers                           | 11/9/19    | 49709        | 400.00  |  |
| Whitman, Requardt & Associates, LLP       |            |              |         |  |
| Whitney, Bailey, Cox & Magnani LLC        | 10/21/19   | 84912        | 400.00  |  |
| Wichert Insurance                         |            |              |         |  |
|   |            |              |         |  |
| Total                                     |            |              | 6600    |  |
|   |            |              |         |  |



## COMMITTEE STATUS REPORT PUBLIC RELATIONS COMMITTEE

### **Committee Members**

### **E-Mail**

**Date: 3/25/20**

**Report Period: April 2020**

|   |  |
|---|--|
| Amanda Schumacher, Chair                  | <a href="mailto:arcschumacher@borton-lawson.com">arcschumacher@borton-lawson.com</a>   |
| Jennifer Hendricks – CCJM                 | <a href="mailto:jhendricks@ccjm.com">jhendricks@ccjm.com</a>                           |
| Kathy Johnson – TRC Companies             | <a href="mailto:KGJohnson@trccompanies.com">KGJohnson@trccompanies.com</a>             |
| Tammi Nagucki –Environmental Design Group | <a href="mailto:tnagucki@envdesigngroup.com">tnagucki@envdesigngroup.com</a>           |
| Jason Hewatt – Redi-Rock International    | <a href="mailto:Jason.Hewatt@redi-rock.com">Jason.Hewatt@redi-rock.com</a>             |
| Jen Newman – Zweig Group                  | <a href="mailto:Jen@elevatemarketingadvisors.com">Jen@elevatemarketingadvisors.com</a> |
| Donato Di Zuzio (Board Liaison)           | <a href="mailto:DDizuzio@tandmassociates.com">DDizuzio@tandmassociates.com</a>         |

Promote ASHE. Monitor branding of ASHE. Publicize ASHE to transportation community. Serve as a source of information to other committees, Regions, and Sections on logo use and branding ideas. Manage distribution of literature to help expand ASHE presence and visibility. In coordination with Partnership Committee, coordinate ASHE booth utilization. Oversee ASHE Store vendor and materials made available. Manage ASHE Inside Lane electronic newsletter content and advertising revenue. Manage social media sites.

### **Meetings held since the previous Quarterly Report**

1. None – meeting being confirmed for week of 3/30

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

Resolved:

### **Discussions to be brought before the board**

- Jen Newman of Elevate Marketing Advisors (and the PR committee) has offered to do 3 free webinars to our national membership – based around client relationships – suggest we move forward with this – it is no charge. (could be sent out via sendinblue).

### **Activities (cumulative report):**

#### **a. ASHE Booth**

1. Maryland Quality Initiative (MdQI) – Jan 21-23
2. Albany Section – Feb 13-14
3. TMACOG Transportation Summit – March 27 – cancelled event

#### **b. Logo & Message**

- i. New tabletop pull up banner ordered – can be place on floor or table – more height and visibility
- ii. Stacked logo in production for easier embroidery on shirts
- iii. Branding guidelines now on website in resource directory



c. Section/Region Coordination

i. Moving forward after next PR call - each member has 7-8 Sections to coordinate with on:

1. Social Media needs/sharing
2. PR questions & booth needs
3. General PR guidance/raising profile of section nationally
4. Membership Spotlight campaign
  - a. Highlight New Members
  - b. Highlight Long-Term Members

ii. Convert photo link to google docs and launch section/region coordination effort

1. Organized folders by Section – links sent to PR committee
2. Training for Sections on how to upload
3. Brainstorming best repository – inquiring with scanner methods and potentially using Quarterly requests for information from Nancy to eliminate too many emails

d. Social Media Campaign

i. Gaining momentum with more local Section/activities sharing

ii. Social media report (+ = increase from May 2019) – GOALS reached! Over 100 followers on the three main platforms – LinkedIn, Twitter and Facebook

1. LinkedIn: 625 followers
  - a. + 401 followers
2. Twitter: 168 followers
  - a. +43 followers
3. Facebook: 104 likes | 115 follows
  - a. +38 likes
  - b. +42 follows
4. Instagram: 15 followers
  - a. +15 followers

e. National Exposure

i. Waiting on Outreach Committee for Share of Budget - ENR – working with Michael Hatherill for pricing in newsletter (conference & general)

- a. Pricing is \$1,150 for bottom banner of national newsletter
- b. 25.66% open rate ; 62,700 distribution

ii. To be drafted this week - Zweig White – working with Sara Parkman for a quarterly story in their publication – can be centered around: ownership transition, diversity/inclusion, marketing/BD, culture, benefits, technology, work-life balance/burnout, strategic planning, etc.

- a. Newsletter goes out every Monday – sent to 9,000 people with an open rate of 15%-20%
  - b. Website receives 12,000-16,000 page views per month
- f. Committee Collaborations
  - i. Operations and Oversight
    - 1. Social Media Training added into Section Training Program (Jen Newman leading)
  - ii. Partnerships
    - 1. Ad for IBC conference – geared toward 2021 conference
  - iii. New Sections
    - 1. Coordination for new Middle Tennessee logo, materials for section
    - 2. Coordination for new student section logos for University of Maryland and Morgan State University
    - 3. New document with year in review and overview of ASHE Combined – in progress
- g. ASHE Store
  - i. ACTION: Creating an e-blast to notify sections/membership – still to be done – to be sent out via sendinblue
- h. National Conferences
  - i. Raleigh 2020
    - 1. Logo approved
    - 2. No additional needs at this time
  - ii. Poconos 2021
    - 1. Theme and logo approved
  - iii. Columbus 2022
    - 1. Draft of logo approved – being finalized by graphic designer now
  - iv. Atlantic City 2023
    - 1. Highlighting logo contest winner on social media post in January
- i. Multi-Briefs – ASHE Inside lane, contract renews in April
  - i. Article review happening consistently (weekly)

#### **Budget update**

- 1. **2019 - 2020 Budget: \$4,400**
- 2. **Spent – List items and \$ spent this quarter**
  - a. \$76.53 – constant contact 1 month for holiday mailer
  - b. \$56.17 – adobe creative suite January
  - c. \$349.96 – January board meeting expenses
  - d. \$29.84 – booth shipment for MdQI
  - e. \$12.26 – material shipment to Jason Hewatt for Middle Tenn.
  - f. \$56.17 – adobe creative suite February
  - g. \$37.95 – booth shipment to Albany section

- h. **\$324.97 – TNT invoice**
  - i. **\$56.17 – adobe creative suite march**
  - j. **\$1,496.19 – promo order from proforma**
  - k. **\$39 – sendinblue march**
- 3. Current Budget Balance:           \$341.11**
- 4. List any Non-Budget Items that should be considered.**
  - a. ENR ad – with help from outreach committee - \$1,150 – 2 runs of bottom banner on national newsletter

# ELEVATE MARKETING ADVISORS COMPLIMENTARY WEBINARS

## ASHE NATIONAL

### **TEAR IT APART AND MAKE IT BETTER – GET THE MOST OUT OF YOUR VIRTUAL MEETING**

Our world has changed quickly and within under a week working remotely and the use of teleconferences is now the norm for the majority of the A/E/C workplace. How do we make the most of this new reality? How do we make teleconferencing more successful? How do we reduce multi-tasking during the meeting? This webinar will dive into 12 tips to make the most out of virtual meetings and staying connected internally with your staff as well as with clients.

(.75 CEU / 45 Min)

### **MAXIMIZING CLIENT RELATIONSHIPS FROM BEHIND THE DESK OR THROUGH SOCIAL DISTANCE:**

Clients want to work with people they like, know, and trust. Whether it's a project manager who never leaves their desk, or a senior leader who engages clients in business development every day, or through our current reality of social distance, this module will help attendees create micro-habits for maximizing relationships.

(1 CEU / 1 HR)

### **SCORE MORE WORK WITH A STRATEGIC BUSINESS DEVELOPMENT APPROACH:**

When you are able to execute a solid offensive game plan, you can consistently make it over the goal line. This webinar guides participants through the development and implementation of your strategic business development playbook driven by a priority-based client management system that enables you to convert more leads into wins.

(1.25 CEUs / 1 Hour 15 Min)

### **TECHNOLOGY**

Elevate delivers all webinars live either through your technology platform or ours. Elevate uses the Zoom platform with local and cloud recording functionality. We can host up to 100 participants / sites with the non-interactive webinar option or unlimited participants with an interactive the meeting option.

### **ABOUT ELEVATE MARKETING ADVISORS**

Elevate Marketing Advisors develops marketing and business development strategies and campaigns to invigorate your brand, differentiate your firm, and drive business to your bottom line so you stay focused on design and delivery of your discipline.

We are driven to help people and firms realize their beyond through relationship, advocacy, and an elevated client experience. We do this through a daily commitment to our guiding principles:

- Embrace Authenticity
- Reject Mediocrity
- Invest in Relationships
- Deliver with Intention
- Have Fun and Kick Ass!

### **DO WHAT YOU DO BEST AND LEAVE THE REST TO US**

## Jen Newman, CPSM

Principal

Elevate Marketing Advisors

Jen draws from her 20+ years of A/E/C-industry experience to help firms grow their people and profits. With a firm belief that business development is everyone's business and a mantra that growth begins where the comfort zone ends, she drives her clients to create successful business development plans and through training, pushes them out of their comfort zone to convert them into rock star doer-sellers, marketers, and business developers who accomplish plan goals.



As Elevate's official "Energizer bunny", Jen understands that the best results come from engagement during training and facilitation using real examples with action items, and methods of accountability to ensure learning is extended to implementation, creating competition, and just having plain old fun! Her degree in Organizational Management and Development coupled with her background in marketing, business development, and firm leadership has equipped her to help raise a new generation of firm leaders that are confidently and enthusiastically helping their firms grow.

Throughout her career, Jen has served in leadership positions for industry, community, and client organizations. In 2020, Jen was appointed to the Tamarack Grove Engineering advisory board. With a storied history serving the American Society of Highway Engineers (ASHE) by forming the first Texas section, Jen is currently a member of the national public relations committee. As an engaged member and advocate for the Society for Marketing Professional Services (SMPS), Jen has served in many roles at the local, regional, and headquarter level. Most recently, she has been working with the Society and the Regional Conference Task Force to share ideas, provide feedback on conference planning, elevate the attendee experience, and facilitate the Regional Conference Summits. Other past organizational and community involvement includes: APWA, WTS, TEAM FL, North Florida Business Alliance for Advancing Transportation, Support Our Port Community Campaign, Rotary, and YMCA.

### Contact Information:

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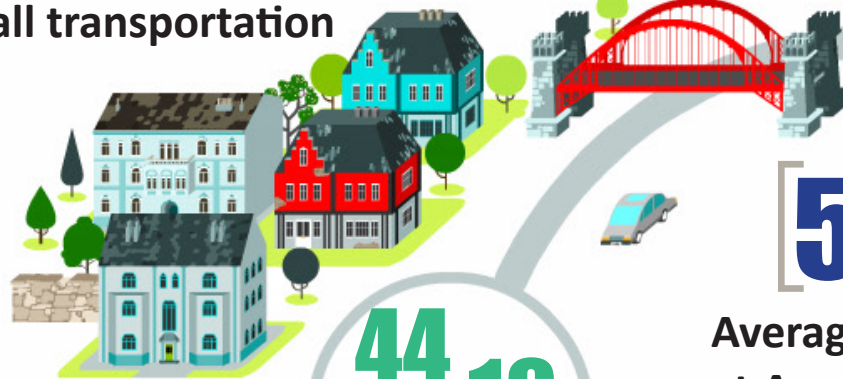


# ASHE<sup>®</sup> Year In Review

Through over 390 events, members benefited from networking, leadership and education through a forum of experts within the transportation industry. Check out the highlights of the year below!

Next annual conference in Raleigh, NC - June 3-7, 2020  
2021 Conference - June 9-13, 2021 in Poconos, PA!  
Info at: [www.ashe.pro/conference.html](http://www.ashe.pro/conference.html)

[1]  
Mission that promotes  
all transportation



44  
Sections  
in States  
16

Events Hosted  
Nationwide

[390+]

[500]

Average Attendees  
at Annual National  
Conference

[9,555]

PDH hours  
issued

[52]

Issues of  
ASHE Inside  
Lane  
distributed

[6]  
Partnership  
Organizations  
NACE, NAWIC, IECA,  
SMPS, ASCET, IBC

[\$250K]

Given for  
Scholarships and  
Charitable Donations

Members  
6,700+

[4]  
Issues of  
*scanner*  
informed  
members

[5] EMERGING SECTIONS!

South Carolina, New Mexico, Alabama, Austin, TX  
& Hartford, CT

Membership Occupation:

12% Government  
75% Consultants  
5% Contractor  
8% Other

Members  
Licensed:

56%

Breakdown of  
Members License:

|                        |      |                             |
|------------------------|------|-----------------------------|
|                        | 9    | AICP                        |
| Professional Engineers | 3622 |                             |
|                        | 1    | NICET                       |
| Landscape Architect    | 9    |                             |
|                        | 90   | Professional Land Surveyors |
| Professional Geologist | 17   |                             |

## JOIN ASHE TODAY!

Go to [www.ashe.pro](http://www.ashe.pro) to become a member to realize these benefits!

**DON'T HAVE A SECTION NEAR YOU? START ONE! OR BECOME A MEMBER AT LARGE!**

Follow Us on...





## 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:** March 18, 2020

**Report Period:** January – March 2020

Matheu Carter, Chair

[matheu@udel.edu](mailto:matheu@udel.edu)

Roger Carriker, National Board Liaison

[Roger.Carriker@wsp.com](mailto:Roger.Carriker@wsp.com)

Frank Bronzo

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Kathryn Power

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Erin Collins

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Eugene Cipriani

[eugene.cipriani@aecom.com](mailto:eugene.cipriani@aecom.com)

Rob Snowden

[rsnowden@urbanengineers.com](mailto:rsnowden@urbanengineers.com)

#### **Meetings held since the previous Periodic Report:**

1. Date: 03/05/2020      Members in attendance: Cipriani, Carriker, Carter

#### **Planned Meetings:**

1. Date: TBD      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. The lack of reporting by Sections this year is alarmingly high, or at least the three-year trend threatens the legitimacy of the Professional Development Certification Program. The Board of Directors asked that this self-certification program be established, after considering other national services such as IACET and RCEP (each with considerable cost and onerous compliance requirements that we felt the Sections would reject) to better ensure that PDHs or CEUs issued in ASHE's name would be accepted by state licensing boards. The program was designed to be as non-intrusive as possible while still demonstrating national level due diligence that would likely satisfy auditing boards. Annual reporting by Sections is a critical element of the program's veracity. The Committee has exhausted its authority and looks to the Board of Directors to consider next steps to address the trend for reduced reporting by the Sections.
  - a. Should the National Board of Directors take a more affirmative stand to support the program?
  - b. Should the National Board of Directors direct any non-reporting Sections to cease and desist use of ASHE's name and/or logo in any issuance of continuing education certificates it may be issuing?
  - c. Should the Program be replaced with a subscription to IACET, RCEP, or other program?
  - d. Should a national level Program of oversight be abandoned altogether?



**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. Data collection for calendar year 2019 began December 4, 2019 with a notice from Nancy Morisi to all Regions and Sections with a request that all Sections report no later than January 31, 2020.
  - b. As of February 26<sup>th</sup>, twenty-four of forty-three Sections had not reported at all. Therefore, Matt emailed each Section individually with an appeal to their President and Secretary to provide the requested information. Currently, thirteen Sections have not reported at all.
  - c. Attached to this report is a compilation of all Section reporting for calendar year 2020, detailing session topics and speakers. The Committee proposes to circulate the compilation, as has been done in past years, to the Sections for their use in generating program topics going forward.
  - d. Also attached to this report is a year by year summary of reports by each Section. This summary is concerning on several fronts.
    - i. The upward trend of Sections ignoring this annual requirement (5 in 2017, 9 in 2018, and now 13 in 2019) undermines the authority of the national organization to protect its reputation for the benefit of all members.
    - ii. Six Sections that have previously reported issuing PDHs in ASHE's name and the National Conference have not reported for 2019, a requirement under the self-certification program.
    - iii. An estimated 2,900 contact hours cannot be reported for 2019. The Committee has modeled 2019 based on past year's reporting and believes that the true issuance is approximately 12,500 contact hours (which would be an 11% increase from 2018), but far too much data are missing to confidently establish that.
  - e. The table below summarizes the results of the first four years of the program (CY 2016 being a partial reporting year). A conservative value of \$50/PDH is used to estimate the value produced to membership.

| ASHE PDH Reporting Summary    |            |            |            |              |
|-------------------------------|------------|------------|------------|--------------|
|                               | CY 2016    | CY 2017    | CY 2018    | CY 2019 *    |
| Total Sections                | 41         | 43         | 43         | 43           |
| Reporting                     |            | 38         | 34         | 30           |
| Reporting PDHs                | 16         | 29         | 27         | 24           |
| Reporting No PDHs             | 2          | 9          | 7          | 6            |
| Conference Reporting PDHs     |            |            | 2          | 1            |
| Sections Not Reporting        | 23         | 5          | 9          | 13           |
| Total PDHs Reported           | 4,700      | 10,765     | 11,265     | 9,555        |
| Value (estimated at \$50/PDH) | \$ 235,000 | \$ 538,250 | \$ 563,250 | \$ 477,725   |
| *Current 03/18/2020           |            |            |            | \$ 1,814,225 |



2. Develop and maintain policy documents to provide guidance to Sections with respect to professional development:
  - a. With three full years and a partial year 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. However, with thirteen Sections not reporting this year, the Committee is more hampered in these efforts.
  - 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.
    - i. Reminder: The Board/Regions/Sections are our eyes and ears in this matter so please monitor in the various states/geographies and advise this committee if changes occur.

**Budget update:**

1. 2019 - 2020 Budget: \$0 (Note: Florida fees due next in April 2021)
2. Spent – List items and \$ spent this quarter
  - a. \$0
3. Current Budget Balance: \$0
4. List any Non-Budget Items that should be considered.
  - a. None at this time.



# AMERICAN SOCIETY OF HIGHWAY ENGINEERS

## Professional Development Committee

### PDH Issuance Report - Calendar Year 2019

|                                      | Name of Session   | Speaker(s) 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 | Designated Professional Development Coordinator             | Comments                       |
|--------------------------------------|---|---|-----------------|-----------------------|-----------------|------------------------------------|-------------------------------|---------------------------------------|---|--------------------------------|
| <b>Great Lakes Region</b>            |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| Bluegrass                            | Traffic Safety  | Andy Pilgrim - Traffic Safety Education Foundation  | 2/21/2019       | 1 hour                | Kentucky        | 1.00                               | 44                            | Yes                                   | Alison Gwynn  |                                |
| Bluegrass                            | Lexington-Fayette Urban County Government (LFUCG) Transportation Projects       | Nancy Albright, PE - Commissioner LFUCG   | 8/28/2019       | 1 hour                | Kentucky        | 1.00                               | 41                            | Yes                                   | Alison Gwynn  |                                |
| <b>Central Dacotah</b>               |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| <b>Central Ohio</b>                  |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| Cuyahoga Valley                      | 2019 Outstanding Highway Projects   | Paul Pickett, P.E. Jim Bowling, P.E. et al.   | 3/20/2019       | 50 minutes            | Ohio            | 1.00                               | 34                            | Yes                                   | Scott M. Basinger, P.E.                                     |                                |
| Cuyahoga Valley                      | Master Plan Implementation: Muskingum Watershed Conservance District            | Boris Slogar, P.E. Dave Sicker, P.E.  | 4/18/2019       | 50 minutes            | Ohio            | 1.00                               | 31                            | Yes                                   | Scott M. Basinger, P.E.                                     |                                |
| Cuyahoga Valley                      | Ohio's Transportation Revenue   | Lloyd MacAdam, P.E.   | 9/12/2019       | 50 minutes            | Ohio            | 1.00                               | 37                            | Yes                                   | Scott M. Basinger, P.E.                                     |                                |
| Cuyahoga Valley                      | Development of Gervasi Vineyard   | Ted Swaldo Owner and Mechanical Engineer  | 10/22/2019      | 50 minutes            | Ohio            | 1.00                               | 21                            | Yes                                   | Scott M. Basinger, P.E.                                     |                                |
| Derby City                           | KYTC District 5 Project Development   | Travis Thompson-KYTC Branch Manager for Project   | 1/22/2019       | 1 hour                | Kentucky        | 1.00                               | 49                            | Yes                                   | Brian Meade, P.E.   |                                |
| Derby City                           | Overview and Update on KYTC's Strategic   | Eileen Vaughn-KYTC's Assistant Director for the Division of   | 7/18/2019       | 1 Hour                | Kentucky        | 1.00                               | 29                            | Yes                                   | Brian Meade, P.E.   |                                |
| Lake Erie                            | Ethics in Engineering   | Mark D. Griffin, Inspector General & Delante Thomas, Deputy Inspector General Cuyahoga County           | 1/16/2019       | 2 hours               | Ohio            | 2.00                               | 157                           |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | Drive Ohio Update   | Jim Barna<br>Patrick Smith  | 2/19/2019       | 0.75 hours            | Ohio            | 0.75                               | 79                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | 2018 Lake Erie Section Project of the Year                                      | Natalie Conley, PE, Kirsten Bowen, PE, Lynn Miggins, PE, Hamid Homae, PE                                | 3/26/2019       | 0.75 hours            | Ohio            | 0.75                               | 65                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | County Engineer's Update  | David Marquard, PE, PS, Alan Brubaker, PE, PS   | 4/25/2019       | 0.75 hours            | Ohio            | 0.75                               | 94                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | GCRTA E. 116th Street Station Tour  | Brian Temming, James Stock  | 5/21/2019       | 1 hour                | Ohio            | 1.00                               | 28                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | ODOT Kickoff with District Deputy Directors & CPAs                              | Bob Weaver, PE, PS, Matt Walter, PE, PS, Gery Noiro, PE, Chad Root, PE, John Picuri, PE, Mike Kubek, PE | 9/12/2019       | 0.75 hours            | Ohio            | 0.75                               | 93                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | ODOT Transition to OpenRoads Designer   | John Drsek, PE, Mark McCloud  | 10/17/2019      | 0.75 hours            | Ohio            | 0.75                               | 74                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| Lake Erie                            | ODOT's Highway Safety Program Update  | Michelle May  | 11/19/2019      | 0.75 hours            | Ohio            | 0.75                               | 63                            |                                       | Kathy Johnson, PE, CPESC                                    | Ohio is a self-reporting state |
| <b>2019 ASHE National Conference</b> |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| <b>Northwest Ohio</b>                |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| <b>Triko Valley</b>                  |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| <b>Mid-Atlantic Region</b>           |   |   |                 |                       |                 |                                    |                               |                                       |   |                                |
| Mid-Atlantic Region Conference       | Baltimore Urban Ecological Study – Research for Action for the Sustainable City | Dr. Larry Band, PHD - Univ. of VA   | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |                                |
| Mid-Atlantic Region Conference       | Verifying Crowdsourced Crash and Disabled Vehicle Data Reports from WAZE        | Dr. Noah J. Goodall, PHD - VA Transpiration Research Council  | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |                                |
| Mid-Atlantic Region Conference       | Cold Central Plant Recycled Material Use  | Thomas Tate, PE - VDOT Hampton Roads District   | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |                                |



# AMERICAN SOCIETY OF HIGHWAY ENGINEERS

## Professional Development Committee

### PDH Issuance Report - Calendar Year 2019

|                                | Name of Session  | Speaker(s) 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 | Designated Professional Development Coordinator             | Comments |
|--------------------------------|--|--|-----------------|-----------------------|-----------------|------------------------------------|-------------------------------|---------------------------------------|---|----------|
| Mid-Atlantic Region Conference | Merging LIDAR Data from Multiple Collection Platforms  | Robert Kundrick, PLS - GPI Geospatial  | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |          |
| Mid-Atlantic Region Conference | Portsmouth Blvd Nansemond Parkway Roadway Improvements   | Vincent Riccio, PE - Kimley-Horn, Ian Johnson, PE - Clark-Nexsen, Earl Sorey, PE - City of Chesapeake, Sandon Rogers, PE - City of Suffolk, Matt Martin - MPB Inc. | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |          |
| Mid-Atlantic Region Conference | Hampton Roads Bridge-Tunnel (HRBT) Expansion Project – The Next Connection   | Frank F. Fabian, PE, PMP - Virginia Department of Transportation   | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |          |
| Mid-Atlantic Region Conference | MD-404 Design-Build Project - Meeting the Challenges   | Jay Smith, PE - JMT, Eric Sender, PE - Wallace Montgomery, Megan Gribb, PE - RK&K  | 3/18/2019       | 1 hr                  | Virginia        | 1.00                               | 81                            | Yes                                   | Roger Carriker, PE - National Director, Mid-Atlantic Region |          |
| Blue Ridge                     | Southgate Interchange Project - Challenges & Solutions   | Josh Lawrence, PE  | 1/22/2019       | 1 hour                | Virginia        | 1.00                               | 24                            | Yes                                   | Vanessa Hobson/Mike Agee                                    |          |
| Blue Ridge                     | Stormwater Pipe Installation & Post Installation Inspection  | Hank Gottschalk  | 2/26/2019       | 1 hour                | Virginia        | 1.00                               | 19                            | Yes                                   | Vanessa Hobson/Mike Agee                                    |          |
| Blue Ridge                     | I-81 Bridge Replacement over Sinking Creek & Halls Bottom Design-Build Project   | Mike Russell, PE; Chad McMurray; Charlie Stokes  | 3/26/2019       | 1 hour                | Virginia        | 1.00                               | 23                            | Yes                                   | Vanessa Hobson/Mike Agee                                    |          |
| Blue Ridge                     | Franklin Road Bridge Project   | Rob Dean, PE   | 9/24/2019       | 1 hour                | Virginia        | 1.00                               | 28                            | Yes                                   | Vanessa Hobson/Mike Agee                                    |          |
| Chesapeake                     | OED on Full Delivery Stream Restoration  | Ryan Cole of SHA   | 2/19/2019       | 1 hour                | Maryland        | 1.00                               | 88                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Alternative Headwater Crediting  | Scott Lowe of McCormick Taylor   | 2/19/2019       | 1 hour                | Maryland        | 1.00                               | 88                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Ice Jam Modeling - a Case Study of Conococheague Creek   | Jason Coleman of RK&K  | 2/19/2019       | 1 hour                | Maryland        | 1.00                               | 88                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Maryland Transportation Authority Update   | Will Pines – MDTA  | 3/19/2019       | 1 hour                | Maryland        | 1.00                               | 65                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Purple Line Light Rail Project   | Kevin Oberheim of RK&K   | 3/19/2019       | 1 hour                | Maryland        | 1.00                               | 65                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Integration of Nature and Transportation Technology for Smart Cities   | Anil Ahuja of CCJM   | 3/19/2019       | 1 hour                | Maryland        | 1.00                               | 65                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Session 1 – Background: Dam safety background, Laws and regulations requiring breach analysis, Fundamentals of hazards associated with moving waters, Case studies of dam breaches | MDE's DAM SAFETY WORKSHOP  | 7/17/2019       | 1 hour                | Maryland        | 1.00                               | 69                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Session 2 - Breaking down the Guidance Document: What's in it? , What's new and what has been revised?   | MDE's DAM SAFETY WORKSHOP<br>Scott Bass, P.E.<br>Maryland Dept. of the Environment   | 7/17/2019       | 1 hour                | Maryland        | 1.00                               | 69                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Session 3 – Example: Work through a full incremental dam breach analysis   | MDE's DAM SAFETY WORKSHOP<br>Scott Bass, P.E.<br>Maryland Dept. of the Environment   | 7/17/2019       | 1 hour                | Maryland        | 1.00                               | 69                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Session 4 – Example: Work through a few simplified breach analyses   | MDE's DAM SAFETY WORKSHOP<br>Scott Bass, P.E.<br>Maryland Dept. of the Environment   | 7/17/2019       | 1 hour                | Maryland        | 1.00                               | 69                            | Yes                                   | Marco Avila, PE   |          |
| Chesapeake                     | Session 5 – Example: Work through several "screening level" breach analyses  | MDE's DAM SAFETY WORKSHOP<br>Scott Bass, P.E.<br>Maryland Dept. of the Environment   | 7/17/2019       | 1 hour                | Maryland        | 1.00                               | 69                            | Yes                                   | Marco Avila, PE   |          |



## AMERICAN SOCIETY OF HIGHWAY ENGINEERS

### Professional Development Committee

#### PDH Issuance Report - Calendar Year 2019

|                             | Name of Session   | Speaker(s) 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 | Designated Professional Development Coordinator | Comments                  |
|-----------------------------|---|--|-----------------|-----------------------|-----------------|------------------------------------|-------------------------------|---------------------------------------|---|---------------------------|
| Chesapeake                  | Session 6 – Summary: Open forum for questions and discussion              | MDE's DAM SAFETY WORKSHOP<br>Scott Bass, P.E.<br>Maryland Dept. of the Environment         | 7/17/2019       | 1 hour                | Maryland        | 1.00                               | 69                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | Field Tour – Background: Concrete Pipe and Precast, LLC Plant Tour        | Hank Gottschalk<br>Technical Marketing Mid-Atlantic Region<br>Concrete Pipe & Precast, LLC | 9/17/2019       | 2 hours               | Maryland        | 2.00                               | 13                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | CHART DMS Effectiveness Survey and BaltimoreLink Signing:                 | Tim Ryan, AECOM - Umesh Murthy, Transtech Engineering Consultants - Kevin Permisohn, WSP   | 10/29/2019      | 1 hour                | Maryland        | 1.00                               | 64                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | MTA Innovations including Use of Real-Time Data:                          | Mike Helta, MDOT MTA   | 10/29/2019      | 1 hour                | Maryland        | 1.00                               | 64                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | Anne Arundel County's Corridor Planning Studies Program:                  | Ramond Robinson & Eric Tabacek, Anne Arundel County  | 10/29/2019      | 1 hour                | Maryland        | 1.00                               | 64                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | MD 97 Montgomery Hills Project Planning Study                             | Barry Kiedrowski (MDOT SHA Office of Planning and Preliminary Engineering)                 | 11/19/2019      | 1 hour                | Maryland        | 1.00                               | 65                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | The Chesapeake Bay Crossing Study: Tier 1 NEPA                            | Heather Lowe and Melissa Williams (both of Division of Planning and Program Development)   | 11/19/2019      | 1 hour                | Maryland        | 1.00                               | 65                            | Yes                                   | Marco Avila, PE                                 |                           |
| Chesapeake                  | Baltimore Region Congestion Management Process                            | Laura Barcena, PE (Rossi Transportation Group) and Michael Grant (Vice President of ICF)   | 11/19/2019      | 1 hour                | Maryland        | 1.00                               | 65                            | Yes                                   | Marco Avila, PE                                 |                           |
|                             |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
| Carolina Piedmont           | NCDOT and Division 10 Updates   | Scott Cole   | 6/19/2019       | 1 hour                | North Carolina  | 1.00                               | 50                            | Yes                                   | Preston D. McCloud, P.E.                        |                           |
| Carolina Piedmont           | The Cross Charlotte Trail   | Joe Frey   | 9/19/2019       | 1 hour                | North Carolina  | 1.00                               | 22                            | Yes                                   | Preston D. McCloud, P.E.                        |                           |
|                             |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
| Carolina Triangle           | Harrelson Hall Deconstruction   | Josh Griffin, PE   | 1/31/2019       | 1 hour                | North Carolina  | 1.00                               | 76                            | Yes                                   | John E. Richards, III, PE                       |                           |
| Carolina Triangle           | Bonner Bridge Replacement   | Domenic Colletti, PE   | 3/19/2019       | 1 hour                | North Carolina  | 1.00                               | 78                            | Yes                                   | John E. Richards, III, PE                       |                           |
| Carolina Triangle           | Surf City Bridge Replacement  | Trevor Carroll, PE   | 5/16/2019       | 0.5 hour              | North Carolina  | 0.50                               | 69                            | Yes                                   | John E. Richards, III, PE                       |                           |
| Carolina Triangle           | U-5817: Fairview Road Extension over I-77 and Alcove Road Improvements    | Doug Taylor, PE  | 9/26/2019       | 1 hour                | North Carolina  | 1.00                               | 70                            | Yes                                   | John E. Richards, III, PE                       |                           |
| Carolina Triangle           | NCDOT Hurricane Preparation and Response - State and Division Perspective | Emily McGraw, PE and Greg Burns, PE  | 11/14/2019      | 1 hour                | North Carolina  | 1.00                               | 83                            | Yes                                   | John E. Richards, III, PE                       |                           |
| Carolina Triangle           | 2019 Fall Technical Seminar   | Derrick Lewis, PE, Derrick Weaver, PE, Ryan Arthur, GISP, and Crystal Moore                | 11/14/2019      | 3.5 hours             | North Carolina  | 3.50                               | 49                            | Yes                                   | John E. Richards, III, PE                       |                           |
|                             |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
| Greater Hampton Roads       | ASHE 2018 Project of the Year Dominion                                    | Earl Sorey, PE, Mike Prezioso, PE, and Scott Lovell, PE                                    | 1/22/2019       | 1 hour                | Virginia        | 1.00                               | 24                            | Yes                                   | Kenneth J Yarberry, PE                          | Two speakers were awarded |
| Greater Hampton Roads       | Ohio Creek Resilience Project in City of                                  | Christopher Frye, Nevill Reynolds, and Kimberly Blossom                                    | 3/19/2019       | 1 hour                | Virginia        | 1.00                               | 18                            | Yes                                   | Kenneth J Yarberry, PE                          | Presenter awarded one PDH |
| Greater Hampton Roads       | Rev 2 to 2011 Virginia Work Area  | Marty Sulla, Jr., PE; VDOT Asst District Traffic Engineer                                  | 9/17/2019       | 1 hour                | Virginia        | 1.00                               | 15                            | Yes                                   | Kenneth J Yarberry, PE                          | Presenter awarded two PDH |
| Greater Hampton Roads       | Joint Land Use Studies (JLUS)   | Brian Joyner, PE and Andrea Sweigart   | 11/12/2019      | 1 hour                | Virginia        | 1.00                               | 22                            | Yes                                   | Kenneth J Yarberry, PE                          | Presenter awarded one PDH |
|                             |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
| North Central West Virginia | UAS /Mobile LiDAR & DOH usage   | Matt Bainbridge - CEC Eng.   | 1/22/2019       | 1 hour                | West Virginia   | 1.00                               | 30                            | Yes                                   | Dennis LeRoy                                    |                           |
| North Central West Virginia | Titanium Surface Mounts for Bridges                                       | Jill Adkins - Perryman Co.   | 2/19/2019       | 1 hour                | West Virginia   | 1.00                               | 30                            | Yes                                   | Dennis LeRoy                                    |                           |
| North Central West Virginia | Tunnelton WV Tunnel bypass solution                                       | Tia Como - FSU Students  | 5/2/2019        | 1 hour                | West Virginia   | 1.00                               | 70                            | Yes                                   | Dennis LeRoy                                    |                           |
| North Central West Virginia | Economical Short Span Bdg. using Tub Girders                              | Karl Barth PH. D. WVU  | 10/8/2019       | 1 hour                | West Virginia   | 1.00                               | 35                            | Yes                                   | Dennis LeRoy                                    |                           |
|                             |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
| Old Dominion                |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
|                             |   |  |                 |                       |                 |                                    |                               |                                       |   |                           |
| Potomac                     | Fairfax County Bus Rapid Transit  | Eric Teitelman   | 2/13/2019       | 1 hour                | Virginia        | 1.00                               | 46                            | Yes                                   | Paul Hoffman                                    |                           |
| Potomac                     | VDOT Alternate Project Delivery   | Shailendra Patel   | 3/13/2019       | 1 hour                | Virginia        | 1.00                               | 44                            | Yes                                   | Paul Hoffman                                    |                           |
| Potomac                     | Northern Virginia Transportation Alliance                                 | Monica Backmon   | 4/10/2019       | 1 hour                | Virginia        | 1.00                               | 32                            | Yes                                   | Paul Hoffman                                    |                           |



# AMERICAN SOCIETY OF HIGHWAY ENGINEERS

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| Potomac                 | Crystal City Business Improvement District  | Robert Mandle   | 5/22/2019       | 1 hour                | Virginia        | 1.00                               | 43                            | Yes                                   | Paul Hoffman                                    |   |
| Potomac                 | State Policy of LIME  | Ben LaRocco   | 9/11/2019       | 1 hour                | Virginia        | 1.00                               | 30                            | Yes                                   | Paul Hoffman                                    |   |
| Potomac                 | ASHE Night at VDOT  | Helen Cuervo and Key Staff  | 10/9/2019       | 2 hours               | Virginia        | 2.00                               | 60                            | Yes                                   | Paul Hoffman                                    |   |
| Potomac                 | Eastern Fedral Lands Highway Division   | Monique Evans   | 11/13/2019      | 1 hour                | Virginia        | 1.00                               | 55                            | Yes                                   | Paul Hoffman                                    |   |
| <b>Northeast Region</b> |   |   |                 |                       |                 |                                    |                               |                                       |   |   |
| Albany                  | None issued - see comments  |   |                 |                       |                 |                                    |                               |                                       | John Saia                                       | Reported that no PDHs/CEUs issued with ASHE name/logo |
| Altoona                 | Current Roundabout Design and Planning  | Andy Duerr, P.E.  | 1/16/2019       | 1 hour                | PA              | 1.00                               | 45                            | Yes                                   | Devin Lansberry, P.E.                           |   |
| Altoona                 | US 33 Smart Mobility Corridor   | Jim Katsafanas, P.E., PTOE  | 2/20/2019       | 1/2 hour              | PA              | 0.50                               | 97                            | Yes                                   | Devin Lansberry, P.E.                           |   |
| Altoona                 | Moxham Bridge Replacement   | Keith Michael, P.E.   | 3/20/2019       | 1 hour                | PA              | 1.00                               | 66                            | Yes                                   | Devin Lansberry, P.E.                           |   |
| Altoona                 | ASHE Altoona/District 9-0 Joint Workshop  | 1) Newry Accelerated Bridge Construction Project - Lee Smith, P.E., Ralph DeStefano, P.E.; 2) US 219 Construction Overview - Tom Helsel, P.E.; 3) Project Development and TIP Impacts - Dave Lybarger; 4) District Project Updates and Consultants - Vince Greenland, P.E.; 5) Folded Steel Plate Girders for PennDOT's Rapid Bridge Replacement Program - Bob Elliot, P.E. | 4/16/2019       | 3 hours               | PA              | 3.00                               | 123                           | Yes                                   | Devin Lansberry, P.E.                           |   |
| Altoona                 | Mutimodal Transportation through PennDOT Connects   | Angela Watson, AICP   | 9/18/2019       | 1/2 hour              | PA              | 0.50                               | 41                            | Yes                                   | Devin Lansberry, P.E.                           |   |
| Central New York        |   |   |                 |                       |                 |                                    |                               |                                       | Peter Wlodarczyk, PE, RSP1                      | Reported that no PDHs/CEUs issued with ASHE name/logo |
| Clearfield              |   |   |                 |                       |                 |                                    |                               |                                       |   |   |
| Delaware Valley         | Frankford Avenue Bridge: Rehabilitation of the Oldest Bridge in the United States   | Michael J. Cuddy, PE, Principal/Sr. Vice President, TranSystems; Alex Craft, Project Manager, Loftus Construction   | 1/15/2019       | 1 hour                | PA              | 1.00                               | 97                            | Yes                                   | John Quirus, PE                                 |   |
| Delaware Valley         | Ross Fording Road Bridge over Octoraro Creek Historic Truss Rehabilitation  | John Baumgardner, PE – HDR; Monica Harrower, PennDOT District 6-0   | 3/20/2019       | 1 hour                | PA              | 1.00                               | 65                            | Yes                                   | John Quirus, PE                                 |   |
| Delaware Valley         | PennDOT's Stormwater Control Measures Inspections & Maintenance Program   | Susan Giannantonio - NTM Engineering  | 3/1/2019        | 2 hours               | PA              | 2.00                               | 82                            | Yes                                   | John Quirus, PE                                 |   |
| Delaware Valley         | Heat-Straightening Steel Bridge Members The History, Construction, and Structural/Mechanical Rehabilitation of the Passyunk Avenue Drawbridge Historic Paving Materials and Engineering Consideration | Michael Urban, PE and Michael Cann, PE - Gannett Fleming David Cutler, PE – Michael Baker International Robert Wright, PE – McMahon Associates  | 5/1/2219        | 3 hours               | PA              | 3.00                               | 55                            | Yes                                   | John Quirus, PE                                 |   |
| Delaware Valley         | I-95/Turnpike Interchange Project – Stage 2   | Gannett Fleming & Jacobs Engineering  | 10/16/2019      | 1 hour                | PA              | 1.00                               | 79                            | Yes                                   | John Quirus, PE                                 |   |
| Delaware Valley         | Cruising Past to Future – The Pottstown Signal System Project   | David Adam ( PennDOT) Doug Yerger (Pottstown Public Works) Wayne Droesser (Traffic Planning and Design)   | 11/20/2019      | 1 hour                | PA              | 1.00                               | 40                            | Yes                                   | John Quirus, PE                                 |   |
| Delaware Valley         | Philadelphia Floodplain Development & Regulations PA Historic Inventory   | Josh Lippert - City of Philadelphia John Gardoski - PA Historic Museum Commission   | 11/20/2019      | 2 hours               | PA              | 2.00                               | 55                            | Yes                                   | John Quirus, PE                                 |   |
| East Penn               | The Art of Innovative Concept   | Smith Siromaskul, PE  | 2/6/2019        | 1 hour                | PA & NJ         | 1.00                               | 16                            | Yes                                   | Thomas J. Dominiecki, PE, PTOE                  |   |
| East Penn               | Presentaiton by Lehigh Valley Planning  | Becky Brady   | 4/3/2019        | 1 hour                | PA & NJ         | 1.00                               | 26                            | Yes                                   | Thomas J. Dominiecki, PE, PTOE                  |   |



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| East Penn     | Penn Street Presentation &  | Brian Teles PE, Grant Flothmeier PE, Megan Fallon PE,  | 10/1/2019       | 2 hours               | PA & NJ         | 1.50                               | 12                            | Yes                                   | Thomas J. Dominiecki, PE, PTOE                  |                            |
| East Penn     | PennDOT Distriction 5-0, Construction   | Alfred Picca, PE   | 11/5/2019       | 1 hour                | PA & NJ         | 1.00                               | 36                            | Yes                                   | Thomas J. Dominiecki, PE, PTOE                  |                            |
|               |   |  |                 | 1 hour                |                 |                                    |                               |                                       |   |                            |
| First State   | DelDOT Projects and Policy Initiatives for 2019   | Robert McCleary, P.E., DelDOT Chief Engineer   | 1/17/2019       | 1 hour                | Delaware        | 1.00                               | 30                            | Yes                                   | Matt Carter                                     |                            |
| First State   | Active Schedule Management to Mitigate Delays   | Scott Lowe, P.E.   | 2/28/2019       | 3 hours               | Delaware        | 3.00                               | 19                            | Yes                                   | Matt Carter                                     |                            |
| First State   | Contractor Performance Evaluation Panel Discussion  | Darren O'Neill, Chris Baker, Pete Erony, Javier Torrijos, Chris Costello                                   | 4/18/2019       | 1 hour                | Delaware        | 1.00                               | 25                            | Yes                                   | Matt Carter                                     |                            |
| First State   | Ethics as Related to the Highway Industry   | Rob Snowden, P.E. and Greg Pawlowski, P.E.   | 5/21/2019       | 3 hours               | Delaware        | 3.00                               | 23                            | Yes                                   | Matt Carter                                     |                            |
| First State   | Small Unmanned Aircraft Systems (sUAS) Technology and Applications                        | Andrew Haller, P.E., Century Engineering   | 10/17/2019      | 1 hour                | Delaware        | 1.00                               | 13                            | Yes                                   | Matt Carter                                     |                            |
| First State   | Engineering Tour of the Christina River Bridge at the Wilmington Riverfront               | Raymond Petrucci, Nick Hetrick, and Robert Healy   | 11/14/2019      | 1 hour                | Delaware        | 1.00                               | 15                            | Yes                                   | Matt Carter                                     |                            |
|               |   |  |                 |                       |                 |                                    |                               |                                       |   |                            |
| Franklin      |   |  |                 |                       |                 |                                    |                               |                                       | J.T. Lincoln, P.E.                              | Reported that no PDHs/CEUs |
|               |   |  |                 |                       |                 |                                    |                               |                                       |   |                            |
| Harrisburg    | 15th Annual Joint Conference  | Michael Keiser, PE, Anthony Berger, PE, Brad Heigel, PE, Gary Graham, PE, Various PTC and PennDOT Managers | 4/12/2019       | 5 hours               | Pennsylvania    | 5.00                               | 88                            | Yes                                   | Justin Gochenauer, P.E.                         |                            |
|               |   |  |                 |                       |                 |                                    |                               |                                       |   |                            |
| Long Island   |   |  |                 |                       |                 |                                    |                               |                                       |   |                            |
|               |   |  |                 |                       |                 |                                    |                               |                                       |   |                            |
| Mid-Allegheny | CSX Transportation J&L Tunnel Modification  | James Swadley, P.E.  | 3/12/2015       | 0.75 hours            | Pennsylvania    | 0.75                               | 27                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | PennDOT Innovations   | Joseph Dubovi, III, P.E.   | 5/14/2015       | 0.5 hours             | Pennsylvania    | 0.50                               | 39                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | Precast Foundation Elements for the New New York (Tappan Zee) Bridge                      | Nick Burdette, P.E.  | 9/17/2015       | 0.75 hours            | Pennsylvania    | 0.75                               | 24                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | Masontown Bridge Replacement - From Conception Through Construction                       | Glen Stickel, P.E.   | 11/5/2015       | 0.75 hours            | Pennsylvania    | 0.75                               | 39                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | Transportation Planning and Logistics Associated with Pope Francis' Visit to Philadelphia | Jeff Kupko, P.E., PTOE   | 1/14/2016       | 0.75 hours            | Pennsylvania    | 0.75                               | 26                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | Joint ASHE/APC Liaison  | Paul Koza, P.E., Dave Jarvis, P.E., Tom Knieriem, P.E., Ron Schreckengost, P.E., Tim Thomas, P.L.S.        | 10/25/2016      | 2.5 hours             | Pennsylvania    | 2.50                               | 39                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | Small Unmanned Aircraft Systems (sUAS) Another Tool in the Inspection Toolbox             | Russell Howells, P.E., Robert Hanson, Varun Kasireddy  | 1/12/2017       | 1 hour                | Pennsylvania    | 1.00                               | 30                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | AC Miller Pre-fab Concrete Plant Tour   | Walt Buchan, P.E.  | 6/16/2017       | 1.5 hours             | Pennsylvania    | 1.50                               | 16                            | Yes                                   | Michael J. Shanshala, III, P.E.                 |                            |
| Mid-Allegheny | G-0136-G10 ABC Bridge Replacement Project   | Matthew Macey, P.E.  | 9/14/2017       | 0.5 hours             | Pennsylvania    | 0.50                               | 39                            | Yes                                   | Timothy J. Panzigrau, P.E.                      |                            |
| Mid-Allegheny | Lessons Learned from the 2017 Construction Projects                                       | Paul Koza, PE  | 11/9/2017       | 0.5 hours             | Pennsylvania    | 0.50                               | 52                            | Yes                                   | Timothy Panzigrau, PE                           |                            |
| Mid-Allegheny | SR 322 Day Bridge over I-80 Rehabilitation Project  | John Kennelly, PE  | 1/11/2018       | 1 hour                | Pennsylvania    | 1.00                               | 47                            | Yes                                   | Timothy Panzigrau, PE                           |                            |
| Mid-Allegheny | The Andy Warhol Bridge Rehabilitation   | Aaron Colorito, PE   | 3/8/2018        | 0.5 hours             | Pennsylvania    | 0.50                               | 27                            | Yes                                   | Timothy Panzigrau, PE                           |                            |
| Mid-Allegheny | Lindy Paving Tour   | Jeffery Karr, PE   | 6/8/2018        | 2 hours               | Pennsylvania    | 2.00                               | 6                             | Yes                                   | Timothy Panzigrau, PE                           |                            |
| Mid-Allegheny | Advances in Subsurface Engineering  | Bryan Teschke, PG  | 9/13/2018       | 0.5 hours             | Pennsylvania    | 0.50                               | 25                            | Yes                                   | Timothy Panzigrau, PE                           |                            |




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| Mid-Allegheny            | Lessons Learned from the 2018 Construction Projects   | Paul Koza, PE  | 11/8/2018       | 0.5 hours             | Pennsylvania    | 0.50                               | 52                            | Yes                                   | Timothy Panzigrau, PE                           |          |
| Mid-Allegheny            | Moraine State Park Access Project   | Eric Buchan, PE & Robert Schmidt, PE   | 1/10/2019       | 1.5 hours             | Pennsylvania    | 1.50                               | 45                            | Yes                                   | Timothy Panzigrau, PE                           |          |
| Mid-Allegheny            | Ohiopyle Multimodal Gateway Project   | Dawn Schilling, PE, AICP   | 9/12/2019       | 0.5 hours             | Pennsylvania    | 0.50                               | 32                            | Yes                                   | Timothy Panzigrau, PE                           |          |
| Mid-Allegheny            | 2019 Construction Season Review   | Paul Koza, PE  | 11/7/2019       | 1 hour                | Pennsylvania    | 1.00                               | 41                            | Yes                                   | Timothy Panzigrau, PE                           |          |
| Mid-Allegheny            | Frankford Avenue Bridge Rehabilitation  | Michael Cuddy, PE  | 3/14/2019       | 1 hour                | Pennsylvania    | 1.00                               | 28                            | Yes                                   | Timothy Panzigrau, PE                           |          |
| Mid-Allegheny            | Margiotti Bridge  | Jason Layman, EIT & Jason DeFlitch, PE   | 1/9/2020        | 1 hour                | Pennsylvania    | 1.00                               | 35                            | Yes                                   | Timothy Panzigrau, PE                           |          |
| New York Metro           |   |  |                 |                       |                 |                                    |                               |                                       |   |          |
| North Central New Jersey |   |  |                 |                       |                 |                                    |                               |                                       |   |          |
| North East Penn          | Verification of Foundation Grouting for Northampton County Bridge 102   | Tarek Haider, PE, Christopher Morgan, PMP  | 1/8/2019        | 50 minutes            | Pennsylvania    | 1.00                               | 29                            |                                       | Jerilyn D. Luben                                |          |
| North East Penn          | GeoSpray Geopolymer Mortar Spray Lining of Existing Pipes on SR 84-449 Reconstruction Project Saves \$3,000,000 | Scott Naiva, PE, Milliken Infrastructure Solutions   | 2/19/2019       | 75 minutes            | Pennsylvania    | 1.00                               | 21                            |                                       | Jerilyn D. Luben                                |          |
| North East Penn          | Moving Forward – PennDOT P3 Program   | Michael Bonini, Director, Office of Public-Private Transportation Partnerships   | 4/9/2019        | 50 minutes            | Pennsylvania    | 1.00                               | 19                            |                                       | Jerilyn D. Luben                                |          |
| North East Penn          | Site Tour of the Lackawanna Energy Center Power Plant   | Christopher Smith, Plant Engineer, Invenergy Services LLC  | 9/24/2019       | 50 minutes            | Pennsylvania    | 1.00                               | 19                            |                                       | Jerilyn D. Luben                                |          |
| North East Penn          | PennDOT District 4-0 SR 92 Project  | Gerard Babinski, P.E., District Bridge Engineer  | 10/15/2019      | 50 minutes            | Pennsylvania    | 1.00                               | 28                            |                                       | Jerilyn D. Luben                                |          |
| North East Penn          | Cold In-Place Asphalt Recycling and Full Depth Reclamation  | Michael Polack Past President - Asphalt Recycling & Reclaiming Association Board of Directors - Foundation for Pavement Preservation | 11/12/2019      | 50 minutes            | Pennsylvania    | 1.00                               | 25                            |                                       | Jerilyn D. Luben                                |          |
| Pittsburgh               | Operations, Inspection, and National Research of PennDOT's Tunnels  | Lou Ruzzi, P.E., and Ben DeVore, P.E.  | 1/9/2019        | 1 hour                | PA              | 1.00                               | 125                           | Yes                                   | John Tricini P.E., PLS                          |          |
| Pittsburgh               | Station Square Freight Train Derailment and Authority Emergency Response & Restoration                          | Greg O'Hare, P.E.  | 2/6/2019        | 1 hour                | PA              | 1.00                               | 112                           | Yes                                   | John Tricini P.E., PLS                          |          |
| Pittsburgh               | Pittsburgh DOMI, City Tour Presentation   | Project Managers from City of Pittsburgh Department of Mobility and Infrastructure   | 6/27/2019       | 1 hour                | PA              | 1.00                               | 118                           | Yes                                   | John Tricini P.E., PLS                          |          |
| Pittsburgh               | Alternative Contracting Methods in Highway Construction   | Kathryn Weisner, P.E. and Melissa Batula, P.E.   | 11/13/2019      | 1 hour                | PA              | 1.00                               | 99                            | Yes                                   | John Tricini P.E., PLS                          |          |
| Southern New Jersey      | Engineering Ethics and The Law  | Christopher W. Boyle   | 1/9/2019        | 1 hour                | New Jersey      | 1.00                               | 73                            | Yes                                   | Philip J. Thompson, PE                          |          |
| Southern New Jersey      | Route 37 EB, Mathis Bridge Rehabilitation and Improvements  | Rama Krishnagiri, PE; Steve Esposito, PE; Rishi Rishindran, PE; George Zimmer  | 2/13/2019       | 1 hour                | New Jersey      | 1.00                               | 76                            | Yes                                   | Philip J. Thompson, PE                          |          |
| Southern New Jersey      | Route 1 Hard Shoulder Running Pilot Project   | Peter Drinkwater, PE; Jim Hogan, PE; Lt. Frank Lombardo; Wasif Mirza; Richard Jaffe, PE  | 3/6/2019        | 1 hour                | New Jersey      | 1.00                               | 58                            | Yes                                   | Philip J. Thompson, PE                          |          |
| Southern New Jersey      | I-295/I-76/Route 42 Direct Connection (Field Trip / Dinner Presentation)  | Lisa Peterson, PE; Doug Nase, PE; Greg Magliano, EIT; James Boudreau, PE   | 5/15/2019       | 1 hour                | New Jersey      | 1.00                               | 59                            | Yes                                   | Philip J. Thompson, PE                          |          |
| Southern New Jersey      | Alexander Road Bridge over D&R Canal  | John Campi; Denice daCunha, PE   | 10/16/2019      | 1 hour                | New Jersey      | 1.00                               | 49                            | Yes                                   | Philip J. Thompson, PE                          |          |
| Southern New Jersey      | Adaptive Traffic Signal Systems   | Kelly McVeigh, EIT   | 11/12/2019      | 1 hour                | New Jersey      | 1.00                               | 47                            | Yes                                   | Philip J. Thompson, PE                          |          |

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| <b>Southwest Penn</b>  |   |                               |                 |                       |                 |                                    |                               |                                       |   |   |
| Williamsport   | Acrow Bridge Fabrication Plant Tour   | Chris Holcombe and Bob Rose   | 3/27/2019       | 50 minutes            | Pennsylvania    | 1.00                               | 10                            |                                       | David W. Patterson, PE, PLS                     |   |
| Williamsport   | New Design and Materials for PA's Asphalt Pavements                                       | Gary Hoffman, PAPA            | 4/16/2019       | 50 minutes            | Pennsylvania    | 1.00                               | 6                             |                                       | David W. Patterson, PE, PLS                     |   |
| Williamsport   | Drilled shaft Foundations CSVT Project  | Paul King, PE, PADOT 3-0      | 5/15/2019       | 50 minutes            | Pennsylvania    | 1.00                               | 13                            |                                       | David W. Patterson, PE, PLS                     |   |
| Williamsport   | Tour of Current Work on the Northern Section of CSVT Project                              | Ted Deptula, PE, PADOT 3-0    | 9/18/2019       | 2 hours               | Pennsylvania    | 2.00                               | 10                            |                                       | David W. Patterson, PE, PLS                     |   |
| Williamsport   | PENNDOT Intelligent Transportation Systems  | Joseph Lyons, PE, PADOT 3-0   | 10/23/2019      | 1 hour                | Pennsylvania    | 1.00                               | 10                            |                                       | David W. Patterson, PE, PLS                     |   |
| <b>Rocky Mountain Region</b>   |   |                               |                 |                       |                 |                                    |                               |                                       |   |   |
| Phoenix Sonoran  | None issued - see comments  |                               |                 |                       |                 |                                    |                               |                                       | Melissa Boyles                                  | Reported that no PDHs/CEUs issued with ASHE name/logo |
| <b>South Central Region</b>  |   |                               |                 |                       |                 |                                    |                               |                                       |   |   |
| Dallas-Fort Worth  |   |                               |                 |                       |                 |                                    |                               |                                       | Markus D. Neubauer, PE                          | Reported that no PDHs/CEUs issued with ASHE name/logo |
| <b>Southeast Region</b>  |   |                               |                 |                       |                 |                                    |                               |                                       |   |   |
| Central Florida  | 7th Annual Central Florida E-Week Transportation Summit                                   | Mandy Bishop                  | 2/21/2019       | 2 hours               | Florida         | 2.00                               | 72                            | Yes                                   | Ann Schiola, CPSM, CIP                          |   |
| Central Florida  | Pavement Preservation - A Facelift for Pavement   | Tanya Nash                    | 9/18/2019       | 1 hour                | Florida         | 1.00                               | 16                            | Yes                                   | Ann Schiola, CPSM, CIP                          |   |
| Georgia  | Incorporation by GDOT of the 2018 Green Book Updates                                      | Daniel G. Pass                | 2/15/2019       | 0.5 hours             | Georgia         | 0.50                               | 79                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | Winter Workshop - The Ray   | Allie Kelly                   | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 168                           | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Group Project  | John Karnowski                | 3/3/2019        | 1.5 hours             | Georgia         | 1.50                               | 168                           | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - SR 42 Widening: RCUT Corridor Analysis & Corridor Approach to MS4                    | Tommy Crochet & Melissa Gende | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 78                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - GDOT Pedestrian Streetscape Guide Update   | Mickey O'Brien, Jack Anninos  | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 35                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Applied Engineering: Communicating Complex Traffic and Environmental Data            | Robin Stevens, Luis Velasquez | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 66                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Connected Vehicle Technology Deployment: An Engineer's Perspective                   | Xuewen Le                     | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 39                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Connected Data Platform: GDOT's Solution to the Fire Hose Problem                    | Marc Start, Emily Dwyer       | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 31                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Best Practices and FAQs for 3D Modeling  | Sam Woods                     | 3/3/2019        | 0.5 hours             | Georgia         | 0.50                               | 80                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Microsimulation: Proposed Operational Improvements for I-285 & I-20 West Interchange | Ramiro Santana                | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 67                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |
| Georgia  | WW - Safety Targets and Systemic Analysis   | Byron Rushing                 | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 30                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |   |





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|---------------------------------|---|---|-----------------|-----------------------|-----------------|------------------------------------|-------------------------------|---------------------------------------|---|----------------------------|
| Georgia                         | WW - Bentley OpenRoads: Ruled Geometry and Civil Cells                | David Jackson                                   | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 57                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - Pedestrian and Bicyclist Traffic Control Technology Evaluation   | Leslie Langley                                  | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 57                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - Maximizing the Benefits of 3D Design                             | Jonathan Langley, Ellie Black                   | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 54                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - GDOT Connected Vehicles: Plans and Progress (And a Few Problems) | Alan Davis                                      | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 55                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - Team Communication & Collaboration During Project Delivery       | Gail D'Avino & Sam Woods                        | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 69                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - Pavement Reclamation with Portland Cement                        | Dwane Lewis, Melissa Love Campbell              | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 36                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - GDOT Update  | Meg Pirkle                                      | 3/4/2019        | 0.5 hours             | Georgia         | 0.50                               | 168                           | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | WW - The ATL: What's Next for Regional Transit                        | Annie Gillespie                                 | 3/4/2019        | 1 hour                | Georgia         | 1.00                               | 168                           | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | State of the Cities: Roswell and Johns Creek                          | Robert Dell-Ross, Chris Haggard, Brian O'Connor | 4/19/2019       | 0.5 hours             | Georgia         | 0.50                               | 113                           | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | The Concept of Merging Two Major Modes of Transportation              | Tim Matthews                                    | 6/21/2019       | 0.5 hours             | Georgia         | 0.50                               | 125                           | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | Dynamic Pricing: 3 left turns to make a right?                        | Annie Gillespie                                 | 9/20/2019       | 0.5 hours             | Georgia         | 0.50                               | 43                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Georgia                         | Freight & Logistics: Plan & Deliver                                   | Thomas McQueen                                  | 10/18/2019      | 0.5 hours             | Georgia         | 0.50                               | 41                            | Yes                                   | Lindsey B. Dunnahoo, PE                         |                            |
| Houston                         |   |   |                 |                       |                 |                                    |                               |                                       |   |                            |
| South Florida (Gold Coast)      |   |   |                 |                       |                 |                                    |                               |                                       |   |                            |
| Northeast Florida               |   |   |                 |                       |                 |                                    |                               |                                       |   |                            |
| Middle Tennessee                | Adaptive Signal Control   | Meredith Cebelak                                | 1/23/2019       | 50 minutes            | Tennessee       | 1.00                               | 60                            | Yes                                   | Luke Sullivan                                   |                            |
| Middle Tennessee                | Nashville's Bluetooth Data Deployment                                 | Jeffrey Hammond                                 | 3/18/2019       | 50 minutes            | Tennessee       | 1.00                               | 95                            | Yes                                   | Luke Sullivan                                   |                            |
| Middle Tennessee                | I-240 CM/GC Project   | Sammie McCoy; Jake Williams                     | 4/24/2019       | 50 minutes            | Tennessee       | 1.00                               | 54                            | Yes                                   | Luke Sullivan                                   |                            |
| Middle Tennessee                | Subsurface Utility Engineering (SUE)                                  | Shane Slaughter                                 | 8/7/2019        | 50 minutes            | Tennessee       | 1.00                               | 45                            | Yes                                   | Luke Sullivan                                   |                            |
| Middle Tennessee                | Wildlife Shenanigans  | Michelle Hunt; Zane Pannell                     | 9/4/2019        | 50 minutes            | Tennessee       | 1.00                               | 50                            | Yes                                   | Luke Sullivan                                   |                            |
| Middle Tennessee                | Buggies, Buses, and Bikes   | Whitney Britt                                   | 11/6/2019       | 50 minutes            | Tennessee       | 1.00                               | 42                            | Yes                                   | Luke Sullivan                                   |                            |
| Middle Tennessee                | Financial Planning and Project Selection within TDOT                  | Paul Degges                                     | 12/4/2019       | 50 minutes            | Tennessee       | 1.00                               | 126                           | Yes                                   | Luke Sullivan                                   |                            |
| Tampa Bay                       |   |   |                 |                       |                 |                                    |                               |                                       | Pavan Paiavula, PE                              | Reported that no PDHs/CEUs |
|                                 |   |   |                 |                       |                 |                                    | 9,554.50                      |                                       |   |                            |
| Total Sections Reporting        | 43  | Updated   | 3/18/2020       |                       |                 |                                    |                               |                                       |   |                            |
| Reporting PDHs                  | 30  |   |                 |                       |                 |                                    |                               |                                       |   |                            |
| Reporting No PDHs               | 24  | Missing currently                               | 13              |                       |                 |                                    |                               |                                       |   |                            |
| Reg'l Conference Reporting PDHs | 6   | Missing as of 2/26/20                           | 24              |                       |                 |                                    |                               |                                       |   |                            |
| Nat'l Conference Reporting PDHs | 1   |   |                 |                       |                 |                                    |                               |                                       |   |                            |
|                                 | 0   |   |                 |                       |                 |                                    |                               |                                       |   |                            |



**ASHE**

## AMERICAN SOCIETY OF HIGHWAY ENGINEERS

### Professional Development Committee

#### PDH Issuance Report

|                                   | 2016                   | 2017                   | 2018                   | 2019 (Current<br>03/18/2020) |
|-----------------------------------|------------------------|------------------------|------------------------|------------------------------|
| <b><u>Great Lakes Region</u></b>  |                        |                        |                        |                              |
| Bluegrass                         |                        | 2 Sessions, 95 PDHs    | 1 Session, 48 PDHs     | 2 Sessions, 85 PDHs          |
| Central Dacotah                   | No Report from Section | Reported None Issued   | Reported None Issued   | No Report from Section       |
| Central Ohio                      | No Report from Section | No Report from Section | No Report from Section | No Report from Section       |
| Cuyahoga Valley                   | 2 Sessions, 48 PDHs    | 1 Session, 54 PDHs     | 4 Sessions, 76 PDHs    | 4 Sessions, 123 PDHs         |
| Derby City                        | No Report from Section | 4 Sessions, 216 PDHs   | No Report from Section | 2 Sessions, 78 PDHs          |
| Lake Erie                         | 6 Sessions, 5 PDHs     | 8 Sessions, 412 PDHs   | 7 Sessions, 454 PDHs   | 8 Sessions, 693 PDHs         |
| Northwest Ohio                    | No Report from Section | 5 Sessions, 159 PDHs   | 5 Sessions, 149 PDHs   | No Report from Section       |
| Triko Valley                      | No Report from Section | 5 Sessions, 450 PDHs   | No Report from Section | No Report from Section       |
| <b><u>Mid-Atlantic Region</u></b> |                        |                        |                        |                              |
| Mid-Atlantic Conference           |                        | 7 Sessions, 623 PDHs   | 7 Sessions, 574 PDHs   | 7 Sessions, 567 PDHs         |
| Blue Ridge                        | No Report from Section | 2 Sessions, 55 PDHs    | No Report from Section | 4 Sessions, 94 PDHs          |
| Chesapeake                        | 12 Sessions, 984 PDHs  | 4 sessions, 1,030 PDHs | 6 Sessions, 1,153 PDHs | 19 Sessions 1,286 PDHs       |
| Carolina Piedmont                 | No Report from Section | 1 Session, 40 PDHs     | 3 Sessions, 99 PDHs    | 2 Sessions, 72 PDHs          |
| Carolina Triangle                 | 1 Session, 3.5 PDHs    | 6 Sessions, 373 PDHs   | 6 Sessions, 592 PDHs   | 6 Sessions, 513 PDHs         |
| Greater Hampton Roads             | 6 Sessions, 79 PDHs    | 4 Sessions, 28 PDHs    | 1 Session, 27 PDHs     | 4 Sessions, 79 PDHs          |
| North Central West Virginia       | 1 Session, 1 PDHs      | Reported None Issued   | 2 Sessions, 90 PDHs    | 4 Sessions, 165 PDHs         |
| Old Dominion                      | 5 Sessions, 32 PDHs    | 5 Sessions, 106 PDHs   | 3 Sessions, 24 PDHs    | No Report from Section       |
| Potomac                           | 8 Sessions, 309 PDHs   | 8 Sessions, 310 PDHs   | 7 Sessions, 333 PDHs   | 7 Sessions, 370 PDHs         |
| <b><u>Northeast Region</u></b>    |                        |                        |                        |                              |
| Albany                            | Reported None Issued   | Reported None Issued   | Reported None Issued   | Reported None Issued         |
| Altoona                           | No Report from Section | 5 Sessions, 324 PDHs   | 2 Sessions, 359 PDHs   | 5 Sessions, 549 PDHs         |
| Central New York                  | No Report from Section | Reported None Issued   | 1 Session, 22.5 PDHs   | Reported None Issued         |
| Clearfield                        | No Report from Section | 3 Sessions, 504 PDHs   | 3 Sessions, 418 PDHs   | No Report from Section       |
| Delaware Valley                   | 7 Sessions, 698 PDHs   | 8 Sessions, 1,028 PDHs | 8 Sessions, 937 PDHs   | 7 Sessions, 720 PDHs         |
| East Penn                         | 3 Sessions, 55 PDHs    | 4 Sessions 102 PDHs    | 2 Sessions, 42 PDHs    | 4 Sessions, 96 PDHs          |
| First State                       | 6 Sessions, 155 PDHs   | 6 Sessions, 223 PDHs   | 6 Sessions, 218 PDHs   | 6 Sessions, 305 PDHs         |
| Franklin                          | No Report from Section | Reported None Issued   | Reported None Issued   | Reported None Issued         |



**ASHE**

## AMERICAN SOCIETY OF HIGHWAY ENGINEERS

### Professional Development Committee

#### PDH Issuance Report

|                                     | 2016                     | 2017                   | 2018                    | 2019 (Current<br>03/18/2020) |
|-------------------------------------|--------------------------|------------------------|-------------------------|------------------------------|
| Harrisburg                          | No Report from Section   | 7 Sessions, 584 PDHs   | No Report from Section  | 1 Session, 440 PDHs          |
| Long Island                         | No Report from Section   | No Report from Section | No Report from Section  | No Report from Section       |
| Mid-Allegheny                       | No Report from Section   | 4 Sessions, 100 PDHs   | 5 Sessions, 111 PDHs    | 20 Sessions, 602 PDHs        |
| New York Metro                      | 7 Sessions, 374 PDHs     | 8 Sessions, 450 PDHs   | 11 Sessions, 698 PDHs   | No Report from Section       |
| North Central New Jersey            | No Report from Section   | 8 Sessions, 1,021 PDHs | 8 Sessions, 799 PDHs    | No Report from Section       |
| North East Penn                     | 3 Sessions, 77 PDHs      | 6 Sessions, 157 PDHs   | 6 Sessions, 145 PDHs    | 6 Sessions, 141 PDHs         |
| Pittsburgh                          | 3 Sessions, 314 PDHs     | 2 Sessions, 244 PDHs   | 2 Sessions, 136 PDHs    | 4 Sessions, 454 PDHs         |
| Southern New Jersey                 | 4 Sessions, 193 PDHs     | 8 Sessions, 253 PDHs   | 7 Sessions, 335 PDHs    | 6 Sessions, 362 PDHs         |
| Southwest Penn                      | Reported None Issued     | Reported None Issued   | Reported None Issued    | No Report from Section       |
| Williamsport                        | No Report from Section   | 2 Sessions, 15 PDHs    | 6 Sessions, 82 PDHs     | 5 Sessions, 59 PDHs          |
| <b><u>Rocky Mountain Region</u></b> |                          |                        |                         |                              |
| Phoenix Sonoran                     | No Report from Section   | Reported None Issued   | Reported None Issued    | Reported None Issued         |
| <b><u>South Central Region</u></b>  |                          |                        |                         |                              |
| Dallas-Fort Worth                   | No Report from Section   | Reported None Issued   | Reported None Issued    | Reported None Issued         |
| <b><u>Southeast Region</u></b>      |                          |                        |                         |                              |
| Central Florida                     | No Report from Section   | 1 Session, 72 PDHs     | 1 Session, 25 PDHs      | 2 Sessions, 160 PDHs         |
| Georgia                             | No Report from Section   | Reported None Issued   | 14 Sessions, 998 PDHs   | 23 Sessions, 1,326 PDHs      |
| Houston                             |                          |                        | Reported None Issued    | No Report from Section       |
| South Florida (Gold Coast)          | No Report from Section   | Reported None Issued   | No Report from Section  | No Report from Section       |
| Northeast Florida                   | No Report from Section   | 1 Session, 25 PDHs     | 1 Session, 33 PDHs      | No Report from Section       |
| Middle Tennessee                    | 8 Sessions, 1,408 PDHs   | 5 Sessions, 1,056 PDHs | 8 Sessions, 1,586 PDHs  | 7 Sessions, 472 PDHs         |
| Tampa Bay                           | No Report from Section   | No Report from Section | No Report from Section  | Reported None Issued         |
| <b><u>National Conference</u></b>   |                          | 12 Sessions, 602 PDHs  | 18 Sessions, 1,015 PDHs | No Report from Section       |
| Sections Not Reporting:             | 23                       | 3                      | 8                       | 13                           |
| Total PDHs Reported:                | 4,735.5                  | 10,765.0               | 11,355.0                | 9,554.5                      |
| Increase/Decrease:                  | (Partial Year Reporting) | 127%                   | 5%                      | -16%                         |



## 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: March 24,<sup>th</sup> 2020**

#### **Report Period:**

4rd QTR 2019-2020

Bronzo, Chair

Harris

Moody

Schumacher

Cochrane

Pitzer

O'Connor

Kinnee

NACE Representative – Vacant

NAWIC Representative – Leigh Lilla

IECA Representative – Vacant

ASCET Representative – Mollie Gosnell

#### **Meetings held since the previous Quarterly Report**

1. Web EX meeting January
2. Web ex meeting April
3. Web Ex meeting Partnership Nomination committee April

**Motion(s) to be brought before the National Board: None**

#### **Discussions to be brought before the board**

**ACET Conference and Expo November 12<sup>th</sup> 2020 San Antonio Texas**

#### **Activities involving coordination**

ACET Expo, Region, section,

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

1. **2019 - 2020 Budget:**    \$4,000.00 Partnership  
    2019-2020 Budget       \$6,000.00 exposure
2. **Spent –**
3. **Current Budget Balance: \$10,000.00**
4. **List any Non-Budget Items that should be considered.**



## 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

Michael Hurtt (Pres.)

#### E-Mail

[stan.harris@stantec.com](mailto:stan.harris@stantec.com)

#### Date: 3/17/20

Report Period: 12/20/19-3/17/20

#### **Meetings held since the previous Quarterly Report**

1. 3/12/2020- Harris and Lilla participated in conference call. Discussed changes to Regional documents that may be required as part of Regional realignment.

#### **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:

- Presented New Officer Training for new Tennessee Valley Section in January 2020.

Status - Review Resource Center and work with Technology Committee to keep documents current.

No activity since last meeting

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

**Budget update**

1. **2019 - 2020 Budget: \$5,000**
2. **Spent – List items and \$ spent this quarter**
  - a. **Project of Year and Director Travel, \$700.44**
3. **Current Budget Balance: \$1,961.85**
4. **List any Non-Budget Items that should be considered.**
  - a.



## COMMITTEE QUARTERLY REPORT

### NATIONAL PROJECT AWARD SUBCOMMITTEE

#### Committee Members

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

#### Date

3/25/2020

#### 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. In-lieu of meetings, used e-mail correspondence to coordinate the ASHE 2020 Project of the Year Program.
2. Activities completed during this quarter included:
  - a. Solicited entries for the 2020 Project of the Year Award Program
  - b. Coordination with various Sections and Regions regarding the 2020 Project of the Year Award Program
  - c. Received 4 projects in each category (8 total) from the main operating regions
  - d. Solicited 4 judges, each a past national president, to evaluate the submitted projects. Evaluations are due on Friday, March 27, 2020.
3. Activities planned for the next quarter include:
  - a. Completing judging the projects submitted for the 2020 Project of the Year Award Program
  - b. Notifying all Regions who submitted projects of the results
  - c. Coordinate with the winning teams attendance, presentations, and panel board display requirements

#### Established Meeting Dates already set before the next Quarterly Report

1. There are no scheduled meetings at this time.  
Date: [Click here to enter a date.](#) Time TBD

#### 2019 – 2020 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-2020 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. 2019 – 2020 Expenditures:**

|                              |                        |                   |
|------------------------------|------------------------|-------------------|
| <b>Approved Budget</b>       |                        | <b>\$2,500.00</b> |
| <b>Expenses</b>              | <b>Date of Expense</b> |                   |
| <b>Award purchase</b>        |                        |                   |
| <b>Conference Attendance</b> |                        |                   |
| <b>Expenses Total</b>        |                        |                   |
|                              |                        |                   |
| <b>Balance</b>               |                        | <b>\$2,500.00</b> |

**2. List any Non-Budget Items that should be considered in the 2020 – 2021 budget: None**



## COMMITTEE STATUS REPORT

### MEMBERSHIP COMMITTEE

*Monitor membership and membership data for ways to increase the membership and improve retention. Ensure that the membership database meets the needs of the users and of the Society. Administer members-at-large. In conjunction with the Student Chapter Committee, monitor student section and membership to assure retention of student members.*

#### **Committee Members**

#### **E-Mail**

**Date: 3/20/20**

Leigh Lilla, Chair

[llilla@nelson-construction.com](mailto:llilla@nelson-construction.com)

**Report Period: Spring - April**

Tom Morisi

[Ashenationalsecretary@ashe.pro](mailto:Ashenationalsecretary@ashe.pro)

John Derr

[jderr@GFNET.com](mailto:jderr@GFNET.com)

Kevin Duris

[Kevin.Duris@trumbullcorp.com](mailto:Kevin.Duris@trumbullcorp.com)

Kirsten Bowen

[knbowen@mbakerintl.com](mailto:knbowen@mbakerintl.com)

James Barr

[james.barr@tylin.com](mailto:james.barr@tylin.com)

#### **Meetings held since the previous Quarterly Report**

Teleconference 2/10/20

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

Resolved:

#### **Discussions to be brought before the board**

1. Listen to the Technology Committees report on their electronic application routing and database maintenance - improvement of technology at National level. How can we assist technology committee? How will this affect membership committee?

#### **Activities**

1. Adopted reduced membership application and worked out bugs with adobe
2. Completed Lifetime Membership certificate discussion – finalize pin order count?
3. Completed document on website update
4. Comparison of inquiries versus number of people who joined

#### **Ongoing Business**

#### **New Business**

**Budget update**

1. 2019-2020 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. N/A



## 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](mailto:greenwoodda@cdmsmith.com)  
[stan.harris@stantec.com](mailto:stan.harris@stantec.com)  
[DDizuzio@tandmassociates.com](mailto:DDizuzio@tandmassociates.com)  
[clegett@ncdot.gov](mailto:clegett@ncdot.gov)  
[makinnee@urbanengineers.com](mailto:makinnee@urbanengineers.com)

Date: 03/23/20

Report Period: Spring '20

#### Meetings held since the previous Quarterly Report

1. Minimal correspondence by e-mail

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

1. None

#### Discussions to be brought before the board

1. Discussions pertaining to the procedural guidelines on e-voting
2. Bylaw revisions addressing ability to conduct business using e-voting-reference to guidelines

#### Activities:

Continued research on procedures on Board e-voting for similar professional societies.

Development of spreadsheet showing breakdown by section of what we have on file.

#### 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





## IMMEDIATE PAST PRESIDENT'S REPORT

April 4, 2020

### Activities & correspondence

- Served as chairman of the Nominating Committee. Refer to that report for details.
- Prepared the attached omnibus motion for the board's consideration regarding the likely absence of a National Conference in June.

# Omnibus Resolution regarding the postponement of the 2020 ASHE National Conference

Whereas:

As the result of extraordinary and emergency circumstances brought about by the COVID-19 virus outbreak, the ASHE National Conference is delayed beyond the normal time frame for the National Conference and Annual Membership Business Meeting,

it is therefore **resolved**:

That the following individuals be considered as installed for each individual's respective term of office effective June 1, 2020.

## Officers

Stan Harris (*TRIKO Valley*).....Second National Vice President  
Leigh Lilla (*Tampa*) .....First National Vice President  
Tim Matthews (*Georgia*).....National President  
Michael Hurtt (*Albany*).....Immediate Past National President  
Tom Morisi (*Altoona*).....National Secretary  
Frank O'Hare (*Central Ohio*).....National Treasurer

## Three-year directors

Rob Prophet (*Delaware Valley*) .....National Director - Northeast Region  
Michael Bywaletz (*Carolina Piedmont*).....National Director - Mid-Atlantic Region  
Scott Jordan (*Georgia*) .....National Director - Southeast Region

## Two-year directors

Frank Bronzo (*Cuyahoga Valley*).....National Director - Great Lakes Region  
Donato DiZuzio (*North Central New Jersey*).....National Director - Northeast Region  
Jason Hewatt (*Georgia*).....National Director - Southeast Region

## One-year directors

Kathryn Power (*Pittsburgh*) .....National Director - Northeast Region  
Roger Carriker (*Chesapeake*) .....National Director - Mid-Atlantic Region  
Jim Shea (*Lake Erie*) .....National Director - Great Lakes Region

It is further resolved:

That Article III, Section 2, paragraph 8 be suspended for calendar year 2020.

and further,

that the required reports described in this section be distributed to the membership in a manner determined by the National Secretary by May 29, 2020,

and further,

that the words "the Annual Membership Business Meeting" in Article IV, paragraph 7 be replaced with "May 31, 2020"

and further,

that Article V, sections 8.e and 9.e (dealing with the Secretary's and Treasurer's reports being presented at the annual meeting), be waived for the calendar year 2020

and further,

that the words "... the general election at the Annual Membership Business Meeting" in Article IV, paragraph 8 be replaced with "May 31, 2020"

and further:

That Article IV (dealing with contested races) , paragraph 9 be waived for the calendar year 2020.

## Omnibus Resolution regarding the potponement of the 2020 ASHE National Conference

It is further resolved:

That until December 31, 2020, Article V, paragraph 4 (dealing with the start of officers' and directors' terms) be replaced as follows:

The term of office shall begin ~~at the close of the Annual Membership Business~~

~~Meeting each year at which the officers elections are announced,~~ [on June 1, 2020,] and shall continue for the period stipulated above or until a successor is elected or appointed.

and further:

That Article VI, paragraph 3 (dealing with the timing and coordination of the Annual Membership Business Meeting) be suspended for calendar year 2020.

and further:

That, in Article VIII, paragraph 1, (dealing with committee assignments) the words " ...the Annual Membership Business Meeting" in Article IV, paragraph 7 be replaced with "May 31, 2020"

and further:

That all changes described herein expire and are null and void on December 31, 2020.

-end-



## Omnibus Resolution regarding the potponement of the 2020 ASHE National Conference

Commentary,

All these changes are temporary, and expire on Dec. 31, 2020, allowing a late or even very late conference.

These changes, in essence, make the need for an Annual Membership Business Meeting moot.

They eliminate the need for a physical installation for the new board members to serve. The new term for each individual will start on June 1, 2020, to coincide with the fiscal year.

It does **not** eliminate the ability of a member to make an additional nomination (Article IV, paragraph 8). However, I don't recall any such nominations in my terms on the board.

It allows the conference to take place at any time during the year (Article VI, paragraph 3) and unties the Annual Membership Business Meeting from the conference.

It provides for the required Secretary's and Treasurer's reports to be published to the membership without an Annual Membership Business Meeting.

It replaces the text "Annual Membership Business Meeting" with "May 31, 2020" or "June 1, 2020" as appropriate.



**Attachment 2: Region and Section Reports**



**REGIONAL REPORT**  
**Great Lakes Region**  
**Regional Directors Quarterly Report**  
**(January 2020 – March 2020)**

|                        |                      |  |
|------------------------|----------------------|--|
| <b>President:</b>      | <b>Kirsten Bowen</b> | <a href="mailto:Knbowen@mbakerintl.com">Knbowen@mbakerintl.com</a> |
| <b>Vice President:</b> | <b>Vacant</b>        |  |
| <b>Secretary:</b>      | <b>Jim Shea</b>      | <a href="mailto:jshea@trcsolutions.com">jshea@trcsolutions.com</a> |
| <b>Treasurer:</b>      | <b>Julie Burkert</b> | <a href="mailto:joogeb@hotmail.com">joogeb@hotmail.com</a>         |

**Activities:**

- Great Lakes Region held a board meeting on 1/29/2020 that included the following summary:
  - Alternate Designations – Great Lakes Region is trying to improve participation from the sections at GLR quarterly meetings by asking for Region Reps to assign alternates.
  - Jim Shea has recently had a difficult time receiving section reports from the Bluegrass and Central Dacotah Sections. He now has correct contact information and reports should start up.
  - A motion was made by Stan Harris and second by Jim Shea to sponsor the 2020 ASHE National Conference in the amount of \$400 for a half page advertisement.
  - Stan Harris and Frank Bronzo provided a National update that included Region restructuring, 2023 National Conference selection, insurance policy updates, new section updates (Tennessee Valley) and modifications to membership forms on the website.
  - Circle City restart and Detroit are still in beginning stages of kicking off – ongoing coordination.
  - Rachael McNutt is working with Amanda Schumacher and Mindy Sanders on GRL website updates that are currently in progress. The goal is to have the website running with basic information by March. <http://greatlakes.ashe.pro/>
  - National Second Vice President: The GLR's nomination of Stan Harris as ASHE National Second Vice President was accepted by the National Board. Stan Harris will be vacating his 1-Year National Director position and the GLR will need to fill the positions.
  - Based off the results of the survey and discussion at the 10/28/2019 GLR meeting the above recommendations were made to streamline committees for the GLR. New Sections and Student Sections under MEMBERSHIP, Scanner and Website under PUBLIC RELATIONS, Budget/Audit and Fundraising into FINANCE
  - Newsletter - Additional conversation was held about the development of a GLR newsletter. It was determined that the quarterly Section reports in combination with website updates will provide adequate information sharing between Sections.

| Operating Budget (As of 1/27/2020) |            | Membership (As of 3/31/2020) |     |
|------------------------------------|------------|------------------------------|-----|
| Starting Balance                   | \$8,462.06 | Starting Membership          | 968 |
| Revenue                            | \$ 300.00  | Losses                       | 0   |
| Expenses                           | \$1,163.80 | Gains                        | 25  |
| Ending Balance                     | \$7,598.26 | Ending Membership (paid)     | 997 |

\*listed membership is based on Section reports and includes Central Dacotah

\*\*2019Q1 Central Dacotah



**Events scheduled during next quarter:**

- Great Lakes Board Region Mtg: April 22, 2020

**Miscellaneous Items:**

- None

**Milestones:**

The following is a summary of key milestones for this quarter:

- None



## SECTION REPORTS

### Central Ohio

#### Regional Directors Quarterly Report (January 2020 – March 2020)

|                                       |                       |  |                    |
|---------------------------------------|-----------------------|--|--------------------|
| <b>President:</b>                     | <b>Sean Oatman</b>    | <a href="mailto:Sean.Oatman@ohm-advisors.com">Sean.Oatman@ohm-advisors.com</a>     | <b>2019 – 2020</b> |
| <b>1<sup>st</sup> Vice President:</b> | <b>Tom Less</b>       | <a href="mailto:tom.less@woolpert.com">tom.less@woolpert.com</a>                   | <b>2019 – 2020</b> |
| <b>2<sup>nd</sup> Vice President:</b> | <b>Justin Soltesz</b> | <a href="mailto:jsoltesz@structurepoint.com">jsoltesz@structurepoint.com</a>       | <b>2019 – 2020</b> |
| <b>Secretary:</b>                     | <b>Mike Taricska</b>  | <a href="mailto:Mike.Taricska@burgessniple.com">Mike.Taricska@burgessniple.com</a> | <b>2019 – 2020</b> |
| <b>Treasurer:</b>                     | <b>Mike Raubenolt</b> | <a href="mailto:mraubenolt@structurepoint.com">mraubenolt@structurepoint.com</a>   | <b>2019 – 2020</b> |

### Activities:

The following is a summary of key activities for this quarter:

- Assisted with the Engineer's Week Luncheon (held February 2020), which will feature speakers from NASA Glenn Research Center
- Held our annual Capital Improvement Projects luncheon in January 2020, which featured speakers from ODOT, Delaware County Engineer's Office, Franklin County Engineer's Office, and City of Columbus. This luncheon typically is our most popular event, and drew attendance around 150+

| YTD Operating Budget (As of 3/2020)<br>(Includes Investment Accounts) |              | Membership (As of 12/19) |     |
|---|--------------|--------------------------|-----|
| Starting Balance  | \$ 49,105.12 | Starting Membership      | 191 |
| YTD Revenue*  | \$28,670.87  | Losses                   | 0   |
| YTD Expenses*   | \$35,618.24  | Gains                    | 6   |
| Ending Balance  | \$42,157.75  | Ending Membership (paid) | 197 |

*\*Note YTD represents fiscal year, not calendar year*

### Events scheduled during next quarter:

- Planning to hold a happy hour in spring
- Planning to hold our annual Project of the Year luncheon in late May, where we will also swear in our 2020-2021 board members.

**Miscellaneous Items:** As Columbus is the location set for the 2022 National Conference, the Central Ohio section is leading that effort. We're looking forward to hosting in 2022!

**Milestones:** Nothing Additional



**Bluegrass Section  
Regional Directors Quarterly Report  
(January 2020 – March 2020)**

|                        |                     |  |                  |
|------------------------|---------------------|--|------------------|
| <b>President:</b>      | <b>Kevin Damron</b> | <a href="mailto:KDamron@Palmernet.com">KDamron@Palmernet.com</a>                 | <b>2016-2020</b> |
| <b>Vice President:</b> | <b>Alison Gwynn</b> | <a href="mailto:Alison.Gwynn@greshamsmith.com">Alison.Gwynn@greshamsmith.com</a> | <b>2018-2020</b> |
| <b>Secretary:</b>      | <b>Keith Damron</b> | <a href="mailto:Kdamron@aei.cc">Kdamron@aei.cc</a>                               | <b>2019-2020</b> |
| <b>Treasurer:</b>      | <b>Josh Coburn</b>  | <a href="mailto:JCoburn@palmernet.com">JCoburn@palmernet.com</a>                 | <b>2019-2020</b> |

**Activities:**

The following is a summary of key activities for this quarter:

- Held a Bluegrass Section Luncheon on 12/17/19 – Topic: Town Branch Commons Corridor. Speaker: Mike Sewell, E, LCI – Gresham Smith & Brandi Peacher – LFUCG Director of Project Management
- Held a Section Board meeting on 1/09/2020
- Held a Bluegrass Section Luncheon on 2/12/20 – Topic: New Circle Road Widening (Georgetown Rd to Newtown Pike and Boardwalk). Speaker: Catherine Keathley, EIT, KYTC – District 7, Lexington Section Engineer & Rob Sprague, PE, KYTC – District 7, Design Project Development.

| <b><u>Operating Budget (As of 12/1/19)</u></b> |            | <b><u>Membership (As of 2/28/20)</u></b> |    |
|--|------------|--|----|
| Starting Balance                               | \$2,363.27 | Starting Membership                      | 61 |
| Revenue  | \$1,653.63 | Losses*                                  | 0  |
| Expenses                                       | \$1,121.91 | Gains*                                   | 11 |
| Ending Balance                                 | \$2,894.99 | Ending Membership*                       | 72 |

\*We have approximately 25 members from 2018 who have not paid 2019 dues. We are working to resolute our membership totals and anticipate that our numbers will remain around 60-65. This will be addressed by the next quarters report. The good news is that we have gained 11 new members.

**Events scheduled during next quarter: (Note: Covid-19 Policies have all meetings on hold.)**

- 03/19/20 = Bluegrass Section Board Meeting
- 4/16/20 = ASHE Bluegrass Section 2020 Transportation Improvement Award Presentations (Project of the Year Applications)
- 05/21/20 = Bluegrass Section Board Meeting

**Student Chapter Update:**

- Continue working with the University of Kentucky Civil Engineering Department to recruit student membership into ASHE.

**Miscellaneous Items:**

- New Officers were sworn in at the 2/12/2020 meeting: Kevin Damron remains President; Alison Gwynn took over the position of Vice President; Keith Damron was sworn in as Secretary; and Josh Coburn was sworn in as Treasurer.

**Milestones:**

The following is a summary of key milestones for this quarter:

- N/A



**Cuyahoga Valley Section  
Regional Directors Quarterly Report  
(January 2020 – March 2020)**

|                        |                         |  |
|------------------------|-------------------------|--|
| <b>President:</b>      | <b>Nick Loukas</b>      | <b>nick.loukas@cantonohio.gov</b>      |
| <b>Vice President:</b> | <b>Dean Wolosiansky</b> | <b>dwolesiansky@lindsayprecast.com</b> |
| <b>Secretary:</b>      | <b>Scott Basinger</b>   | <b>smbasinger@starkcountyohio.gov</b>  |
| <b>Treasurer:</b>      | <b>Denny Flechtner</b>  | <b>denny319@att.net</b>                |

**Activities:**

The following is a summary of key activities for this quarter:

- 1/16/19 ASHE/OCA Construction Forecast Night
- 1/29/19 Canton Charge Outing
- 2/(19-20)/19 E-Week Banquets (Canton, Akron)
- ~~3/19/20 ASHE/NEOCEA Billiards Tournament CANCELLED~~
- ~~3/25/20 Outstanding Highway Awards Presentations CANCELLED~~

| <b><u>Operating Budget (As of 3/25/20)</u></b> |             | <b><u>Membership (As of 3/25/20)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance                               | \$13,095.51 | Starting Membership                      | 128 |
| Revenue  | \$1,266.21  | Losses                                   | 0   |
| Expenses                                       | \$1,556.35  | Gains                                    | 0   |
| Ending Balance                                 | \$12,805.37 | Ending Membership (paid)                 | 128 |

**Events scheduled during next quarter:**

- 4/16/20 ASHE/ASCE meeting – Ethics presentation
- 5/8/20 Trap Shoot
- 5/21/20 Annual Golf Outing

**Student Chapter Update:** None.

**Miscellaneous Items:**

**Milestones:**

The following is a summary of key milestones for this quarter:



**Derby City, KY Section  
Regional Directors Quarterly Report  
(January 2020 – March 2020)**

|                        |                |  |           |
|------------------------|----------------|--|-----------|
| <b>President:</b>      | Dave Stills    | <a href="mailto:dave.stills@greshamsmith.com">dave.stills@greshamsmith.com</a> | 2019-2020 |
| <b>Vice President:</b> | Craig Klusman  | <a href="mailto:Craig.Klusman@aecom.com">Craig.Klusman@aecom.com</a>           | 2019-2020 |
| <b>Secretary:</b>      | Brian Meade    | <a href="mailto:dave.stills@greshamsmith.com">dave.stills@greshamsmith.com</a> | 2019-2020 |
| <b>Treasurer:</b>      | Jonathan Berry | <a href="mailto:jon.berry@burgessniple.com">jon.berry@burgessniple.com</a>     | 2019-2020 |

**Activities:**

The following is a summary of key activities for this quarter:

- January 30, 2020– ASHE Derby City Chapter Luncheon. Mike Vaughn, KYTC Project Manager for Statewide HSIP Program
- February 26, 2020-- ASHE Derby City Board of Directors Meeting at Jade Palace

| <b><u>Operating Budget (As of 2/26/20)</u></b> |            | <b><u>Membership (As of 2/26/20)</u></b> |    |
|--|------------|--|----|
| Starting Balance                               | \$5,872.88 | Starting Membership                      | 81 |
| Revenue  | \$2,890.98 | Losses                                   | 0  |
| Expenses                                       | \$1,046.00 | Gains                                    | 1  |
| Ending Balance                                 | \$7,717.86 | Ending Membership (paid)                 | 82 |
| Scholarship Fund                               | \$1,570.30 |  |    |
| Available Balance                              | \$6,147.56 |  |    |

**Events scheduled during next quarter:**

- April 21, 2020– ASHE Derby City Chapter Luncheon. Presentations for the ASHE Derby City Project of the Year candidates
- May 13, 2020—ASHE Derby City Board of Directors Meeting- Jade Palace.
- June ??, 2020-- ASHE Derby City Chapter Luncheon. Selection of the Derby City Project of the Year winners; Speaker to be determined

**Student Chapter Update:**

**Miscellaneous Items:**

**Milestones:**

The following is a summary of key milestones for this quarter:





**Lake Erie Section  
Regional Directors Quarterly Report  
(January 2020 – March 2020)**

**President: Sean Milroy, P.E.; smilroy@mbakerintl.com; Term ends May 2021**

**Vice President: Brian Sears, P.E.; bsears@smeinc.com; Term ends May 2021**

**Secretary: Kathy Johnson, P.E.; kgjohnson@trccompanies.com; Term ends May 2021**

**Treasurer: Steve Tyneski, P.E.; Steven.Tyneski@dot.ohio.gov; Term ends May 2021**

**Activities:**

The following is a summary of key activities for this quarter:

- January 21, 2020; (Attendance 95) Opportunity Corridor Section 3 presented by Larry Ciborek, Chris Cummings, & Sean Milroy of Michael Baker International. Held at Holiday Inn Cleveland-South.
- February 20, 2020; (Attendance 120) Ethics in Engineering presented by Mark Griffin and Delante Thomas of Cuyahoga County. Held at Holiday Inn Cleveland-South.
- February 25, 2020; Board Meeting held at S&ME office. Eleven of twelve board members present. Notable discussions included an assigning an alternate to the Regional Board, voting to award an additional scholarship, and a May tour to OC2/OC3.
- March 18, 2020; meeting for Project of the Year cancelled due to COVID-19 social distancing

| <b><u>Operating Budget (As of 2/29/20)</u></b> |             | <b><u>Membership (As of 12/18/19)</u></b> |     |
|--|-------------|---|-----|
| Starting Balance                               | \$35,918.98 | Starting Membership                       | 187 |
| Revenue  | \$10,207.91 | Losses                                    | 0   |
| Expenses                                       | \$9,848.51  | Gains                                     | 4*  |
| Ending Balance                                 | \$36,278.38 | Ending Membership                         | 191 |

\*1 membership application pending

**Events scheduled during next quarter:**

- April 7, 2020; County Engineers Panel – CANCELLED due to COVID-19 social distancing

**Miscellaneous Items:**

- ASHE Lake Erie pins ordered

**Milestones:**

The following is a summary of key milestones for this quarter: None



**NW Ohio Section  
Regional Directors Quarterly Report  
(January 2020 – March 2020)**

**President: Pete Bick, [pjbick@aol.com](mailto:pjbick@aol.com)**

**Vice President: Tom Yurysta, [tyurysta@proudfootassociates.com](mailto:tyurysta@proudfootassociates.com)**

**Secretary: Amy Zimmerman, [azimmerman@dgl-ltd.com](mailto:azimmerman@dgl-ltd.com)**

**Treasurer: Richard Spino, [rspino@manniksmithgroup.com](mailto:rspino@manniksmithgroup.com)**

**Activities:**

The following is a summary of key activities for this quarter:

- 11/14/19 – Jeff Loehrke, ODOT Division of Jobs & Commerce
- 01/16/20 – Ryan Bair & Basher Kanouh, ODOT District 1.
- 03/19/20 – Doug Stevens, City of Toledo. Cancelled due to social distancing guidelines

| <b><u>Operating Budget (As of 12/11/19)</u></b> |           | <b><u>Membership (As of 12/11/19)</u></b> |    |
|---|-----------|---|----|
| Starting Balance                                | \$2690.47 | Starting Membership                       | 46 |
| Revenue   | \$790.00  | Losses                                    | 0  |
| Expenses  | \$550.00  | Gains                                     | 0  |
| Ending Balance                                  | \$2930.47 | Ending Membership (paid)                  | 50 |

**Events scheduled during next quarter:**

- Next meeting May 21, 2020. Speaker TBA

**Miscellaneous Items:**

**Milestones:**



**Triko Valley Section  
Regional Directors Quarterly Report  
(January 2020 – March 2020)**

**President:** Tom Nicholson, [tnicholson@pretekgroup.com](mailto:tnicholson@pretekgroup.com), 2019-2020 term  
**First Vice President:** Aaron Muck, [ajmuck@terracon.com](mailto:ajmuck@terracon.com), 2019-2020 term  
**Secretary:** David Emerick, [david.emerick@duke-energy.com](mailto:david.emerick@duke-energy.com), term continuing  
**Treasurer:** Eric Kistner, [eric.kistner@stantec.com](mailto:eric.kistner@stantec.com), term continuing

**Activities:**

The following is a summary of key activities for first quarter:

- January 8, 2020-Board of Directors meeting at Stantec
- January 21, 2020 – General Membership Meeting at Montgomery Inn-Project Awards
- February 11, 2020- Board of Directors meeting at Stantec

| <b><u>Operating Budget (As of 3/16/20)</u></b> |             | <b><u>Membership (As of 3/16/20)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance                               | \$29,220.84 | Starting Membership                      | 171 |
| Revenue  | \$8,221.87  | Losses                                   | 0   |
| Expenses                                       | \$18,641.79 | Gains                                    | 3   |
| Ending Balance                                 | \$18,800.92 | Ending Membership (paid)                 | 174 |

**Events scheduled during next quarter:**

- April 16, 2020-Board of Directors meeting at Stantec
- May 6, 2020-Annual Golf Outing at Aston Oaks
- June 17, 2020- Board of Directors meeting at Stantec

**Student Chapter Update:**

- No activity

**Miscellaneous Items:**

- March 19, 2020 General Membership Meeting was cancelled due to COVID-19 concerns.



**MID-ATLANTIC REGION:**  
**Quarterly Report (1st Quarter, 2020)**  
**January 2020 – March 2020**

by Nimish Desai, P.E., President, John Harman, PE 2<sup>nd</sup> Vice President, and the Sections of the Mid-Atlantic Region

**Sections: Blue Ridge, Carolina Piedmont, Carolina Triangle, Chesapeake, Greater Hampton Roads, North Central West Virginia, Old Dominion, and Potomac**

**REGIONAL REPORT**

All eight Sections in the Mid-Atlantic Region continued their programs/events through the Winter of 2020. The sections continue to administer PDH's and issue them to attendees of the technical sessions. Good guest speakers and PDH issuance is one of the primary draws that has been attracting meeting attendees.

Overall membership in the ASHE is about the same. Seven (7) of the eight (8) Sections either had no change or minor increases in membership numbers reported. One (1) Section had a slight decrease in their membership count. Through the Mid-Atlantic Region calls, Sections were reminded of National's goal of increasing membership by 10% this year and that they continue to work towards attracting new members.

During the 1st quarter, we had 3 Region BOD conference calls (1/24, 2/20, and 3/20). Calls focused on: nominating members for the Young member of the year, Pearson award and life time achievement awards; selecting project of the year award nominations; discussing the establishment of a new Section in South Carolina; monitoring the budget for 2019-2020; and discussing methods to promote the 2020 National Conference in Raleigh, NC. The following individuals were nominated for member awards:

- Pearson Award – Dr. Gene Conti (Carolina Triangle)
- Lifetime Achievement Award – Charles Flowe (Carolina Triangle)
- Young Member of the Year Award – Denila Deliallisi (Chesapeake)

The Region also nominated the following projects for the Project of the Year award:

- Under \$20 Million Category - I-64 Exit 296A Ramp Realignment (Old Dominion)
- Over \$20 Million Category - MD 32 Phase 1 Design Build (Chesapeake)

Ms. Nanette Fogleman who is leading the Region's New Sections committee efforts in South Carolina reported that the ACEC-SC/SCDOT conference in Columbia, South Carolina on 12/03/2020 was a huge success. Many conference attendees stopped by the ASHE booth and were interested in learning more about the New Section being planned in South Carolina. Nanette also reported that a core committee group of 10 individuals was formed in South Carolina to begin strategic discussions for starting a new section. She also mentioned that many companies were verbally supportive to start a new section in South Carolina and had communicated her findings and discussions to the National New Sections committee. A survey of companies and prospective members was developed and results shared with the National New Section committee. All positive signs from the Region's perspective. Our New Section committee desires to continue/maintain the momentum established in this initiative and continue to grow the "core team" in South Carolina and will continue to coordinate with the National committee moving forward. There is some concern that National is focusing their efforts on other potential and new Section areas (e.g. the new Tennessee Valley Section, Alabama, etc..) and our effort is not getting their priority/attention. We, nor National, do not want to lose momentum and already established core members' interest in establishing a new Section in South Carolina. We look forward to National's continued involvement, interest, and support in this effort. Thanks.

All Sections were reminded of National's new insurance policy (liability coverage) covering all Regions/Sections/national conferences. Sections were also made aware that if there were special events,

they should get clarification from the National Treasurer about their insurance coverages or if they desire a copy of a certificate of insurance for any event that requires it.

We continued to update the list of Section and Region Officers for FY 2019-2020 and submitted to ASHE national (Nancy M). Mr. Devin Robertson, Regional Director from the Old Dominion Section has stepped down from his duties. Mr. Rhys Keller of the Greater Hampton Roads Section and Secretary of the Mid-Atlantic Region notified that he would be relocating to San Antonio, TX in April 2020. Rhys has expressed his desire to be involved with ASHE and would be deciding on his involvement in the Mid-Atlantic Region board in the next couple of months. Updating the list of Region/Section officers continues to be an on-going effort.

We will continue to provide our members ASHE leadership opportunities at the Region level through positions on the Board as well as participation with active and important Region committees. Through these activities, we hope to actively retain the leadership from the Section level and grow/foster our members' interest at the National level via Region participation.

#### Financial activities during the period

The financial activity during this reporting period included issuing a check to the National Treasurer for \$200 for the Mid-Atlantic Region 2020 National Project of the Year nominations. The current balance in the Region's checking account is \$25,084.21.

### **SECTION REPORTS**

#### **Blue Ridge Section Regional Directors Quarterly Report (January 2020 through March 2020)**

##### **Activities:**

- January 28, 2020 – Lunch Meeting: I-81 Corridor Improvement Project – Craig Moore, PE (VDOT)
- February 25, 2020 – Lunch Meeting: A walkthrough of key points of the E&S and Stormwater regulations/requirements, Jay Crumpacker, PE (VDOT)

| <b>Operating Budget</b> (as of 3/5/20) |            |
|--|------------|
| Starting Balance                       | \$9,768.14 |
| Revenue                                | \$390.00   |
| Expenses                               | \$586.73   |
| Ending Balance                         | \$9,571.41 |

| <b>Membership</b> (as of 3/5/20) |    |
|----------------------------------|----|
| Starting Membership              | 74 |
| Gains*                           | 0  |
| Losses*                          | 0  |
| Current Membership               | 74 |

\* since previous quarter

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#### **Carolina Piedmont Regional Directors Quarterly Report (January, 2020 thru March, 2020)**

##### **Activities:**

The following is a summary of key activities for this quarter:

- January 26, 2020 – Member Meeting – Warren Cooksey, NC Turnpike
- March 26, 2020 – Winter Social – 26 Acres Brewery Tour - postponed

##### **Upcoming Meetings:**

- July 23, 2020 – Annual Golf Tournament Scholarship Fundraiser

##### **Other:**

- Currently have 0 student chapters in the Section. Universities include: University of North Carolina at Charlotte

- Scholarships awarded to students at the following Universities during CY 2019: 2 University of North Carolina at Charlotte

| <b><u>Operating Budget (as of 3/30/20)</u></b> |             | <b><u>Membership (as of 03/30/20)</u></b> |    |
|--|-------------|---|----|
| Starting Balance                               | \$26,028.71 | Starting Membership                       | 79 |
| Revenue  | \$ 860.77   | Gains                                     | 5  |
| Expenses                                       | \$ 1,533.08 | Drops                                     | 0  |
| Ending Balance                                 | \$25,356.40 | Ending Membership                         | 84 |
| Scholarship \$ awarded in CY 2020              | \$ 0.00     |   |    |

**Carolina Triangle Section  
Mid-Atlantic Region  
Quarterly Report  
(January 2020 through March 2020)**

**Activities:**

The following is a summary of key activities for this quarter:

- January 19, 2020 – Carolina Hurricanes Game
  - ASHE social event at Carolina Hurricanes vs. NY Islanders game
  - All seats reserved by ASHE (30 tickets) were purchased by members
- January 30, 2020 – Board of Directors Meeting and Dinner Meeting
  - Previous Meeting Minutes approved
  - Committee Reports
    - Discussed planning for first annual Bowling Tournament to be held March 5<sup>th</sup>
    - Discussed potential topics for March and May Dinner Meetings
    - Discussed planning for upcoming 2020 National Conference to be held in Raleigh
  - Dinner Meeting – Joint Meeting with PENC
    - Had record attendance for a Dinner Meeting – 160 people
      - 135 ASHE attendees, 25 PENC attendees
    - Presentation: I-440 Widening/Reconstruction & Hillsborough Street/Blue Ridge Road Grade Separation Projects
    - Speakers: Boyd Tharrington, PE, Division Construction Engineer, NCDOT; Troy Carter, PE, Lane Construction; Paul Meehan, PE, Senior Vice President, HDR
- March 5, 2020 – 1<sup>st</sup> Annual Bowling Tournament
  - Held at AMF Pleasant Valley Lanes in Raleigh, NC
  - Event was a huge success – all registration spots were filled
  - 30 4-person teams participated (120 people total)
- March 17, 2020 – Board of Directors Meeting and Dinner Meeting
  - Board Meeting converted to virtual meeting
  - Dinner Meeting postponed due to COVID-19
  - Scheduled Presentation: NC FIRST Commission
  - Scheduled Speaker: Anna Cameron, Deputy Director, Office of Strategic Initiatives & Program Support, NCDOT

| <b><u>Operating Budget (as of 3/13/2020)</u></b> |             | <b><u>Membership (as of 3/13/2020)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance                                 | \$64,609.95 | Starting Membership                        | 242 |

|                |             |
|----------------|-------------|
| Revenue        | \$16,927.38 |
| Expenses       | \$26,987.48 |
| Ending Balance | \$54,549.85 |

|                           |     |
|---------------------------|-----|
| Losses (Transfer/Dropped) | 0   |
| Gains                     | 7   |
| Ending Membership         | 249 |

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**Chesapeake Section  
Regional Directors Quarterly Report  
(January 2020 through March 2020)**

**Activities:**

- Sponsored a booth at MDQI conference on March 23<sup>rd</sup> and 24, 2020 to promote ASHE.
- 2nd Annual Transportation-minded Happy Hour – January 27, 2020
- Water Resources Meeting – February 18, 2020
  - Presentation #1 – Flexible SOC Training
  - Presentation #2 – 2020.02.18-MDE Policy Memo No. 2
  - Presentation #3 – 2020.02.18-Drainage Structure Inspection Acceptance-Slides
  - Dinner Presentation – Secrets of Success in 20 Minutes
- Axe Throwing Event – March 11, 2020
- Transportation/Highways Meeting – March 17, 2020 - Cancelled
- Member Appreciation Event – April 16, 2020 - Cancelled

| <b><u>Operating Budget (as of 3/9/20)</u></b> |              |
|---|--------------|
| Starting Balance                              | \$50,036.60  |
| Revenue                                       | \$1,740.33   |
| Expenses                                      | (\$1,221.03) |
| Ending Balance                                | \$50,555.90  |

| <b><u>Membership (as of 11/27/2019)</u></b> |     |
|---|-----|
| Starting Membership                         | 302 |
| Losses (Transfer/Dropped)                   | 0   |
| Gains                                       | 0   |
| Ending Membership                           | 302 |

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**Greater Hampton Roads Section  
Regional Directors Quarterly Report  
(January 2020 through March 2020)**

**Activities:**

- January 21, 2020: dinner meeting held at The Westin Virginia Beach Town Center: Emerging Data Sources and Transportation Decision-Making presented by Kim Eccles, P.E. of VHB
- March 24, 2020: dinner meeting to be held at the Westin Virginia Beach Town Center: I-64 Southside Widening and High Rise Bridge Phase 1 Project presented by Mr. Rick Correa, Senior Project Manager with VDOT Hampton Roads District Major Projects
- Upcoming Events:
  - May 2020 Dinner Meeting – “Annual Public Works Round Table” & ASHE Board Appointment

| <b><u>Operating Budget (as of March 10, 2020)</u></b> |             |
|---|-------------|
| Starting Balance (11/08/19)                           | \$22,595.07 |
| Revenue   | \$9,035.00  |
| Expenses  | \$3,635.26  |
| Ending Balance  | \$27,994.81 |

| <b><u>Membership (as of March 10, 2020)</u></b> |    |
|---|----|
| Starting Membership (11/08/19)                  | 91 |
| Losses  | 0  |
| Gains   | 1  |
| Ending Membership                               | 92 |

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**North Central West Virginia Section**

**Regional Directors Quarterly Report  
(January 2020 through March 2020)**

**Activities:**

- January, 2020 No Activity
- February, 2020 No Activity
- March 4<sup>th</sup>, 2020 Annual Commissioner Dinner/Scholarship Presentation

| <b>Operating Budget (as of 03/31/20)</b> |             |
|--|-------------|
| Starting Balance                         | \$23,913.93 |
| Revenue                                  | \$2,898.00  |
| Expenses                                 | \$4,508.96  |
| Ending Bal. (3/3/20)                     | \$22,302.97 |

| <b>Membership (as of 03/31/20)</b> |    |
|------------------------------------|----|
| Starting Membership                | 51 |
| Gains                              | 0  |
| Losses                             | 0  |
| Ending Membership                  | 51 |

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**Old Dominion Section  
Regional Directors Quarterly Report  
(January 2020 through March 2020)**

**Activities:**

- Technical Meeting: Load Testing of Weight-Restricted Bridges  
**Date:** Thursday February 13, 2020  
**Speakers:** Kurt W. Zebley, PE (JMT) and Nate Mathis, PE (Chesterfield Co.)  
**Location:** Auditorium, VDOT Central Office, Richmond, VA
- Submitted the ½ page AD for ASHE National Conference in Raleigh.

| <b>Operating Budget (as of 2/28/2020)</b> |             |
|---|-------------|
| Starting Balance                          | \$14,473.75 |
| Revenue                                   | \$169.92    |
| Expenses                                  | \$4,563.26  |
| Ending Balance                            | \$10,080.41 |
|   |             |

| <b>Membership (as of 2/28/2020)</b> |    |
|-------------------------------------|----|
| Starting Membership                 | 89 |
| Gains                               | -  |
| Losses                              | -  |
| Corrections                         | -  |
| Ending Membership                   | 89 |

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**Potomac Section  
Regional Directors Quarterly Report  
(January 2020 through March 2020)  
Activities: Potomac Section  
Regional Directors Quarterly Report  
(January 2020 through March 2020)**

**Activities**

Monthly business meetings and monthly membership meetings.

- BOD meetings monthly Jan 9, Feb 6, March 5

Membership meetings

- Feb 12, 2020 Speaker – Robert Kerns of Transurban
- March 11, 2020 Speaker Ms. Tara Hoke, General Counsel at ASCE

Social activity:

- Feb 25, 2020 Hockey Washington Capitals

| <b>Operating Budget (as of 03/17/2020)</b> |             |
|--|-------------|
| Starting Balance                           | \$32,444.87 |

| <b>Membership (as of 03/31/2020)</b> |     |
|--------------------------------------|-----|
| Starting Membership                  | 187 |



|                |             |
|----------------|-------------|
| Revenue        | \$7,642.66  |
| Expenses       | \$8,696.81  |
| Ending Balance | \$31,390.72 |
|                |             |

|                          |     |
|--------------------------|-----|
| Losses                   | 60  |
| Gains                    | 33  |
| Corrections              |     |
| Ending Membership (Paid) | 160 |

**Events scheduled during next quarter:**

- Events suspended until further notice.
- Monthly BOD meetings to be held via conference call.

End of 2020 1st Quarter Report



Northeast Region  
American Society of Highway Engineers  
Quarterly Report – 1st Quarter 2020

|                |               |                              |
|----------------|---------------|------------------------------|
| President      | Rob Prophet   | rprophet@trafficpd.com       |
| Vice President | Paul McNamee  | Paul.McNamee@kci.com         |
| Secretary      | Scott Cortese | scortese@maserconsulting.com |
| Treasurer      | Jerry Pitzer  | jerry1368@yahoo.com          |

The NE Region Board hosted a meeting on 2/13/2020 via teleconference and the minutes of this meeting are appended to this report for reference.

Enclosed on the following pages are the Quarterly Reports by each Section in the Northeast Region. The following sections did not report updated information and follow up will continue for an additional week (old reports were utilized where possible):

- Albany
- Central New York
- Long Island
- Mid-Allegheny
- NY Metro
- SW Penn
- Williamsport

# Albany Section

## Regional Directors Quarterly Report

(Jan 2020 – March 2020) (September 2019 – December 2019 shown)

### Officers:

|                                 |                        |                                |
|---------------------------------|------------------------|--------------------------------|
| President:                      | Lisa Westrick, PE      | Lisa.Westrick@stantec.com      |
| 1 <sup>st</sup> Vice President: | Wayne Bonesteel, PE    | wbonesteel@maserconsulting.com |
| 2 <sup>nd</sup> Vice President: | Edmund Snyder, III, PE | esnyder@gpinet.com             |
| Secretary:                      | John Saia, Jr., PE     | jsaia@jsquaredconstruct.com    |
| Treasurer:                      | Kevin Hajos, PE        | khajos@warrencountydpw.com     |

### Activities:

- October 3, 2019: **Annual Dinner** was held at the Holiday Inn Express & Suites in Latham, NY. Our keynote speaker was **Mr. Richard Marquis with FHWA New York Division Administrator**. In addition, the Albany Section swore in new board members and also award two, \$500 Scholarships.
- October 22-24, 2019: **Sponsor** for 2019 Statewide Conference on Local Bridges, Syracuse, NY.
- October 31, 2019: **Hosted** a tour of the Route 787 (Cohoes Boulevard) Traffic Calming project, located in Cohoes, NY.
- November 19, 2019: **Presentation** of the Old Blenheim Bridge Project, located at the Staybridge Suites, 39 Wolf Road, Albany, NY.
- December 2019: **Holiday Social Gathering** benefiting the US Marine Corps' Toys-for-Tots campaign, located at Brown's Brewing Company, 417 River Street, Troy, NY 12180.

| <u>Budget (As of 07/31/19)</u> |              | <u>Membership (As of 12/06/19)</u> |    |
|--------------------------------|--------------|------------------------------------|----|
| Starting Balance (7/1/19)      | \$12,669.71  | Starting Membership                | 95 |
| Income                         | \$8,358.58   | Members – New                      | 4  |
| Expenses                       | (\$6,676.49) | Members - Dropped                  | 0  |
| Ending Balance                 | \$14,351.80  | Members - Reinstated               | 0  |
|                                |              | Ending Membership (paid)           | 99 |

### Events scheduled during the next quarters:

- January 11, 2020: **Capital City Future City Competition**, co-sponsored by the ASHE Albany Section, at the Armory at Sage College, 130 New Scotland Ave., Albany, NY.
- February 13 & 14, 2020: **Engineer's Week**, located at 189 Wolf Road, Albany, NY 12205.
- March 2020: **Membership Meeting** with PDH; Location TBD.
- April 2020: **Membership Meeting** with PDH; Location TBD.
- May 2020: **Membership Meeting** with PDH; Location TBD.
- June 2020: **Albany Section's 10<sup>th</sup> Annual Golf Outing** at Van Patten Golf Course in Clifton Park
- August 2019: **Breakfast at the Saratoga Race Track**, Saratoga, NY.

### Student Chapter Update:

Not Applicable

### Miscellaneous Items:

- Award two, \$500 Scholarships.
- Contributed \$2,500 to the Capital District Future City Competition, scheduled for January 2020.

### Milestones:

None

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**End of Report**

## Altoona Section

### Regional Directors Quarterly Report (Jan 2020 – March 2020)

#### **Officers:**

|                 |                          |                                    |
|-----------------|--------------------------|------------------------------------|
| President:      | Bill Wieserman, PE, CBSI | w.wieserman@GAIconsultants.com     |
| Vice President: | Dave Hoglund, PE         | dhoglund@rettew.com                |
| Secretary:      | Michele Girolami         | michele.girolami@gibson-thomas.com |
| Treasurer:      | Ed Stoltz                | e57s@verizon.net                   |

#### **Activities:**

The following is a summary of key activities for the past quarter:

- January 15, 2020 – Dinner Meeting at the Park Hills Golf Club. Presentation is on the Canoe Creek Intersection Improvements Project.
- February 19, 2020 – (Joint Event with Mid-Allegheny Chapter) UPJ Engineering Week featuring a panel comprised of a mixture of both state and consultant professionals.

| <b><u>Operating Budget (As of 3/10/2020)</u></b> |             | <b><u>Membership (As of 3/10/2020)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance (12/12/2019)                    | \$21,325.81 | Starting Membership (8/27/2019)            | 204 |
| Revenue  | +6,100.00   | Losses                                     | -11 |
| Expenses   | -4,670.96   | Gains                                      | +9  |
| Ending Balance (3/10/2020)                       | \$22,754.85 | Ending Membership (paid)                   | 202 |

#### **Events scheduled during next quarter:**

- April 6, 2020 – 18th Annual ASHE / PennDOT District 9 Workshop at District 9-0 Office
- April 16, 2020 – *Planned* Joint Meeting with Secretary Yassmin Gramian, PE. Includes Pittsburgh, Franklin, Southwest, & Mid-Allegheny Sections. *\*The Governor's Office has not yet approved this event.*
- May 20, 2020 – Annual Awards Dinner *possibly* at the Blairmont County Club
- July 6 or 13, 2020 – Golf Outing & Picnic at Scotch Valley Country Club

#### **Miscellaneous Items:**

- None at this time

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**End of Report**

**Central New York Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020) (Note: 2018 Q2 Report shown)**

**Officers:**

|                    |                   |                                 |
|--------------------|-------------------|---------------------------------|
| President:         | Luke Morenus      | lmorenus@bartonandloguidice.com |
| 1st Vice-President | David Facchini    | David.facchini@dot.ny.gov       |
| 2nd Vice-President | Andy Coleman      | AColeman@midlandasphalt.com     |
| Secretary:         | Peter Wlodarczyk  | pwlodarczyk@fisherassoc.com     |
| Treasurer:         | Donald P Blasland | pwlabsinc@hotmail.com           |

**Activities:**

The following is a summary of key activities for this quarter:

- March 13, 2018 ; Board of Directors Meeting
- March 19<sup>th</sup> – NYSATE Technical Meeting – Climate Change Mitigation for Engineers
- April 5th, 2018 Transportation outlook for Central NY, Syracuse

| <b><u>Operating Budget (As of 03/31/2018)</u></b> |                    | <b><u>Membership (As of 3/31/18)</u></b> |    |
|---|--------------------|--|----|
| Starting Balance (10/1/2017)                      | \$8,092.51         | Starting Membership (7/1)                | 49 |
| Revenue   | \$ 1,400.00        | Losses                                   |    |
| Expenses  | <b>\$ 1,066.08</b> | Gains                                    |    |
| Ending Balance                                    | \$8,426.43         | Ending Membership (paid)                 | 49 |

**Events scheduled during next quarter:**

- May 8th, Board of Directors meeting.
- May 17<sup>th</sup>, NYSDOT Regional Director Roundtable, joint meeting with APWA
- May 18th, Scholarship Golf Tournament

**Miscellaneous Items:**

None

**Milestones:**

none

**End of Report**

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**Clearfield Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020)**

**Officers:**

|                 |                  |                              |
|-----------------|------------------|------------------------------|
| President:      | Ed Jones         | ed.jones@cdicorp.com         |
| Vice President: | Jennie McCracken | Jennifer.mccracken@aecom.com |
| Secretary:      | Diane Purdy      | dppurdy@urbanengineers.com   |
| Treasurer:      | Karen Michael    | kmaichael@pa.gov             |

**Activities:**

The following is a summary of key activities for this quarter:

**January:** Holiday gathering for members and guests, Moena's in Clearfield with 70 members

**February:** Tom Zurat, PE, District Executive District 2-0, provided an overview of the District's program with 96 members and guests in attendance for a catered meal by Apple Banquets at the District office.

| <b><u>Operating Budget (As of 03.11.2020)</u></b> |              | <b><u>Membership (As of 03.11.2020)</u></b> |     |
|---|--------------|---|-----|
| Starting Balance                                  | \$ 13,222.19 | Starting Membership                         | 189 |
| Revenue   | \$ 391.00    | Losses                                      | 0   |
| Expenses  | \$ 4,286.86  | Gains                                       | 0   |
| Ending Balance                                    | \$ 9,326.33  | Ending Membership                           | 189 |

**Events scheduled during the next quarters:**

| <b>Date</b> | <b>Event</b>                     | <b>Location</b> |
|-------------|----------------------------------|-----------------|
| 04.23.2020  | Atherton Street <b>CANCELLED</b> | Clearfield      |
| 05.21.2020  | Scholarship Awards               | DuBois          |
| June 2020   | ASHE/PennDOT Workshop            | State College   |

**Student Chapter Update:**

- Not Applicable

**Miscellaneous Items:**

- None

**Milestones:**

- None

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**End of Report**

**Delaware Valley Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020)**

**Officers:**

|                 |               |                            |
|-----------------|---------------|----------------------------|
| President:      | Alexa Harper  | aharper@gannettfleming.com |
| Vice President: | Drew Siriani  | dsiriani@pennoni.com       |
| Secretary:      | Nate Parrish  | Nparrish@hntb.com          |
| Treasurer:      | Isaac Kessler | Isaac.kessler@rve.com      |

**Activities:**

The following is a summary of key activities for this quarter:

- January 15, 2020 – Scudders Falls Bridge Replacement Project (DRJTBC)
- February 19, 2020 – Chestnut over Amtrak CH1 (Benesch)
- February 19, 2020 – Challenges in Bridge Rehabilitation Projects: Coating (Paul Tsourous)

| <b><u>Operating Budget (As of 2/19/20)*</u></b> |             | <b><u>Membership (As of 2/19/20)</u></b> |     |
|---|-------------|--|-----|
| Starting Balance<br>(6/1/19)                    | \$17,765.34 | Starting Membership<br>(9/1/19)          | 371 |
| Revenue (YTD)                                   | \$83,210.36 | Losses                                   | 0   |
| Expenses (YTD)                                  | \$74,268.42 | Gains                                    | 9   |
| Ending Balance                                  | \$26,707.28 | Ending Membership (paid)                 | 380 |

\* Adjusted from previous report. Removed savings accounts from Operating Budget.

**Events scheduled during next quarter:**

- March 12, 2020 – Joint Meeting with E. Penn and NE Penn Sections
- March 18, 2020 – SEPTA WAWA Project (Walsh)
- April 15, 2020 – Project of the Year, Officer Inductions, Delaware Valley Engineers Week Outstanding Service to Engineering award winner
- April 15, 2020 – Engineering Ethics (Tony Potter)
- May 19, 2020 – ASHE/PennDOT Joint Workshop
- June 15, 2020 – Golf Outing (Spring Ford CC)

**Miscellaneous Items:**

- Environmental Committee met on February 14, 2020. Earth Day volunteer cleanup event planned for April 25, 2020.
- Vine Street Expressway Project has been selected by the NE Region to be submitted for the over \$20M project.
- A total of 32 firms are registered to participate in the section sponsor program (DVSP). The program allows firms to advertise in the section newsletter and website.
- The section continues to coordinate with the local universities to setup and maintain student chapters. Chapters have been established at Widener University and Temple University.
- The section received 9 applications for Donna Prentice Memorial Scholarship and 2 for the Bob Shaw Memorial Scholarship. One application was not eligible. A total of \$12,000 will be distributed.
- The section is hosting a “Building Bridges through STEM” event prior to the March dinner meeting.
- The section participated in the Future Cities event in January and is participating in the Delaware Valley Science Fair in April.

**Milestones:**

- None.

---

**End of Report**

# East Penn Section

## Regional Directors Quarterly Report (Jan 2020 – March 2020)

### Officers

|                                 |                  |                           |
|---------------------------------|------------------|---------------------------|
| President:                      | Richard Ames     | richard.ames@wsp.com      |
| Vice President:                 | Heather Heeter   | hheeter@borton-lawson.com |
| 2 <sup>nd</sup> Vice President: | Brian Derr       | bderr@jmt.com             |
| Secretary:                      | Tom Dominiecki   | tdominiecki@gfnet.com     |
| Treasurer:                      | Carl McGloughlin | cmcgloughlin@jmt.com      |

### Quarter Activities:

The following is a summary of key activities for this quarter:

- Tuesday, December 3, 2019: Holiday Party, Hotel Bethlehem, Bethlehem, PA
- Tuesday, February 4: LANTA, Speaker: Molly Wood, Hotel Bethlehem, Bethlehem, PA

| <u>Budget (As of 3/11/2020)</u> |               | <u>Membership (As of 3/11/2020)</u> |     |
|---------------------------------|---------------|-------------------------------------|-----|
| Starting Balance (6/30)         | \$32,741.00   | Starting Membership (6/30)          | 102 |
| Income                          | \$64,533.87   | Members – New                       | 28  |
| Expenses                        | (\$42,201.25) | Members - Dropped                   | 10  |
| Ending Balance                  | \$55,073.62   | Members - Reinstated                | 0   |
|                                 |               | Ending Membership (paid)            | 120 |

### Events scheduled during the next quarter:

Note: Dates for these meetings are in flux because of COVID-19...

- Thursday, March 12 (**POSTPONED DUE TO COVID-19, POTENTIAL JUNE RESCHEDULING**):  
PennDOT District 4, 5, & 6 – District Executive Meeting  
Kalahari Resorts, Pocono Manor, PA
- Tuesday, April 7 (**POSTPONED DUE TO COVID-19, POTENTIAL MAY OR JUNE RESCHEDULING**):  
Lehigh Valley Planning Commission, Speaker: Becky Bradley  
Hotel Bethlehem, Bethlehem, PA
- Tuesday, May 5:  
Project of the Year and Installation of Officers  
Hotel Bethlehem, Bethlehem, PA

### Student Chapter Update:

- Not Applicable

### Miscellaneous Items:

- Scholarships – Deadline is March 31. To date ASHE East Penn received two applications
- Summer Planning meeting is tentatively scheduled for mid-June

### Milestones:

- None

---

End of Report



## First State Section

### Regional Directors Report (Jan 2020 – March 2020)

#### Officers

|                                 |                |                             |
|---------------------------------|----------------|-----------------------------|
| President:                      | Brian Kisner   | bkisner@centuryeng.com      |
| 1 <sup>st</sup> Vice President: | Shellie Baird  | sbaird@amtengineering.com   |
| 2 <sup>nd</sup> Vice President: | Breanna Kovach | breanna.kovach@delaware.gov |
| Secretary:                      | Matheu Carter  | matheu@udel.edu             |
| Treasurer:                      | Preston Ayers  | gl.preston.ayars@gmail.com  |

#### Activities:

The following is a summary of key activities for this quarter:

- January 23, 2020 – Dinner Meeting; speaker DelDOT Chief Engineer Shante Hastings
- January 30, 2020 – Education Session; speaker Scott Lowe of Trauner Associates; Hands-on Dispute Evaluation and Resolution
- February 27, 2020 – Social hour; Midnight Oil Brewing Company

| Operating Budget (As of 12/04/19) |              | Membership (As of 12/04/19) |     |
|-----------------------------------|--------------|-----------------------------|-----|
| Starting Balance                  | \$ 42,322.59 | Starting Membership         | 164 |
| Revenue                           | \$6,479.00   | Losses                      | 0   |
| Expenses                          | \$ 10,373.55 | Gains                       | 7   |
| Ending Balance                    | \$ 38,428.04 | Ending Membership (paid)    | 171 |

#### Events scheduled during next quarter:

- March 25, 2020 – Project of the Year Showcase
- April 23, 2020 – Dinner meeting; topic TBD
- May 4, 2020 – Joint ASHE/ASCE Social Hour and Blue Rocks baseball game
- May 20, 2020 – Hall of Fame Banquet

#### Student Chapter update:

- ASHE@UD, the student chapter at University of Delaware has been robustly active now for eleven years.
- New ASHE@UD Officers were elected December 5, assuming their duties at the beginning of the spring semester (February 2020).

#### Miscellaneous Items:

- Since 1997-1998, First State Section has awarded scholarships totaling \$162,800 (through the 2019 awards).

#### Milestones:

The following is a summary of key milestones for this quarter:

- None

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#### End of Report

**Franklin Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020)**

**Officers**

|                 |                |                              |
|-----------------|----------------|------------------------------|
| President:      | Linda Zug      | lzug@cecinc.com              |
| Vice President: | Tom McClelland | thmcclella@pa.gov            |
| Secretary:      | J.T. Lincoln   | j.lincoln@gaiconsultants.com |
| Treasurer:      | Darin Hettich  | dhettich@gpinet.com          |
| President:      | Linda Zug      | lzug@cecinc.com              |

**Activities:**

The following is a summary of key activities for this quarter:

- January 15, 2020, Section Board Meeting in Meadville, PA
- January 28, 2020, Section Meeting at Station 3 Fire Hall in Conneaut Lake, PA. Presentation by Jim Foringer, PE PennDOT D-1 (134 attendees)
- February 18, 2020, Section Meeting at The Crane Room in New Castle, PA. Presentation by Dennis Morian, PE, QES (75 attendees)
- March 18, 2020, Section Meeting at My Brothers Place in Grove City, PA. Presentation by Fatma Ciloglu, Ph.D., P.E. Michael Baker International

| <b><u>Operating Budget (As of 2/28/2020)</u></b> |             | <b><u>Membership (As of 3/11/2020)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance (11/30/19)                      | \$7,253.96  | Starting Membership (11/30/19)             | 159 |
| Revenue  | \$9,359.89  | Losses (cleaning up membership)            | 0   |
| Expenses   | \$4,701.36  | Gains                                      | 9   |
| Ending Balance (2/28/20)                         | \$11,912.49 | Ending Membership (3/11/20)                | 168 |

**Events scheduled during next quarter:**

- April 1, 2020, Section Board Meeting in Meadville, PA
- April 27, 2020, Section Meeting in Meadville, PA
- May 19, 2020, Section Meeting in Conneaut Lake, PA
- June 16, 2020, Section Meeting at TBD

**Miscellaneous Items:**

**Milestones:**

The following is a summary of key milestones for this quarter:

- None

**End of Report**

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**Harrisburg Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020)**

**Officers:**

|                 |             |                              |
|-----------------|-------------|------------------------------|
| President:      | Brad Heigel | bjheigel@paturndpike.com     |
| Vice President: | Eric Martz  | eric.martz@kci.com           |
| Secretary:      | Bob Leonard | leonardrj@erdmananthony.com  |
| Treasurer:      | Bea Walters | walters@veengineeringinc.com |

**Activities:**

The following is a summary of key activities for this quarter:

- January 13, 2020 – Lunch Meeting, Coplay – Northampton Bridge Rehabilitation
- February 18, 2020 – Happy Hour / Membership Drive
- March 2, 2020 – Dinner Meeting, Mark Compton, CEO PA Turnpike Commission

| <b><u>Operating Budget (As of 2/18/20)</u></b> |             | <b><u>Membership (As of 3/1/20)</u></b> |     |
|--|-------------|---|-----|
| Starting Balance (11/18/19)                    | \$80,111.45 | Starting Membership (12/18/19)          | 419 |
| Revenue  | \$10,003.84 | Losses                                  | 0   |
| Expenses                                       | \$12,720.77 | Gains                                   | 12  |
| Ending Balance                                 | \$77,394.52 | Ending Membership (paid)                | 431 |

**Events scheduled during next quarter:**

- April 6, 2020 – Lunch Meeting, Acting Secretary of Transportation Yassmin Gramian
- April 23, 2020 - Adopt – a Highway Spring Clean up
- May 4, 2020 – ASHE/PennDOT/PTC Conference
- May 14, 2020 – Past President’s Banquet
- June (Date TBD) – Project of the Year / Scholarship Dinner

**Miscellaneous Items:**

- One pdh was provided for the January technical presentation

**Milestones:**

The following is a summary of key milestones for this quarter:

- **None this period**

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**End of Report**

**Long Island Section**  
**Regional Directors Quarterly Report**  
**(September 2019 – December 2019)**  
**(Jan 2020 – March 2020) (Note: 2019 Q1 Report Shown)**

**Officers:**

|                 |                  |                             |
|-----------------|------------------|-----------------------------|
| President:      | Bill Barrett, PE | wbarrett@gpinet.com         |
| Vice President: | Scott Spittal    | sspittal@vhb.com            |
| Secretary:      | Margaret Conklin | Margaret.conklin@dot.ny.gov |
| Treasurer:      | Paul Curcio      | pcurcio@blcompanies.com     |

**Activities:**

The following is a summary of key activities for this quarter:

- December 4, 2018: Continuing education presentation and dinner on Empire State Trail Long Island Extension Feasibility Study.

| <b><u>Operating Budget (as of 12/31/18)</u></b> |                   | <b><u>Membership (As of 12/31/18)</u></b> |    |
|---|-------------------|---|----|
| Starting Balance                                | \$4,610.79        | Starting Membership                       | 63 |
| Revenue   | \$1,095.00        | Losses                                    |    |
| Expenses  | <b>\$3,148.47</b> | Gains                                     | 3  |
| Ending Balance                                  | \$2,557.32        | Ending Balance (paid)                     | 66 |

**Events scheduled during next quarter:**

- January 23, 2019 Technical Meeting on Ultra High-Performance Concrete (UHPC)

**Student Chapter Update:**

- Not Applicable

**Miscellaneous Items:**

- None

**Milestones:**

The following is a summary of key milestones for this quarter:

- None

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**End of Report**

## Mid-Allegheny Section

### Regional Directors Quarterly Report

(Jan 2020 – March 2020) (September 2019 – December 2019 shown)

#### **Officers**

|                                 |                   |                             |
|---------------------------------|-------------------|-----------------------------|
| President:                      | Brad DiCola       | bdicola@gfnet.com           |
| Vice President:                 | Bill Ferko        | wferko@saiengr.com          |
| 2 <sup>nd</sup> Vice President: | Sean Hart         | shart@mbakerintl.com        |
| Secretary:                      | Matt Hetrick      | mhetrick@pa.gov             |
| Treasurer:                      | Jennifer Sheesley | jsheesley@sheesleyassoc.com |

#### **Activities:**

The following is a summary of key activities for this quarter:

- September 12, 2019: Dinner Meeting, Presentation on Ohiopyle Multimodal Gateway Project by Dawn Schilling, PE, AICP, McCormick Taylor
- October 25, 2019: Fall Trap Shoot
- November 7, 2019: Dinner Meeting, Presentation on PennDOT District 10-0 Construction Season by Paul Koza, PE, ADE for Construction, PennDOT District 10-0

| <b><u>Operating Budget (As of 12/12/19)</u></b> |              | <b><u>Membership (As of 12/12/19)</u></b> |     |
|---|--------------|---|-----|
| Starting Balance (9/1)                          | \$ 15,430.06 | Starting Membership (9/1)                 | 138 |
| Revenue   | \$ 21,245.00 | Losses                                    | 6   |
| Expenses  | \$ 16,734.30 | Gains                                     | 4   |
| Ending Balance                                  | \$ 19,940.76 | Ending Membership (paid)                  | 136 |

#### **Events scheduled during next quarter:**

- January 9, 2020: Dinner Meeting, Presentation: Margiotti Bridge, Speakers Jason Layman, E.I.T. (PennDOT District 10-0) and Jason DeFlicht, P.E. (SAI)
- February 19, 2020 : Joint Meeting w/ Altoona Section at University of Pittsburgh at Johnstown (UPJ)
- March 12, 2020: Dinner Meeting, Presentation: Allegheny County Bike and Ped Plan, Speaker TranSystems

#### **Miscellaneous Items:**

- None Noted

#### **Milestones:**

The following is a summary of key milestones for this quarter:

- None

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#### **End of Report**

**NY Metro Section**  
**Regional Directors Report**  
**(Jan 2020 – March 2020) (September 2019 – December 2019 shown)**

**Officers**

|                 |                      |                             |
|-----------------|----------------------|-----------------------------|
| President:      | Karim Palomino, PE   | kpalomino@primeeng.com      |
| Vice President: | Andrew Schueller, PE | aschueller@naikgroup.com    |
| Secretary:      | Oscar Bustos, PE     | ofbustos@urbanengineers.com |
| Treasurer:      | Maria Losyeva, PE    | Maria.Losyeva@jacobs.com    |

**Activities**

The following is a summary of key activities for this quarter:

- Board meetings on October 8, November 5 and December 10
- October 15: Presentation at Club 101 Steven Plate, Chief of Major Capital Projects, PANYNJ on Port Authority Major Capital Projects
- November 12: Presentation at Club 101 by Robert Adams, PE, Director of NYC Structures, NYSDOT on Kosciuszko Bridge Phase 2
- December 17: Presentation at Club 101 by Col. Tom Asberry, Commander NY District, United States Army Corp of Engineers on USACOE's NY District Program

| <b><u>Budget (As of 09/30/18)</u></b> |               | <b><u>Membership (As of 09/30/19)</u></b> |     |
|---------------------------------------|---------------|---|-----|
| Starting Balance                      | \$62,624.02   | Starting Membership                       | 116 |
| Income                                | \$20,686.81   | Members – New                             | 0   |
| Expenses                              | (\$21,289.11) | Members - Dropped                         | 0   |
| Ending Balance                        | \$62,021.72   | Members - Reinstated                      | 0   |
|                                       |               | Ending Membership (paid)                  | 116 |

**Events scheduled during next quarter:**

- January 21: General Meeting and Scholarship Awards. Presentation on New York City Department of Design and Construction's Sustainability, Resiliency and Pedestrian Ramps Units.
- February 18: General Meeting and presentation by Erik Koester, P.E., Acting Director of Design, Project Director Hunts Point & Sheridan, NYS Department of Transportation, Region 11, Topic: Hunts Point and Sheridan Projects
- March 16: Spring Forum

**Miscellaneous Items:**

NA

**Milestones:**

The following is a summary of key milestones for this quarter:

NA

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**End of Report**

## North-Central New Jersey Section

### Regional Directors Report (Jan 2020 – March 2020)

#### Officers

|                                 |                      |                                   |
|---------------------------------|----------------------|-----------------------------------|
| President:                      | Jean Philippe Magron | jp.magron@hdrinc.com              |
| 1 <sup>st</sup> Vice President: | Thomas Di Chiara     | tdichiara@arorapc.com             |
| 2 <sup>nd</sup> Vice President: | Marisa Sapiezynski   | mnsapiezynski@mccormicktaylor.com |
| Secretary:                      | Greg Kuczynski       | gkuczynski@gfnet.com              |
| Treasurer:                      | Robert S. Nash       | robert.nash@rve.com               |
| Region & National Director:     | Don Di Zuzio         | ddizuzio@tandmassociates.com      |

#### Activities:

The following is a summary of key activities for this quarter:

- Jan 2020 – Joint meeting with ASCE, NJDOT New Road, Snuffy's, Scotch Plains, NJ
- Feb 2020 – Ethics Training, Snuffy's, Scotch Plains, NJ
- March 2020 – NJTA Turnpike Extension, Snuffy's, Scotch Plains, NJ **(Cancelled)**

| Operating Budget (As of 02/20/20) |           | Membership (As of 03/20/20)    |     |
|-----------------------------------|-----------|--------------------------------|-----|
| Starting Balance (1/31/20)        | \$ 89,271 | Starting Membership (12/11/19) | 147 |
| Revenue / Income                  | \$ 0      | Losses                         | 0   |
| Expenses                          | \$3,147   | Gains                          | 6   |
| Ending Balance                    | \$ 86,124 | Ending Membership (paid)       | 153 |
|                                   |           | Student Membership             | 1   |

#### Events scheduled during next quarter:

- TBD based on COVID issue

#### Student Chapter Update:

- We have formed an Education Committee. We have a chair and one member. No other activities this period.

#### Miscellaneous Items:

- Preceding every monthly meeting, there is a section board meeting.

#### Milestones:

The following is a summary of key milestones for this quarter:

- In 2020 we will celebrate our 30<sup>th</sup> year anniversary. Plans for a celebration are underway. **(Postponed)**

---

#### End of Report

## North East Penn Section

### Regional Directors Quarterly Report (Jan 2020 – March 2020)

#### Officers

|                 |               |                                |
|-----------------|---------------|--------------------------------|
| President:      | David Tavaris | David.tavaris@pennsysupply.com |
| Vice President: | Frank Summa   | fsumma@gpinet.com              |
| Secretary:      | Bob Naugle    | rnaugle@pennoni.com            |
| Treasurer:      | Mark Boris    | mboris@borton-lawson.com       |

#### Activities:

The following is a summary of key activities for this quarter:

- 1/14/2020; Topic - Drilled Foundations, Presenter – Tom Nichols from GMS Piling Products  
Location: Colarusso's La Plazzo, Moosic, PA
- 2/11/2020; Topic – “SuperSlab” Precast Roadway Slabs, Presenter – Dan Moellman from Fort Miller, Inc.  
Location: Colarusso's La Plazzo, Moosic, PA
- 3/12/2020; Cancelled due to concerns of Coronavirus.

| Operating Budget (As of 12/20/19) |             | Membership (As of 3/11/20)  |     |
|-----------------------------------|-------------|-----------------------------|-----|
| Starting Balance (7/16)           | \$30,403.33 | Starting Membership (12/19) | 119 |
| Revenue                           | \$47,103.23 | Losses                      | 10  |
| Expenses                          | \$42,752.67 | Gains                       | 26  |
| Ending Balance                    | \$34,753.89 | Ending Membership (paid)    | 135 |
|                                   |             | Student Membership if known |     |

#### Events scheduled during next quarter:

- 4/14/2020; Topic – Fiber-Reinforced Polymer Composite Strengthening for Rehabilitation Projects, Presenter – Mark Jarvinen from Simpson Strong-Tie  
Location: Colarusso's La Plazzo, Moosic, PA
- 5/20/2020; Topic – Installation of Officers,  
Location: Wilkes University, Wilkes-Barre, PA
- 6/25/2020; Annual North East Penn Golf Tournament  
Location: Mountain Valley Golf Course

#### Student Chapter update

- King's College and professor Gary Jordan are expressing strong interest in creating a student chapter.

#### Miscellaneous Items:

- North East Penn Section, along with the East Penn and Delaware Sections, will host the ASHE National Convention in 2021.

#### Milestones:

- Nothing to report at this time

#### End of Report

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**Pittsburgh Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020)**

**Officers**

|                 |                |                           |
|-----------------|----------------|---------------------------|
| President:      | Dan Cessna     | Dan.Cessna@mbakerintl.com |
| Vice President: | John Nicholson | John.Nicholson@wsp.com    |
| Secretary:      | Chuck Nash     | cnash@msconsultants.com   |
| Treasurer:      | Jerry Pitzer   | jerry1368@yahoo.com       |

**Activities:**

The following is a summary of key activities for this quarter:

- January 18, 2020 Sponsorship and Judging at Future Cities Competition
- January 15, 2020 Section Dinner Meeting at ESWP
- February 12, 2020 Section Dinner Meeting at the Chadwick
- March 4, 2020 Bowling Event
- March 18, 2020 Happy Hour Networking Event at Coughlin's
- March 19, 2020 Transportation Forum at the University of Pittsburgh

| <b><u>Operating Budget(As of 03/11/2020)</u></b> |             | <b><u>Membership (As of 3/31/2020)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance (01/01)                         | \$72,500.39 | Starting Membership (01/01)                | 539 |
| Revenue  | \$6,145.32  | Losses                                     | 0   |
| Expenses   | \$10,317.45 | Gains                                      | 5   |
| Ending Balance                                   | \$68,328.26 | Ending Membership (paid)                   | 544 |

**Events scheduled during next quarter:**

- April 11, 2020 Adopt a Highway Clean Up
- April 16, 2020 Joint Section Event with honored guest speaker
- May 19, 2020 Section Dinner meeting at Narcisi Winery
- May 22, 2020 Golf Outing at Pittsburgh National
- June 13, 2020 Pittsburgh motorcycle Ride
- June TBD Pirate game Outing
- June TBD PDH Pub Crawl

**Miscellaneous Items:**

- Actively involved in CLC
- Community Outreach at various local high schools, middle schools

**Milestones:**

- None at this time

---

**End of Report**

## Southern New Jersey Section

### Regional Directors Quarterly Report (Jan 2020 – March 2020)

#### Officers

|                 |                   |                               |
|-----------------|-------------------|-------------------------------|
| President:      | Michael Frabizzio | mfrabizzio@aidpe.com          |
| Vice President: | Amy Sokalski      | asokalski@mccormicktaylor.com |
| Secretary:      | Heather Sabetta   | hsabe@arh-us.com              |
| Treasurer:      | Joe Macios        | joemacios@hotmail.com         |

#### Quarter Activities:

The following is a summary of key activities for this quarter:

- January 15, 2020: A Board of Directors Meeting will be held prior to the dinner meeting.
- January 15, 2020: Dinner Presentation on Ethics at Maggianos, Cherry Hill, NJ
- February 12, 2020: A Board of Directors Meeting will be held prior to the dinner meeting.
- February 12, 2020: Dinner Presentation on Route 206 White Horse Circle at Hamilton Manor, 30 NJ-156, Hamilton, NJ
- March 24, 2020: A Board of Directors Meeting will be held by conference call.
- March 25, 2020: Field Trip and Presentation on Scudder Falls at Erini's Restaurant, 1140 River Rd #29, Ewing Township, NJ

| <u>Budget (As of 12/31/19)</u> |               | <u>Membership (As of 12/31/19)</u> |     |
|--------------------------------|---------------|------------------------------------|-----|
| Starting Balance               | \$117,814.55  | Starting Membership                | 163 |
| Income                         | \$15,804.56   | Members – New                      | 5   |
| Expenses                       | (\$12,601.95) | Members - Dropped                  | 0   |
| Ending Balance                 | \$121,017.16  | Members - Reinstated               | 3   |
|                                |               | Ending Membership (paid)           | 171 |

#### Events scheduled during the next quarter:

**On hold pending COVID issue.**

#### Student Chapter Update:

- Active Chapters:
  - Rowan – Had meeting in September
  - Mercer County Community College
    - 17 active members, meeting week of 11/25/19
    - Hosted Student Chapter in 2019
- Prospective
  - Rutgers and Ocean County Community College interested in chapter

#### Miscellaneous Items:

- None

#### Milestones:

- None

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**End of Report**

**SW Penn Section**  
**Regional Directors Quarterly Report**  
**(Jan 2020 – March 2020) (September 2019 – December 2019 shown)**

**Officers:**

|                 |                 |                                |
|-----------------|-----------------|--------------------------------|
| President:      | Eric Meyer      | emeyer@wrallp.com              |
| Vice President: | Steve Wiedemer  | Stephen.wiedemer@makerintl.com |
| Secretary:      | Melissa Heffern | mheffern@spkengr.com           |
| Treasurer:      | Carl Buchanan   | cbuchanan@spkengr.com          |

**Events scheduled during this quarter:**

- October–St. Spyridon Hellenic Center- Topic: Ohiopyle Project –Speaker: Dawn Schilling, P.E., A.I.C.P. – McCormick Taylor
- November, 2019 – no activity
- December - Young Members Social – Helltown Brewing

| <b><u>Operating Budget (As of 10/1/19)</u></b> |             | <b><u>Membership (As of 12/1/19)</u></b> |     |
|--|-------------|--|-----|
| Starting Balance (6/1)                         | \$82,585.90 | Starting Membership (12/1)               | 290 |
| Revenue  | 1,943.06    | Losses                                   | 12  |
| Expenses                                       | 5,125.00    | Gains                                    |     |
| Ending Balance                                 | 79,403.96   | Ending Membership (paid)                 | 278 |

**Events scheduled during next quarter:**

- January 29, 2020 – DeNunzio’s Italian Chophouse and Sinatra Bar – Arnold Palmer Regional Airport Topic: Transportation Outlook for the Region – Speaker: Joseph Szczur, P.E.
- February 26, 2020 – Bella Terra Winery – Topic: Truss Bridge Rehabilitation in PennDOT District 6-0 Speaker: Monica Harrower, PennDOT and John Baumgardner, HDR

**Student Chapter Update:**

- Not Applicable

**Miscellaneous Items:**

- None

**Milestones:**

The following is a summary of key milestones for this quarter:

- None

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**End of Report**

**Williamsport Section**  
**Regional Directors Quarterly Report**  
**(September 2019-December 2019)**  
**(Jan 2020 – March 2020) (Note: 2019 Q2 Report Shown)**

**Officers**

|                 |                         |                              |
|-----------------|-------------------------|------------------------------|
| President:      | Jesse Smith             | jsmith@livicco.com           |
| Vice President: | TBD                     |                              |
| Secretary:      | Jason Campbell (Acting) | jcampbell@mctish.com         |
| Treasurer:      | Scott Hunter            | ashewmspttreasurer@gmail.com |

**Activities:**

The following is a summary of key activities for this quarter:

- 5/15/19- Paul King from PennDOT- Deep Foundations- Drilled Shafts on CSVT River Bridge
- 6/21/19- Annual Golf Outing

| <b><u>Operating Budget (As of 7/31/19)</u></b> |             | <b><u>Membership (As of 7/31/19)</u></b> |    |
|--|-------------|--|----|
| Starting Balance (5/1)                         | \$6,740.78  | Starting Membership (5/1)                | 86 |
| Revenue  | \$12,211.31 | Losses                                   | 0  |
| Expenses                                       | \$8,925.54  | Gains                                    | 0  |
| Ending Balance                                 | \$10,026.55 | Ending Membership (paid)                 | 86 |

**Events scheduled during next quarter:**

- 9/18/19- Ted Deptula- CSVT River Bridge Tour
- 10/23/19- Joe Lyons- PennDOT ITS
- November- PennDOT Soils Slide Inventory

**Miscellaneous Items:**

- None

**Milestones:**

The following is a summary of key milestones for this quarter:

- None

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**End of Report**



## Meeting Minutes

Northeast Region Board

February 13, 2020, 1pm

Via Teleconference

### In attendance:

|                         |                                      |
|-------------------------|--------------------------------------|
| Rob Prophet .....       | President & Delaware Valley Section  |
| Paul McNamee .....      | Vice President & Harrisburg Section  |
| Scott Cortese .....     | Secretary & North/Central NJ Section |
| Scott Eshenaur .....    | POY Chair & Altoona Section          |
| Melanie Osterhout ..... | Website Chair & Albany Section       |
| Tim Herlihy .....       | Best Practices Chair & NC/NJ Section |
| Glen Kartalis .....     | New York City Metro Section          |
| Joe Danyo .....         | Southern New Jersey Section          |
| Luke Morenus .....      | Central NY Section (proxy)           |
| Mike Trotta .....       | Long Island Section (proxy)          |
| Chuck Nash.....         | Pittsburgh Section (proxy)           |
| Don DiZuzio .....       | National Director & NC/NJ Section    |
| Michele Price.....      | NE Penn Section                      |
| Todd Rosenberger .....  | East Penn Section                    |
| Max Heckman .....       | Franklin Section (proxy)             |

### Not In attendance:

|                          |   |
|--------------------------|---|
| Kathryn Power.....       | National Director & Pittsburgh Section  |
| Tony DaRin .....         | Central NY Section                      |
| Ron Link.....            | Clearfield Section                      |
| Rob Snowden .....        | First State Section                     |
| JT Lincoln .....         | Franklin Section                        |
| Andrea Luft-Colella..... | Long Island Section                     |
| Ron Deems .....          | SW Penn Section                         |
| Jesse Smith .....        | Williamsport Section                    |
| Bob Schmidt .....        | Mid-Allegheny Section                   |
| Mark Kinnee .....        | National Director & First State (proxy) |
| Jerry Pitzer.....        | Treasurer & Pittsburgh Section          |



Meeting was called to order by Mr. Prophet at 1:04 pm EST.

Mr. Cortese conducted the roll call. A regional officer quorum was present.

### **Secretary's Report**

Mr. Cortese noted that minutes for the 11/14/2019 Region meeting were finalized, circulated and appended to this meeting's invite for the 2/13/20 Region meeting. Scott Eshenaur motioned to accept minutes, seconded by Michelle Price, all voted in favor.

Other items:

- The next quarterly report due date for region sections is 3/11/2020. Outlook invites have been sent to all Section secretaries. Report template is attached to invite.
- Board changes – reminder to submit all contact information for any board position changes to the Region. Updates will be sent to National by 2/14/20.

### **Treasurer's Report**

Mr. Pitzer was absent, but did send in an email report. For the past period there were not income or expenses. Current bank balance is \$9,110.18. Upcoming planned expense includes the 2020 National Conference advertisement. Paul McNamee volunteered to pull the advertisement together and work with Jerry for the advertisement fee.

### **President's Report**

Mr. Prophet delivered the President's report:

- National Conference in Raleigh, NC (6/3/20-6/7/20): The NE Region will take out a full page advertisement. Paul McNamee will develop the advertisement and will coordinate with Jerry Pitzer for the advertisement fee.
- Volunteers are needed for the National Conference in Kalahari, PA for 6/9/21-6/13/21.
- National Award Nominations Update:
  - One nomination for ASHE Member of the Year – Richard Grubb
  - One nomination for ASHE Young Member of the Year – Patty Wardy
  - Both nominations were submitted to National on 2/10/20
- Section awards (George Hart, Gene Smith, Terrence Conner, Robert Yeager Awards) are listed on the National website. Refer to the National website for requirements/criteria.
- Northeast Region Conference Update:
  - Conference Committee meeting held on 12/11/19.
  - Discussed length of conference, time of year, location and explored costs.
  - Settled on two locations: Hershey PA and Penn St. Currently vetting venue costs.



### **National Report**

Don DiZuzio presented the National Report. Highlights are as follows:

- Most recent National Board meeting was held in Tampa, FL from 1/10/20-1/11/20.
- National is working on a realignment plan for the southern regions and creating a Southwest Region.
- Connecticut and Buffalo, NY are potential new section development areas. Discussion centered on how National should get the Regions involved in new Section development.
- Insurance (umbrella) documents are posted on the National cloud and will cover all Section meetings/conferences/tours.
- ASHE Scanner – 2020/2021 budget is high. ASHE is looking into electronic versions as default with print being opt-in to reduce costs.
- National Board received an \$11,000 profit from the 2020 National Conference in Nashville, TN.
- Rob Prophet was nominated and approved as the new NE Region National Director (3yr term).
- Next National Board meeting is April 3-4, 2020 in Columbus, OH.
- Lifetime member pins will replace cards. Email for pin requests was circulated to all NE Region Secretaries. Criteria for lifetime member:
  - 25yrs active, or
  - 20yrs active and over 60yrs old
- National Public Relations Committee discussion:
  - National PR appointees want to reach out directly to sections
  - Goal is to get a better handle on Section news for social promotion in the Scanner and social media. Sections should provide Amanda Schumacher with interesting news/pictures/announcements for the Scanner/social media.
  - Regions will be carbon copied.

### **Committee Report – Nominations**

- National Director – Rob Prophet was nominated by the NE Region nomination committee and National approved the appointment.
- Paul McNamee is the incoming NE Region president.
- NE Region positions to be filled – Vice President and Secretary. Rob Prophet to follow up.



### **Committee Report - Project of Year**

- Scott Eshenaur noted that there were 5 (2 sections submitted the same project) entries for the over \$20M category. Vine Street Expressway from the Delaware Valley Section won.
- Scott Eshenaur also noted that for the under \$20M category, 6 entries were received. The RT 30 Landslide Repair project from the Pittsburg Section won.
- The Regional winners will be forwarded to ASHE National by 2/28/20.

### **Committee Report - Regional Website**

- Ms. Osterhout noted the Region calendar is being continuously updated.

### **Committee Report – Best Practices**

Tim Herlihy conducted a Section website research and an email survey effort of all NE Region Sections to review/solicit best practice recommendations.

- Section websites research findings:
  - Not all Sections have their bylaws posted
  - Most Sections do have current officers posted
  - Not all Sections have a web-based payment option
  - Several Section events calendars are not up to date
  - Long Island Section website did not have any info (under development)
- In general, Best Practice Recommendations are:
  - Web-based payments for all Sections
  - Host special/celebratory/joint events to boost membership and attendance
  - Consider strategic pricing to encourage students/government officials
  - Presentations should offer PDHs

### **Scanner Articles**

- Next scanner article due to National on 4/15/20 and should be sent to the Region in advance of this date. Articles are due from the following Sections: Clearfield, Delaware Valley, Harrisburg, Southwest Penn.

### **Section Reports/Events**

General Notes: all sections should bring paper ASHE membership applications to all meetings (easy way to get new members to sign up). All sections should include the National Board Members and their National Director on all program invites.





- Albany – Holding regular meetings such as Future Cities Competition, golf outing in June, breakfast at the tracks in August and a 10<sup>th</sup> Anniversary event.
- Altoona – Hosted a District 9-0 presentation in January 2020, joint meeting with Mid-Allegheny in February and will host a PennDOT D-9 workshop in April.
- Central NY – Monthly meetings planned and membership stable. Events planned include MPOs roundtable, NYSDOT update with directors and a golf tournament in June.
- Clearfield – **No Report.**
- Delaware Valley – Attended Future Cities event and a Philadelphia area science fair. Upcoming events include Engineers Week, joint meeting with ASCE and with NE Penn and East Penn at Kalahari on 3/12/20.
- East Penn – Joint meeting with Delaware Valley on 3/12/20 at Kalahari. Regular meetings being held every month. Golf outing planning in late spring.
- First State – **No Report.**
- Franklin – Max Heckman will be the New Franklin Section Representative to the Region. Regular meetings being held such as a venison dinner (144 attendees). Online payment system now active. A new scholarship honoring Shirley Stutter was created.
- Harrisburg – Regular meetings being held and membership stable. Scholarship committee gearing up to award \$25k in scholarships in June. A golf outing is planned for August, PennDOT D-8/PTC conference is planned for May/April and a Past President's banquet is planned for late May.
- Long Island – National Assessment complete. Presentation planned for mid March 2020 and 1 pdh is planned. A gold outing is being planned for the summer and the scholarship program is being resurrected.
- Mid-Allegheny – **No Report.**
- NE Penn – Regular meetings being held and membership stable. Currently in 2<sup>nd</sup> year of \$100k endowment and program going well. Michelle Price will be replaced as Section Representative to the Region by John Baldassari (spelling?).
- NY Metro – Attendance is way up at events and monthly meetings set. Scholarships set for 2020 totaling \$14k.
- N/C NJ – Electronic payment now live, 144 active members, and regular meetings being held. Section's 30<sup>th</sup> Anniversary will be held on March 28, 2020 and is casino themed. Golf outing set for May 2020. POY joint meeting with Southern NJ set for April 2020.
- Pittsburgh – Holding regular meetings such as a clay shoot in April and a meeting at a local winery in May, and membership is stable. Currently updating by-laws; scholarship applications being reviewed.



- Southern NJ – Hosting regular monthly meetings (110 attendees at the February event). POY meeting in April (joint with N/C NJ). The ASHE student chapters at Rowan and Mercer College are looking for presentations from consultants. Anyone interested should reach out to Richard Grubb. MCCC and Rowan student chapters doing well. 7/15/20 golf outing already planned.
- SW Penn – **No Report.**
- Williamsport – **No Report.**

### **Closing**

Next meeting TBD, but likely will occur at the ASHE National Event in Raleigh, NC.  
The meeting adjourned at 2:30pm.

## **REGION REPORT**

### **Southeast Region Regional Directors Report (from – 12/26/19 to 3/19/20)**

#### **Regional Officers**

|                        |                        |                                   |
|------------------------|------------------------|-----------------------------------|
| <b>President:</b>      | <b>Len Pappalardo</b>  | <b>lpappalardo@keville.com</b>    |
| <b>Vice President:</b> | <b>Sunserea Dalton</b> | <b>Sunserea.Dalton@jacobs.com</b> |
| <b>Secretary:</b>      | <b>Holly Painter</b>   | <b>holly.painter@kci.com</b>      |
| <b>Treasurer:</b>      | <b>Donna McQuade</b>   | <b>McQuadeD@pondco.com</b>        |

#### **Reporting Regions:**

**Northeast Florida, Central Florida, Gulf Coast/South Florida, Tampa Bay, Georgia, Middle Tennessee, Tennessee Valley Phoenix Sonoran, Houston, and Dallas**

#### **Activities:**

The following is a summary of key activities for this quarter:

- January 9, 2020 – SE Region Board Meeting in person
- January 10-11, 2020 – National Board Meeting in person

| <b><u>Operating Budget (As of 3/1/20)</u></b> |           |
|---|-----------|
| Starting Balance (9/1/19)                     | \$ 699.53 |
| Revenue                                       | \$ 315.00 |
| Expenses                                      | \$ 85.00  |
| Ending Balance                                | \$ 929.53 |

#### **Events scheduled during next quarter:**

- SE Regional Board in person TBD

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**End of Report**

## **SECTION REPORT**

### **Northeast Florida Section Regional Directors Report (from 12/01/20 to 03/01/20)**

#### **Officers**

|                                       |                           |  |
|---------------------------------------|---------------------------|--|
| <b>President:</b>                     | <b>Stephen Park, PE</b>   | <b>stephen.park@rsandh.com</b>         |
| <b>1<sup>st</sup> Vice President:</b> | <b>Will Lyon, PE</b>      | <b>wlyon@prosserinc.com</b>            |
| <b>2<sup>nd</sup> Vice President:</b> | <b>Brett Harbison, PE</b> | <b>bharbison@meskelengineering.com</b> |
| <b>Secretary:</b>                     | <b>Jen Hawking, AICP</b>  | <b>HawkinsJL@pondco.com</b>            |
| <b>Treasurer:</b>                     | <b>Donna McQuade</b>      | <b>McQuadeD@pondco.com</b>             |

#### **Activities:**

The following is a summary of key activities for this quarter:

- January 16, 2020 – ASHE NEFL Annual Work Program Luncheon
- February 13, 2020 – ASHE NEFL Luncheon: MCORES Project Update
- February 14, 2020 – E-Week Kickoff Scholarship Luncheon, hosted by ASCE
- February 20, 2020 – E-Week Happy Hour Social, hosted by JEST
- February 22, 2020 – E-Week Annual Awards Banquet, hosted by NEFL E-Week

| <b><u>Operating Budget (As of 03/01/20)</u></b> |              | <b><u>Membership (As of 03/01/20)</u></b> |     |
|---|--------------|---|-----|
| Starting Balance                                | \$ 74,806.59 | Starting Membership                       | 207 |
| Revenue   | \$ 20,732.41 | Losses                                    | 0   |
| Expenses  | \$ 13,027.52 | Gains                                     | 1   |
| Ending Balance                                  | \$ 65,539.87 | Ending Membership (paid)                  | 208 |

#### **Events scheduled during next quarter:**

- March 12, 2020 – ASHE NEFL Luncheon: Pavement Preservation (PDH)

#### **Miscellaneous Items:**

- ASHE Members who received NEFL E-Week Annual Awards:
  - Russel Yaffee, PE – Past-President
    - Engineer of the Year Award
  - Stephen Park, PE – President
    - Young Engineer of the Year Award

**Milestones:**

The following is a summary of key milestones for this quarter:

- N/A

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**End of Report**

## **SECTION REPORT**

### **Central Florida Section Regional Directors Report (January– April 2020)**

#### **Officers**

|                        |                             |  |
|------------------------|-----------------------------|--|
| <b>President:</b>      | <b>Glenn Pressimone, PE</b> | <a href="mailto:Glenn.Pressimone@CFXWay.com">Glenn.Pressimone@CFXWay.com</a> |
| <b>Vice President:</b> | <b>Erin Kelley</b>          | <a href="mailto:ekelley@jci-insurance.com">ekelley@jci-insurance.com</a>     |
| <b>Secretary:</b>      | <b>Sherman Klaus, PE</b>    | <a href="mailto:sklaus@balmoralgroup.us">sklaus@balmoralgroup.us</a>         |
| <b>Treasurer:</b>      | <b>Gary Kuhns, PE</b>       | <a href="mailto:glkuhns@g-e-c.com">glkuhns@g-e-c.com</a>                     |

#### **Activities:**

The following is a summary of key activities for this quarter:

- **Transportation Tuesdays:**
  - **January 21:** M Bar
  - **March 24:** The Porch
- **Wednesday, February 26:** Members Social at Cahoots Video Game Bar in downtown Orlando from 5:30 to 7:30 pm.
- **Thursday, March 26:** 8<sup>th</sup> Annual Transportation Summit at CFX. Topic is Think you know where we're going? Speakers/panelists from Luminar Technologies, CDM Smith, FDOT and Metroplan Orlando

| Operating Budget <sup>(1)</sup>                         |             | Membership <sup>(2)</sup>                    |    |
|---|-------------|--|----|
| Starting Balance (1/1/20) (Checking and PayPal Account) | \$10,601.61 | Starting Membership (9/1/2019)               | 81 |
| Revenue Expected  | \$ 3,900.00 | Losses (Non-renewed during membership drive) | 17 |
| Expenses Expected                                       | \$ 3,300.00 | Gains  | 34 |
| Ending Balance Expected                                 | \$11,201.61 | Ending Membership As of (12/13/19)           | 98 |

#### **Notes:**

1. Does not include Petty Cash of \$305.00 or Valencia Foundation Scholarship Fund of \$10,500.00.
2. Membership has been reconciled with National.

#### **Events scheduled during next quarter:**

- Transportation Tuesday on April 21st
- Transportation Tuesday on May 19th

- Transportation Tuesday on June 16th
- Annual Clay Shoot at Blackjack Clays – April 24, 2020.
- Annual Banquet at The Tap Room at Dubsdread, Orlando

**Note: Events listed above are subject to change due to current COVID-19 emergency conditions.**

**Miscellaneous Items:**

- None

**Milestones:**

The following is a summary of key milestones for this quarter:

- Continue to create involvement with our members by organizing events that members and new members can attend and grow our membership by having our events open to everyone in the industry.

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**End of Report**

## **SECTION REPORT**

### **South Florida Section Regional Directors Report (December 2019- March 2020)**

#### **Officers**

|                        |                         |                                  |
|------------------------|-------------------------|----------------------------------|
| <b>President:</b>      | <b>Naldo Gonzalez</b>   | <b>ngonzalez@gfnet.com</b>       |
| <b>Vice President:</b> | <b>Jose Gomez</b>       | <b>jgomez@ecslimited.com</b>     |
| <b>Secretary:</b>      | <b>Yamila Hernandez</b> | <b>yamila.hernandez@wsp.com</b>  |
| <b>Treasurer:</b>      | <b>Hugo Gutierrez</b>   | <b>Hugo.Gutierrez@hdrinc.com</b> |

**Activities: NO REPORT RECEIVED**

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**End of Report**



## **SECTION REPORT**

### **Tampa Section Regional Directors Report (from 08/31/19 to 03/19/20)**

#### **Officers**

|                        |                           |                                |
|------------------------|---------------------------|--------------------------------|
| <b>President:</b>      | <b>Sunil Jakhadi, PE</b>  | <b>Sunil.Jakhadi@wsp.com</b>   |
| <b>Vice President:</b> | <b>Pavan Paiavula, PE</b> | <b>PPaiavula@drmp.com</b>      |
| <b>Secretary:</b>      | <b>Lance Croft</b>        | <b>lcroft@mc2engineers.com</b> |
| <b>Treasurer:</b>      | <b>Carlos Ramirez, PE</b> | <b>cramirez@garretteg.com</b>  |

**Activities: NO REPORT RECEIVED**

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**End of Report**

## **SECTION REPORT**

**Georgia Section**  
*(from December 1 – February 29)*

### **Officers**

|                                       |                               |  |
|---------------------------------------|-------------------------------|--|
| <b>President:</b>                     | <b>Mindy Sanders, P.E.</b>    | <a href="mailto:mhsanders@pontengineering.com">mhsanders@pontengineering.com</a>       |
| <b>1<sup>st</sup> Vice President:</b> | <b>Richard Meehan, P.E.</b>   | <a href="mailto:richard.meehan@loweengineers.com">richard.meehan@loweengineers.com</a> |
| <b>2<sup>nd</sup> Vice President:</b> | <b>Shawn Fleet, P.E.</b>      | <a href="mailto:sfleet@heath-lineback.com">sfleet@heath-lineback.com</a>               |
| <b>Secretary:</b>                     | <b>Lindsey Dunnahoo, P.E.</b> | <a href="mailto:lindsey.dunnahoo@aecom.com">lindsey.dunnahoo@aecom.com</a>             |
| <b>Co-Secretary:</b>                  | <b>Jennifer Lott, P.E.</b>    | <a href="mailto:jlott@aulickengineering.com">jlott@aulickengineering.com</a>           |
| <b>Treasurer:</b>                     | <b>Sarah Blackburn, P.E.</b>  | <a href="mailto:sarah.blackburn@greshamsmith.com">sarah.blackburn@greshamsmith.com</a> |
| <b>Co-Treasurer:</b>                  | <b>Brad Cox, P.E.</b>         | <a href="mailto:bradcox.ashega@gmail.com">bradcox.ashega@gmail.com</a>                 |
| <b>Director:</b>                      | <b>Jason Hewatt</b>           | <a href="mailto:jason.hewatt@redi-rock.com">jason.hewatt@redi-rock.com</a>             |
| <b>Director:</b>                      | <b>Jared Estes</b>            | <a href="mailto:jestes@maserconsulting.com">jestes@maserconsulting.com</a>             |
| <b>Director:</b>                      | <b>Jenny Jenkins, P.E.</b>    | <a href="mailto:jcjenkins@vhb.com">jcjenkins@vhb.com</a>                               |
| <b>Past President:</b>                | <b>Rob Dell-Ross, P.E.</b>    | <a href="mailto:rdellross@roswellgov.com">rdellross@roswellgov.com</a>                 |

### **Activities:**

The following is a summary of key activities for this quarter:

- **December 5, 2019 – ASHE Holiday Party** – 109 Attendees including Mike Hurtt (National President) and Tim Matthews (National 1<sup>st</sup> VP); 104 Gifts were Donated for Toys for Tots; Annual Section Awards Presented - Volunteer of the Year: Jared Estes; Member of the Year: Lindsey Dunahoo; President's Award: Cindi McAdams; Sponsor of the Year: Long Engineering
- **January 24, 2020 – January Technical Luncheon** – 116 Attendees – “Dos and Dents of Elevating Young Staff (The Millennial Generation) – presented by Russel Moorehead, PE & Eddie Wade, PE

| <b><u>Operating Budget (As of 2/29/20)</u></b> |              | <b><u>Membership (As of 3/5/20)</u></b> |     |
|--|--------------|---|-----|
| Starting Balance (12/1)                        | \$144,585.37 | Starting Membership (12/6)              | 567 |
| Revenue  | \$5,314.76   | Losses                                  | 0   |
| Expenses                                       | \$17,428.20  | Gains                                   | 108 |
| Ending Balance (8/31)                          | \$132,471.93 | Ending Membership (paid)                | 675 |
|  |              | Average Student Meeting Participation   | 25  |

### **Events scheduled during next quarter:**

- **March 19 – Poker Tournament – Cancelled due to Coronavirus**
- **April – Technical Tour of Airport – Cancelled due to Coronavirus**
- **May 20 – Golf Tournament**

**Miscellaneous Items:**

- Continuing to Work towards expanded regular events to Augusta and Savannah
- Selected to host the 2023 ASHE National Conference; Preliminary Planning has begun

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**End of Report**

## **SECTION REPORT**

### **Middle Tennessee Section Regional Directors Report (From January– March)**

#### **Officers**

|                                       |                        |  |
|---------------------------------------|------------------------|--|
| <b>President:</b>                     | <b>Luke Sullivan</b>   | <a href="mailto:Luke.Sullivan@wsp.com">Luke.Sullivan@wsp.com</a>       |
| <b>1<sup>st</sup> Vice President:</b> | <b>Shaun Armstrong</b> | <a href="mailto:Shaun.armstrong@tn.gov">Shaun.armstrong@tn.gov</a>     |
| <b>2<sup>nd</sup> Vice President:</b> | <b>Daniel Jordan</b>   | <a href="mailto:Daniel.Jordan@hdrinc.com">Daniel.Jordan@hdrinc.com</a> |
| <b>Secretary:</b>                     | <b>Leanna Whitwell</b> | <a href="mailto:lwhitwell@ttlusa.com">lwhitwell@ttlusa.com</a>         |
| <b>Treasurer:</b>                     | <b>Jeff Shaver</b>     | <a href="mailto:jshaver@cecinc.com">jshaver@cecinc.com</a>             |

#### **Activities:**

The following is a summary of key activities for this quarter:

- The January lunch meeting included Jonathan Haycraft, of Barge Solutions and Rachel Gentry of TDOT Region 2 presenting on I-24/I-75 Interchange project in Chattanooga, TN.
- The March lunch meeting included Mark Woods of TDOT presenting on Pavement Preservation
- There was no February lunch meeting.
- Section Board meetings- Feb 19 & March 18
- Several Middle TN Section board members attended the Meet & Greet in Chattanooga for the new TN Valley Section on Feb. 6
- Planning for the inaugural Middle TN Section Awards Banquet is underway. Date is set for July 17<sup>th</sup>

| Operating Budget (As of 02/29/2020) |             | Membership (As of 02/29/2020) |     |
|-------------------------------------|-------------|-------------------------------|-----|
| Starting Balance                    | \$32,668.78 | Starting Membership           | 314 |
| Revenue                             | \$41,563.36 | Losses                        | 0   |
| Expenses                            | \$4,723.08  | Gains                         | 0   |
| Ending Balance                      | \$69,509.06 | Ending Membership             | 314 |

**Events scheduled during next quarter:**

- Lunch meetings- April
- Annual all-day Technical Session in May

**Miscellaneous Items:**

None

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**End of Report**

## **SECTION REPORT**

### **Sonora Section Regional Directors Report (From January– March)**

#### **Officers**

|                                       |                          |
|---------------------------------------|--------------------------|
| <b>President:</b>                     | <b>James Barr</b>        |
| <b>1<sup>st</sup> Vice President:</b> | <b>Ryan Hudson</b>       |
| <b>2<sup>nd</sup> Vice President:</b> | <b>Josiah Roberts</b>    |
| <b>Secretary:</b>                     | <b>Melissa Boyles</b>    |
| <b>Treasurer:</b>                     | <b>Susie Mason</b>       |
| <b>1<sup>st</sup> Year Director:</b>  | <b>Al Field</b>          |
| <b>2<sup>nd</sup> Year Director:</b>  | <b>Suzanne Landsford</b> |
| <b>3<sup>rd</sup> Year Director:</b>  | <b>Yvette LeDesma</b>    |
| <b>3<sup>rd</sup> Year Director:</b>  | <b>Jessica Fly</b>       |
| <b>3<sup>rd</sup> Year Director:</b>  | <b>Jesse Gutierrez</b>   |
| <b>Past President:</b>                | <b>Steve Boschen</b>     |
| <b>Student Chapter Liaison:</b>       | <b>Jovan Ilijevski</b>   |

**Activities: NO REPORT RECEIVED**

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**End of Report**

## **SECTION REPORT**

### **Houston Section Regional Directors Report (from 12/2019 to 3/2020)**

#### **Officers**

|                                       |                          |  |
|---------------------------------------|--------------------------|--|
| <b>President:</b>                     | <b>Kim Sachtleben</b>    | <b>ksachtleben@costelloinc.com</b>     |
| <b>1<sup>st</sup> Vice President:</b> | <b>Inas Aweidah</b>      | <b>inas.aweidah@aecom.com</b>          |
| <b>2<sup>nd</sup> Vice President:</b> | <b>Alena Mikhaylova</b>  | <b>alena.mikhaylova@rinkerpipe.com</b> |
| <b>Secretary:</b>                     | <b>Brandon R. Circle</b> | <b>bcircle.ashe@gmail.com</b>          |
| <b>Treasurer:</b>                     | <b>Adam White</b>        | <b>adam.white@terracon.com</b>         |

**Activities: NO REPORT RECIEVED**

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**End of Report**

## **SECTION REPORT – DFW Section**

### **Regional Directors Report**

**(12/21/2019 to 03/12/2020)**

#### **Officers**

|                                       |                  |  |
|---------------------------------------|------------------|--|
| <b>President:</b>                     | Markus Neubauer  | <a href="mailto:MNeubauer@pkce.com">MNeubauer@pkce.com</a>                   |
| <b>1<sup>st</sup> Vice President:</b> | Laura Weber      | <a href="mailto:LJWeber@laneconstruct.com">LJWeber@laneconstruct.com</a>     |
| <b>2<sup>nd</sup> Vice President:</b> | Siva Pathivada   | <a href="mailto:siva.pathivada@terracon.com">siva.pathivada@terracon.com</a> |
| <b>Secretary:</b>                     | Kim Macy         | <a href="mailto:KMacy@braunintertec.com">KMacy@braunintertec.com</a>         |
| <b>Treasurer:</b>                     | Hossein Hosseiny | <a href="mailto:HHosseiny@bgeinc.com">HHosseiny@bgeinc.com</a>               |

#### **Activities:**      **(Note in particular PDH-worthy events and joint meetings & events)**

The following is a summary of key activities for this quarter:

- **December 2019:** N/A
- **January 28, 2020:** Monthly Lunch Meeting – “Fehrmarnbelt Tunnel Project”  
Sandra Akmansoy
- **February 25, 2020:** Monthly Lunch Meeting – “Transforming Your Papers, Presentations  
& Proposals into Eye-Catching Visual Elements”  
Julie Shaffer

| <b><u>Operating Budget (As of 03/12/2020)</u></b> |             | <b><u>Membership (As of 03/12/2020)</u></b> |    |
|---|-------------|---|----|
| Starting Balance (12/19/19)                       | \$ 8,101.79 | Starting Membership (12/19/19)              | 46 |
| Revenue   | \$ 2,119.86 | Losses                                      | 0  |
| Expenses  | \$ 2,561.41 | Gains                                       | 5  |
| Ending Balance                                    | \$ 7,660.24 | Ending Membership (paid)                    | 51 |
|   |             | Student Membership if known                 | 0  |

#### **Events scheduled during next quarter:**

- March 24, 2020: Monthly Lunch Meeting: “PEPS Urban Service Center Operations” – Jaime Vela, PE
- April 28, 2020: Monthly Lunch Meeting: “The Texas High-Speed Train” – Rebecca Cowle
- May 12, 2020: Monthly Lunch Meeting: Speaker Bill Hale, PE (TxDOT)

#### **Student Chapter update**



- N/A

**Miscellaneous Items:**

- N/A

**Milestones:**

The following is a summary of key milestones for this quarter:

- N/A

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**End of Report**

## **SECTION REPORT**

### **TN Valley Section Regional Directors Report (from 1/1/2020 – 3/13/2020)**

#### **Officers**

|                        |                      |                                     |
|------------------------|----------------------|-------------------------------------|
| <b>President:</b>      | <b>Rachel Gentry</b> | <b>Rachel.Gentry@tn.gov</b>         |
| <b>Vice President:</b> | <b>Erin Woodson</b>  | <b>Erin.Woodson@arcadis.com</b>     |
| <b>Secretary:</b>      | <b>Haley Slifko</b>  | <b>Haley.Slifko@tn.gov</b>          |
| <b>Treasurer:</b>      | <b>Sandra Knight</b> | <b>SKnight@bradleycountyttn.gov</b> |

#### **Activities:**

The following is a summary of key activities for this quarter:

- 1/8/2020; Officer Training
- 1/23/2020; Board Meeting
- 2/6/2020; Meet and Greet
- 3/5/2020; Board Meeting

| <b><u>Operating Budget (As of 3/13/2020)</u></b> |        | <b><u>Membership (As of 3/13/2020)</u></b> |    |
|--|--------|--|----|
| Starting Balance (1/1/2020)                      | \$0    | Starting Membership (1/1/2020)             | 0  |
| Revenue  | \$3135 | Losses                                     | 0  |
| Expenses   |        | Gains                                      | 24 |
| Ending Balance                                   | \$3135 | Ending Membership (paid)                   | 24 |

#### **Events scheduled during next quarter:**

- 3/25/2020; Board Meeting
- 4/2/2020; Chartering Meeting; Guest Speaker - TDOT Commissioner Clay Bright
- 5/14/2020; May Lunch Meeting
- **The April 2 Chartering Meeting and May 14 Lunch meeting have been postponed to a future date.**

#### **Miscellaneous Items:**

- 2/6/2020 – Meet and Greet – 80 attended, Tim Matthews, Joe Deering, Rachel Gentry, Brad Winkler, and Jason Hewitt presented on ASHE and the new TN Valley Section

**Milestones:**

The following is a summary of key milestones for next quarter:

- 04/02/2020 – ASHE TN Valley will host the chartering meeting to become an official section.  
**This has been postponed to a future date.**

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**End of Report**