



ASHE National Board Meeting Minutes  
October 23, 2020

**CALL TO ORDER:** Timothy W. Matthews, PE

President Matthews called the meeting of the National Board of the American Society of Highway Engineers to order at 12:30 PM. Due to the COVID-19 pandemic, the meeting was held via Microsoft Teams.

**PLEDGE OF ALLEGIANCE:** Timothy W. Matthews, PE

President Matthews led the Pledge of Allegiance.

**ROLL CALL:** Thomas S. Morisi

<u>Present:</u>	<u>Name</u>	<u>Office</u>
	Timothy W. Matthews, PE	President
	Leigh B. Lilla, PE	First Vice-President
	Stan A. Harris, PE	Second Vice-President
	Thomas S. Morisi	Secretary
	P. Frank O'Hare, PE	Treasurer
	Michael D. Hurtt, PE	Immediate Past President
	Nancy A. Morisi	Administrative Assistant
	Roger B. Carriker, PE	Mid-Atlantic Region Director
	Michael D. Bywaletz, PE	Mid-Atlantic Region Director
	James T. Shea, PE	Great Lakes Region Director
	Frank J. Bronzo, PE	Great Lakes Region Director
	Donato DiZuzio, PE	Northeast Region Director
	Robert G. Prophet, PE	Northeast Region Director
	Kathryn E. Power, PE	Northeast Region Director
	Scott H. Jordan, PE	Southeast Region Director
	Jason Hewatt	Southeast Region Director
	Nikole A. Cao, PE	Southwest Region Director
	Samir D. Mody, PE	New Sections Committee Co-Chair
	Brian G. O'Connor, PE	New Sections Committee Co-Chair
	David A. Greenwood, PE	Constitution/Bylaws Committee Chair
	Nicole G. Parris, PE	National Conference Committee Chair
	Melinda H. Sanders, PE	Technology Committee Chair
<u>Absent:</u>		

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



**WELCOME:** Timothy W. Matthews, PE

President Matthews welcomed the attendees and guests and thanked everyone for their efforts to keep the organization moving forward during the pandemic. He noted that Sections and Regions should reach out to National if they need anything or have any questions.

**APPROVAL OF MINUTES:**

**June 9, 2020 National Board Meeting:** Motion by Morisi to approve the minutes from the June 9, 2020 National Board Meeting; seconded by Harris; all in favor.

**July 16, 2020 National Board E-Meeting to approve 2024 National Conference venue:** Motion by Morisi to approve the minutes from the July 16, 2020 National Board E-Meeting; seconded by DiZuzio; all in favor.

**August 3, 2020 National Board E-Meeting to approve 2022 National Conference venue:** Motion by Morisi to approve the minutes from the August 3, 2020 National Board E-Meeting; seconded by Carriker; all in favor.

**September 1, 2020 National Executive Committee Meeting regarding Carolina Triangle assessment:** Motion by Morisi to approve the minutes from the September 1, 2020 National Executive Committee Meeting; seconded by Harris; all in favor.

**PRESIDENT'S REPORT:** Timothy W. Matthews, PE

The President's Report is attached to and made part of these meeting minutes. Mr. Matthews provided a review of his written report and noted the following items:

- Reviewed and approved N. Morisi timecards
- Attended Ad Hoc Committee Meeting (call)
- Attended National Conference Committee Meeting (calls)
- Visited 2023 National Conference Hotel site
- Recurring President's Meeting with Leigh, Stan, and Mike
- Participated in Section/Region Officer WebEx training on Oct 19 & 27
- Goals for the year:
  - Build a more diverse organization by growing our membership through attracting State and Federal Government sector members. We need to meet with as many agencies as possible to achieve this. Reach out to Regions and Sections to let them know of this goal and welcome any ideas to complete this goal. Get in touch with Tim. President Matthews is going to investigate a potential monthly WebEx to promote interaction called Coffee or Cocktails with the President.

**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. Mr. Dizuzio noted that he has reached out to Long Island Section and New York Metro Section to request payment of their assessments. President Matthews asked that a determination be made on why so many Sections are delinquent this year.



**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 investments have regained their value since March when they dropped below \$300K.

- Motion by O'Hare to accept the National Treasurer's Report; seconded by DiZuzio; all in favor.
- Motion by O'Hare to reallocate \$10,000 from the Line E. National Board's Travel Budget to the N. Scanner Committee Budget, N102.0, thereby increasing Line N.102.0 to \$35,000 and decreasing Line E. to \$31,000; seconded by Morisi. During discussion, Mr. Hurtt noted the estimate for the special Conference edition was \$5,000 and that Ms. Farrell sold sponsorships to offset the cost. Therefore, he feels \$10,000 is overstating what is necessary. President Matthews requested to delay a decision on the motion until the Board has additional information or a recommendation from the Scanner Committee. The motion was tabled.
- Mr. O'Hare requested the Technology Committee perform a review of software subscriptions on a semi-annual basis. The review was assigned to the Technology Committee.
- Mr. Carriker inquired if the money previously transferred from investments to manage cash flow has been returned. Mr. O'Hare noted it had not been and recommended the Budget Committee look to see if they would like to make a motion to return the funds to investments.

**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.

**COMMITTEE REPORTS:**

**Ad Hoc (Region Structure):** Timothy W. Matthews, PE and Leigh B. Lilla, PE presenting

The Ad Hoc (Region Structure) Committee Report is attached to and made part of these minutes.

**Budget/Audit:** Leigh B. Lilla, PE presenting

The Budget/Audit Committee Report is attached to and made part of these minutes. The Committee will examine the request to return funds to the investment account and have a recommendation for the next meeting.

**Constitution/Bylaws:** David A. Greenwood, PE presenting

The Constitution/Bylaws Committee Report is attached to and made part of these minutes. Mr. Greenwood noted the Committee is looking into the addition of language to the bylaws which addresses sexual harassment. Once added, the bylaws will be circulated for review.

**Membership:** Leigh B. Lilla, PE presenting

The Membership Committee Report is attached to and made part of these minutes. Ms. Lilla noted the Committee will look at Section memberships after assessments are complete to see where there may be issues and follow up with those Sections. Ms. Lilla will also contact Greg Dutton to see if he would like to take over as Chair of this Committee.



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

The National Conference Committee Report is attached to and made part of these minutes. Motion by the Committee to approve the Renaissance Waverly as the site for the 2023 National Conference in Atlanta Georgia from June 7<sup>th</sup> to June 11<sup>th</sup>; seconded by Bywaletz; all in favor. Ms. Parris noted there was a recent discussion held with the 2021 Conference leadership regarding planning in the event the Conference needs pushed back to the fall due to the pandemic. Mr. Cochrane is reaching out to the facility to see if such a move is possible. The National Conference Committee will discuss this further in January.

**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. South Carolina, Central Texas, and Alabama are on track for chartering. The Committee is currently having bi-weekly meetings with these Sections and membership applications should be submitted to Ms. Morisi shortly. The motion for seed money as presented in the Committee Report was determined not necessary since the funds are available in the New Sections budget.

**Nominating:** Michael D. Hurtt, PE presenting

The Nominating Committee Report is attached to and made part of these minutes. The prospect of extending the terms of the President, 1<sup>st</sup> Vice President, and 2<sup>nd</sup> Vice President due to the interruption that COVID-19 has created as well as to give the current leadership the opportunity to experience normal leadership roles was discussed. Suggestions for further investigation included: potential to extend the term for the entire Board to be fair to the 1 Year Directors that have the best potential to move up to an officer position; recommendation that a survey of the membership be conducted to gain concurrence; and a thorough review of the Constitution and Bylaws be conducted. Mr. Hurtt will convene the Committee to discuss this topic and bring a recommendation back to the Board for a potential E-Vote.

**Operations and Oversight:** Stan A. Harris, PE presenting

The Operations and Oversight Committee Report is attached to and made part of these minutes. Mr. Harris noted that a new officer training session was held on October 19<sup>th</sup> at 3:00 p.m. and another one is scheduled for October 27<sup>th</sup> at 11:00 a.m. Tim requested this committee reach out to all committees to assess their individual viability/necessity.

**Outreach:** Frank J. Bronzo, PE presenting

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

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

The Professional Development Committee Report is attached to and made part of these minutes. Mr. Carriker noted the guidelines will be updated as previously recommended. No Board approval is necessary for that update.

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

The Public Relations Committee Report is attached to and made part of these minutes. Mr. Matthews noted that the question was asked at the new officer training as to how much we are using social media and requested the Committee research what articles may be of interest to the audience using each of our platforms.

**Scanner:** Donato DiZuzio, PE presenting

The Scanner Committee Report is attached to and made part of these minutes. Mr. DiZuzio noted that sponsorships are below budget markers and that the Committee is having discussions on how to improve sponsorships. It was noted that the budget shown in the committee report is incorrect and the Committee was asked to revise the budget in that report.

**Strategic Plan:** Kathryn E. Power, PE presenting

The Strategic Plan Committee Report is attached to and made part of these minutes. The Committee conducted a survey of the Sections requesting each do a self-evaluation of their performance in meeting the goals of the Strategic Plan. Minimal responses were received. Ms. Morisi is to resend the survey in accordance with the Communication Plan rather than having the email come from Mr. Pitzer's email address.

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

The Technology Committee Report is attached to and made part of these minutes. With regards to the discussion held under the Treasurer's Report, Mr. O'Hare will send Ms. Sanders a list of software invoices that he regularly pays.

**Student Chapter:** Roger B. Carriker, PE presenting

The Student Chapter Committee Report is attached to and made part of these minutes. Mr. Carriker noted that a virtual conference was held this year and that it went well, capturing a wider audience.

**OLD BUSINESS:**

- **Documents Review:** Resource Center Committee to review all documents to ensure they are updated with all recent Region changes and for reference to the Schedule of Fees.

**NEW BUSINESS:**

- **History Committee:** Mr. Matthews inquired as to the status of this committee and Mr. Morisi explained that both Ms. Ivory and Ms. Stuttler have experienced recent health issues which have delayed their efforts. He also noted that Ms. Stuttler is not as active in the committee as she once was. Mr. Morisi is to reach out to Mr. Cochrane to see if he would be interested in chairing the History Committee.
- **Discussion on North Dakota Section and new region relating to National Director opportunity:** Mr. Matthews expressed a concern that the Section knows they are part of the Great Lakes Region and can submit a nominee for National Director. Mr. Shea will follow up at the Great Lakes Region meeting and discuss this with the Dacotah Section.
- **Exposure Funds:** Mr. Matthews would like to have the exposure funds distributed, especially to the Southwest Region. Mr. Hurtt clarified that the funds were allocated but never distributed due to lack of guidelines to provide to the Regions. Mr. Carriker is to send the guidelines to Mr. Matthews for comment and then to the entire Board for review and comment.



**REGION REPORTS:**

- Each Director reviewed the highlights of the Section-Region Reports which are attached to and made part of these meeting minutes.

**NEXT MEETING:**

- The next meeting will be held in either January or February. It is desired to have an in-person meeting in Houston Texas. The feasibility of such a meeting, due to the pandemic, will be evaluated soon.

**FUTURE MEETINGS:**

- Potential sites for the Spring Board meeting include Columbus, Virginia, and Georgia.

**ADJOURNMENT:**

Motion by DiZuzio to adjourn the meeting; seconded by Bywaletz; all in favor. The meeting adjourned at 3:35 PM.



**ASHE National Board Meeting Minutes  
October 23, 2020**

**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



**ASHE National Board Meeting Minutes  
October 23, 2020**

**Attachment 1: Officer and Committee Reports**





## PRESIDENT'S REPORT

### October 23, 2020

#### Activities (Cumulative): completed or planned

##### Travel:

1. **March:** As of early March 2020, all in-person meetings and travel were canceled.
2. December: Georgia Section Annual Holiday Event
3. **January:** Franklin Section Venison Dinner – Hope we can travel by then

##### Committee Activities:

1. **Monthly:** National Conference Committee meeting (conference call)
2. October 9: Ad Hoc Committee Meeting (conference call)

##### Meetings:

1. **Monthly:** Reoccurring President's with Leigh, Stan and Mike

##### Board Activities:

1. September: Called for E-Vote on Carolina Triangle Renewal Extension
2. **August :** Called for E-vote on approval for Hotel in Columbus for 2022 Conference
3. **July :** Called for E-vote on approval for Hotel in Columbus for 2024 Conference
4. **June :** National Board Meeting

##### Other Activities:

1. Reviewed and approved N. Morisi timecards.
2. Prepared *scanner* President's Messages (fall and special scanner edition)
3. Participated in Section/Region Officer Webex training on Oct 19 & 27.

-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 October 12, 2020:

<b>Northeast Region</b>			<b><i>Southeast Region</i></b>	
Albany	99		Central Florida	101
Altoona	197		Georgia	569
Central New York	49		Middle Tennessee	292
Clearfield	178		Northeast Florida	174
Delaware Valley	352		South Florida	10
East Penn	118		Tampa Bay	77
First State	178		Tennessee Valley	54
Franklin	129		<b>Subtotal</b>	<b>1277</b>
Harrisburg	433			
Long Island	67		<b>Great Lakes Region</b>	
Mid-Allegheny	136		Bluegrass	68
N. Central New Jersey	138		Central Dacotah	82
New York Metro	173		Central Ohio	185
North East Penn	133		Cuyahoga Valley	100
Pittsburgh	547		Derby City	88
Southern New Jersey	178		Lake Erie	194
Southwest Penn	282		Northwest Ohio	52
Williamsport	81		Triko Valley	181
<b>Subtotal</b>	<b>3468</b>		<b>Subtotal</b>	<b>950</b>
<b>Mid-Atlantic Region</b>			<b>Southwest Region</b>	
Blue Ridge	74		Dallas-Forth Worth	38
Carolina Piedmont	78		Houston	74
Carolina Triangle	265		Phoenix Sonoran	195
Chesapeake	315		<b>Subtotal</b>	<b>307</b>
Greater Hampton Roads	92			
N. Central West Virginia	52		<b>Total</b>	<b>7151</b>
Old Dominion	84			
Potomac	189			
<b>Subtotal</b>	<b>1149</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 7,151 which represents a net decrease of 67 members since the report for the June National Board meeting. Some specific notes related to membership totals:

- The database is currently being updated with data received through the current assessment process. Not all Sections have been updated. Therefore, a comparison to the June member list is not accurate. Only those Sections highlighted in green have updates complete through the assessment process. The remaining Sections are in process.

## **ASSESSMENTS**

The following Sections have not paid the 2020-2021 assessment and are considered late:

- Blue Ridge
- Central New York
- Dallas Fort Worth
- Long Island
- New York Metro
- North East Penn
- Northwest Ohio
- South Florida
- Tampa Bay

The following Sections have not paid the 2020-2021 assessment and are not considered late:

- Carolina Triangle



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## **National Treasurer's Report**

**Frank O'Hare, PE, PS, National Treasurer**

**ASHE National Board Meeting**

**October 22, 2020**

**National Board Mtg. Conf. Call**

1. Income and Expenses - Income and Expenses are shown as of 9/30/2020. See Attachment.
  - Operating Income Comments
    - Member Assessments were due on October 1. Money is starting to arrive for deposit. Over \$40,000 has arrived since October 1<sup>st</sup>.
    - OTHER INCOME of \$ 2,920.51 was money refunded to Hewatt, Lilla and O'Hare for 2020 Conference registrations. CPA Associates Audit of last year's financials asked about this expense. They have been informed that the money has been refunded.
    - SCANNER Sponsorships now are being sent directly to ASHE and not to TNT Graphics
  - Operating Expenses Comments
    - The COVID-19 has greatly affected the spending of ASHE's Committees with the exception of Public Relations, Scanner and Technology.
2. Investment as of 9/30/2020. See Attachment.
3. Quarterly taxes for Nancy Morisi were calculated by CPA Associates and were sent to the various government agencies.
4. D&O and Crime Policy Insurance payments are due in Oct 2020.
5. Audit and taxes are currently being completed by CPA Associates. Should be finalized this month for National Treasurer's signature. Additional charges from PNC Bank for old financial information.
6. CPA Associates has reconciled the PNC Bank statements with ledger for June, July, August and September and were forwarded to Budget/Audit Committee Chair Leigh Lilla for review.
7. June, July, August and September Credit Card reconciliations have been forwarded to the Budget/Audit Committee for review.
8. Cash flow reports were sent at the end of the month to board members.
9. Assisted the new Alabama Section Treasurer in obtaining an EIN number.
10. Assisted Delaware Valley Section with insurance certificate.
11. Assisted 2024 National Conference with EIN number.
12. Assisted the Blue Grass Section with a question about IRS Form 1099.
13. J.M. Server Solutions is now being paid with ASHE Credit Card.

14. Finalized the ASHE 990 forms with the CPA Associates. Incorrect 990 were sent back to the Sections, Regions or Conferences.
15. Slightly modified the ASHE 990 form to included the printed name of signee. It will be rolled out in November at training conference call and put on the website.
16. If a Board Member changes address, make sure you notify the Treasurer such that your expense check is sent to the new address.
17. ASHE Mileage rate is \$0.57/ mile as of January 2020.
18. Do not send checks to Treasurer's home address. All checks need to be sent to Johnstown office.

**Motion 1:** Motion to accept National Treasure's report.

**Motion 2:** Motion to reallocate \$ 10,000 from the Line E. National Board's Travel Budget to the N. Scanner Committee Budget, N102.0. This would increase Line N.102.0 to \$35,000 and decrease Line E. to \$31,000.

**Request:** A bi-annual review of ASHE software subscriptions and conference call subscriptions.

**ASHE Treasurer's Report**  
for  
**For June 1, 2020 to September 30, 2020**

**PNC Checking Account**

1	<b>PNC Business Basic Checking 8649 - Ledger Balance 6/1/2020</b>	\$	93,437.33
2	<b><u>Inflows</u></b>		
3	Income	\$	28,766.11
4	Total Inflows (Income)	\$	28,766.11
5	<b><u>Outflows</u></b>		
6	Expenses	\$	45,699.55
7	Total Outflows (Expenses)	\$	45,699.55
8	Balance 8649 - 9/30/2020	\$	76,503.89

**PNC Investment Account**

9	<b>PNC Investment - Beginning Balance (6/1/2020)</b>	\$	327,631.11
10	Increase (Decrease) in Fund as of 09/30/2020	\$	23,594.03
11	-		
12	Balance on 09/30/2020	\$	351,225.14
13			
14	Total Assets as of 09/30/2020 ....	\$	427,729.03
15	Total Assets as of 6/1/2020 ....	\$	421,068.44
16	Increase or (Decrease) in Total Assets - 6/1/2020 to 09/30/2020	\$	6,660.59

Respectfully submitted:

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ASHE National Treasurer

10/9/2020

Item	Operating Income	Budget FYE 2021	Actual as of 9/30/2020	% of Budget
A.	Clothing royalties	\$ 1.00	\$ -	
B.	Conference seed money returned	\$ 8,000.00	\$ -	
C.	Conference Income	\$ 1.00	\$ -	
D.	Credit Card Cash Back Rewards	\$ 300.00	\$ 328.10	109%
E.	Lifetime Member Plate	\$ -		
F.	New members - at large	\$ -		0%
G.	Member assessment	\$ 140,000.00	\$ 12,290.00	9%
H.	National Project of the Year	\$ 800.00	\$ 200.00	25%
I.	New members initiation fees	\$ 9,000.00	\$ 1,845.00	21%
J.	Other Income	\$ 1.00	\$ 2,920.51	>100%
K.	Past Presidents' pins	\$ 1,500.00	\$ 770.00	51%
L.	SPONSORSHIPS			
L100.0	Sponsorships - Multiview	\$ 7,000.00	\$ 1,012.50	14%
L101.0	Sponsorships - SCANNER	\$ 27,000.00	\$ 9,400.00	35%
	<b>Total</b>	<b>\$ 193,603.00</b>	<b>\$ 28,766.11</b>	<b>15%</b>
	<b>Reduction Of Demand Assets</b>			
	<b>Total Inflow to Operating Budget</b>	<b>\$ 232,550.00</b>	<b>\$ 28,766.11</b>	<b>12%</b>

FYE 2021 - June 1, 2020 to May 31, 2021

Item	No.	EXPENSES	Budget FYE 2021	Actual as of 9/30/2020	% of Budget
A.	<b>BUDGET/AUDIT COMMITTEE</b>				
	A101.0	Budget/Audit Committee	\$ -	\$ -	0%
	A102.0	Treasurer's Meeting With Auditors	\$ 400.00	\$ -	0%
		<b>TOTAL:</b>	<b>\$ 400.00</b>	<b>\$ -</b>	<b>0%</b>
B.	<b>CONSTITUTION &amp; BYLAWS COMMITTEE</b>				
	B101.0	Constitution and Bylaws Committee	\$ -	\$ -	
		<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	
C.	<b>EXECUTIVE COMMITTEE</b>				
	C102.0	Audit & CPA fees	\$ 7,500.00	\$ 189.97	3%
	C103.0	Awards, pins, & ribbons	\$ 3,000.00	\$ 3,994.17	133%
	C104.0	Committee chair travel by President's invitation	\$ 6,000.00		
	C105.0	Computers, purchase, repair	\$ 1,000.00		
	C106.0	Contingencies, legal, bank fees	\$ 500.00		
	C107.0	Donations, memorials, gifts	\$ 200.00	\$ 54.23	27%
	C108.0	Employee - taxes, fica	\$ 12,000.00	\$ 2,910.92	24%
	C109.0	Employee - wages	\$ 24,000.00	\$ 7,880.55	33%
	C110.0	Employee - expenses	\$ -		
	C111.0	Insurance - business	\$ 5,000.00	\$ 1,108.60	22%
	C112.0	Misc. Expenses	\$ 500.00		
	C113.0	Office- conf. call	\$ 500.00	\$ 31.70	6%
	C114.0	Business Office - Rent	\$ 3,500.00	\$ 1,250.00	36%
	C115.0	Postage, UPS, Fed Ex. - Delivery	\$ 750.00	\$ 323.11	43%
	C116.0	President's Assistant expenses	\$ -		
	C117.0	Presidents travel & expenses (No board mtgs.)	\$ 7,000.00		
	C118.0	Society travel - President's request	\$ 2,500.00		
	C119.0	Supplies, business, software	\$ 1,000.00	\$ 577.99	58%
		<b>TOTAL:</b>	<b>\$ 74,950.00</b>	<b>\$ 18,321.24</b>	<b>24%</b>
D.	<b>MEMBERSHIP/MEMBER AT LARGE COMMITTEE</b>				
		<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	
E.	<b>NATIONAL BOARD</b>				
	E101.1	Board Directors Lodging	\$ 9,000.00		0%
	E101.2	Board Directors Travel	\$ 22,000.00		0%
	E102.0	Board Meeting Expenses	\$ 10,000.00		0%
		<b>TOTAL:</b>	<b>\$ 41,000.00</b>	<b>\$ -</b>	<b>0%</b>
F.	<b>NATIONAL CONFERENCE COMMITTEE</b>				
	F101.0	2021 conference stipend & expenses (6/9-13/2021)	\$ 20,000.00		0%
	F102.0	Future National Conf. Advance	\$ 8,000.00	\$ -	0%
	F103.0	Sponsorships for 2021 conference	\$ 4,000.00	\$ 4,000.00	100%



Item	No.	EXPENSES	Budget FYE 2021	Actual as of 9/30/2020	% of Budget
	F104.0	National Conf. Comm. Travel	\$ 800.00	\$ 297.46	37%
	F105.0	Past Presidents Stipend for National Conference	\$ 2,500.00		
	F106.0	Scanner Special 2020 Conference Edition	\$ -		
		<b>TOTAL:</b>	<b>\$ 35,300.00</b>	<b>\$ 4,297.46</b>	<b>12%</b>
<b>G.</b>	<b>NEW SECTIONS COMMITTEE</b>				
	G101.0	Startup grant - Two(2) Sections per Year	\$ 1,200.00	\$ -	0%
	G102.0	New Section Banners - Two(2) Sections	\$ 400.00		0%
	G103.0	Exhibiting	\$ 5,000.00		0%
	G104.0	Travel - New Sections & Chartering	\$ 2,000.00		0%
		<b>TOTAL:</b>	<b>\$ 8,600.00</b>	<b>\$ -</b>	<b>0%</b>
<b>H.</b>	<b>NOMINATING COMMITTEE</b>				
	H101.0	Expenses for Hart, Member of the Year, and Young Member of the Year National Awards.	\$ 2,000.00	\$ -	0%
		<b>TOTAL:</b>	<b>\$ 2,000.00</b>	<b>\$ -</b>	<b>0%</b>
<b>I.</b>	<b>OPERATIONS OVERSIGHT COMMITTEE</b>				
	I102.0	Regional Directors Travel	\$ 4,000.00		0%
	I103.0	Project of the Year	\$ 2,500.00		0%
	I104.0	Society History Comm. <sup>1</sup>	\$ -	\$ -	0%
		<b>TOTAL:</b>	<b>\$ 6,500.00</b>	<b>\$ -</b>	<b>0%</b>
<b>J.</b>	<b>OUTREACH COMMITTEE</b>				
	<b>J101.0</b>	Committee Travel	\$ 2,000.00		
	J102.0	Exposure Funds	\$ 6,000.00	\$ -	
		<b>TOTAL:</b>	<b>\$ 8,000.00</b>	<b>\$ -</b>	
<b>K</b>	<b>PARTNERSHIP COMMITTEE</b>				
	K101.0	Booth exchange	\$ 500.00		0%
	K102.0	Travel to partner events	\$ 2,000.00		0%
		<b>TOTAL:</b>	<b>\$ 2,500.00</b>	<b>\$ -</b>	<b>0%</b>
<b>L.</b>	<b>PROFESSIONAL DEVELOPMENT COMMITTEE</b>				
	L101.0	Professional development committee	\$ -	\$ -	
	L102.0	Certification-related fees & education costs	\$ -	\$ -	
		<b>TOTAL:</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>M.</b>	<b>PUBLIC RELATIONS COMMITTEE</b>				
	M101.0	Committee Travel	\$ 1,200.00		0%
	M102.0	Contest	\$ 100.00		0%
	M103.0	Conference Exposure	\$ 800.00		0%
	M104.0	Promotional Materials	\$ 3,000.00	\$ 316.60	11%
	M106.0	Software	\$ 600.00	\$ 301.36	0%
	M105.0	Shipping - ASHE Display	\$ 1,000.00		0%

Item	No.	EXPENSES	Budget FYE 2021	Actual as of 9/30/2020	% of Budget
		<b>TOTAL:</b>	<b>\$ 6,700.00</b>	<b>\$ 617.96</b>	<b>9%</b>
<b>N.</b>	<b>SCANNER COMMITTEE</b>				
	N100.00	Scanner/Technical Committee Travel	\$ 600.00		
	N102.0	TNT Invoices	\$ 25,000.00	\$ 20,822.89	83%
	N103.0	Scanner Exhibit Booth	\$ -		0%
	N104.0	National Conf. Expenses & Promotional Materials	\$ -	\$ -	
		<b>TOTAL:</b>	<b>\$ 25,600.00</b>	<b>\$ 20,822.89</b>	<b>81%</b>
<b>O.</b>	<b>STRATEGIC PLAN COMMITTEE</b>				
	O101.0	Strategic Planning Committee	\$ 500.00	\$ -	
		<b>TOTAL:</b>	<b>\$ 500.00</b>	<b>\$ -</b>	
<b>P.</b>	<b>STUDENT CHAPTER COMMITTEE</b>				
	P101.0	Student Chapter Committee	\$ 1,000.00		0%
	P102.0	Student event promo materials	\$ -		
		<b>TOTAL:</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>0%</b>
<b>Q.</b>	<b>TECHNOLOGY COMMITTEE</b>				
	Q101.0	Cloud Committee	\$ 1,000.00	\$ 233.32	23%
	Q102.0	Database administration	\$ 1,500.00	\$ 450.00	30%
	Q103.0	Database upgrade	\$ 15,000.00		
	Q104.0	National Conf. Exhibit Booth - J.M. Solutions	\$ -		
	Q105.0	Technology Committee - Survey Gizmo	\$ 300.00		0%
	Q106.0	Website hosting	\$ 1,700.00	\$ 956.68	56%
	Q107.0	Website redesign	\$ -		
		<b>TOTAL:</b>	<b>\$ 19,500.00</b>	<b>\$ 1,640.00</b>	<b>8%</b>
	<b>TREASURER</b>				
		Funds To Reserve Fund	\$ -	\$ -	
		<b>Total Expenses</b>	<b>\$ 232,550.00</b>	<b>\$ 45,699.55</b>	<b>20%</b>

# Cash Flow Comparison

6/1/2019 through 9/30/2020

10/11/2020

Page 1

Category	6/1/2019- 9/30/2019	6/1/2020- 9/30/2020	Amount Difference
<b>INFLOWS</b>			
B. Conference Advance Money Return	8,000.00	0.00	-8,000.00
D. Credit Card Cash Back Rewards	331.95	328.10	-3.85
G. Membership Assessments	15,610.00	12,290.00	-3,320.00
H. National Project of the Yr-Entry fee	0.00	200.00	200.00
I. New Member-Initiation Fee	3,960.00	1,845.00	-2,115.00
J. Other Income	777.90	2,920.51	2,142.61
J101.1 Transfer from PNC Investment ...	15,000.00	0.00	-15,000.00
TOTAL J. Other Income	15,777.90	2,920.51	-12,857.39
K. Past President-Lifetime Member Pins	480.00	770.00	290.00
<b>L. Sponsorships</b>			
L100.0 MULTIVIEW Sponsorships	0.00	1,012.50	1,012.50
L101.0 SCANNER Sponsorships	8,450.00	9,400.00	950.00
TOTAL L. Sponsorships	8,450.00	10,412.50	1,962.50
<b>TOTAL INFLOWS</b>	<b>52,609.85</b>	<b>28,766.11</b>	<b>-23,843.74</b>
<b>OUTFLOWS</b>			
<b>C. Executive Committee</b>			
C102.0 Audit, Taxes & CPA Fees	199.75	189.97	9.78
C103.0 Awards, Banners, Ribbons, Mi...	371.00	3,994.17	-3,623.17
<b>C104.0 Com Chair Travel-Pres.'s Re...</b>			
Lodging	210.18	0.00	210.18
Mileage	296.20	0.00	296.20
Misc. Travel Expenses, Meals, Park...	10.48	0.00	10.48
TOTAL C104.0 Com Chair Travel-P...	516.86	0.00	516.86
<b>C106.0 Contingencies, Legal, Bank ...</b>			
Bank Charge-Bank Charge	66.00	0.00	66.00
TOTAL C106.0 Contingencies, Leg...	66.00	0.00	66.00
C107.0 Donations. Memorials, Gifts-C...	0.00	54.23	-54.23
C108.0 Employees - Taxes, FICA, ET...	2,779.62	2,910.92	-131.30
<b>C109.0 Employee Wages</b>			
C109.1 Administrative Asst. - L. Flo...	880.08	0.00	880.08
C109.2 Administrative Asst. - N. Mo...	7,291.09	7,880.55	-589.46
TOTAL C109.0 Employee Wages	8,171.17	7,880.55	290.62
C111.0 Insurance - Business	1,056.00	1,108.60	-52.60
C113.0 Office-Conf. Call, Office Exps-...	249.68	31.70	217.98
<b>C114.0 Business Office - Expenses</b>			
C114.2 Howard, OH-- Internet	250.00	250.00	0.00
C114.3 Johnstown, PA-- Rent	1,000.00	1,000.00	0.00
TOTAL C114.0 Business Office - E...	1,250.00	1,250.00	0.00

# Cash Flow Comparison

6/1/2019 through 9/30/2020

10/11/2020

Page 2

Category	6/1/2019- 9/30/2019	6/1/2020- 9/30/2020	Amount Difference
C115.0 Postage and Delivery-Postage...	205.65	323.11	-117.46
<b>C116.0 President's Asst. - S. Stuttler</b>			
C116.1 Monthly Stipend	2,600.00	0.00	2,600.00
<b>C116.3 President's Assistant's Tr...</b>			
Lodging	223.18	0.00	223.18
Mileage	118.52	0.00	118.52
Misc. Travel Expenses, Meals, P...	148.55	0.00	148.55
Travel - Air,Train,Transit,Cab,Re...	414.00	0.00	414.00
TOTAL C116.3 President's Assist...	904.25	0.00	904.25
TOTAL C116.0 President's Asst. - S...	3,504.25	0.00	3,504.25
<b>C117.0 President's Exp(Not BD Mtgs)</b>			
Lodging-Overnight Lodging	1,182.64	0.00	1,182.64
Mileage-Mileage at IRS Rate	880.44	0.00	880.44
Misc. Travel Expenses, Meals, Park...	287.99	0.00	287.99
Travel - Air,Train,Transit,Cab,Rental	2,651.90	0.00	2,651.90
TOTAL C117.0 President's Exp(Not...	5,002.97	0.00	5,002.97
C119.1 Supplies-Software, Ink,Paper,...	502.36	577.99	-75.63
TOTAL C. Executive Committee	23,875.31	18,321.24	5,554.07
<b>E. National Board-Expense for Nation...</b>			
<b>E101.0 Board Member-Board Meetin...</b>			
E101.1 Lodging - Board Meeting	1,056.90	0.00	1,056.90
<b>E101.2 Board Travel Expenses</b>			
Mileage - Board Meeting	2,126.74	0.00	2,126.74
Misc. Travel Expenses, Meals, P...	371.39	0.00	371.39
Travel-Air,Train,Transit,Cab,Rental	1,373.02	0.00	1,373.02
TOTAL E101.2 Board Travel Exp...	3,871.15	0.00	3,871.15
TOTAL E101.0 Board Member-Boa...	4,928.05	0.00	4,928.05
E102.0 Board Meeting Expenses	415.39	0.00	415.39
TOTAL E. National Board-Expense for...	5,343.44	0.00	5,343.44
<b>F. National Conference Committee</b>			
<b>F102.0 Future National Conf Advance</b>			
2022 Conference Advance	8,000.00	0.00	8,000.00
TOTAL F102.0 Future National Con...	8,000.00	0.00	8,000.00
F103.0 Sponsorship	0.00	4,000.00	-4,000.00
<b>F104.0 Committee Travel</b>			
Mileage	0.00	205.20	-205.20
Misc. Travel Expenses, Meals, Park...	0.00	92.26	-92.26
TOTAL F104.0 Committee Travel	0.00	297.46	-297.46
TOTAL F. National Conference Comm...	8,000.00	4,297.46	3,702.54
<b>G. New Sections Committee</b>			
G103.0 Exhibiting @ National Confere...	2,599.75	0.00	2,599.75

# Cash Flow Comparison

6/1/2019 through 9/30/2020

10/11/2020

Page 3

Category	6/1/2019- 9/30/2019	6/1/2020- 9/30/2020	Amount Difference
<b>G104.0 Travel-New Section &amp; Chart...</b>			
Lodging	521.24	0.00	521.24
Mileage	49.88	0.00	49.88
Misc. Travel Expenses, Meals, Park...	78.95	0.00	78.95
Travel-Air,Train,Transit,Cab,Rental	1,009.05	0.00	1,009.05
TOTAL G104.0 Travel-New Section...	1,659.12	0.00	1,659.12
TOTAL G. New Sections Committee	4,258.87	0.00	4,258.87
<b>I. Operations Committee</b>			
<b>I102.0 Regional Director Travel</b>			
Lodging-Lodging for Regional Direc...	78.97	0.00	78.97
Mileage	103.82	0.00	103.82
TOTAL I102.0 Regional Director Tr...	182.79	0.00	182.79
I103.0 ASHE National Project of the Y...	1,676.92	0.00	1,676.92
TOTAL I. Operations Committee	1,859.71	0.00	1,859.71
<b>K. Partnership Committee</b>			
K101.0 Booth Exchange (Cost ASHE ...	400.00	0.00	400.00
TOTAL K. Partnership Committee	400.00	0.00	400.00
<b>M. Public Relations Committee</b>			
M104.0 Promotional Material,Social M...	560.16	316.60	243.56
M106.0 Software	0.00	301.36	-301.36
TOTAL M. Public Relations Committee	560.16	617.96	-57.80
<b>N. SCANNER Committee</b>			
N102.0 TNT Invoices - Scanner Only	14,597.65	20,822.89	-6,225.24
TOTAL N. SCANNER Committee	14,597.65	20,822.89	-6,225.24
<b>Q. Technology Committee</b>			
Q101.0 Support ASHE Cloud	258.32	233.32	25.00
Q102.0 Data Base Project Admin.-Up...	2,135.17	450.00	1,685.17
Q106.0 Website Hosting	875.01	956.68	-81.67
TOTAL Q. Technology Committee	3,268.50	1,640.00	1,628.50
<b>TOTAL OUTFLOWS</b>	<b>62,163.64</b>	<b>45,699.55</b>	<b>16,464.09</b>
<b>OVERALL TOTAL</b>	<b>-9,553.79</b>	<b>-16,933.44</b>	<b>-7,379.65</b>

ASHE IRS FORM 990 – DATA SHEET  
TREASURER’S REPORT AS OF MAY 31, \_\_\_\_\_

Checking Account Balance:	\$ _____
Investment Account Balance:	\$ _____
<b>TOTAL ASSETS (Sum of Above):</b>	<b>\$ _____</b>

**AUDIT AS OF MAY 31, (Previous Year):**

Checking Account Balance:	\$ _____
Investment Account Balance:	\$ _____
<b>AUDIT TOTAL:</b>	<b>\$ _____</b>

---

<b>CASH RECEIVED TO MAY 31:</b>	\$ _____
New Member Initiation Fees:	\$ _____
Annual Membership Fees:	\$ _____
Dinner Ticket Sales:	\$ _____
Investment Income:	\$ _____
Checking Account Interest:	\$ _____
Other Income:	\$ _____
_____	\$ _____

**TOTAL RECEIPTS:** \$ \_\_\_\_\_

<b>DISBURSEMENTS TO MAY 31:</b>	\$ _____
New Member Initiation Fees to National:	\$ _____
Annual Membership Fees to National:	\$ _____
Office Supplies, Equipment, Software, Etc.:	\$ _____
Printing:	\$ _____
Postage, Fax, Copying, Telephone:	\$ _____
Dinner and Meeting Expenses:	\$ _____
Other Expenses:	\$ _____
_____	\$ _____
_____	\$ _____

**TOTAL DISBURSEMENTS TO MAY 31, \_\_\_\_\_ :** \$ \_\_\_\_\_

**TOTAL ASSETS: (Balance Must Equal Total Assets Above)** \$ \_\_\_\_\_

I certify that the above is true and correct to the best of my knowledge.

\_\_\_\_\_  
Treasurer Signature

\_\_\_\_\_  
Printed Treasurer Name

\_\_\_\_\_  
Section/Region/Conference

\_\_\_\_\_  
Date



## Administrative Assistant Report

ASHE National Board Meeting-October 23,2020

**New Member Request Forms (Website):** The following is a region summary of the new member request forms (50 total from June thru September) received and forwarded to the appropriate sections:

**June-11 total request breakdown:**

2-Great Lakes  
3-Mid-Atlantic  
2-Northeast  
1-Southwest  
3-Southeast

**July-9 total request breakdown:**

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

**August- 13 total request breakdown:**

1-Great Lakes  
2-Mid-Atlantic  
0-Northeast  
2-Southwest  
8-Southeast

**September-17 total request breakdown:**

1-Great Lakes  
2-Mid Atlantic  
6-Northeast  
2-Southwest  
6-Southeast

**Member website request vs. joining:** It was requested to find out how many members 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. There are most likely more that will join from this list, but all assessments are not complete at this time. Here is the breakdown from June to September:

**50 total requests-4 joined**

June-11 requests-2 joined  
July-9 requests-1 joined  
August-13 requests-0 joined

September-17 requests-1 joined

**Website requests (non-membership):** The website has received approximately 22 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:** TBD will send reminder when the date for the January board meeting is selected.

**Assessments/Database reconciliation:** Payment has been received for 33 ASHE Sections. At the time of report 19 Sections are completed, 14 Sections are still being processed. The spreadsheet attached will show the progress.

**New Members:** 82 New member applications were processed, and certificates and pins sent to corresponding Sections. (June to October)

**Past President Pins:** Franklin requested 1 Past President Pin, Lake Erie requested 3-Past President Pins and Southern New Jersey requested 1 Past President Pin. All pins were paid for and sent. (June thru October)

**Lifetime Member Pins:** Carolina Piedmont requested 4 Lifetime Pins, Central Florida requested 1 lifetime pin, Lake Erie requested 25 lifetime pins, Pittsburgh requested 50 lifetime pins, and Southern New Jersey requested 20 lifetime pins. This is a total of 100 pins that were paid for and sent. (June thru October). Lifetime pins are available for \$5.00 per pin.

**Replacement Banner:** A replacement banner was order on 10/8/2020 for the North Central West Virginia Section. This will be at the expense of the Section.

**New Section Banner:** Banner was ordered on 10/15/2020 for the new South Carolina Section at the request of Brian O'Connor. The Section is expected to charter in the first weeks of 2021.

**New Officer Orientation Packets:** New Officer information packets were sent via email on 7/30/2020.

**Awards for 2019-2020:** The cancellation of the 2019-2020 Conference caused all awards to be shipped via Fed Ex. All awards and hard copies of the Special Awards Edition Scanner were shipped on August 18, 2020. Conference Committee requested hard copies of the Special Awards Edition Scanner but did not follow up with the amount and where the copies should be sent. When information is provided, I will send them.

**Email lists/Nonmember list:** Considerable effort has been made to make sure the email lists are accurate for the digital Scanner. There has been a great deal of clean up made in the database to make sure an email was associated with the members mailing preference. Also, the non-member list has been reviewed and addresses updated or removed. The next step in this process will be to send the current non-member list to the Regions and Sections to see if there are any contacts to be added or dropped.

**Cloud Organization/Hard Copy History Files:** Files on the cloud are being reviewed and reorganized, this will be an ongoing effort until the work is completed. There was a great deal of hard copy history files that were sent to the National Office. These files have all been scanned, sorted for relevance, and



saved in a logical order. These will be uploaded to the cloud upon completion. A hard copy of the original charter has been properly packaged and stored for safe keeping.

# Website Membership Requests

JUNE THRU OCT

NANCY MORISI

06/03/20	Southeast	Georgia	Persephone Goodwin	Linked In
06/04/20	Mid-Atlantic	Greater Hampton Roads	Nithya Muthireddy	
06/11/20	Northeast	North Central New Jersey	Gabrielle	
06/11/20	Northeast	Harrisburg	Darren Rumsey	Ken Jones
06/15/20	Mid-Atlantic	Carolina Triangle	Aaron Collins	Member referral
06/15/20	Southeast	Georgia	Richard J. Sinz Lopez	school and work
06/15/20	Southeast	Central Florida	Allen Quickel	former member
06/22/20	Great Lakes	Lake Erie	John Alberty	
06/23/20	Great Lakes	Triko Valley	Mihail Sevastakis	Triko Valley Section recruit
06/24/20	Southwest	Dallas Fort Worth	Sulaiman S. Arain	
06/25/20	Mid-Atlantic	Blue Ridge	Tabitha Crowder	former member
07/07/20	Great Lakes	Lake Erie	Laura Maker	Online
07/07/20	Mid-Atlantic	Potomac	James McVeigh, PMP	Alpha Corporation
07/08/20	Northeast	Delaware Valley	Djamal Alarakpe	University
07/10/20	Southeast	Georgia	Natcha Luechakietisak	Atkins / Scanner
07/14/20	Northeast	Southern New Jersey	Pamela A. Bogdan	Members visited college
07/17/20	Southeast	Houston	Abi Gonzalez	Online
07/20/20	Great Lakes	Central Ohio Section	Matt Graf	local events/colleagues
07/30/20	Northeast	Harrisburg	Samuel Gobeille	Susquehanna Civil Inc.
07/30/20	Mid-Atlantic	Potomac	Esmerlyn Turcios	former member
08/04/20	Great Lakes	Lake Erie	Megan McCarthy	work
08/05/20	Mid-Atlantic	Greater Hampton Roads	Nithya Muthireddy	
08/06/20	Southwest	Central Texas	Nicole Deskus	Colleagues
08/06/20	Southwest	Central Texas	Melinda Luna	Advertisement from ASHE
08/11/20	Southeast	Georgia	Ivie Goorsky	employer
08/12/20	Southeast	Southern Florida	Jonathan Baggett	current member
08/17/20	Southeast	Georgia	Lawrence Lopez	
08/17/20	Southeast	Central Texas	Harrison Schluter	
08/19/20	Southeast	Central Texas	Andrew Frimpong	
08/24/20	Southeast	Georgia	Andrew M. Bryant	Gresham Smith
08/25/20	Southeast	South Florida	Andre Henry	former member
08/31/20	Southeast	Georgia	Harish Karmungi	Colleagues

08/31/20	Mid Atlantic	Carolina Triangle	Chip Hutchens	Past member
09/11/20	Northeast	North Central New Jersey	Katelyn Kahn	Temple University
09/11/20	Mid-Atlantic	Carolina Triangle	William T. Rice II	Previous member
09/14/20	Southeast	Georgia	William R. Toole	coworkers
09/14/20	Southeast	Middle Tennessee	Ibraam Masoud	Work
09/14/20	Southeast	Middle Tennessee	Leah Milham	Work
09/14/20	Southeast	Middle Tennessee	Jose Luna	Work
09/18/20	Northeast	North Central New Jersey	Claudia Alcala	Internet
09/18/20	Northeast	North Central New Jersey	Luke Aboff	Work
09/22/20	Northeast	North Central New Jersey	Kim Alansigan	work
09/22/20	Northeast	Pittsburgh	Jordan Matus	
09/22/20	Southeast	Georgia	Prima Lewis	Coworker
09/22/20	Southwest	Dallas Fort Worth	Jesus Gonzalez	Coworker
09/24/20	Southeast	Tennessee Valley	Stanley M. White	Coworker
09/24/20	Southwest	Dallas Fort Worth	Lynn Ducas	local events/colleagues
09/29/20	Mid Atlantic	Carolina Piedmont	Erin Seals	work
09/29/20	Great Lakes	Central Ohio	Mike Friedman	Work
09/29/20	Northeast	North Central New Jersey	Elie Haddad	
10/05/20	Mid Atlantic	Carolina Triangle	Patrick McPherson	work
10/05/20	Southwest	Dallas Fort Worth	Samuel Ramirez	
10/05/20	Southeast	Georgia	Alicia Bailey	
10/05/20	Southeast	Georgia	Alfedo Acoff	work
10/08/20	Northeast	Harrisburg	Brian Bustos	
10/08/20	Northeast	South Central New Jersey	Robert Biller	
10/08/20	Northeast	Long Island	Muhammad	Friend
10/08/20	Mid Atlantic	Potomac	Vernon Torney	online
10/12/20	Mid Atlantic	Carolina Triangle	Daniel Pederson	Work

## Website Requests Non-membership

6/23/2020	Change information	Beth Fulton	It was updated in database, sent to section secretary
6/24/2020	Company Name change, updated information	Barbara Davies-NVS Engineering	Updated info
6/25/2020	Is there a limit of number of people that can attend on Zoom	Kathy Johnson	Forwarded to Richard Cochrane-can host up to 100 attendees
7/8/2020	Inquiry if memberships were due for employees of MP Engineering	Ann Horan	Forwarded to New York Metro Secretary
7/14/2020	Inquiry about student memberships	Pamela Bogdan	Forwarded to Matt Carter
7/21/2020	Inquiry to update address	Chris Kelly	Updated address
7/21/2020	Member did not receive a scanner was asking why	Matthew Huettl	Verified with Central Dacotah that he is not a member and would need to join
8/11/2020	Requesting to post employment opportunities on website	Lisa Lasky	Explained that we do not post employment opportunities at this time
8/11/2020	Member having trouble registering for Webinar	John Pocius	Forwarded to Amanda Schumacher
8/21/2020	Horn Foundation updating their address	Stacey Horn	Forwarded info to Dick Cochrane and also updated ASHE records
8/24/2020	Remove James Swinder Jr from mailings to Stantec, no longer employed there	Sherry Lenehan	Removed Stantec as business address switched correspondence to home
8/27/2020	Request for the 2015 Scanner Winter issue	Elaine Conrad	Provided website link and sent a hard copy, her late husband John Conrad was featured in an article
9/10/2020	Lauren Kirms from Maser Consulting checking the membership status of Jose Morales	Lauren Kirms	Forwarded to the Northeast Florida Section Secretary
9/14/2020	Opt in for printed Scanner	Richard Bainbridge	Updated his request in the database
9/21/2020	Request from City of Cincinnati to post an employment opportunity	Shauna Moore	Consultated National Secretary and he said we do not allow job postings on the website
9/22/2020	KCI would like to submit next year for an award	Bridgett Freese	Forwarded to Joe Rikk and he followed up
9/23/2020	JMT would like to post an employment opportunity	Jennifer Pickel	Responded that we do not allow job postings on website
10/1/2020	Need to update address and lost member number and password	K. Allen Bowser	Updated his address in the database and sent him the member number and password
10/6/2020	Would like to opt in for printed scanner	Vishnu Jagannathan	Updated his request in the database
10/6/2020	Wanted to make sure he would receive digital scanner	Brian Link	Checked his email and was correct, ask him to check his junk folder
10/14/2020	Wanted to make sure he was opted in for a printed scanner	Leo Leonetti	Checked the database he was opted in, he thought he had to let me know each time
10/15/2020	Opt in request for printed scanner	George Rogerson	Opted in for printed scanner in database

Section	Invoice	Drops	Deduction for Drops	New Members	Addition for New	New Total	Check Amount	Check Received	Credit	Remarks
Albany	\$1,980.00	16	\$320.00	0	\$0.00	\$1,660.00	\$1,660.00	10/10/2020	\$0.00	Paid-ck#649 Completed 10/13/2020
Altoona	\$3,860.00	7	\$140.00	0	\$0.00	\$3,720.00	\$3,620.00	9/25/2020	\$0.00	Paid-ck#100030 Completed 9/29/20 (used \$100 credit from 2019)
Blue Ridge	\$1,480.00	0	\$0.00	0	\$0.00	\$1,480.00	\$0.00		\$0.00	
Bluegrass	\$1,380.00	2	\$40.00	15	\$675.00	\$2,015.00	\$2,015.00	9/28/2020	\$0.00	Paid-ck#1028 (waiting for new member apps)
Carolina Piedmont	\$1,660.00	7	\$140.00	1	\$45.00	\$1,565.00	\$1,565.00	10/1/2020	\$0.00	Paid-ck#1003(waiting for new member app)
Carolina Triangle	\$5,240.00	0	\$0.00	0	\$0.00	\$5,240.00	\$0.00		\$0.00	Extension until 10/31/2020 board approved
Central Dacotah	\$1,754.50	16	\$320.00	8	\$360.00	\$1,794.50	\$1,798.50	10/9/2020	\$0.00	Paid-ck#1178
Central Florida	\$2,020.00	19	\$380.00	7	\$315.00	\$1,955.00	\$1,955.00	10/5/2020	\$0.00	Paid-ck#1102 (new members need entered)
Central New York	\$980.00	0	\$0.00	0	\$0.00	\$980.00	\$0.00		\$0.00	
Central Ohio	\$3,565.00	4	\$80.00	9	\$405.00	\$3,890.00	\$3,890.00	10/6/2020	\$0.00	Paid-ck#752559 (apps need entered)
Chesapeake	\$6,235.00	45	\$900.00	18	\$810.00	\$6,145.00	\$6,145.00	10/1/2020	\$0.00	Paid- ck#1600 (apps need entered)
Clearfield	\$3,800.00	13	\$260.00	1	\$45.00	\$3,585.00	\$3,585.00	10/1/2020	\$0.00	Paid-ck#2020 Completed 10/6/2020
Cuyahoga Valley	\$2,335.00	17	\$340.00	0	\$0.00	\$1,995.00	\$1,995.00	10/1/2020	\$0.00	Paid-ck 1385 Completed 10/2/2020
Dallas Fort Worth	\$760.00	0	\$0.00	0	\$0.00	\$760.00	\$0.00		\$0.00	
Delaware Valley	\$7,520.00	46	\$920.00	11	\$495.00	\$7,095.00	\$7,320.00	10/1/2020	\$125.00	Paid-ck#1773 Completed 10/13/2020 (2 students/2 existing overpaid \$125.00
Derby City	\$1,720.00	0	\$0.00	0	\$0.00	\$1,720.00	\$1,720.00	9/14/2020	\$0.00	Paid-ck# 206 Completed 9/16/2020
East Penn	\$2,110.00	27	\$540.00	27	\$1,215.00	\$2,785.00	\$2,785.00	10/5/2020	\$0.00	Paid- ck#472 (apps need entered)
First State	\$3,560.00	23	\$460.00	0	\$0.00	\$3,100.00	\$3,060.00	10/1/2020	-\$40.00	Paid- ck#2426-sending \$40.00 for two last minute renewals
Franklin	\$2,560.00	1	\$20.00	0	\$0.00	\$2,540.00	\$0.00	10/1/2020	\$0.00	Paid-ck#319 Past president pin mailed- Completed 10/8/2020
Georgia	\$11,480.00	124	\$2,480.00	0	\$0.00	\$9,000.00	\$9,000.00	10/1/2020	\$0.00	Paid- ck# 5246 Completed 10/15/2020
Greater Hampton Roads	\$1,840.00	14	\$280.00	3	\$135.00	\$1,695.00	\$1,695.00	10/5/2020	\$0.00	Paid in full ck#1173 (apps need entered)
Harrisburg	\$8,560.00	0	\$0.00	0	\$0.00	\$8,560.00	\$8,560.00	9/25/2020	\$0.00	Paid - ck#4115 Completed 9/28/2020
Houston	\$1,480.00	0	\$0.00	0	\$0.00	\$1,480.00	\$1,480.00	10/6/2020	\$0.00	Paid-ck#1064 Completed 10/6/2020
Lake Erie	\$3,775.00	10	\$200.00	12	\$540.00	\$4,115.00	\$4,155.00	9/28/2020	\$0.00	Paid-ck#7026 (12 new /2 existing \$4155.00 correct) Complete 9/29/2020
Long Island	\$1,340.00	0	\$0.00	0	\$0.00	\$1,340.00	\$0.00		\$0.00	
Mid-Allegheny	\$2,695.00	0	\$0.00	0	\$0.00	\$2,695.00	\$2,695.00	8/17/2020	\$0.00	Paid- ck#200 Completed 8/18/2020
Middle Tennessee	\$6,160.00	20	\$400.00	16	\$720.00	\$6,480.00	\$6,640.00	10/1/2020	\$410.00	\$250 credit 2019/ \$160.00 overpay (\$410.00) Completed 10/13/2020
New York Metro	\$3,440.00	0	\$0.00	0	\$0.00	\$3,440.00	\$0.00		\$0.00	
North Central New Jersey	\$2,955.00	27	\$540.00	16	\$720.00	\$3,135.00	\$3,135.00	9/25/2020	\$0.00	paid- ck#1532 Completed 9/28/2020
North Central WV	\$1,040.00	0	\$0.00	0	\$0.00	\$1,040.00	\$1,040.00	9/16/2020	\$0.00	paid- ck#779 Completed 9/17/2020
North East Penn	\$2,565.00	0	\$0.00	0	\$0.00	\$2,565.00	\$0.00		\$75.00	credit 12/18/19-\$25.00 2/18/20-\$50.00
Northeast Florida	\$3,480.00	0	\$0.00	0	\$0.00	\$3,480.00	\$3,480.00	8/19/2020	\$0.00	Paid - ck#2261 Completed 8/19/2020
Northwest Ohio	\$1,040.00	0	\$0.00	0	\$0.00	\$1,040.00	\$0.00		-\$45.00	Owes \$45.00-1 new member not paid letter sent 12/18/19
Old Dominion	\$1,780.00	8	\$160.00	3	\$135.00	\$1,755.00	\$1,755.00	10/1/2020	\$0.00	Paid - ck 645 Completed 10/6/2020
Phoenix	\$3,900.00	25	\$500.00	0	\$0.00	\$3,400.00	\$2,680.00	10/1/2020	\$0.00	Direct payment received-membership needs reconciled
Pittsburgh	\$10,820.00	29	\$580.00	4	\$180.00	\$10,420.00	\$10,420.00	10/1/2020	\$0.00	Paid-ck#7036 (apps need entered)
Potomac	\$3,780.00	0	\$0.00	0	\$0.00	\$3,780.00	\$3,780.00	9/25/2020	\$0.00	Paid-ck#1742 Completed 9/28/2020
South Florida	\$200.00	0	\$0.00	0	\$0.00	\$200.00	\$0.00		\$0.00	
Southern New Jersey	\$3,440.00	2	\$40.00	7	\$315.00	\$3,715.00	\$3,715.00	9/28/2020	\$0.00	Paid- ck#1980 Completed 9/30/2020
Southwest Penn	\$5,540.00	10	\$200.00	10	\$450.00	\$5,790.00	\$0.00		-\$110.00	Paid-ck#1494 Underpayment-Section is sending ck for \$110.00
Tampa Bay	\$1,060.00	0	\$0.00	0	\$0.00	\$1,060.00	\$0.00		\$0.00	
Triko Valley	\$3,620.00	15	\$300.00	9	\$405.00	\$3,725.00	\$0.00	10/1/2020	\$0.00	Paid-ck#2324 (Apps need entered)
Williamsport	\$1,520.00	2	\$40.00	2	\$40.00	\$1,520.00	\$1,570.00	10/1/2020	\$50.00	Paid-Ck1036 Overpayment \$50.00 2 existing members Completed 10/8/2020
	\$142,029.50	529		179		\$139,454.50	\$108,913.50		\$465.00	



## 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**

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[kpowers@pa.gov](mailto:kpowers@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: 10/12/20**

**Report Period: Summer - June**

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

Microsoft Teams meeting held on Friday, 10/9/2020 - attended by Leigh Lilla, Tim Matthews, Mike Hurtt, Kathryn Power, David Greenwood, Jason Hewett, Amanda Schumacher and Scott Jordan.

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

Resolved:

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

N/A

#### **Activities**

Committee is to review the National Committee list and see if some of these committees / roles would be better handled by the Region (e.g. New Sections – when a new section falls in a location that already has a region, the region is better poised to make contact). Another example is the Continuing Education committee – a more localized group better understands the renewal requirements in their respective locations.

Discussion of the budget constraints currently faced by the Region – exposure fund money is a good start, but if the Regions are to take on more responsibilities, then financial disbursements from National need to be made commiserate to the increased responsibilities.

Confirm that all Sections have a regional rep but leave it to the Sections how they want to fill this role.

Discussion of Regional conferences – Southeast Region was trying to mimic the structure of the Mid Atlantic region conference. Would be cheaper and more accessible than a National conference – maybe attract attendees that could not attend a National Conference.

### **Ongoing Business**

Committee will continue to meet to prepare an outline for what the Region role would look like with increased responsibilities and a plan for funding as discussed

**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**





## 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:** 10/13/20

**Report Period:** March 2020 to June 2020

#### **Committee Members**

#### **E-Mail**

Leigh Lilla, Chair

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

Stan Harris

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

Frank O'Hare

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Roger Carriker

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Donna McQuade

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Richard Meehan

[richard.meehan@loweengineers.com](mailto:richard.meehan@loweengineers.com)

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

N/A

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

Resolved:

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

#### **Activities**

The committee members regularly review reports submitted by the National Treasurer including Treasurer's reports, bank statements, cash flow, credit card statements and investment account statements, and provide comments (as generated) directly to the National Treasurer. All documents reviewed by the Committee are returned to the National Treasurer for filing, stamped as "reviewed".

#### **Completed:**

1. The 2020 / 2021 budget was reviewed during the April board meeting and was approved by "e-vote" following adjustments made based on feedback received during the April Board meeting.

#### **Ongoing Business**

**New Business**

Discussion to be had from COVID on upcoming year budget upon completion of assessment process.

**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

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[cleggett@ncdot.gov](mailto:cleggett@ncdot.gov)  
[makinnee@urbanengineers.com](mailto:makinnee@urbanengineers.com)

Date: 10/12/20

Report Period: Fall '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. Will be circulating spreadsheet populated with latest section/regional bylaws currently on record.

#### Activities:

Completing review of section (Southern NJ and Houston) and regional bylaws.

Completed spreadsheet template to circulate to sections/regions via Board members. Will be populating with breakdown by section/region of what we have on file/on cloud.

#### Budget update

1. 2020 - 2021 Budget: \$0.00
2. Spent – List items and \$ spent this quarter
  - a. N/A
3. Current Budget Balance: N/A
4. List any Non-Budget Items that should be considered.
  - a. N/A



## COMMITTEE STATUS REPORT

### 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**

Leigh Lilla, Chair

Tom Morisi

Nancy Morisi

John Derr

Kevin Duris

Kirsten Bowen

James Barr

#### **E-Mail**

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

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

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

**Date: 10/13/20**

**Report Period: Fall - OCT**

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

10/12/2020 – Tom Morisi, Nancy Morisi, Kevin Duris, Kirsten Bowen, James Barr, Greg Dutton

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

Resolved:

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

1. All Sections have sent assessments except for 10 – see spreadsheet. Everything in green on the spreadsheet is resolved, anything in yellow is being worked through. Question of drops / adds and membership trends during pandemic. So far, there are 503 drops and 177 new members. (last year there were 729 drops and 580 adds – so we are consistent on the drops but low on the adds. Phoenix and GA are reporting large drops this year.
2. June to reporting date there have been 50 new membership requests (61 this time last year)
3. Kevin Duris mentioned virtual meetings are going well – over 200 participants at their last one. Pittsburgh section is opting to retain their board for the next year.

#### **Activities**

**Completed:** N/A this period

### **Ongoing Business**

1. Electronic database / application – Tom and Nancy reported they were on the technology call, it appears to be a big undertaking to get to electronic database due to all of the membership levels that some sections have. A lot of information would need to be received from the sections in order to prepare an RFP for this effort.

### **New Business**

1. After the renewal period is over, use the assessment spreadsheet as a section health check and check on those sections whose numbers are getting low / those that report 0 drops and 0 adds over the years.

### **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

### 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:10/9/20**

**Report Period: Fall 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 – 6/16/20      Debriefing from 2020
2. Date – 8/18/20      Members in attendance – 13 (includes conference chairs)
3. Date – 9/15/20      Members in attendance – 12 (includes conference chairs)

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

**Discussions to be brought before the board** – Recommendation of Renaissance Waverly for 2023 National Conference in Atlanta, GA (Georgia Section)

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

2019 – This conference is complete. Final 990 sent to Frank on 5/31. Only item left is to close out EIN which will occur before the end of the year.

2020 – All refunds have been issued except for the Diamond Sponsors who all have agreed to allow 2020 to push their sponsorship towards 2024. The only outstanding item is determining if a new EIN will be required if they change bank account and other information to note "2024" instead of "2020". Carolina Triangle was awarded 2024 so any additional items regarding 2020 will be noted there on future reports.

2021 – They have finalized their contract with the hotel. The hotel has opened up the ability to make reservations in case someone wants to make sure they get hotel reservations. They are working with golf course on a contract with them. They have also established a conference email to use in

correspondence with vendors and ASHE members. Their website is up and running and items are being populated as things are finalized. They have selected RegFox to do the registration and looking at opening up registration in January to line up with scanner deadlines. They are also working with Guidebooks to create a mobile app (2018 used this and is working with 2021 to help). Sponsorship information is available on the website and 2021 is starting to solicit sponsors. They are finalizing the exhibitor package as well and will be initiating contact with exhibitors shortly. Call for Papers deadline is the end of October at which point they can finalize their tracks but right now they have established four tracks – Planning & Innovation, Environmental, Design and Construction. They are still reviewing options for Friday night and Saturday night entertainment but are looking at dueling pianos for Saturday night. Conference shirts have been received and 2021 is working to see when they are able to get them to the Board or if they will have to mail them.

2022 – NCC visited the hotel on 6/26 and recommended Renaissance hotel to National Board which they approved on 8/11/20. 2022 is working with hotel to finalize hotel the contract. 2022 has reviewed locations for golf and Golf Club of Dublin is top choice but looking at several other options as several of courses didn't want to talk contracts until a year out. Logo and theme have been finalized (can be available upon request). They have developed the website and starting to populate with generic information. Next steps are to work on promotional video, review registration options, look at sponsorship/exhibitor levels (working on conference budgets to determine).

2023 – NCC visited hotel on 9/22 and provide a report (which is available upon request). NCC has also reviewed the hotel contract and provided comments. EIN has been established and 2023 is evaluating banks for bank account.

2024 – This has been awarded to Carolina Triangle Section (Raleigh, NC).

### **Status of committee activities**

Guidelines up-to-date – These have been updated and just need to be updated on National Website

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

### **Budget update**

1. **2020 - 2021 Budget:** \$800 for travel for NCC
2. **Spent – List items and \$ spent this quarter**
  - a. \$0
3. **Current Budget Balance:** \$502.54 (remaining for this year)
4. **List any Non-Budget Items that should be considered – N/A**



## **NATIONAL CONFERENCE REPORTS – September 15, 2020 (Cumulative)**

### **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. Any shirt orders will be delayed until the status of the Raleigh conference is determined.
- 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. Submitted
- 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.
- Based on our brief experience with Raleigh registration, we are continuing to evaluate registration vendors, including the possibility of a package that includes a mobile app.

## Update – September 15, 2020

- Continue to hold monthly committee chairs meeting
- Have selected and paid deposit for Saturday evening entertainment (Dueling Pianos)
  - We have a pandemic clause in our contract
- 2021 Conference web site is live.
- 2021 Conference has Facebook, Linked in, and Twitter pages live
- Call for papers is published
- Sponsorship solicitations have been published and distributed. Exhibitor and advertiser are pending.
- Electronic payment for advertisers, sponsors, and exhibitors using PayPal is live - single electronic payment page on website. Separate from conference registration.
- Internal discussions regarding COVID options (worst case – best case)
- Golf course selected (Mt. Airy Resort & Casino) – we are still negotiating a contract.
- Selected *RegFox* as our registration vendor.
- Have tentatively selected *Guidebooks* as mobile app developer
- Scanner deadline for registration package is January 15.
- Ads for *scanners* have been sent to *scanner* publisher
- Ads prepared for Engineering Society of Western Pennsylvania (ESWP) for International Bridge Conference, as agreed by National
- Updated and published promotional video for *scanner* ads and website
- Shirts will be to National Board by end of the year.
- Exhibit booth options
  - Booths are all inclusive – WiFi and power
  - Double booths available
  - Tubes and drapes contractor selected, but no contract, yet.

Update – October 2, 2020

- Continue to hold monthly committee chairs meeting
- Have selected and paid deposit for Saturday evening entertainment (Dueling Pianos)
  - We have a pandemic clause in our contract
- 2021 Conference web site is live.
- 2021 Conference has Facebook, Linked in, and Twitter pages live
- Call for papers is published. **Papers are due October 31.**
- Sponsorship, exhibit and advertisement solicitations have been published to the **web and have been direct-mailed to our mailing list of potentials. Due to program book needs, we have a deadline of April 16, 2021.**
- Electronic payment for advertisers, sponsors, and exhibitors using PayPal is live - single electronic payment page on website. Separate from conference registration.
- Internal discussions regarding COVID options (worst case – best case)
- Golf course selected (Mt. Airy Resort & Casino) – we are still negotiating a contract.
- Selected *RegFox* as our registration vendor.
- Have tentatively selected *Guidebooks* as mobile app developer
- Scanner deadline for registration package is January 15.
- Ads for *scanners* have been sent to *scanner* publisher
- Ads **submitted to** Engineering Society of Western Pennsylvania (ESWP) for International Bridge Conference, as agreed by National
- Updated and published promotional video for *scanner* ads and website
- Shirts will be to National Board by end of the year.
- Exhibit booth options
  - Booths are all inclusive – WiFi and power
  - Double booths available
  - Tubes and drapes contractor selected, but no contract, yet.



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

9/23/2020 (3<sup>rd</sup> Quarter)

Central Ohio Section

Date: May 12-15<sup>th</sup>, 2022

Emily Preston & Aaron Call Co-Chairs

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

- The Renaissance hotel in downtown Columbus was confirmed and approved as the venue for the conference. The contract is being reviewed and finalized now.
- Committee Chairs have established contact with all committee members and have been meeting with them regularly.
- Updated Preliminary Conference Agenda
- Finalized Conference Logo and them (on national website)
- Committees have all developed their own critical action plan and are updating their proposed budgets
- Generated list of potential sponsors, exhibitors and program advertisers. Creating sponsorship level document and sponsorship request letter
- Discussing AV needs with hotel to determine what can be negotiated into the contract.
- Updated Preliminary Conference Budget
- Set up 2022 Website.
- Started lists of potential guest and entertainment options.
- Started list of potential attendee gift options.
- Moved our conference file storage to a OneDrive account based on feedback received from committees
- Developed exhibit hall layout options for selected venue
- Received quotes from printers for programs
- Started working on promotional video for the conference
- Narrowed down our golf outing to a few course options

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

- Get 2022 Website up and running.
- Expand on list of potential sponsors.
- Expand on list of potential exhibitors.
- Expand on list of potential guest activities.
- Expand on list of potential entertainment and venue options for evening activities.
- Determine promotional items to be disbursed at 2021 National Conference and Local Conferences.



October 8, 2020

Nicole (Nikki) Parris, P.E.  
ASHE National Conference Chair

RE: 2023 National Conference

Dear Ms. Parris,

On behalf of the 2023 ASHE National Conference Committee, we are submitting this monthly status report:

**2023 Conference Comments (June 8-11, 2023, Atlanta, GA)**

- Hotel visit was held on for 9/22. Brad Winkler, Nikki Parris, Tim Matthews, Mindy Sanders, Karyn Matthews, and Scott Jordan were in attendance.
- Brad has compiled a site visit report.
- NCC has reviewed draft hotel contract with Renaissance Waverly and provided comments. Karyn and Scott have compiled the information and will get the comments to the Waverly by 10/9.
- Have EIN established and looking at banks for bank account.

Regards,

A handwritten signature in blue ink, appearing to read "K. Matthews".

**Karyn Matthews, P.E.**  
**2023 Conference Co-Chair**

A handwritten signature in blue ink, appearing to read "S. Jordan".

**Scott Jordan, P.E.**  
**2023 Conference Co-Chair**



## COMMITTEE QUARTERLY REPORT

### NEW SECTIONS COMMITTEE

#### Committee Members

Sam Mody, Chair

Brian O'Connor, Co-Chair

Jason Hewatt, Board Liaison

Kathy Johnson - Committee Member

Rhys Keller – Committee Member

Mark Kinnee - Committee Member

Ahmed Valdez, Committee Member

Thomas Ziegler – Committee Member

#### E-Mail

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

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

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

[kathy.johnson@mbakerintl.com](mailto:kathy.johnson@mbakerintl.com)

[rkeller@jmt.com](mailto:rkeller@jmt.com)

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

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

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

Date 10/9/2020

#### **Motions or Discussions to be brought before the National Board (October 16, 2020)**

1. Motion to provide the Central Texas Section with a \$300.00 grant; they have received 36 membership pledges, an EIN and will have an operable bank account shortly.
2. We want to inform Nancy Morisi to be on the lookout for membership applications from Central Texas, South Carolina and Alabama sections in the very near future.

#### **Activity held since the previous Quarterly Report (VIA Zoom)**

1. 7/22, 10/2 New Sections Committee Telecon
2. Bi-weekly; 6/16-10/6 Central Texas Section Core Group calls
3. 6/25, 8/19, 9/2, 10/9 Alabama Section Core Group calls
4. Bi-weekly; 9/3-10/1 South Carolina Section Core Group calls
5. 9/29 Alabama Section Webinar
6. 10/1 Tennessee Valley Section Webinar

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

1. Date: Ongoing - Central Texas Section Bi-Weekly calls
2. Date: Ongoing - South Carolina Section Bi-weekly calls
3. Date: 10/15 and Nov TBD – Alabama Section Webinars
4. Date: 11/5, 12/3 – Monthly New Section Committee Calls
5. Date: Week of 10/12 – Denver, New Mexico, Hartford Section Reach-outs

**Current activities started or underway to identify, promote and support the New Sections endeavors.**  
(Committee Liaisons listed for each)

**Tennessee Valley** – Chartered 4/2 - 54 Members (*Brian and Jason*)

- Section is currently hosting meetings/webinars using the virtual platform.
- Assistance provided to Section by the NS Committee to complete their Section By-Laws and operating budget for the 2020-2021 calendar year.

**Tier 1 Initiatives:**

**Central Texas Section** – Champion, Robert Scullion (*Sam and Rhys*)

- Holding bi-weekly core group calls on Tuesday's at 1 pm EST to advance Section towards chartering.
- Core Group has grown to 12 members and they have identified 4 officers and 8 directors.
- Section has secured a commitment of 36 prospective members.
- Dues structure has been established for private and public sector members.
- Section is preparing to send out a 2<sup>nd</sup> round of spark letters and membership applications.
- Section has secured their EIN and ready to set up a bank account.
- The core group is exploring alternative ways of gathering the 36 prospective members and other invitees in a virtual-type setting.

**South Carolina Section** – Champion, Nanette Fogleman (*Brian and Kathy*)

- Holding bi-weekly core group calls on Thursday's at 9:30 am EST to advance towards chartering.
- The core group consists of 6 members.
- Core group has selected two possible logos for consideration. Choices have been sent to the PR committee for their input.
- Acting treasurer has set up a post office box and is applying for an EIN.
- Membership Applications/spark letters will be sent to prospective members in the next week.
- Officers / Directors will be established after the Section has received feedback from their prospective members. 35+ folks have shown interest in joining this Section.
- Section will be based in Columbia, SC; meetings will be rotated in Columbia, Greenville and Myrtle Beach.

**Alabama Section** – Champions, Ashley Ann Adams and Theresa Barksdale (*Brian and Jason*)

- Holding bi-weekly Core Group conference calls to advance towards chartering.
- Core Group has grown to 9 members from which they have identified 4 officers and 1 director.
- Section has secured a commitment of 35 prospective members.
- Section is preparing to send out spark letters and initial membership applications.
- Section has applied for EIN and is awaiting approval to set up a bank account.

- Section held a webinar on 9/29 with approximately 35 attendees.
- Section has scheduled future webinars on 10/15 and a Nov date TBD.
- Section is scheduling a Meet and Greet event for December.

### **Tier 2 Initiatives:**

#### **Denver, CO – Champion, Tyler Work (*handoff from Sam to Mark*)**

- Sam to provide copies of all previous correspondence to Mark to follow-up.
- Recent outreach to Champion – Mark will follow up with Tyler during the week of 10/12.

#### **New Mexico – Champion, Manuel Maestas (*handoff from Sam to Tom*)**

- Sam to provide copies of all previous correspondence to Tom for a follow-up.
- Recent outreach to Champion – Tom will follow up with Manuel during the week of 10/12.
- With the original champion, Lawrence Lopez, moving to the SE Region but having the contacts in New Mexico, he has agreed to assist with the startup.

### **Tier 3 Initiatives:**

#### **Hartford, CT – Outreach by Erik Jarboe and Larry Murphy (*Sam and Mark*)**

- Recent outreach to Co-Champions - a check-in call will be scheduled in the next week or two.
- The DOT is located in Rocky Hill, CT.

#### **Pacific Northwest – Champion, TBD (*Brian and Kathy*)**

- Brian and Kathy will reach out to area contacts and determine if the initiative has a champion to move forward.

#### **Mississippi – Champion, TBD (*Jason*)**

- Jason to reach out to area contacts and determine if the initiative has a champion to move forward.

### **Other Locations**

#### **West Coast – Champion, TBD**

- Committee has made the decision to drop this Section for now until a new Champion is identified.

#### **Chicago, Detroit, Indianapolis – Champion, TBD**

- Sam will contact the Great Lakes Region to schedule a call and discuss the status of Indianapolis, Chicago and Detroit.

### **Other activities.**

#### **Regional Initiatives –**

- NS Committee will follow up with Northeast Region on the status of Boston.



**Budget update**

1. **2020 – 2021 Budget:** \$8,900.00.
2. **Spent – List items and \$ spent this quarter**
  - a. None.
3. **Current Budget Balance:**
  - a. \$8,600.00
4. **List any Non-Budget Items that should be considered in the 2020 – 2021 budget:** None

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



## COMMITTEE STATUS REPORT

### NOMINATING COMMITTEE

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

**Date:** 10-29-2020

**Report Period:** June - Oct 2020

**Committee Members**

Michael Hurtt, Chair  
Charlie Flowe  
Larry Ridlen  
Dave Greenwood  
Tom Morisi

**Email**

[mhurtt@chacompanies.com](mailto:mhurtt@chacompanies.com)  
[charlie.flowe@kci.com](mailto:charlie.flowe@kci.com)  
[leridlen@comcast.net](mailto:leridlen@comcast.net)  
[greenwoodda@cdmsmith.com](mailto:greenwoodda@cdmsmith.com)  
[tmorisi@ashe.pro](mailto:tmorisi@ashe.pro)

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

1. None

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

1. None

**Discussions to be brought before the National Board:**

1. Discuss one-time extension of term for National President, 1<sup>st</sup> VP, and 2<sup>nd</sup> VP one year in light of shutdown of presidential activities in 2020 (and possibly early 2021) from Coronavirus.

**Activities:**

1. Solicitation letters sent to Regions on 9/21/20 for nominations of National Officers for the 2021/2022 fiscal year.

**Budget Update:**

1. 2020 – 2021 Budget: \$1000

-END-



ASHE NATIONAL HEADQUARTERS  
610 RADCON STREET  
JOHNSTOWN, PA 15904

## REQUEST FOR NOMINATIONS FOR 2021-2022 NATIONAL BOARD

**Deadline for Nominations: December 1, 2020**

September 21, 2020

To: ASHE Region Presidents  
Cc: ASHE Region Secretaries

As immediate Past President of the American Society of Highway Engineers, I have the honor and responsibility to Chair the National Nominating Committee for the 2021-2022 fiscal year.

Nominations are hereby solicited by the National Nominating Committee for the positions of:

**National Second Vice President**  
**National Directors**

The requirements for the National Officer and Directors positions are presented in the attached **National Officer/Director Nomination Guidelines**.

### **National Second Vice President**

For the **National Second Vice President** position, each Region is responsible for soliciting nominations from their respective Sections and passing those nominations along to the National Nominating Committee. Additionally, each Region may choose to submit its own nomination for this office. To further clarify the nomination process, the submittals for **National Second Vice President** shall include:

1. Name of Nominee
2. Address and phone number of Nominee
3. Email Address of Nominee
4. Resume/biography of Nominee
5. A statement addressing the Nominee's willingness to serve.
6. Name of Region or Section making the nomination.
7. The nomination letter shall be signed by the submitting Region or Section president. The National Nominations Committee retains the prerogative to request minutes of the Region/Section selection procedure.

## **National Directors**

The National Nominating Committee is soliciting nominations for three **National Directors**, as listed below:

<b><u>ASHE REGION</u></b>	<b><u>NUMBER OF NOMINATIONS</u></b>	<b><u>TERM</u></b>
Great Lakes	1	3 years
MidAtlantic	1	3 years
Northeast	1	3 years

The submittal for the **National Directors** shall include:

1. Name of Nominee
2. Address and phone number of Nominee
3. Email Address of Nominee
4. Resume/biography of Nominee
5. A statement addressing that the Nominee's willingness to serve.
6. Name of Region placing name of nominee into nomination.
7. The nomination letter shall be signed by the submitting Region president. The National Nominations Committee retains the prerogative to request minutes of the Region/Section selection procedure.

## **General procedures**

Please submit the above requested information to Michael D. Hurtt at: [mhurt@chacompanies.com](mailto:mhurt@chacompanies.com) via a single pdf file. Please submit a copy to Nancy Morisi, at: [nmorisi@ashe.pro](mailto:nmorisi@ashe.pro). Nominations are due to me by the end of the day on December 1, 2020.

Sincerely,



Michael D. Hurtt, PE  
Immediate Past National President  
& National Nominating Committee Chair  
American Society of Highway Engineers

## **Attachments**

cc: Tom Morisi  
Dave Greenwood, PE  
Charles Flowe, PE  
Larry Ridlen, PE



## 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

Tim Matthews (Pres.)

#### E-Mail

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

#### Date: 10/9/20

Report Period: 6/2/20-10/9/20

#### Meetings held since the previous Quarterly Report

1. 9/10/2020. Members in attendance: Harris, Lilla, Hammond

#### 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.

Presentation is being updated and two training sessions have been scheduled (10/19 and 10/27).

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. 2020 - 2021 Budget: \$6,500
2. Spent – List items and \$ spent this quarter
  - a. Project of Year and Director Travel, \$0.00
3. Current Budget Balance: \$6,500
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

5/17/2020

#### Quarterly Report Period

Fall - September / October

#### Motions or Discussions to be brought before the National Board

1. None

#### Meetings held since the previous Quarterly Report

1. Activities completed during this quarter included:
  - a. Notified all Regions and the submitting teams of the 2020 results
  - b. Provided articles to the Scanner Committee the Scanner Special Edition
2. Activities planned for the next quarter include:
  - a. Order awards for the 2020 winners
  - b. Finalize approach to providing awards to the 2020 winners
  - c. Present/give awards to the 2020 winners
  - d. Send our "call for Entries for the 2021 Awards Program

#### 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)*

##### **Progress or Pending Actions:**

- 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*

##### **Progress or Pending Actions:**

- a. Review and implement suggestion made by Dick Cochrane
- b. Identified additional improvements during preparation for 2021 NPoY Award Program

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

**Progress or Pending Actions: None**

**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

### RESOURCE CENTER SUBCOMMITTEE

*Maintain the Resource Center documents, as requested by the appropriate committee. Recommend and coordinate changes to documents as needed*

#### **Committee Members**

Richard Cochrane, Chair  
Tom Morisi  
Nancy Morisi

#### **E-Mail**

RCochrane@McTish.com  
ASHENationalSecretary@ashe.pro  
NMorisi@ashe.pro

**Date: May 31, 2020**

**Reporting Period: Apr - May, 2020**

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

1. None

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

None

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

Committee chairs should review their respective documents periodically for needed updates.

#### **Activities**

None - resource center is stable.

#### **Budget update**

1. 2019-2020 Budget: \$0,000
2. Spent – List items and \$ spent this quarter
  - a. None - and none expected.



## 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: October 18,<sup>th</sup> 2020**

Bronzo, Chair

[Fbronzo@envdesigngroup.com](mailto:Fbronzo@envdesigngroup.com)

**Report Period:**

Lilla

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

1st QTR 2020-2021

Moody

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

Schumacher

[arc.schumacher@gmail.com](mailto:arc.schumacher@gmail.com)

Fortuna

[DawnMarie.Fortuna@gmail.com](mailto:DawnMarie.Fortuna@gmail.com)

O'Connor

[Brian.OConnor@tylin.com](mailto:Brian.OConnor@tylin.com)

#### **SUB Committee (Partnership)**

SMPS Representative - Fortuna

NACE Representative – VACANT

IECA Representative – Jeff DeAngelo [JDeAngelo@benesch.com](mailto:JDeAngelo@benesch.com)

ASCET Representative – Jeanette Morenski [JMorenski@teci.com](mailto:JMorenski@teci.com)

**Meetings held since the previous Quarterly Report: None**

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

**Discussions to be brought before the board: None**

#### **Activities involving coordination**

NACE, Outreach, New sections- Find a new champion for the NACE on the Partnership Committee

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

1. **2020 - 2021 Budget:** \$2,000.00 Partnership  
2020-2021 Budget \$6,000.00 exposure
2. Spent –
3. Current Budget Balance: \$8,000.00
4. List any Non-Budget Items that should be considered.



## 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:** October 9, 2020

**Report Period:** June - September 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

[fbronz@envdesigngroup.com](mailto:fbronz@envdesigngroup.com)

Kathryn Power

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

Erin Collins

[ecollins@wallacemontgomery.com](mailto:ecollins@wallacemontgomery.com)

Eugene Cipriani

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

Rob Snowden

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

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

1. Date: 08/16/2020      Members in attendance: Cipriani, Power, Carriker, Carter

#### **Planned Meetings:**

1. Date: TBD      Noon Zoom Meeting

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

**Resolved:** *The ASHE National Board of Directors hereby approves the Professional Development Committee's draft revisions to the Professional Development Certification Program dated August 7, 2020 for circulation to the Sections and publishing on the association website.*

The Committee recommends the Board's approval of the attached, revised Professional Development Certification Program (discussed below). The draft is dated August 7, 2020 to reflect the Committee's actions, but it will be revised to coincide with the next Board meeting, if approved by the National Board. It will then be circulated to Sections and posted on the national website, if approved.

#### **Discussions to be brought before the National Board:**

1. Numerous inquiries have been received from Section representatives regarding the ASHE Professional Development Certification Program requirements, particularly during the COVID-19 period and experimentation with online delivery of Section education programs. The Committee met during the summer and considered numerous requests, resulting in the attached proposed revision. The material changes are in the enumerated elements beginning on Page 2, including:
  - a. Item 5 has been the source of some confusion and it has been revised for clarity.
  - b. Item 7 has been revised to reflect the Committee as the source of samples/examples.
  - c. Item 9a has been revised to reflect the Committee as the receiver of information as part of the annual reporting, to keep it streamlined.

- d. Item 9b has been a problem in that some 25% of Sections (and the national conference) failed to report last year. The National Board has provided direction on this topic and it is reflected in the language in Item 9c and 9d.
- e. Other editing has been done to clarify and assist, consistent with occasional inquiries received by the Committee.

**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 2020 will begin early December 2020 with a notice from Nancy Morisi to all Regions and Sections with a request that all Sections report no later than January 31, 2021.
  - b. 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	33
Reporting PDHs	16	29	27	27
Reporting No PDHs	2	9	7	6
Conference Reporting PDHs			2	1
Sections Not Reporting	23	5	9	10
Total PDHs Reported	4,700	10,765	11,265	10,483
Value (estimated at \$50/PDH)	\$ 235,000	\$ 538,250	\$ 563,250	\$ 524,125
*Current 04/23/2020				\$ 1,860,625

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.
  - 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.
5. 2020-2021 Budget Requested of National: \$300.00 (Florida Board of Professional Engineers registration due in April 2021)

# American Society of Highway Engineers

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Professional Development Committee

## Professional Development Certification Program

September 1, 2016

Revised August 7, 2020

### Introduction:

The ASHE Professional Development Committee has established, on behalf of the ASHE National Board of Directors, the American Society of Highway Engineers' (ASHE) Professional Development Certification Program for use by all ASHE Sections in good standing.<sup>1</sup>

In the past, ASHE outlined relationships with the International Association for Continuing Education and Training (IACET) and the Registered Continuing Education Providers (RCEP) Program on its website and in other communications with member Sections. To be clear, at this time ASHE has no relationship with IACET, RCEP, or any other "certification" program and their names or logos should not be used in connection with ASHE training unless the local ASHE Section or instructor has bone fide credentials as approved providers under their program and are adhering to the extensive requirements of those programs.

The Professional Development Certification Program enumerated herein shall constitute the guidelines and rules that will shape ASHE's standalone program. The Committee, in the development of this Program, bore several goals in mind:

- Protect ASHE's reputation as a high quality continuing education provider for the benefit of all member Sections.
- Make compliance with the Program relatively easy.
- Maximize flexibility for member Sections.
- Minimize actual requirements in favor of guidance wherever possible.

ASHE Sections are asked to carefully review these rules and guidelines and apply them to any education program that is intended to bear the ASHE name or logo. We encourage you to contact the Committee with any questions you have or any suggestions for how we may improve the Program.

In some instances Sections may need additional support beyond the ASHE Professional Development Certification Program, but these are outliers. For example:

- New York State requires that courses be administered by an approved New York State sponsor and many New York Sections are served by a member of the Practicing Institute of Engineering (PIE)

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<sup>1</sup> The American Society of Highway Engineers (ASHE) is a national level professional organization that offers its members robust opportunities for local presentations and instruction that can update and broaden the professional's knowledge of the field and in doing so, provides for the issuance of professional development certificates through its duly authorized Regions and Sections.

# American Society of Highway Engineers

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- Florida requires that ASHE maintain an Application for Continuing Education Provider, which it does

The Committee wishes to thank the many Sections that responded to our December 2015 request for information regarding continuing education support needs. Your input was essential to our understanding of the need and how we could support ASHE members.

Since the inception of this Program in 2016 (partial recording year), 37,213 instruction hours have been reported by ASHE Sections and regional/national conferences through calendar year 2019. Using a conservative value of \$50/PDH, ASHE members have received a benefit of membership of \$1,860,650.

## Intent:

ASHE has established this Program in good faith to provide Professional Development Hours (PDHs) or Continuing Education Units (CEUs) for members and guests who attend its technical programs, but it remains the responsibility of the person seeking CEU/PDH credits to ensure that their state licensing board(s) recognizes the training offered, and it is not the responsibility of ASHE at the Section, Region, or National level to ensure compliance with any licensing board's continuing professional education requirements.

## Professional Development Certification Program:

- 1) It is essential that any issuance of professional development certificates of any kind under ASHE's name or branding protect the credibility of the national organization with the intent that state professional licensing boards will recognize all such ASHE certificates as fully compliant with the intent of their regulations concerning the continuing professional competency of licensed professionals.
- 2) No person, Region, Section, or other entity shall issue professional development credits (CEUs or PDHs) using the ASHE name or logo except in compliance with these rules and guidelines. Only ASHE Sections and Regions in good standing may issue professional development credits under this program and using the ASHE name or logo.
- 3) Education credits shall only be issued for technical presentations by qualified individuals with a clear purpose and objective which will maintain, improve or expand the skills and knowledge relevant to a licensee's professional practice.
- 4) Continuing Education Units (CEUs) should generally not be issued, except for longer events, such as multi-day training workshops. Professional Development Hours (PDHs) are the preferred issuance. Sections may also issue the simpler Certificate of Attendance.
- 5) One PDH may be issued for each fifty minutes of instruction or presentation, exclusive of breaks (e.g., a 3-hour presentation with a single 15-20 minute break would equal 3 PDHs).<sup>2</sup>

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<sup>2</sup> There is very occasionally some confusion with this standard. The intent is that 1 PDH reflects one hour of instruction, with consideration for breaks in longer sessions. It is understood that a one hour presentation may wrap up 5-10 minutes early, due to pace and the amount of questions, or that it may run a few minutes over, and issuance of 1 PDH is appropriate in both instances. However, a six hour (360 minutes) training event, for example, should be credited as 6 PDHs, assuming reasonable breaks. It must not be divided by 50 to arrive at 7 PDHs. Members are reminded of our Code of Ethics, found at [www.ashe.pro](http://www.ashe.pro).

## *EDUCATION AS A CORE PURPOSE OF ASHE*

*The mission of the  
American Society of  
Highway Engineers is to  
provide a forum for  
members and partners of  
the highway industry to  
promote a safe, efficient  
and sustainable highway  
system through  
education, innovation and  
fellowship.*

American Society of  
Highway Engineers  
Mission Statement

# American Society of Highway Engineers

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- 6) If used, ten (10) hours of instruction (with no more than 10 minutes break per hour) are required for 1 CEU – hence, 1 CEU would equal 10 PDHs.
- 7) PDH certificates should be closely modeled after examples available from the Professional Development Committee and should include the following information:
  - a) ASHE Name and/or logo (follow ASHE Branding and Public Relations [Guidelines](#))
  - b) Name of attendee
  - c) Number of PDHs issued
  - d) Date of instruction/presentation
  - e) Name of presentation/instruction
  - f) Name of instructor
  - g) Location of instruction/presentation
  - h) Signature of the instructor
  - i) Disclaimer – “The hours of technical instruction or presentation reflected on this certificate do not imply or guarantee approval by the [State] Professional Licensing Board (or any other State). The licensee shall be solely responsible for determining eligibility of this session for satisfaction of his/her continuing professional competency requirements in this or any other state, as well as all recordkeeping requirements therefor.”
- 8) Hosting Sections or Regions should regularly apprise themselves of their state’s requirements and endeavor to deliver presentations and instruction that will likely be accepted by at least their state licensing board.
- 9) Any Section or Region that elects to issue professional development credits (PDHs or CEUs) must designate a Professional Development Coordinator, who shall be responsible for ensuring that credits are issued in accordance with this program.
  - a) The name and contact information for the Professional Development Coordinator shall be provided to the ASHE Professional Development Committee along with annual reporting.
  - b) Participating Sections shall also report to the ASHE Professional Development Committee, at the end of each calendar year, a summary of sessions for which PDHs, CEUs, or Certificates of Attendance were issued in the previous year, including:
    - i) Name of the session
    - ii) Speaker name
    - iii) Date of session
    - iv) Duration of the training
    - v) State issued in
    - vi) Number of PDHs issued to each qualifying attendee
    - vii) Number of qualifying attendees
  - c) Any Section or ASHE regional/national conference that fails to provide an annual report of their issuance of continuing education credits using ASHE’s name and/or logo will be advised by the National Board to cease any such use of its branding until such time as it is in good standing with the requirements.
  - d) Sections that have not issued credits during the year are simply asked to advise the Committee accordingly, with our thanks.
- 10) Documentation is required and must be retained by the hosting Section for a period of no less than three years (it is recommended these be stored electronically), as follows:
  - a) Sign in sheet of all attendees, including printed full name and signature<sup>3</sup>
  - b) Biography of the speaker

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<sup>3</sup> Online trainings may utilize other appropriate records, such as a registry of attendance that many platforms can provide.



# American Society of Highway Engineers

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- c) Scheduled stop and start times (sessions longer than 3 hours should have an agenda showing planned breaks)
- d) Presentation materials (e.g., PowerPoint or PDF slides, handout notes, etc.)
- e) Completed review forms from all attendees being issued PDHs is strongly recommended as a best practice
  - i) Recommended forms are available by request from the Professional Development Committee
  - ii) At a minimum, the form should require the attendee list at least three concepts from the presentation that were new to them or expanded their understanding
- 11) The ASHE National Professional Development Committee shall be empowered and directed to periodically audit compliance with this program and selected Sections must comply with reasonable documentation requests and respond to corrective recommendations from the Committee in order to continue utilization of the ASHE name or logo in its issuances. It is not the intent that Committee audits be overly intrusive or burdensome; rather the intent will be to verify that recordkeeping requirements are being met, that the nature of presentations or instruction meets the intent of typical state licensing boards, and that the credibility of the ASHE Professional Development Certificate Program is protected for the good of all members.
- 12) Any attendee who, in the sole determination of the instructor, fails to participate attentively in the entirety of the program or complete a presentation review form may not receive a PDH certificate.
- 13) It is understandable that presentations may be made by representatives of industry companies, such as consulting firms and material vendors, and they will wish to highlight their firm. This is permissible within the bounds of good taste and company logos should be minimal so as to not detract from the underlying technical information. When specific products or services are highlighted, reasonable efforts should be made to recognize that competing products and services are available and should be examined by professionals prior to specifying in design. In short, speakers should be encouraged to conduct themselves with a degree of humility and decorum.
- 14) The ASHE logo should be in compliance with the latest version of the ASHE Branding and Public Relations [Guidelines](#).

Example forms (certificates, sign-in sheets, review forms) will be provided by the Professional Development Committee upon request.

Any questions regarding the Professional Development Certification Program should be directed to the Committee; you may contact them currently as follows:

Matheu Carter, Chair (First State Section)  
[matheu@udel.edu](mailto:matheu@udel.edu)  
(302) 831-7236



## COMMITTEE STATUS REPORT PUBLIC RELATIONS COMMITTEE

### Committee Members

### E-Mail

Date: 10/13/20

Report Period: October 2020

Amanda Schumacher, Chair

[arcschumacher@borton-lawson.com](mailto:arcschumacher@borton-lawson.com)

Jennifer Hendricks – SAI

[jhendricks@SAIengr.com](mailto:jhendricks@SAIengr.com)

Kathy Johnson – Baker

[Kathy.Johnson@mbakerintl.com](mailto:Kathy.Johnson@mbakerintl.com)

Jason Hewatt – Redi-Rock International

[Jason.Hewatt@redi-rock.com](mailto:Jason.Hewatt@redi-rock.com)

Jen Newman – Elevate Marketing Advisors

[Jen@elevatemarketingadvisors.com](mailto:Jen@elevatemarketingadvisors.com)

Donato Di Zuzio (Board Liaison)

[DDizuzio@tandmassociates.com](mailto:DDizuzio@tandmassociates.com)

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. To be held – week of 10/26

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

Resolved:

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

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

#### a. ASHE Booth

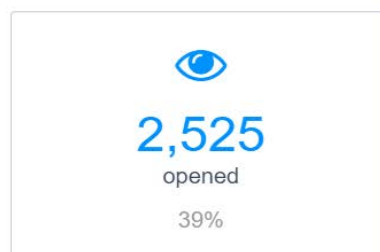
1. None

#### b. Logo & Message

- i. ENR ad - \$1,150 – 2 runs of bottom banner on national newsletter – do as soon as possible
- ii. Webinar Series
  - iii. Continued value to membership: Free webinar series continues to be a big success! Over 100 viewers per webinar, provided PDH certs and mailing list grew with registration lists
  - iv. We have programming set through December
  - v. Averaging 15% open rate on sendinblue – good percentage!

#### c. Campaigns: Sendinblue is working!

Overall interaction:



- d. Section/Region Coordination
  - i. In Progress - each PR committee 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
- e. Social Media Campaign
  - i. Continuous 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: 800 followers
      - a. + 576 followers
    - 2. Twitter: 191 followers
      - a. +66 followers
    - 3. Facebook: 127 likes | 148 follows
      - a. +51 likes
      - b. +75 follows
    - 4. Instagram: 33 followers
      - a. +33 followers
- f. National Exposure
  - i. 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. Zweig White Newsletter – publishing of articles got delayed – picking back up for November
    - 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
- g. Committee Collaborations
  - i. Ad Hoc
    - 1. Joined October call to collaborate going forward
  - ii. Operations and Oversight
    - 1. Social Media Training added into Section Training Program (Jen Newman leading)
  - iii. Partnerships
    - 1. Ad for IBC conference – geared toward 2021 conference – being developed by PR committee of 2021 conference - completed
- h. National Conferences
  - i. Poconos 2021
    - 1. Theme and logo approved
    - 2. Promoting social media sites
  - ii. Columbus 2022
    - 1. Logo approved
  - iii. Georgia 2023

1. No coordination yet

- i. Multi-Briefs – ASHE Inside lane, contract renews in April
  - i. Article review happening consistently (weekly)

**Budget update**

1. **2020-2021 Budget:**      **\$6,700**
2. **Spent – List items and \$ spent this quarter**
  - a. \$56.17 – adobe creative suite july
  - b. \$56.17 – adobe creative suite august
  - c. \$56.17 – adobe creative suite sept
  - d. \$39 – sendinblue july
  - e. \$39 – sendinblue august
  - f. \$39 – sendinblue september
3. **Current Budget Balance:**      **\$6,414.49**
4. **List any Non-Budget Items that should be considered.**



## 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:** Fall 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)  
[DDizuzio@tandmassociates.com](mailto:DDizuzio@tandmassociates.com)  
[sandyivory@yahoo.com](mailto:sandyivory@yahoo.com)  
[kathrynpower@live.com](mailto:kathrynpower@live.com)  
[levi.littler@woodplc.com](mailto:levi.littler@woodplc.com)

**Date:**

**10/13/2020**

**Meetings held since the previous Quarterly Report**

1. None All communication is handled via email.

**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. Developed Special Edition for the 2020 National Conference
3. Received articles from the following sections for Fall 2020
  - President's Message
  - Lake Erie Section – Towpath Trail Stage 3
  - Triko Valley Project of the Year – Less congestion, More Economic Opportunities
  - Georgia Section – An American Smart City making the Autonomous Vehicle Vision come to Life.
  - First State Section – Spotting Projects that Added Safety, Efficiency and Sustainability

**Budget update**1. 2020 - 2021 Budget: **\$61,700.00**

2. Spent

INVOICES	Period	Invoice #	Date	Amount
Printed	Summer 2020	5108	06/12/20	\$ 12,329.29
	Spec. Ed. 2020	5115	08/12/20	\$ 2,243.00
	Fall 2020	5121	09/25/20	\$ 5493.04
	Winter 2021			
	Spring 2021			

Printed Expenses: \$ 20,065.33

Electronic	Summer 2020	5109	06/12/20	\$ 250.60
	Spec. Ed. 2020	N/A	Combined, see above	
	Fall 2020	N/A	Combined, see above	
	Winter 2021			
	Spring 2021			

Digital Expenses: \$ 250.60

Committee	Scanner			
Travel				

Committee Expenses: \$

National	Exhibit Booth			
Conference	Hotel			
	Promotional			

Committee Expenses: \$

**Total Invoices: \$ 20,315.93**

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

	Period	Invoice #	Date	Amount
Advertisers	Summer 2019	N/A	06/12/19	\$ 2,500.00
	Spec. Ed. 2020	N/A	08/12/20	\$ 3,500.00
	Fall 2019	N/A	Reported w/ Spec. Ed.	n/a
	Winter 2020	N/A		
	Spring 2020	N/A		

**Total Income: \$ 6,000.00****Target Income Amount: \$ 26,000.00****Amount Over/Under Target Income Budget: \$ 20,000.00**

4. Current net Budget Balance:

**\$47,384.07**

5. List any Non-Budget Items that should be considered.

a. N/A

Advertiser Name	Date Rec'd	Check Number	Amount	
AECOM	7/16/20	30436660	500	
ARORA and Associates				
ASHE Altoona Section/Builder's Club				
ASHE North East Penn				
BEG Group, LLC				
Borton Lawson Engineering				
Buchart-Horn, Inc.				
Burns Engineering, Inc.				
CHA Consulting, Inc				
Dewberry				
Gannett Flemming Companies				
Gibson-Thomas Engineering Co	5/24/20	26618	1600.00	
HDR Inc				
Hill & Smith, Inc.				
Johnson, Mirmiran & Thompson, Inc,	5/8/20	127370	400.00	
Larson Design Group				
Mannik Smith Group, Inc				
McMahon Associates, Inc	6/28/20	66840	600	
Michael Baker Corporation				
Naik Consulting Group, PC				
O.R. Colan Associates				summ & wntr '21
WSP				
Sci-Tek Consultants, Inc.				
Stahl Shearer Engineering, LLC.				
Sucevic, Piccolomini & Kuchar Engineering				
Traffic Planning & Design				
The Markosky Engineering Group, Inc.				
TYLIN International				
Urban Engineers	6/20/20	52408	400	
Whitman, Requardt & Associates, LLP				
Whitney, Bailey, Cox & Magnani LLC				
Wichert Insurance				
Woolpert				
Total			3500	



## 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: September 15, 2020

#### Committee Members

#### E-Mail

#### Phone:

Gerald J Pitzer, Chair

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

Kathryn Power (Pittsburgh)

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

412-608-2662

Mark Kinnee (Delaware Valley)

[markkinnee@urbanengineers.com](mailto:markkinnee@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](mailto:scott.kroper@rsandh.com)

???

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

1. none
- 2.

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

Resolved: None

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

1. Thoughts on developing the next three year strategic plan.
- 2.

#### Activities:

"Surveying the regions and sections on their implementation of the National Strategic Plan. A self evaluation questionnaire has been prepared and put into a simple click the button survey. It is posted on the national web site. The questionnaire also solicits input and comments for the next Plan."

"Results of the questionnaire will be compiled and a report submitted to the Board. Preliminary results, if any, will be sent to the Secretary for the October Board meeting."



**Budget update:**

- 1 . 2020 - 2021 Budget:     \$500
- 2 . Spent – List items and \$ spent this quarter
  - a.
- 3 . Current Budget Balance:         \$500
- 4 . List any Non-Budget Items that should be considered.
  - a.



## COMMITTEE STATUS REPORT

### STUDENT CHAPTER COMMITTEE

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

#### **Committee Members**

#### **E-mail**

**Period End Date:** October 9, 2020

**Report Period:** June – September 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:kpower@pa.gov">kpower@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:capengowls@msn.com">capengowls@msn.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: 06/11/2020 Members in attendance: Muck, Strehle, Grubb, Caperilla, Cipriani, Power, Carriker, Carter
2. Date: 07/09/2020 Members in attendance: Muck, Grubb, Caperilla, Cipriani, Power, Carriker, Carter
3. Date: 08/03/2020 Special Meeting - Potential New Student Chapter – FSU – Leigh Lilla, Jason Hewatt, Scott Jordon, Carriker, Carter
4. Date: 08/13/2020 Members in attendance: Muck, Strehle, Caperilla, Cipriani, Power, Bronzo, Carter
5. Date: 09/08/2020 Members in attendance: Strehle, Caperilla, Carter

#### **Planned Meetings:**

1. Date: 10/12/2020 Special Meeting - Potential New Student Chapter – FSU – 2 PM Zoom Meeting
2. Date: 11/12/2020 Noon Zoom Meeting
3. Date: 12/10/2020 Noon Zoom Meeting
4. Date: 01/14/2021 Noon Zoom Meeting

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

**Resolved:** None at this time.

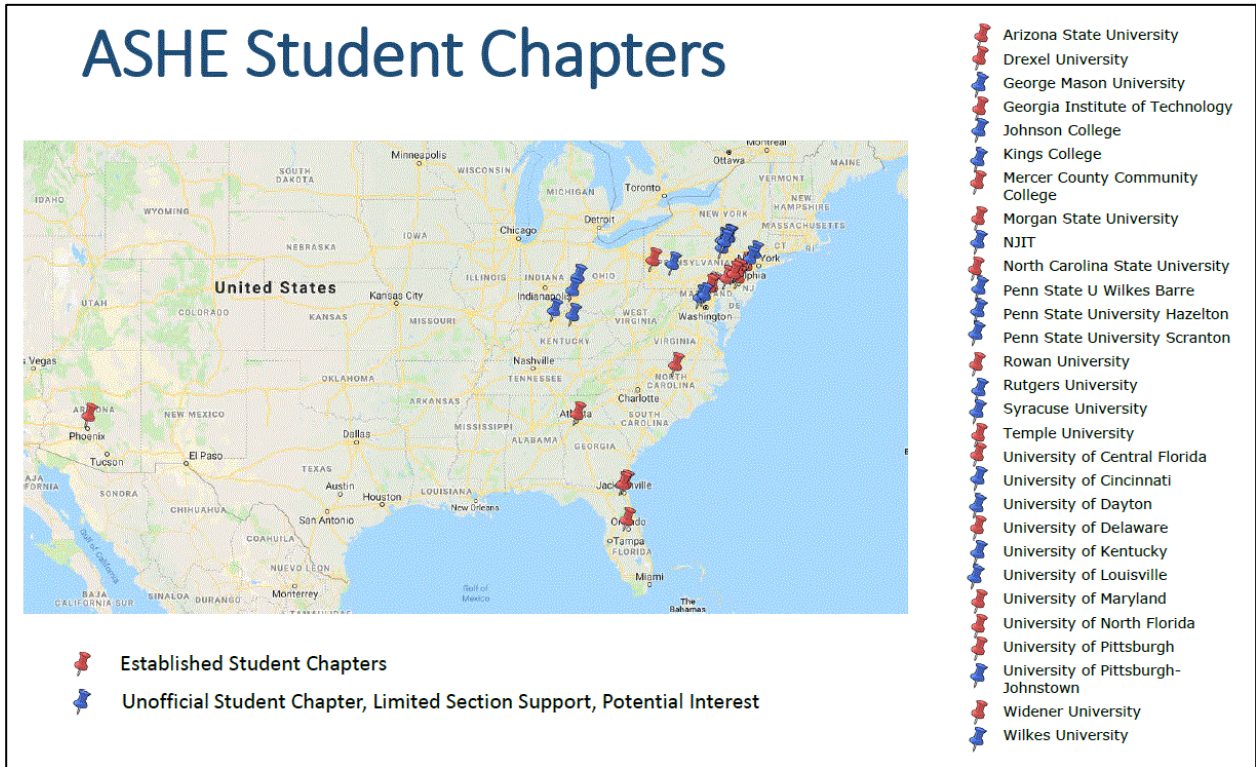
#### **Discussions to be brought before the National Board:**

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.



- e. **Note:** The Committee proposes to initiate a new survey of Sections in Fall 2020 with results to be reported in February 2021.
2. Student Chapter Conference:
    - a. **2017:** 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. **2018:** 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. **2019:** 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.

- d. **2020:** The fourth annual conference was held September 25, 2020 as a virtual event hosted by the student chapter at Mercer County Community College. Registrations included 142, with students from 16 colleges and universities and professionals from eleven Sections. Of course, attendance was less than that. Recorded attendance was 81 participants including 51 students representing Mercer County Community College, Rowan University, The College of New Jersey, University of Delaware, Morgan State University, and Florida State University (six institutions). Registered by not attending were students from NC State University, University of Maryland College Park, Arizona State University, Drexel University, University of Central Florida, University of Kentucky, University of North Florida, and Widener University. Thirty professionals were in attendance, including a majority of the Student Chapter Committee members. The student leadership at Mercer County Community College did an excellent job with support from their Advisor, Dr. James Maccariella, and the Committee. The conference was a mix of great technical sessions and was very enjoyable. A summary of registrations is attached and the recording can be found at <https://youtu.be/DPxLWIZcmBY>.
  - e. **2021:** The Committee has accepted Rowan University's student chapter proposal to hold an in-person student chapter conference there spring 2021. Details are in development.
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 – [D27A Student Chapter Guidelines](#). 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](#) in August 2019: 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 within the Chesapeake Section.

**Budget update:**

1. 2019 - 2020 Budget: \$1,000 (\$1,000 for student chapter conference)
2. Spent – List items and \$ spent this quarter
  - a. \$0
3. Current 2019-2020 Budget Balance: \$791.72
4. List any Non-Budget Items that should be considered.
  - a. \$0
5. 2020-2021 Budget Requested of National: \$1,500 (Student Chapter Conference support)

ASHE Student Chapter Conference  
 Mercer County Community College - Hosting Chapter  
 September 25, 2020  
 [Highlighted names are students]

Registered			Attended
Chavez Ruiz	Yesenia	Rowan College of South Jersey- Cumberland Campus	
Muck	Aaron J.	Terracon Consultants, Inc.	Yes
Asif	Abdullah	Mercer County Community College	
Taha	Ahmed	Mercer County Community College	
Hasan	Ahmed	Rowan University	
Kuncken	Alec	The College of New Jersey	Yes
Karaer	Alican	FAMU&FSU College of Engineering	Yes
Tomat-Kelly	Aluen, S	Mercer County Community College	Yes
Agresto	Andrew	The College of New Jersey	
Rios	Anita	Mercer County Community College	Yes
Gasparini	Anthony, J	University of Delaware	Yes
Mehta	Ashley	Rutgers University	
Metcalf	Austin G	Rowan College of South Jersey- Cumberland Campus	Yes
Awosemusi	Ayodeji	Morgan State University	Yes
Pacius	Benjamin	Mercer County Community College	
House	Brenden M	MCCC	Yes
Bitsko	Brent	RVE	
Triolo	Brian	Morgan State University	Yes
Ezeigbo	Brianna, M	Morgan State University	
Seglah	Bright	Arizona State University	
Quinteros	Bryan	Mercer County Community College	
Remache-Patino	Bryan A	The College of New Jersey	Yes
Totten	Bryce, T	The College of New Jersey	Yes
Sanon	Bundy	Mercer County Community College	Yes
Arteaga	Carlos, O	University of North Florida	
Streahle	Carrie	Promatech, Inc.	Yes
Ellenberg	Catherine M.	AECOM	Yes
Franco	Charles	Mercer County Community College	
Sholy	Chris	WSP USA	Yes
McCormick	Christopher	Rowan University	
Bolden	Cortney B.	Rowan College of South Jersey	
Huertas	Cristian	The College of New Jersey	Yes
Fiocco	Daniel L	University of Central Florida	
Pembamoto	David Dyese	Morgan State University	
Elam	Dawson, S	University of Kentucky	
Patel	Deep	Rowan University	
Di Zuzio	Don	T&M Associates	Yes
Popp	Dylan,M	The College of New Jersey	Yes
Ulmer	Eli	NDDOT	
McDonald	Elizabeth	The College of New Jersey	Yes
Britt	Eloyd	Mercer County Community College	
Argenal	Emma T.	The College of New Jersey	Yes

Kaufman	Eric	Surveying And Mapping, LLC	
Kramer	Eric	Traffic Planning & Design	Yes
Cipriani	Eugene N.	AECOM	Yes
Bennani	Farah	Mercer County Community College	
Sholy	George	EnTech	Yes
Nickels	George M.	HDR Engineering	Yes
Bishop	Greg, M	The College of New Jersey	Yes
Ahson	Habib	TechniQuest Corporation	Yes
Seiger	Hannah, B	University of Maryland	
Sabetta	Heather	ARH	
Kim	Helena	Drexel University	
DeGuzman	Hilario, H	Mercer County Community College	Yes
Wanjau	Ian	Morgan State University	
Anazodo	Ikenna, I	Morgan State University	Yes
Palmucci	Jack	Mercer County Community College	
Sylvester	Jake, A	The College of New Jersey	Yes
Maccariella	James	Mercer County College	Yes
Mattson	James	Mercer County Community College	Yes
Stanton	James P	Jacobs Engineering	Yes
Krause	Jared S	Urban Engineers	Yes
Linton	Javuan	Mercer County Community College	Yes
Laning	Jennifer	Pennoni Associates	Yes
BUSH	JOHN	McCormick Taylor	
Caperilla	John	McTish, Kunkel & Associates	Yes
Lorusso	John, K	The College of New Jersey	Yes
Grande	Johnathan T.	Taylor Wiseman & Taylor	
Strafaci	Joseph	HNTB	Yes
Ragusa	Joseph	Remington & Vernick Engineers	
Colon	Joseph	The College of New Jersey	Yes
Nemeth	Joseph j	Mercer County Community College	
Wagner	Joseph W.	The College of New Jersey	Yes
Erkskine	Joseph,T	The College of New Jersey	Yes
Pierrelus	Josh	Morgan State University	Yes
Ilijevski	Jovan	Arizona State University	
Din	Kamran, M	Rutgers University	
Power	Kathryn	PennDOT	
Canlas	Katrina L	Morgan State University	
Brock	Kevin, D	Florida State University	
Habte	kidus, A	Morgan State University	Yes
Alansigan	Kim J	Greenman-Pedersen, Inc.	
Mazzota	Kirsten, L	Florida State University	
Malloy	Laura	Mercer County Community College	Yes
Malloy	Laura	Mercer County Community College	Yes
Sendel-Grant	Laureen	LR Kimball	
Soto Miranda	Lesly	Rowan University	
Clagett	Levi, L	Apex Engineering Group	
Mora	Lewis	The College of New Jersey	Yes
Maher	Linda	Rowan College of South Jersey	

TRUPPA	LOUIS	The College of New Jersey	Yes
frader	lucas,e	Mercer County Community College	Yes
Clarke	Lys-Julienne, E	Widener University	
Corum	Malik,K	Morgan State University	Yes
Sapiezynski	Marisa	McCormick Taylor	
Korn	Markus, C	Mercer County Community College	
Carter	Matheu	Delaware T2 Center	Yes
Kolb	Matthew	Rutgers University	
Alves	Matthew	The College of New Jersey	Yes
Dreisbach	Matthew A	Rowan University	Yes
Abuan	Maynard	New Jersey Turnpike Authority	Yes
Hirsch	Michael, L.	Mercer County Community College	
Mroz	Michael, T	Rowan University	
Andrascik	Michelle G	The College of New Jersey	Yes
Al Rushaid	Mohammed	Morgan State University	Yes
Motlagh	Mohsen	Rowan University	
Akalu	Mulugeta T	Mercer County Community College	
Clark	Nicholas, L	University of Kentucky	
Ross	Nicholas, M	HDR Engineering	Yes
Adedeji	Oluwayinka	Rowan University	Yes
Aladeokin	Oyinkansola	Morgan State University	Yes
Hosseini	Parisa	Rowan University	
Willever	Patrick, Timothy	The College of New Jersey	Yes
De Sousa	Phelipe, M	Morgan State University	
LARTEY	PORTIA ANKAMAH	Arizona State University	
Ukpah	Priscilla, U	NJDOT	
Grubb	Richard	Richard Grubb and Associates, Inc.	Yes
Carriker	Roger, B	WSP USA	Yes
Samet	Ryan, A	NC State University	
Bicking	Samantha	Rowan College of South Jersey	
Mody	Samir, D	Keller Engineers of New Jersey, LLC	Yes
Yi	Samuel	College	
Miah	Sanjeda	Rutgers University	
SINGH	SARVJEET	ADVANTAGE ENGINEERING ASSOCIATES	Yes
Chowdhury	Sayeed A	Mercer County Community College	
Jordan	Scott, H	Southeastern Engineering	Yes
Cullen	Sean	Rowan University	
Nicol	Sean C	NC State University	Yes
Rhatican	Sean C	The College of New Jersey	Yes
Lopez	Sebastian	Morgan State University	Yes
Simpson	Sequoyah Z	Mercer County Community College	Yes
choudhary	sharad	KSE	
Savalia	Shivani	The College of New Jersey	Yes
Martin	Tamara Jean	Mercer County Community College	
DiChiara	Thomas	Arora and Associates, PC	Yes
DIBIASE	THOMAS	Michael Baker International	Yes
Buckley	Thomas E.	The College of New Jersey	Yes
herlihy	tim	Greenman-Pedersen, Inc.	Yes



Thompson	Travis	HDR Engineering	Yes
Jha	vivek	ADVANCED INFRASTRUCTURE DESIGN INC	
Davis	William, L	Jacobs Engineering	Yes
Not Registered - unknown if student or professional (student assumed)			Attended
<hr/>			
bbitsko			Yes
Daniel Alvarez			Yes
Darsheet	pateld87@tcnj.edu		Yes
Ross Capri			Yes
Tom			Yes
Registered			142
Registered but did not attend			66
Registered in attendance			76
Not registered in attendance			5
			<hr/>
			81



## 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

#### 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: 10/9/20

Report Period:  
Fall 2020

#### Meetings held since the previous Quarterly Report

1. Database meeting held 7/24/20 plus Email Coordination as Needed

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

New Business: None

#### Discussions to be brought before the board

- a. None

#### Status of action items:

##### Website/Hosting

- Ongoing maintenance performed by Dick Cochran and Mindy Sanders. Recent updates include updates to National Board Members & contact information, updates to section contacts on map, added scanner links, and other general updates.
- Assisted new sections with their website credentials and requirements: Tennessee Valley and South Carolina
- Send website requests to Mindy Sanders ([mhsanders@pontengineering.com](mailto:mhsanders@pontengineering.com)) copy Dick Cochrane ([rconchrane@mctish.com](mailto:rconchrane@mctish.com))

##### Cloud

- Continue to improve use and organization of ASHE Cloud – No specific issues known.
- Add users as requested – Up to date – 8 new credentials were created since the last report.

## Membership Database

- Ad Hoc Sub-Committee [Tom Morisi, Nancy Morisi, Jake Morisi, Charlie Flowe, Dick Cochran, Scott Jordan, Shayaq Ahmed (Chesapeake), Brian Kisner (First State), Luke Sullivan (Middle Tennessee), Khatereh Vaghefi (Potomac)] is forming to determine the scope of an RFP for a custom membership website
- Possible Scope Objectives:
  - 1) To provide an online membership application and renewal process and to improve the workflow between the Members, Sections, and National Board and eliminate manual applications and renewals \*
  - 2) To provide an improved portal for members, sections, and the National Board to actively manage membership and make payments directly into the database\*
  - 3) Create/manage/register section events
  - 4) Create/manage/register for sponsorships
  - 5) Section Board Discussion Board
  - 6) Conference Registration
  - 7) Others TBD(\* Primary Objective identified to date)
- First Meeting held July 24<sup>th</sup>
  - Committee is determining broad brush scope - Determined that first step is to further pinpoint needs of sections
    - A survey is currently being developed and anticipated to be distributed in October 2020 to provide this information
- Current Budget \$15k
- Schedule:
  - With current plan for RFP process:
    - January 2021 - RFP to Board for Review
    - February 2021 – Advertise RFP
    - March 2021 – Select Firm
    - April thru October 2021 – Develop Site
    - November thru December 2021 – Data Input and Testing
    - January 2022 – Formally Launch Database
    - June 2022 – Hold Information/Training Session at 2022 National Conference

## WebEx

- No known issues

## Survey

- Free options available through WordPress plugins
  - Strategic Planning Committee – Developed survey late September
    - <http://ashe.pro/ashe-strategic-plan-survey/>

## Other

- Web Banner ASHE IBC Co-Sponsor Agreement – Sample ad developed. Continues to be on hold due to postponed conference.

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

- JM Services – Contract Renewal with Jacob Morisi Server Solutions – \$4840 (6/1/20 to 5/31/21)
  - Renewed via Email Vote – Approved 4/27/20, Executed 4/28/20
  - Includes Hosting (for Most Sections), Cloud, and Database Service and Maintenance

**Budget update**

1. 2020-2021 Budget: \$22,425
2. Spent – List items and \$ spent this quarter
  - a. Domain - \$40
  - b. Hosting through JMSS - \$1,600
3. Current Budget Balance: \$20,785
4. List any Non-Budget Items that should be considered.
  - a. None Noted

**Attachments:**

1. none



**Attachment 2: Region and Section Reports**



**REGIONAL REPORT**  
**Great Lakes Region**  
**Regional Directors Quarterly Report**  
**(April 2020 – September 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:shea@cvelimited.com">shea@cvelimited.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 6/24/2020 that included the following summary:
  - The Great Lakes Region had 100% participation for Q2 Section Reports. Several reports were still submitted late to Jim Shea and subsequently late to National.
  - 2019 PDH Reports were received by all Sections except Central Dacotah. Sections should start preparing their 2020 summaries, as the 2020 request will be coming in January.
  - Many sections have or are planning virtual meetings to continue to connect with their members, while in person meetings are not available. ASHE National WebEx is available if needed.
  - Derby City, Triko Valley and Central Dacotah have not yet provided alternate Region Representatives. Quarterly meeting attendance has increased since implementing alternates.
  - Stan Harris and Jim Shea provided a National Update from the 6/19/2020 National Board meeting. The National Board meeting was virtual.
  - No activity over the past quarter on Circle City. Detroit is further behind.
  - Aaron Muck has been promoting the ASHE 2020 Student Conference with ASHE Sections.
  - The Region is working on more timely Scanner article submission.
  - Kirsten Bowen will schedule a meeting with Dan Kent and Aaron Call (Columbus Region Rep) to discuss how to distribute the 2020 awards, since OTEC will not be held in person this year.
  - Bylaws are being updated and will be ready for review October 27.
  - Kirsten Bowen is working with committee chairs on updating Roles and Responsibilities.

Operating Budget (As of 6/24/2020)		Membership (As of 10/9/2020)	
Starting Balance	\$7,598.26	Starting Membership	961
Revenue	\$0.00	Losses	37
Expenses	\$408.00	Gains	47
Ending Balance	\$7,190.26	Ending Membership (paid)	970

**Events scheduled during next quarter:**

- Great Lakes Board Region Mtg: October 27, 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**  
**(July 2020 – September 2020)**

<b>President:</b>	<b>Tom Less</b>	<a href="mailto:tom.less@woolpert.com">tom.less@woolpert.com</a>	<b>2020 – 2021</b>
<b>1<sup>st</sup> Vice President:</b>	<b>Justin Soltesz</b>	<a href="mailto:jsoltesz@structurepoint.com">jsoltesz@structurepoint.com</a>	<b>2020 – 2021</b>
<b>2<sup>nd</sup> Vice President:</b>	<b>Mike Killian</b>	<a href="mailto:Mike.Killian@burgessniple.com">Mike.Killian@burgessniple.com</a>	<b>2020 – 2021</b>
<b>Secretary:</b>	<b>Mike Taricska</b>	<a href="mailto:Mike.Taricska@burgessniple.com">Mike.Taricska@burgessniple.com</a>	<b>2020 – 2021</b>
<b>Treasurer:</b>	<b>Mike Raubenolt</b>	<a href="mailto:mraubenolt@structurepoint.com">mraubenolt@structurepoint.com</a>	<b>2020 – 2021</b>

**Activities:**

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

- Held webinar with ABCD on the CVG Terminal Drive Reconstruction on September 3.
- Held webinar with ASCE on August 20

<b>YTD Operating Budget (As of 9/2020) (Includes Investment Accounts)</b>		<b>Membership (As of 10/2020)</b>	
Starting Balance	\$ 47,224.32	Starting Membership	185
YTD Revenue*	\$3,907.50	Losses	4
YTD Expenses*	\$1,148.00	Gains	9
Ending Balance**	\$49,983.82	Ending Membership (paid)	190

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

*\*\*Balance includes investment accounts totaling \$37,826.03*

**Events scheduled during next quarter:**

- Planning to host a stormwater green infrastructure lunch and learn in the fall, which will be taught by an OSU professor. May be webinar format depending on restrictions as a result of the COVID pandemic at that time.
- Tentatively holding an outing to a Columbus Crew game in Fall, dependent on COVID-19 restrictions
- Holding a small gathering at Top Golf on 10/6

**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

**SECTION REPORTS**



**Bluegrass  
Regional Directors Quarterly Report  
(July 2020 – September 2020)**

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

**Activities:**

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

- Held a Virtual Section Board meeting on 6/16/2020
- Held a Virtual Bluegrass Section Lunch Meeting on 6/25/20 – (101 Participants)
  - Presentations of Transportation Improvement Project Awards for the ASHE Bluegrass Project of The Year Awards was presented by KYTC Secretary Jim Gray.
  - Secretary Jim Gray also gave an update of the State of KYTC and the transportation program.
- Held a Virtual Section Board meeting on 7/07/2020
- Held a Virtual Bluegrass Section Luncheon Meeting on 8/20/20 – (94 Participants)
- Announced that we have 10 corporate sponsors.
- Announced that the Bluegrass Section will help sponsor a \$1,000 scholarship to the University of Kentucky.
- Presentation on the KYTC Budget Status and Project Outlook for the remainder of the fiscal year. Speakers where:
  - Michael Hancock -Deputy Secretary of the Kentucky Transportation Cabinet
  - James Ballinger – New State Highway Engineer for the Kentucky Transportation Cabinet

<b><u>Operating Budget (As of 9/30/20)</u></b>		<b><u>Membership (As of 9/30/20)</u></b>	
Starting Balance	\$3,602.25	Starting Membership	69
Revenue	\$7,280.04	Losses	2
Expenses	\$3,363.96	Gains	15
Ending Balance	\$7,518.33	Ending Membership	82

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





- 10/01/20 – Bluegrass Section Board Virtual Meeting
- 11/19/20 - ASHE Bluegrass Section Virtual Lunch Meeting

**Student Chapter Update:**

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

**Miscellaneous Items:**

- Continue Working with the University of Kentucky to provide scholarship funding.

**Milestones:**

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

- Began Corporate Sponsorship
- Approved sponsoring a scholarship for the University of Kentucky Civil Engineering Program



**SECTION REPORTS**  
**Cuyahoga Valley Section**  
**Regional Directors Quarterly Report**  
**(July 2020 – September 2020)**

<b>President:</b>	<b>Nick Loukas</b>	<b>nick.loukas@cantonohio.gov</b>
<b>Vice President:</b>	<b>Dean Wolosiansky</b>	<b>dwolosiansky@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:

- ~~8/20/20 Annual Golf Outing (TENTATIVE) CANCELLED~~
- ~~9/17/20 ASHE/NEOCEA Billiards Tournament (TENTATIVE) CANCELLED~~

<b><u>Operating Budget (As of 9/22/20)</u></b>		<b><u>Membership (As of 9/22/20)</u></b>	
Starting Balance	\$12,805.37	Starting Membership	128
Revenue	\$0.00	Losses	0
Expenses	\$0.00	Gains	0
Ending Balance	\$12,805.37	Ending Membership (paid)	128

**Events scheduled during next quarter:**

- 10/8/20 Outstanding Highway Awards Presentation – Virtual Luncheon

**Student Chapter Update:** None.

**Miscellaneous Items:**

**Milestones:**

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



**SECTION REPORTS**  
**Lake Erie Section**  
**Regional Directors Quarterly Report**  
**(July 2020 – September 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:

- June 23, 2020; Board Meeting held at OC3 Project Office meeting COVID health and safety guidelines. Eight members in attendance in person, two members in attendance by phone. Discussed financial ramification of cancelled meeting in March and renewals which began June 1 but tabled most everything until the next meeting to start making decisions on the program with the current health crisis.
- August 13, 2020; Board Meeting held at OC3 Project Office meeting COVID health and safety guidelines. Eight members in attendance in person and three members in attendance by phone. Discussed and voted on having all remaining events for 2020 virtually and set path forward to open Zoom account to accommodate. Decided on program for 2020-2021 with flexibility for the ever-changing health crisis. ASHE Lake Erie pins received and distributed. Lifetime member pins received and will be distributed once in person meetings are restarted.
- September 16, 2020; (Virtual Attendance 105) ASHE ODOT Kickoff via Zoom with DDDs and CPAs from Districts 3, 4 & 12.

<b><u>Operating Budget (As of 9/30/20)</u></b>		<b><u>Membership (As of 10/5/20)</u></b>	
Starting Balance	\$33,560.42	Starting Membership	191
Revenue	\$7,447.18	Losses	10
Expenses	\$1,236.81	Gains	13
Ending Balance	\$39,770.79	Ending Membership	194

**Events scheduled during next quarter:**

- November 10<sup>th</sup> Project of the Year
- November 19th Board Meeting

**Miscellaneous Items:**

- 

**Milestones:**

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



**SECTION REPORTS**  
**Derby City, KY Section**  
**Regional Directors Quarterly Report**  
**(July 2020 – September 2020)**

<b>President:</b>	<b>Craig Klusman</b>	<a href="mailto:Craig.Klusman@aecom.com">Craig.Klusman@aecom.com</a>	<b>2020-2021</b>
<b>Vice President:</b>	<b>Travis Thompson</b>	<a href="mailto:Travis.Alan.Thompson@hdrinc.com">Travis.Alan.Thompson@hdrinc.com</a>	<b>2020-2021</b>
<b>Secretary:</b>	<b>Brian Meade</b>	<a href="mailto:brian.meade@aecom.com">brian.meade@aecom.com</a>	<b>2020-2021</b>
<b>Treasurer:</b>	<b>Jonathan Berry</b>	<a href="mailto:jon.berry@burgessniple.com">jon.berry@burgessniple.com</a>	<b>2020-2021</b>

**Activities:**

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

- June 2, 2020—ASHE Derby City Chapter Virtual Presentation for the ASHE Derby City Project of the Year candidates.
- June 29, 2020-- ASHE Derby City Board of Directors Meeting via a TEAM virtual meeting
- July 21, 2019 -- ASHE Derby City Chapter Virtual Meeting—Presenter for meeting was Tracy Lovell – Branch Manager for Project Development for KYTC District 5
- August 25, 2020- ASHE Derby City Board of Directors Meeting via a TEAM virtual meeting

<b><u>Operating Budget (As of 5/13/20)</u></b>		<b><u>Membership (As of 5/13/20)</u></b>	
Starting Balance	\$7,757.86	Starting Membership	82
Revenue	\$0.00	Losses	0
Expenses	\$250.00	Gains	1
Ending Balance	\$7,507.86	Ending Membership (paid)	82
Scholarship Fund	\$1,570.30		
Available Balance	\$5,937.56		

**Events scheduled during next quarter:**

- October 27, 2020 ASHE Derby City Chapter Virtual Meeting—Presenter will be Jeff McConahy with Site Supply Inc.

**Student Chapter Update:**

**Miscellaneous Items:**

**Milestones:**

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



**SECTION REPORTS**  
**NW Ohio Section**  
**Regional Directors Quarterly Report**  
**(July 2020 – September 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:

- No new activities due to COVID and meeting restrictions

<b><u>Operating Budget (As of 10/6/20)</u></b>		<b><u>Membership (As of 10/6/20)</u></b>	
Starting Balance	\$2930.47	Starting Membership	47
Revenue	\$600.00	Losses	0
Expenses	\$50.00	Gains	0
Ending Balance	\$3480.47	Ending Membership (paid)	47

**Events scheduled during next quarter:**

- Next meeting and speaker TBD

**Miscellaneous Items:**

**Milestones:**



**SECTION REPORTS**  
**Triko Valley Section**  
**Regional Directors Quarterly Report**  
**(July 2020 – September 2020)**

**President:** Aaron Muck, [ajmuck@terracon.com](mailto:ajmuck@terracon.com), 2020-2021 term  
**First Vice President:** Joe Schmeltzer, [j schmeltzer@structurepoint.com](mailto:j schmeltzer@structurepoint.com), 2020-2021 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 third quarter:

- August 25, 2020-Board of Directors virtual meeting-Discussed member renewals and planned the upcoming year.
- September 22, 2020-General Membership Meeting-Virtual presentation by RDV Systems on Road Safety Audit 3-D Technology.

<b><u>Operating Budget (As of 9/26/20)</u></b>		<b><u>Membership (As of 9/26/20)</u></b>	
Starting Balance	\$21,262.24	Starting Membership	177
Revenue	\$3,135.00	Losses	5
Expenses	\$688.01	Gains	1
Ending Balance	\$23,709.23	Ending Membership (paid)	173

**Events scheduled during next quarter:**

- October 13, 2020-Board of Directors meeting
- November 17, 2020- General Membership Meeting-Ethics topic
- December-Annual Holiday Gathering (date to be determined)

**Student Chapter Update:**

- No section activity

**Miscellaneous Items:**

- The section annual golf outing scheduled for September was cancelled due to Covid-19 concerns.
- The section received 12 scholarship applications
- Officers for the 2020-2021 term were installed at the September General Membership Meeting



**SECTION REPORTS**  
**Central Dacotah Section**  
**Regional Directors Quarterly Report**  
**(July 2020 – September 2020)**

<b>President:</b>	<b>Dan Schriock</b>	<b>dschriock@nd.gov</b>
<b>VP:</b>	<b>John Saiki</b>	<b>john.saiki@mortonnd.org</b>
<b>Secretary:</b>	<b>Eli Ulmer</b>	<b>eulmer@nd.gov</b>
<b>Treasurer:</b>	<b>Mark Kvas</b>	<b>mark.kvas@bartwest.com</b>

<b><u>Operating Budget (As of 10/01/20)</u></b>		<b><u>Membership (As of 10/01/20)</u></b>	
Starting Balance	\$46,218.57	Starting Membership	82
Revenue	\$3,230.00	Losses	16
Expenses	\$1,963.45	Gains	8
Ending Balance	\$47,485.12	Ending Membership (paid)	74

**Activities:**

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

- August 28<sup>th</sup>, 2020: Section Board Meeting
- September 15<sup>th</sup>, 2020: “Petrographic Analysis – A Tool for Evaluations” Alf Gardiner – Braun Intertec
- September 18<sup>th</sup>, 2020: Section Board Meeting

**Events scheduled during next period:**

- October 14<sup>th</sup>, 2020: “Engineered Timber Bridges” David Clemens – Wheeler
- November 10<sup>th</sup>, 2020: “TBD” Alan Dybing – NDSU/UGPTI

**Miscellaneous Items:**

None

**Milestones:**

- Central Dacotah ASHE website launched <https://centraldacotah.ashe.pro/>



**MID-ATLANTIC REGION:**  
**Quarterly Report (3<sup>rd</sup> Quarter, 2020)**  
**July 2020 – September 2020**

by Nimish Desai, P.E., President, Mid-Atlantic Region, John Harman, P.E., 2<sup>nd</sup> Vice President, Mid-Atlantic Region 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**

Hope everyone is doing fine and staying safe and healthy during these unprecedented times. Everyone has begun to adjust well to the new normal and virtual meetings. All sections had cancelled their summer in-person activities. Due to the current COVID-19 situation, sections in the Mid-Atlantic Region are starting their programs through virtual meetings. Given the virtual meetings, we are brainstorming on issuing PDH's and tracking attendance for our virtual meetings.

All sections within the region were reminded of the upcoming membership renewals and are on track to meet the October 1<sup>st</sup> deadline for membership renewals. All sections are continuing to reach out to potential members within their geography to help ASHE national achieve their goal to increase their overall membership.

The Mid-Atlantic Regional Board conducted 2 virtual meetings (July 17 and September 3) during this quarter. Given that this quarter was a new ASHE year with new Regional and National Directors, we welcomed the new Section and Regional Officer to the board. We continued to try to keep updated information to/from each other and then in turn to National as it relates to Section and Region, and will continue do so for updates to the "lists" for the remainder of the 2020-2021 FY so that National can update the information posted on the National web site. This is an ongoing effort.

During our July 17 BOD meeting, the board voted in favor of keeping the \$8,000 loan amount with the 2020 National Conference and will be used during the 2024 National Conference. The money will be returned to the region after the conference. During the September 3 BOD meeting, a draft budget for the region was presented and will be voted during the October BOD meeting. During the meeting, the need for a PDH questionnaire was also discussed. Some of the Sections mentioned that their PE licensing boards do not require PDH questionnaire to be reported as long as other form of documentation is maintained. Sections indicated that other similar organizations use a sign-in sheet as part of the PDH documentation. The region would like to get some feedback from the National regarding this issue.

The South Carolina New Sections committee has gained significant traction in generating interest in starting a new section. Many thanks to Nanette Fogleman and other committee members who helped us reach out to the local engineers for membership. Based on a survey conducted by the New Sections Committee in South Carolina, 70% of the respondents indicated that they were interested in participating in the new section. Membership forms have been distributed to the local professionals to join the New Section in South Carolina.

We will continue to provide our members opportunities for leading ASHE at the regional level through membership on the Board as well as on active and important regional committees. Through these activities we hope to actively retain the leadership from the Section level and be able to grow our member's contribution into the National level.

**Regional Financial activities during the period**



There has been no financial activity during this reporting period. The current balance in the Region's checking account is \$24,727.74 and the Region's Vanguard account balance is \$25,248.62.

**Blue Ridge Section  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Ashley Smith  
Vice President: Daniel Rich/Daniel Berry  
Secretary: Mike Agee  
Treasurer: Angie Oaks

**Activities:**

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

- Virtual Membership Meeting (7-28-2020)
- Trenchless Technology Webinar (09-02-2020)

<b>Operating Budget</b> (as of 09/26/2020)	
Starting Balance (as of 06/26/2020)	8,359.55
Revenue	1,776.02
Expenses	63.00
Ending Balance (as of 09/26/2020)	10,009.57
Scholarship \$ awarded in CY 2020	0.00

<b>Membership</b> (as of 09/21/2020)	
Starting Membership (as of 6/20/2020)	74
Losses (Transfer/Dropped)	27
Gains	2
Ending Membership (as of 09/26/2020)	49*
Student members (estimated)	0

**\*Outstanding Membership Renewals**

The following activities are planned for next quarter:

- Membership meeting – October 20, 2020 (topic TBD)
- Scholarship award – Spring 2021 semester – Applications due 12/31/2020.

**Carolina Piedmont  
Regional Directors Quarterly Report  
(July 2020 thru September 2020)**

**Activities:**

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

Past/Upcoming Meetings:

- October 1, 2020 – Member Meeting – RDV Systems – Road Safety Audit 3D Presentation
- October 7, 2020 – Board Meeting

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 2020: 1 University of North Carolina at Charlotte

<b><u>Operating Budget</u></b> (as of 09/18/2020)	<b><u>Membership</u></b> (as of 09/18/2020)
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Starting Balance	\$24,374.10	Starting Membership	84
Revenue	\$ 1,836.44	Gains	0
Expenses	\$ 1,228.00	Drops	1
Ending Balance	\$24,374.10	Ending Membership	83
Scholarship \$ awarded in CY 2020	1,250.00		

**Carolina Triangle Section  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Brian Lusk  
Vice President: Pete Thompson  
Secretary: Morgan Nelson  
Treasurer: Ronyell Thigpen

**Activities:**

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

- Summer Board Meeting August 27<sup>th</sup>
  - Membership renewals – requested extension because of multiple transitions in leadership
  - Special Committee for budget based on implications of COVID-19
  - New board members, committee chairs because of multiple transitions
  - Golf tournament – attempt to hold during the Q4 if the course will allow
  - Fall seminar – will likely be virtual because of COVID-19
- Board and Dinner Meeting September 24<sup>th</sup>
  - Will be held virtually

<b>Operating Budget (as of 09/26/2020)</b>	
Starting Balance (as of 06/26/2020)	\$54,187.53
Revenue	\$1,441.03
Expenses	\$4,644.90
Ending Balance (as of 09/26/2020)	\$50,983.66
Scholarship \$ awarded in CY 2020	\$8,000.00

<b>Membership (as of 09/21/2020)</b>	
Starting Membership (as of 6/20/2020)	249
Losses (Transfer/Dropped)	Ongoing
Gains	2
Ending Membership (as of 09/26/2020)	Ongoing
Student members (estimated)	10

The following activities are planned for next quarter

- Board of Directors and Dinner Meeting November 12<sup>th</sup>
- Potentially: Golf Tournament
- Potentially: Fall Seminar (Virtual)

**Chesapeake  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Andy Lynch, P.E.  
Vice President: Carrie Nicholson, P.E.  
Secretary: Amanda Lafleur, P.E.

Treasurer: Deni Deliallisi, P.E.

**Activities:**

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

- BOD Meeting 6/9/2020
- BOD Meeting 7/7/2020
- BOD Meeting 8/4/2020
- BOD Meeting 9/1/2020

<b><u>Operating Budget</u></b> (as of 09/26/2020)	
Starting Balance (as of 06/26/2020)	\$55,622.34
Revenue	\$14,299.18
Expenses	\$6,421.52
Ending Balance (as of 09/26/2020)	\$63,500.00
Scholarship \$ awarded in CY 2020	\$12,500

<b><u>Membership</u></b> (as of 09/21/2020)	
Starting Membership (as of 6/20/2020)	315
Losses (Transfer/Dropped)	0
Gains	0
Ending Membership (as of 09/26/2020)	315
Student members (estimated)	0

The following activities are planned for next quarter

- September Construction Webinar Series: I-270 Interchange 9/23/2020
- September Construction Webinar Series: I-895 Patapsco Flats 9/30/2020
- BOD Meeting 9/29/2020
- Younger Member Hike and Outdoor Brewery event (Date TBD)
- October Traffic/ITE Webinar Series (Dates TBD)
- BOD Meeting 10/27/2020
- November Planning Webinar Series (Dates TBD)

**Greater Hampton Roads Sections  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Sean Jessup

Vice President: Matthew Edwards

Secretary: Kenneth Yarberry

Treasurer: Robert Thuma

**Activities:**

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

- BOD Meeting 6/25/20
- BOD Meeting 7/1/20
- BOD Meeting 7/22/20
- Virtual meeting 9/22/20

<b><u>Operating Budget</u></b> (as of 09/26/2020)	
Starting Balance (as of 06/26/2020)	\$24,736.68
Revenue	\$400.00
Expenses	\$199.00

<b><u>Membership</u></b> (as of 09/26/2020)	
Starting Membership (as of 6/26/2020)	92
Losses (Transfer/Dropped)	10
Gains	1

Ending Balance (as of 09/26/2020)	\$24,937.68
Scholarship \$ awarded in CY 2020	\$4,000.00

Ending Membership (as of 09/26/2020)	83
Student members (estimated)	0

The following activities are planned for next quarter:

TopGolf Golf Tournament (Tentative)  
Virtual meeting November 2020  
Virtual meeting January 2021

**NCWV ASHE  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Brandon LeRoy  
Vice President: John Vincent  
Secretary: Janet Scarcelli  
Treasurer: Dennis LeRoy

**Activities:**

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

- **July** – No Activities
- **August** – No Activities.
- **September** – No Activities

<b><u>Operating Budget</u></b> (as of 09/26/2020)	
Starting Balance (as of 06/26/2020)	\$17,568.70
Revenue	\$875.00
Expenses	\$1,640.24
Ending Balance (as of 09/26/2020)	(est) \$16,802.98
Scholarship \$ awarded in CY 2020	\$5,375

<b><u>Membership</u></b> (as of 09/21/2020)	
Starting Membership (as of 6/20/2020)	52
Losses (Transfer/Dropped)	0
Gains	0
Ending Membership (as of 09/26/2020)	52
Student members (estimated)	0

The following activities are planned for next quarter

**\*\*We are not anticipating any activities thru the end of the Calendar Year due to the continued COVID-19 Virus.**

**Old Dominion Section  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Terrell Hughes  
Vice President: Mike Bailey  
Secretary: Eric Burke  
Treasurer: Ben Doran

**Activities:**

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

- We had a very slow summer
- Virtual Board of Directors Meeting
- Swore in the New Board Members

<b><u>Operating Budget (as of 09/26/2020)</u></b>	
Starting Balance (as of 06/26/2020)	\$10,099.27
Revenue	\$677.85
Expenses	\$0.00
Ending Balance (as of 09/26/2020)	\$10,777.12
Scholarship \$ awarded in CY 2020	\$200.00

<b><u>Membership (as of 09/21/2020)</u></b>	
Starting Membership (as of 6/20/2020)	89
Losses (Transfer/Dropped)	1
Gains	0
Ending Membership (as of 09/26/2020)	88
Student members (estimated)	0

**The following activities are planned for next quarter:**

- We are contemplating our Annual Scholarship Golf Tournament we might move it until Spring, if we can
- We have a few topics for Virtual Meetings, none locked in yet
- Our President Terrell Hughes has taken a position as Henrico County, VA, Director of Public Works

**Potomac Section  
Regional Directors 3<sup>rd</sup> Quarterly Report  
(July 2020 through September 2020)**

President: Charles O'Connel  
 Vice President: Ryan McCreedy  
 Secretary: Shiren Gharangik  
 Treasurer: Jesse Glasser

**Activities:**

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

- Registered 28 Gold Member firms
- Virtual Chapter Meeting June: US DOT Deputy Secretary Steven Bradbury
- Virtual Chapter Meeting September: Business Roundtable: Perspectives During COVID

<b><u>Operating Budget (as of 09/26/2020)</u></b>	
Starting Balance (as of 06/26/2020)	\$28,886.73
Revenue	\$12,164.77
Expenses	\$6,000.00
Ending Balance (as of 09/26/2020)	\$35,051.50
Scholarship \$ awarded in CY 2020	\$6,000.00

<b><u>Membership (as of 09/21/2020)</u></b>	
Starting Membership (as of 6/20/2020)	189
Losses (Transfer/Dropped)	0
Gains	0
Ending Membership (as of 09/26/2020)	189
Student members (estimated)	10

The following activities are planned for next quarter:

- October Meeting – VDOT roundtable
- November – TBD

- December – Holiday Gala



**Northeast Region Quarterly Report  
July - September 2020**

President.....Paul McNamee..... Paul.McNamee@kci.com  
Vice President .....Scott Cortese ..... scortese@maserconsulting.com  
Secretary .....Drew Bitner..... dbitner@twp.fairview.pa.us  
Treasurer .....Jerry Pitzer ..... jerry1368@yahoo.com

- The region had a balance of \$8,235.18 on May 31st, 2020, with no expenses and income of \$600.00, leaving the Current Balance of \$8,835.18.
- We will be scheduling a virtual meeting sometime after the National Board meeting.
- The following Sections have NOT reported: Central NY, Long Island, Mid-Allegheny, NY Metro, North Central NJ, North East Penn, and Southern NJ. Only 61% the first time!!



## **SECTION REPORT**

### **Albany Section Quarterly Report (from 05/08/2020 to 09/08/20)**

#### **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:**

- June 16, 2020: **Albany Section's 10<sup>th</sup> Annual Golf Outing** at Van Patten Golf Course in Clifton Park
- CANCELLED August 2020: **Breakfast at the Saratoga Race Track**, Saratoga, NY.

<b><u>Budget (As of 04/31/20)</u></b>		<b><u>Membership (As of 05/08/20)</u></b>	
Starting Balance	\$14,351.80	Starting Membership	95
Income	\$6,415.56	Members – New	4
Expenses	<u>(\$9,735.15)</u>	Members - Dropped	0
Ending Balance	\$11,032.21	Members - Reinstated	<u>0</u>
		Ending Membership (paid)	99

#### **Events scheduled during the next quarters:**

- TBD pending what the restrictions will be due to the COVID pandemic.

#### **Student Chapter Update:**

Not Applicable

#### **Miscellaneous Items:**

None

#### **Milestones:**

None

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**End of Report**



## SECTION REPORTS

**Altoona Section**  
**Regional Directors Quarterly Reports # 1 of FY 2020-2021**  
**(May 13, 2020 – October 7, 2020)**

**Officers:**

<b>President:</b>	<b>Dave Hoglund, PE</b>	<a href="mailto:dhoglund@rettew.com">dhoglund@rettew.com</a>
<b>Vice President:</b>	<b>Barb Hoehne, PE</b>	<a href="mailto:Barbara.Hoehne@stvinc.com">Barbara.Hoehne@stvinc.com</a>
<b>Secretary:</b>	<b>Michele Girolami</b>	<a href="mailto:michele.girolami@gibson-thomas.com">michele.girolami@gibson-thomas.com</a>
<b>Treasurer:</b>	<b>Ed Stoltz</b>	<a href="mailto:e57s@verizon.net">e57s@verizon.net</a>

**Activities:**

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

- July 6, 2020 – Golf Outing & Picnic at Scotch Valley Country Club.

<u>Operating Budget (As of 10/7/2020)</u>		<u>Membership (As of 10/7/2020)</u>	
Starting Balance (5/13/2020)	\$19,345.11	Starting Membership (5/13/2020)	205
Revenue	+?	Losses	-0
Expenses	-?	Gains	+0
Ending Balance (10/7/2020)	\$19,345.11	Ending Membership (paid)	205

**Events tentatively scheduled during next quarter:**

- None at this time. **All activities delayed until April 2021 due to COVID-19**

**Miscellaneous Items:**

- None at this time

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**End of Report**



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## **SECTION REPORTS**

### **Clearfield Section Northeast Region Quarterly Report (July 2020- Sep 2020)**

#### **Officers**

President	Ed Jones	ed.jones@lrkimball.com
Vice President	Jennie McCracken	Jennifer.mccracken@aecom.com
Secretary	Diane Purdy	dppurdy@urbanengineers.com
Treasurer	Karen Michael	michakl7427@gmail.com

#### **Activities**

##### **July**

Summer Break – No event

##### **August**

The Annual Picnic and Golf Outing events were cancelled due to COVID-19 restrictions and guidance by the Governor's office and CDC to practice social distancing.

##### **September**

In September, a virtual presentation on the Pennsylvania Hyperloop Study - The Imperative for Speed is planned. HR 1057, sponsored by Representative Kaufer instructed Pennsylvania (through the PA Turnpike Commission) to perform an initial study into the hyperloop technology and the potential impacts to the Commonwealth. Barry Altman (PA Turnpike PM) and Dan Corey (AECOM PM) will walk you through the legislation, technology and outline to provide a better understanding of the study.

## Operating Budget and Membership

<b>Operating Budget (As of 09.21.2020)</b>		<b>Membership (As of 09.21.2020)</b>	
Starting Balance	\$ 4,230.33	Starting Membership	189
Revenue	\$ 3,207.07	Losses	1
Expenses	\$ 434.00	Gains	3
Ending Balance	\$ 7,003.40	Ending Membership	191

## Upcoming Events

<b>Date</b>	<b>Event</b>	<b>Location</b>
09.29.2020	Pennsylvania Hyperloop Study	Virtual
October	TBA	TBA
November	TBA	TBA

## Miscellaneous Items

- Community outreach by supporting area food banks and shelters

## Milestones

- Scholarship Awards

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## End of Report

Submitted by:  
**Diane Purdy, PE**  
**Secretary**  
**ASHE Clearfield Section**



## **SECTION REPORTS**

### **Delaware Valley Section Regional Directors Quarterly Report (May 2020 to September 2020)**

#### **Officers:**

President:	Drew Siriani	<a href="mailto:dsiriani@pennoni.com">dsiriani@pennoni.com</a>
1 <sup>st</sup> Vice President:	Corey Hull	<a href="mailto:chull@jmt.com">chull@jmt.com</a>
Secretary:	Amber Midgely	<a href="mailto:amber.midgely@aecom.com">amber.midgely@aecom.com</a>
Treasurer:	Isaac Kessler	<a href="mailto:isaac.kessler@rve.com">isaac.kessler@rve.com</a>

#### **Activities:**

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

- The Board agreed that all Section Meetings will be virtual due to COVID-19 pandemic until January 2021.
- June 3, 2020 – Board Meeting held remotely.
- August 5, 2020 – Virtual Technical Session – "Navigating the Murky Waters of Engineering Ethics"
- August 19, 2020 – Board Meeting held remotely.

<b><u>Operating Budget (As of 8/19/20)*</u></b>		<b><u>Membership (As of 6/3/20)</u></b>	
Starting Balance (6/1/20)	\$23,036.17	Starting Membership (6/3/20)	382
Revenue (YTD)	\$8,197.70	Losses	0
Expenses (YTD)	\$488.23	Gains	5
Ending Balance	\$30,745.64	Ending Membership (paid)	387

\* Adjusted from previous report. Removed savings accounts from Operating Budget.

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

- September 16, 2020 – Virtual Meeting – Yassmin Gramian – Pennsylvania Secretary of Transportation
- October 14, 2020 – Virtual Meeting
- November 2020 – Virtual Meeting

**Miscellaneous Items:**

- Three articles from the Section were published in the 2020 Summer ASHE Scanner.

**Milestones:**

- None.

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**End of Report**

# ASHE East Penn Section

## Regional Director Quarterly Report (May 16, 2020– September 30, 2020)

Officers:	Name:	Email:
President:	Heather Heeter	<a href="mailto:hheeter@borton-lawson.com">hheeter@borton-lawson.com</a>
1 <sup>st</sup> Vice President:	Brian Derr	<a href="mailto:bderr@jmt.com">bderr@jmt.com</a>
2 <sup>nd</sup> Vice President:	Amanda Schumacher	<a href="mailto:aschumacher@borton-lawson.com">aschumacher@borton-lawson.com</a>
Secretary:	Tom Dominiecki	<a href="mailto:tdominiecki@gfnet.com">tdominiecki@gfnet.com</a>
Treasurer:	Carl McGloughlin	<a href="mailto:cmcgloughlin@jmt.com">cmcgloughlin@jmt.com</a>

### Quarter Activities:

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

- Thursday, May 21, 2020 at 5 PM:  
Installation of Officers  
Zoom Meeting
- Tuesday, July 28, 2020 at 4 PM:  
ASHE East Penn Project of the Year Awards  
WebEx virtual meeting
- Tuesday, September 1, 2020 at noon:  
PA Turnpike Commission, Speaker: Mark Compton  
Microsoft Teams virtual meeting
- Friday, September 25, 2020, shotgun start at 9 AM:  
24<sup>th</sup> Annual ASHE East Penn Golf Classic  
Gilbertsville Golf Club, Bethlehem, PA

<u>Budget (As of 9/28/2020)</u>		<u>Membership (As of 9/30/2020)</u>	
Starting Balance (5/31/2020)	\$36,406.91	Starting Membership (5/16/2020)	120
Income	\$23,930.59	Members – New	27
Expenses	(\$12,744.47)	Members - Dropped	27
Ending Balance	\$47,593.03	Members - Reinstated	0
		Ending Membership (paid)	120

**Events scheduled during the next quarter:**

Note: Most future meetings are scheduled to be virtual pending changes to COVID-19 restrictions.

- Tuesday, October 6, 2020 at noon:  
Lehigh Valley Planning Commission, Speaker: Becky Bradley  
Microsoft Teams virtual meeting
- Tuesday, November 10, 2020 at noon:  
Cyberattack Discussion, Speakers: Kevin Switala (Gannett Fleming), George Horas (Benesch)  
Microsoft Teams virtual meeting
- Tuesday, December 1, 2020 at noon:  
PennDOT D5 Construction Update, Speaker: Kevin Milnes, PE  
Microsoft Teams virtual meeting
- Tuesday, December 8, 2020, time TBD:  
Holiday Party – Hotel Bethlehem  
Basket Raffle: All proceeds go to the 6<sup>th</sup> Street Sheleter
- Tuesday, January 5, 2021 at noon:  
Digital Delivery  
Microsoft Teams virtual meeting

**Student Chapter Update:**

- Not Applicable

**Miscellaneous Items:**

- Scholarships – ASHE East Penn awarded six (6) \$2,000 scholarships to graduating high school seniors through the Robert L. Brown and Robert L. Donovan scholarship programs.
- ASHE East Penn will send one submission to the Scanner magazine. It will highlight Gannett Fleming's Penn Street Historic Bridge Rehabilitation, which won the over \$20 million category for the 2020 ASHE East Penn Project of the Year.

**Milestones:**

- None

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**End of Report**



## **SECTION REPORT**

### **First State Section Regional Directors Report (May 14, 2020 – September 14, 2020)**

#### **Officers**

<b>President:</b>	<b>Shellie Baird</b>	<a href="mailto:sbaird@amtengineering.com">sbaird@amtengineering.com</a>
<b>1<sup>st</sup> Vice President:</b>	<b>Breanna Kovach</b>	<a href="mailto:breanna.kovach@delaware.gov">breanna.kovach@delaware.gov</a>
<b>2<sup>nd</sup> Vice President:</b>	<b>Joseph Jakubowski</b>	<a href="mailto:jjakubowski@harvardenv.com">jjakubowski@harvardenv.com</a>
<b>Secretary:</b>	<b>Matheu Carter</b>	<a href="mailto:matheu@udel.edu">matheu@udel.edu</a>
<b>Treasurer:</b>	<b>Brian Kisner</b>	<a href="mailto:bkisner@centuryeng.com">bkisner@centuryeng.com</a>

#### **Activities:**

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

- **June 18, 2020** – General Membership Meeting (virtual) for transition of officers

<b>Operating Budget (As of 05/07/20)</b>		<b>Membership (As of 05/07/20)</b>	
Starting Balance	\$ 39,493.58	Starting Membership	174
Revenue	\$ 0.00	Losses	0
Expenses	\$ 3,322.45	Gains	0
Ending Balance	\$ 36,171.13	Ending Membership (paid)	174

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

- **September 25, 2020** – Golf Outing
- **October TBD** – Walking tour of completed Newark Main Street Rehabilitation
- **November 19, 2020** – Dinner meeting featuring contractor perspective on CM/GC and ABC construction
- **December 7, 2020** – Christmas Gala

#### **Student Chapter update:**

- ASHE@UD, the student chapter at University of Delaware has been robustly active now for eleven years.

#### **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**



## **SECTION REPORTS**

### **Franklin Section Regional Directors Quarterly Report (June 2020 – September 2020)**

#### **Officers:**

<b>President:</b>	<b>Tom McClelland</b>	<b>thmcclella@pa.gov</b>
<b>Vice President:</b>	<b>Justin Gibbons</b>	<b>jgibbons@qespavements.com</b>
<b>Secretary:</b>	<b>J.T. Lincoln</b>	<b>j.lincoln@gaiconsultants.com</b>
<b>Treasurer:</b>	<b>Darin Hettich</b>	<b>dhettich@gpinet.com</b>

#### **Activities:**

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

- June 9, 2020  
Section Board Meeting via Conference Call
- June 23, 2020  
Virtual Section Meeting hosted by McCormick Taylor
- July 21, 2020  
Virtual Section Meeting hosted by PennDOT
- August 18, 2020  
Virtual Section Meeting hosted by Michael Baker International
- September 18, 2020  
9<sup>th</sup> Annual Golf Classic

<b><u>Operating Budget (As of 8/31/2020)</u></b>		<b><u>Membership (As of 9/29/2020)</u></b>	
Starting Balance (4/30/20)	\$12,092.03	Starting Membership (5/18/20)	168
Revenue	\$36.60	Losses	0
Expenses	\$6,035.00	Gains	0
Ending Balance (8/31/20)	\$6,093.63	Ending Membership (9/29/20)	168

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

- October 7, 2020  
Section Board Meeting via Conference Call
- October 13, 2020  
Virtual Section Meeting hosted by TBD
- October 16, 2020  
Section Golf Outing

#### **Miscellaneous Items:**

#### **Milestones:**

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

- None

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**End of Report**

**SECTION REPORT**  
**Harrisburg Section**  
**Regional Directors Report**  
*(from May 18, 2020 to September 21, 2020)*

**Officers**

<b>President:</b>	<b>Eric Martz</b>	<b>eric.martz@kci.com</b>
<b>Vice President:</b>	<b>Tim Bolden</b>	<b>timb@gibson-thomas.com</b>
<b>Secretary:</b>	<b>Bob Leonard</b>	<b>leonardrj@erdmananthony.com</b>
<b>Treasurer:</b>	<b>Gene Chabak</b>	<b>gchabak@larsondesigngroup.com</b>

**Activities:**

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

- May 4, 2020 – ASHE/PennDOT/PTC Conference ---- canceled
- May 14, 2020 – Past President’s Banquet --- canceled
- June 9, 2020 - Virtual Member Meeting (via Zoom); Project of the Year and Scholarship Awards
- August 7, 2020 – Annual Golf Outing was held

<b><u>Operating Budget (As of 9/21/20)</u></b>		<b><u>Membership (As of 9/27/20)</u></b>	
Starting Balance (2/18/20)	\$72,670.90	Starting Membership (5/18/20)	433
Revenue	\$48,976.17	Losses	33
Expenses	\$40,319.63	Gains	0
Ending Balance	\$81,327.44	Ending Membership (paid)	400

**Events scheduled during next quarter:**

- October 8, 2020 – Adopt-a Highway Litter Pickup
- October 20, 2020 – Lunch Meeting; PennDOT Sec Gramian and Dep. Sec Granger
- Attempting to schedule a Fall social event

**Miscellaneous Items:**

- Awarded 8 scholarships of varying amounts, totaling \$24,000.

**Milestones:**

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

- **None this period**

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**End of Report**

## **SECTION REPORT**

### **North-Central New Jersey Section Regional Directors Report (Q2-2020)**

#### **Officers**

<b>President:</b>	<b>Thomas Di Chiara</b>	<b>tdichiara@arorapc.com</b>
<b>1<sup>st</sup> Vice President:</b>	<b>Marisa Sapiezynski</b>	<b>mnsapiezynski@mccormicktaylor.com</b>
<b>2<sup>nd</sup> Vice President:</b>	<b>Atly Botas</b>	<b>abotas@amercom.org</b>
<b>Secretary:</b>	<b>Greg Kuczynski</b>	<b>gkuczynski@gfnet.com</b>
<b>Treasurer:</b>	<b>Robert S. Nash</b>	<b>robert.nash@rve.com</b>
<b>Region &amp; National Director:</b>	<b>Don Di Zuzio</b>	<b>ddizuzio@tandmassociates.com</b>

#### **Activities:**

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

- August 6, 2020; Section Board Reorganization Meeting.

<b><u>Operating Budget (As of 9/16/20)</u></b>		<b><u>Membership (As of 9/16/20)</u></b>	
Starting Balance (5/1/20)	\$ 72,768	Starting Membership (5/16/20)	153
Revenue / Income	\$ 4,000	Losses	26
Expenses	\$ 2,000	Gains	8
Ending Balance	\$ 74,768	Ending Membership (paid)	135
		Student Membership	1

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

- September 10, 2020; Presentation from NJDOT and NJTA on Capital Programs.
- September 30, 2020; Golf Outing.

#### **Student Chapter Update:**

- We have formed an Education Committee. We have a chair and one member. No other activities this period.

#### **Miscellaneous Items:**

- Following every virtual monthly meeting, there will be a virtual section board meeting.
- 2021 Scholarships are being evaluated.

#### **Milestones:**

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

- In 2021 we will celebrate our 30<sup>th</sup> year anniversary. Plans for a celebration are underway.
- Awarding Lifetime membership to 3 members

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#### **End of Report**



## **SECTION REPORTS**

### **Pittsburgh Section Regional Directors Quarterly Report (June – September 2020)**

#### **Officers**

<b>President:</b>	<b>John Nicholson</b>	<b>E-mail address</b> <a href="mailto:John.Nicholson@wsp.com">John.Nicholson@wsp.com</a>
<b>Vice President:</b>	<b>Dan Laird</b>	<b>E-mail address</b> <a href="mailto:DanielLaird@hillintl.com">DanielLaird@hillintl.com</a>
<b>Secretary:</b>	<b>Chuck Nash</b>	<b>E-mail address</b> <a href="mailto:cnash@msconsultants.com">cnash@msconsultants.com</a>
<b>Treasurer:</b>	<b>Jerry Pitzer</b>	<b>E-mail address</b> <a href="mailto:jerry1368@yahoo.com">jerry1368@yahoo.com</a>

#### **Activities:**

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

- August 11, 2020 ASHE Board of Directors Virtual Meeting
- September 23, 2020 September Virtual Meeting with Doug Seeley

<b><u>Operating Budget(As of 09/28/2020)</u></b>		<b><u>Membership (As of 09/28/2020)</u></b>	
Starting Balance (06/01)	\$64,981.89	Starting Membership (06/01)	552
Revenue	\$6,946.32	Losses	35
Expenses	\$7.50	Gains	4
Ending Balance	\$71,920.71	Ending Membership (paid)	521

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

- October 24, 2020 Adopt a Highway Litter Pickup
- November 2020 Virtual Meeting

#### **Miscellaneous Items:**

- Actively involved in CLC Virtual Meetings
- Soliciting Scholarship Applicants

#### **Milestones:**

- None at this time

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**End of Report**



## **SECTION REPORT**

### **Williamsport Section Regional Directors Report (May 2020 – July 2020)**

#### **Officers**

<b>President:</b>	<b>Jesse Smith</b>	<b>jsmith@livicco.com</b>
<b>Vice President:</b>	<b>Travis Fox</b>	<b>tfox@larsondesigngroup.com</b>
<b>Secretary:</b>	<b>Jason Campbell (Acting)</b>	<b>jcampbell@mctish.com</b>
<b>Treasurer:</b>	<b>Scott Hunter</b>	<b>shunter@dewberry.com</b>

#### **Activities:**

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

- None

<b><u>Operating Budget (As of 7/31/20)</u></b>		<b><u>Membership (As of 7/31/20)</u></b>	
Starting Balance (5/1)	\$7,815.75	Starting Membership (5/1)	84
Revenue	\$183.98	Losses	0
Expenses	\$106.00	Gains	0
Ending Balance	\$7,893.73	Ending Membership (paid)	84

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

- ?

#### **Miscellaneous Items:**

- 6/19/20 Golf Cancelled
- 8/21/20 Picnic Cancelled

#### **Milestones:**

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

- None

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**End of Report**

## **SECTION REPORT**

### **North-Central New Jersey Section Regional Directors Report (Q2-2020)**

#### **Officers**

<b>President:</b>	<b>Thomas Di Chiara</b>	<b>tdichiara@arorapc.com</b>
<b>1<sup>st</sup> Vice President:</b>	<b>Marisa Sapiezynski</b>	<b>mnsapiezynski@mccormicktaylor.com</b>
<b>2<sup>nd</sup> Vice President:</b>	<b>Atly Botas</b>	<b>abotas@amercom.org</b>
<b>Secretary:</b>	<b>Greg Kuczynski</b>	<b>gkuczynski@gfnet.com</b>
<b>Treasurer:</b>	<b>Robert S. Nash</b>	<b>robert.nash@rve.com</b>
<b>Region &amp; National Director:</b>	<b>Don Di Zuzio</b>	<b>ddizuzio@tandmassociates.com</b>

#### **Activities:**

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

- August 6, 2020; Section Board Reorganization Meeting.

<b><u>Operating Budget (As of 9/16/20)</u></b>		<b><u>Membership (As of 9/16/20)</u></b>	
Starting Balance (5/1/20)	\$ 72,768	Starting Membership (5/16/20)	153
Revenue / Income	\$ 4,000	Losses	26
Expenses	\$ 2,000	Gains	8
Ending Balance	\$ 74,768	Ending Membership (paid)	135
		Student Membership	1

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

- September 10, 2020; Presentation from NJDOT and NJTA on Capital Programs.
- September 30, 2020; Golf Outing.

#### **Student Chapter Update:**

- We have formed an Education Committee. We have a chair and one member. No other activities this period.

#### **Miscellaneous Items:**

- Following every virtual monthly meeting, there will be a virtual section board meeting.
- 2021 Scholarships are being evaluated.

#### **Milestones:**

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

- In 2021 we will celebrate our 30<sup>th</sup> year anniversary. Plans for a celebration are underway.
- Awarding Lifetime membership to 3 members

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#### **End of Report**



## **REGION REPORT**

### **Southeast Region Regional Directors Report (from – 6/1/20 to 9/30/20)**

#### **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**

#### **Activities:**

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

- July 8, 2020 – SE Region Board
- September 30, 2020 – SE Region Board

<b><u>Operating Budget (As of 9/1/20)</u></b>	
Starting Balance	\$ 595.53
Revenue	\$ 1152.00
Expenses	\$ 68.00
Ending Balance	\$ 1679.53

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

- SE Regional Board Meeting TBD for January

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**End of Report**

## **SECTION REPORT**

### **Northeast Florida Section Regional Directors Report (from 05/01/20 to 09/01/20)**

#### **Officers**

<b>President:</b>	<b>Will Lyon, PE</b>	<b>WLyon@prosserinc.com</b>
<b>1<sup>st</sup> Vice President:</b>	<b>Brett Harbison, PE</b>	<b>BHarbison@meskelengineering.com</b>
<b>2<sup>nd</sup> Vice President:</b>	<b>Richard Westheimer, PE</b>	<b>WestheimerR@etminc.com</b>
<b>Secretary:</b>	<b>Kenneth Kelley, PE</b>	<b>Kenneth.Kelley@stvinc.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:

- May 21, 2020 – ASHE NEFL Virtual Luncheon: Cecil Field National POW/MIA Memorial Park Project (Shawn Bliss, RLA)
- June 1, 2020 – Officer Transitions
- June 18, 2020 – ASHE NEFL Officers Installation & Virtual Happy Hour
- August 20, 2020 – ASHE NEFL Virtual Luncheon: Legislative Update (Ananth Prasad)
- August through present – Membership & Sponsorship Renewals

<b><u>Operating Budget (As of 09/01/20)</u></b>		<b><u>Membership (As of 03/01/20)</u></b>	
Starting Balance	\$ 65,306.05	Starting Membership	208
Revenue	\$ 24,164.25	Losses	9
Expenses	\$ 4,681.96	Gains	0
Ending Balance	\$ 84,788.34	Ending Membership (paid)	199

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

- September 17, 2020 – ASHE NEFL Virtual Luncheon: FDOT Initiatives & Direction Update (Kevon Thibault, Secretary)
- September 25, 2020 – 20th Annual Scholarship Golf Tournament
- October & November (date TBD) – Virtual Luncheons
- December (date TBD) – Annual ASHE NEFL Awards Ceremony and Holiday Party

#### **Miscellaneous Items:**

- Working with Region on new student chapter at Florida State University

**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**  
*(September– December 2020)*

**Officers**

<b>President:</b>	<b>Sherman Klaus, PE</b>	<a href="mailto:sklaus@balmoralgroup.us">sklaus@balmoralgroup.us</a>
<b>Vice President:</b>	<b>Erin Kelley</b>	<a href="mailto:ekelley@icj-insurance.com">ekelley@icj-insurance.com</a>
<b>Secretary:</b>	<b>Sarah Riffe</b>	<a href="mailto:sriffe@arostar.net">sriffe@arostar.net</a>
<b>Treasurer:</b>	<b>Gary Kuhns, PE</b>	<a href="mailto:glkuhns@g-e-c.com">glkuhns@g-e-c.com</a>

**Activities:**

Due to the COVID-19, virtual activities have been implemented to gather members. Below are activities that have and will take place.

- **Virtual Events**

- **September 17: Transportation Thursday Trivia.** Members had the option to sign up to join in on some Trivia! Random groups of people were assembled which helped members get to know each other and work together for the ultimate prize. The winning team received gift cards as a prize.
- **October: Transportation Virtual Scavenger Hunt.** ASHE members will have a chance to win prizes by participating in this scavenger hunt. A list of items will be provided to everyone and the members will need to visit different places and take pictures of the items and upload it to a social media platform with a hashtag.
- **December: Virtual Holiday Event with WTS.** ASHE and WTS will have the opportunity to join in on some virtual happy hour fun! Ideas for this event are still being thought out however one of the ideas is to have a cocktail demonstration with a bartender. ASHE/WTS would provide a list of supplies to our guests and the bartender would walk us through how to make the drink.

Operating Budget <sup>(1)</sup>		Membership <sup>(2)</sup>	
Starting Balance (9/9/20) (Checking and PayPal Account)	\$14,805.66	Starting Membership (9/1/2020)	101
Revenue Expected	\$ 3,840.00	Losses (Non-renewed during membership drive)	19
Expenses Expected	\$ 4,050.00	Gains	7
Ending Balance Expected	\$14,595.66	Ending Membership As of (10/1/20)	89

**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:**

- SEE VIRTUAL EVENTS LISTED ABOVE

**Note: Events listed above are subject to change due to current COVID-19 emergency conditions.**

**Miscellaneous Items:**

- SEE PRESIDENT'S MESSAGE BELOW:

Greetings ASHE members!

Hope all of you are doing well! I know things have been relatively quiet regarding our illustrious organization thanks to the ongoing pandemic, so I wanted to reach out and remind everyone that our Section is still active and finding ways to keep you involved.

First of all, the new 2020-21 Board was inducted in July and the new Board Members are:

President: Sherman Klaus, PE

Vice President: Erin Kelley

Secretary: Sarah Riffe, PG

Treasurer: Gary Kuhns, PE

Immediate Past President: Glenn Pressimone,  
PE

Regional Director: Gene Lozano, PE

Regional Director: Sunserea Dalton, PE

3-Year Director: Christopher Bond, PE

3-Year Director: Maile Spang, EI

2-Year Director: Scott Perfater, PE

2-Year Director: Rachel Andre, PE

1-Year Director: Vu Vu, PE

1-Year Director: Laura Campos, PE

We are in the middle of our Membership Drive. If you haven't already done so, please make sure to renew before the September 15, 2020 deadline so you lock in the renewal rate; after the 15th, the price goes up! Also, now is the time for all you non-members to become members!

As far as activities, there will be a Transportation Thursday edition of virtual trivia on September 17, 2020. If you haven't participated in a trivia event virtually, it's actually quite fun! Our Programs Committee is working on more engaging activities, so stay tuned!

Our Section is always open for involvement from our members. If you have any suggestions for activities, technical luncheons, or would like to get involved in one of our committees, please feel free to reach out any one of the Board members or via [ashecf@gmail.com](mailto:ashecf@gmail.com). You can stay up to date by accessing our website (<http://www.centralfl.ashe.pro/>).

Finally, I leave you with the Corny Joke of the Month:

Three men were sentenced to be executed by guillotine: a priest, a Muslim, and an Engineer.

First was the priest and he asked "Can I face upwards to see Heaven and my Creator?"

His wish was granted, the blade fell, but stopped 1/2 inch from his neck, sparing his life.

The executioner replied "Since the guillotine has spared you, so shall be your life. You are allowed to leave."

Next was the Muslim and he asked "May I also face upwards to look to Allah before my death?"

Again the guillotine stopped just short and his life was spared as well.

The Engineer was last and he too asked to face upwards given what happened with the first two.

As he lay there, just as the executioner is about to release the blade, the Engineer looks up at the mechanism and says "Aha, I see the problem!"

Stay well and out of the guillotines of life!

Sherman Klaus

ASHE Central Florida Section President

#### **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 (May 2020 - September 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: NOTHING TO REPORT – New leadership will occur next quarter**

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**End of Report**

## **SECTION REPORT**

### **Tampa Section Regional Directors Report (from 05/16/20 to 10/02/20)**

#### **Officers**

<b>President:</b>	<b>Pavan Paiavula, PE</b>	<b>PPaiavula@drmp.com</b>
<b>Vice President:</b>	<b>Lance Croft</b>	<b>lcroft@mc2engineers.com</b>
<b>Secretary:</b>	<b>Sergio Gomez</b>	<b>sgomez@mc2engineers.com</b>
<b>Treasurer:</b>	<b>Carlos Ramirez, PE</b>	<b>cramirez@garretteg.com</b>

#### **Activities:**

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

2020.05.21 IRS Form 990-First Notice forwarded  
2020.05.27 Member Spot Light information forwarded  
2020.05.28 Tampa Bay Transportation SuperSession Organizational Meeting Call-In  
2020.06.08 ASHE Executive Committee Meeting (ECM) Call-In  
2020.06.08 ASHE Executive Committee Vote by Survey Monkey  
2020.06.16 2021 Forward of information on ASHE National Conference, Scanner, call for papers  
2020.06.16 ASHE Tampa Bay Virtual Officer Installation  
2020.06.25 Tampa Bay Transportation SuperSession Organizational Meeting Call-In  
2020.07.07 ASHE Regional 2020.04.13 MeetingMinutes received  
2020.07.08 ASHE Regional Call-in  
2020.07.13 ASHE Executive Committee Meeting (ECM) Call-In  
2020.07.23 ASHE Lifetime Lapel Pin information distribution  
2020.08.10 ASHE Executive Committee Meeting (ECM) Call-In  
2020.08.12 ASHE Scanner Special Edition received  
2020.08.27 Tampa Bay Transportation SuperSession Organizational Meeting Call-In  
2020.09.15 ASHE Executive Committee Meeting (ECM) Call-In  
2020.09.15 ASHE National Assessment Check information forwarded  
2020.09.22 ASHE Virtual Lunch Meeting "Hillsborough County's New Design Manual"  
2020.09.25 ASHE Student Conference information received and distributed  
2020.09.30 ASHE Regional Call-in  
2020.10.02 ASHE Quarterly Report completed and distributed

<b><u>Operating Budget (As of 10/02/20)</u></b>		<b><u>Membership (As of 10/02/20)</u></b>	
Starting Balance	\$ 24,583.63	Starting Membership	69



Revenue	\$ 0.00	Losses	16
Expenses	\$ 1,080.00	Gains	24
Ending Balance	\$ 23,503.63	Ending Membership	77

**Events scheduled during next quarter:**

- ASHE Executive Committee Meeting (ECM) Call-In, 5:00 p.m.second Monday each month
- Tampa Bay Transportation Supersession Planning Committee Meeting Call-in, schedule varies
- Engineers Week Banquet Call-In, schedule varies

**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**

**Georgia Section**  
*(from June 1 – September 30)*

### **Officers**

<b>President:</b>	<b>Richard Meehan, P.E.</b>	<a href="mailto:richard.meehan@loweengineers.com">richard.meehan@loweengineers.com</a>
<b>1<sup>st</sup> Vice President:</b>	<b>Shawn Fleet, P.E.</b>	<a href="mailto:sfleet@heath-lineback.com">sfleet@heath-lineback.com</a>
<b>2<sup>nd</sup> Vice President:</b>	<b>Sarah Blackburn, P.E.</b>	<a href="mailto:sarah.blackburn@greshamsmith.com">sarah.blackburn@greshamsmith.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>Director:</b>	<b>Karyn Matthews</b>	<a href="mailto:Karyn.Matthews@arcadis.com">Karyn.Matthews@arcadis.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:jjenkins@vhb.com">jjenkins@vhb.com</a>
<b>Past President:</b>	<b>Mindy Sanders, P.E.</b>	<a href="mailto:mhsanders@pontengineering.com">mhsanders@pontengineering.com</a>

### **Activities:**

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

- **June 19 – ASHE Virtual Lunch - Albert Shelby (GDOT) “State of Office of Program Delivery” and installation of 2020/2021 Officers**
- **September 18 – ASHE Virtual Lunch – Greg Ramsey (Peachtree Corners) – “Curiosity Lab”**

<b><u>Operating Budget (As of 8/31/20)</u></b>		<b><u>Membership (As of 9/22/20)</u></b>	
Starting Balance (12/1)	\$126,325.54	Starting Membership (3/18)	570
Revenue	\$14,708.00	Losses	0
Expenses	\$2,062.13	Gains	28
Ending Balance (8/31)	\$138,971.41	Ending Membership (paid)	598

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

- **October 23<sup>rd</sup> – ASHE Virtual Luncheon – Meg Pirkle (GDOT)**
- **Fall TBD – Virtual Poker Tournament**
- **December 3<sup>rd</sup> – Annual Holiday Party (Tentative)**

### **Miscellaneous Items:**

- Continuing to Work towards expanded regular events to Augusta and Savannah
- Selected to host the 2023 ASHE National Conference; Preliminary Planning on hold, to resume during the summer

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**End of Report**

## **SECTION REPORT**

### **Middle Tennessee Section Regional Directors Report (From July– Sept)**

#### **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:

- We have held five 1-hour virtual lunch meeting presentations with attendance ranging from 90 to 140.
- We have held two members-only virtual social events with attendance ranging from 25 to 30.

Operating Budget (As of 09/16/2020)		Membership (As of 09/16/2020)	
Starting Balance	\$65,009.36	Starting Membership	314
Revenue	\$	Losses	0
Expenses	\$	Gains	0
Ending Balance	\$68,946.23	Ending Membership	314

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

- Will participate in some way with the Salvation Army Angel Tree program for our annual community service event. It will probably be a Red Kettle fundraising drive or something of that nature.
- Will continue virtual lunch meeting presentations
- Will continue virtual social events

- COVID task force committee will begin planning for when we can begin meeting in person next year and keeping abreast of CDC, venue, and local government requirements as they change.

**Miscellaneous Items:**

None

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**End of Report**

## **SECTION REPORT**

### **TN Valley Section Regional Directors Report (from 5/15/2020 – 9/30/2020)**

#### **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:

- 5/18/2020; Officer Installation Meeting via WebEx
- 8/18/2020; Board Meeting
- 9/03/2020; September Webinar – Fritz Brogdon presented on “Taking a Look Back at Chattanooga’s Transportation Future”
- 9/24/2020; Board Meeting

<b><u>Operating Budget (As of 9/30/2020)</u></b>		<b><u>Membership (As of 9/30/2020)</u></b>	
Starting Balance (5/15/2020)	\$5139.11	Starting Membership (5/15/2020)	40
Revenue	\$ 945.00	Losses	0
Expenses	\$2196.40	Gains	30
Ending Balance	\$3887.71	Ending Membership (paid)	70

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

- 10/1/2020; October Webinar
- 10/28/2020; Happy Hour Social
- 10/29/2020; Board Meeting
- 11/5/2020; November Webinar

#### **Milestones:**

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

- 9/3/2020; The first member event with nearly 50 in attendance via WebEx

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**End of Report**



#### **SOUTHWEST REGION BOARD OF DIRECTORS**

**James Barr, P.E. (PHX Sonoran)**

Southwest Region President  
[James.barr@tylin.com](mailto:James.barr@tylin.com)

**Michael Knowles, CPSM (DFW)**

Southwest Region Vice President  
[MKnowles@mckimcreed.com](mailto:MKnowles@mckimcreed.com)

**Susie Mason (PHX Sonoran)**

Southwest Region Treasurer  
[smason@GFNET.com](mailto:smason@GFNET.com)

**Melissa Boyles (PHX Sonoran)**

Southwest Region Secretary  
[melissa.boyles@jacobs.com](mailto:melissa.boyles@jacobs.com)

**Nikole Cao, P.E. (Houston)**

Southwest Region Director  
Southwest Region National Director  
[NCao@bgeinc.com](mailto:NCao@bgeinc.com)

**Javier Infante (Houston)**

Southwest Region Director  
[Javier@associatedtesting.com](mailto:Javier@associatedtesting.com)

**Ahmed Valdez, P.E. (Houston)**

Southwest Region Director  
[avaldez@akvce.com](mailto:avaldez@akvce.com)

**Alena Mikhaylova, PhD (Houston)**

Southwest Region Director  
[alena.mikhaylova@rinkerpipe.com](mailto:alena.mikhaylova@rinkerpipe.com)

**Suzanne Lansford, P.E. (PHX Sonoran)**

Southwest Region Director  
[suzanne@townlighting.com](mailto:suzanne@townlighting.com)

**Markus Neubauer, P.E. (DFW)**

Southwest Region Director  
[mneubauer@pkce.com](mailto:mneubauer@pkce.com)

**Rhys Keller, P.E. (TBD)**

Southwest Region Director  
[RKeller@jmt.com](mailto:RKeller@jmt.com)

## **SOUTHWEST REGION QUARTERLY REPORT**

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

- *Region Formation*; In June 2020 the ASHE Southwest Region was officially recognized. The region is made up of Nevada, Arizona, Utah, New Mexico, Colorado and Texas. The active Sections include Arizona, Dallas Fort Worth, and Houston. An Austin Section is in the process of forming.
- *Board of Directors*: Prior to the establishment of the region James Barr led discussions regarding forming the region and sought out interested parties to participate leading initial efforts. The inaugural slate of officers is listed in the left side panel.
- *Board Meetings*: Following the recognition of the Southwest Region by ASHE National, a schedule of monthly board meetings has been established.

### **Operating Budget (As of 9/30/13)**

- \$0 – The Southwest Region has begun collecting assessments

### **Membership (As of 9/30/13)**

- 265 for the Region (less DFW and Austin)
  - The Phoenix Sonoran Section currently has 136 members
  - The Houston Section currently has 129 members
  - Dallas Fort Worth did not provide a quarterly report

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

- Monthly Board of Directors Meetings (Nov 13, 2020 and Dec 11, 2020)

### **Miscellaneous Items:**

- *Region Goals*: The Board of Directors felt it was important to establish goals for the Board providing assistance to established and growing Sections as well as prospective Sections. They are as follows:
  - Increasing ASHE exposure in the Southwest
    - Facilitating increased Southwest ASHE exposure by hosting an annual regional event such as a conference or other activity
  - Facilitating the establishment and supporting new Sections (such as the Austin Section)
  - Supporting local Section charitable activities such as the award of scholarships
  - Promoting and facilitating all benefits of ASHE membership and engagement including but not limited to industry education, networking, and fostering professional relationships through social activities

### **Milestones:**

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

- Slate of Officers established and bylaws presented to National; May 2020
- Summer 2020 Southwest Region officially recognized by ASHE National

### **Future Activities**

- Create action items to ensure progress on each of the regional goals
- Identify core functions necessary for a successful Section (i.e. finance, marketing, membership growth, and programs)



- Identify individuals from within various sections to provide quick tips and lessons learned
- Develop a Regional Newsletter to engage existing/forming Sections and connect them with resources to help grow their Sections
- Begin planning for a 2021 Southwest Region Summit in Phoenix, Arizona

# Sonoran Section Quarterly Report

Name	Role	Organization	E-Mail	Phone
<b>BOARD MEMBERS</b>				
<b>James Barr</b>	Immediate Past President	T.Y. Lin	James.barr@tylin.com	480-968-8814
<b>Ryan Hudson</b>	President	City of Mesa	Ryan.hudson@mesaaz.gov	480-644-2627
<b>Suzanne Lansford (Present)</b>	1 <sup>st</sup> Vice President	Town Lighting Engineers	suzanne@townlighting.com	480-305-5123
<b>Josiah Roberts</b>	2 <sup>nd</sup> Vice President	AECOM	Josiah.roberts@aecom.com	602-648-2439
<b>Susie Mason</b>	Treasurer	Gannett Fleming	smason@gfnet.com	602-553-8817 ext 8222
<b>Melissa Boyles</b>	Secretary	Stacy and Witbeck, Inc.	mboyles@stacywitbeck.com	480-518-2353
<b>Al Field</b>	1 <sup>st</sup> Year Director	Al Field & Assoc.	Al.field@alfield-assoc.com	602-616-3618
<b>Jessica Fly</b>	2 <sup>nd</sup> Year Director	WSP	Jessica.fly@wsp.com	480-449-4935
<b>Yvette LeDesma</b>	3 <sup>rd</sup> Year Director	Kiewit	Yvette.ledesma@kiewit.com	602.376.0043
<b>Jesse Gutierrez</b>	3 <sup>rd</sup> Year Director	MCDOT	Jesse.gutierrez@maricopa.gov	
<b>Randy Everett</b>	3 <sup>rd</sup> Year Director	ADOT	reverett@azdot.gov	602-558-7253
<b>Jovan Ilijevski</b>	Student Chapter Liaison	WSP	Jovan.Ilijevski@wsp.com	

## Activities:

- Sep 15, 2020 – Brian Dagsland, Stacy & Witbeck —Tempe Streetcar Update
- Aug 18, 2020 – Karla Petty, AZ Division Administrator, FHWA, Ammon Heier, Area Engineer, FHWA Project Delivery, Toni Whitfield, Operations Engineer, FHWA System Performance —Advancing Transportation Innovation in AZ — ACTI, Increased Federal Share for Innovation & Smart Work Zones
- July 14, 2020 – John Bullen, Transportation Economic & Finance Program Manager, Maricopa Association of Governments — Update on the MAG Region Funding Picture & the Economic Impact of COVID-19

## Operating Budget (As of 10/7/2020)

- Beginning Balance \$31,753.82
- Income \$750
- Scholarship Fund Balance \$8,864.63
- Ending Balance \$42,407.18

## Membership

- Starting: 161
- Losses: 26
- Gains: 0
- Ending Total: 135

## Events scheduled during next quarter:

- October 13, 2020 – Commuter Rail Feasibility for the Metro Phoenix Area
- November, TBD
- December, TBD

## Student Chapter update

N/A

Miscellaneous Items:

- None

Milestones:

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

- None

## **SECTION REPORT**

### **Houston Section Regional Directors Report (from 6/2020 to 8/2020)**

#### **Officers**

<b>President:</b>	<b>Adam White</b>	<b>adam.white@terracon.com</b>
<b>1<sup>st</sup> Vice President:</b>	<b>Alena Mikhaylova</b>	<b>alena.mikhaylova@rinkerpipe.com</b>
<b>2<sup>nd</sup> Vice President:</b>	<b>Brandon R. Circle</b>	<b>bcircle.ashe@gmail.com</b>
<b>Secretary:</b>	<b>Jonathan Braun</b>	<b>jbrown@othon.com</b>
<b>Treasurer:</b>	<b>Ruben Calderon</b>	<b>rcalderon@entechhou.com</b>

#### **Activities:**

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

- June 18, 2020 Virtual Meeting – TxDOT Houston Transportation Planning and Development Director James Koch
- July, 2020 - Two Technical Webinars by CONTECH and GET
- July, 2020 – TxDOT Public Involvement – Julie Beaubien & Amy Redmond – Partnering with TxDOT Public Involvement Section – TxDOT’s Public Engagement Process and Challenges in the COVID Era
- September, 2020 – Fort Bent County Mobility Bond – County Engineer Stacy Slawinsly

<u>Operating Budget (As of 10/7/2020)</u>		<u>Membership (As of 10/7/2020)</u>	
Starting Balance (7/01/2020)	\$22,061.02	Starting Membership	113
Revenue	\$8,371.03	Losses	13
Expenses	\$68.00	Gains	29
Ending Balance	\$30,364.05	Ending Membership (paid)	129

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

- October 7, 2020 – Transportation Info-Series Virtual Meeting
- November, TBD
- No meetings in December

#### **Student Chapter update**

N/A

#### **Miscellaneous Items:**

- None

#### **Milestones:**

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

- None

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**End of Report**