



ASHE National Executive Committee Meeting Minutes
August 19, 2022

CALL TO ORDER: Leigh B. Lilla, PE

President Lilla called the meeting of the National Executive Committee of the American Society of Highway Engineers to order at 1:00 PM. The meeting was held at the Moxy, 1220 King Street, Chattanooga, TN 37403.

ROLL CALL: Thomas S. Morisi

Name	Office	Attendance
Leigh B. Lilla, PE	President	Present
Stan A. Harris, PE	First Vice-President	Present
Donato DiZuzio, PE	Second Vice-President	Present
Thomas S. Morisi	Secretary	Present
P. Frank O’Hare, PE	Treasurer	Present
Timothy J. Matthews, PE	Immediate Past President	Present
David A. Greenwood	Operations & Oversight Committee Chair	Present
Nancy A. Morisi	Administrative Assistant	Present
Invited Guests		Present
Kathryn E. Fink, PE	Strategic Plan Committee Chair	Present
Melinda H. Sanders, PE	Technology Committee Chair	Present
Scott H. Jordan, PE	Two Year Director – Southeast Region	Present

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

STRATEGIC PLAN: Kathryn E. Fink, PE presenting

Ms. Fink provided an overview of the strategic planning process noting that the Committee’s goal is to provide a complete overhaul of ASHE’s Strategic Plan. Discussion was held to steer the planning process prior to a scheduled workshop at the October National Board Meeting. The following parameters were established:

Values

- Innovation
- Inclusivity
- Networking
- Education Excellence
- Ethics
- Transparency/Accountability/Communication

Draft Focus Areas

- Grow membership, with increased diversity
- Become more than a networking organization
- Produce robust annual programs in each member Section
- Empower the Regions
- Emerge with innovation and technology

Strategic Objectives

- Revive diminishing Sections. Focus on Sections maintaining/increasing their membership instead of declining membership
- Expand the memberships' demographics (greater than 10% for all categories other than Consultants)
- Development of new Sections within existing Regions, especially the less prominent Regions. Set a goal of one new Section in each Region within the next three years plan period.

TECHNOLOGY COMMITTEE RFP: Melinda H. Sanders, PE presenting

Ms. Sanders provided an overview of the proposed Member Center project as well as the RFP. Comments on the RFP were due to Ms. Sanders prior to this meeting. Extensive discussion was held as to the purpose and method of the project as well as the content of the RFP.

Motion by O'Hare to allow the Technology Committee to send out the RFP; seconded by Matthews; all in favor.

The following timeframes were established:

- Advertise for 4-6 weeks starting in October
- Accept questions on the RFP for the first 2-3 weeks
- RFP evaluation for the remaining weeks, Technology Committee to meet in late December or early January to provide a recommendation to the Board at the January National Board meeting.

RESOURCE CENTER UPDATES: Thomas S. Morisi presenting

Mr. Morisi noted that the documents in the Member Center on the National Website are outdated. Updates have not been performed to reflect changes made throughout the organization over a period of years. Some of the documents date back over 10 years without updates. Examples of items that have changed include insurance, Region reorganization, and changes to committees. Ms. Morisi is currently in the process of reformatting these documents and updating them. Mr. Morisi has been assisting and has reviewed all documents that have been completed. To finalize the documents, a review by Mr. Harris and/or Mr. Greenwood was requested and approved. Documents will be forwarded for review when ready.

Once this is complete, we will be developing an internal policies document to address items such as expenses, employee policies, etc. Some of these policies exist but need organized into one document.

DELETED COMMITTEES: Thomas S. Morisi presenting

Mr. Morisi noted that the Partnership, Student Chapters, and Professional Development Committees were eliminated. There are guidelines in the Resource Center for Student Chapters and Professional Development that will need reviewed and updated or eliminated.



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NATIONAL CONFERENCE SEED MONEY: Scott H. Jordan, PE presenting

On behalf of the Georgia Conference Committee, Mr. Jordan noted that costs are going up and that it may be necessary for National to either increase the amount of seed money given to a Conference during startup or increase the sponsorship level that National provides. President Lilla direct Mr. Jordan to discuss this with the Conference Committee and have the Committee present a recommendation to the October National Board Meeting.

OPERATIONS & OVERSIGHT CHAIR VOTING MEMBER STATUS: Thomas S. Morisi presenting

Mr. Morisi noted that the governing documents are somewhat confusing as to if the Operations and Oversight Committee Chair is a voting member of both the Board and the National Executive Committee. Mr. Greenwood noted that the Bylaws gives the Chair voting rights. However, the Constitution is not as clear. A revision to the Constitution will be proposed when other updates are necessary.

ADJOURNMENT

The meeting adjourned at 4:30 PM.

Respectfully Submitted,

Thomas S. Morisi
National Secretary