



**ASHE National Board Meeting Minutes
June 10, 2023**

CALL TO ORDER: Stan A. Harris, PE

President Harris called the meeting of the National Board of the American Society of Highway Engineers to order at 10:00 AM. The meeting was held at the Renaissance Atlanta Waverly Hotel & Convention Center, Atlanta, GA.

PLEDGE OF ALLEGIANCE: Stan A. Harris, PE

President Harris led the Pledge of Allegiance.

Roll Call: Thomas S. Morisi

Name	Office	Attendance
Stan A. Harris, PE	President	Present
Donato DiZuzio, PE	First Vice-President	Present
James T. Shea, PE	Second Vice-President	Present
Thomas S. Morisi	Secretary	Absent
P. Frank O’Hare, PE	Treasurer	Absent
Samir D. Mody, PE	Treasurer – Elect	Absent
Leigh B. Lilla, PE	Immediate Past President	Present
Nancy A. Morisi	Administrative Assistant	Absent
Scott H. Jordan, PE	One Year Director – Southeast Region	Present
Michael D. Bywaletz, PE	One Year Director – Mid-Atlantic Region	Present
Nikole A. Cao, PE	One Year Director – Southwest Region	Absent
Robert G. Prophet, PE	One Year Director – Northeast Region	Present
JT Lincoln, PE	Two Year Director – Northeast Region	Present
Nimish Desai, PE	Two Year Director – Mid-Atlantic Region	Present
Kathy Johnson, PE	Two Year Director – Great Lakes Region	Present
Glen T. Kartalis, PE	Three Year Director – Northeast Region	Present
David M. Stills, PE	Three Year Director – Great Lakes Region	Present
Ronald W. Osterloh, PE	Three Year Director – Southeast Region	Present
David A. Greenwood	Operations & Oversight Committee Chair	Present
Invited Guests		
Amanda Schumacher	Public Relations Committee Chair	Absent
Brian G. O’Connor, PE	New Sections Committee Co-Chair	Absent
Nicole G. Parris, PE	National Conference Committee Chair	Present
Mindy H. Sanders, PE	Technology Committee Chair	Present
Kahryn E. Fink, PE	Strategic Plan Committee Chair	Present
Anis A. Shaikh, PE	Scanner Committee Chair	Present
Guests – Other		
Sunserea Gates	Southeast Region President	Present

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



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WELCOME: Stan A. Harris, PE

President Harris welcomed the attendees and guests to the National Board Meeting.

APPROVAL OF MINUTES: Thomas S. Morisi

March 11, 2023 National Board Meeting:

MOTION: Motion by DiZuzio to approve the minutes from the March 11, 2023 National Board Meeting; seconded by Bywaletz; all in favor.

April 12, 2023 National Board Meeting (via Teams):

MOTION: Motion by Kartalis to approve the minutes from the April 12, 2023 National Board Meeting (via Teams); seconded by DiZuzio; all in favor.

PRESIDENT'S REPORT: Stan A. Harris, PE

Ms. Lilla reported that she took no action to initiate communication with the US Department of Transportation Annual Review publication since feedback was neutral at the last meeting.

SECRETARY'S REPORT: Kathy Johnson, PE

The Secretary's Report is attached to and made part of these meeting minutes. Mr. Morisi was absent from the meeting. Therefore, Ms. Johnson presented the report and took notes at the meeting. The documentation relative to the renaming of the Lifetime Achievement Award to the Shirly Stuttler Lifetime Achievement Award has been completed by Ms. Morisi.

MOTION: Motion by Prophet to accept the Secretary's Report; seconded by Bywaletz; all in favor.

ACTION ITEM: Coordinate with TNT Graphics to revise Charter and have a final electronic version produced.

ACTION ITEM: Contact Ms. Schumacher to arrange recurring software charges to be placed on the ASHE credit card.

TREASURER'S REPORT: Stan A. Harris, PE

The Treasurer's Report is attached to and made part of these meeting minutes. Mr. Harris noted the \$100,000 shown as an expenditure was a transfer.

MOTION: Motion by DiZuzio to accept the National Treasurer's Report; seconded by Lincoln; all in favor.

ACTION ITEM: Look into developing a spreadsheet for 990 forms or other electronic means that could reduce errors.

ADMINISTRATIVE ASSISTANT'S REPORT: Nancy A. Morisi

The Administrative Assistant's Report is attached to and made part of these meeting minutes.



COMMITTEE REPORTS

New Sections: Kathy Johnson, PE, Glen T. Kartalis, PE, and Kathryn E. Fink, PE presenting
The New Sections Committee Report is attached to and made part of these meeting minutes. Denver and Kansas City are moving forward. The NE Region is trying to push with a New Sections Committee (Boston & Maine). Ms. Fink noted the intent to attend conferences such as MAASHTO to expand reach and interest.

Ad Hoc/Regions: James T. Shea, PE presenting
The Ad Hoc/Regions Committee Report is attached to and made part of these meeting minutes. Mr. Shea reported that the Committee met with the Operations and Oversight Committee three times to work out funds and oversight for Regions. The Committee prepared a Region Funding Directive to inform the Regions on the distribution of money, the intended use, and that it may or may not be a one-time budget.

The Ad-Hoc Committee will continue through the remainder of the fiscal year to provide assistance in review and oversight along with the Operations and Oversight Committee.

Motion by Shea to distribute funds to Regions in accordance with the Region Funding Directive and at the following levels:

- Northeast Region: \$16,000.00
- Mid-Atlantic Region: \$9,500.00
- Southeast Region: \$9,000.00
- Great Lakes Region: \$9,500.00
- Southwest Region: \$8,000.00

seconded by Osterloh; all in favor.

ACTION ITEM: Compile a packet associated with the distribution of funds for the National Directors to take to their Regions.

ACTION ITEM: Review documents associated with committees being dissolved and having duties pushed to Regions. Provide recommendations for how to properly dissolve committees and update documents.

ACTION ITEM: Update documents outlining Region roles/duties.

Budget/Audit: Stan A. Harris, PE presenting

The Budget/Audit Committee Report is attached to and made part of these meeting minutes. Upon reaching out to all committee members, Mr. Harris reported they are all willing to continue.

Constitution/Bylaws: David A. Greenwood, PE presenting

The Constitution/Bylaws Committee Report is attached to and made part of these meeting minutes. Mr. Greenwood reported that Great Lakes Region, Circle City Section, and Northeast Region Bylaws have been approved.



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Mr. Greenwood and Ms. Johnson have discussed revisions to the National Bylaws to add more inclusive language. They are also working on changes to the Region and Section templates.

ACTION ITEM: Update bylaw tracking spreadsheet and circulate to Directors.

ACTION ITEM: Prepare a revision the National Bylaws with more inclusive language and update the Region/Section templates for the September meeting.

Membership: Robert G. Prophet, PE presenting

The Membership Committee Report is attached to and made part of these meeting minutes. Mr. Prophet provided an overview of the written report.

National Conference: James T. Shea, PE, and Nicole G. Parris, PE presenting

The National Conference Committee Report is attached to and made part of these meeting minutes. Ms. Parris reported that 2026 hopes to have their location locked down by January. The Committee will soon solicit for interest for the 2027 Conference. Any Sections that may want to attend the Committee meetings as they consider hosting are welcome to attend and should email Ms. Parris

Nominating: No report.

Operations and Oversight: David A. Greenwood, PE presenting

The Operations and Oversight Committee Report is attached to and made part of these meeting minutes.

Outreach: No Report

There was discussion to dissolve this committee and distribute its duties amongst other committees.

Public Relations: Donato DiZuzio, PE and Amanda Schumacher presenting

The Public Relations Committee Report is attached to and made part of these meeting minutes. The Committee is looking to update the year end report to replace the outdated one currently on the website.

Scanner: Donato DiZuzio, PE, and Anis A Shaikh presenting

The Scanner Committee Report is attached to and made part of these meeting minutes. Mr. Shaikh reported he is stepping down as chair and the Committee has interviewed candidates to replace him. The Committee asked the Directors for assistance in obtaining articles from the Sections because the number of articles has dropped. The Scanner criteria on the website is outdated.

ACTION ITEM: Update Scanner Guidelines



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Strategic Plan: Kathryn E. Fink, PE presenting

The Strategic Plan Committee Report is attached to and made part of these meeting minutes. Ms. Fink noted the Plan was adopted on May 12th and distributed and posted on May 18th. She asked everyone to read, absorb, advocate, and implement the Plan. Progress will be monitored through the Section/Region Reports.

ACTION ITEM: Ms. Morisi is to distribute reporting template to Sections and Regions.

Technology: Scott H. Jordan, PE, and Mindy H. Sanders, PE presenting

The Technology Committee Report is attached to and made part of these meeting minutes. Ms. Sanders reported that the initiative to create a more robust National Database is on pause. The next initiative is to update the ASHE Cloud. She also reported that the Dacotah Section website didn't update Wordpress and the entire server was impacted, requiring substantial effort to correct. The Committee is preparing communications to the Sections and Regions with information and instructions to update the plug-ins. There is a need to support those Sections that do not have a strong webmaster.

OLD BUSINESS

It was noted that the Diversity Committee slipped off the agenda.

ACTION ITEM: Mr. Morisi is to add the Diversity Committee back to the agenda.

NEW BUSINESS

A recommendation was made for the Project of the Year committee to review their award levels since the cost of project is going up.

SECTION/REGION REPORTS

The Section/Region Reports are attached to and made part of these meeting minutes. Each Director reviewed the reports with the National Board.

NATIONAL DIRECTOR REPORTS

The National Director Reports are attached to and made part of these meeting minutes. No additional discussion was held.

UPCOMING BOARD MEETINGS

September 29th and 30th – Omni William Penn, Pittsburgh, PA – A link will be provided after the Conference.

January 19th and 20th – Austin, TX

March/April – Indianapolis, IN

ADJOURNMENT

MOTION: Motion by DiZuzio to adjourn the meeting; seconded by Lilla; all in favor.



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The meeting adjourned at 11:00 AM.

ATTACHMENTS

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

- Attachment 1: Committee Reports
- Attachment 2: Section-Region Reports
- Attachment 3: Director Reports

Respectfully Submitted,

Thomas S. Morisi
National Secretary



**ASHE National Board Meeting Minutes
June 10, 2023**

Attachment 1: Committee Reports

President's report

I just want to extend a sincere thank you to my fellow Board members and Committee chairs and members for the 2022-2023 year. I know I was not the most well-traveled President (due to where I am currently in my career) but thanks to strong a strong Board and strong Committees, we moved the needle and accomplished everything I believe we sought out to for the year. Thank you for giving me this opportunity. I am truly humbled by this experience and have made lifelong friendships. Thank you.

Tasks:

Continued with approval and transmittal of Nancy's timesheets to CPA

Attended the following meetings:

5/20/22 – attended Middle Tennessee meeting via zoom for Officer's swearing in

6/13/22 – Tampa Executive Committee meeting (TEAMs Meeting)

7/18/22 – National Conference committee meeting

9/12/22 – Tampa Executive Committee meeting (TEAMs Meeting)

10/10/22 – Tampa Executive Committee meeting (TEAMs Meeting)

10/24/22 – Great Lakes Region Meeting

10/25/22 – OTEC ASHE lunch

10/26/22 – ASHE / ASCE Phoenix joint meeting

11/14/22 – National Conference Committee Meeting (TEAMs Meeting)

11/15/22 – ASHE Officer Training Coordination meeting – Tom Morisi, Frank O'Hare, Nancy Morisi, Dave Greenwood, Stan Harris

11/15/22 – ASHE Strategic Planning Committee Call (TEAMs Meeting)

12/5/22 – Membership Committee Meeting (TEAMs Meeting)

12/12/22 – ASHE President Check in with Tim Matthews and Stan Harris (TEAMs Meeting)

12/12/22 – Tampa Executive Committee Meeting (TEAMs Meeting)

1/12/23 – Tampa Social, Amalie Arena, Tampa FL

1/13/23 – SE Region Quarterly Meeting, Tampa FL

1/13/23 – ASHE Workshop on Regions and Board Meeting, Safety Harbor FL

1/17/23 – ASHE National Conference Meeting, Teams

2/14/23, 2/17/23 – ASHE officer Training, Teams

2/15/23 – ASHE Strategic Plan Committee, Teams

2/21/23 – ASHE Strategic Plan Committee, Teams

3/1/23 – ASHE Strategic Plan Committee, Teams

3/10-11/23 – ASHE National Board Meeting Columbia, SC

4/25/23 – National Conference Committee, Teams

4/26/23 – ASHE Server Breach discussion, Teams

5/2/23 – ASHE East Penn Office Induction

5/4/23 – ASHE NCNJ Golf Tournament

5/19/23 – ASHE Middle Tennessee Officer Induction



ASHE NATIONAL HEADQUARTERS
 610 RADCON STREET
 JOHNSTOWN, PA 15904

SECRETARY'S REPORT

Following is the current ASHE Membership List by Region/Section as of June 1, 2023.

Northeast Region			Southeast Region	
Albany	85		Alabama	55
Altoona	186		Central Florida	119
Central New York	50		Georgia	599
Clearfield	190		Middle Tennessee	312
Delaware Valley	341		Northeast Florida	205
East Penn	118		South Florida	12
First State	212		Tampa Bay	42
Franklin	130		Tennessee Valley	115
Harrisburg	424		Subtotal	1459
Long Island	47			
Mid-Allegheny	125		Great Lakes Region	
N. Central New Jersey	133		Bluegrass	97
New York Metro	162		Central Dacotah	83
North East Penn	134		Central Ohio	205
Pittsburgh	545		Circle City	46
Southern New Jersey	173		Cuyahoga Valley	112
Southwest Penn	227		Derby City	86
Williamsport	78		Lake Erie	224
Subtotal	3360		Northwest Ohio	45
			Triko Valley	151
			Subtotal	1049
Mid-Atlantic Region			Southwest Region	
Blue Ridge	57		Central Texas	77
Carolina Piedmont	46		Dallas-Forth Worth	45
Carolina Triangle	202		Houston	72
Chesapeake	253		Phoenix Sonoran	147
Greater Hampton Roads	79		Subtotal	341
N. Central West Virginia	51			
Old Dominion	78		Total	7253
Potomac	159			
South Carolina	119			
Subtotal	1044			

Northeast Region	2022	2023	Difference
Albany	84	85	1
Altoona	196	186	-10
Central New York	50	50	0
Clearfield	174	190	16
Delaware Valley	344	341	-3
East Penn	112	118	6
First State	198	212	14
Franklin	123	130	7
Harrisburg	369	424	55
Long Island	47	47	0
Mid-Allegheny	126	125	-1
N. Central New Jersey	134	133	-1
New York Metro	136	162	26
North East Penn	134	134	0
Pittsburgh	523	545	22
Southern New Jersey	170	173	3
Southwest Penn	271	227	-44
Williamsport	76	78	2
Subtotal	3267	3360	93
Mid-Atlantic Region			
Blue Ridge	64	57	-7
Carolina Piedmont	68	46	-22
Carolina Triangle	216	202	-14
Chesapeake	281	253	-28
Greater Hampton Roads	83	79	-4
N. Central West Virginia	51	51	0
Old Dominion	87	78	-9
Potomac	157	159	2
South Carolina	101	119	18
Subtotal	1108	1044	-64

Southeast Region	2022	2023	Difference
Alabama	55	55	0
Central Florida	85	119	34
Georgia	541	599	58
Middle Tennessee	294	312	18
Northeast Florida	181	205	24
South Florida	11	12	1
Tampa Bay	46	42	-4
Tennessee Valley	106	115	9
Subtotal	1319	1459	140
Great Lakes Region			
Bluegrass	95	97	2
Central Dacotah	96	83	-13
Central Ohio	194	205	11
Circle City	0	46	46
Cuyahoga Valley	106	112	6
Derby City	85	86	1
Lake Erie	209	224	15
Northwest Ohio	48	45	-3
Triko Valley	158	151	-7
Subtotal	991	1049	58
Southwest Region			
Central Texas	71	77	6
Dallas-Forth Worth	35	45	10
Houston	101	72	-29
Phoenix Sonoran	135	147	12
Subtotal	342	341	-1
Total	7027	7253	226

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. These numbers are also the same as those reported at the General Session. Total membership as of the date listed is 7,253 which represents a net increase of 200 members since the report for the prior National Board meeting.

The following spreadsheet gives a complete year to year summary of Section and Region membership between totals at the 2022 Conference and today's Conference.

ASSESSMENTS

All assessments for the 2022-2023 period have been paid.

DATABASE

Working with Jake to update the database with the following changes:

- Export data at all levels (National, Region, Section) for only that data shown on the membership application. Currently, the system exports all data.
- On “Member List” page, change “Multiview Email Export” to “Scanner Email Export”
- Create export that combines Work and Home emails. These are currently two separate exports.
- Create export that combines Work and Home addresses. These are currently two separate exports.
- Remove “Email” page.
- Create a list that provides the total number of members in each Section.

The above updates to the database will be made at no cost and will be performed under the prior year’s contract and not the current contract.

A budget line item has been included for the following updates to the database:

- Update security
- Revised member log in which is no longer member number dependent

A proposal for this effort will be sought after June.

CLOUD

A budget line item has been included to replace the current Cloud system. I have prepared a rough draft of a project planning document which I will distribute to the Executive Committee after June. This document plots a path forward on the project.

TEAMS

The Teams issue will be addressed during the Cloud update project.

CHARTER (no update since prior report)

The Board has approved revised language for the Charter. We will work with TNT Graphics to develop a final, digital Charter for future use. (ACTION ITEM - ongoing)

LIFETIME ACHIEVEMENT REPORT RENAMING

Nancy has updated the ASHE National documents to reflect the renaming of this award to the Shirley Stuttler Lifetime Achievement Award. (ACTION ITEM – complete)

CREDIT CARD INFORMATION TO AMANDA

I have reached out to Amanda to start the process of providing her with my ASHE National credit card information for her to use for recurring charges. (ACTION ITEM – ongoing)



**National Treasurer's Report to the Membership of the
American Society of Highway Engineers
2023 National Conference – General Meeting
Friday, June 9, 2023
Atlanta, GA**

1. The Treasurer's report to the membership is required by the By-Laws of the Society and for reference our fiscal year ends on May 31st of each year.
2. ASHE is categorized by the federal IRS as a 501(c)6 non-profit. All Sections, Regions and Conferences are considered subunits of the national organization by the IRS. All Sections, Regions and Conferences must adhere to the IRS rules and regulations for a 501(c)6. Tax returns for the Sections, Regions and Conferences are prepared by National's accounting firm based upon the 990 informational form due each year on June 15th. Please reference IRS Publication 557 for more information about the 501(c)6 status. ASHE Tax Returns are signed by the ASHE National Treasurer.
3. For FY which ended on May 31, 2022:
 - a. Per the ASHE Constitution and By-Laws an audit was ordered by the National President of the National Board's finances from the accounting firm of CPA Associates, Johnstown, PA.
 - b. For FYE 2022, the annual audit was performed by Mike McClain, a Certified Public Accountant with CPA Associates of Altoona, PA.
 - c. Over one-third of the ASHE 990 Forms were returned for correction or clarifications resulting in the Board recommending the National Treasurer to add to the form a reviewer's signature. (Incorrect forms have already been returned.)
 - d. All monthly bank statements for FYE 2022 were independently reconciled by the National Treasurer and CPA Associates then forwarded to the Budget/Audit Committee for review and comment.
4. The FYE 2023 just ended on May 31, 2023. The following information is based upon PNC bank statements, internal ledgers and bank reconciliations:
 - a. FYE 2023 started June 1, 2022 with total assets of \$ 521,883.34
 - b. FYE 2023 ended May 31, 2023 with total assets of \$ 531,708.31, an increase of only \$9,824.97
 - c. Investments for FYE 2023 gained \$ 89,412.35.
 - d. Income for FYE 2023 equaled \$ 222,458.57 or 108% over amount budgeted.
 - e. Expenses for FYE 2023 equaled \$ 302,045.95 or 135% over amount budgeted.
 - f. Details of income and expenses can be found in the minutes of each National Board Meeting.
 - g. All numbers quoted have not been audited.

5. For FYE 2024 which began on June 1, 2023:
 - a. The FYE 2024 budget has been presented to the National Board and has been approved.
6. Last year I reported membership money being wasted by Sections not sending their membership assessments on time. The number of Sections still wasting their members money has now been decreased to two sections.
7. The National Treasurer upon advice of our accountants and legal counsel strongly recommends that all Sections, Regions, and Conferences have their books reviewed yearly by members or others not involved in the finances of the subunit and perform independent reviews of active accounts.
8. The IRS information form 990 is due from the Section, Region, and Conference Treasurers to the National Treasurer on or before June 15, 2023. Several reminders with the new form have been sent out by Nancy Morisi with instructions.

Respectively submitted,

Frank O'Hare

P. Frank O'Hare, PE, PS
ASHE National Treasurer
May 9, 2023



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Respectively submitted,

P. Frank O'Hare, PE, PS
ASHE National Treasurer
May 9, 2023



Administrative Assistant Report

ASHE National Board Meeting- June 10, 2023

New Member Request Forms (Website): The following is a Region summary of the new member request forms (March-May), 44 total received and forwarded to the appropriate Sections:

March-Total 16

Great Lakes-4
Mid-Atlantic-5
Northeast-4
Southeast-1
Southwest-2

April-Total 19

Great Lakes-4
Mid-Atlantic-5
Northeast-3
Southeast-5
Southwest-2

May-Total 11

Great Lakes-1
Mid-Atlantic-2
Northeast-5
Southeast-2
Southwest-1

Website requests(non-membership): There were 5 non-membership requests from March 1,2023-May 31,2023.

New Members: There were 202 new member certificates and pins sent to Sections from March 1, 2023-May 31,2023.

Pins: 1 Past Section President Pin and 3 Lifetime Pins were paid for and mailed to the Carolina Triangle Section. Tennessee Valley requested and paid for 1 Past Section President Pin and the Altoona Section requested and paid for 3 Past Section President Pins. The Harrisburg Section requested and paid for 3 Past Section President Pins. All pins have been shipped.

Assessments: All assessments were paid, and all paid members processed and entered in the National Database by March 30, 2023. The assessments are now final, and processing is completed.

Scanner: There were 10 requests for printed Scanners, database was updated. Reviewed and updated email list for Scanner distribution. Scanner ad payments were collected and processed, there were 4 from March 1,2023-May 31,2023.

Awards: Section ribbons and individual awards were ordered 4/13/2023. The Person of the Year Grant letter was sent to the Horn Foundation on 4/14/2023. The Lifetime Achievement grant check was mailed to the Shriners Childrens Hospital in Philadelphia on 5/18/2023. All awards were completed and shipped 5/30/2023 via Fed Ex to Niki Parris for distribution at the 2023 ASHE National Conference.

Communications: The following communications were sent from March 1, 2023-May 31,2023 for distribution to Regions and Sections:

3/20/2023-ASHE National Conference registration information

4/6/2023-Request new leadership contacts

4/7/2023-ASHE National Conference Program Ad information

5/1/2023-ASHE National Conference Early Bird Registration deadline

5/1/2023-ASHE National Conference Section banner shipping information

5/2/2023-990 Form

5/17/2023-990 Form 1st reminder

5/9/2023-Scholarship totals request

5/22/2023-990 Form 2nd reminder

5/30/2023-ASHE National Conference Section banner shipping information-1st reminder

Various other communications sent on behalf of the National Board and answered emails from Section requests etc.

Website documents: The following documents were outdated and removed 5/13/2023 from the National website:

D28-At Large Membership

D29-At Large International

F5-Example Due Invoice Questionnaire

New Document:

D34-2023-2026 Strategic Plan 5/17/2023



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.

Date: 5/25/2023

Report Period: 2023 Q1 – March (2023) - June (2023)

Committee Members

Jim Shea, Co-Chair

Nimish Desai, Co-Chair

Leigh Lilla

JT Lincoln

Nikole Cao

David Greenwood

Nancy Morisi

E-Mail

shea@cvelimited.com

ndesai@Dewberry.com

llilla@nelson-construction.com

jlincoln@Dewberry.com

NCao@bgeinc.com

greenwoodda@cdmsmith.com

nmorisi@ashe.pro

Meetings held since the previous Quarterly Report:

- 3/23/2023 – ASHE Operations and Oversight Committee Meeting – initial discussion on funding directive document.
- 5/4/2023 – ASHE Operations and Oversight Committee Meeting – review of funding directive document.
- 5/25/2023 – ASHE Operations and Oversight Committee Meeting – Finalize funding directive and discuss reporting/planning of funds.

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

- Motion by Shea to send the following dollar amounts to the following Regions:
 - Northeast Region: \$16,000
 - Mid-Atlantic Region: \$9,500
 - Southeast Region: \$9,000
 - Great Lakes Region: \$9,500
 - Southwest Region: \$8,000

Discussions to be brought before the board:

- Region Funding Directive, Planning and Reporting.
- Continuation of the Ad Hoc committee or transition remaining task of updating the Region Operations Manual to the ASHE Operations and Oversight Committee.

Activities:

- Revisions to D09 – Region Operating Manual are still ongoing. The focus over the past quarter has been on developing the funding directive and reporting requirements.

Ongoing Business:

- Region Operations Manual Update

New Business:

- No new business this quarter

Budget update:

1. **2023-2024 Budget:**
 - a. **\$0.00**
2. **Spent – List items and \$ spent this quarter:**
 - a. **0.00**
3. **Current Budget Balance:**
 - a. **\$0.00**
4. **List any Non-Budget Items that should be considered:**
 - a. **N/A**



AMERICAN SOCIETY OF HIGHWAY ENGINEERS REGION FUNDING DIRECTIVE

Overview: In an effort to grow ASHE and enhance the meaning of the ASHE Regions, the 2023-2024 ASHE National operating budget will include Regional funding. Each Region will receive a disbursement from ASHE National that is based on several factors including size, number of sections, geography, and need, with the primary goal of supplying the Regions with the necessary funds to strengthen, support and grow their respective Sections.

This funding will be provided without application, specific stipulations, or necessary obligations, but the expectation of the ASHE National Board is that this money will be spent to support both Region and Section stability and growth. To assist the Regions with suggestions as to what the funding should be allocated towards, the following list of potential investments, in no particular order, was developed to be used at the discretion of the Region Board. This list is not all inclusive.

- Initiatives that support ASHE's Strategic Plans including
 - Grow membership with increased diversity
 - Continue as a multi-faceted organization expanding our broader purpose
 - Produce robust annual programs in each member Section
 - Empower the Regions
 - Emerge with innovation and technology
- Supporting Region Travel:
 - Region Officer travel to Section board meeting or membership meetings
 - Region Director travel from the Section to Regional Board meetings
 - Travel to support struggling Section that may need in-person support to reignite
- Subsidizing Region board members attendance to the ASHE National Conference
- Developing and/or hosting a Regional Conference which will eventually raise funds to sustain the region.
- Hosting Regional membership events that bring multiple Sections together
- Supporting new Section growth through monetary subsidies while the Section is establishing itself
- Supporting Section's plans to engage students and form relationships with universities.
- Supporting initiatives brought to the Regions from the Sections that enhance exposure to the local section that will ultimately result in membership growth
- Generate funds to assist with seed money for Sections interested in hosting National conferences.
- Other recommended activities
 - Provide PDH oversight for the Sections and maintain a tracking spreadsheet
 - Coordinate with all Sections and maintain a scholarship tracking log
 - Develop and maintain an annual region budget

Reporting: Each region will be responsible for completing the Funding Planning worksheet prior to 9/1/2023 to plan for the spending of these funds. Each quarter, the Region will be responsible for reporting to the National Board in writing on the strategic use of the funds in the Region Report. At the conclusion of the 2023-2024 fiscal year each Region will be responsible for completing a summary document describing the use of the funds and the total amount spent.

Future Disbursements: The National Board will consider future budget disbursements to the Regions to support on-going initiatives and activities that are proving to make a difference in their growth and stability. Additional disbursements are at the sole discretion of the National Board and may be increased, decreased, or eliminated based upon availability and need. Similarly, the funding for each Region may change based on several factors including size, number of sections, geography, need, and use of previously disbursed funds.

FY 23-24 National Region Assistance Funding Plan

Region	Northeast	Mid-Atlantic	Southeast	Great Lakes	Southwest
Sections	18	9	8	9	4
Officers	5	5	5	5	5
Grow Membership with increased diversity					
Support one in-person region focused meeting (supplement to National Conference) Assumption: 1/3 travel costs covered. Section to cover 1/3 and individual/employer to cover 1/3	\$ 3,833.33	\$ 2,333.33	\$ 2,166.67	\$ 2,333.33	\$ 1,500.00
Continue as a multi-faceted organization expanding our broader purpose					
Annual Subscription	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Produce a robust annual program in each member section					
No costs expected	\$ -	\$ -	\$ -	\$ -	\$ -
Empower the Regions					
Support National Conference attendance Assumptions: Stipend for Region President and 1/4 Sections	\$ 8,250.00	\$ 4,875.00	\$ 4,500.00	\$ 4,875.00	\$ 3,000.00
Region President travel to other section meetings for board members Assumptions: 1/3 Sections in each region per year	\$ 3,000.00	\$ 1,500.00	\$ 1,333.33	\$ 1,500.00	\$ 666.67
Emerge with innovation and technology					
Special Initiatives – could be new sections, membership drive, student initiatives, etc. Assumption: \$1000/10 Sections	\$ 1,800.00	\$ 900.00	\$ 800.00	\$ 900.00	\$ 400.00
Total Cost/Region	\$ 17,183.33	\$ 9,908.33	\$ 9,100.00	\$ 9,908.33	\$ 5,866.67
Motioned Disbursement Amounts	\$ 16,000.00	\$ 9,500.00	\$ 9,000.00	\$ 9,500.00	\$ 8,000.00
Total Cost					
	\$ 52,000.00				

Direct Expenses	
National Conference	\$ 1,500.00
Hotel	\$ 200.00
Transportation	\$ 300.00
Special Initiatives	\$ 1,000.00
Annual Subscriptions	\$ 300.00



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.

Committee Members

Stan Harris, Chair

Michael Bywaletz

Roger Carriker

Richard Meehan

Donna McQuade

E-Mail

sharris80uk@gmail.com

mbywaletz@rameykemp.com

roger.carriker@wsp.com

Richard.meehan@loweengineers.com

McQuadeD@pondco.com

Date: 5/24/23

Report Period: 3/4/23 –5/24/23

Meetings held since the previous Quarterly Report

None

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

Discussions to be brought before the Board

None

Activities

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. During this period, worked with National Treasurer and Committee chairs on finalizing budget for FY 2023-2024.

Budget update

1. 2022 - 2023 Budget: \$0
2. Spent – List items and \$ spent YTD
 - a. N/A
3. Current Budget Balance: \$0



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

E-Mail

Date: 05/25/23

David Greenwood, PE, Chair

greenwoodda@cdmsmith.com **Report Period: 03/03/23-05/25/23**

Stan Harris, PE

stan.harris@stantec.com

Don Dizuzio, PMP

DDizuzio@tandmassociates.com

Calvin Leggett

cleggett@ncdot.gov

Mark Kinnee, PE

makinnee@urbanengineers.com

JT Lincoln

jlincoln@dewberry.com

Meetings held since the previous Quarterly Report

1. Correspondence by e-mail

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

1. None

Discussions to be brought before the board

1. None

Activities:

Great Lakes Region Bylaws approved and posted the Cloud

Circle City Section Bylaws approved and posted to the Cloud

NE Region Bylaws reviewed, and comments made

Central Florida/Orlando Section Bylaws. Comments received and passed onto section. Will follow-up

Central Texas Bylaw reviewed. Comments provided. Will follow-up.

South Carolina Section Bylaws review in progress.

Majority of comments provided to sections and regions involved the use of the new section/region templates on the website, dues structure, and the incorporation of harassment/criminal activity language.

Budget update

1. **2022 - 2023 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.

Date: 2/27/23

Report Period: January 2023 to February 2023

Committee Members

Robert Prophet, chair

Leigh Lilla

Tom Morisi

Nancy Morisi

John Derr

Kevin Duris

Kirsten Bowen

Alice Hammond

Karl Benard

Ryan Thomas

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alhammond@pa.gov

karl.benardz@rsandh.com

rthomas@kfriese.com

Meetings held since the previous Quarterly Report:

- 5/4/23

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

- Resolved: None

Summary of activities:

Committee Meeting was held on 5/4/23. The following is a summary of items discussed at the meeting:

- Brief review of section membership statistics.
- Submitted ASHE marketing materials to Mike Rebert and Cheryl Moon Siriani (Executive Directors) at PennDOT.
- Kevin Duris reported that he had reached out to Bob Latham at APC/ARTBA to get a discussion started about possible booth or advertising reciprocity.
- Kirsten Bowen provided feedback from Great Lakes Region on some additions to the Best Practices Manual

Action items:

- None.

Discussions to be brought before the board: Include \$1,000 in budget for travel to meet with DOTs.

Activities: Update Best Practices Manual

Completed: Contacted PennDOT.

Ongoing Business: See above.

New Business: None

Budget update:

1. 2022-2023 Budget: \$0.00
2. Spent – List items and \$ spent this quarter: \$0.00
3. Current Budget Balance: \$0.00
4. List any Non-Budget Items that should be considered: 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: 5/23/2023

Nikki Parris, Chair

nicole.parris@atkinglobal.com

Report Period: Spring 2023

Mike Hurtt

mhurt@chacompanies.com

Jerry Pitzer

jerry1368@yahoo.com

Brad Winkler

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Roger Carriker

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Jim Shea, Board Liaison

JShea@trcsolutions.com

Nimish Desai

ndesai@dewberry.com

Meetings held since the previous Quarterly Report

1. Date – 3/21/23 Members in attendance – 9 (includes conference chairs)
2. Date – 4/25/23 Members in attendance – 16 (includes conference chairs)

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

Discussions to be brought before the board – None.

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

2020, 2021 and 2022 – Only remaining item is waiting for the EIN to be closed out – waiting on confirmation from IRS.

2023 – Hotel room block is full. 480 (including guests) are registered. Golf will be at Brookstone Country Club (<https://www.invitedclubs.com/clubs/brookstone-golf-country-club>) – 85 have registered and GA Section will open it to their local section to fill in. Conference committee is meeting weekly. \$215K in sponsorship is committed which lines up with their budget. All but one exhibit booth has been filled. Friday night will be a Braves game and Saturday night will be a casino night with a DJ. Guest tours are filling up – wake boarding and fishing were canceled due to little to no registration (these were on Thursday). Have met with incoming/outgoing presidents and secretary/treasurer to discuss agendas. Providing uber codes for National Board for transportation to/from airport. Program book has been drafted and is reviewed by conference committee. Technical tours and speakers have been confirmed and ASHE track is being finalized.

2024 – This has been awarded to Carolina Triangle Section (Raleigh, NC). Diamond Sponsors have agreed to allow 2020 to push their sponsorship towards 2024. New EIN has been established for 2024. Checking accounts have been opened. They have developed a logo which has been approved by National PR committee. Continuing to pull together old budgets and program schedules and update for 2024. They have revised/updated the video from 2020 to show at the 2023 conference. They have worked with a local vendor to provide a Nascar type simulator at the 2023 conference at their booth. They will be providing goodies as well at their booth with a door prize of Raleigh type items in a Yeti cooler. They are also considering a board to allow potential attendees to vote for guest tours and/or technical programs. Shirts have been provided to National Board.

2025 – Will remain at the Kalahari. Logo will be the same as 2021. New EIN has been established and bank accounts are set up. Conference committee held a monthly meeting at the conference site in March 2023 to help work through any potential kinks and help kick off the committees planning activities.

2026 – Potomac section selected, and they are starting to research hotel locations.

Status of committee activities

Guidelines up-to-date – These have been published on National’s website

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

Budget update

1. **2022 - 2023 Budget:** \$ (I’m unsure of my budget – will update on future reports)
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 – N/A**



May 23, 2023

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)

- Current Sponsorship: \$215k committed
- Exhibitor signups are sold out. Two healthcare mistaken signups have been replaced.
- 421 registered, plus 61 guests
- Technical tracks have been determined and speakers notified. Keynote speaker will be Michael Thurmond, DeKalb County CEO, former Georgia Secretary of Labor, historian and book writer.
- Technical tour will go to a nearby construction site and then have lunch at a local brewery (this will overlap with the guest tour). This has sold out and has a waitlist.
- Hotel room block sold out.
- Entertainment Committee
 - Friday night's event will be a Braves game. 341 tickets to the game in the 100-level section of the stadium with \$20 food/beverage/souvenir credit. Tailgate will be in a parking lot adjacent to the stadium with a food buffet, bar.
 - Saturday night event – casino night with DJ.
- Guest Tour options will include
 - Fishing or Wakeboarding were canceled due to low sign ups (1)
 - Atlanta Botanical Gardens as alternative to golf
 - Segway Tour of Atlanta landmarks and Atlanta History Center also canceled
 - City Pass - 1 admission to Atlanta's 5 most popular attractions. Buses will run three times on Friday & Saturday among the sites. Pass good for 1 year.
 - Shopping in Buckhead
 - Hike in the Chattahoochee River National Recreation Area
 - Tour of 3 local Breweries - sold out and waitlist
- Golf will be held in Cobb County, a good location relative to the hotel.

Regards,

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

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

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

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



National Conference Report – May 22, 2023 (2023 2nd Quarter) 2024 ASHE NATIONAL CONFERENCE

Venue: Raleigh Convention Center
Host Hotel: Marriott Downtown
Dates: June 5-9, 2024

Conference Co-Chairs: Drew Joyner & Terry Snow

Executive Committee - Confirmed:

- Drew Joyner (AECOM)
- Calvin Leggett (RK&K) - Treasurer
- Terry Snow (Gannett Fleming)
- Charlie Flowe (KCI)

Subcommittees – Confirmed:

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

ASHE 2020 Wrap-Up

- The only outstanding item is the ASHE 2020 EIN. We submitted our final tax return to the IRS in June 2022 and are currently awaiting a letter from the IRS regarding our ASHE 2020 EIN close.

ASHE 2024 Activities & Accomplishments:

- ASHE 2024 branding/conference logo and shirt logo were completed.
- Refined DRAFT conference budget has been developed (Income: \$420,732.50 Expenditures: \$381,638.64 Net Profit: \$39,193.86).
- DRAFT Tentative Conference Agenda has been developed.
- Sponsorship and Exhibit Plan has been developed.



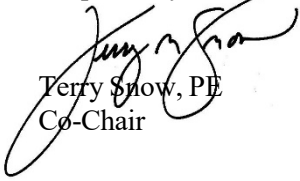
- The ASHE 2024 website is '2024conference.ashe.pro' and it is active.
- Developed a ASHE 2024 marketing plan to be deployed at ASHE 2023.
- Golf – Contract signed with course and plan developed.
- Sporting Clays – Contract under development with Drakes Landing and plan developed.
- Refining Conference Budget

Major Actions for Q3 2023

- Attend ASHE 2023 to promote ASHE 2024
- Refine Draft Conference Budget.
- Implement Sponsorship/Exhibitor Plan after ASHE 2023.
- Contract Printing Company for program books.
- Decide on registration procedures and attendee gifts.
- Develop Tentative List of Sessions, Speakers, and Project Tours
- Guest Programs – Contract with tours and entertainers
- Contract with Friday night event.
- Hold quarterly planning meetings.

This concludes our 2023 Q2 ASHE 2020 and 2024 Report. If you have any questions, please feel free to contact me or Drew.

Respectfully submitted,



Terry Snow, PE
Co-Chair

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



NATIONAL CONFERENCE REPORT – May 25, 2023

Updates in **Bold**

2025 ASHE CONFERENCE

Delaware Valley, East Penn & North East Penn
John Caperilla, Heather Heeter & Richard Cochrane Co-Chairs

June 4 - 8, 2025

- Dates are June 4 - 8, 2025 at the Kalahari Resort in the Pocono Mountains of Eastern Pennsylvania.
- Most committee chairs will carry over from 2021. All committee chairs are in place.
- A logo has been developed. It will be identical to that originally approved for 2021, except for the obvious date change.
- A tax number has been obtained. It is 88-1232952.
- A bank account has been created for the 2025 conference and funds from the 2021 conference (\$23,499.21) have been moved to the account.
- A joint monthly dinner meeting for our three sections **was** held at the conference site for March 9, 2023. It will feature Pennsylvanian DOT executives, and will launch our 2025 conference planning and staffing activities.
- Committee chairs had a kick-off meeting on December 6, 2022. All committee chairs are in place. The committee will meet quarterly for now.
- Current bank balance is about \$19,000.



COMMITTEE QUARTERLY REPORT

NEW SECTIONS COMMITTEE

Committee Members

Brian O'Connor, Co-Chair

Kathryn Fink, Co-Chair

Sam Mody, Incoming Board Liaison

Jason Hewatt, Outgoing Board Liaison

James Barr – Committee Member

Angela Fedak – Committee Member

Kathy Johnson - Committee Member

Glen Kartalis - Committee Member

Mark Kinnee - Committee Member

Haley Slifko – Committee Member

Thomas Ziegler – Committee Member

E-Mail

brian.oconnor@jacobs.com

kathryfink@pa.gov

smody@keller-engineers.com

JasonRHewatt@gmail.com

james.barr@tylin.com

afedak@elrobinson.com

kathy.johnson@mbakerintl.com

glen.kartalis@aecom.com

makinnee@urbanengineers.com

haley.slifko@tn.gov

TZiegler@columbia-engineering.com

Date 5/25/2023

Motions or Discussions to be brought before the National Board (March 11, 2023)

1. 2023-24 Budget

Activity held since the previous Quarterly Report

1. Monthly Denver Core Group Calls
2. Monthly Circle City Board Meetings
3. 3/24 Circle City Lunch Meeting
4. 4/6, 4/19 Kansas City Core Group Meetings
5. 4/12, 5/9 New Section Committee Meetings
6. 4/25 Large Company Coordination Call – Focus Midwest, West initiatives

Established Meeting Dates already set before the next Quarterly Report

1. Date: Ongoing – Monthly Committee Meeting calls
2. Date: Ongoing – Denver/Kansas City Monthly Core Group Meetings
3. Date: Ongoing – Circle City Monthly Board Meetings
4. June: In-person committee meeting at National Conference

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

Section Chartered in 2022:

Circle City (43 Members) – President – Dustin Quincy (Brian and Kathy)

- Officers
 - Vice President – Michelle Gottschalk
 - Treasurer – Jeff Laswell
 - Secretary – Scott Sandstrom
 - Region Director – Kellen Heavin
 - Director – Andy Hahn
 - Director – Alan Mize
- Bank account: \$914.05
- By-laws approved
- March 24 - lunch presentation on I-69 (40 attendees)
- April 28 – Indians Game (27 attendees)
- Summer TBD - Social event
- Working on website and social media
- Monthly Board Meetings

Tier 1 New Endeavors:

Denver, CO – Champion, Josh Hollon (Mark and Kathy)

- Core Group – Working on 12-15
 - 30 prospective members have been identified
- May 17 – Core Group Hybrid Call
 - Focused on finalizing Core Group and what ASHE should be in Colorado
 - Building interest outside of Kiewit and Core Group

Kansas City - Champion, Tom Scully (Brian and Kathy)

- The Core Group has increased to 6 individuals
 - Kiewit expressed interest in assisting with this core group
 - Need additional core group members
- Engage the Great Lakes Region in this endeavor
- Discussion items:
 - 1) strategies to engage the DOT's/public sector; and 2) generating membership interest (HNTB to assist)
 - Initial Officer Selection
- June TBD – Core Group Hybrid Call

Tier 2 Endeavors:

Chicago – Champion, TBD (*Tom and Haley*)

- Attending MAASTO – see below
- Large firm connections – Members of call following up with Chicago counterparts

California – James (Haley)

- Core Group of 0 individual (0 officers, 0 directors)
- San Diego
- Orange County – Setting up follow up call with 3-4 TY Lin Personnel

ACTION ITEMS:

- Develop potential core group lists from large company call

Northeast Region Initiatives:

- Co-Chairs: Glen Kartalis, Rhonda Cardone, and Brian Kisner

Boston (*Sam/Mark*)

- NE Region Initiative – will be led by Rhonda and supported by Dewberry and NS Committee.
- Last NE Region Meeting was held in April 2023 but Sam was not included
- Sam will work with Rhonda to develop their Strategic plan.

Hartford, CT & Portland, ME (*Sam (Mark)*)

- NE Region Initiative – no one has been named to lead this endeavor.
- Need Local Champions/Core Group
- Develop Strategic Plan

Long Range Endeavors -

- Large firm call held April 25th – Jacobs, TY Lin, Michael Baker, AECOM. Each attendee to reach out to counterparts in Midwest and west coast for support/interest.
 1. Michigan - Angela
 - a. Research on DOT setup
 - b. Coordinate with Great Lakes Region
 2. Pacific NW
 3. West Coast
 4. New Mexico
 - a. Initiative on hold

Conferences in Potential Growth Area

- WASHTO – Waikiki, HI (June 4-8)
 - Revisit in 2024
- NASTO – Wilmington, DE (July 9-11) - see attached information

- Do we have anyone attending? Could support NE Region Initiatives
- MAASTO – Milwaukee, WI (August 14-16) - see attached information
 - Registered for exhibit booth
 - Work with publicity committee for updated materials, giveaways, etc.
 - New section committee attending with assistance from Great Lakes region attendees
- Caltrans Innovation Expo – Nov 8-9
 - Re-visit in 2024
- NASTO – Wilmington, DE (July 9-11)
 - Do we have anyone attending? Could support NE Region Initiatives
- MAASTO – Milwaukee, WI (August 14-16)
 - Booth and attendance
- Caltrans Innovation Expo (Nov 8-9)

Budget update

1. **2022 – 2023 Budget:** \$8,100.00.
2. **Spent – List items and \$ spent this quarter (3/3/23 to 5/25/23):**
 - \$0.00
3. **Current Budget Balance:**
 - a. **\$6,410.06** (as of 5/25/23)
4. **Budget Items Next Quarter:**
 - a. Registration for MAASTO Booth
5. **List any Non-Budget Items that should be considered in the 2023 – 2024 budget:** None

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



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

David Greenwood, Chair

Rob Prophet

J.T. Lincoln

Glen Kartalis

Leigh Lilla (Pres.)

Tim Matthews (Past Pres.)

Jim Shea

Kirsten Bowen

Nicole Chau

James Barr

E-Mail

greenwoodda@cdmsmith.com

Date: 05/25/23

Report Period: 03/06/23-05/25/23

Activities since the previous Quarterly Report

1. D Greenwood and Nimish Desai attended Mid-Atlantic Reg. Board Meeting on March 26th.
2. D Greenwood and Nimish Desai attended Mid-Atlantic Reg. Conference on March 27th.
3. Committee Meeting held March 23rd. Focus on Region Funding.
4. Committee Meeting held May 4th. Focus on Region Funding and Directive.
5. Committee Meeting held May 25th. Focus on Finalizing Region Funding and Directive.
6. Final draft Directive on Regional Funding and summary reporting document discussed.
7. Directive addresses funding allocation, suggested uses, reporting, and future distribution.
8. Updates to Operating Manual and Best Practices in process.
9. Decide whether we want separate rep for SE region.
10. Committee agenda focus on follow-up to region workshop.
11. Received positive feedback on all fronts. Important for remaining year and next year.
12. Participated in Mid-Atlantic Regional Board Teams call on May 19th.
13. Committee Membership evolving and not finalized.

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

Distribution of funds from National Reserves to Regions-to be presented by Ad Hoc Committee

Discussions to be brought before the board

Distribution of funds from National Reserves to Regions- See also Ad Hoc Committee Report.

Activities Look Ahead

Continue discussions at the National Board level regarding financial assistance to regions to support the shift of responsibilities for certain committees/subcommittees. Follow-up and reporting.

Budget update

- 1. 2022 - 2023 Budget: \$6,500**
- 2. Spent – Attendance at March 26th Mid-Atlantic Board Mtg. and March 27th Mid-Atlantic Regional Conference: \$530.**
 - a. Current expense items: \$0**
- 3. Current Budget Balance: \$5,720**



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
Dave Greenwood (liaison)

E-Mail

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ASHENationalSecretary@ashe.pro
NMorisi@ashe.pro
greenwoodda@cdmsmith.com

Date: May 28 2023

Reporting Period: Q2-2023

Meetings held since the previous Quarterly Report

1. None

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

None

Discussions to be brought before the board

None

Committee activities

Deleted the following:

- D-28-At Large Membership
- D-29-At Large International Membership
- F-5-Example Dues Invoice questionnaire (obsolete)

Budget update

1. 2022 - 23 Budget: \$0,000
2. Spent – List items and \$ spent this quarter
 - a. None - and none expected.



COMMITTEE STATUS REPORT

SOCIETY HISTORY SUB-COMMITTEE

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

Committee Members

Richard Cochrane, Chair
Stephen Lester
Scott Jordan
Charlie Flowe
Larry Ridlen
Ron Springman
Dave Greenwood (Liaison)

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leridlen@comcast.net
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greenwoodda@cdmsmith.com

Date: 2022-05-28

Report Period: Q2-2023

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 –

Requesting \$2,000 in 2023-2024 to engage TNT Graphic (or other vendor) to design a timeline format and abbreviated history “book” or presentation format for an updated ASHE National History.

Committee activities (Carried from previous reports)

- No activity this quarter. Items carried over are:
 - All available *scanners* (1965 – 2023) have been scanned and posted to the National web site.
 - The committee is going to prepare a timeline presentation format of ASHE events through the years.
 - The committee is investigating a National-only history, with a repository for section histories on the web site. Getting sections to update their own histories in a uniform format is a challenge, whereas a National-only history will be easily updated as events occur, and can be posted on the website at little or not ongoing cost. It can also be printed on-demand as needed.

Status of action items

1. **2022-2023 Budget:** \$0.00
2. **Spent – List items and \$0 spent this quarter**
3. **Current Budget Balance:** \$0.00
4. **List any Non-Budget Items that should be considered. - See above**



COMMITTEE QUARTERLY REPORT

NATIONAL PROJECT AWARD SUBCOMMITTEE

Committee Members

Joe Rikk - Chair
Bob Hochevar
Jerry Pitzer
Frank O'Hare
Stan Harris – (Board Liaison)

Date

5/4/2023

Quarterly Report Period

Summer - May / June

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. Received and judged 8 submissions for the 2022 National Project of the Year Awards.
 - b. Notified winners and runners-up of judging results for 2022 NPOY.
 - c. Began coordination with 2022 NPOY winning team representatives for award presentations.
 - d. Began coordination with National Conference Committee for presentation of the 2022 NPOY awards.
2. Activities planned for the next quarter include:
 - a. Present the 2022 NPOY Awards at the National Conference.
 - b. Coordinate the publication of an article in the ASHE Scanner for the 2022 NPOY winning projects.

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

2022 – 2023 Goals with Action Taken to meet those goals

Goal #1 *Identify Improvements to NPA program*

Progress or Pending Actions: None

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

Progress or Pending Actions: None

Budget update:

1. 2022 – 2023 Expenditures

Income	
Budget from National Board	\$2,500.00
Entry Fees (<i>Estimated</i>)	\$600.00
Total Budget	\$3,100.00
Expenses	
Award purchase	
Shipping Awards	
Conference Attendance	
Total Expenses	
Balance	

2. List any Non-Budget Items that should be considered in the 2023 – 2024 budget: None



COMMITTEE STATUS REPORT
PUBLIC RELATIONS COMMITTEE

Committee Members

E-Mail

Date: 5/24/23

Report Period: Spring

Amanda Schumacher, Chair

aschumacher@borton-lawson.com

Jennifer Hendricks – Kimley Horn

Jennifer.Hendricks@kimley-horn.com

Kathy Johnson – Baker

Kathy.Johnson@mbakerintl.com

Jason Hewatt

jasonrhewatt@gmail.com

Jen Newman – Elevate Marketing Advisors

Jen@elevatemarketingadvisors.com

Donato Di Zuzio (Board Liaison)

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. Email correspondence

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

Resolved:

Discussions to be brought before the board:

- **Get to know you form: Please fill this out by 6/16! [GET TO KNOW THE BOARD](#)**

Activities (cumulative report):

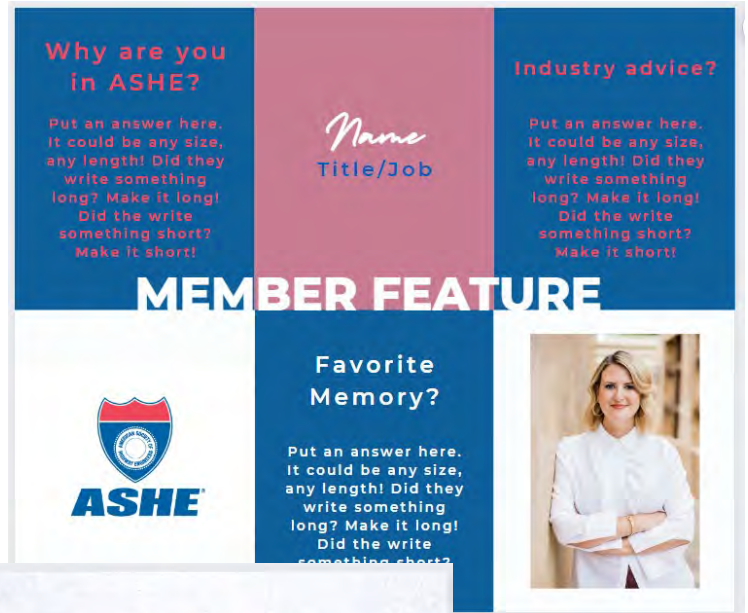
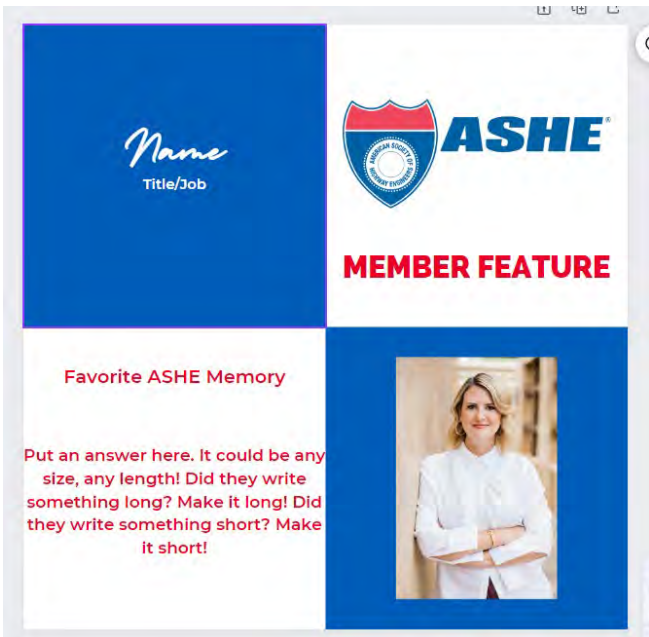
a. ASHE Booth

- 3/31 – Central Ohio – TMACOG Transportation Summit
- 4/25 – First State Section - DelDOT Bridge Design Competition

b. Logo & Message

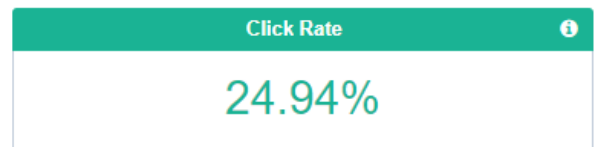
- i. Brand Reinforcement Roll Out
 - Plan for 2023-2024 with getting to know you campaign
- ii. ENR ads – in tandem with membership drive?
 - Re-visit in 2023-2024
- iii. PR Action items:
 - New content:
 1. Student Path with ASHE – draft attached
 - a. Share on all platforms
 - i. Social media
 - ii. Email
 - iii. ASHE communication plan
 - iv. Canva – yearly drip campaign of journey

2. Diversity highlights – to be coupled with social media content
 - a. Build a plan based on feedback from board
 - b. Highlight member base with emphasis on all areas of the industry (more DOT, contractors, etc) and cultures
 - c. Leigh as president ; current cross section of presidents of Sections
3. Canva – Kathy Johnson – ongoing – templates for Sections

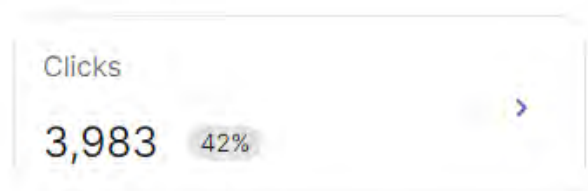
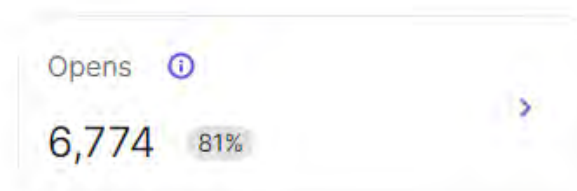


4. On the Road With ASHE podcast
 - a. To be restarted in June 2023
 - b. Found anywhere you get podcasts or on ASHE's website, in the scanner, in the inside lane and here!
<https://www.buzzsprout.com/1896886/9891331>

c. Campaigns: SendinBlue
January

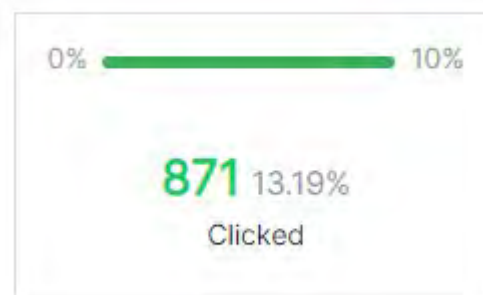


Current - Big Uptick!



Recent Campaigns:

Spring Scanner



d. Social Media Campaign

- i. Continuous momentum with more local Section/activities sharing
- ii. Social media report (+ = increase from May 2020)
 - LinkedIn: 1,216 followers
 - a. + 385 followers
 - Twitter: 222 followers
 - a. +225 followers
 - Facebook: 222 followers
 - a. +82 followers
 - Instagram: 88 followers
 - a. +38 followers

Visitor highlights

72
Page views
▲ 89.5%

28
Unique visitors
▲ 21.7%

10
Custom button clicks
▲ 233.3%

- e. National Conferences
 - i. Georgia 2023
 - Logo approved
 - Ongoing promotions!
 - ii. Raleigh 2024
 - Logo approved
- f. Multi-Briefs – ASHE Inside lane, contract renewed in April
 - i. Article review happening consistently (weekly)

Budget update

1. **2022-2023 Budget: \$5,700**
2. **Spent – List items and \$ spent this quarter**
 - a. **\$56.17 x 5 = \$280.85 - adobe creative suite (Jan-May)**
 - b. **\$39 x 5 = \$195 – sendinblue (Jan-May)**
 - c. **\$12 x 5 = \$60 – podcast hosting – buzzsprout (Jan-May)**
 - d. **\$15.89 x 5 = \$79.45 – zoom podcast recording (Jan-May)**
 - e. **TNT Invoice - \$335.80**
3. **Current Budget Balance: \$2,485.84**
4. **List any Non-Budget Items that should be considered.**

ASHE Leadership Roadmap

- How to Get Involved from Student to National -



2. Local Section Membership

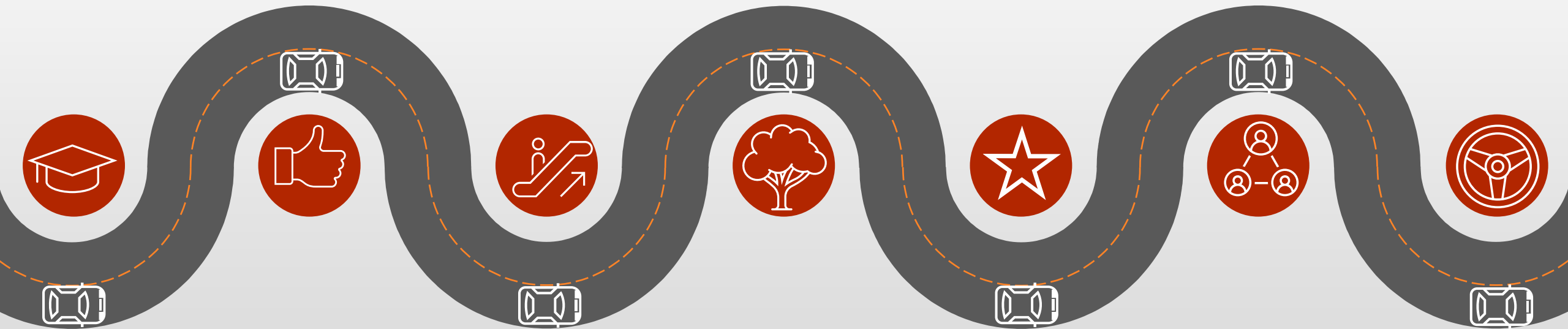
- Committees – Membership, Programs, Public Relations

4. Regional Level

- Leadership – Board, Officers

6. National - Directors

- Regional Directors – 3 year, 2 year, 1 year



1. Student Section

- Officers
- Committees
- Outreach

3. Local Leadership

- Leadership – Board Member & Officers

5. National Committees

- Committee Involvement – Technology, Public Relations, New Sections, Membership, Strategic Planning

7. National Officers

- Officer – Treasurer to President



COMMITTEE STATUS REPORT

scanner COMMITTEE

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

Report Period: Spring 2023

Committee Members:

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

E-Mail:

ashaikha@kimley-horn.com
tntsince87@comcast.net
DDizuzio@tandmassociates.com
sandyivory@yahoo.com
kathrynpower@live.com
levi.littler@woodplc.com

Date:

05/19/2023

Meetings held since the previous Quarterly Report:

1. None, all communication is handled via email.

Discussions to be brought before the board:

1. No discussion to bring forward.
2. My intention to step down as National scanner Committee Chair

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

1. No new motions to bring forward.

Status of activities:

1. Scanner editor continues to reach out to firms to increase advertiser revenue.
2. Developed the 2023 Spring Edition
3. Received articles and inserts for Summer 2023 scanner:

Budget update:

1. 2022 - 2023 Budget: **\$37,500.00**
2. Spent

INVOICES	Period	Invoice #	Date	Amount
Printed	Summer 2022	5153	06/07/21	\$ 6,589.41
	Fall 2022	5164	10/04/21	\$ 6,715.71
	Winter 2023	5233	02/28/23	\$ 6,171.75
	Spring 2023	5240	04/04/23	\$ 6,315.45

Printed Expenses: \$ 24,915.04

Electronic	Summer 2022	N/A	Combined, see above	
	Fall 2022	N/A	Combined, see above	
	Winter 2023	N/A	Combined, see above	
	Spring 2023	N/A	Combined, see above	

Digital Expenses: \$ -

Committee Travel	Scanner			

Committee Expenses: \$

National Conference	Exhibit Booth			
	Hotel			
	Promotional			

Committee Expenses: \$

Total Invoices: \$ 24,915.04

3. Sponsorship Income is directly sent to and tracked by ASHE National.
4. Current net Budget Balance: **\$12,584.96**
5. List any Non-Budget Items that should be considered.
 - a. N/A



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: May 24, 2023

<u>Committee Members</u>	<u>E-Mail</u>	<u>Phone:</u>
Kathryn Fink, Chair	kathryfink@pa.gov	412-608-2662
Nikole Cao, Board Liaison	ncao@bgeinc.com	
Jerry Pitzer	jerrpy1368@yahoo.com	412-498-0188
Kirsten Bowen	knbowen@mbakerintl.com	216-633-1163
Holly Painter	holly.painter@kci.com	850-341-0905

Meetings held since the previous Quarterly Report:

March 8, 2023 – Strategic Plan Committee Conference Call

March 11, 2023 - National Board Meeting – Presented the final draft of the Strategic Plan for National Board review and comments

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

Final Adoption of the Strategic Plan occurred by virtual vote on May 12, 2023.

Discussions to be brought before the board:

1. Strategic Plan Committee Chair would like to discuss monitoring activities and performance tracking.

Activities:

- The Committee has reviewed and updated the Strategic Plan draft based on the comments provided by the National Board members after the March 11, 2023 Board meeting. The Committee finalized the Strategic Plan and submitted for Board adoption.
- The 2023-2026 Strategic Plan was adopted May 12, 2023.
- The Strategic Plan was posted to the ASHE National website on May 18, 2023.
- Proceed with Strategic Plan monitoring activities and performance tracking.

Budget update:

1. **2021 - 2022 Budget: \$500**
2. **Spent – List items and \$ spent this quarter**
 - a. **N/A**
3. **Current Budget Balance: \$500**
4. **List any Non-Budget Items that should be considered.**
 - a.



COMMITTEE STATUS REPORT

TECHNOLOGY COMMITTEE

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

Committee Members

Mindy Sanders, Chair

Scott Jordan, Board Liaison

Nimish Desai

Dick Cochrane, WebMaster

Jacob Morisi, WebHost

E-Mail

mhsanders@pontengineering.com

sjordan@seengineering.com

ndesai@dewberry.com

RCochrane@ashe.pro

jmorisi@jmserversolutions.com

Date: 5/25/23

Report Period:

Summer 2023

Additional Ad Hoc Committee Participants

Tom Morisi

ashenationalsecretary@ashe.pro

Nancy Morisi

nmorisi@ashe.pro

Charlie Flowe

Charlie.Flowe@kci.com

Shayaq Ahmed (Chesapeake)

sahmed@brudis.com

Brian Kisner (First State)

bkisner@centuryeng.com

Luke Sullivan (Middle Tennessee)

luke.sullivan@neel-schaffer.com

Khatereh Vaghefi (Potomac)

khatereh.vaghefi@gmail.com

Meetings held since the previous Quarterly Report

4/26/23 – Server Breach Discussion

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

None

Discussions to be brought before the board

None

Status of Committee Tasks:

Website/Hosting

- Ongoing maintenance performed by Dick Cochrane and Mindy Sanders. Recent updates include updates to Section leadership contacts and page setup for the recent Podcast recording. See attachment for more info.
- Send website requests to Mindy Sanders (mhsanders@pontengineering.com) copy Dick Cochrane (rconchrane@mctish.com)

Cloud

- Continue to improve use and organization of ASHE Cloud – No specific issues known.
- Add users as requested
- Initial research has been done to look at other Cloud Storage Solutions by Tom Morisi – A formal discussion is planned for the Fall Meeting.

Membership Database

ON HOLD per discussion during Oct 2022 Board Meeting until further direction received from the Board

- Ad Hoc Sub-Committee has formed to determine the scope of an RFP for a custom membership website
- Possible 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)
- Next Steps (in no particular order):
 - Finalize RFP – *Draft RFP attached*
 - Determine a list of companies to directly send the RFP to
 - Advertise RFP
- Current Budget - TBD
- Schedule – TBD
- Recent Activity
 - Presented at the ASHE National Board Executive Committee
 - Determined that RFP will be advertised; Board will review proposals; It was noted that the Board does not need to select any of the responders
 - Most recent draft sent to Scott Jordan to finalize 9/30/22

Microsoft Teams

- Contact Nancy to add an event and she will provide Meeting Information including a Call-in number

Survey

- Using free option available through WordPress plugin
- Contact Mindy Sanders (mhsanders@pontengineering.com) to set up a new survey and will coordinate with Nancy to send out to appropriate audience

Other

- ASHE Member Security Flaws – Discussed at March 2023 Board Meeting
 - One does not need to be logged in or have specific credentials to access member and section information and update forms
 - A recent discovery, but it has existed since the inception of the portal

- Discussed at March 2023 Board Meeting
 - Resulting Actions - \$3,500 to begin in June 2023
 - 1) Export data at all levels (National, Region, Section) for only that data shown on the membership application. Currently, the system exports all data.
 - 2) On “Member List” page, change “Multiview Email Export” to “Scanner Email Export”
 - 3) Create export that combines Work and Home emails. These are currently two separate exports.
 - 4) Create export that combines Work and Home addresses. These are currently two separate exports.
 - 5) Remove “Email” page.
 - 6) Create a list that provides the total number of members in each Section.
 - 7) Requested \$3,500 for 2023/2024 Budget; Work to begin in June 2023
- Server Breach

JMSS notified us on 4/15/23 that a server abuse was reported. Two separate Issues were noted:

 - 1) Central Dacotah website was vulnerable based on outdated WordPress versions and plugins. This issue was resolved by 5/3/23 after Jake updated the Central Dacotah’s website using a backup.
 - 2) Large quantities of emails being sent from the 2023 Conference Website. This was determined to be SPAM from a WordPress Form. This issue was resolved once the 2023 Conference introduced a CAPTCHA feature to their website

See Attached Letter and Report from JMSS for further information

The Resulting Cost was \$1,105 and was outside of the standard JMSS scope.

Follow Up Action Items:

- 1) Emails to be sent out to all Sections:
 - a. Keep your websites up to date.
 - b. There are limits to the number of emails that can be sent from the ASHE server before it is flagged as a SPAM account. Sections should not use the ASHE Server to send mass emails. A 3rd party application needs to be used instead.
- 2) Website Guidelines to be updated to include language about updating WordPress
- 3) JMSS to provide a list of sections that use WordPress and their versions

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

- JM Services – Hosting and Database Services 2022/2023 Membership Year
 - 6/1/22 to 5/31/23 - \$4840/yr
 - Includes Hosting (Available to All Sections), Cloud, and Database Service, Server Maintenance, and Annual Domain Registration
 - 6/1/23 to 5/31/24 - \$7351/yr
 - Executed – 3/31/23

- Includes Hosting (Available to All Sections), Cloud, and Database Service, Server Maintenance, and Annual Domain Registration

Budget update

1. 2022-2023 Budget: \$5,540
2. Spent
 - Previous Balance: \$1,600
 - Items and \$ spent this quarter
 - a. Hosting through JMSS - \$1,600
 - b. Additional emergency work from JMSS to repair and mitigate a server breach from the Central Dacotah Section - \$1,105
3. Current Budget Balance: **\$-1,105** – Budget Amendment Needed
4. List any Non-Budget Items that should be considered.

Attachments:

1. Web Change Log 3/3/23 to 5/25/23
2. Server Breach – JMSS Letter
3. Server Breach – JMSS Action Report

Web Change Log 3/3/23 to 5/23/23

Ref #	Description	Requested By	Date Requested	Assigned To	Date Completed
145	Posted updated IRS-990 form	Nancy M	3/1/2023	RNC	3/9/2023
146	Updated "Transportation Links" page	RNC	3/16/2023	RNC	3/16/2023
147	Updated committee page	Nancy M	3/20/2023	RNC	3/20/2023
148	Updated Email Address – Mindy Sanders	Mindy	4/3/2023	MHS	4/3/2023
149	Added 50th History link to Organization menu	RNC	4/11/2023	RNC	4/11/2023
150	Updated Don DiZuzio head shot	Nancy M	4/3/2023	RNC	4/11/2023
151	Updated Stan Harris head shot	Nancy M	4/17/2023	RNC	4/18/2023
152	Updated MA Region contact	Nancy M	5/1/2023	RNC	5/1/2023
153	Deleted D-28, D-29, F5	Nancy M	5/11/2023	RNC	5/13/2023
154	Posted the 2023-2026 Strategic Plan with links	Nancy M	5/16/2023	RNC	5/17/2023
155	Posted National Project of the Year winners	Joe Rikk	5/20/2023	RNC	5/22/2023



J.M. Server Solutions, LLC
251 Collegiate Dr
Johnstown, PA 15904
Phone: 814-242-8410

American Society of Highway Engineers
ATTN: Mindy Sanders
610 Radcon Street
Johnstown, PA 15904

RE: Server Abuse Notification

Dear Mindy:

On April 15, 2023, J.M. Server Solutions was notified by our cloud hosting provider regarding a server abuse report they received from a remote user. Upon investigation, this report was legitimate and caused by an insecure WordPress website that falls under the ASHE umbrella of hosted websites. Additionally, we were also notified of server blacklisting by two major SPAM prevention systems due to a misconfigured contact form on a website.

As with any web host, the customer is responsible for the security of the website that they choose design and host. Therefore, this is official notification that the Central Dacotah website has been suspended until efforts are made to secure their site to best practice standards. The 2023 and 2022 Conference websites are also being monitored for potential SPAM activities.

Failure to properly secure websites and their underlying software or functions is a direct violation of the Terms of Service and Acceptable Use Policy for J.M. Server Solutions. These policies are agreed to when contracts are signed, therefore this also constitutes a breach of ASHE's contract with J.M. Server Solutions.

Rather than taking drastic action, and with consideration of the hours of work already put in to resolving the issue at hand, an After-Action report has been drafted and attached to this letter. It outlines what happened, the remediation steps taken, as well as recommendations ASHE should follow to make sure that this incident does not repeat itself.

I would like to address this incident and report to ASHE National leadership and appropriate persons via a Teams call at a mutually agreeable time. Please contact me via email with available dates and times.

I appreciate your prompt action and consideration in this matter.

Sincerely,

Jacob A. Morisi
President
J.M. Server Solutions, LLC
jmorisi@jmserversolutions.com



Incident: 15399833840

Server Abuse After-Action
Report

Confidential



J.M. Server Solutions, LLC
251 Collegiate Drive
PO BOX 5445
Johnstown, PA 15904

<http://www.jmserversolutions.com>
Facebook: @jmserversolutions

Phone: 814-242-8410



Introduction

This After-Action Report is being created based upon AWS Abuse Report ID number 15399833840. This report contains sensitive information regarding server configuration and company structures. It is not to be shared outside of its intended recipients.

This report is being created for the American Society of Highway Engineers (ASHE). ASHE has a contract with J.M. Server Solutions, LLC (JMSS) through May of 2024. JMSS provides certain web hosting and IT consulting services to ASHE, including section website hosting.

Incident Details

On Saturday, April 15, 2023, at approximately 9:36AM, JMSS was notified of possible IP abuse and violation of terms with its cloud infrastructure host, Amazon Web Services (AWS). Around the same time, internal monitoring reported possible malicious activity on the Central Dacotah Section Web account. A few moments later another notification of possible IP abuse and violation of terms from AWS was received. Both AWS notifications contained information about the JMSS owned cloud instance attacking servers within the internet.

```
>>>
* Comments:
<<<<
Hey there,

just to let you know:

One of your clients using the IP: 18.223.225.26, which is according to whois allocated to you, has abused/attacked one of our server:
hera.iNetWorker.at - IPv4: 138.201.27.25 / IPv6: 2a01:4f8:262:47c1::2

Service: "web"
Time: Sat, 15 Apr 2023 09:24:43 +0200
Hostname or IP: webeast.jmsserversolutions.net

The IP was automatically blocked for more than 10 minutes from further access.

The IP was also automatically reported to AbuseIPDB:
https://www.abuseipdb.com/check/18.223.225.26
```

```
To whom it may concern,

18.223.225.26 is reported to you for performing unwanted activities toward our server(s).

=====
Current records of unwanted activities toward our server(s) on file;
the second field designates our server that received the unwanted connection;
if this is a webserver log, the [VirtualHost] designates the visited website.
-----
Source IP / Targeted host / Issue processed @ / Log entry
-----
* 18.223.225.26 tpc-020.mach3builders.nl 2023-04-14T22:21:52+02:00 18.223.225.26 - - [14/Apr/2023:22:21:43 +0200] "GET /wp-login.php HTTP/1.1" 301
545 "-" "Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:62.0) Gecko/20100101 Firefox/62.0" [VirtualHost: www.brillencentrale-francissen.nl]
* 18.223.225.26 tpc-005.mach3builders.nl 2023-04-14T22:14:11+02:00 18.223.225.26 - - [14/Apr/2023:22:14:04 +0200] "GET /wp-login.php HTTP/1.1" 301
519 "-" "Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:62.0) Gecko/20100101 Firefox/62.0" [VirtualHost: www.landgoeduitjes.nl]
* 18.223.225.26 tpc-036.mach3builders.nl 2023-04-14T21:55:42+02:00 18.223.225.26 - - [14/Apr/2023:21:55:36 +0200] "GET /wp-login.php HTTP/1.1" 301
515 "-" "Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:62.0) Gecko/20100101 Firefox/62.0" [VirtualHost: www.discobrainz.nl]
* 18.223.225.26 tpc-029.mach3builders.nl 2023-04-14T21:30:15+02:00 18.223.225.26 - - [14/Apr/2023:21:30:02 +0200] "GET /wp-login.php HTTP/1.1" 301
525 "-" "Mozilla/5.0 (X11; Ubuntu; Linux x86_64; rv:62.0) Gecko/20100101 Firefox/62.0" [VirtualHost: www.krootinstallatie.nl]
```



At approximately 12:35PM on the same date, JMSS took action to suspend the compromised account and initiated automated scanning and remediation actions.

On Sunday, April 16, 2023, the automated scanning, and remediation actions found approximately 73 modified files containing malicious code and removed them from the account. Many of the files were Wordpress system files and plug-in files which were placed there by the account owner. Further files were identified as “potential malicious” requiring further research into them prior to any deletion or cleaning taking place.

On Monday, April 17, 2023, JMSS was notified by the ASHE National Administrative Assistant that certain ASHE emails were being blocked at their destination. Upon reading the block message, the messages were being blocked by Spamhaus, which is a high-level email filtration system which many platforms reference for SPAM filtration. JMSS immediately initiated a scan of all known blacklists and discovered the server was placed on the Spamhaus and Truncate blacklists due to malicious activity from the server.

Further research revealed that the 2023 ASHE Conference website account was sending unsolicited emails to various email addresses. Over 1,700 emails were sent in a 48-hour period, all of which were of an unsolicited, SPAM type nature.

On the same day at 1:59PM, JMSS emailed the ASHE National Technical contact as well as the ASHE National Secretary and ASHE National Administrative Assistant requesting information and contacts for the affected accounts.

Hi Mindy,

There have been two critical issues with the ASHE web server that cropped up over the weekend. Listed in order of severity:

1. The Wordpress site for the Central Dacotah section was hijacked and subsequently hacked. I'm still performing analysis as to when this occurred, however the attacker was able to gain access to the sections wordpress installation, install malicious code, and use the server as part of a Botnet to initiate attacks on other servers across the internet. This was picked up via internal monitoring as well as an abuse report from Amazon Web Services. To mitigate this issue, I have suspended the Central Dacotah website. A representative from that section will need to contact me ASAP to remedy and fully secure their site. I have also initiated malware scanning which has cleaned around 74 modified and hacked files from their section site.
2. The 2023 conference account has sent out 1,715 emails between 4/15 and today. This activity coupled with the above has landed the server on two high level blacklists, Spamhaus and Truncate. I am working with Spamhaus to have the server removed from their blacklist, and Tuncate does not offer a removal, rather than over time the entry will expire should the malicious activity cease. The 2023 Conference is going to have to verify the email that is being sent from the account is legitimate, and if it is legitimate provide a reason for the number of emails being sent at one time. I must provide this documentation to the blacklist providers in order to remove the server from the list. This is going to require a large amount of time and effort on my behalf.

I will provide a full report once I complete remediation efforts, but in the meantime, it is of the utmost importance that a representative of the Central Dacotah section and a representative of the 2023 conference contact me with immediate priority.

Thanks,
Jake

The ASHE National Technical contact responded at 9:33PM taking responsibility for the 2023 Conference account and noting that a contact form on the website was unsecured and sending SPAM type messages. They noted that they attempted remediation by implementing a RE-CAPTCHA on the form.

Contact has been initiated with the Central Dacotah section for their next steps.



Root Causes and Remediation Efforts

Root Cause 1: An unpatched and unmaintained WordPress installation allowed a vulnerability to be exploited by a remote attacker and compromised the entire server.

While full remediation is expected to take weeks to complete. Initial remediation efforts have included:

- Suspension of the website to block all connections to the server.
- Identification and cleanup of modified files containing malicious code.
 - 74 files have been identified as malicious and removed.
 - This will most likely cause issues with the website when it is permitted to be brought back online.
- Permanent block and abuse report of the suspected cyber criminal's IP address.
- Full scans of the entire server run twice daily to pick up any further malicious scripts or fallout.

Root Cause 2: An unsecured and mis-configured web contact form allowed a remote actor to utilize it to send unsolicited SPAM messages to external email addresses.

Remediation efforts included:

- Restriction of daily emails sent until monitoring of the form in question is completed.
- The ASHE Technical contact implemented a RE-CAPTCHA to try to block the automated submission of forms.

It was noticed that this issue was starting to affect another account (2022 ASHE Conference) but no form can be found on the site itself. Further investigation is ongoing into this matter. It is troubling that the form was set up in such a way that it could be exploited to send email externally. It is recommended that a more hardened method be used to set up any forms.

The SPAM activity caused the server to be placed on two high level black lists, Spamhaus and Truncate. This presents a serious issue for email delivery as most spam filters use Spamhaus as a listing for known SPAM actors. JMSS has requested that Spamhaus remove the server from its blacklist referencing the above incident. After providing documentation, and remediation efforts, they agreed to remove the server. This will take weeks to fully resolve throughout the internet, and knock-on effects will surely be felt for some time. Truncate does not provide a path for removal, and the server will be removed once its reputation improves which will again take weeks.



Path Forward

It is of the utmost importance to make sure that not only these issues are resolved but to also take steps so that they are prevented from happening again. The issues that occurred to generate the abuse report from AWS could have resulted in termination of the server by AWS, which would have affected the whole of ASHE as well as JMSS negatively. It is extremely important to protect the server reputation going forward to fully restore the server's reputation across the internet.

Recommendations:

JMSS is recommending ASHE do the following for both remediation and prevention:

1. Establish a system within the ASHE National structure that provides oversight to all ASHE websites that fall under the ASHE hosting umbrella. This would optimally be a person charged with making sure that all websites are properly updated, secure, and following best practices related to web presence. An example of WordPress security best practices are available here: <https://www.wpbeginner.com/wordpress-security/>. JMSS can provide a list of potentially risky websites and their vulnerabilities. All WordPress based websites can check for and fix vulnerabilities via the WP Toolkit application located in their cPanel accounts.
2. Plan and kick off a review of all existing websites to establish a security baseline, and provide findings to website owners with deadlines for remediations. This would include all WordPress sites, functions, and content.
3. Establish yearly (or similar frequency) reviews of all websites under the ASHE umbrella for security and other related concerns.
4. Consider cyber security awareness training and basic web security training for ASHE webmasters and members.
5. Establish and maintain a list of Section Website web masters or contacts that are able to be notified and respond to incidents and concerns.

Conclusion

JMSS will continue remediation efforts to fully recover from this attack and breach. We highly suggest ASHE follow the above recommendations to better secure their hosting accounts and improve the reputation of their websites. Should no reasonable progress be made on securing section websites, JMSS will implement a method of forcefully securing all sites on the server, which will cause issues for those that run the sites in question.

We appreciate the partnership with ASHE, and hope to come to a swift and satisfactory solution to this unfortunate situation.



**ASHE National Board Meeting Minutes
June 10, 2023**

Attachment 2: Section-Region Reports



REGIONAL REPORT
Great Lakes Region
Regional Directors Quarterly Report
(March 2023 – June 2023)

President: Kirsten Bowen Knbowen@mbakerintl.com
Vice President: Ron Mattox Ron.Mattox@Woolpert.com
Secretary: Jim Shea shea@cvelimited.com
Treasurer: Jamie Scott jscott@bramhall-engineering.com

Activities:

- Great Lakes Region held a board meeting on 3/29/2023 that included the following summary:
 - Strategies for Growth – GLR held Goals Meeting on 3/3 and 3/6 to develop Region goals and how they align with the National Strategic Plan Update.
 - GLR financial audit is pending.
 - Aaron Call hosted a membership committee meeting.
 - Need to confirm Circle City’s participation in the Scanner
 - 2023 POY award program will kick off after the National Conference with an October selection

Operating Budget (As of 5/23/2023)		Membership (As of 5/31/2023)	
Starting Balance	\$6,078.78	Starting Membership	1075
Revenue	\$1,250.00	Losses	2
Expenses	\$750.00	Gains	10
Ending Balance	\$6,578.78	Ending Membership (paid)	1083

Events scheduled during next quarter:

- Great Lakes Board Region Mtg: June 20, 2023

Miscellaneous Items:

- None

Milestones:

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

- None



SECTION REPORTS
Central Ohio
Regional Directors Quarterly Report
(March 2023 – June 2023)

President:	Mike Killian	Mike.Killian@burgessniple.com	2022 – 2023
1st Vice President:	Jordan Gort	Jordan.Gort@strand.com	2022 – 2023
2nd Vice President:	Chad Rundle	crundle@dlz.com	2022 – 2023
Secretary:	Mike Taricska	Mike.Taricska@burgessniple.com	2022 – 2023
Treasurer:	Mike Raubenolt	mraubenolt@structurepoint.com	2022 – 2023

Activities:

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

- Held annual Euchre tournament in April
- Held quarterly Highway Cleanup in April
- Held annual Project of the Year luncheon and installed new board members for 2023-2024
- Hosted ADA training in partnership with the City of Columbus in May

YTD Operating Budget (As of 5/2023) (Includes Investment Accounts)		Membership (As of 2/2023)	
Starting Balance	\$61,555.78	Starting Membership	205
YTD Revenue*	\$99,985.62	Losses	0
YTD Expenses*	\$49,086.07	Gains	2
Ending Balance**	\$66,365.63	Ending Membership (paid)	207

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

Events scheduled during next quarter:

- Annual Ronald Zook Golf Outing scheduled for July 21

Miscellaneous Items: None

Milestones: Nothing Additional



**Bluegrass Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President:	Kevin Damron	KDamron@Palmernet.com	2016-2023
Vice President:	Michael Draper	mldraper@dlz.com	2022-2023
Secretary:	Keith Damron	Kdamron@aei.cc	2019-2023
Treasurer:	Lee Carlisle	LACarlisle@jmcaa.com	2022-2023

Activities:

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

- Held a Virtual Bluegrass Section Lunch Meeting on 3/28/23.
 - 46 Virtual Participants
 - Kentucky’s Electric Vehicle Infrastructure Deployment Plan
Guest Speaker: Mikael Pelfrey, PE, Director, KYTC Division of Planning
Justin Harrod, Electric Vehicle Project Manager
- ASHE Board Meeting on 4/17/2023.
- Held a Virtual Bluegrass Section Lunch Meeting on 5/23/23.
 - 70 Participants

<u>Operating Budget (As of 4/01/23)</u>		<u>Membership (As of 5/24/23)</u>	
Starting Balance	\$13,332.55	Starting Membership	116
Revenue	\$532.60	Losses	1
Expenses	\$985.28	Gains	2
Ending Balance	12,879.87	Ending Membership	117

Events scheduled during next quarter:

- Continue Corporate Sponsorships
- Continue combined in-person/virtual Bluegrass Meeting.
- Board Meetings

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.
 - Donating \$500.00 for the UK Infrastructure Systems Summer (ISS) program.
 - Donating \$500.00 to UK’s KY Infrastructure Scholars Program.
 - Total Donation = \$1,000.00



- Begin the renewal of Corporate Sponsorships

Milestones:

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

- Gain 2 new member.
- Maintained meeting in person.
- Begin process for next year's Project nominations.



**Cuyahoga Valley Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President:	Dean Wolosiansky	dvolosiansky@lindsayprecast.com
Vice President:	Santino Piccoli	s.piccoli@tencategeo.com
Secretary:	Scott Basinger	smbasinger@starkcountyohio.gov
Treasurer:	Denny Flechtner	denny319@att.net

Activities:

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

- March 16 Annual ASHE/NEOCEA Billiards Tournament
- April 6 Outstanding Highway Projects Awards luncheon
- April 20 Joint ASCE/ASHE meeting – NE Ohio Construction Industry Trends
- May 25 Annual Golf Outing

<u>Operating Budget (As of 3/23/23)</u>		<u>Membership (As of 3/23/23)</u>	
Starting Balance	\$10,832.85	Starting Membership	115
Revenue	\$4,267.50	Losses	0
Expenses	\$4,105.00	Gains	0
Ending Balance	\$10,995.35	Ending Membership (paid)	115

Events scheduled during next quarter:

- June 16 Trap Shoot

Student Chapter Update: None.

Miscellaneous Items:

Milestones:

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



**Derby City, KY Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President:	Jason Littleton	jason.littleton@wsp.com	2022-2023
Vice President:	Katie Rowe	Katie.rowe@greshemsmith.com	2022-2023
Secretary:	Brian Meade	brian.meade@acocom.com	2022-2023
Treasurer:	Jonathan Berry	jon.berry@burgessniple.com	2022-2023

Activities:

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

- April 11, 2023 – ASHE Derby City Chapter Luncheon at Knight of Columbus –2023 Project of the Year Presentations
- May 2, 2023 – ASHE Derby City Board of Directors Meeting - Jade Palace

<u>Operating Budget (As of 5/02/23)</u>		<u>Membership (As of 5/02/23)</u>	
Starting Balance	\$13,849.86	Starting Membership	80
Revenue	\$659.19	Losses	0
Expenses	\$2,215.00	Gains	1
Ending Balance	\$13,849.86	Ending Membership (paid)	81
Scholarship Fund	\$189.70		
Available Balance	\$12,104.35		

Events scheduled during next quarter:

- June 29, 2023 - ASHE Derby City Section Meeting at Knight of Columbus – KYTC’s Complete Streets Policy Presentation - Keith Lovan (KYTC) and Katie Rowe (Gresham Smith)

Miscellaneous Items:

- We have 10 Corporate Sponsors as of 12/06/22
 - **5 Gold Sponsors-** AECOM, Burgess & Niple, Prime AE, QK4, Gresham Smith
 - **5 Silver Sponsors-** American Engineers, Michael Baker, OR Colan, WSP, HDR
- Awarded Chapter Scholarship in the amount of \$1500 to Aaron Hood for 2023



**Lake Erie Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President: Sean Milroy, P.E.; smilroy@mbakerintl.com; Term ends May 2023
Vice President: Brian Sears, P.E.; bsears@smeinc.com; Term ends May 2023
Secretary: Kathy Johnson, P.E.; kathy.johnson@mbakerintl.com; Term ends May 2023
Treasurer: Steve Tyneski, P.E.; Steven.Tyneski@dot.ohio.gov; Term ends May 2023

Activities:

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

- March 21, 2023; (In Person Attendance 91) ASHE Lake Erie Outstanding Transportation Project of the Year Awards presented by Julie Meyer, Kerry Hart, Sean Milroy, Sean McDermott & Doug Blank
- April 4, 2023; (In Person Attendance 79) Cleveland North Coast Connector presented by Debbie Berry & Allison Lukacsy-Love
- May 16, 2023 Board Meeting held at Michael Baker International office. 11 member in attendance with 3 on the phone, included the two soon to be new to the board Directors Dennis Albrecht & Jennifer DoVale. Major discussions included getting Star Chapter started, the 2023-2024 program year events, and handing off assignments with the change of the board.

<u>Operating Budget (As of 5/15/2023)</u>		<u>Membership (As of 5/1/2023)</u>	
Starting Balance	\$36,290.37	Starting Membership	225
Revenue	\$5,087.61	Losses	0
Expenses	\$12,243.01	Gains	2*
Ending Balance	\$29,134.97	Ending Membership	227

*applications not yet sent to Nationals

Events scheduled during next quarter:

- June 7-11 ASHE National Conference in ATL
- July – Geotechnical Exploration Happy Hour

Miscellaneous Items:

-

Milestones:

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



**NW Ohio Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President: Pete Bick, pjbick@aol.com
Vice President: Tom Yurysta, tyurysta@proudfootassociates.com
Secretary: Amy Zimmerman, azimmerman@dgl-ltd.com
Treasurer: Richard Spino, rspino@manniksmithgroup.com

Activities:

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

- 01/19/23 – John F. Greenhalge, Executive Director State Board of Registration for Professional Engineers and Surveyors, Engineering Ethics

<u>Operating Budget (As of 5/15/23)</u>		<u>Membership (As of 5/15/23)</u>	
Starting Balance	\$4778.48	Starting Membership	51
Revenue	\$550.00	Losses	0
Expenses	\$720.76	Gains	0
Ending Balance	\$4607.72	Ending Membership (paid)	51

Events scheduled during next quarter:

- 03/16/23 – Lance Dasher, Transportation Planner TMACOG, Updates to the IJJA funding opportunities.
- 05/18/23 – John Mandula and Ben Zera, O.R. Colon, Most Frequent R/W Acquisition Services Questions.

Miscellaneous Items:

Milestones:



**Triko Valley Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President: Katie Dillenburger, katedillenburger@bayerbecker.com, 2022-2023 term
First Vice President: Terry Dull, terry.dull@groupnei.com, 2022-2023 term
Secretary: Dan Springer, dspringer@ljbinc.com, second term
Treasurer: Eric Kistner, eric.kistner@stantec.com, tenth term

Activities:

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

- March 14, 2023 – General Membership Meeting w/ Ohio Contractors Association (OCA)
- April 15, 2023 – Highway Cleanup
- April 25, 2023 – Board of Directors Meeting
- May 11, 2023 – Golf Outing
- May 23, 2023 – General Membership Meeting – ADS Overview Presentation

Operating Budget (As of 3/23/23)		Membership (As of 3/23/23)	
Starting Balance	\$13,329.15	Starting Membership	159
Revenue	\$18,036.00	Losses	1
Expenses	\$9,878.19	Gains	0
Ending Balance	\$21,486.96	Ending Membership (paid)	158

Events scheduled during next quarter:

- August 2023 – Highway Cleanup – TBD
- September Board of Directors Meeting – TBD
- September General Membership Meeting – TBD

Student Chapter Update:

- ASHE Triko Valley had a meeting with the University of Cincinnati (UC) ASCE Chapter in April 2023. We are looking to schedule a Fall 2023 ASHE meeting at UC.

Miscellaneous Items:

- None



**Central Dacotah Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President:	Eli Ulmer	eulmer@nd.gov
VP:	Vacant	
Secretary:	Matt Schaible	mschaible@sehinc.com
Treasurer:	Mark Kvas	mark.kvas@bartwest.com

<u>Operating Budget (As of 12/2022)</u>		<u>Membership (As of 12/2022)</u>	
Starting Balance	\$47,098.20	Starting Membership	78
Revenue	\$271.19	Losses	0
Expenses	\$138.30	Gains	0
Ending Balance	\$47,231.09	Ending Membership (paid)	78

Activities:

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

- March 14, 2023; “Bidding Law” by Aaron Birst – Ex. Director ND Association of Counties
- May 9th, 2023; “Drone Survey Technological Advancements” by Frontier Precision

Events scheduled during next period:

- There are no further planned ASHE Section meetings for Central Dacotah until next fall due to project season.
- ASHE board will meet and discuss two potential candidates for board positions between June – August.

Miscellaneous Items:

- Central Dacotah Section awarded two scholarships out of the 23 applicants. Scholarship amounts were \$2,000 for rank No. 1 and \$1,000 for rank No. 2
- Central Dacotah Section Secretary Matt Schaible attended the



**Circle City Section
Regional Directors Quarterly Report
(March 2023 – June 2023)**

President: Dustin Quincy; dquincy@infrastructure-eng.com; Term ends May 2024
Vice President: Michelle Gottschalk; gottschalkmm@cdmsmith.com; Term ends May 2024
Secretary: Scott Sandstrom; sandstroms@cdmsmith.com ; Term ends May 2024
Treasurer: Jeff Laswell; jlaswell@graypape.com; Term ends May 2024

Activities:

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

- March 24, 2023; (In-Person Attendance ~40) INDOT I-69 presentation
- April 28, 2023; (In-Person Attendance ~28) Indianapolis Indians baseball game
- Board meetings held every two weeks

<u>Operating Budget</u> <u>(As of 4/28/23)</u>		<u>Membership</u> <u>(As of 2/28/2023)</u>	
Starting Balance	\$1,173.27	Starting Membership	46
Revenue	\$3,277.86	Losses	0
Expenses	\$3,537.08	Gains	3
Ending Balance	\$914.05	Ending Membership	49

Events scheduled during next quarter:

- Board meetings every two weeks
- Event planning committee meetings to plan next program year
- Summer 2023; Social event
- Fall 2023; Begin new program

Miscellaneous Items:

- The board is remaining in place for one more year, with the exception of one director who is no longer active. We did expand the board with three new board positions and replaced the inactive board member for this coming year. Current board is President, VP, Treasurer, Secretary, Region Director, and five Directors.

Milestones:

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



MID-ATLANTIC REGION: **Quarterly Report (First/Second Quarters 2023)** **January 2023 – May 2023**

Hope everyone is having a great spring and is looking forward to warmer weather and summer activities. The Sections are continuing to adapt to the new normal, many Sections of ASHE Mid-Atlantic Region shifting back to in-person meetings while a few are continuing with a mix of virtual and in-person meetings.

The Mid-Atlantic Regional Board conducted several meetings during this reporting period including 3 virtual meetings (January 20th, March 3rd, and May 19th) and an in-person meeting on March 26th.

The Region held our Spring Technical Conference on March 27th at UVA. Attendance was around 45 people for our first conference coming out of the pandemic. We had six great sessions at the conference that included the below topics:

- Application of Lean Principles & Practices to Highway Project Delivery
- Concept Design for the Hampton Roads Bridge Tunnel
- Back to Basics: Systems Thinking for Practitioners
- Digital Capture of Transportation Projects
- Asset Management of Critical Locations
- Erosion and Scour Mitigation at I-895 over Herring Run

The Board will continue to provide our members ASHE leadership opportunities at the Region level through positions on important committees including those for planning the Regional Technical Conference. We also continue to advocate at the Region Board meetings that all Sections to submit articles (and sponsorship) to the scanner committee during their designated quarter for inclusion in the quarterly publication.

We are continuing to update the list of Sectional and Regional Officers for FY 2023-2024 for submittal to ASHE National as Sections vote on their new officers. Updating the list of officers will be an on-going effort when individuals are succeeded at the Section level or change employment.

The Region continues to coordinate with Sections on end of year activities including the accurate and timely completion of Form 990s for submission to the National Treasurer by June 15th. We have also began to discuss the Regions liaison activities that will be taken on in the coming years.

The Region President continues to look for opportunities to participate with each Section by requesting to be notified of all Section events, fundraisers, board meetings, and member meetings to be more visible with the Sections. This effort also allows for sharing of ideas and best practices that each Section has for how they interact and support their respective members.

Regional Financial activities during the period

The had financial activity during this reporting period that related to the Spring Technical Conference. The final closeout with UVA for the Spring Technical Conference facility and food are still being finalized and a check in the amount of \$11,108.92 is still pending with UVA. The current balance in the Region's checking account is \$30,033.99 and the Vanguard investment balance is \$22,879.33.

**Blue Ridge Section
Quarterly Report**

Activities:

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

February 3rd – Website meeting to discuss goals for website updates and content (ASHE President and Treasurer)

February 21st – Membership Meeting – Construction Blasting and Design Considerations (Anna Bosco, EC Pace, Inc.)

March 27th – Mid-Atlantic Spring Conference – supported/attended by several members
May 1st – Board Meeting (Virtual) – Nominating Committee and Annual Meeting Planning

Other:

Operating Budget (as of 5/1/2023)	
Starting Balance (12/1/2022)*	\$7,363.35
Revenue*	\$160.00
Expenses*	\$719.76
Ending Balance (est.)*	\$6,803.59
Scholarship \$ awarded in CY 2022 (June - Aug.)	\$5,000.00

Membership	
Starting Membership	52
Gains	2
Losses	0
Ending Membership	54
Student members (estimated)	

*Aggregate amount of Checking and Savings accounts.

**Carolina Piedmont Section
Quarterly Report**

Activities:

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

Past/Upcoming Meetings:

- May 3, 2023 – Scholarship Golf Tournament
- May 24, 2023 – Member meeting – US 74 Express Lanes and Corridor Improvements presented by RS&H
- June, 2023 – Member Social

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 2023: 0 - University of North Carolina at Charlotte

Other:

Operating Budget	
Starting Balance	\$26,445.81
Revenue	\$ 5,457.12
Expenses	\$ 5,229.84
Ending Balance (est.)	\$26,673.09
Scholarship \$ awarded in CY 2022	\$ 0.00

Membership	
Starting Membership	47
Gains	2
Losses	0
Ending Membership	49
Student members (estimated)	N/A

**Carolina Triangle Section
Regional Directors 1st Quarterly Report**

President: Pete Thompson
 Vice President: Patrick Norman
 Secretary: Brian Lusk
 Treasurer: Ronyell Thigpen

Activities:

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

- Bowling Tournament
- Officer and Director position nominations

The following activities are planned for next quarter

- Golf Tournament
- Summer/Fall Outing
- Membership Renewals
- Century Club

Other:

<u>Operating Budget (as of 4/31/2023)</u>	
Starting Balance	\$89,973.05
Revenue	\$9,088.80
Expenses	\$23,518.37
Ending Balance (as of 4/31/2023)	\$75,543.48
Scholarship \$ awarded in CY 2023	\$0.00

<u>Membership (as of 4/31/2022)</u>	
Starting Membership	190
Losses (Transfer/Dropped)	0
Gains	11
Ending Membership (as of 4/31/2023)	201
Student members (estimated)	10

**Chesapeake Section
Quarterly Report**

Officers:

President: Deni Deliallisi, P.E.
 Vice President: Kathy Walsh, P.E.
 Secretary: Lauren Havener, P.E.
 Treasurer: Greg Barnes

Activities:

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

- BOD Meeting 02/07/2023
- Water Resources-themed technical meeting 02/15/2023
- BOD Meeting 03/07/2023
- Highway-themed technical meeting 03/21/2023
- ASHE Chesapeake/ACEC MD Topgolf Outing 03/30/2023
- Member Appreciation at Camden Yards on 04/21/2023
- Board Appreciation event at Manor Hill Brewery on 05/21/2023

Upcoming activity:

- Annual Golf Outing and Scholarship Fundraiser on 06/01/2023

Other:

Operating Budget	
Starting Balance (01/01/2023)	\$27,451.03
Revenue	\$28,795.13
Expenses	-\$30,389.44
Ending Balance (03/31/2023)	\$25,856.72

Membership	
Starting Membership (01/01/2023)	257
Gains	7
Losses	0
Ending Membership (03/31/2023)	264

**Greater Hampton Roads Section
Quarterly Report**

President: Jennifer Canatsey
1st Vice President: Ken Yarberry
2nd Vice President: Mike Morgan
Secretary: Isabella Mejdrech
Treasurer: Robert Thuma

Activities:

The following is a summary of key activities between 9/30/2022 and 5/31/2023:

- Top Golf Member Appreciation Event – 10/14/2022
- VDOT Cost Estimating Virtual Lunch Presentation - 11/9/2022
- ASHE GHR Virtual Board Meeting - 11/17/2022
- High Rise Bridge Site Visit – 12/9/2022
- ASHE GHR Virtual Board Meeting – 1/27/2023
- ASHE GHR Board Meeting – 2/21/2023
- VDOT Major Projects Update Dinner Presentation – 2/21/2023
- ASHE GHR Virtual Board Meeting – 3/7/2023
- Offshore Wind in Person Lunch Presentation – 3/14/2023
- ASHE GHR Virtual Board meeting – 5/2/2023
- 16th Annual Municipal Highway Roundtable Dinner Presentation – 5/16/2023

Operating Budget (as of 05/24/2023)	
Starting Balance (09/30/2022)	\$33,574.09
Revenue	\$4,109.28
Expenses	\$16,815.72
Ending Balance (as of 05/24/2023)	\$20,867.65

Membership (as of 05/24/2023)	
Starting Membership (01/01/2023)	78
Losses (Transfer/Dropped)	0
Gains	0
Ending Membership (as of 05/24/2023)	78

The following activities are planned for next quarter:

- ASHE GHR Summer Social – July 2023
- Hampton Roads Bridge Tunnel Project Update Dinner Meeting

**N Central West Virginia Section
Quarterly Report**

President: Donald Williams
 Vice President: Matthew Bainbridge
 Secretary: Bridget Biddle
 Treasurer: Leann Rakes

Activities:

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

- Elected new officers – March 3, 2023
- NCWV ASHE Honoree of the Year Dinner – March 9, 2023
- NCWV ASHE Virtual/In- Person Meeting – March 21, 2023

Other:

Operating Budget (as of 05/24/2023)	
Starting Balance (01/01/2023)	\$13,973.06
Revenue	\$4,970.00
Expenses	\$7322.08
Ending Balance (as of 05/24/2023)	\$11,620.98

Membership (as of 05/24/2023)	
Starting Membership (01/01/2023)	-
Losses (Transfer/Dropped)	0
Gains	0
Ending Membership (as of 05/24/2023)	-

- NCWV is working on revitalization and will be working towards an official membership roster. We are hoping to have this finished before the next quarterly report.

**Old Dominion Section
Quarterly Report**

Activities:

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

- Membership Appreciation Social – January 25, 2023
- Technical Meeting – Modular Roundabouts – February 16, 2023

Other:

Operating Budget (as of 3/31/2023)	
Starting Balance (12/1/2022)	\$8,880.05
Revenue	\$292.95
Expenses	\$660.16
Ending Balance (est.)	\$8,512.84
Scholarship \$ awarded in CY 2021 (June - Aug.)	\$2,000

Membership	
Starting Membership	80
Gains	2
Losses	0
Ending Membership	82
Student members (estimated)	0

**POTOMAC Section
Quarterly Report**

Activities:

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

- January 25th – ASHE Potomac Ice Skating at Reston Town Center
- February 12th – ASHE Potomac dinner meeting – Todd Minnix, Transportation Division Chief, Fairfax County
- March 8th – ASHE Potomac dinner meeting – Jeff Folden, MD SHA, I-495/I-270 P3 Project
- April 12th – ASHE Potomac dinner meeting – Gold Sponsor Show Case presentations

Other:

Operating Budget (as of 5/1/2023)	
Starting Balance (12/1/2022)*	\$60,356.22
Revenue*	\$26,933.25
Expenses*	\$25,488.47
Ending Balance (est.)*	\$61,801.00
Scholarship \$ awarded in CY 2021 (June - Aug.)	\$8,000

Membership	
Starting Membership	174
Gains	4
Losses	0
Ending Membership	178
Student members (estimated)	

*Aggregate amount of Checking and Savings accounts.

**South Carolina Section
Quarterly Report Dated 5-19-2023**

The following is a summary of key activities for this quarter: (Report includes activities up to current date of May 19th) – Financials are reflective of the period of Jan 1. To March 31.

- The section held Board meetings and membership meetings on February 7, February 21, April 4th.
- Two members attended the national conference held in Columbia SC in March.
- ASHE SC participated in the Engineers on the Hill day in SC on February 22.
- The section sponsored a membership drive in concert with the SCDOT Highway Conference by hosting a happy hour during the conference.
- A slate of Officers for leadership positions was prepared by the nominating committee for voting in June.
- The National Roster updates were coordinated with Nancy Morisi.
- 2023 Dues notices were sent out to members for renewal.
- 10 PDH's were issued for the April meeting.
- Corporate Sponsorship Renewal/opportunities were sent out to firms and posted on the Website.

Other: The financials below are reflective of account status as of the period of Jan 1, 2023 to March 31, 2023.

Operating Budget	
Starting Balance	16,093.35
Starting Balance	1920.19
Revenue	1636.39
Expenses	16,377.15
Ending Balance (est.)	na
Scholarship \$ awarded in CY 2020 (Oct.-Dec.)	16,093.35

Membership	
Starting Membership	113
Gains	3
Losses	0
Ending Membership	116
Student members (estimated)	0



**NE Region Quarterly Report
March - May, 2023
Reports submitted on May 25, 2023**

President.....Paul McNamee..... Paul.McNamee@kci.com
Vice PresidentScott Cortese scortese@maserconsulting.com
SecretaryDrew Bitner..... dbitner@twp.fairview.pa.us
TreasurerJerry Pitzer jerry1368@yahoo.com

- The region had a balance of \$7,635.18 on 3/16/2023.
- The Northeast Region had their Virtual Board Meeting on March 16, 2023 at 1 PM.
- NE Region had their Election of Officers on May 18, 2023.
- 2023-2025 Officers elected: President: Scott Cortese, VP: Todd Rousenberger, Secretary: Linda Zug. Our Treasurer is not elected the same year as the Secretary.
- Brian Kisner has volunteered to Chair the New Sections Committee for the NE Region.
- The NE Region By-laws will be reviewed again in the near future, in accordance with National new Guidelines.
- NE Region will have a Board Meeting at Conference in Atlanta on June 9, 2023 at 3:45 PM in the Lenox Conference Room.
- A new Student Chapter is being formed at Shippensburg University.
- All Sections were asked to review their websites and By-laws for updating.
- The following Sections have NOT reported: Albany, Central NY, and Mid-Allegheny.



SECTION REPORT

Albany Section Quarterly Report (from 04/01/2023 to 05/26/23)

Officers:

President:	Edmund Snyder, III, PE	esnyder@gpinet.com
1 st Vice President:	Melanie Osterhout, PE	mosterhout@ospaengineering.com
2 nd Vice President:	Vacant	
Secretary:	John Saia, Jr., PE	jsaia@jsquaredconstruct.com
Treasurer:	Addyson Lyons, PE	addysonllyons@gmail.com

Activities:

- None.

<u>Budget (As of 02/28/23)</u>		<u>Membership (As of 08/31/22)</u>	
Starting Balance	\$9755	Starting Membership	84
Income	\$-	Members – New	0
Expenses	<u>(\$-)</u>	Members - Dropped	0
Ending Balance	\$9755	Members - Reinstated	<u>1</u>
		Ending Membership (paid)	85

Events scheduled during the next quarters:

- June 13, 2023: **Albany Section’s 13th Annual Golf Outing** at Van Patten Golf Course in Clifton Park. Breakfast is 7:30am - 8:30am with a shotgun start at 9:00am.
- July 2023: **Membership Meeting** with PDH; Location TBD.
- August 2023: **Breakfast at the Saratoga Race Track**, Saratoga, NY.

Student Chapter Update:

Not Applicable

Miscellaneous Items:

- Article submitted on April 19, 2023: Model Based Digital Delivery for the East 138th Street over the Major Deegan Expressway.
- Voting for new and current officers and board members.
- Sent out renewal notifications.



Milestones:

None

End of Report



SECTION REPORTS

**Altoona Section
Regional Directors Quarterly Report # 4 of FY 2022-2023
(March 30, 2023 – May 16, 2023)**

Officers:

President:	Barb Hoehne, PE	Barbara.Hoehne@stvinc.com
Vice President:	Matthew Walerysiak, PE, CBSI	mwalerysiak@markosky.com
Secretary:	Michele Girolami	michele.girolami@gibson-thomas.com
Treasurer:	Ed Stoltz	e57s@verizon.net

Activities:

- April 27, 2023 - ASHE / PennDOT Workshop at the PennDOT District 9-0 Office.
- May 17, 2023 - Awards Banquet at the Blairmont Country Club.

<u>Operating Budget (As of 5/16/2023)</u>		<u>Membership (As of 5/16/2023)</u>	
Starting Balance (3/30/2023)	\$36,920.87	Starting Membership (3/30/2023)	186
Revenue	\$6,986.66	Losses	---
Expenses	\$2,162.09	Gains	---
Ending Balance (5/16/2023)	\$41,745.44	Ending Membership (paid)	186*

**We currently have 9 applications for membership – they have been approved by the Section but have yet to be forwarded to National.*

Events tentatively scheduled during next quarter:

- July 10, 2023 - Golf Outing & Picnic at Scotch Valley.

Miscellaneous Items:

- None at this time

End of Report



SECTION REPORTS

**Central New York Section
Regional Directors Quarterly Report
(May 2023)**

Officers:

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

Activities:

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

- No activities this quarter

<u>Operating Budget</u>		<u>Membership</u>	
Starting Balance	\$ 8,061.09	Starting Membership	40
Revenue	\$ 0	Losses	0
Expenses	\$ 1,134.74	Gains	0
Ending Balance	\$ 6,926.35	Ending Membership (paid)	40

Events scheduled during next quarter:

- None

Miscellaneous Items:

- None

Milestones:

- None

End of Report



SECTION REPORTS

Clearfield Section Northeast Region Tri-Monthly Report (March 2022- May 2022)

Officers

President	Jennie McCracken	Jennifer.mccracken@aecom.com
Vice President	Nick Schaefer	schaefern@transassociates.com
Secretary	Diane Purdy	dppurdy@urbanengineers.com
Treasurer	Karen Michael	michakl7427@gmail.com

Activities

March

The March Madness event was held at Axemann Brewery in Bellefonte.

May

The May event was scholarship awards. ASHE Clearfield awarded two scholarships to Sofia Costagliola who attends The Pennsylvania State University; and Tracy Kinzer who also attends The Pennsylvania State University.

June

In June we will be planning a workshop and golf and picnic outings.

Operating Budget and Membership

Operating Budget (As of 03.10.2023)		Membership (As of 03.10.2023)	
Starting Balance	\$ 16,117.67	Starting Membership	184
Revenue	\$ 1,255.42	Losses	0
Expenses	\$ 5,241.28	Gains	3
Ending Balance	\$ 12,131.81	Ending Membership	187

Upcoming Events

Date	Event	Location
TBD	Workshop	TBA
08.10.2023	Golf Outing and Picnic Outing	TBA

Miscellaneous Items

- Community outreach by supporting area food banks and shelters

Milestones

- Scholarship Awards

End of Report

Submitted by:
Diane Purdy, PE
Secretary
ASHE Clearfield Section



SECTION REPORTS

Delaware Valley Section Quarterly Report (March 2023 to May 2023)

Submitted by: John Caperilla, Regional Director

Officers:

President:	Isaac Kessler	isaac.kessler@rve.com
1 st Vice President:	Amber Midgely	amber.midgely@aecom.com
2 nd Vice President:	Steve Disciullo	steven.disciullo@mbakerintl.com
Secretary:	Kevin Rice	krice@hntb.com
Treasurer:	Matthew Ward	mtward@transystems.com

Activities:

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

- March 9, 2023 – Joint Meeting with Delaware Valley, East Penn and North East Penn Sections. Three PennDOT District Executives (District 4-0, 5-0, 6-0) Meeting at Kalahari Resorts
- March 15, 2023 – Section Board Meeting and Dinner Meeting. Topic: Cobbs Creek Parkway Study.
- March 29, 2023 – Technical Session. Topic Mitigation Headaches Minimized and Avoided with Self-Sustaining Ecological Design Solutions.
- April 19, 2023 – Section Board Meeting and Dinner Meeting. Awards Dinner and Installation of New Section Board.
- May 17, 2023 – PennDOT District 6-0/ASHE Delaware Valley Workshop

<u>Operating Budget (As of 4/1/23)</u>		<u>Membership (As of 5/1/23)</u>	
Starting Balance (6/1/22)	\$73,544.34	Starting Membership (10/1/22)	366
Revenue (YTD)	\$95,302.00	Losses	0
Expenses (YTD)	\$88,986.38	Gains	24
Ending Balance	\$82,318.05	Ending Membership (paid)	390

Events scheduled during next quarter:

- June 12th – Annual Golf Outing
- June 15th – ASCE YMF/MASTIE/ASHE Younger Members Kickball Tournament
- June – Summer Board Meeting

Miscellaneous Items:

- None

Milestones:

- None.

End of Report

ASHE East Penn Section

Regional Director Quarterly Report (April 1, 2023 to May 22, 2023)

Officers:	Name:	Email:
President:	Michael Grantner, as of 5/2/2023	michael.grantner@stvinc.com
1 st Vice President:	Jay McGee, as of 5/2/2023	jrmcgee@hntb.com
2 nd Vice President:	Mohamed Elghawy, as of 5/2/2023	melghawy@tpd.com
Secretary:	Tom Dominiecki	tdominiecki@gfnet.com
Treasurer:	Carl McGloughlin	cmcgloughlin@jmt.com

Quarter Activities:

The following is a summary of key activities for the 2nd quarter of 2023:

- Tuesday April 18, 2023 at 4:30 PM
Delaware River Joint Toll Bridge Commission (DRJTBC)
Speakers: Michael McCandless, PE, DRJTBC; John Schroettner, PE, GPI; Jerome Lacotta, PE, JMT
Lafayette College, Marquis Hall, Easton, PA
Number of attendees: 45
Amount raised for scholarship fund: \$175

- Tuesday May 2, 2023 at 5:30 PM
ASHE East Penn Project of the Year Awards and Presentation
Installation of Officers
Hotel Bethlehem, Bethlehem, PA
Number of attendees: 48
Amount raised for scholarship fund: \$105

<u>Budget (As of 5/21/2023)</u>		<u>Membership (As of 5/21/2023)</u>	
Starting Balance (5/31/2022)	\$49,033.90	Starting Membership (9/30/2022)	133
Income	\$79,104.72	Members – New	0
Expenses	(\$76,115.06)	Members - Dropped	0
Ending Balance	\$52,023.56	Ending Membership (paid)	133

Events scheduled during the next quarter:

Anticipated location for the dinner meetings, unless otherwise noted, will be the Hotel Bethlehem in Bethlehem, PA

- Wednesday June 28, 2023
Summer Planning Session at Bru Daddy's, Allentown, PA
ASHE East Penn Board only

- September 2023 Dinner Meeting:
Topic TBD, usually Pennsylvania Turnpike

- ASHE East Penn Annual Golf Outing – September 2023.
Time and place TBD.

- October 2023 Dinner Meeting:
Topic and date TBD
- November 2023 Dinner Meeting:
Topic and date TBD

Student Chapter Update:

- Not Applicable

Miscellaneous Items:

- Scholarships in the amount of \$5000 were awarded this year to four high school seniors. Listed below are the winners with their high school and college:
 - Mason Begis, Tri-Valley HS / Thaddeus Stevens Tech
 - Alexander Burian, Tri-Valley HS / Penn State
 - Zachary Kauffman, Exeter HS / Purdue University
 - Kole Miller, Tri-Valley HS / Penn State
- 2023-2024 Officers are as follows:
 - President – Michael Grantner
 - 1st Vice President – Jay McGee
 - 2nd Vice President – Mohamed Elghawy
 - Secretary – Thomas Dominiecki
 - Treasurer – Carl McGloughlin
 - Immediate Past President – Chris Stanford
 - NE Penn Regional Representative – Todd Rousenberger
 - Board of Directors:
 - One Year: David Rostron, Jamie Graham, Jim Brady
 - Two Year: Kyle Oszeyczik, Justin Drager, Matthew Dao
 - Three Year: Chris Morgan, Tim Penrose, Jerry Fry

Milestones:

- None

End of Report

SECTION REPORT

First State Section Regional Directors Report (April 6, 2023 – May 25, 2023)

Officers

President: Leonard J. Brooks, Jr. lbrooks@geolyn.com
1st Vice President: Christopher Walsh cwalsh@kleinfelder.com
2nd Vice President: Mark DeSantis mdesantis@rkk.com
Secretary: Matheu Carter matheu@udel.edu
Treasurer: John Jensen John.Jensen@kci.com

Activities:

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

- **April 20, 2023** – Walk and talk tour of the Delaware Avenue (Newark) Separated Bikeway
- **May 17, 2023** – Hall of Fame Banquet, election, installation of new officers

Operating Budget (As of 5/4/2023)		Membership (As of 09/30/22)	
Starting Balance	\$ 43,812.30	Starting Membership	215
Revenue	\$ 11,685.00	Losses	0
Expenses	\$ 15,953.90	Gains	0
Ending Balance	\$ 39,543.40	Ending Membership (paid)	215

Events scheduled during next quarter:

- None

Student Chapter update:

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

Miscellaneous Items:

- Since 1997-1998, First State Section has awarded scholarships totaling \$215,800 (through the 2022 awards).

Milestones:

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

- Since just January 2016 (beginning of cumulative tracking), First State Section has issued 1,517 PDHs; at a conservative value of \$50/PDH, this is a benefit to membership of \$78,825.

End of Report



SECTION REPORTS

**Franklin Section
Regional Directors Quarterly Report
(April 2023 – May 2023)**

Officers:

President:	Megan McDermott	mcdermott@msconsultants.com
Vice President:	Darlene Stringos-Walker	dstringos-walker@agesinc.com
Secretary:	J.T. Lincoln	jlincoln@dewberry.com
Treasurer:	Darin Hettich	dhettich@gpinet.com

Activities:

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

- April 5, 2023
Section Board Meeting
- April 18, 2023
Section Meeting at Trails to Ales2 with presentation by ms consultants (57 attendees)
- May 16, 2023
Section Meeting at Wanango Country Club with presentation by McCormick Taylor (50 attendees)

<u>Operating Budget (As of 5/22/2023)</u>		<u>Membership (As of 5/22/2023)</u>	
Starting Balance (2/28/23)	\$16,630.93	Starting Membership (4/1/23)	123
Revenue	\$4,549.63	Losses	6
Expenses	\$4,917.70	Gains	0
Ending Balance (4/28/23)	\$16,262.86	Ending Membership (5/22/23)	123

Events scheduled during next quarter:

- June 20, 2023
Section Meeting at The Oaks with presentation by Gannett Fleming
- June 27, 2023
Section Board Meeting
- July 18, 2023
Steak Cookout

Miscellaneous Items:

Milestones:

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

- None

End of Report

SECTION REPORT
Harrisburg Section
Regional Directors Report
(from Dec 15, 2022 to May 22, 2023)

Officers

President:	Jason Hursh	jhursh@larsondesigngroup.com
Vice President:	Alan Williamson	alwillia@paturnpike.com
Secretary:	Bob Leonard	leonardrj@erdmananthony.com
Treasurer:	Chris Messner	cmessner@gpinet.com

Activities:

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

- Feb 16, 2023 – Evening Social with PTC CEO Mark Compton and Chief Engineer Brad Heigel
- March 23, 2023 – Student Chapter event at Shippensburg University
- April 20, 2023 – Adopt-a Highway Spring Cleanup
- April 25, 2023 – 17th Annual ASHE/PennDOT/PTC workshop

<u>Operating Budget (As of 4/30/2023)</u>		<u>Membership (As of May 8, 2023)</u>	
Starting Balance (12/01/22)	\$63,963.57	Starting Membership (12/12/2022)	366
Revenue	29,789.62	Losses	0
Expenses	29,778.31	Gains	15
Ending Balance	63,974.88	Ending Membership (paid)	381

Events scheduled during next quarter:

- June 6, 2023 – Annual Past Presidents Banquet and Awards Night
- August 4, 2023 – Annual Golf Outing
- August 18, 2023 – ASHE/ASCE/WTS Casino Night

Miscellaneous Items:

- Issued seven (7) scholarships totaling \$17,000 to High School and College students

Milestones:

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

- **None this period**

End of Report

**Long Island Section
Regional Directors Quarterly Report
(April 1, 2023 through May 31, 2023)**

Officers:

President:	Michael Trotta	mtrotta@posillico.com
Vice President:	Jim Bazata	jbazata@gpinet.com
Secretary:	Andrea R. Luft, CCM, ENV SP	aluft@jklengineers.com
Treasurer:	OPEN POSITION	

Activities:

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

- None

<u>Budget (As of 5/31/2023)</u>		<u>Membership (As of 5/31/2023)</u>	
Starting Balance	\$4,596.05	Starting Membership	42
Income	\$0.00	Members – New	0
Expenses	\$0.00	Members - Dropped	0
Ending Balance	\$4,596.05	Members - Reinstated	0
		Ending Membership (paid)	42

Events held during this quarter:

- None;

Events schedule for next quarter:

- TBD - GZA Groundwater Monitoring presentation;
- Working on networking opportunities;

Student Chapter Update:

- Not Applicable

Miscellaneous Items:

- Trying to reintroduce scholarships;

Milestones:

- None

End of Report

SECTION REPORT

North-Central New Jersey Section Regional Directors Quarterly Report (Q2 – 2023)

Officers

President:	Marisa Sapiezynski	msapiezynski@trafficpd.com
1st Vice President:	Atly Botas	abotas@amercom.org
2nd Vice President:	Andres Gomez-Ortiz	agomez@essexcountynj.org
Secretary:	Greg Kuczynski	gkuczynski@gfnet.com
Treasurer:	Robert S. Nash	rnash@bucharthorn.com
Regional Director & National 2nd VP:	Don Di Zuzio	ddizuzio@tandmassociates.com

Activities:

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

- April 26; Project of the Year Presentation (Joint with SNJ).
- May 4; Golf Outing & Scholarship Fundraiser.
- June 15, PANYNJ – Field Trip & Presentation of the Newark Terminal A Building.

Operating Budget (As of 04/30/23)		Membership (As of 04/30/23)	
Starting Balance (04/01/23)	\$ 77,892	Starting Membership (04/01/23)	132
Revenue / Income	\$ 0.00	Losses	0
Expenses	\$ 80.61	Gains	0
Ending Balance (04/30/23)	\$ 77,812	Ending Membership [paid] (04/30/23)	132
		Student Membership	1

Events scheduled during next quarter:

- July; No Meetings/Events Scheduled.
- August; Reorganization Meeting.
- September; NJTA/NJDOT Capital Program Presentation (Joint with SNJ).

Student Chapter Update:

- We have formed a second student chapter and are looking at two more schools.

Miscellaneous Items:

- Virtual board meetings are held the week before the monthly meetings.

Milestones:

No Activities this period.

End of Report

SECTION REPORT

North East Penn Section Regional Directors Report (January, 2023 – May, 2023)

Officers

President:	Butch Frati	E-mail address:	bfrati@wilkes-barre.pa.us
Vice President:	Bob Bochicchio	E-mail address:	rbochicchio@gpinet.com
Secretary:	Bob Naugle	E-mail address:	rnaugle@pennoni.com
Treasurer:	Ryan Rostocki	E-mail address:	RRostocki@borton-lawson.com

Activities:

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

- January 2023 – Managing Construction Vibration Risk, held at Colarusso’s, Moosic, PA
- February 2023 – Pile Dynamic Analysis (PDA) & Case Pile Wave Analysis Program (CAPWAP) for pile installation, held at Colarusso’s, Moosic, PA
- February 2023 - ASHE North East Penn Board Meeting, Leggio’s, Wilkes-Barre, PA
- March 2023 – Joint District Executive Panel Discussion, Kalahari Resort, Pocono Manor, PA

Operating Budget (As of 02/20/23)		Membership (As of 03/31/23)	
Starting Balance (6/22)	\$40,196.22	Starting Membership (12/22)	132
Revenue	\$46,103.30	Losses	0
Expenses	\$46,907.62	Gains	3
Ending Balance	\$39,391.90	Ending Membership (paid)	135
		Student Membership if known	

Events scheduled during next quarter:

- April 2023 – East/Northeast Extension Pennsylvania Turnpike Improvements and Transformation, held at Wilkes University, Wilkes-Barre, PA
- May 2023 – Installation of Officers and State of the District, Engineering District 4-0

Student Chapter update

- Actively working with local King’s College and Wilkes University on student attendance.

Miscellaneous Items:

- Nothing to report at this time.

Milestones:

- Nothing to report at this time

End of Report

**New York Metro Section
Regional Director Quarterly Report Q1/Q2
(January 1, 2023 – May 15, 2023)**

Officers:	Name:	Email:
President:	Oscar F. Bustos, PE	obustos@entech.nyc
1 st Vice President:	Andrew Schueller, PE	aschueller@malickandscherer.com
2 nd Vice President:	Vacant	N/A
Secretary:	Maria Losyeva, PE	Maria.Losyeva@jacobs.com
Treasurer:	Sajid Sheikh, PE	Ssheikh@enovateengineering.com

Quarter Activities:

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

1. Board meetings on January 3rd, February 7th, March 14th, April 4th, May 22nd and June 20th.
2. January 17th: Large Project of the Year 2022: Hunts Point Interstate Access Improvement Project - Contract 1
3. February 21st: Small Project of the Year 2022: 9th Avenue and Gansevoort Street Reconstruction and Scholarship Awards Program
4. March 21st: Justice 40, What is it and What Projects Will be Impacted by It?
5. April 18th: Women in Leadership Panel
6. May 16th: NYCDOT Design-Build Program and Automated Truck Enforcement

<u>Budget (As of 05/15/23)</u>		<u>Membership (As of 05/15/23)</u>	
Starting Balance	\$45,770.03	Starting Membership	200
Income	\$35,873.51	Members – New	17
Expenses	\$64,934.36	Members - Dropped	0
Ending Balance	\$16,709.18	Members - Reinstated	0
		Ending Membership (paid)	217

Events scheduled during the next quarter:

- Board meeting scheduled for July 11th, August 8th, and September 5th.
- September 12th: Thomas Foley, PE - NYCDDC

Student Chapter Update:

- Future Leaders Committee is planning upcoming activities.

Miscellaneous Items:

- Project of the Year (Small and Large) winners awarded
- Fifteen (15) scholarships were awarded to students
- ASHE New York Metro migrated to the new website: <https://ashenymetro.org>

Milestones:

- None

End of Report



SECTION REPORTS

**Pittsburgh Section
Regional Directors Quarterly Report
(March – May 2023)**

Officers

President:	Dan Laird	E-mail address	Daniel.Laird@mbakerintl.com
Vice President:	David Mikec	E-mail address	David.Mikec@rve.com
Secretary:	Chuck Nash	E-mail address	cnash@msconsultants.com
Treasurer:	Jerry Pitzer	E-mail address	jerry1368@yahoo.com

Activities:

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

- April 29, 2023 Adopt a Highway
- May 9, 2023 Dinner Meeting at Narcisi Winery with Jason Zang
- May 26, 2023 Golf Outing at Willowbrook Country Club

<u>Operating Budget(As of 05/10/2023)</u>		<u>Membership (As of 05/10/2023)</u>	
Starting Balance	\$58,240.61	Starting Membership	545
Revenue	\$31,632.76	Losses	0
Expenses	\$20,446.67	Gains	11
Ending Balance	\$69,426.70	Ending Membership (paid)	556

Events scheduled during next quarter:

- July 2023 Pirate Game

Miscellaneous Items:

- Actively involved in School Presentations to Students

Milestones:

- Induction of Officers to occur at May Meeting

End of Report



Southern New Jersey Section
 Regional Director Quarterly Report
 (December 2022 – February 2023)

Officers:	Name:	Email:
President:	Heather Sabetta	Heather@ace.engineer
1 st Vice President:	Chris Gentz	Chris.Gentz@wsp.com
Secretary:	Sara Irick	Sara.Irick@FPAengineers.com
Treasurer:	George Zimmer	George.Zimmer@wsp.com

Quarter Activities:

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

- December 7, 2022– Holiday Social/Homefront Toy Drive
- January 31, 2023 – Ethics - Urban Engineers’ Urban Training Institute
- February 22, 2023- Route 206 Bypass Contract B, Dewberry with NJDOT

<u>Budget (As of 2/28/23)</u>		<u>Membership (As of 2/28/23)</u>	
Starting Balance	\$112,534.60	Starting Membership	174
Income	\$12,809.57	Members – New	9
Expenses	\$15,096.41	Members – To Be Dropped	12
Ending Balance	\$110,247.76	Members - Reinstated	0
		Ending Membership	171

Events scheduled during the next quarter:

- March 14, 2023 - Traffic Safety Joint Meeting with MASITE
- April 26, 2023 – Project of the Year- SNJ & NCNJ
- May 2023- Delaware Memorial Bridge UHPC Project, WSP
- July 10, 2023 – Scholarship Golf Outing

Student Chapter Update(SNJ-NCNJ Joint Education Committee):

- Active Chapters (all functioning with bi-weekly general meetings; supplemental funding by SNJ unless otherwise noted):
 - Rowan – Has built solid core membership; working on advertising the club more to attract additional members
 - Mercer County Community College – Strong and steady membership; provides regular meeting minutes showing activity
 - Rutgers – Funded by NCNJ; Hosting AutoCAD workshops and information sessions with outside organizations
- Prospective:
 - Rowan at Cumberland – No Update

- Rowan at Gloucester – No Update
- NJIT – NCNJ is helping lay the groundwork for a new chapter and is working closely with students there to get started
- TCNJ – A graduate of MCCC is working on establishing a chapter; about halfway through a multiple-approvals process

Miscellaneous Items:

- None

Milestones:

- None

End of Report

QUARTERLY SECTION REPORT

SWPA Section
(April, May, & June 2023)

President: Dave Kozel – kozeld@erdmananthony.com
Vice President: Jonathon Balko – jbalko@markosky.com
Secretary: Melissa Heffern – mheffern@spkengr.com
Treasurer: Carl Buchanan – cbuchanan@spkengr.com
Region Rep: Matt Kusic – mkusic@GFNET.com

Activities scheduled during this quarter:

- April, 2023 – -----
- May 12, 2023 – 2023 Spring Outing Scramble – The Madison Club
- May 31, 2023 – Monthly Meeting at Bella Terra Vineyards
- June, 2023 – -----

<u>Operating Budget (As of 4/1/23)</u>		<u>Membership (As of 4/1/23)</u>	
Starting Balance (4/1)	\$149,338.29	Starting Membership (1/1)	225
Revenue	\$17,042.50	Losses	
Expenses	\$678.50	Gains	1
Ending Balance	\$167,690.43	Ending Membership (paid)	226

Events scheduled during next quarter:

- July, 2023 –
- August, 2023 –

End of Report



SECTION REPORT

Williamsport Section Regional Directors Report (April 2023 – May 2023)

Officers

President:	David Hamlet	dhamlet@GFNET.com
Vice President:	N/A	
Secretary:	Jason Campbell (Acting)	jason.campbell@cdrmaguire.com
Treasurer:	Scott Hunter	shunter@Dewberry.com

Activities:

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

- 4/20/23- Joint meeting with Clearfield- Fern Hollow Bridge emergency replacement

<u>Operating Budget (As of 5/15/23)</u>		<u>Membership (As of 5/15/23)</u>	
Starting Balance (4/1/23)	\$9,157.16	Starting Membership (4/1/23)	82
Revenue	\$ 1.48	Losses	0
Expenses	\$ 0.00	Gains	3
Ending Balance	\$9,158.64	Ending Membership (paid)	85

Events scheduled during next quarter:

- 6/16/23- Annual golf outing
- September filed view of CSVT project

Miscellaneous Items:

- None

Milestones:

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

- None

End of Report

REGION REPORT

Southeast Region Regional Directors Report (from – 01/01/23 to 4/30/23)

Regional Officers

President:	Sunserea Gates	SGates@vhb.com
Vice President:	Holly Painter	Holly.Painter@kci.com
Secretary:	Danielle Blanchard	DBlanchard@via-cs.com
Treasurer:	Donna McQuade	McQuadeD@pondco.com
Past President:	Ron Osterloh	ROsterloh@moffattnichol.com

Reporting Regions

Northeast Florida, Central Florida, South Florida, Tampa Bay, Georgia, Middle Tennessee, Tennessee Valley, Alabama

Activities

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

- SE Regional Board Meeting & National Board Meeting (In-Person) on 1/13/2023.
- Board members attended Region Workshop on 1/13/2023 and provided input.
- Middle Tennessee Region submitted Scanner article for spring edition (January 15).
- First “Operating Strategy” ad-hoc committee (to review SE Region Bylaws and Operations Manual) meeting held on 4/3/2023.
- SE Regional Board Meeting (Virtual) on 4/21/2023.
- Revitalization for the South Florida Section is making progress and meeting goals.
 - Current focus is on increasing membership. Coordinated membership updates with National.
 - First 2023 event held 4/14/2023 with 70 in attendance.
- Received 3 National Awards:
 - Gene G. Smith Award (largest numeric increase in membership) – Georgia Section
 - George K. Hart Award (largest % increase in membership) – Central Florida Section
 - Robert E. Yeager Award (new members reflect best balance of employment categories) – Middle Tennessee Section
- Received excellent nominations for Project of the Year Awards, submitted for both >\$20M and <\$20M categories. Unfortunately, did not win either this year but so proud of our Regions efforts!

Operating Budget (As of 11/30/22)	
Starting Balance	\$ 2,439.53
Revenue	\$ 0.00
Expenses	\$ 64.00
Ending Balance	\$ 2,375.53

Events scheduled during next quarter

- ASHE National Conference in our Region (Georgia Section), Atlanta GA, June 7-11, 2023.
- Scholarship Totals due 6/9/2023.
- IRS 990 Forms due 6/15/2023.

End of Report

SECTION REPORT

Northeast Florida Section Regional Directors Report (From 01/01/23 to 03/31/23)

Officers

President:	Brett Harbison, PE	BHarbison@meskelengineering.com
1st Vice President:	Richard Westheimer, PE	WestheimerR@etminc.com
2nd Vice President:	Scott Kroper, PE	Scott.Kroper@rsandh.com
Secretary:	Kenneth Kelley, PE	Kenneth.Kelley@stvinc.com
Treasurer:	Donna McQuade	McQuadeD@pondco.com

Activities:

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

- January 16, 2023 – ASHE NEFL Board of Directors meeting (virtual).
- January 19, 2023 – ASHE NEFL In-Person Luncheon at TopGolf. Topic was our annual “Northeast Florida Transportation Work Program” with presentations by FDOT, City of Jacksonville, JAXPORT, and Clay County. There were 108 registered attendees.
- February 16, 2023 – ASHE NEFL In-Person Luncheon at TopGolf. Stu Matthis, STV presented the topic "Progressive Design Build" for PDH credit. There were 31 attendees, and 22 certificates were awarded.
- February 17, 2022 – E-Week Northeast Florida Kickoff Scholarship Luncheon. Our section provides 4 scholarships to University of North Florida (UNF) students. They are Sebastien Mifsud (Senior, Construction); and David Leite, Samantha Oro, and Ashley Smith (all Seniors, Civil Engineering).
- March 16, 2023 – ASHE NEFL In-Person Luncheon at TopGolf. Stacy Craver and Steven Krupka of the Florida Department of Environmental Protection presented an overview of the DEP, their current initiatives, plans, and informed us of policy changes that relate to ERP. There were 34 attendees.
- March 20, 2023 – ASHE NEFL Board of Directors meeting (virtual).
- March 31, 2023 – the 21st ASHE NEFL Scholarship Golf Tournament was held at Eagle Harbor Golf Course. A beautiful day was had by 138 registered golfers and a core of volunteers.

Operating Budget (As of 12/31/22)		Membership (As of 12/31/22)	
Starting Balance	\$84,714.77	Starting Membership	197
Revenue	\$38,020.86	Losses	0
Expenses	\$21,925.03	Gains	0
Ending Balance	\$100,810.60	Ending Membership (paid)	197

Events scheduled during next quarter:

- April 26, 2023 – ASHE NEFL Board of Directors in-person meeting at TopGolf.
- May 18, 2023 – ASHE NEFL In-Person Luncheon at TopGolf. Mr. Greg Evans, FDOT District Two Secretary will present to our section on the updates and initiatives for District Two.
- May 2023 – ASHE NEFL Board of Directors meeting (virtual).
- June 7-11, 2023 – National Conference in Atlanta. June 15, 2023 – ASHE NEFL In-Person Luncheon at TopGolf. FDOT CADD Office will be providing an update on current 3D modeling.

- July 20, 2023 – ASHE NEFL Summer Social and Director Installation. Location to be determined.
- August 17, 2023 – ASHE NEFL In-Person Luncheon at TopGolf. Mr. Ananth Prasad, President of the Florida Transportation Builders Association, Inc. will provide an update on FTBA activities.

Miscellaneous Items:

-

Milestones:

-

End of Report

SECTION REPORT

Central Florida Section Regional Directors Report (January 2023– March 2023)

Officers

President: Laura Campos, PE lacampos@HNTB.com
Vice President: Dana Chester, PE Dana.Chester@cfxway.com
Secretary: Maile Sprang, PE Maile.Sprang@kimley-horn.com
Treasurer: Rachel Andre, PE randre@gecfla.com

Activities:

Below are activities that have and will take place.

- **Past Events:**
 - Transportation Tuesdays (once every month at different locations)
 - Transportation Summit on February 16th
- **Planned Events:**
 - Transportation Thursdays (once every month at different locations)
 - Clayshoot on October 5th

Operating Budget ⁽¹⁾		Membership ⁽²⁾	
Starting Balance (1/1/2023) (Checking and PayPal Account)	\$21,915.51	Starting Membership (1/1/23)	117
Revenue Expected	\$15,500.00	Losses (Non-renewed during membership drive)	0
Expenses Expected	\$12,300.00	Gains	3
Ending Balance Expected	\$25,115.51	Ending Membership As of (3/31/23)	120

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:

Below are activities that will take place.

- Sinkhole de Mayo on May 18th
- CFX Supplier Diversity Lunch and Learn on June 22nd

Miscellaneous Items:

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.

End of Report

SECTION REPORT

South Florida Section Regional Directors Report (December 2022 – March 2023)

Officers

President:	Naldo Gonzalez	ngonzalez@gfnet.com
Vice President:	Bryan Wilson	Bryan.Wilson@kci.com
Secretary:	Cecilia Villoria	Cvilloria@keithteam.com
Treasurer:	Hugo Gutierrez	Hugo.Gutierrez@hdrinc.com

Activities:

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

- Completed website and using Constant Contact for membership and event enrollment
- 7 New members have signed up online (12 so far)
- Held a Section event planning meeting on 2/24/2023 to for 2023 events
- Coordinate for an industry event, *FDOT Districts 4 and 6 TRC Insights* on 4/14/2023
- Elected a new Section Secretary, Cecilia Villoria

Operating Budget (As of 3/31/23)		Membership (As of 3/31/23)	
Starting Balance (1/1)	\$1,238.96	Starting Membership (1/1)	5
Revenue	\$1,000	Losses	0
Expenses	\$860	Gains	7
Ending Balance	\$1,378.96	Ending Membership (paid)	12

Events scheduled during next quarter:

- FDOT Districts 4 and 6 TRC Insights

Miscellaneous Items:

- New Section Secretary, Cecilia Villoria was added to the Board of Directors

Milestones:

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

- N/A

End of Report

SECTION REPORT

Tampa Bay Section Regional Directors Report (from 1/1/2023 to 4/30/2023)

Officers

President:	Lance Croft, PG	lcroft@mc2engineers.com
Vice President:	Bruno Arriola, PE	BArriola@drmp.com
Secretary:	Mohamad Gebarin, PE	GebarinM@ayresassociates.com
Treasurer:	Sergio Gomez, M.Sc.	sgomez@mc2engineers.com
Regional Director:	Tom Slaughter, PE	mec93@aol.com
Director Y3:	Bharathi Chigurupati, PE	BCchigurupati@drmp.com
Director Y2:	Michael Simon, PE	Michael.Simon@kci.com
Director Y1:	Hida Hilferding, PE	hida.hilferding@atkinglobal.com
Past President:	Pavan Paiavula, PE	PPaiavula@drmp.com

Activities:

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

- None to report.

<u>Operating Budget (As of 4/30/2023)</u>		<u>Membership (As of 4/30/2023)</u>	
Starting Balance	\$ 24,032.22	Starting Membership	61
Revenue	\$ 4,937.32	Losses	1
Expenses	\$ 8,421.79	Gains	4
Ending Balance	\$ 20,547.75	Ending Membership	64

Events scheduled during next quarter:

- None to report.

Miscellaneous Items:

- N/A

Milestones:

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

- None to report.

End of Report

SECTION REPORT

Georgia Section
(from February 1, 2023 to April 30, 2023)

Officers

President:	Sarah Blackburn, P.E.**	sarah.blackburn@greshamsmith.com
1st Vice President:	Lindsey Dunnahoo, P.E.	lindsey.dunnahoo@aecom.com
2nd Vice President:	Bradley Cox, P.E.	bradcox.ashega@gmail.com
Secretary:	Jennifer Lott, P.E.	jlott@aulickengineering.com
Co-Secretary:	Victoria (Tori) Brinkley, P.E.	Victoria.Brinklev@wsp.com
Treasurer:	James Nguyen, P.E.	jnguyen@peachtreecornersga.gov
Director Y3:	Ravi Vachhani, P.E.	rvachhani@moffattnichol.com
Director Y2:	Chris Rideout, P.E.	Jcrideout@croyeng.com
Director Y1:	Karyn Mathews, P.E.	Karyn.Matthews@arcadis.com
Past President:	Shawn Fleet, P.E.	sfleet@heath-lineback.com

** Current President will be on maternity leave mid-March to May 2023. 1st Vice President will assume President duties at that time.

Activities:

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

- **March 5-6, 2023 – ITE/ASHE Transportation Winter Workshop**
 - Location: Augusta Convention Center, Augusta, GA
 - Speakers: Multiple
 - Topic: Multiple
 - 189 Registered Participants
 - 88 ASHE Georgia Members
 - 12.25 PDH Credits Available
- **March 16, 2023 – Poker Tournament**
 - Location: United Consulting Office, Norcross, GA
 - 76 Registered Participants
 - 63 Players
 - 2 Volunteers
 - 11 Spectators
 - Awards:
 - 1st Place: Kyle Wilcox
 - 2nd Place: Bruno Barros
 - 3rd Place: Josh Lejedal
 - Top Female: Nebiat Abraham
 - Most Knockouts: Josh Lejedal
 - First Person Out: Rob Jacquette
- **April 21, 2023 – April Luncheon**
 - Location: Maggiano's Buckhead, Atlanta, GA
 - Speakers: John Hancock & Stephen Lively
 - Topic: Constructability Lessons Learned – Design-Bid-Build and Design-Build
 - 162 Registered Participants
 - 0.5 PDH Credits Available

Budget & Membership:

Operating Budget (As of 4/30/2023)		Membership (As of 4/30/2023)	
Starting Balance (2/1/2023)	\$129,027.21	Starting Membership (2/1/2023)	593
Revenue	\$17,150.41	Losses	0
Expenses	\$12,853.41	Gains	30
Ending Balance (4/30/2023)	\$133,324.21	Ending Membership (4/30/2023)	623

Upcoming Events Scheduled:

- **May 18, 2023 – May Happy Hour**
 - Location: Six Bridges Brewing, Johns Creek, GA
- **June 7-11, 2023 – ASHE National Conference**
 - Location: Renaissance Atlanta Waverly & Convention Center, Atlanta, GA

Miscellaneous Items:

- 2023 ASHE National Conference
 - Planning and committee meetings on-going

End of Report

SECTION REPORT

**Middle Tennessee Section
Regional Directors Report
(From 02/03/23 – 05/19/23)**

Officers

President:	Alex Carpenter	acarpenter@hmbpe.com
1st Vice President:	Jessica Rich	jessica.rich@dot.gov
2nd Vice President:	Chris Armstrong	chris.armstrong@tn.gov
Secretary:	Leanna Whitwell	lwhitwell@ttlusa.com
Treasurer:	Jeff Shaver	jshaver@cecinc.com

Activities:

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

- Held a Joint Member Social Event with TSITE for E-Week 2/23/23
- Held Adopt-a-Highway Service Event 3/4/23
- Held Lunch Meeting on I-24 Motion Program 3/15/23
- Held Lunch Meeting on TDOT Pedestrian/Crosswalk Updates 4/19/23
- Chartered the Student Section of ASHE at Tennessee Tech University 4/20/23
- ASHE Middle TN Technical Session 5/19/23

Operating Budget (As of 05/01/2023)		Membership (As of 05/16/2023)	
Starting Balance (02/03/2023)	\$81,982.67	Starting Membership	302
Revenue	\$4,052.01	Losses	0
Expenses	\$2,220.35	Gains	0
Ending Balance (05/01/2023)	\$84,834.55	Ending Membership	302

Events scheduled during next quarter:

- Budget/Audit Committee Annual Meeting 5/25/23
- ASHE National Conference 6/7/23 – 6/11/23 (Sending 5 members from Middle TN)
- ASHE Member Social Event 6/15/23
- Submit IRS 990 Form by 6/15/23
- ASHE Annual Golf Scramble 8/14/23
- Additional Lunch Meetings

Miscellaneous Items:

- Officer and Board Transition Completed at Technical Session facilitated by ASHE National President on 5/19/23

End of Report

SECTION REPORT

**TN Valley Section
Regional Directors Report
(from 12/09/2022 – 04/30/2023)**

Officers

President:	Jeremy Sims	jsims@croyeng.com
Vice President:	Curt Duncan	Curtis.Duncan@tn.gov
Secretary:	Haley Slifko	Haley.Slifko@tn.gov
Treasurer:	Sandra Knight	nortonleec@aol.com

Activities:

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

- 01/26/2023 – Board Meeting
- 02/09/2023 – Member Meeting (Virtual) – Patrick Fiveash (Gresham Smith), “Marconi Boulevard and Duck Pond Phase 2, Preserving History”
- 02/14/2023 – Joint Social event with TN Section of ITE (TSITE) at Wanderlinger Brewing Company
- 02/20/2023 – E-Week Events
- 02/23/2023 – Board Meeting
- 03/09/2023 – Member Meeting (In Person) – Steve Meyer (TWM Engineers), “The SuperStreet Concept”
- 03/29/2023 – Board Meeting
- 04/13/2023 – Member Meeting (Virtual) – Al Hogan (American Concrete Pipe Association), “Box Culverts and Accelerated Pre-Casting”
- 04/26/2023 – Social Event, Trivia at Oddstory Brewing Company
- 04/27/2023 – Board Meeting

<u>Operating Budget (As of 04/30/2023)</u>		<u>Membership (As of 04/30/2023)</u>	
Starting Balance (12/09/2022)	\$5414.06	Starting Membership (12/09/2022)	113
Revenue	8672.59	Losses	0
Expenses	4200.23	Gains	5
Ending Balance	\$9886.42	Ending Membership (paid)	118

Events scheduled during next quarter:

- 05/04/2023 – Member Meeting (In Person) – TDOT Commissioner Butch Eley, “Transportation Modernization Act”, Officer Installation 2023-2024
- 05/22-24/2023 – TDOT/ACEC Partnering Conference
- 05/25/2023 – Board Meeting
- 06/07-11/2023 – ASHE National Conference
- 06/14/2023 – Joint Social with ACEC/ASCE/TSPE Young Members at Chattanooga Lookouts
- 06/29/2023 – Board Meeting

End of Report

SECTION REPORT

Alabama Section Regional Directors Report (October 2022 – March 2023)

Officers

President:	Theresa Barksdale	tbarksdale@hmbpe.com
Vice President:	John Jennings	jenningsj@dot.state.al.us
Secretary:	Ashley Ann Adams	ashleyann.adams@volkert.com
Treasurer:	John Michael Walker	walkerjoh@dot.state.al.us

Activities:

The following is a summary of key activities since September 2022:

- Held the following 1-hour hybrid in-person/virtual lunch meetings with speakers that offered PDHs:
 - October 20, 2022 at the ALDOT East Central Region Office - Alec Parliament of Foley Products - "Engineering Ethics and Engineering Disasters!". Lunch was provided by Foley Products Company.
 - November 17, 2022 at the ALDOT North Region Office - Jack Kimbrough, Jr., of Barge Design Solutions - "Huntsville's Heartbeat - Assessing and Improving the I-565/Memorial Parkway Interchange". Lunch was provided by Advanced Drainage Systems (ADS).
 - January 19, 2023 at the ALDOT Central Office - Matt Thomason of Goodwyn Mills & Cawood - "Potential Cross-Application of Airport Technologies". Lunch was provided by Sunshine Supplies, Inc.
 - March 15, 2023 at the James C. Buston Training Center (City of Auburn, Engineering Services) - Dr. Michael Perez of Auburn University - "Practical Enhancements to Erosion and Sediment Control Practices".; Lunch was provided by HMB Professional Engineers, Inc..
- Held a Holiday Social in Montgomery at Taste Too on December 15, 2023.
- Held the 2nd Annual ASHE Alabama Golf Tournament on February 5, 2023, in conjunction with the ALDOT Annual Transportation Conference.

Operating Budget (As of 03/31/2023)		Membership (As of 03/31/2023)	
Starting Balance	\$3,265.40	Starting Membership	72
Revenue	\$6,340.66	Losses	0
Expenses	\$5,394.69	Gains	0
Ending Balance	\$4,211.37	Ending Membership	72

Events scheduled during next quarter:

- Will hold two 1-hour hybrid in-person/virtual lunch meetings with speakers that will offer PDHs

Miscellaneous Items:

Still trying to find a section member interested in helping manage website.

Continuing to move meetings around the state to help increase membership and interest.

Working on cleaning up Membership Roster.

End of Report



SOUTHWEST REGION BOARD OF DIRECTORS

James Barr, P.E. (PHX Sonoran)
Southwest Region President
James.Barr@tylin.com

Michael Knowles, CPSM (DFW)
Southwest Region Vice President
MichaelFKnowles@outlook.com

Susie Mason (PHX Sonoran)
Southwest Region Treasurer
smason@GFNET.com

Rhys Keller, PE (CTX)
Southwest Region Secretary
rkeller@jmt.com

Nikole Cao, P.E. (Houston)
Southwest Region Director
Southwest Region National Director
NCao@bgeinc.com

Ahmed Valdez, P.E. (Houston)
Southwest Region Director
avaldez@akvce.com

Suzanne Lansford, P.E. (PHX Sonoran)
Southwest Region Director
suzanne@townlighting.com

Ryan S. Thomas, PE, VMA, CSPF (CTX)
Southwest Region Director
rthomas@kfriese.com

SOUTHWEST REGION QUARTERLY REPORT: May 25, 2023

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

- The Southwest Region continued to meet virtually this quarter.
- The Southwest Region Board of Directors will continue in-kind for 2023-2024 except for Melissa Boyles (Secretary) who will transition to Rhys Keller, and any Sections changing their Regional Directors. An updated Region/Section roster will be made available in the next quarterly report.
- Sections continue to meet in-person.
- Scholarship fundraising activities have continued.

Southwest Board of Directors:

- James Barr, President
- Michael Knowles, Vice President
- Susie Mason, Treasurer
- Melissa Boyles, Secretary (Transitioning to Rhys Keller)
- Nikole Cao, National Director
- Directors Representing Sections:
 - Ahmed Valdez, Houston
 - Suzanne Lansford, Sonoran (Phoenix)
 - Ryan Thomas, Austin (CTX)

Formal goals recognized by the Board include:

- 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

Upcoming Activities:

- Review and update by-laws by Q4 2023.
- Continue meeting monthly (next meeting June 15, 2023).
- Initial planning for a possible 2023 Regional Summit continues.
- The Region is expanding invitations to Board meetings to Section Presidents to foster regional unity.
- We are exploring hosting governance/best practice sessions to discuss activities such as membership drives, social media, scholarship fundraising activities, and other Section functions.

Section updates are attached.

Officers:

Name	Role	Organization	E-Mail	Phone
BOARD MEMBERS				
Adam White	Past President	Terracon	Adam.white@terracon.com	
Gabriel Odreman	President	RPS	Gabriel.odreman@rpsgroup.com	832-940-8121
Ruben Calderon	1 st Vice President	ENTECH	rcalderon@entechhou.com	281-615-9403
Syed Haq	2 nd Vice President	Infratech	syed.haq@infratech-us.com	832-552-9195
Adam White	Treasurer	Terracon	adam.white@terracon.com	832-658-0866
Janina Perez	Secretary	ENTECH	jperez@entechhou.com	281-917-8038

Activities:

The following is a summary of the Houston Section activities for this quarter.

- No event in March
- April 27, 2023 – Client Connection Roundtable – 85 Attendees
- May 18, 2023 – Catherine McCreight – TxDOT Houston District – 54 Attendees

Events Scheduled in the Next Quarter:

- June 13, 2023 – Adrian Garcia – Harris County Commissioner Precinct 2
- July – Young Members Happy Hour

Miscellaneous Items: Nothing to report this quarter.

Milestones: Nothing to report this quarter.

Finances/Membership: Current Balance \$47,929.55 Current Membership 99

Officers:

Name	Role	Organization	E-Mail	Phone
BOARD MEMBERS				
Ryan Hudson	Immediate Past President	City of Mesa	Ryan.hudson@mesaaz.gov	480-644-2627
Suzanne Lansford	President	Town Lighting Engineers	Suzanne.lansford@townlighting.com	480-364-5123
Jessie Gutierrez	1 st Vice President	MCDOT	Jessie.Gutierrez@maricopa.gov	602-489-0050
Josiah Roberts	2 nd Vice President	TY Lin	Josiah.roberts@tylin.com	602-648-2439
Susie Mason	Treasurer	Gannett Fleming	smason@gfnet.com	602-553-8817 ext 8222
Melissa Boyles	Secretary	Valley Metro	Mboyles@valleymetro.org	480-518-2353

Activities: The following is a summary of the Sonoran Section activities for this quarter.

- May 18, 2023 – Annual Scholarship Golf Tournament - \$24,000 was raised for scholarships including a \$5,000 one-time donation from Ames Construction. A special “Ames” scholarship will be presented with this generous donation.
- April 11, 2023 – Jessica Mefford-Miller, CEO, Valley Metro — Valley Metro/Transit Update
- Mar. 14, 2023 – Greg Lingor, Senior Project Manager, HDR and Matt Lacey, Project Manager, Kiewit — CMAR Delivery of I-15 Virgin River Bridge #1, the Longest Steel Girder Span in Arizona History and a Mini Update on I-17 Flex Lanes Project
- Feb. 14, 2023 – Tauny Woo, PE, LEED AP; Robert “Louie” Lewis; and 2nd Lt Leah Wieggers, Luke Air Force Base — Luke Air Force Base - Civil Public Works Planning, Designing, Constructing, and Maintaining in Comparison to State, County, and Cities Approach to Infrastructure Management
- Jan. 10, 2023 – Chris Bridges, Transportation Planning Manager, City of Goodyear, Arizona — City of Goodyear Transportation Master Plan Update
- Monthly breakfast programs are scheduled for the second Tuesday of each month with a July-Aug summer break. During this timeframe a Board social hour to brainstorm the coming term will be held along with the Section’s Annual member appreciation event.

Student Chapter Update: The student chapter of the Sonoran Section has been meeting regularly including a recent site visit to the ADOT Broadway Curve Reconstruction Project wherein three bridges were demolished over a single weekend. The students were excited to see the project activities and interact with ADOT key project staff.

Miscellaneous Items: Nothing to report this quarter.

Milestones: Nothing to report this quarter.

Finances/Membership: Current Balance as of April 2023, \$69,144.95. Current Membership 149.



**ASHE DFW (Dallas-Fort Worth)
Section Quarterly Report (2/23/2023 – 05/23/2023)**

Section Leadership/Organization:

Executive Board

Name	Role	Email
Michael Knowles	President	michaelfknowles@outlook.com
Brian Lopas	Vice President	brian.lopas@conteches.com
WeiYih Tee	Treasurer	weiyih.tee@stantec.com
Chris Hoff	Secretary	chris.hoff@jacobs.com
Hossein Hosseiny	Past-President	hhosseiny@bgeinc.com

Committees

Committee	Name (Chair)	Name (Supports)
Sponsorship	Kevin Feldt	
Membership	Glen Marshall	
Events Planning	Sherry Williams	Dave Clarke
Events PDH	Hank Amen	
Communications	Colton Gill (Co-Chair)	Lynn Ducas (Co-Chair)
Nominating	Hossein Hosseiny	Sherry W, Michael K

Activities This Quarter:

- 02/28/2023 – Monthly Meeting/Luncheon (Speaker: Evelio Hernandez, DART)
- 03/28/2023 – Monthly Meeting/Luncheon (Speaker: Nicole Carrillo, HNTB)
- 04/25/2023 – Monthly Meeting/Luncheon (Speaker: Brendon Wheeler, NCTCOG)
- 05/09/2023 – Member Appreciation Golf Event/Social (Hackberry Creek Country Club)

Planned Activities for the Coming Quarter:

- 05/30/2023 – Monthly Meeting/Luncheon (Scheduled Speaker: Al Alonzi, FHWA)
- 06/27/2023 – Monthly Meeting/Luncheon (Scheduled Speaker: Ricardo Gonzalez, TxDOT Fort Worth)
- No July Meeting Planned

Miscellaneous Items:

- **Sponsorship**
 - Continued efforts to acquire sponsorships for ASHE DFW monthly meetings/luncheons; single sponsor per event, \$1,250.
 - Discussions with IAI regarding partnering with them for their July conference

Financial:

- Balance as of 5/23/2023: \$10,166.32

Membership (as of 05/23/2023)

- Feb 2023: 58
- Mar 2023: 60
- Apr 2023: 65
- May 2023 (Current): 67



ASHE Central Texas Section Quarterly Report (12/1/22 to 05/31/23)

Officers:

Name:	Role:	Name:	Role:		
Jonathan Tronson	jstronson@burnsmcd.com	President	Joey Roberts	Joey.Roberts@Halff.com	Director 1
Sean Weingartner	sweingartner@sam.biz	Vice President	Joe Cantalupo	jcantalupo@kfriese.com	Director 2
Peter Ring	pring@kfriese.com	2 nd Vice President	Adeliza Ramirez	adeliza.ramirez@volkert.com	Director 3
Michael Farn	mfarn@jmt.com	Secretary	Rhys Keller	Rkeller@jmt.com	Regional Director
Fadi Estifan	fadi.estifan@hdrinc.com	Treasurer	Ryan Thomas	rthomas@kfriese.com	2 nd Regional Director
Tara Alexander	talexander@jmt.com	Past-President			

Committees:

	Name (Chair):	Name (Supports):
Sponsorship	Endeson Juanda	Ryan Thomas
Membership	Laura Harris	Michael Farn / Fadi Estifan
Events Planning	Marc Drouin	Tara Alexander
Program Planning	-	Tara Alexander
PDH	Michael Farn	Peter Ring
Scholarship	Joey Roberts	Scott Williams
Tech & Comm.	Barbara Thomas	Rhys Keller
Volunteer	Harrison Schluter	Bennett Love
Young Members	Colby Chandrasoma	Tyler Mitchell
Public Sector Liaison	Adeliza Ramirez	Tara Alexander

Activities This Quarter:

- 12/13/22 – CTX scholarship awards event (speaker: Dr. Amit Bhasin, UT Austin)
- 01/10/23 – Board/Officers appreciation night
- 02/20/23 – Young Members Committee: Joint HH ASCE Austin
- 02/21/23 – CTX monthly event (speaker: Emily Mathes, City of San Marcos)
- 03/21/23 – CTX monthly event (speaker: Wendy Smith & Angela Kennedy, City of Buda)
- 04/11/23 – HH @ Brewtorium Brewery & Kitchen
- 04/22/23 – Volunteer Committee: Austin Animal Center
- 05/16/23 – CTX monthly event (speaker: Omar De Leon, Austin District TxDOT)

Planned Activities for the Coming Quarter:

- Summer Break
- 08/15/23 – CTX monthly event (speaker: TBD)
- 09/12/23 – CTX monthly event (speaker: TBD)

Miscellaneous Items:

- **Volunteering Committee**
 - Adopt-a-Highway cleanup is on-going, completed 3 out of 4 cleanups for 2023. Looking forward to commit another clean up location closer to Austin for 2024 to 2026, coordination on-going with TxDOT.
 - Completed Austin Animal Center volunteer event on 04/22/23, a total of 10 participants.

- Seeking other volunteer opportunities in Fall 2023
- **Sponsorship**
 - 13 annual sponsor firms for FY22-23, \$350 contribution per firm
 - Seeking new annual sponsor firms for FY23-24, projecting \$500 per firm
- **Young Members**
 - CTX sponsored \$250 for ASCE Austin Young Members Forum Joint HH on 02/20/23.
 - Continue to seek networking and partnering opportunities with local professional organizations.
- **Board Nomination Committee**
 - Completed nomination/election process for FY23-24
- **Scholarship:**
 - Fund raising opportunity: UT Square – on hold until logistics are worked out.
 - Fund raising opportunity: Poker Night – cancelled due to very small profit margin.
 - Seeking to host golf tournament in Fall 2023

Operating Budget (snapshot as of 05/24/23)

- Beginning Balance: \$13,436.58
- Revenue: \$2,707.77
- Expenses: \$4,225.40
- Ending Balance: \$11,918.95

Membership (as of 05/24/23)

- Starting: 77
- Losses: 0
- Gains: 9
- Ending Total: 86

End of Report. Prepared by Michael Farn, CTX Secretary Date: 05/24/2023



**ASHE National Board Meeting Minutes
June 10, 2023**

Attachment 3: Director Reports



Jim Shea - National Director Report

Date: 5/25/2023

Report Period: 3/11/2023 – 6/10/2023

National Director Activities:

- 3/6/2023 – ASHE GLR Goals Meeting
- 3/17/2023 – ASHE National Conference Discussion with Derby City/Blue Grass
- 3/21/2023 – ASHE NCC Meeting
- 3/23/2023 – ASHE Operations and Oversight Committee Meeting
- 4/4/2023 – ASHE Lake Erie Monthly Meeting
- 4/25/2023 – ASHE NCC Meeting
- 5/4/2023 – ASHE Operations and Oversight Committee Meeting
- 5/12/2023 – ASHE National Board Meeting
- 5/16/2023 – ASHE Lake Erie Board Meeting
- 5/25/2023 – ASHE Operations and Oversight Committee Meeting

Upcoming National Director Activities:

- 6/20/2023 – ASHE GLR Quarterly Meeting
- 8/24/2023 – ASHE Operations and Oversight Committee Meeting

Actions:

- Jim will coordinate with Dave Still and Kathy Johnson on upcoming responsibilities.



Michael Bywaletz, PE
National Director
Mid-Atlantic Region

May 26, 2023

RE: National Director Activities

Section Activities:

3/8/23 – ASHE CPS Board Meeting – Had RKA employees fill 1st VP spot, Golf Committee Chair, Scholarship Chair and Treasurer. Working on getting next meeting set.

4/4/23 – ASHE CPS Board Meeting – Updated Section from National Meeting. Setting up Technical on Toll Lanes around Charlotte

5/10/23 – ASHE CPS Board Meeting – Update from Golf Tourney for Scholarship. Setting up next event possibly as Bowling, Have May meeting set, Schedule next meeting with NCDOT update.

6/14/23 – Next ASHE CPS Meeting

Regional Activities:

3/3/23 – Attended Mid-Atlantic Board meeting virtually by Teams.

5/19/23 – Attended Mid-Atlantic Board Meeting virtually by Teams.

National Activities:

3/10/23 – Attended National Board Meeting in Columbia, SC.

The National Finance committee has not met at all. I get emails as needed to check financials from Leigh and Frank.

Will be attending the ASHE National Meeting in Atlanta during National Conference.

Best Regards,

Michael D. Bywaletz, PE, CPESC

National Director, Mid-Atlantic Region,

Past-President Carolina Piedmont Section

Past-President Georgia Section



Glen Kartalis – National Director Report

Section Oversight: Albany, Central New York, NY Metro, Long Island, North Central New Jersey and Southern New Jersey

Date: 3/25/23

Report Period: 3/1/23 to 5/25/23

Section Activities:

- 3/09/23 Attended North NJ NJTA Passaic River Bridge mtg
- 3/14/23 Attended ASHE NY Metro Board Meeting
- 3/16/23 Participated in NE Regional Call
- 3/21/23 Attended ASHE NY Metro Monthly Meeting: Justice 40
- 4/4/23 Attended ASHE NY Metro Board Meeting
- 4/11/23 Participated in NE Regional Call
- 4/17/23 Participated in NE Nomination mtg
- 4/18/23 Attended ASHE NY Metro monthly meeting: NYCDOT DB
- 5/2/23 Attended ASHE NY Metro Board meeting
- 5/8/23 Participated in ASHE LI Section Briefing

Action items/upcoming events:

- LI Section soliciting for more board members to support activities. (2 new Board Members identified)
- Scheduling for a joint NY Metro & Long Island event: Date TBD
- Central New York working on updating their website.
- North Central NJ ASHE June 15th PANY/NJ Newark Terminal "A" Site Tour
- Southern NJ ASHE July 10th Scholarship Golf Outing

Board Activities:

- Coordination of Quarterly Reporting with Sections
- Continued push to all sections to update their websites and to submit PDH's performed
- Committee Activities: New Sections Committee: Also, Exploring locations for New Sections through NE Region
 - 3/23/23 Participated in ASHE National Operations Committee mtg
 - 4/12/23 Participated in National New Sections Mtg
 - 4/25/23 Participated in National New Sections Mtg
 - 5/4/23 Participated in ASHE National Operations Committee Mtg



J.T. Lincoln – National Director Report

Section Oversight: Altoona, Clearfield, Franklin, Mid-Allegheny, Pittsburgh and Southwest Penn

Date: 5/25/2023

Report Period: 3/10/23 to 5/25/23

Section Activities:

- 3/14/23 – ASHE Pittsburgh Transportation Forum
- 3/15/23 – ASHE Franklin Dinner Meeting
- 3/29/23 – ASHE SW Penn Dinner Meeting
- 4/5/23 – ASHE Franklin Board Meeting
- 4/18/23 – ASHE Franklin Dinner Meeting
- 4/25/23 – ASHE Harrisburg Conference
- 5/9/23 – ASHE Pittsburgh Dinner Meeting
- 5/16/23 – ASHE Franklin Dinner Meeting
- 5/17/23 – ASHE Mid-Allegheny Dinner Meeting

Action items/upcoming events:

- 5/26/23 – ASHE Pittsburgh Golf Outing
- 5/31/23 – ASHE SW Penn Dinner Meeting
- 6/2/23 – ASHE Mid-Allegheny Golf Outing
- 6/7 – 6/11 – ASHE National Conference

Board Activities:

- Coordination regarding section quarterly reports
- Continued push to all sections to update their websites
- Attended multiple calls with NE Region Board and NE Region President

Committee Activities: None



Southeast National Director Report for Scott Jordan

June 10, 2023, National Board Meeting

Instructions: Written report from each National Director outlining their activities over the past quarter since the last National Board Meeting.

March 2023

- 17th – 2023 National Conference in-person meeting with all Committee Chairs
- 21st – National Conference Committee Monthly TEAMS Meeting
- 22nd – 2023 National Conference TEAMS Meeting to Discuss Agendas as it relates to National Items for Friday During the Day and Saturday Night Gala
- 24th – 2023 National Conference bi-weekly TEAMS Meeting
- 31st – 2023 National Conference bi-weekly TEAMS Meeting

April 2023

- 7th – 2023 National Conference bi-weekly TEAMS Meeting
- 11th – ASHE Southeast Region Bylaws/Operating Manual TEAMS Meeting
- 14th – 2023 ASHE Tailgate Site Meeting at Long Engineering and 2023 National Conference in-person meeting with all Committee Chairs
- 18th – 2023 National Conference TEAMS Meeting to discuss Friday Night Tailgate
- 21st – ASHE Georgia Section Meeting
- 25th – National Conference Committee Monthly TEAMS Meeting
- 26th – Technology Committee Meeting – ASHE Server Breach
- 28th – 2023 National Conference bi-weekly TEAMS Meeting

May 2023

- 3rd – 2023 National Conference Golf Committee Meeting with course
- 5th – 2023 National Conference bi-weekly TEAMS Meeting and In-Person Conference Planning Meeting
- 10th – 2023 National Conference Facilities Committee and Technical Committee Meeting
- 12th – 2023 National Conference TEAMS Meeting with all Committee Chairs
- 19th – 2023 National Conference TEAMS Meeting with all Committee Chairs
- 24th – 2023 National Conference bi-weekly TEAMS Meeting



Robert Prophet – National Director Report

Section Oversight: Clearfield, Delaware Valley, E. Penn, NE Penn, First State and Harrisburg

Date: 5/24/23

Report Period: 3/1/23 – 5/24/23

Region/Section Activities:

- 3/9/23 Attended joint ASHE Del Val, E. Penn and NE Penn Dinner Meeting
- 3/15/23 Attended joint ASHE Del Val/MASITE Dinner Meeting
- 3/16/23 Attended ASHE NE Region Board Meeting (Virtual)
- 4/5/23 Attended ASHE NE Penn Dinner Meeting
- 4/17/23 Chaired ASHE NE Region Nominating Committee Meeting
- 4/19/23 Attended ASHE Delaware Valley Dinner Meeting
- 5/2/23 Attended ASHE E Penn Dinner Meeting
- 5/15/23 Attended ASHE Delaware Valley Audit Committee Meeting
- 5/17/23 Attended ASHE Delaware Valley / PennDOT Workshop
- 5/18/23 Attended ASHE NE Region Board Meeting (Virtual)
- 6/6/23 Scheduled to attend ASHE Harrisburg Dinner Meeting (swear in officers)
- Ongoing coordination with Sections regarding Quarterly Status Reports
- Served as Nominating Committee Chair for NE Region (President, VP and Secretary). Coordinated with committee members to review nominations.

Board Activities:

- Attended calls with NE Region Board Members (Glen and JT) and NE Region President (Paul) to discuss ongoing efforts in the region.
- Attended ASHE National Board meeting in Columbia, SC (3/10/23 – 3/11/23)
- Ongoing coordination with NE Section President (Paul)

- Reviewed article submissions for ASHE Scanner

Committee Activities:

- 5/4/23 Chaired the Membership Committee Meeting
- 5/4/23 Attended Operations and Oversight Committee Meeting.
- Reviewed Operations and Oversight Committee Report



DIRECTOR'S REPORT SOUTHWEST REGION- NIKOLE CAO

This is a summary of activities as requested by the National President for the period stated.

Report Period: 4/2023 to 6/2023

- Attend Houston Section monthly in person luncheons.
- Attend Houston section board meetings.
- Attend SW Region virtual meetings.
- Chair Houston Scholarship committee - ongoing
- Chair Houston Golf tournament committee - ongoing
- Liaison for the strategic plan committee
 - Attended Strategic Planning meetings
 - Worked on Strategic Plan Outline
 - Finalized Strategic Plan
- Attended Q1 National board Meeting in Columbia SC 3/11/2023

Upcoming in Q3

- Houston golf tournament September 29, 2023