



**Executive Committee Meeting Agenda**  
**April 14, 2017 12:00 – 2:00 PM**  
**Maroon Bells Conference Room, FHU**  
**6300 S. Syracuse Way, Suite 600**  
**Centennial, CO 80111**

- **Call to Order** *The meeting was called to order at 12:13 PM. Those in attendance included:*  
*Ryan Germeroth      Lou Davenport      Brian Staley      John LaSala*  
*Victoria Edington      Rich Follmer      Lisa Truong Nguyen      Kathie Haire (for D. Cleere)*
- **Approval of minutes from last meeting** *A motion could not occur to approve the minutes from the last meeting since there was not a quorum. Minutes tabled until the next meeting.*
- **Officers' Reports**
  - a. President's Report ..... Ryan Germeroth
    - i. ITE Accreditation Learning Program
      - *Ryan discussed the Accreditation Learning Program and the opportunity to support accreditation of PDHs tied to section/chapter presentations. Revised accreditation price format applies a flat fee per year of \$500/section or \$250/chapter.*
      - *Lou said currently everyone self reports their PDHs so formal accreditation not necessary. Don't need accreditation for PE or PTOE, AICP is much more rigorous. If CO goes to the level of other states then maybe ITE accreditation would be worth it.*
      - *John stated he personally self reports time and event.*
      - *Group Consensus: If at some point CO requires PDH for professional engineers it may be worthwhile to pursue.*
  - b. Vice President's & Program Committee Report..... Lou Davenport
    - i. May meeting prep
      - *Lou discussed the venues explored for the May meeting, which include the ViewHouse and Two Penguins. Two Penguins appears to provide a better deal with a better space. Two Penguins is located on Arapahoe Road near Potomac Street. C-470 Express Lanes project to be presented by Josh Barrett (TSH) and Jiovanna Toppi (CDOT) on Friday, May 5<sup>th</sup>. Will need to obtain a mike and sound speakers for the presentation.*
      - *Ryan said that during the May meeting there will be several other agenda items besides the C-470 presentation including the visiting ITE western district candidate, the International ITE rep speaking, the Section S/T candidates, and the TPoY award.*
      - *Group consensus: Technical presentation should go last.*
  - c. Secretary/Treasurer & Editorial Committee Report ..... **(Not Present)** Duane Cleere
    - i. March Treasurer's Report
      - *Ryan reviewed the Treasurer's report. Highlights included the Vendor Show catering payment, the Happy Hour reimbursement, webinars, and the Red Hawk golf deposit. Down \$10k due to the Vendor Show payment.*
      - *Kathie Haire is attending this meeting for Duane Cleere, and will be taking the meeting minutes.*
    - ii. Filing 2016 taxes
      - *No update.*
  - d. Past President's Report ..... **(Not Present)** Freddy He
    - i. Secretary-Treasurer candidates
      - *The Secretary-Treasurer candidates will be discussed offline.*

- **Committee Reports**

- a. Student Liaison ..... Victoria Edington / Chris Vokurka
  - *There was a question of whether there will be a student of the year award. Lou asked if by May 2017. Ryan stated not this year—will discuss requirements and develop for December or May. He will put this on the May agenda for further discussion.*
  - *No update from Chris regarding Wyoming.*
- b. Technical Committee ..... *(Neither Present)* Nitin Deshpande/Jeet Desai
- c. Vendor Show..... *(Not Present)* Will Johnson
  - *Alex and Brian will continue to coordinate with Will on the transition, and will likely continue the same venue for next year.*
- d. Website Committee Report..... *(Not Present)* Andrew McFadden
  - *No update. If anyone needs anything let Andrew know. Kept on top of the symposium stuff. He will put the candidate information on the website.*
- e. Activities Committee..... Lisa Truong
  - *Lisa said there will be a meeting the week of April 24<sup>th</sup> to discuss the final activity of the year. Current ideas include a late summer/fall bike tour with happy hour, mini golf tournament, Rockies game, or Bocce ball. John may guide the tour and would like to focus on areas with bike improvements. No specific idea in mind—he will coordinate with the Denver bike people. Lisa said if there is money left over we may do two activities. The group seemed ok with that.*
- f. Activities Report Committee..... *(Not Present)* Devin Joslin
  - i. Annual report turned in on time
  - ii. Volunteer to help judge other reports?
    - *Ryan stated that ITE contacted Devin to see if he or someone from the CO/WY group would review smaller section reports. There are three smaller annual section reports to review by April 27<sup>th</sup>. Volunteers would review the reports verifying achievement of set guidelines—do you meet yes/no. Devin doesn't have time. Lisa Truong volunteered to assist.*
- g. Awards Committee ..... John La Sala
  - i. Transportation professional of the year
    - *John mentioned that the TPoY is Lou Davenport. He is being honored on May 5th.*
    - *Lou asked about the criteria. John said contribution to the industry / profession / ITE. It's different from the Lifetime Achievement award. No nominations were received through the newsletter. The call was expanded to receive nominees from committee members. The question was asked how we can attract more nominations. Announcements on website / vendor show / dedicated emails.*
    - *Rich asked do we need a TPoY each year. Brian suggested we alternate years between nominations. Ryan said if someone is deserving give out each year. John said the announcement is sent electronically for TPoY and Lifetime Achievement plus an additional announcement at the Vendor Show. Brian asked about reaching out to planners and WTS for nominees. John said that was not necessary. Lisa mentioned it would be awkward but good to select people that cross categories.*
    - *ITE Lifetime Achievement nominees need to be a full member whereas the TPoY needs to be a Section member. Lisa suggested nominations utilize an online form such as Google Docs which may provide more opportunity for response and anonymity resulting in a more candid response. John would like to know who nominates them because they can help present the*

*award. They have more to say than John does about the candidate. Lisa said the online form can include the names also.*

- h. Continuing Education Committee ..... **(Not Present)** Vivek Goswami
  - i. Modernizing Traffic Signal Management – May 4 @ Apex
    - *Upcoming April 19<sup>th</sup> Modern Roundabout webinar at Jacobs.*
    - *Upcoming May 4<sup>th</sup> Modernizing Traffic Signal Management webinar at APEX.*
    - *Lisa asked if we should require payment up front to get an accurate count. Webinars seem to fluctuate in attendance from 20 sometimes to two at others. Lou said don't make it more restrictive. John stated it's not necessary to pay in advance.*
- i. Golf Committee ..... **(Not Present)** Chris Hopkins
  - i. 2017 Golf Tournament
    - *The down payment has been made, and the sponsorship web page is up but not working right. Four individuals have signed up so far. Chris will send a separate email blast. Brian mentioned there were no sponsorships yet, however since the web page is down that may be why.*
- j. Legislative Committee ..... **(Not Present)** Scott Thomas
  - i. Looking for new chair?
    - *No interest yet, so Scott is still the guy. Will include in the next newsletter.*
- k. Membership Committee ..... Rich Follmer
  - *Rich submitted Lou's article. Rich will also visit CSU next fall to meet with the ASCE group.*
- l. Mentoring Program Committee ..... **(Not Present)** Jon Larson
- m. Newsletter Committee ..... Brian Staley
  - *Brian stated the newsletter post date is next Friday (April 21, 2017).*
- n. Scholarship & Career Guidance Committee ..... **(Not Present)** Alex Larson
- o. Section Scribe ..... **(Not Present)** Devin Joslin
- p. Social Media ..... **(Not Present)** Greg Baker
- q. Spring Transportation Symposium ..... Kari McDowell Schroeder/Lou Davenport
  - i. Symposium recap
    - *Lou - decent scholarship \$3k. Lou said the Spring Symposium attendance was at 430. Devin quoted 425. Smaller space. Target attendance was set at 500. CIG involvement in organizing / advertising the event cost \$10k, providing additional pushes to register more people. The marketing was much better. Attendees from ITE were consistent with previous years; however other organizations had higher attendance. CIG managed the booth so committee members could make presentations. ASCE or ITS is next year's sponsor. ACEC is no longer sponsoring.*
    - *Victoria asked about a reduced registration fee for government employees. Lou said there is currently an early registration rate for everyone at discounted rates. Additional comments from the group: Similar to last year. No audio issues. Food very good.*

- **Old Business (None)**

- **New Business (None)**

- **Announcements**

- a. Next EC Meeting **Friday May 12, 2017** ..... Ryan Germeroth
- b. Newsletter Articles Next Deadline **Friday April 7, 2017** ..... Brian Staley

- **Adjournment** *The meeting was adjourned at 1:25 PM.*