

Southern District ITE (SDITE)
Annual Business Meeting Minutes
Renaissance Ross Bridge Golf Resort & Spa
Birmingham, Alabama
April 21, 2009

I. Call to Order

- a. The meeting was called to order by President Karen Mohammadi at 9:35 AM.

II. Agenda Review and Self Introductions

- a. President Karen Mohammadi reviewed the agenda with everyone and then each person in attendance introduced themselves.

III. Tribute to Deceased Members

- a. Tribute to Gene Arnold of VASITE and two Georgia Section members, one of which was a faculty (Dr. Manuel Voscula) and one was a student (Richard Yeager)
- b. Bob Stammer discussed Gene's accomplishments and contributions to SDITE

Final Call for Ballots

- a. President Karen Mohammadi issued a final call for ballots. She then directed Colin Kinton (Tellers Committee Chair) to collect the ballots, tally them and return with the results.

IV. Approval of Minutes from 2008 Winter Business Meeting in Portsmouth, VA

- a. Minutes were reviewed and no corrections were noted.
- b. Gaye Sprague made a motion to approve the minutes and Bob Mabry seconded. The minutes were approved.

V. District Officer Reports

- a. President (Karen Mohammadi)
 - i. Biggest challenge - impacts of the economy on attendance at Annual meeting
 - ii. Key challenge to maintain membership
 - iii. Continue to rethink committee structures
 - iv. Board is communicating monthly with conference calls – will hopefully help to transition leadership
 - v. Operations Manual is being revised by Craig Hanchey
 - vi. Electronic voting transition
 - vii. Updating new website
 - viii. Engage younger members whenever possible
 - ix. Old business to update our logo
- b. Vice President (Jim Westmoreland)
 - i. Budget report review
 - 1. Ending balance for 2009 is \$81,041.56
 - 2. Largest outlays
 - a) Annual Meeting advances
 - b) Printing and postage
 - 3. Spent about \$8k more this year than last year
 - 4. Cash balance basis for the financial tracking
 - 5. District is in strong financial strength

- ii. John Van Winkle made a motion to approve the budget report and Bob Mabry seconded. The budget report was approved.
- c. Secretary-Treasurer (Tim White)
 - i. Notified attendees that meeting advance checks have been written, so each person requesting these stipends should see Tim during the meeting to receive their check. Traffic Bowl participants can also receive their travel expense checks at the meeting.
- d. Past President (Craig Hanchey)
 - i. Craig updated the Operations Manual and brought 25 copies of it with him.
 - ii. He asks that the Committee Chairs and Officers use this document for the rest of this year and make comments on it by this fall, so it can be finalized and adopted by the Board.
 - iii. Jim Westmoreland publically thanked Craig for revising the Operations Manual on behalf of the Board.
 - iv. Craig described the meeting incentive program to encourage Section officers and Student Chapter Representatives to receive a stipend to reduce the cost of the registration.
 - v. Reimbursement for Traffic Bowl expenses were also described to make a conscious effort to make a reimbursement for travel expenses to students participating in Traffic Bowl.
- e. Local Arrangements Committee (Scott Rumble and Becky White)
 - i. 340 registrations with 211 members, 45 students, 35 ABD, and 45 spouses
 - ii. 40 people are signed up to participate in the Technical Tour
 - iii. ABD event is this evening at the Walker Motorsports Museum – four buses will be leaving
- f. International Director (Bob Stammer)
 - i. Conduit to international – attended 3/20-21 meeting in Phoenix
 - ii. Working on strategic planning
 - iii. Strategic Planning
 - iv. Membership increase in 2008 was 2%
 - v. ITE lost \$688,000 in 2008
 - vi. Membership director and two others were laid off
 - vii. ITE is reviewing its current lease for office space now
 - viii. ITE student reception at TRB meeting was canceled last year, which was not received well, so this will happen in future years
 - ix. ITE president is using Facebook to communicate with the younger members
 - x. Bob is a member of the International Traffic Bowl task force
 - xi. 2010 ITE Technical Meeting will be held in Savannah, GA on 3/14-3/17
 - xii. SDITE members are encouraged to become more involved in Council activities and to assume leadership positions

VI. District Committee Reports

- a. Awards Committee (2008 Steve Strength / 2009 Kinton)
 - i. Five awards will be presented (Herman J. Hoose Distinguished Service Award, Marble J. Hensley Outstanding Individual Activity Award, Joseph M. Thomas Young Member Award and the John F. Exnicios Government Employee Outstanding Service Award), not including two awards for the outstanding sections for Group 1 and Group 2. There are also student paper awards that will be distributed at the Annual Banquet.

- ii. The new award, Excellence in Transportation Engineering Education, will be awarded at the dinner.
 - iii. Outstanding technical paper awards were presented. Ben Glover of the Georgia Section won the non-sponsored paper award. Aswini Rosagooglan won the sponsored paper award.
 - iv. The rest of the student awards will be presented at the Annual Banquet, since most of the students were not in attendance at the Business meeting.
 - v. Joseph M. Thomas Young Member award was presented yesterday to Mike Ridgeway of the South Carolina Section. All other awards mentioned above will be presented to recipients at the Annual Banquet.
- b. Education/Student Chapters (Dyan Damron)
- i. New student chapter added this year at South Carolina State University
 - ii. Out of 20 active student sections, 15 annual reports were submitted
 - iii. Four student winners are in attendance at this meeting and will be presenting a poster session on Monday
 - iv. Thanks to Craig Hanchey for his support with this effort
 - v. Outstanding student paper awards were presented. Sara Wicklund of North Carolina State University won the runner-up undergraduate award. Ryan Brumfield won the first place undergraduate award.
 - vi. Three graduate student papers and five undergraduate student papers were submitted
 - vii. Better communication and increased awareness with the universities has increased the student interest in student paper competitions
- c. Historical Records (Bob Stammer)
- i. Received two more boxes of materials this year, increasing the total to eight
 - ii. The six older boxes have been inventoried, sorted and documented in a spreadsheet
 - iii. Please save hardcopies versus electronically scanned files especially the annual and year-end meeting reports
 - iv. Thanks to Craig Hanchey for preparing the history of the Southern District
- d. Membership (Tim White)
- i. Overall membership dropped from 1,925 in 2007 to 1,893 in 2008, which is about a 2% reduction – most of this drop occurred in the non-voting members, which includes students
 - ii. 1460 total voting members in SDITE at the start of 2009
 - iii. Total voting members versus non-voting members ranges from 53% to 89% in the different sections
 - iv. Esteemed colleagues information needs to be reviewed and updated for each Section
- e. Nominations (Craig Hanchey)
- i. Jim Westmoreland is nominated as President
 - ii. Tim White is nominated as Vice-President
 - iii. Tony Lewis and Becky White nominated as Secretary-Treasurer
- f. Publications (Jeff Hammond)
- i. Three newsletters will be completed in 2009
 - ii. Discussion continues about the need to produce the SDITE yearbook in its current form
 - iii. 2008 yearbook is now available on the website

- g. Safety (No Chair)
 - i. Karen Mohammadi thanked Bob Canfield for his service as this Committee Chair
 - ii. The Board decided that the Safety Committee should be eliminated and rolled into the Technical Knowledge Committee
 - h. Strategic Planning (Bill Seymour)
 - i. Bill handed out the tri-fold of the Strategic Plan for review
 - ii. Five Teams include:
 - 1. Workforce Development (Jeff Moore)
 - 2. Leadership Development (Brent McKinney)
 - 3. Technical Knowledge (Martin Bretherton)
 - 4. Information Communications and Outreach (John Van Winkle)
 - 5. Annual Meeting (SPAM) (Cindy Pionke) – added last year
 - iii. Need to update our 2010 plan since next year is 2010 – like to accomplish an update to the plan in 2009 for five to six years out
 - iv. Developing training modules for leadership development in cooperation with the Georgia Section
 - v. Session provided yesterday sponsored by IC&O Team and the Workforce Development Team that discussed success stories of presenting traffic engineering to school age children
 - vi. Thanks to Craig Hanchey for printing and folding the tri-fold 2010 Strategic Plan
 - vii. IC&O Website Overhaul Initiative – John Van Winkle, Mike Reese and Doug Robert
 - i. Traffic Bowl (James Foster)
 - i. Tremendous commitment from students – thanks to all of them for attending the meeting, since this meeting typically falls during finals week
 - ii. Thanks to all of the judges who will be working the bell
 - iii. Special thanks to Tommy Lee for being the MC of the event
 - iv. Finals will be at lunch today
 - j. Technical Council (Craig Hanchey)
 - i. Coordinate with Technical Knowledge Team
 - k. Website (John Van Winkle / Mike Reese)
 - i. Web site address is <http://sdite.iirassociates.com/>. Go check it out.
 - ii. Deadline of 5/8/09 consultant completion date with updates – need updates from Sections. We really need your help to get the website finalized.
 - iii. Special thanks to Mike Reese and Doug Robert for working with consultant during this process
- VII. Section Reports
- a. Alabama (Doug Peterson)
 - i. 2 active student chapters – Auburn University and University Alabama Birmingham
 - ii. Proud of our SALTEENS program – visit new and used car dealerships and give them driver safety information

- b. Deep South (Bob Mabry)
 - i. Officers and committee members listed on the front page of the annual report
 - ii. Proud that one of our members is a candidate for the International Vice President, Hibbett Neel
 - iii. Proud of our students involvement in the Mississippi Traffic Bowl won by Mississippi State and University of Louisiana Lafayette
 - iv. Mississippi will be hosting the 2010 Access Management Conference
 - v. 2011 meeting will be in Lafayette, LA so please join us there
- c. Georgia (Todd Long)
 - i. Board voted to sponsor \$2,000 for the leadership development training program – we are excited about this training
 - ii. Join us in St. Simons Island for our Annual Meeting
 - iii. Six different sessions in transportation seminar will be the focus
- d. Kentucky (Bill Seymour)
 - i. PTOE refresher course
 - ii. Created a KYSITE Strategic Plan – aligned with SDITE Strategic Plan
 - iii. Updated the KYSITE Logo
 - iv. Updated email system to distribute information electronically to membership
 - v. Conducted a KYSITE on-line membership survey to determine member needs
 - vi. Held traffic bowl and University of Kentucky won
 - vii. Continuing education webinars on Traffic Demand Management and on the MUTCD
 - viii. 2012 Meeting will be in Kentucky
- e. North Carolina (Stephanie Privette)
 - i. Thanks to the LAC for hosting us
 - ii. 648 members with 26 new members in 2008
 - iii. Hired a web design consultant to develop a new log-in system – members can update their own information on line and payments are taken using PayPal
 - iv. 7 statewide meeting and 22 Council meetings held throughout the year
 - v. 3 active student chapters – NC State won the Traffic Bowl
 - vi. Updated the scholarship program – three tiers for six scholarships worth \$11,000 (increased from \$6,000)
- f. South Carolina (Jeff Moore)
 - i. Thanks to Craig Hanchey for coming to SC State University to welcome the new student chapter into SDITE
 - ii. 2009 School Outreach Initiative started to get as many people as possible to give a talk or presentation to a group of students about traffic engineering.
 - iii. Awarded three student scholarships – each of the students wrote a thank you note to SCITE for their award and these notes were included in their annual report
- g. Tennessee (Jeff Hammond)
 - i. Focused on technical activities with fully funded webinars around the state
 - ii. Website allows the members to update their information, which has reduced postage
 - iii. Four student member chapters have been active
 - iv. Quarterly meetings are the bread and butter of the section activities during the year

- h. Virginia (Bill Cashman)
 - i. Thanks to the LAC for the hospitality
 - ii. Traffic bowl is a great activity to get the students involved in the Section
 - iii. Looking forward to hosting everyone in Portsmouth in April 2010

VIII. Future Meetings

- a. No additional report.

IX. International ITE President Report and Vice Presidential Candidates' Comments

- a. Comments from ITE President Ken Voigt
 - i. Thanks to the LAC for the wonderful southern hospitality
 - ii. Thanks to Karen for leading the meeting
 - iii. Thanks to Bob for his leadership on the International Board
 - iv. Several publications that have been just released
 - v. Traffic signal maintenance handbook being developed – partnership with IMSA to be released in early 2010
 - vi. 2 panels with guidance to be released in 2010
 - vii. Speed management – developing a national standard
 - viii. Clearance intervals – try to standardize policies
 - ix. Traffic bowl rolled out and District champs to compete in 2010 in Canada – thanks to James Foster for his assistance
 - x. First peer review Transportation Journal for tenured professors
 - xi. Due to travel restrictions, daily news briefs will be provided for the Technical and Annual meetings
 - xii. Pool of talent needs to be identified for special task forces so that future leaders can be groomed early on
 - xiii. ITE is in solid financial standing
 - xiv. Membership fees can be waived due to hardship with a job loss – please contact Tom Brahms directly to discuss this program
 - xv. Join my Facebook page to let me know what you think needs to be improved
- b. Comments from ITE Vice Presidential Candidates
 - i. Hibbett Neel, SDITE
 - a) Attending meeting for 37 years in a row
 - b) Want to share what we are doing at the Southern District since we are the best
 - c) Humbled to be a candidate
 - d) Inspiration from the transportation professionals in the room
 - e) Will stimulus funds improve long term transportation mobility
 - f) Difficult times require difficult measures
 - g) Improve safety – focus on energy and climate change
 - h) Traffic signal report card shows where the deficiencies are located
 - i) Support student chapters as much as possible – need vibrant student chapters
 - j) Support young professionals
 - k) Create useful professional development, especially leadership training
 - ii. Robert Wunderlich
 - a) Thanks to SDITE for making the trip especially to Becky White and Scott Rumble
 - b) Who has made a difference in your career – where are the mentors

- c) Key issues include how do we impact energy consumption
 - 1) We need to be leaders
 - 2) We need to tell people that we are problem solvers
 - 3) We need to better use of technology to make our jobs more efficient
- d) Are we providing opportunities for growth for students?
 - 1) Get them engaged with practitioners
- e) I have the leadership capabilities to make a difference in Washington, DC

X. Old Business

- a. SDITE logo update
 - i. Board decided to conduct a logo competition among members
 - ii. Will hopefully have a new logo in 2010

XI. New Business

- a. Three resolutions – Vice President Jim Westmoreland reported that the Board approved all resolutions and the reading of these resolutions would be deferred until the Annual Banquet
 - i. Resolution of Appreciation - LAC
 - ii. Resolution of Appreciation - ABD
 - iii. Resolution of Appreciation - Sponsoring firms
- b. Motion to approve the resolutions was provided by Bob Stammer and seconded by John Van Winkle. Resolutions were approved.
- c. Tellers Committee Report
 - i. Colin Kinton recognized other Committee members
 - ii. Results of the election were as follows:
 - a) President – Jim Westmoreland
 - b) Vice President – Tim White
 - c) Secretary/Treasurer – Becky White
 - iii. Motion by Colin Kinton to make the results official and to destroy the ballots was seconded by Bob Mabry. Results were approved.

XII. Announcements

- a. One cancellation on the technical tour, so one person can take this place at a cost of \$45.

XIII. Adjournment

- a. Meeting was adjourned by President Karen Mohammadi at 9:50 AM.