ITE Executive Board Meeting Summary
December 2, 2015, 4:00 pm
Delafield Brewhaus

Attendees
Stephan Hoffmann, Mike McCarthy, Dawn Krahn, Allan Pacada, Ashley Vesperman, Brian Porter, Stacey Pierce, John Bruggeman, Yang Tao
Special guest: Shawn Leight (ITE International Vice President)

1. Executive Board Meeting Summary (10/14/2015) – Yang

For 10/14/15 meeting summary, Mike suggested to change wording from “dormant” to “inactive” in section 5e. Dawn pointed out the title should be “Summary”. Yang will make the changes in the meeting summary accordingly.

Mike motioned to approve the meeting summary for the 10/14/15 board meeting with the changes, and Stacey seconded.

2. Treasurer’s Report – Brian

Brian provided a treasurer’s report from September 30, 2015 to November 30, 2015.
- Beginning balance of $34,087.43 and ending balance of $35,185.59.
- Primary income was September and October meeting registration payments
- Primary expenditures were October meeting payment, Future City Award sponsorship and StarCharpter Payments

Mike mentioned that we always want to use the ITE credit card for payments when possible to earn rewards.

Motion to approve by Yang, and Allan seconded.
3. Membership Report – Stephan

Stephan provided the following membership report as of December 2, 2015:

New Affiliate Members:
- Derek Salomonsen
- Ben Rouleau (on membership report for 10/14/15 but report was not read at the section meeting)

New International Members:
- None

4. Old Business

a. 2015 Election – Yang

Yang reported the results for 2016 ITE Wisconsin Section Board:

Past President  |  Dawn Krahn
President       |  Stephan Hoffmann
Vice President  |  Brian Porter
Treasurer       |  Yang Tao
Secretary       |  Allan Pacada
Member Director |  Kelly Greuel
Affiliate Director (Year Two) |  Ashley Vesperman
Affiliate Director (Year One)  |  Eric Schoon

Yang has contacted all the newly elected officers, and all of them are planning on attending the annual meeting.

2015 Wisconsin Section Officers

President
Dawn Krahn, P.E.
4802 Sheboygan Avenue
Room 901
Madison, WI 53707
608.267.7715
dawn.krahn@dot.wi.gov

Vice-President
Stephan Hoffmann, P.E.
16745 West Bluemound Road
Suite 200
Brookfield, WI 53005
262.317.3265
stephan.hoffmann@rasmithnational.com

Treasurer
Brian Porter, P.E., PTOE
1300 West Canal Street
Suite 200
Madison, WI 53705
608.266.4815
brian.porter@dot.wi.gov

Secretary
Yang Tao, P.E.
1300 West Canal Street
Suite 100
Madison, WI 53701-2986
608.266.4815
ytao@cityofmadison.com

Director
Allan Pacada, P.E.
1300 West Canal Street
Suite 200
Milwaukee, WI 53233
414.347.1607
apacada@emcsinc.com

Affiliate Director
Stacey Pierce, P.E., PTOE
141 NW Barstow Street
Waukesha, WI 53187
262.548.5958
stacey.pierce@dot.wi.gov

Affiliate Director
Ashley Vesperman, P.E., PTOE
1350 Deming Way
Suite 100
Middleton, WI 53562
608.636.0800
ashley.vesperman@aecom.com

Past President
Mike McCarthy, P.E.
16745 West Bluemound Road
Suite 200
Brookfield, WI 53005
262.317.3553
mccarthy@emcsinc.com

Administrator
John Bruggeman, P.E., PTOE
16745 West Bluemound Road
Suite 200
Brookfield, WI 53005
262.317.3553
john.bruggeman@rasmithnational.com
Wisconsin Section
Institute of Transportation Engineers
P.O. Box 1107
Milwaukee, WI 53201-1107

It is the first year that the new system has been used. Yang saved the election ballots in the web, and they can be easily modified to be used next year. One suggestion is to send out a vote reminder to membership a few days before the election ends next year.

b. Harvey Shebesta Scholarship – Stephan

Stephan is chairing the 2015 Harvey Shebesta Scholarship committee, and reported that James Markosian from UW-Madison is the winner, with Kirsten Brose also from UW Madison a close second. Proof of Enrollment is needed before the check is issued.

c. Distinguished Service Award – Mike

Mike is chairing the Distinguished Service Award committee, and reported that Rich Coackley is the winner. The committee also consists of John Corbin, Gary Rylander and John Bruggeman.

d. Young Professional Award – Mike

Mike is also chairing the Young Professional Award committee, and reported that John Campbell is the winner. The committee also consists of Yang Tao and Brain Porter.

e. Yearbook – Stacey/Ashley

a. Officer Duties

Stacey and Ashley are working on the draft for the yearbook, and are looking at sending it out to the board for review soon. Suggested officer duty changes will be incorporated.

b. Year Book

2015 Wisconsin Section Officers

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Dawn Krahn, P.E.</td>
<td>4802 Sheboygan Avenue Room 901, Madison, WI 53707</td>
<td>608.267.7716</td>
<td><a href="mailto:dawn.krahn@dot.wi.gov">dawn.krahn@dot.wi.gov</a></td>
</tr>
<tr>
<td>Vice-President</td>
<td>Stephan Hoffmann, P.E.</td>
<td>16745 West Bluemound Road Suite 200, Brookfield, WI 53005</td>
<td>262.317.3265</td>
<td><a href="mailto:stephan.hoffmann@rasmithnational.com">stephan.hoffmann@rasmithnational.com</a></td>
</tr>
<tr>
<td>Treasurer</td>
<td>Brian Porter, P.E., PTOE</td>
<td>4802 Sheboygan Avenue Suite 501, Madison, WI 53705</td>
<td>608.267.0452</td>
<td><a href="mailto:brian.porter@dot.wi.gov">brian.porter@dot.wi.gov</a></td>
</tr>
<tr>
<td>Secretary</td>
<td>Yang Tao, P.E.</td>
<td>215 Martin Luther King, Jr. Blvd. Suite 100, Madison, WI 53701-2986</td>
<td>608.266.4815</td>
<td><a href="mailto:ytao@cityofmadison.com">ytao@cityofmadison.com</a></td>
</tr>
<tr>
<td>Director</td>
<td>Allan Pacada, P.E.</td>
<td>1300 West Canal Street Suite 200, Milwaukee, WI 53233</td>
<td>414.347.1607</td>
<td><a href="mailto:apacada@emcsinc.com">apacada@emcsinc.com</a></td>
</tr>
<tr>
<td>Affiliate Director</td>
<td>Stacey Pierce, P.E., PTOE</td>
<td>141 NW Barstow Street Waukesha, WI 53187</td>
<td>262.548.5958</td>
<td><a href="mailto:stacey.pierce@dot.wi.gov">stacey.pierce@dot.wi.gov</a></td>
</tr>
<tr>
<td>Affiliate Director</td>
<td>Ashley Vesperman, P.E., PTOE</td>
<td>1300 Deming Way Suite 100, Middleton, WI 53562</td>
<td>608.636.4800</td>
<td><a href="mailto:ashley.vesperman@aecom.com">ashley.vesperman@aecom.com</a></td>
</tr>
<tr>
<td>Past President</td>
<td>Mike McCarthy, P.E.</td>
<td>16745 West Bluemound Road Suite 200, Milwaukee, WI 53233</td>
<td>414.347.1607</td>
<td><a href="mailto:mmcCarthy@emcsinc.com">mmcCarthy@emcsinc.com</a></td>
</tr>
<tr>
<td>Administrator</td>
<td>John Bruggeman, P.E., PTOE</td>
<td>16745 West Bluemound Road Suite 200, Brookfield, WI 53005</td>
<td>262.317.3553</td>
<td><a href="mailto:john.bruggeman@rasmithnational.com">john.bruggeman@rasmithnational.com</a></td>
</tr>
</tbody>
</table>
Ashley will delete members whose paid through dates are past due. Brian will send member types to Ashley. Brian will also send the updated member list to Ashley.

Havery Shebesta and Marty Hawley will be recognized in the Year Book.

The board discussed to delete section historian from the Section Policy and change languages regarding meetings and sponsorship to be aligned with the current practice. Stacey moved to amend section policy as discussed by the board, and Mike seconded.

f. Website changes and Board Transition

John reported that all the old features were updated on the website. The board commented that the new pictures on the homepage looked good. John commented that more pictures were needed.

The board reviewed the StarChapter board transition checklist. John will work with StarChapter on the appropriate abbreviations for agencies.

Stephan is trying to schedule the board transition meeting for 8am on 1/6/16 at Machine Shed. The official transition date is January 1.

g. Technical Liaisons – Mike

ITE International Vice President Shawn Leight provided updates on technical liaisons. Better connection between ITE International and the Sections is needed. Dawn commented that we may try getting some speakers through this for our Traffic Engineering Workshop and Planning Forum.

h. Traffic Engineering Council – Dawn
Dawn talked to Rebecca Szymkowski and John Corbin about the possibility of reviving the council. Dawn will also try to reach out to local municipalities next year.

i. Ken Voigt Award – Mike

Mike talked to Ken Voigt about changing the award criteria to be more aligned with the Rising Star Award. Members can apply for both awards.

5. New Business

a. Synchro Training – Dawn

Dawn is working with Rebecca and Vicki on the dates and locations. Dawn provided a list of options for different cost structures. The board discussed the different options and prefer option 1 provided by Dawn.

b. MWITE update – Mike/Shawn

Mike provided updates on MWITE. The MWITE board Secretary and Treasurer position will be divided into two separate positions. It will be voted in 2017, and effective from 2018.

c. ITE International update -- Shawn

ITE International Vice President Shawn Leight will be attending the annual meeting, and will provide updates on ITE International.

6. Next Meeting

a. Board Transition Meeting – January

Stephan will get the meeting scheduled.
b. January 20, 2015 – Section Lunch Meeting – Public Service Appreciation – Madison

Preparation for the annual Public Service Appreciation Lunch Meeting is in progress.

Mike motioned to adjourn, and Stephan seconded. Meeting was adjourned at 5:10 PM.