



Executive Committee Joint Meeting w/Section Reps
Thursday, August 28, 2025 (3:00 pm - 4:30 pm MDT)

Attendees (Bold = Present):

Board Role	Name
Past President	David Lucas
President	Chris Sobie
Vice President	Lindsay Saner
Secretary/Treasurer	Lisa Nguyen
International Director	Ben Waldman
District Administrator	Jenny Grote
AZ Sect Rep	Darlene Yellowhair
CO/WY Sect Rep	Rae Stephani
ID Sect Rep	Cody Luper
MT Sect Rep	Sarah Nicolai
NV Sect Rep	Ati Abad
NM Sect Rep	Carl Vermillion
UT Sect Rep	Peter Jager

Action Items for this meeting:

- **Review [Strategic Plan](#)**
 - Consider how to meet the Goals and Objective (2024-2026)
 - Consider adding a Safety Committee
 - How to build momentum
 - Culture Statement
 - Maria Angelica, Chris, Devin, Darlene, David, Jenny, and Lindsay
 - Rae has a mentimeter survey for CO/WY that could be helpful for District level
 - Met July 18
 - Draft was developed, looking to schedule another meeting to review
- **Secretary-Treasurer Report (Lisa)**
 - Update on District Financials
 - All reimbursements have been filed from the Annual Meeting
 - Once NM LAC has closed out, treasurer to account for as “Annual Meeting Over/Under Runs”, line item 100
 - Student Project funds - 2 projects @ \$2,000 each - ½ payment up front?
 - SLS seed money
 - Section Reimbursements
 - Contact Lisa.Nguyen@Flydenver.com for Section/Chapter reimbursements :)
 - Big thanks to all of the sections who have checked in! Come claim your money that your section is owed!

(Account balance summary as of 8/26/25)

Account Balances							
AZ	SAITE	CO/WY	ID	MT	NV	NM	UT
\$ 262.09	\$ 1,279.88	\$17,929.98	\$ 0.00	\$ (0.00)	\$25,454.83	\$ 468.06	\$ 2,403.60

- **Meet the Councils Webinar for the District**
 - Ways to Promote ITE Councils
 - Section Reps
 - Section newsletters/meeting announcements
 - Mtn Dist Blog online
- **Brand Evolution Task Force (David) (Absent, but provided an update below)**
 - TF formed April 11th with 11 members (6 Section Reps, 1 Section Past President and the Annual Meeting, Communications and Student & Younger Member Committee Chairs)
 - Brand Discovery Reports (BDR) - Phase II of the Brand Evolution Initiative

- Prior to the August IBOD meeting, the District, 7 Sections and 2 Chapters had completed their BDRs, for a 100% completion rate.
 - Of the 15 Student Chapters, 13 completed their BDRs, for an 87% completion rate. Boise State University is currently inactive and Utah State University is still getting established, so neither will be responding.
 - All BDRs have been sent to ITE HQ and are available in the Brand Evolution folder
 - **Ben reported that we were one of the top performing Districts**
- The focus is now on **Phase III - Name Convention, "About Us" Messaging and Logo Option Preference**
- TF members have been asked to work on the following three tasks for the District, Sections and Chapters:
 - Name Convention
 - "About Us" Message
 - Logo Option Preference
- Tracking Progress
 - A [Progress Report](#) is available in the Brand Evolution folder that shows progress on the Phase II and Phase III activities.
 - The District and most of the Sections and Chapters have been working on these tasks and are in various stages of completion
- At the IBOD meeting, we were directed to have Phase III completed by the end of 2025.
- We need direction from the District Board on the 3rd task:
 - TF members are indicating their logo option preference in the progress report spreadsheet. **The District Board needs to answer the following two questions:**
 - 1 - Which logo design option (A, B or C) will be used by the District?

4.2 District Logos

Each ITE District can choose one of three logo design options. In the template examples shown on the right, black is used as a default color to identify the aspects of the logo the Districts can alter. The black color is replaced by a color of the District's choosing from the provided Tertiary Color Palette presented in Section 5.3.

- **Option A** employs a solid rectangle in the District's chosen color to the left of the Parent ITE logo, with the District name below in that same color. Within the solid rectangle, the District places an icon in white. Examples of icons include things like the shape of the District's state, an iconic silhouette of something significant to the District, such as flora, fauna, or a natural or human-made landmark.
- **Option B** is similar to Option A, but instead of a white icon inside of the colored rectangle, the icon is presented on its own in the chosen District color. The same examples for District icons provided above for Option A apply to Option B.
- **Option C** employs a bold acronym instead of an icon. The acronym is set in the chosen District color with the District name below. The District acronym is not to exceed the width of the ITE parent logo. Acronyms must be ALL CAPS.

Guidelines and examples for building a District logo are on the following pages.



District Logo – Option A



District Logo – Option B



District Logo – Option C

- 2 - Will Sections and Chapters be free to choose from among the three available logo design options (A, B or C) shown below or will they be required to use the same one as the District for uniformity?
- Please let me know what you decide so I can coordinate next steps with the Task Force.
 - Option B for the District
 - Option A, B or C for Sections, Chapters, and Student Chapters
 - Question - Does the logo need to be a single color or multiple.

4.3 Section and Chapter Logos

Each ITE Section and Chapter can choose one of three logo options to create their logo or adopt their District logo icon. In the template examples shown on the right, black is used as a default color to identify the aspects of the logo the Sections/ Chapters can alter. The black color is replaced by a color of the Section's/Chapter's choosing from the provided Tertiary Color Palette.

- **Option A** employs a solid rectangle in the Section's/Chapter's chosen color to the left of the Parent ITE logo, with the Section/Chapter name below in that same color. An icon in white is placed within the solid rectangle. Examples of icons include things like the shape of the Section's/Chapter's city, an iconic silhouette of something significant, such as flora or fauna, or a natural or human-made landmark.
- **Option B** is similar to Option A, but instead of a white icon inside of the colored rectangle, the icon is presented on its own in the chosen Section or Chapter color with the Section/Chapter name below in that same color. The same Option A icon examples apply to Option B.
- **Option C** employs a bold acronym instead of an icon. The acronym is set in the chosen Section/Chapter color with the Section/Chapter name below in that same color. The Section/Chapter acronym is not to exceed the width of the ITE parent logo. Acronyms must be ALL CAPS.
- Section/Chapter logos include their District name on the top right of the ITE parent logo.

Guidelines and examples for building a Section/Chapter logo are on the following pages.



Section Logo – Option A



Section Logo – Option B



Section Logo – Option C

- **IBOD Update (Ben)**
 - Section Visit with Montana Section Thursday, August 28th
 - Completed Spring IBOD meeting in Memphis, April 11 - 14
 - Update from Steve Kuciemba on what is going on at the Federal Government and impacts to ITE
 - Section Dashboard Discussion
 - Future ITE International Annual Meetings
 - August 10-13, 2025 - Orlando, Florida
 - July 19-22, 2026 - Detroit, Michigan
 - July 25-28, 2027 - Calgary, Alberta
 - 2028, Date TBD - Albuquerque, NM - Joint w/ITE International
- **Financials**
 - Status of Debit Cards
 - Lisa has a debit card
 - LAC 3 - 2025: Zachary Troncoso
 - LAC 1 - 2026: David Lucas
 - Jenny has Debit Cards for all MD accounts
 - Discussion: credit card vs. debit card

- Might be helpful for venues/hotels that don't accept debit
 - David- noted that check has always been an option; Recommends only having debit card to minimize tracking
 - 2025 Section Treasurers Info Session held
 - Lisa working with sections on reimbursement requests
- **2025 Section Visits**
 - Ben - MT & UT
 - UT: Spring ITE Conference
 - MT: Project Tour 8/28
 - Chris - ID & NV
 - NV: Fall Transportation Conference 11/4-11/5
 - ID: November Monthly Meeting 11/18
 - David - CO/WY
 - End of the year December Luncheon (Thursday, December 4, 2025)
 - Jenny - NV (2/27)
 - EC - AZ (Fall Leadership Retreat)
 - October 23 and 24
 - Full Board - NM (Annual Meeting)
 - October 16 - Joint Meeting CO/WY, MT, ID @ Jackson Hole, WY
- **2025 Student Chapter Visits**
 - Jenny
 - University of Colorado - Denver (2/19)
 - University of Nevada, Las Vegas (2/26)
 - Cal Poly, San Luis Obispo (3/13)
 - University of Utah (4/9)
 - BYU (4/10)

Section Updates

- **Section Reps** - please provide new contact info for Section Board Officers

Darlene (AZ)

- Past and Upcoming meetings:
 - July 24 Technical Session
 - Prescott - CYMPO presenting, around 17 attendees
 - Recognized Jenny Grote winner (NAU student Anthony Eschen)
 - Would like to continue doing one meeting a year outside of the Phoenix area



- August 28 Technical Session
 - Changed to virtual based on survey responses last year
 - Roundtable on traffic calming including three local jurisdictions and a presenter from Maryland found through the ITE presenter database
 - Around 40 attendees
- September 11 happy hour
 - There is a large ACEC conference (Roads and Streets) in Arizona in September, so no technical session for us
- October 23 technical session
 - Details still in the works
 - Should work for District Board to attend before heading up to Flagstaff
- SAITE Update
 - August 27 technical luncheon
 - PAG RATP presented, about 25 attendees
 - May do happy hour in September to help welcome back the students
 - Chapter and Bylaws being updated
 - Member survey underway
 - Succession planning
- Rebranding
 - Both AZITE and SAITE are starting to work on logos
 - Preliminary approval of concepts received for AZITE
 - NAU student chapter already has an approved logo



Cody (ID)

- Board Meeting - March 4th, In-Person
 - New Volunteers/Committees
 - Budget Review
- Recent Events
 - Monthly Luncheon - March 11th, In-Person/Virtual
 - Presentation topic - ITD Southwest Idaho (District 3) transportation and planning projects in the mid-to-long term
 - 40+ in-person attendance
 - Monthly Meetup
 - In Lieu of Monthly Luncheon/Presentation
 - Payette Brewing
 - 15+ in-person attendance
- Upcoming Events
 - Board Meeting - Tentatively May 6th
 - Monthly Luncheon - Tentatively May 13th, In-Person/Virtual
 - Presentation topic - TBD
 - 2025 Joint Section Meeting in Jackson
 - Set for October 16th, 2025.

Ati (NV)

- Hosted a community outreach event on July 11.



- Hosted the August 2025 meeting, with in-person participation in both Reno and Henderson locations.
- Hosted a technical tour in collaboration with Sierra Transportation Technologies at their Henderson facility, sponsored by Sierra Transportation.



- Working on coordinating with the accountant to update the Power of Attorney form and update Emily's role, as well as tax fillings coordination.
- Reviewing the current version of the Operations Manual to provide our input.
- Actively working on verifying new members and reaching out to them.
- Ongoing efforts with the Fall Transportation Conference planning.
- Working on hosting a happy hour/social event with partnering organizations for November or December.
- Working on planning the September 2025 monthly meeting, presenter from RTC SNV, presentation topic: RTC FAST Stage 1 SMART Grant, Sponsor: Fehr and Peers.
- Working on fundraising opportunities for student chapters. Student chapter activities were slow due to summer holidays but will pick up in September.
- Working on Call for Awards for 2025.
- Planning to host another Community Outreach event before the end of the year.
- Continuing social media efforts through website updates, tracking new followers, and blog posts.

Peter (UT)

- **Recent Events:**
 - July was a summer break with no Section activity.
 - August 23 we had our annual Summer Party at the new Ballpark for the Salt Lake Bees. The new stadium in South Jordan was a big hit among our members and their families. We sold 160 tickets!



The ballpark dinner buffet provided excellent networking opportunities to reconnect.

- **Next events:**

- Monthly Lunch Meetings on summer hiatus until September.
- Annual Conference in March 2026, likely at Thanksgiving Point in Lehi, Utah.
- Our Board continues to meet monthly

Rae (CO/WY)

- **Recent Events:**

- August 20th - Rockies game with WTS / ITE (Rockies WIN!!)
- August 28th - Ally is a 'VERB' workshop



- **Updates**

- Strategic planning initiative is on-going - board meeting 9/5
 - Committee restructuring
 - Event expectations
 - Reviewing existing documents
- Geographic outreach initiatives
 - Northern CO
 - Western Slope
- Scholarships live Monday
- Taxes are paid!
- Leadership ITE Graduation



- Upcoming Events:
 - September 11th - Southern Colorado Chapter Bike Tour
 - September 25th - Hike n' Happy Hour
 - October 16 – ITE Joint Section (CO/WY, ID, MT) Conference
<https://mountainite.org/meetinginfo.php?id=463&ts=1748658307>
 - October - Meet n Greet (featuring Aurora)
- Social Media (See all the FUN events and come plan your next visit to CO/WY!)
 - Follow and like our ITE social accounts!
 - Facebook: [ITE CO/WY Section](#)
 - LinkedIn: [ITE CO/WY Section](#)
 - Instagram: [@cowyite](#)

Sarah (MT)

- MT Section Board continues to meet monthly
 - Summer newsletter issued 7/8/25. Next newsletter will be issued in the fall.
 - Section Board met most recently on 8/19/25. The MT Section account balance continues to be healthy (at over \$8k). Confirmed 1 new corporate sponsor (4 total for the year).
 - Coordination is ongoing re: brand implementation. Planning to do a member survey to solicit input on logo (*pending District/International direction*). Working on audit of materials for name convention/About Us updates.
- Scholarship Committee
 - Initiating scholarship solicitation/review process this fall.
 - Board elected to increase scholarship amount to \$1000 for top applicant, \$500 second place, \$1500 total this year. Will increase to \$2000 for next year.
- Engagement Committee
 - 8/28 events (today) - coinciding with Ben Waldman's visit
 - Project tour (Grant Street in Bozeman - 18 attended, including professional + student members)
 - Happy hour at Bridger Brewing

- Next technical session tentative for October 9th - MDT Traffic to present on Automated Traffic Signal Performance Measures (ATSPM) technology deployment (hybrid event with in-person luncheons in Billings, Bozeman, Helena, and Missoula + virtual option to join).
- Multiple MT members planning to attend Jackson conference October 14-15.
- Confirmed 8 technical sessions for transportation technical track at Joint Engineers Conference (JEC) in Helena in November. Will also host a social.
- Targeting technical session on roadside ecology presentation for winter 2026
- MSU Student Chapter
 - Coordination with Student Liaison Rafael Teixeira is ongoing re: brand implementation, fall engagement (fall career fair October 1 – typically offer resume/interview prep session + social)

Carl (NM)

- **Jerry Hall Memorial Scholarship**
 - Award recipient chosen and will be presented at next meeting September 4, 2025
- **Section Elections**
 - Planning section elections have been initiated. Will make an announcement at the next meeting for nominations. The Nominating Committee has someone in mind already.
- Santa Fe LAC had a celebratory dinner on August 19th
- **Upcoming Events**
 - September 4, 2025 - Presentation on the UNM updates on transportation program and Center for Pedestrian and Bicyclist Safety.
 - October 2, 2025 - TBD
 - Our Board continues to meet monthly - Next Meeting September 11, 2025

Next Meetings:

- Executive Committee w/Committee Chairs - September 25 (Teams) 3:00 - 4:30PM MDT
- Board Meeting w/Section Representatives - October 30 (Teams) 3:00 - 4:30PM MDT

Potential New Student Chapters in the Mountain District

- New Mexico State University - Las Cruces, NM
- Montana Tech - Butte, MT
- Colorado State University - Pueblo, CO
- Carroll College - Helena, MT
- Utah Valley University - Orem, UT

Potential New Chapters in the Mountain District

- No by-laws required (but an Operating Manual is recommended in lieu of by-laws)
- Requires financial support from their home Section
- Jenny developed a draft checklist of Chapter Representative Duties for the Operating Manual

- Southern New Mexico – Las Cruces, NM and El Paso, TX members
- Northern New Mexico – Santa Fe
- Western Colorado – Grand Junction
- Northern Colorado/Wyoming – Fort Collins/Laramie
- Northern Arizona – Flagstaff (NAU)
- Southern Utah – St. George (Utah Tech)
- Northern Nevada – Reno (UNR)
- Push for this in 2024
 - Maybe a task for the Membership Committee, or Communications Committee
 - Put together a “Benefits of Being a Chapter”
 - You get a “name”
 - Help tie in student chapters
 - Get a budget line item from your Section (possibly)
 - Could have someone on the Chapter Board as an officer position on the Section Board

SECTION REPS:

Section	Representative	Email	Term
Arizona	Darlene Yellowhair	darlene.yellowhair@psomas.com	2024-2025
Idaho	Cody Luper	cody.luper@jacobs.com	2024-2025
Nevada	Ati Abad	atefeh.abad@atkinsrealis.com	2024-2025
Utah	Peter Jager	pjager@utah.gov	2024-2025
Colorado-Wyoming	Rae Stephani (AP)	rstephani@y2keng.com	2025-2026
Montana	Sarah Nicolai	snicolai@rpa-hln.com	2025-2026
New Mexico	Carl Vermillion	cvermillion@bhinc.com	2025-2026

*(AP) = Appointed (all others elected)

COMMITTEE CHAIRS/VICE CHAIRS:

Committee	Chair	Vice Chair	EC Liaison	Term

Advertising	Kordel Braley kordel.braley@aecom.com kordel@gmail.com		Lisa Nguyen	2025-2026
Annual Meeting	Josh Saak jsaak@achdidaho.org		David Lucas	2022-2024
Awards	Ati Abad atefeh.abad@atkinsrealis.com		Ben Waldman	2020-2024
Communications	Melissa Gende mgende@y2keng.com		David Lucas	2022-2025
Diversity, Equity, & Inclusion	MariaAngelica Deeb mariaacafe2002@yahoo.com	Lisa Fischer (2025-2026) lisa.fischer@hdrinc.com	Ben Waldman	2023-2024
Membership	Sanjay Paul sanjay.paul@hdrinc.com	Josh Hoffman (2024-??) joshuah9@gmail.com	Chris Sobie	2024-2025
Nominations	Paul Barricklow pbarricklow@lee-eng.com			2025
Service & Outreach	Jennifer Rosales jrosales@ardurra.com		Jenny Grote	2024-2025
Students & Younger Members	Victoria Edington Victoria.Edington@stantec.com		Lindsay Saner	2023-2025
2024 LAC	Dillon McLain dillon.mclain@kljeng.com			2024
2025 LAC	Jonathon Kruse jkruse@lee-eng.com Paul Barricklow pbarricklow@lee-eng.com			2025
2026 LAC	Ellie Volosin ellie_volosin@tempe.gov David Lucas david.lucas@aecom.com			2026

Note: The expectation of committee chairs is to serve an initial two-year term, with unlimited renewals.