MEETING MINUTES
NCITE Annual Meeting
Thursday, November 10, 2016; 5:00 PM–10:00 PM

1. Call Meeting to Order
The business meeting was preceded by a happy hour that began approximately at 5:00. The new Younger Member Committee held their inaugural meeting at 4:00. A buffet style dinner was served around 5:30. Joe called the meeting to order at around 6:05.

2. Introductions
All NCITE members and guests introduced themselves, stated their employer, NCITE involvement and answered the questioned posed: “What is your favorite odd-ball team sport?” There were 53 attendees at this event.

3. MWITE and ITE International Update
John Davis, the District 4 (Midwest) ITE International Director, presented on the latest MWITE and ITE activities.

Results of the ITE International Election for 2017 leadership are as follows: Shawn Leight, ITE International President, Michael Sanderson, ITE International Vice President Elect, and Paula Flores, ITE International Past President.

John continued with a MWITE leadership update with Rebecca Szymkowski serving as president in 2017.

ITE International is focusing on branding efforts and has come up with 4 Cornerstones: Relevant, Recognized, Connected, and Value-Added. They are also working on attracting new members by clearly stating benefits of membership: Connections, Keep in the Know, Find Solutions, Grow Your Career, and Make Your Voice Heard. 2017 initiatives include: Strengthening ITE’s Program, Global ITE Sections, Revise Board Committees, Smart Cities, and Link Transportation to Public Health. The International Board has also recommended some changes to membership dues, membership constitution (to attract new members), and nomination process for International officer candidates.

The 2017 MWITE Annual Meeting will be in Madison, Wisconsin June 18-20. The ITE Annual Meeting will be in Toronto, Ontario, Canada July 30-August 2.

4. Year in Review
Joe summarized the sections’ highlights, which included 6 section meetings, the 3rd Annual ITS-MN/NCITE Fundraiser at Fulton Brewery, Summer Social event at Brit’s Pub, award of $1,500 in scholarships and student paper awards, completed Board initiatives of tax exempt status and updating of organization policies, procedures, and bylaws. The Board also worked to form a new committee for members 35 and under; the Younger Member Committee. Finally, NCITE secured the 2018 ITE International Annual Meeting, which will be held on August 20-23, 2018.

Joe provided a summary of the section’s financial status, showing that we continue to operate in a good financial standing.

5. Regional and National Awards
Our section earned two awards in 2016, through the hard work of Mike Martinez and Jonah Finkelstein (Section website) and Jacob Folkeringa and Cortney Falero (Section newsletter):
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- MWITE Section Website award (7th Straight Year)
- ITE International Newsletter award (5th Straight Year)

6. Technical Committees
Joe recognized and thanked the various technical and standing committee chairs for their efforts in 2016. They included:

- Technical Committee Chairs:
  o Intersection Traffic Control, Mark Wagner
  o ITS, Derek Nieveen
  o Planning Methods and Applications, Steve Wilson
  o Pedestrian and Traffic Safety, Natalie Lindsoe
  o Geometric Design, Kelly Besser
  o Simulation and Capacity Analysis, Ben Hao

- Communications Group
  o Communications Committee chair, Jacob Folkeringa
  o Newsletter Coordinator, Cortney Falero
  o Technology Coordinator, Joe DeVore
  o Website Coordinator, Jonah Finkelstein
  o Student Activities, Abby Rieckman (Tutewohl) and Kevin Peterson
  o Membership Coordinator, Nick Ollrich

- Other Committees and Groups
  o Professional Development, Nik Costello
  o Traffic Operations and Maintenance, Adam Bruening
  o Younger Member Committee, Nick Ollrich

7. 2016 Executive Board
Joe recognized and thanked the members of the 2016 executive board:

- Mike Martinez, Vice President
- Scott Poska, Secretary
- Jeff Preston, Treasurer
- Katie Schmidt, Past President
- Ken Levin, Director
- Jacob Folkeringa, Director
- Max Moreland, Director

8. NCITE Awards
- 2016 Young Transportation Professional of the Year: Scott Poska
- Past President’s Transportation Professional of the Year: Denny Eyler
9. **2017 Election Results**  
New Bylaws language:

- To clarify what was voted upon at the 2015 Election, Section 3.3 has been revised to include Board quorum defined as at least 5 of 8 members of the executive board and,
- The NCITE president shall not vote unless to break a tie
- Section 3.5 has been revised to remove reference to the Nominating Committee

The 2017 Executive Board:

- Mike Martinez, President (by succession)
- Scott Poska, Vice President (by succession)
- Jeff Preston, Secretary
- Jacob Folkeringa, Treasurer
- Nick Ollrich, Director
- Abby Rieckman, Director
- Mark Wagner, Director

District 4 (Midwest) ITE International Director, John Davis, inducted the 2017 officers.

10. **2017 NCITE President**

Joe turned the meeting over to the newly elected president, Mike, who in turn, recognized and thanked Joe Gustafson for his service and efforts as president in 2016.

11. **Whirlyball Activity**

Joe concluded the business meeting at approximately 7:00. The first round of raffle prizes was handed out and an announcement of additional prizes was announced to occur partway through the whirlyball event. Staff at Whirlyball provided a quick overview of Whirlyball and the rules of the game. Attendees then teamed up to engage in spirited competition that concluded at 10:00. No injuries were reported.

Respectfully submitted,

Scott Poska

Date: November 22, 2016

2016 NCITE Secretary
2017 International ITE Leadership – ELECTION RESULTS

ITE International President
Shawn Leight
CBB Transportation Engineers + Planners
Saint Louis, MO, USA

ITE International Vice President
Michael Sanderson
Sanderson Stewart
Billings, MT, USA

2016 ITE International President
Paula Flores (Benway)
Stantec
Tampa, FL, USA
2017 Midwestern District Leadership

Officers
President
Rebecca Szymkowski (Wisconsin)
Vice President
Mike Bittner (North Central)
Secretary/Treasurer
Martin Gugel (MOVITE)
Immediate Past President
John Mick (Illinois)
District Director
John Davis (Wisconsin)

Section Representatives
Illinois
Mike Phan
MOVITE
Nathan Becknell
North Central
Joseph Gustafson
Wisconsin
Stephan Hoffmann

Recent By-Laws changes split the Secretary/Treasurer position into two elected offices – Treasurer and Secretary. In 2017, both positions will be elected. The Illinois Section will nominate candidates for District Treasurer and the Wisconsin Section will nominate candidates for District Secretary.

After 2017, the District Secretary position will be the “entry office” to the officer progression of the elected positions.
ITE Cornerstones

- Relevant
- Recognized
- Connected
- Value-added
Benefits of ITE Membership

<table>
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<tr>
<th>Connections</th>
<th>Keep in the Know</th>
<th>Find Solutions</th>
<th>Grow your Career</th>
<th>Make your Voice Heard</th>
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<td>Locally, internationally, virtually and in-person. Your local section offers in-person networking and professional events. ITE offers the Annual Meeting &amp; Exhibit each year. ITE Community is our virtual forum connecting members and promoting discussion.</td>
<td>Every 2 weeks we send out ITE Spotlite our e-newsletter. Members receive our monthly ITE Journal. Regular updates on ITE Community and through our social media forums Monthly ITE Talks Transportation podcast</td>
<td>ITE has an extensive Library of resources and essential publications you need on your bookshelf. ITE Community lets you ask questions of your colleagues so you can get answers.</td>
<td>Our professional development at the Learning Hub is tuned in to offer timely, relevant professional development. Use the ITE Career Center to connect with employers and post your resume so they can find you.</td>
<td>ITE connects with other professional organizations, weighs in-on policies and asks our members to do the same. ITE is the organization to address key transportation issues and is recognized by our partners and the industry as a leader in transportation.</td>
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From Student to Professional, ITE provides our members value and support throughout their careers. We create connections, keep you in the know, help you find solutions, grow in your career and make your voice heard.
2017 Initiatives

- **Strengthening ITE’s program** – In 2017, the IBOD desires for ITE volunteers and staff to work to strengthen the technical program offerings and activities and to continue to enhance the program of the ITE annual meeting to grow attendance at the meeting as well as grow membership overall.

- **Global ITE sections** – There will be a focused effort to expand ITE outside of Canada and the United States by the creation of a District 8 (International) Board and then the creation of sections in areas around the world. Looking for US based individuals with contacts in other countries to help in the organizational efforts.

- **Revise Board Committees** – For 2017, some of the Board’s committees with ex-officio members to the board will be discontinued or will report to another larger committee to reduce the number of ex-officio members to the board. Committees will also be given specific objectives for 2017.

- **Smart Cities** – The IBOD has asked staff and the TSM&O Council to review the topic of Smart Cities in order to assess hope best to involve ITE.

- **Link Transportation to Public Health** – The IBOD has asked staff and the Planning Council to review how ITE might better relate and support a linkage of transportation to public health and a partnership with the American Planning Association.
Highlights from International ITE Board and Staff

Revisions in the 2017 membership dues

• Graduated dues for members under 30 will continue
• Dues for ITE Fellows will no longer be different from those who are ITE members.
• The Board and ITE staff is working to enhance the honor and privileges of being selected as a Fellow of the Institute.

The Board’s membership committee has recommended several revisions regarding the Institute’s membership requirements in the ITE Constitution.

*Proposed revisions would remove barriers to participation by opening membership to a wider range of individuals engaged professionally in the field of surface transportation – administrators, advocates, educators, engineers, planners, technicians and technologists.*

Renewal cycle is underway!
The ITE Officer Nominations Committee has recommended changes to the process to select nominees and elect international officers of ITE.

- Modernize the process;
- Attract a greater number of qualified individuals to consider serving as an international officer; and
- Reduce time and costs to become elected.
- The committee’s recommendations to amend the ITE Constitution will be reviewed by the Constitutional Amendments Committee.

It is anticipated that these amendments regarding membership and officer elections will be presented to the voting membership for consideration in the latter part of 2017 following the amendment process prescribed in the ITE Constitution.

Midwestern District’s representative is Chad Hammerl (Illinois Section)

Chad.Hammerl@jacobs.com

www.ite.org  @itehq
ITE established a **VisionZero steering committee and technical working group** to bring our expertise and input more into focus on this important traffic safety program. First meeting was September 12th.

**ITE Spotlight**, which is distributed via email about every two weeks. Each issue has information and updates of current happenings in our industry and profession.

In May 2016, ITE launched a monthly podcast series, **ITE Talks Transportation**. **New podcast released every 4th Tuesday of month.**

To listen to the most recent podcast as well as past editions, just go to [www.ite.org/learninghub/podcast.asp](http://www.ite.org/learninghub/podcast.asp)
In August, the ITE International Annual Meeting in Anaheim was attended by over 1200 individuals.

- Over 60 members from the Midwestern District were in attendance as well.
- **Revenues exceeded Expenses**

“In Case You Missed It” webinars being developed based on session from the Annual Meeting in Anaheim. Presentations through December, and will be recorded for viewing.

2017 Annual Meeting’s Call for Abstracts was released on **October 25, 2016.**

Deadline for submission of abstracts is **December 9, 2016.**

**Future International Annual Meetings**

- 2017 – Toronto, ON, Canada
  - *Transportation for All: Putting New Ideas into Practice*
- 2018 – Minneapolis, MN
  - *Combined meeting for Midwestern and Great Lakes ITE Districts*
- 2019 – Texas
  - *65th Anniversary of TexITE*
- 2020 – New Orleans, LA
Highlights from International Board and Staff
ITE Technical Programs (as of 10/1/2016)

- Self-Enforcing Roadways Report (FHWA Contract)
- Highway-Rail Grade Crossing Handbook (FRA/FHWA Contract)
- ITE Trip Generation Manual, 10th Edition
- National Committee on Uniform Traffic Control Devices (NCUTCD)
- Trip Generation Handbook
- Urban Trip Generation
- Traffic Calming ePrimer (Contract)
- ITE NACTO Transit Guide Supplement
- Rural Transition Zone (Contract)
- Alliance for Bicycling and Walking – Bicycle Benchmarking Report Online Expansion (Contract)
- National Operations Center of Excellence (NOCoe) Technical Services Manager (AASHTO Contract)
- FHWA Performance Management NPRM Response
- Traffic Signal Benchmarking and State of the Practice Report (FHWA Contract)
- SHRP2 Project L17 Enhanced Knowledge Transfer System for TSM&O (AASHTO Contract)
- Proposed Recommended Practice Guidelines for Determining Traffic Signal Change and Clearance Intervals

- Transit and Traffic Impact Studies Informational Report
- Pedestrian and Bicycle Safety in Parking Facilities Informational Report
- Preemption of Traffic Signals Near Railroad Crossings Recommended Practice
- Downtown Delivery Symposia
- ITS Standards Program Indefinite Delivery Indefinite Quantity Contract
- Framework for Transportation Cyber Security
- Rail-Grade Crossing Handbook
- Professional Capacity Building ITS Standards Year 4 (Contract) Advanced Transportation Controllers (ATC) using Application Programming Interface (API) (Contract)
- ITS Transit Professional Capacity Building Program Year 2 (Contract)
- Advanced Transportation Controller (ATC) standard (Contract)
- Legislative and Funding Analysis for CV/AV (Contract)
- ITS Cabinet Version 2 Standard (Contract)
- Vehicle to Infrastructure Deployment Coalition (V2I DC) (Contract)
- National Transportation Systems Cybersecurity Framework (TSCSF) (Contract)

ITE Application Supplement to the NACTO Guide
Applications for the 2017 Class has closed

2018 Class applications will be due is

September 15, 2017

www.ite.org/leadership

Carrie Falkenrath
(carrie@tsquaredtt.com)
Leadership
Networking
Micro-volunteering
EMPLOYER BASED COUNCIL INVOLVEMENT

- Transportation Education
- Public Agency
- Transportation Consultants
• Innovative/Practical Design
• Work Zone Safety and Mobility
• Bicycle system planning and implementation
• Traffic operations and analysis
• Big data applications in transportation
• Managed lanes analysis and implementation
• Travel time reliability measures
• Engineering ethics

Abstracts are due on January 6, 2017.

Applicants should submit their abstract on the conference website: www.mwite2017.com/
START MAKING YOUR PLANS TODAY!
Deadline for submissions is Friday, December 9, 2016.
ENCOURAGE OTHERS TO GET INVOLVED!

- Invite someone to join ITE
  www.ite.org/membership
- Bring someone to a local event
- Encourage someone to participate in the ITE Community
- Suggest to someone to join a council
  www.ite.org/councils
Any Questions, Suggestions or Good Jokes

John Davis
Midwestern District Director

Contact Information
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@ITEJohnDavis
262.523.4488
2016 NCITE ANNUAL MEETING

NOVEMBER 10, 2016

Whirlyball
Maple Grove, Minnesota
PROGRAM OVERVIEW

★ Introductions
★ MWITE and ITE Update
★ 2016 Year in Review
★ Awards and Election Results
★ Whirlyball!
★ Raffle Prizes
INTRODUCTIONS
Int’l & Midwestern ITE

District Director for International ITE

John Davis
2016 YEAR IN REVIEW

★ Six Section Meetings
★ Joint WTS/NCITE Ethics Training Event at WSB
★ Joint ITS-MN/NCITE Fundraiser at Fulton Brewery
★ Summer Social at Brit’s Pub
★ Three $500 Intern Scholarships in January 2016
★ Board Initiatives:
  ★ Tax Exempt Status
  ★ Update Policies, Procedures, and Bylaws
★ Added New Younger Member Committee
★ 22 New Section Members and 8 Student Members
2016 YEAR IN REVIEW

★ And secured the 2018 ITE Annual Meeting & Exhibit!

August 20-23, 2018
NCITE FINANCIAL STATUS

★ Hiway Federal Credit Union Accounts:

  • $10,186 Money Market Account
  • $3895 Checking
  • $1018 Savings Account
  • $2098 in PayPal Account

★ Good Financial Standing

★ Section Meeting fees gradually increasing to match cost
THANK YOU, 2016 NCITE SPONSORS!
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NCITE AWARDS RECEIVED

★ MWITE Section Website Award (7th Straight Year)

Mike Martinez
Vice President

Jonah Finkelstein
Website Coordinator
NCITE AWARDS RECEIVED

★ ITE Newsletter 250-500 Circulation (5th Straight Year!)

Jacob Folkeringa
Communications Chair

Cortney Falero
Newsletter Editor
TECHNICAL COMMITTEES

★ 7 Technical Committees
- Pedestrian and Traffic Safety
- Planning Methods and Applications
- Intersection Traffic Control
- Intelligent Transportation Systems
- Geometric Design
- Simulation and Capacity

★ Discuss Current Technical Topics
★ Development of Technical Guidance/Policies
TECHNICAL COMMITTEES

Intersection Traffic Control
Mark Wagner

ITS
Derek Nieveen

Planning Methods & Applications
Steve Wilson

Pedestrian & Traffic Safety
Natalie Lindsoe
COMMUNICATIONS GROUP

★ Handles NCITE communications via:
  ★ The NCITE website
  ★ The INCITER newsletter
  ★ Web-streaming of Section meetings
  ★ Membership list
  ★ Sponsor relations
  ★ Outreach to student groups
OTHER COMMITTEES & GROUPS

Professional Development

Nik Costello

Traffic Operations & Maintenance

Adam Bruening

Younger Member Committee

Nick Ollrich
NCITE EXECUTIVE BOARD

- 8 Board Members
- Operation of NCITE
- Financial and Other Record Keeping
- Plan Section Activities
2016 EXECUTIVE BOARD

Mike Martinez  
Vice President

Scott Poska  
Secretary

Jeff Preston  
Treasurer

Katie Schmidt  
Past President

2016 Annual Meeting
2016 EXECUTIVE BOARD

Ken Levin  
Director

Jake Folkeringa  
Director

Max Moreland  
Director
AWARDS

Young Transportation Professional of the Year

★ Individual Who is 35 Years Old or Younger
★ Making Outstanding Contributions to NCITE and ITE
★ Achievements in the Transportation / Traffic Engineering Profession
AWARDS

Young Transportation Professional of the Year

This year’s winner...
★ Has presented at a MWITE Annual Meeting
★ Has twice served as an NCITE committee chair
★ Has served as an NCITE Director.
★ Has served as an NCITE Treasurer
★ Has served as an NCITE Secretary
★ Is on track to be your NCITE President when our colleagues from around the world arrive here in 2018...
YOUNG TRANSPORTATION PROFESSIONAL OF THE YEAR

Scott Poska
AWARDS

Past President’s Award for Transportation Professional of the Year

★ Individual Who has Made Outstanding Contributions to NCITE and ITE
★ Notable Career Achievements in the Transportation and Traffic Engineering Profession
AWARDS

Past President’s Award for Transportation Professional of the Year

This year’s winner...

★ Was nominated by an NCITE Past President
★ Has been a participant in several NCITE committees
★ Has presented at MWITE and ITE Annual conferences
★ Is a member of the TRB Traffic Signal Systems Committee
★ Regularly contributes knowledge to the industry listservs
★ Has 6 articles or presentations published on the ITE website
★ Presented at the September 2016 NCITE Section Meeting
PAST PRESIDENT’S TRANSPORTATION PROFESSIONAL OF THE YEAR

Denny Eyler
ELECTION RESULTS

Proposed Bylaw Changes Passed:

1. Amend Section 3.3 as follows:
   - Board Quorum Defined as at Least 5 of 8 Members
   - Motions must receive four or more votes to pass
   - Presider shall not vote unless except to break a tie

2. Amend Section 3.5 to remove reference to the Nominating Committee.
2016 BOARD CANDIDATES

**Director**
Doug Arnold  
Nick Ollrich  
Abby Rieckman  
Jacob Rojer  
Mark Wagner

**Treasurer**
Jake Folkeringa  
Derek Nieveen

**Secretary**
Jeff Preston
2017 EXECUTIVE BOARD
Directors

Nick Ollrich  Abby Rieckman  Mark Wagner
2017 EXECUTIVE BOARD
Treasurer

Jake Folkeringa
2017 EXECUTIVE BOARD
Secretary

Jeff Preston
INDUCTION OF OFFICERS

District Director for International ITE

John Davis
2017 NCITE PRESIDENT

Mike Martinez
DOOR PRIZES...
WHIRLYBALL!