



# 2026 Winter Board Meeting Agenda

Executive Committee Session

*Iteris*

1700 Carnegie Ave, Santa Ana, CA 92705

Friday, January 23, 2026

8:30 am - 4:00 pm (PT)

Teams Link: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MjBhY2U2ZTkY2RkOC00NGVmLTkwMGUtNzIzOWZiYjNlMzBj%40thred.v2/0?context=%7b%22Tid%22%3a%226ef85c5a-b923-4dd8-84e6-a6666185a8bf%22%2c%22Oid%22%3a%220ff28a6a-bfbb-4999-97ba-7579e060a78f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjBhY2U2ZTkY2RkOC00NGVmLTkwMGUtNzIzOWZiYjNlMzBj%40thred.v2/0?context=%7b%22Tid%22%3a%226ef85c5a-b923-4dd8-84e6-a6666185a8bf%22%2c%22Oid%22%3a%220ff28a6a-bfbb-4999-97ba-7579e060a78f%22%7d)

## Welcome

The Western District Board welcomes committee chairs, council chairs, section representatives and section/chapter leaders to its winter board meeting. Voting members of the District Board consist of the Elective Officers of the District (Executive Committee: President, Vice President, Secretary-Treasurer, Past President, and two International Directors) and Section Representatives. These persons are responsible for all “Official Transactions of Business” of the District, such as approval of operating budgets and adoption/modification of policies. All other Western District ITE members attending are welcome to participate in the discussion as time allows.

\*Indicates items where action is required.

## Meeting Agenda

Executive Committee Session		8:30 am – 11:00 am
<b>I.</b>	<b>President’s Report</b> <ul style="list-style-type: none"> <li>a. Chair Appointments and Terms</li> <li>b. Section/Chapter Visits</li> <li>c. Action Items (see attachment)</li> <li>d. Branding</li> </ul>	<b>(McNeill) 8:30 am</b>
<b>II.</b>	<b>International Directors’ Reports</b> <ul style="list-style-type: none"> <li>a. International Director’s Report <b>(Koonce)</b></li> <li>b. International Director’s Report <b>(Leung)</b> <ul style="list-style-type: none"> <li>i. 2026 Officer Candidate Selection</li> </ul> </li> </ul>	<b>8:50 am</b>
<b>III.</b>	<b>Vice President’s Report</b> <ul style="list-style-type: none"> <li>a. Committee Chair Travel Budget</li> <li>b. 2024-2025 Fiscal Year Closeout</li> <li>c. Taxes Update</li> </ul>	<b>(Shew) 9:20 am</b>

- d. 2025-2026 Fiscal Year-to-Date Financial Report
- e. Leadership Directory Update
- f. DA Davidson Resolution

<b>IV.</b>	<b>Secretary-Treasurer’s Report</b>	<b>(Henderson)</b>	<b>9:40 am</b>
	a. Exchange of Records Meeting Summary		
<b>V.</b>	<b>Past President’s Report</b>	<b>(Marnell)</b>	<b>9:55 am</b>
	a. Lifetime Achievement Awards		
	b. Individual Achievement Award		
	c. Transportation Professional of the Year Award		
<b>VI.</b>	<b>Travel Budgets &amp; Policy</b>		<b>10:10 am</b>
	a. Policy Discussion & Updates	<b>(McNeill)</b>	
	b. Officers Budget Review	<b>(McNeill)</b>	
	c. Directors Budget Review	<b>(Koonce)</b>	
<b>VII.</b>	<b>Candidate Recruitment Discussion</b>	<b>(Leung)</b>	<b>10:30 am</b>
<b>VIII.</b>	<b>Section Health</b>	<b>(McNeill)</b>	<b>10:45 am</b>

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**General Session [HYBRID] 11:00 am – 12:00 pm**

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<b>IX.</b>	<b>Call to Order and Roll Call</b>	<b>(McNeill)</b>	<b>11:00 am</b>
<b>X.</b>	<b>Approval of Agenda*</b>	<b>(McNeill)</b>	<b>11:05 am</b>
<b>XI.</b>	<b>Items of Record and Consent Agenda* (McNeill)</b>		<b>11:10 am</b>
	a. Items of Record*		
	i. Financial Allocations from Fall 2025 Executive Committee Meeting		
	• 2029 San Diego Meeting - \$6,444.87 (\$815.42 from Long Beach)		
	• Family Night 2026 - \$2,000		
	ii. Chair Appointments and Terms		
	b. Consent Agenda*		
	i. Approval of June 2025 Summer Board Meeting Minutes		
<b>XII.</b>	<b>Section Representative Orientation (McNeill)</b>		<b>11:15 am</b>
	a. Overview of Section Representative Orientation Packet		
	b. Annual Meeting Attendance		
	c. Review of General Session Agenda and Decision Items		
	d. Open Discussion		
<b>XIII.</b>	<b>Summary of Executive Session</b>	<b>(McNeill)</b>	<b>11:25 am</b>

- a. Chair Appointments and Terms
- b. 2024-2025 Fiscal Year Closeout
- c. 2025-2026 Fiscal Year-to-Date Financial Report
- d. Lifetime & Individual Achievement Award Winners to be announced at Annual Meeting
- e. 2026 Officer Candidates
- f. Action Items (see attachment)

**XIV. ITE Awards (McNeill) 11:35 am**  
 Updates to the 2026 Program

**XV. ITE Branding (McNeill) 11:40 am**

- a. Current Status
- b. Feedback from Section Representatives
- c. University Outreach

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**LUNCH 12:00 pm – 1:00 pm**

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**Resume General Session [HYBRID] 1:00pm – 4:00 pm**

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**XVI. ITE International Remarks (Dorman) 1:00 pm**

**XVII. Section Representative Reports 1:10 pm**

- a. Hawaii (Lindsey)
- b. Central Coast (Mericle)
- c. Alaska (McCain)
- d. Northern California (Silva)
- e. Oregon (Spencer)
- f. Riverside-San Bernardino (Madera)
- g. San Diego (Shultz)
- h. San Francisco Bay Area (Takushi)
- i. Southern California (Xu)
- j. Washington (Guan)

**XVIII. Section 101 Updates (Leong) 2:10 pm**

**XIX. District Administrator’s Report (Whitlock) 2:30 pm**

**XX. Advertising Manager’s Report (Zellers) 2:45 pm**

<b>XXI.</b>	<b><i>WesternITE</i> Managing Editor's Report (Baidy)</b>	<b>2:50 pm</b>
<b>XXII.</b>	<b>Website Manager's Report (Suwandhaputra)</b>	<b>2:55 pm</b>
<b>XXIII.</b>	<b>Committee Reports</b>	<b>3:00 pm</b>
	a. Career Guidance Committee (Hammel)	
	b. Public Relations Committee (Ganddini)	
	c. Student Funding & Initiatives Committee (Andrews)	
	d. Technical Committee (Victoria)	
	e. District LAC Committee (Leong)	
<b>XXIV.</b>	<b>Annual Meeting Reports</b>	<b>3:25 pm</b>
	a. 2025 Long Beach, CA (Chandrasekar)	
	b. 2026 Bellevue, WA (Acutanza)	
	c. 2027 Reno, NV (Leong)	
<b>XXV.</b>	<b>Old Business</b>	<b>3:40 pm</b>
<b>XXVI.</b>	<b>New Business</b>	<b>3:45 pm</b>
<b>XXVII.</b>	<b>Adjourn</b>	<b>4:00PM or Earlier</b>

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**Notice: Next Board Meeting: Sunday, June 28<sup>th</sup>, 2025, Bellevue, WA**

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**Action Items :**  
**New Action Items**

No.	Action Item	Owner	Target Date
<b>2025 Fall Executive Session</b>			
1.	Follow up with Cathy for LAC closeout numbers and Quicken file	Cameron	Complete
2.	Send \$500 sponsorship for UC Davis ITE/ITC event	Cameron	Complete
3.	File taxes with Banks Accounting after FY closeout	Cameron	Complete
4.	Work with Kezia to update website to add new award page for “Transportation Professional of the Year” Award, and clean up language on the IAA.	Pat	Complete
5.	Follow up with Cathy regarding the potential for a joint meeting with ITE Canada in Vancouver in 2030 or beyond	Pat	1/22/26
6.	Follow up with Sean re: NorCal election status and candidates.	Cameron	Complete
7.	All EC members to upload files to District website files archive.	All EC members	Complete

**Previous Action Items**

No.	Action Item	Owner	Target Date
<b>2025 Summer Board Meeting General Session</b>			
1.	Review election policy and make recommendations for section best practices on engagement with candidates	Pat	1/22/26