



## Summit Steering Committee Meeting Notes

February 29, 2024, 2:00 pm MT  
Microsoft Teams Meeting

### Attendees

- Ron Duran
- Shauna Miller
- Jody Bieze
- Larry Standfield
- Leslie Pedrosa
- Maxine Durand
- Suzanne Seigneur

### Previous Meeting Notes & Action Items

- Completed:
  - Shauna – pricing info for social event
  - Ron – check with communications about social media sharing
- Ongoing
  - Jason – Build shared distribution/contact database
  - Leslie – Budget proposal to Shauna for marketing

### Sub-Committee Updates

- Communication/Marketing Plan – Leslie, Larry, & Maxine
  - Finalizing flier
  - Highlight topics in first section
  - Contact: Shauna Miller
  - Registration begins August 1: [eventleaf.com/e/2024ptsummit](https://eventleaf.com/e/2024ptsummit)
  - Distribution List draft started
- Networking/Social Event & Vendor Showcase – Janet & Suzanne
  - ~\$7,500 - \$8,000 for social event
  - Shauna to send our vendor survey
  - Shauna to get map of area for bus vendors
- Day 1 Statistical Economic Development Data/Case Study – Suzanne
  - John Martin still available
  - Meeting with Jody & Alisa about Data Showcase



- Day 1 Data Showcase – Jody & Alisa
  - Feedback on draft content framework
    - Tighten up a little
    - Environmental piece – might want to leave out
  
- Day 1 What we could be – Larry & Maxine
  - Compiling information
  - AI is important but what are some of the other technological solutions we have right now.
  
- Day 1 Messages from DC – Kim
  - No update
  
- Economic Panel – Ron
  - Waiting to hear from Katherine Lawson & Michael Eichler
  
- Kick Off – ITD-PT
  - Working with our executive leadership
  
- PSA Update – ITD-PT
  - Slight setback, we went out to bid for a new agency and it's different than the one we had started working with. New vendor contract in place. Working with new vendor on moving forward.
  
- Hall of Fame – ITD-PT
  - Nominations 03/01 – 07/19
  - Voting 07/26 – 08/09
  
- Next Meeting Agenda 02/29/2024

Meeting Action Items:

- Jason – Build shared distribution/contact database
- Leslie – Budget proposal to Shauna for marketing
- Shauna - Session on Ordering Buses
- Shauna – Survey for vendor requests
- Ron – send Jody scope and brief from the provider spotlight videos
- Shauna – Launch Hall of Fame Nominations