## **Summit Steering Committee Meeting Notes**

April 11, 2024, 1:00 pm MT Microsoft Teams Meeting

#### Attendees

- Shauna Miller
- Alisa Anderson
- Chad Ingle
- Janet Miller
- Kim MacPherson
- Leslie Pedrosa
- Maxine Durand
- Suzanne Seigneur

DropBox Link: <a href="https://www.dropbox.com/home/2024%20PT%20Summit">https://www.dropbox.com/home/2024%20PT%20Summit</a>

### Previous Meeting Notes & Action Items

- Completed:
  - O Suzanne & Janet Draft Vendor Packet
- Ongoing
  - Leslie Budget proposal to Shauna for marketing (May)
  - o Committee Continue adding contacts into contact dropbox list
  - Shauna send out survey for swag items

#### **Sub-Committee Updates**

- Communication/Marketing Plan Leslie, Larry, & Maxine
  - No sign ups for swag yet
- Networking/Social Event & Vendor Showcase Janet & Suzanne
  - Vendor Packet draft complete with sponsorship information
  - Working on a mock agenda
  - Networking icebreaker
- Day 1 Statistical Economic Development Data/Case Study Suzanne
  - o John Martin is going to be our keynote for day 1.



# YOUR Safety · · · · ► YOUR Mobility · · · ► YOUR Economic Opportunity

- Day 1 Data Showcase Chad & Alisa
  - o Chad, Chris, and Alivia are presenting
  - o Ron's videos
- Day 1 What we could be Larry & Maxine
  - O I have an outline ready. One thing I need to do is attempt to narrow down AI apps that apply more to transit. A lot of the AI information they talk about are dashcams and scheduling software. Which I think that is a norm. So I am trying to dig deeper than that.t
- Day 1 Messages from DC Kim
  - Continue updating contact list
- Economic Panel Ron
  - Meeting with Tim Thornton next week
- Kick Off ITD-PT
  - Still working on
- PSA Update ITD-PT
  - No update
- Hall of Fame ITD-PT
  - No submissions yet
  - o Champion is a champion, doesn't matter if they are still with the agency
- Additional ITD-PT Updates
  - Contract signed
  - o Room layouts
- Next Meeting Agenda 05/02/2024

Meeting	Action	Items:
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	Leslie – Budget proposal to Shauna for marketing (May)
	Committee - Continue adding contacts into contact dropbox list
	Shauna – send out survey for swag items
П	Shauna – Finalize Vendor Packet