Western Central Chapter

American Planning Association

Executive Committee Meeting Minutes

May 28, 2019

Attendees: Jeff Bollman, AICP, President; Charles Bloom, AICP, Vice-President; Megan Nelms, AICP, Secretary/Wyoming State Director; Lysann Zeller, South Dakota; David Heinold, Webmaster; Randy Johnson, AICP, Professional Development Officer; Sandy Rohde, North Dakota; Allison Mouch, AICP, Past President; Andrew Boughan, Western Planner Representative

Agenda:

1. Minutes

Randy moved to approve the minutes from January 7, 2019 as presented. Randy seconded. All voted aye, motion carried.

1. President’s Report

Jeff gave an update from the Chapter President’s Council meetings at the APA annual conference in San Francisco. He reminded everyone that APA Divisions are a good resource to use to find speakers and topics for conferences in our states and remember to utilize them.

There was general discussion on the performance criteria for the chapter reports. It sounded like overall, APA was pleased with what was submitted by chapters. Jeff included our summary report in the meeting packet. He also uploaded items to APA Engage and the supporting documents that are referenced in the report.

For this coming year, we will need to update our “chapter development plan” so we need to start discussions on how we will do that. It has been about 7 years since the last time it was done. Allison is on the APA review committee for the chapter performance reports, since this was the first year they were required. She said, from the other chapters she reviewed, there wasn’t a large different between smaller chapters, such as ours, and larger chapters, in terms of what the reports looked like. She stated that our report was comparable to many of the larger chapters from the middle portion of the country. She said one area we could expand on is our work plan and reviewing examples from other chapters to use as a framework for ours.

Jeff stated that updating our strategic plan first and then going for the work plan would be easiest and asked how everyone wanted to go about doing that. He feels that meeting in person would be easiest but wanted to find out how everyone felt about that. The WPR conference is not in any of our chapter states this year, and not all of us are attending this year in Santa Fe. He wants everyone to think about it and some dates and we will make more concrete plans at the meeting in July.

Megan asked what the timeline was, if we had to be done by the end of the year? Jeff stated that was the goal. There was general discussion about meeting in person, doing a webinar, a phone conference, or something else. He is open to ideas and asked everyone to come back with suggestions in July.

Jeff talked about the changes APA is proposing to the CM credit requirements. They are proposing reducing the law and ethics credits from 1.5 to 1.0. They also want to add required credit sessions on equality and a rotating topic that would change every few years. The first topic they have suggested is climate.

Charles commented that he thought it was a good idea to reduce the law and ethics credits to 1.0, as the 1.5 credits always seemed to mess up conference schedules. He said he thought equity was a good topic to have required. He questioned climate as a topic for regions that produce fossil fuels, etc. Megan stated that she agreed with Charles on the credit reduction requirement and including equity as a required topic but said that she did not agree with climate or reference to climate change. She stated there are potential impacts to planner in areas that produce and are dependent on fossil fuels with elected officials and negative perceptions of “climate change” and she didn’t feel it was a necessary topic for CM credit requirements. Allison stated she disagreed with the chapter making a statement against climate as a required topic, as Montana would probably see a need for it.

After general discussion, Jeff stated he would send an email on behalf of the chapter stating that we agree with reducing the law and ethics credits to 1.0 and adding equity as a topic. He will further state that we are supportive of a rotating topic, and if climate is chosen, they should offer a wide range of what will be considered to meet the climate topic and give chapters and states a very broad set of standards to session topics. He also said if anyone wanted to send personal thoughts or comments on the proposal, they can do that as well.

Overall, Jeff said he thought the APA conference was, good. One of the better ones he had attended.

Our next meeting date was also scheduled for July 15th, but Jeff will be out of town, so he asked if he could move it to July 22nd. That worked for everyone, so he will send an updated meeting invite.

1. Treasurer’s Report

Jeff sent out the checking account info he received from Bethany just before the meeting and he also updated the budget sheet. The main expenses were his and Randy’s travel to the APA conference. We are still looking for a Treasurer to replace Bethany, as she is taking a new job next month, so we need to find someone ASAP.

1. PDO Report

Randy gave an update from the PDO forum from the APA conference. He also thought the conference was very good and was grateful to attend. He stated the main topic was the changes to the CM credits that we previously discussed.

They are discontinuing the AICP Exam Prep 3. The plan is to allow other forms of free training to the membership. They are also planning to link to state’s materials and provide updated links. They are going to do a new AICP guides as well, which will have two parts – one about completing the exam application and a separate section for the exam. The Chapter Presidents Council is also putting together a new study manual that should be available the winter. It was last updated in 2015.

The November exam had a 58% pass rate. David Heinold was congratulated for passing the exam last week during the May testing window. Randy knows of three other chapter members who passed, but we have not received the official list from APA yet.

There was general discussion about getting the updated CPC training manual after it is updated. There will probably be a charge, but Randy stated that those he has sent the current version too have found it helpful.

Charles inquired about training being retroactively eligible for CM credits. Randy stated that the training needed to be sponsored by a CM provider, so Charles would need WCC or WYOPASS to sponsor the training and then submit for the credits. So, it can’t be done retroactively, but be sure to next time.

1. Website

David has been trying to push the newsletter editor position on the website. He stated he would post the Treasurer position as well. He just finished updating state conference news and dates. David asked Jeff about getting the updated membership list, he missed it in April. He also posted the AICP Ethics Case of the Year and updated some other links.

Jeff agreed with posting the Treasurer position on the website. He also asked if we had any issues with job postings or getting posts from outside the chapter that are not paid. David said we are not automated yet, postings are still coming through emails. He has inquired to APA, but hasn’t gotten a response, so we may just have to keep going like we are now.

1. Western Planner

Andrew and Megan gave an update on the WPR conference planning. It will be in Santa Fe, NM, September 9-11th. They are currently working on the agenda. Megan stated they had over 60 session proposals, so they are having to eliminate some, which is a good problem! Otherwise, things are moving forward, and registration is currently open.

1. Young Planners Initiative – Mentorship Program Update

Not much of an update currently. Charles noted that he did a review of tenure at his office, and in the City of Cheyenne, the average Planner I lasts 9 months. He thought that was an interesting tidbit.

Lysann said with fall conferences coming up, the committee should probably reconvene and have a call about what they want to do to assist states. They all concurred and will have an update in July.

1. State Reports
   1. Wyoming

Megan and Charles gave an update. They had their spring conference in early May in Riverton. It was well attended with about 45 people. Legislative topics were popular. Their fall conference is scheduled in Gillette, WY, October 9-11th. WYOPASS is also getting a new website, which should be rolling out early this summer.

* 1. South Dakota

Not a lot going on. They are dealing with recent flooding rains. They are still searching for a new WPR board member. Rapid City has had some leadership changes are they are interested in getting more involved with WPR and WCC, so that is good news. They haven’t started a lot of planning yet on their fall conference. It will be in Brookings, SD and they are excited to partner with the university and the geography department.

* 1. North Dakota

Their fall conference will be September 19th in Bismarck and they are working on getting sessions lined up. They just wrapped up their legislative issues’ session. They are also currently at over 100 members, which is the most they’ve ever had, so they are doing well.

* 1. Montana

Allison gave the state update. They just concluded their legislative session. Only a few bills were tracked, and it was an easy session in comparison to recent years. The MAP legislative committee has gotten wind that the development community is wanting to revamp the entire Montana subdivision statutes. MAP is trying to rein in the discussion, so they can take the lead on the project and review proposals. Their fall conference is September 24-26th in Chico Hot Springs. They think it will be very well attended.

9. Upcoming Elections

The period to submit nominations for officers was recently open. Jeff threw his name back in the ring for president. However, we did not receive any nominations for Vice-President and Charles did not re-apply. Charles said he didn’t realize that he missed the deadline, but he would be interested in staying on. Allison said we are at the point right now that we just have to tell APA whose name to put on the ballot. She will send Charles the paperwork to fill out so we can get his name in. We have until the end of June to submit.

Adjourn

The next meeting is scheduled for July 22, 2019 at 3pm. The meeting was adjourned at 2:11 pm (MST).