Western Central Chapter

American Planning Association

Executive Committee Meeting Minutes

May 11, 2020

Attendees: Jeff Bollman, AICP, President; Charles Bloom, AICP, Vice-President; Megan Nelms, AICP, Secretary/Wyoming State Director; Lysann Zeller, South Dakota; David Heinold, Webmaster; Andrew Hagemeier, Montana; Sandy Rohde, North Dakota

Agenda:

1. Minutes

Charles moved to approve the minutes from January 13, 2020 as presented. Sandy seconded. All voted aye, motion carried.

1. President’s Report

Jeff gave an update on the virtual CPC meeting that was in place of the in-person meeting they would have held at NPC. A main agenda item was the upcoming mandatory CM credit topics. The AICP commission is moving forward with reducing the law & ethics credit requirements down to 1 credit hour and adding in the rotating topics, which for now will be climate & diversity. They are working on assisting chapters with providing content related to the two new topics. They are also working on combining everyone into one reporting period for CMs. Right now, there are two. They should be sending out information soon.

The other big items were NPC 20 at home and how it was going to work from a live, in-person conference to remote. Jeff stated that NPC @ home ended up selling out, so it was successful. Charles chimed in and said that he did attend NPC @ Home and there was room for 5,000 participants and that is the number that sold out. Charles thought all the sessions were good and really enjoyed the virtual zoom networking social hour. Charles said he thought it was well worth the money. There was discussion about APA sending chapters information on how to go about hosting virtual conferences. Charles brought up an idea to be able to get more planning commissioners in our chapter to attend trainings if we could develop virtual sessions. We will watch for information.

Jeff also said APA has cancelled all in-person meetings for the rest of the year. This includes the Policy & Advocacy conference, but he thinks they will probably look at doing something virtually for that as well. We will stay tuned for more information.

Finally, there was discussion on the delegate assembly for the hazard mitigation policy guide. It is out but still needing to be reviewed. Jeff has a copy and can send it to anyone interested. Jeff will be the chapter delegate, as he sent out an email earlier to all chapter members who were registered for Houston to see if anyone was interested and didn’t get any responses. The delegate assembly is May 21st.

1. Treasurer’s Report

Jeff did not have any of the financial reports put together for today, but we did not really have

any expenses. We made a payment for our participation in the webinar consortium and Jeff received a partial hotel refund from his Houston reservation that went back into the account. Good news is Lysann has volunteered to take over the Treasurer position, so he is working on getting everything up to date to hand over to her. He also recently filed our 990 form.

1. PDO Report

We are also still looking for a new PDO since Randy’s resignation. Megan said she is interested and willing to take on the PDO role if someone is willing to take the Secretary position, as she does not want to be Secretary any longer. There was discussion on whether the Secretary must be a state representative of if it can just be any member of the Chapter. We will review the bylaws and Megan and Jeff will visit after the meeting.

The only PDO news Jeff heard about was the modified AICP testing schedule due to the COVID-19 pandemic. There was concern about people who couldn’t travel to other states to take the test, so they are working on a solution/modification.

1. Website Update

No update. David is just keeping the job postings current.

1. Western Planner Representative

We received a letter from Dan Pava, WPR President recommending that we appoint Larry Weil as the WPR representative to the WCC Board. He is interested and very involved with NDPA and WPR. Lysann moved to appoint Larry as the WPR representative. Sandy seconded. All vote aye, motion carried.

Megan gave an update about the 2020 WPR Conference that was scheduled in Bismarck in August. They made the decision this week to cancel the conference for this year due to the COVID-19 pandemic. The 2021 conference is already scheduled for Phoenix, AZ. WYOPASS has offered 2022 to NDPA to have the conference in Bismarck so they get to show off their state and all they had planned for this year. WPR will then go to Wyoming in 2023.

1. Young Planners Initiative – Mentorship Program Update

They had not worked on this much lately, as it has been hard to organize anything with no conferences happening. Charles said he noticed with NPC @ Home that there were many young planners attending their first APA conference. He said if we tried zoom networking conference, there may be something we can do geared towards new and younger planners.

WPR will work to get Lysann some information about the virtual conference plans they have for this fall. Megan said WPR would be interested in hosting some kind of mentor/mentee chat. Even something that was done quarterly could be an option. The committee is going to move forward with this idea and set a meeting to discuss and move forward on some ideas.

1. State Reports
   1. Wyoming

Megan gave an update on WYOPASS. They cancelled their annual Spring Workshop and are currently thinking about ideas for the fall and if they will host a conference. They are also still actively working on legislative involvement, though there were no big planning bills that came forward in the legislative session that just recently ended. They are keeping busy with continuing to build relationships with WCCA and WAM.

* 1. South Dakota

They had not planned to hold a fall conference and push people to attend Bismarck, so they don’t have a lot going on at SDPA right now. No big planning news statewide right now.

* 1. North Dakota

Sandy gave the update and said NDPA had met last week and made the decision to cancel the Bismarck conference. They are currently contacting speakers to let them know about the cancellation and moving forward with plans for 2022. They are thinking about working on some smaller “Planning 101” sessions for small towns and areas in the state that maybe don’t have an official “planner” to offer them training. They are also working on a survey of their membership.

* 1. Montana

Andrew gave the Montana update. They are preparing to hold elections, so they will have new faces on the board starting July 1. Right now, they are still planning on holding their fall conference. It will be later in the year, scheduled for late October in Missoula. Their venue contract doesn’t allow for cancellation and Montana is doing well right now in terms of numbers of infections with COVID-19, so they remain hopeful that they can go forward and perhaps gain some attendees from nearby states who need CM credits. Andrew also discussed their legislative activities. In the past they have been able to hire a lobbyist, but don’t think they will have the funding to do that anymore as the costs have skyrocketed. But there is a lot of planning related activity still going on in the Montana legislature.

1. Other Business

Megan brought up the possibility of WCC being able to assist member states with the costs of website upgrades or other technology, especially considering the new way we may have to look at providing conferences and continuing education. There was discussion about WCC buying a professional zoom account subscription for the states or WPR to utilize. The consensus was to get some more information about what the state needs are and information from WPR about what kind of hosting platform they are thinking of using for their virtual webinars and we can get a better idea of the cost and how we can help. We will leave this as a continuing agenda item.

David is going to post something on the website related to “engage with us” and the idea of virtual membership meetings and other ways we could utilize and support similar ideas.

Adjourn

The next meeting is scheduled for July 13, 2020 at 3pm. The meeting was adjourned at 4:02 pm (MST).