



American Planning Association
New York Metro Chapter

Making Great Communities Happen

Executive Committee Meeting 1/04/16

Location: Offices of AKRF, Inc.—7th Floor, 440 Park Avenue South, New York, NY

I. Procedural Duties

Call to order at 6:05 PM

[Present: M. Levine, J. Rausse, A. Lieber, M. Sokol, F. Akins, J. Dupre

On the phone: A. Witkowski, S. Sallie, G. D'Agrosa, K. Saxena, H. Jacksy]

A. Lieber taking notes

II. REPORTS

- Executive Committee positions
 - Committee discussed Chapter position vacancies: Secretary, PDO
 - J. Rausse noted PDO position requires AICP
 - F. Akins noted PDO duties should be divided between two people due to new responsibilities. Changes in APA National guidelines requires local PDOs to manage approval of events for CM credit. F. Akins suggested there be joint PDOs, with one handling CM credits and one performing more education and professional development (e.g. AICP exam prep and outreach with schools)
 - J. Rausse discussed candidates for Secretary position: Olivia Jovine (AKRF), Haley Collins (Stantec) (also interested in Transportation committee), Peter Vancura (Pratt);
 - M. Sokol recommended Alex Wallach (Town of Babylon) for YPG position
 - A. Lieber mentioned that several people have stated interest in YPG position but have stated reservations about assuming role alone, possibility of naming co-chairs to share duties
 - J. Rausse recommended Olivia Jovine for Secretary; M. Levine asked if the position needs to be ratified by chapter membership; F. Akins noted Division bylaws allow interim appointments without board vote; M. Sokol requested Committee consult chapter bylaws; J. Rausse read Art. VII, section H of bylaws regarding interim appointments to fill out terms
 - **Motion by M. Levine to appoint Olivia Jovine as interim Secretary; F. Akins seconded; approved by all**
- 2017 APA National Conference
 - J. Rausse forwarded working document to Committee from conference planning meeting with APA National representatives and discussed key developments. A new approach to conference planning was suggested by APA National Executive Officer, James Drinan, sessions to be organized by local chapters; involvement of NY Upstate, NJ, and CT chapters

- Key issues for NY Metro Chapter: planning sessions (Donald Byrnes has offered to lead effort, action plan will be developed with AICP Region 1 Commissioner Debbie Lawler and APA Region 1 Director Courtenay Mercer); J. Rausse discussed need to generate options for hotels--15 minute train ride from Midtown Marriott (Long Island City, Harlem, Downtown Brooklyn, south Bronx, possible options in inner ring suburbs), should be affordable
- J. Rausse discussed branding of conference and guide to be developed by NY Metro Chapter; plan for display at 2016 conference in Phoenix; J. Rausse asked for recommendations for people to help with display; H. Jacksy asked if there are any available materials from the last conference in NYC (2000); J. Rausse noted how much has changed since the last conference; Ethel Scheffer and Floyd Lapp also involved in planning of 2017 conference
- 2016 Meeting Schedule
 - Discussion of rescheduling Executive Committee meetings to accommodate A. Beatty class schedule (conflicts on Mondays)
 - **Motion by H. Jacksy to move meeting to first Tuesday of every month, M. Sokol second, approved by all**
 - J. Rausse thanked board for approving change
- VP Programs
 - K. Saxena discussed need to make decision on whether to hold local conference in 2016 given APA National Conference in 2017; M. Sokol recommended that 2016 local conference would be most helpful to given CM credit opportunities to members who can't make 2016 national conference, lower expected turnout at Phoenix conference; J. Dupre noted that holding local 2017 conference would be difficult for recruiting sponsors who may already sponsor National Conference
 - Committee agreed to plan for small local conference in 2016 (200 capacity)
- PDO
 - F. Akins reported on ongoing coordination with APA/AICP on CM portal; PDO now formally approves all CM events instead of APA National
 - Incoming PDO to continue commenting on changes
 - AICP What to Expect session to be held March 1, F. Akins to work with incoming PDO to plan event
 - F. Akins discussed need for formal process for FAICP nomination, more transparency: F. Akins to develop plan, includes forming FAICP committee; M. Sokol noted overlap with proposed Venerable Planners Group, recommended that the group could act as leadership of FAICP nomination, F. Akins agreed to consider further
- VP Committees
 - M. Sokol and F. Akins to work on developing Venerable Planners Group
 - Quarterly committee meeting end of January; M. Sokol encouraged attendance by Exec. Committee members, which is appreciated by committees to facilitate communication
 - Jeff Peel planning on stepping down from Transportation Committee chair position; search for co-chair and new candidates is ongoing
 - Food Systems Committee on hiatus, discussions on reforming/restarting possibly under different framework are ongoing
 - M. Sokol hopes to further develop process for drafting position papers
 - No written report from December
 - M. Sokol noted interest in assuming future PDO role
- VP Government Relations
 - J. Dupre asked about procedure for conflict of interest; M. Levine noted that recusal is possible for cases where there are conflicts; chief issue is time to develop position papers (up to 6-8 weeks)

- M. Levine discussed position paper on NYC Department of City Planning Zoning for Quality and Affordability/Mandatory Inclusionary Housing proposal
- Committee discussed ongoing issues with budget for Westchester County: issue of lack of professional planning staff, heavy use of consultants; M. Levine asked for examples of towns where there are similar issues
- Committee discussed the issue of lack of professional certification--AICP as a requirement for planning positions in City and State govt.; ongoing effort to encourage recognition of AICP as part of the hiring practice.
- Treasurer (R. Harris not in attendance)
 - M. Sokol asked about current term of budget given changeover in budget period; J. Rausse noted budget is active
- Student Representative
 - J. Rausse read update from A. Beatty (not in attendance): SRC Coordinating with Diversity Committee on forum, still in need of venue (M. Sokol to assist); planned spring events: career week, PATH tour, studio presentation; planned land use forum at Pratt in the fall
- VP Communications
 - J. Dupre reported on website development: color theme choice; request for content to be sent to Exec. Committee members and committee chairs, responses due Jan. 26
 - J. Dupre reported on interviews for communication intern position (A. Witkowski assisting)
 - **Motion by M. Sokol to hire Maggie Calmes for communication internship; F. Akins second; approved by all**
 - J. Dupre noted a communications meeting will be held in mid-February to review draft of the website
- Hudson Valley East Section
 - G. D'Agrosa reported on section holiday party, noted low turnout, possibly due to weather
 - G. D'Agrosa reported on Westchester County budget issue, longstanding issues with shrinking planning departments in the area; suggested drafting position paper
 - G. D'Agrosa discussed planned events for 2016: walking tours, collaboration with AIA
- Hudson Valley West Section
 - H. Jacksy requested list of AICP in Hudson Valley West region, F. Akins to provide
- Long Island Section
 - S. Sallie reported on fall studio presentation by CUNY planning students on LIRR, looking to develop partnership with CUNY
 - S. Sallie noted that 2016 Arthur Kunz scholarship application is open, submissions due Jan. 26, available to young planners and students with connection to Long Island; awardees to report on APA National Conference at Arthur Kunz breakfast in May; S. Sallie working with local non-profits on possible expansion of the program
- Young Planners Group
 - M. Sokol reported on need for mentors for to participate in Mentorship Program, requested recommendations for mentors
- Chapter Administrator
 - A. Witkowski requested submissions for next e-blast

Motion to adjourn by M. Sokol at 7:58 pm, seconded by F. Akins, approved by all.