



MEMORANDUM

TO: APA Washington Board Members
FROM: Dinah Reed, Secretary
DATE: October 29, 2020
RE: Minutes of October 13, 2020 APA WA Board Meeting | via ZOOM

For the Record (no Board action requested)
Discussion Only
X Board Action Requested

4:00 P.M. CALL TO ORDER

President Nancy Eklund called the meeting to order at 4:00 PM.
Dinah Reed, Secretary stated that a quorum was met with 18 voting members in attendance.

IN ATTENDANCE:

Nancy Eklund, AICP - President	Nikole Coleman, AICP – Continuing Education Committee
Denise Lathrop, AICP – Vice President	Yorik Stevens-Wadja, AICP – Legislative Committee
Dinah Reed - Secretary	Esther Larsen – Legislative Committee
Mary May, AICP – Inland Empire Section President	Dee Caputo, FAICP – Planning Official Development Officer
Chris Comeau, AICP – NW Section	Wayne Carlson, FAICP – Professional Development Officer
Ben Braudrick, AICP – Peninsula Section President	Kirk Rappe, AICP – Scholarship Committee
Judith Perez, AICP – SW Section President	Michael Cardwell, AICP – Tribal Committee
Brandon Gonzalez, AICP – Puget Sound Section President	Steve Butler, FAICP – Youth in Planning Committee
Laura Benjamin, AICP – Communications Committee	Gwen Rousseau, AICP – Youth in Planning Committee
Andrea Harris-Long, AICP – Communications Committee	Janet Shull, AICP – UW Professionals Council
Patrick Lynch, AICP – Community Planning Assistance Team Committee	Kerry Brooks – EWU Faculty Rep
Chad Eiken, AICP – Conference Committee	Paul Stangl – WWU Faculty Rep
	Elias Sandoval-Clarimon – EWU Student Rep

Action Item: Approval of 10/13/2020 Board Meeting Agenda

Motion: Michael Cardwell
Vote: Approved by Board

President's Report –

Nancy Eklund reported on the current status of the website and that it needs to be edited, for instance, we do not need 15 years of past information on the website. There was a brief discussion about the possibility of a YouTube channel, which is free, and you can stream meetings and keep them archived. The challenge is keeping it current content available. Newsletter looks great, hoping to have more content and Nancy would like to see more "membership news". The ongoing work on the Strategic Plan is to finalize the comments that have come in from the Board. There was discussion regarding the streamlining of the Board – how would we do this?

Action Item: Add Youth in Planning Committee to the Standing Committees

Steve Butler presented that since the Board was not sure if the Youth in Planning Committee was a Standing Committee, he would like to have the Board vote on it. Assured Board there would not be a problem with having representation at Board Meetings.

Action: Approve the Youth in Planning Committee to be a Standing Committee

Motion: Michael Cardwell

Second: Mary May

Vote: Approved by Board

Action Item: President Nancy Eklund asked the Board to approve all Committee Chairs

Action: Approve all Committee Chairs as they stand.

Motion: Michael Cardwell

Second: Denise Lathrop

Vote: Approved by Board

Action Item: Approve the existing Northwest Section Board Officers

Action: Chris Comeau asked the Board to approve the existing Northwest Section Board Officers to stay on in their existing capacities.

Motion: Michael Cardwell

Second: Yorik Stevens-Wadja

Vote: Approved by Board

Discussion Item: Elections

The nominations and elections for spring of 2021 will coincide with the WA APA National cycle. You need to be thinking about nominations for your Sections, and for Board Officers to be presented next spring.

Reports:

Vice President Report -

Denise Lathrop reported that she is conducting outreach to faculty and student representatives to find out what students are working on to be shared "at large".

Treasurer's Report -

Al Torrico was not present. Nancy Eklund reported that we are anticipating a drop in membership due to COVID affecting next year's budgets. Nancy asks that all Committees and Sections reduce your request

for funding. To start with a zero-based budget approach and justify why you need the funding you request.

Michael Cardwell suggested that we could do a fund raiser at the 2021 “in-person” conference to raise money for the scholarship income. Kirk Rappe reported that there is presently a \$2,500 scholarship for each university. Since travel is not happening this year, there may be more money for those scholarships.

Legislative Committee Report -

Yorik Stevens-Wadja reported that policies the Legislative Committee plans to concentrate on can be read in the last newsletter. The committee is looking for two co-chairs, and more volunteers to join the committee.

Section President Reports

Inland Empire Section – Mary May reported:

- New Board is taking office on November 1, 2020
- Conference will be held in November
- The Section is working on the budget
- The Section is holding a monthly Zoom happy hour discussion.

Northwest Section – Chris Comeau reported:

- Submitted the NW Section newsletter to Basecamp
- Chris is filling in as Chair for now
- NW Section is presenting their \$500 scholarship soon
- The Section has a new Treasurer
- The Section’s new Professional Development Coordinator is Ian Munce
- They are not having an autumn Planners Forum but planning to do a winter Planners Forum

Southwest Section – Judith Perez reported:

- We have an active Board, all members show up at every meeting
- They cancelled all events
- Doing online happy hours
- Plan to do quarterly forums in the future
- Trying to figure out how to best serve the members, and how to grow the membership

Standing Committees Reports:

Communications Committee Report

Andrea Harris-Long reported that in August the Communication Committee posted their focus for the year on Basecamp. The newsletter is only as good as the content we get therefore, we need more content. We would like to have more images and/or photos with articles. Plan to finalize the content calendar and will send it out to the Board in the future. The updated article guideline was posted to Basecamp. Presently updating the Facebook page.

Community Planning Assistance Team (CPAT) Committee Report

Patrick Lynch reported that the committee activities have slowed down with COVID. They are working on a project in Grays Harbor.

Continuing Education Committee Report

Nikole Coleman reported that her goal right now is to generate interest in the committee. The plan is to have a series of trainings (virtual) in 2021. Working on a work plan for 2021.

Planning Official Development Officer Report

Dee Caputo reported that the committee had their first meeting. The second meeting will be to talk about the work they want to do moving forward. Plan do draft language for the website about the committee. They want salient links of other people’s work that can be accessed and a list of the people on the committee with email contact information.

Professional Development Officer Report

Wayne Carlson reported that they have received a list of 22 planners who have signed up the AICP test.

Tribal Committee Report

Michael Cardwell reported that as a follow up to the Road Map, they are hoping to have a package to propose to the Legislative Committee in the coming year.

The Quinault Indian Nation hosted a Coast Salish Gathering, collectively known as a Paddle. Some 105 ocean going canoes came from far and wide for a week-long celebration. The location was a former Navy base long since abandoned. Our political leadership renamed the location Haynisisoos – meaning Thundering Elk, which is the name of a Native Elder Phillip Martin Senior who was honored there (now deceased). (Pronounced: Hunishu).

My preferred designation for this location post paddle is Cultural Camp Haynisisoos @ Point Grenville. As we are not able to change the maps which has the English naming this geologic feature of the coastline after an Admiral.

I request that you use this name for the site. [My vision is an Indian National Park with camp sites, meeting spaces and access.]

Ex-Officio Committee Reports:

Eastern Washington University

Kerry Brooks reported that the department is working on virtual learning. Students are working with the Spokane Regional Food Access task force, the North Spokane Corridor, micro-mobility, wildfire impacts, and the Voluntary Stewardship Program.

University of Washington

Janet Schull reported that there are 46 active members in the cohort, and 60 members who pay dues.

Western WA University

Paul Stangl reported that the WWU planning program is struggling with online learning. They will have their final accreditation this fall. The University is looking at forming their own Planning Department and it appears that it will happen.

Moved to adjourn at 5:47 P.M.

Motion: Denise Lathrop

Second: Paul Stangl

3/1/2021

Recorded DATE

Dinah Reed

Approved by Board January 29, 2021 – Signed by Dinah Reed, APA Washington Secretary