



MEMORANDUM

TO: APA Washington Board Members
FROM: Dinah Reed, Secretary
DATE: June 4, 2021
RE: Minutes of May 13, 2021 APA WA Board Meeting | via ZOOM

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

2:00 P.M. CALL TO ORDER

President Nancy Eklund called the meeting to order at 2:00 PM.

Dinah Reed, Secretary stated that a quorum was met with 20 voting members in attendance at time of roll call.

IN ATTENDANCE:

Voting Members -

- Nancy Eklund, AICP – President
- Denise Lathrop, AICP – Vice President
- Yorik Stevens-Wajda, AICP – President Elect
- Dinah Reed - Secretary
- Al Torrico - Treasurer
- Shauna Harshman – Inland Empire Section President
- Ben Braudrick, AICP – Peninsula Section President
- Judith Perez, AICP – SW Section President
- Karl Almgren – Puget Sound Section President
- Darby Cowles - Joint Awards
- Laura Benjamin, AICP – Communications Committee
- Andrea Harris-Long, AICP – Communications Comm
- Patrick Lynch, AICP – CPAT Committee
- Chad Eiken, AICP – Conference Committee

- Yorik Stevens-Wajda, AICP – Legislative Committee
- Paula Reeves, AICP – Legislative Committee
- Esther Larsen, J.D. – Legislative Committee
- Maren Murphy, AICP – EDI Committee
- Wayne Carlson, FAICP – Prof. Development Officer
- Kirk Rappe, AICP – Scholarship Committee
- Michael Cardwell, AICP – Tribal Committee

Non-Voting Members -

- Steve Butler, FAICP – Youth in Planning Committee
- Casandra Brown – Climate & Sustainability Initiative
- Branden Born – UW Faculty Rep

Action Item: Approval of 01/29/2021 Board Meeting Minutes, as corrected

Action: Approve minutes as corrected
Motion: Michael Cardwell
Second: Karl Almgren
Vote: Approved by Board

President's Report –

Nancy Eklund reported that 4,800 attended the National APA Conference. Although APA National was poised for a drop in membership, to date, membership has only dropped by 5%. She stated that the AICP Code of Ethics is in the process of being updated, and that there have been modifications to CM requirements, e.g., there will be required CMs in both "Diversity" and a rotating topical theme, with the first focus being on "Climate Change". Nancy also mentioned that if you have internship job postings, the WA APA Chapter will post the positions for free on the chapter website.

Karl Almgren asked if there has been any discussion regarding the fees of AICP? The "dollar value" of being AICP certified has been questioned by colleagues.

President Elect Report –

Yorik Stevens-Wajda reported that he has been assisting by looking at the bylaws, helping President Nancy Eklund in coordinating with the Oregon Chapter over contractual issues associated with the transition of the 2021 joint conference to a virtual conference instead of an in-person conference. WA APA and OAPA had decided to conduct a joint virtual conference in 2020 and to push the Hilton contract forward to 2021. In early 2021, since a lot of the COVID landscape was still unknown, WA and OR APA decided to do a second virtual conference together. Since we are essentially breaking our agreement with the Hilton for 2021, we need to make contract arrangements. WA-APA expects that the contract fees be fairly divided between the two chapters. The cancellation fee is ~ \$75,000. WA APA proposes to hold an in-person 2022 conference in Vancouver with the Hilton to cover our portion of the obligation; OAPA will coordinate their own commitment to the Hilton.

Vice- President Report –

Denise Lathrop reported that in April, an email was sent to Des Moines school regarding research. Wildlife Network Committee.

Discussion Item: Treasurer's Report and Budget

Al Torrico reported that membership is off by about \$2,000 in terms of revenue. The months of January – March were better than last year. The Chapter is doing alright.

Discussion Item: Communications Committee

Laura Benjamin and Andrea Harris-Long reported that articles and updates do not have to be long for newsletter content.

Decision/Discussion Item: Youth and Planning Committee

Steve Butler asked the APA Washington State Chapter Board of Directors vote to amend the Chapter's Bylaws Section 5.2 "Committees: Standing Committees" by adding the following language:

12. Youth in Planning Task Force Committee: The Youth in Planning Task Force Committee shall work to educate youth across the state about planning issues and inspire them to engage in planning processes, build professional planners' capacity to engage youth in planning initiatives occurring in their communities, and broaden teacher awareness of the benefits of using planning concepts and projects as conduits of learning.

They are also asking the Board that the Youth and Planning Committee become a Standing Committee. The request had been noticed in the WA APA Chapter newsletter 30 days in advance. The Board approved the change and had no comments objecting to the request.

Action Item: Approval to make Youth and Planning Committee a Standing Committee

Motion: Michael Cardwell moved to make the Youth and Planning Committee a Standing Committee
Second: Yorik Stevens-Wajda stated that he supported the work of the committee and thanked them.
Vote: All in favor. Approved by Board.

Discussion Item: Scholarship Committee

Esther Larsen reported that a subcommittee of the Scholarship Committee is looking at conducting a robust fundraising event to raise funds for the Chapter as a whole. The subcommittee aspires to put together a self-sustaining scholarship fund that isn't reliant on monies allocated from the Chapter budget. One suggestion is to conduct an auction at the Conference, but it would take more work than just the Scholarship Committee to organize it. A question was asked if we could do an auction to provide support for the whole Chapter, but if not, then the suggestion was to use that approach to raise funds for the Scholarship Committee.

Nancy commented that the paperwork and record keeping for running an online auction is a lot of work. Steve commented that the subcommittee is looking into funding a certain number (and dollar amount) of scholarships. There has been talk over the past several years of creating an endowment fund, but Steve said that would be a very ambitious and long-term effort. Short-term, he supports the idea of doing a silent auction at the Fall Conference. The Chapter currently has approximately \$22,000 in a "designated" scholarship fund.

Discussion Item: Nominations Committee

Dinah Reed reported all nominations for the State positions have been submitted. Not all Section positions have been submitted. Final deadline to submit slate of candidates is July 1, 2021.

Discussion Item: Annual Conference Committee

Chad Eiken reported that the Fall Conference will be "Growing Together Virtually 2.0". The thought was to do a hybrid conference that was both "in person" and virtual but then decided to do only a virtual conference. However, suggesting "in person" social events that would be scheduled across the state in different cities. Looking for a good balance between WA and OR proposals. Still working on securing keynote speakers – anyone with ideas let Nancy or Chad know. We have \$5,000 in sponsorships so far.

Discussion Item: Bylaw Revisions

Nancy led a discussion regarding revising our bylaws. Presently we have numerous Committees, many of which are Standing Committees with one vote. How can we enhance our functionality? Should there be only one person (Chair) who makes the decision for the committee? Yorik suggested that a single point of contact for each committee is a good principle. The Chair of a committee should have the role of organizing the committee, but the current issue is that our committees often only have one or two people on them. A committee needs at least a few members to be effective.

Our bylaws allow any WA APA member to attend, but presently the meetings are not advertised so that all members have an opportunity to attend. If membership attended in the future, provide a space on the agenda for them to comment. Advertise all Board meetings on the website event calendar, with zoom info for attending.

Decision/Discussion Item: Legislative Committee

The Legislative Committee proposes Paula Reeves as the Chair.

Action Item: Approval of make Paula Reeves the Chair of the Legislative Committee

Motion: Michael Cardwell moved
Second: Shauna Harshman seconded.
Vote: All in favor. Approved by Board.

SECTION PRESIDENT REPORTS

Inland Empire Section – Shauna Harshman reported:

- Hot topic item – The section hosted a virtual discussion on the state of Planning careers in 2021, regarding hiring practices, which is opening up many opportunities for virtual work with the WA State Department of Commerce (in particular). Dave Anderson presented.

- Cancelled their conference for 2021.
- Plan to have an “in person” conference in Spring 2022 at Priest Lake
- Involved in a collaboration effort on four-part education series – skill building for Planners.

Peninsula Section – Ben Braudrick reported:

- Planning for a forum in July on Transportation Planning, which is open to everyone.
- In future they plan to direct everyone in their Section to the APA website Section page for news/updates.
- Asked if we can have a Section’s Presidents page established in Basecamp.
- Asked about upgrading to Basecamp #3. (Nancy stated that it would be necessary to upgrade to Basecamp 3 and that we were looking at that possibility.)

Puget Sound Section – Karl Almgren reported:

- Section is providing monthly webinars with about 80-120 attending.
- Kudos to Nikole Coleman for helping to make CM credits available for those webinars – and Ben Braudrick asked about getting CM credits for their webinars.

Southwest Section – Judith Perez reported:

- We hosted an outstanding Planners Forum.
- We have been hosting “lunch and learn” to get CM credits: Focus is on professional development.
- We have a social justice moment at each meeting to ensure we are all engaging in Diversity and Equity conversations.
- Submitted all SW Section nomination positions.

STANDING COMMITTEES REPORTS

Legislative Committee Report

Paula Reeves reported:

- See the newsletter article about Delegate Assembly – Joe Tovar has agreed to write a “Looking forward/backward of GMA”

Joint Awards Committee Report

Darby Cowles reported that Planning Awards are due June 11.

Planning Official Development Officer Report

Wayne Carlson reported that there was a virtual online AICP test orientation on March 26th. 48 people have registered to take the exam.

Community Planning Assistance Team (CPAT) Committee Report

Patrick Lynch reported that they are making progress on the project with Grays Harbor County – meeting with the Mayor of Ocean Shores. The project is to establish a pedestrian ferry to connect Ocean Shores with Westport. There is an “event” day planned for early Fall.

Tribal Committee Report

- Michael Cardwell reported that they are utilizing tribal venues for meetings. Excited that we have a female native running the Department of Interior – big change!
- Michael is running for FAICP.

Youth in Planning Committee Report

Steve Butler reported

- They are reaching out to school districts making sure they are aware of the graphic novel.

- Debated about doing a conference session this year but have decided not to.
- Would like to have some links on the website moved to Youth in Planning - "Getting Involved".
- Thank you for making us a Standing Committee.
- To the degree that any of us are working on projects that require public engagement – please consider reaching out to youth because they are an under-represented group.

Karl Almgren commented that when they had their Sound Transit meeting – youth input was very important because those youth will be 30 years old when the project is completed and opens. Kudos to Laura Benjamin at PSRC for the online youth public event – it was excellent. Youth in Planning Vision 2050 engagement helped to make it happen.

Equity / Diversity / Inclusion (EDI) Committee Report

Maren Murphy reported

- The committee is working out the logistics for meeting dates/times.
- They are reaching out to Oregon EDI Committee and talking to them about how they see their role.
- Connecting with other committees, Youth in Planning
- Interested in moving from AD Hoc Committee to Standing Committee

Branden Born asked the Chapter to think about "What is the role of the EDI Committee, what can we do as the WA APA Chapter where the Board is predominantly white, the profession is predominantly white, and the demographics of WA State is predominantly white? What are the strategic pressure points where we can spend our time? What can the chapter do that is transformational?"

EX-OFFICIO COMMITTEE REPORTS

University of Washington

Branden Born reported

- Samara Ressler, UW Student APA Rep is not on the call due to scholarly tasks.
- Students are excited about economic turn-around.
- The EDI working group is going across all departments.
- I teach a race/gender seminar – What does de-colonizing planning look like? How much the tribes are excluded from the GMA at the local level and especially at the State level is astounding – we should be more vocal about it.
- What does it mean to dive deep into the EDI work? Our Dean is pushing forward – the AIA inclusion manuals are way out in front on this.
- Scholastically – going back to "in person" in the Fall. Presently 90% of classes are online which is very challenging.
- We now have students that are "mind-bogglingly" adept at using online tools simultaneously, sometimes running 4 different communications platforms. Due to COVID they have an excellent online skill set.
- UW, EWU, Western, and University of OR are putting together a Wildfire Network.

Next meeting will be in June 25, 2021 @ 2-4 pm.

Adjourned at 4:22 P.M.

June 29, 2021

Recorded Date



Approved by Board June 25, 2021 – Signed by Dinah Reed, APA Washington Secretary