



# MEMORANDUM

TO: APA Washington Board Members  
FROM: Dinah Reed, Secretary  
DATE: June 28, 2022  
RE: Minutes of June 17, 2022, APA WA Board Meeting | via ZOOM

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

### 3:05 P.M. CALL TO ORDER

President Yorik Stevens-Wajda, AICP, called the meeting to order at 2:30 PM.  
Dinah Reed, Secretary stated that a quorum was met with 16 voting members in attendance at time of roll call.

#### IN ATTENDANCE:

##### Voting Members -

Yorik Stevens-Wajda, AICP – President  
Nancy Eklund, AICP – Past President  
Al Torrico - Treasurer  
Dinah Reed - Secretary  
Sam Rubin, AICP – Southwest Section President  
Shauna Harshman – Inland Empire Section President  
Kell Rowan – Peninsula Section President  
Erin Braich – Columbia Section President  
Ben Braudrick, AICP – Communications Committee  
Gwen Rousseau, AICP – EDI Committee & Youth in Planning Committee  
Maren Murphy – EDI Committee

Kirk Rappe, AICP – Scholarship Committee  
Steve Butler, FAICP – Youth in Planning Committee  
Michael Cardwell, FAICP – Tribal Committee  
Wells Williams – Scholarship Committee  
Patrick Lynch – CPAT Committee

##### Non-Voting Members -

Tanner Machala – UW Student Representative  
Stacey Williams – APA Office

##### Guests -

Melissa Johnston

#### Action Item: Approval of March 11, 2022, Board Meeting Minutes

Action: Approve minutes with minor corrections  
Motion: Michael Cardwell, FAICP  
Second: Nancy Eklund, AICP  
Vote: Approved by Board

## **President's Report -**

Yorik Stevens-Wajda, AICP, reported:

- Washington New Nonprofit Corporation Act - Working on changes to governance procedures to include, modernization of electronic procedures, remote/electronic meeting/protection of charitable assets (in good shape already), clearer rules for dissolution, and to take a closer look at governance. Need to ensure we're up to date.
- Policy guide for Zoning and Equity – Selected 5 delegates to represent WA State. There was discussion about whether the people in this group were members of APA, and if not, should they be making comments on APA policies and documents. People may have technical expertise that can provide value to the committee but who may not be members of APA. APA is not vital to all planners. Committees' members of the WA APA Chapter are not required to be APA members; however, the Legislative Committee requires that you are a Chapter member of APA. Yorik Stevens-Wajda felt that the Chapter Zoning and Equity Policy Guide should be contributed to by APA members since it's an APA document.
- Our next Full Board meeting will be at the conference in October (Tuesday 4-7 pm). Discussion items include, making the Equity, Diversity & Inclusion Committee a standing committee, and shrinking the size of the Board. There will be a Strategic Planning process after the conference.

## **Office Report –**

Stacey Williams reported:

- Mostly deep in Conference work right now. We went from having 2 session proposals to 32 session proposals overnight (due to deadline).
- Yorik Stevens-Wajda asked if any Section Presidents needed membership rosters, and Stacey Williams said they will be uploaded to Basecamp.

## **Past President Report –**

Nancy Eklund, AICP reported:

- Conference Committee met today. We are raising the rate for the conference a bit – early bird rate will be \$340. We have two conference keynote speakers identified, 1) Petra Hurtado, PhD, Research Director at APA, 2) Angela Brooks who is positioned to be the future National APA President who has done work in Chicago on housing issues. Because both speakers are related to APA we're getting a price break on costs.
- Nominations went forward to National APA but there were many vacancies from Sections, which is not good.
- The PDO meeting at Nationals talked about updates to the AICP exam. They have a new passing score. Application for the exam has changed, you can apply for it in April and take it in May. We need reassess the education system/program for AICP exam taking. Make sure we get funding for a Diversity scholarship.

## **Treasurer's Report -**

Al Torrico reported:

- We're doing better this year than we were currently last year. The income generated is not consistent, sometimes we'll receive big deposits, and sometimes not -- so it looks like there are negatives at times it's for that reason. Overall, we're looking good.
- Yorik Stevens-Wajda stated that it's the goal of our Chapter to provide services, not to make money. Also asked the Sections, we are half-way through the year, do you have enough in your budget? Do you know what your money is intended to be used for? Make sure your expenditures are value-added.

## **Discussion – 2022 Conference Update**

- Yorik Stevens-Wajda said it great to hear we have plenty of session proposals.
- Kirk Rappe asked when session proposals would be posted. There is another conference on transportation/bicycles near the same time as the APA conference and there may be some overlap on sessions that would work for both.
- Nancy Eklund suggested to put the call for sessions to them, as we will be extending our call for sessions.

- Two great choices for keynote speakers have been invited and accepted (see above).
- Michael Cardwell mentioned that Angela Brooks went to Franklin High School in Seattle.
- Nancy Eklund stated that both speakers have been invited to attend the full conference.
- Tuesday evening includes a Pub Crawl. The APA Board meeting will also be Tuesday night from approximately 4-7 pm. Does the Chapter want to pay for pizza or light refreshments at that meeting?
- Wednesday will have kick-off keynote speaker, lunch will feature annual awards, evening will feature reception with auction.
- Thursday will feature more sessions, lunch keynote, and late afternoon break off.

#### *Conference Auction Update –*

- Steve Butler reported that we will be bringing back the Conference Auction to support scholarships which will be integrated into the opening reception on Oct. 12<sup>th</sup>.
- The goal is to raise \$5000 (minimum) with a target of \$9000.
- The Auction Committee is asking each Board member to fundraise for one (1) item as a donated item – idea is not to pay for this out of your own pocket but to try to find someone to donate an item. Highest bids tend to be on *experiences*! Second best are beverage/food items (wine, breweries, etc.) Thirdly, art or sports memorabilia. You get credit if you find someone else to donate an item.
- In addition, each Section is asked to provide five (5) items, one of which should be a basket of local/regional products to make it unique. Other donations could be inside tours of places within your community, local treasures (tribal items, food, wine, etc.). This will be a competition between the Sections and the Auction Committee will be keeping track of items provided.
- Is there a suggested price point on items – should we donate items that may not bring in as much dollar value?
- There is no dollar amount minimum but that *experiences* will generate the highest dollar. It was suggested to try to provide items that will generate at least \$35-50 minimum.
- We will be developing a donation form for distribution in the next month.

#### SECTION PRESIDENT REPORTS

##### **Columbia Sound Section – Erin Braich reported:**

- The tri-cities region has gotten more rain in the last three days than in a whole year.
- We have Board positions committed.
- Working on donations for auction.
- Looking forward to meeting people in person at the conference.

##### **Peninsula Section – Kell Rowan reported:**

- We've been having a slow start with new slate of officers.
- We have two forums scheduled for this year, July 28<sup>th</sup> on sign codes, and another one (date?) on housing/large landowners (local elected officials to talk about housing in the community).
- Kell stated that she and her husband have a sailboat and plan to donate a sailing trip for the auction.

##### **Southwest Section – Sam Rubin reported:**

- We had a forum that went well – we are bolstering our attendance, working with Commerce on this.
- Urban Activism event scheduled – beach clean-up along Columbia River. Working with a local non-profit.
- Looking for a secretary position for our Board.

Yorik Stevens-Wajda mentioned that he attended Puget Sound Section forum on writhing RFP's for the consultant side, and that the topic was very good and informative.

There was discussion about the South Sound Section regarding the status of this Section. Nancy Eklund said it was established a couple years (noting that, because of issues with traffic and a sense of disconnection from other either

threw SW or the Puget Sound sections, people from that region felt they could not easily meet with either section, so they wanted them to establish their own section. Since they were established, it is unclear if they are fully functioning as a section.

#### STANDING COMMITTEES REPORTS

Joint Awards Committee – Yorik Stevens-Wajda reported on behalf:

- The committee provided a report on Basecamp.

Legislative Committee – Paula Reeves reported:

- The committee provided a report on Basecamp.

Communications Committee -Ben Braudrick reported:

- Trying to give everyone notice on Basecamp.
- Next issue is July/August.
- Looking for “lighter side” content – if you do something where you’ve engaged the public, take a picture, send a short blurb.
- Sketches by John Owen are being integrated into the newsletter.

CPAT Committee -Patrick Lynch reported:

- The Committee hit pause last year. Grays Harbor County didn’t engage momentum to be a project.
- City of Bingen is doing a Comp Plan update, plan to work with them. What assistance are they getting from FEMA and OR APA? How is Oregon using CPAT for FEMA assistance?
- The Committee plans to submit a Transportation article to newsletter.

Equity Diversity Inclusion Committee -Gwen Rousseau reported:

- Exploring the idea to do a survey with BIPOC Planners to get feedback.
- Working on Zoning for Equity policy guide document.
- Building relationships

PODC Committee -Dee Caputo reported:

- Struggling with reuniting the group this year. We did the lion’s share of our work two years prior and finished up last September. We will start meeting again every six months.
- Some of our Board members do not want to continue on the Board.
- Our webpage has a glaring gap of tribal related info. Asked Michael Cardwell if he would like to be on our Board to fill that gap.
- Thinking of holding a pizza party to try to engage participation.
- Several of our committee members are employed at Commerce, and Commerce has been going through extensive workloads of the State WAC update, and guidance for local governments who do partial planning who are less than fully under GMA.
- Working with DNR to ask if they can do a session on how they and the geologist community contributes to consideration of planning issues.

**Scholarship Committee -Kirk Rappe and Wells Williams reported:**

- UW named their scholarship recipient.
- West WA university, not sure yet.
- EWU selected their scholarship recipient – waiting for bio/photo and will put it in the newsletter.
- Working with Stacey Williams to get funds to schools.
- Sustainable Scholarship Committee meets again next week.

**Youth in Planning Committee -Steve Butler and Gwen Rousseau reported:**

- Very busy – the committee has been working with the Bellevue School District to have a 3-week curriculum for 4<sup>th</sup> graders on planning. Thank you to Gwen for making the connection with the Bellevue SD.
- Gwen Rousseau said they will be using WA By-and-By in their curriculum. There is also a request to have the book translated into Spanish. If anyone knows of a foundation that is interested in doing that, please let the committee know.
- Yorik Stevens-Wajda congratulated the committee on great work!
- Gwen Rousseau said that the area of curriculum fits best in the Social Studies programs as schools.
- Dee Caputo thanked Steve and Gwen for doing such motivating work!

**Tribal Committee -Michael Cardwell reported:**

- Julyamish is happening soon.
- NY Times article, “undoing past practices and making amends to Supreme Ct. decisions”

**AD HOC COMMITTEES**

**UW Student Representatives -Tanner Machala reported:**

- In 2<sup>nd</sup> year at UW.
- Students are relieved to have time off. Many are doing study abroad and internships.
- This fall I will be studying in Groningen Netherlands, so will miss the conference.
- The new UW scholarship recipient (Charlotte) will be taking my place as student rep.
- We hosted an informational event for AICP on campus.
- Met with Yorik Stevens-Wajda to see how APA and UW can be more coordinated.
- Branden Born will be back in July.

Steve Butler asked if anyone on the Board has internships, and to Tanner, asked if there are students to apply? Nancy Eklund mentioned that the Professional Council works with UW. Yorik Stevens-Wajda mentioned that he is reaching out to university contacts to try to start a summit across all three schools.

**Adjourned at 4:34 P.M.**

Oct. 11, 2022

Recorded Date



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Approved by Board October 11, 2022 – Signed by Dinah Reed, APA Washington Secretary

