



MEMORANDUM

TO: APA Washington Board Members
FROM: Dinah Reed, Secretary
DATE: September 1, 2023
RE: Minutes of June 9, 2023, APA WA Board Meeting | Via Zoom

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

2:08 P.M. CALL TO ORDER

President Yorik Stevens-Wajda, AICP, called the meeting to order at 2:08 PM
Dinah Reed, Secretary stated that a quorum was met with 17 voting members in attendance at time of roll call.

IN ATTENDANCE:

Voting Members

- Yorik Stevens-Wajda, AICP – President
- Judith Perez, AICP – Vice President
- Chad Eiken, AICP – President Elect
- Al Torrico - Treasurer
- Dinah Reed – Secretary
- Manuel Soto, AICP – Puget Sound Section
- Sam Rubin – Southwest Section President
- Erin Braich – Columbia Section President
- Amy Hilland – Inland Empire Section President
- Kell Rowan – Peninsula Section President
- Ben Braudrick, AICP - Communications Committee
- Riya Debnath – Communications Committee
- Patrick Lynch, AICP – Community Planning Assistance Team
- Nancy Eklund, AICP – Conference Committee / Co-Professional Development Officer

- Gwen Rousseau, AICP – EDI Committee & Youth in Planning Committee
- Wells Williams, AICP – Scholarship Committee
- Steve Butler, FAICP – Youth in Planning Committee
- Stephanie Velasco – Youth in Planning Committee
- Michael Cardwell, FAICP – Tribal Committee
- Robin Proebsting, AICP – Legislative Committee

Non-Voting Members

- Chris Comeau, FAICP – Allied Professionals Liaison
- Branden Born – UW Faculty Representative
- Dalton Huey – University of WA Student Representative

Guest

- Joe Tovar, FAICP

APPROVAL OF AGENDA

Action

Yorik Stevens-Wajda asked for Board agenda approval, as submitted

Moved: Michael Cardwell, FAICP

Seconded: Wells Williams, AICP

All in favor

APPROVAL OF MINUTES

Action

Yorik Stevens-Wajda asked for Board approval of the February 2023 Minutes

Moved: Michael Cardwell, FAICP

Seconded: Robin Proebsting, AICP

All in favor

APPROVAL OF INLAND EMPIRE SECTION BOARD

Current Board was appointed as an interim Board. Only one member of the Board was elected in the November 2022 election cycle -- the current Secretary. Request by the Inland Empire Board to the WA APA Chapter to approve members of the interim Board to give them status until the election cycle of November 2023.

Inland Empire Section Interim Board consists of:

Amy Hilland – President

Ryan Hughes – Vice President

Levi Basinger – Treasurer

Ariel Medeiros – Secretary (*NOT Interim, elected in November 2022*)

Robert Brock, AICP – Professional Development Officer

Scott Kuhta, AICP – Member-at-Large

Action

Yorik Stevens-Wajda asked for Motion to confirm Inland Empire Board for remainder of term.

Moved: Nancy Eklund, AICP

Seconded: Michael Cardwell, FAICP

All in favor

CONFERENCE UPDATE 2023

Nancy Eklund reported the following:

- Call for sessions was posted.
- Budget has been drafted.
- Hotels secured.
- Contracts signed.
- There are three potential keynote speakers being courted: Jay Inslee, Megan Oliver, Mitch Silver
- Annual meeting is during lunch on Thursday.
- Host committee has connections to Tribes and will be working with them on conference Land Acknowledgment.
- Reception location TBD.
- Host committee working on fun stuff; pub crawl, 5K fun run.

CONFERENCE UPDATE 2024

Nancy Eklund, AICP reported that:

- The Chapter will put itself in the best possible position if we plan future conference locations further out (at least a year or two) so we can get the most advantageous rates.
- In the past, Bellingham did not have a location that would accommodate us.

- Materials received by the Conference organizer suggest that Bellingham can now accommodate a chapter conference so the Conference Committee recommends holding the 2024 conference at the Bellingham Sheraton.
- Chris Comeau, FAICP asked, regarding Bellingham, what are the minimum needs for a site and hotel?
- Nancy Eklund, AICP responded we need 5,400 sf space and information about the Bellingham Sheraton indicates it would work.
- Chris Comeau, FAICP commented that he is familiar with that Sheraton, but is not convinced it will work/be big enough. Plus, it is not located in a pedestrian-friendly area.
- Michael Cardwell, FAICP, put in a plug for Tribal venues all places north, south, east, and west.
- Steve Butler, FAICP, commented that we should also be thinking about the quality of the space, not just that it is big enough.
- Chris Comeau, FAICP, said that he loves the idea of having the conference in Bellingham, but only wants it if the venue is big enough. We do not want to create a situation that leaves people unhappy. The Sheraton does not have a space large enough for everyone to meet for lunch.
- Nancy Eklund, AICP, said the committee will drill down to see if the Sheraton will work. If the space is suitable, is the Board behind it? Push the decision to Executive Committee, if not Bellingham, where?
- Patrick Lynch, AICP, said that we sold out for Vancouver and it was at the convention center, so that's an indicator of what's necessary to host one. The size of the space we need may drive where hold conferences, versus being equitable to N, S, E, W locations. The conference is growing and we want it to continue to grow.
- Yorik Stevens-Wajda, AICP, said we would re-visit this by checking out information and asking the Executive Committee to weigh in. We'll use the Vancouver conference to set the baseline, will re-do numbers, and some of the considered cities may drop off.

LEGISLATIVE DISCUSSION

- The Legislative Committee selected two legislators of the year who advanced Bills that were the Chapter's priorities. Robin Proebsting, AICP, asked that the Board cover their transportation costs to attend Spokane's conference.
- Nancy Eklund, AICP mentioned that the Legislative Committee pays for that out of their budget and budgets should be planned to anticipate monies for this versus having it come out of the Conference budget. Add that line item to the Legislative Committee budget each year.
- Yorik Stevens-Wajda, AICP, said it was a good use of the Chapter resources to support legislators at conferences. Create room in the budget for these legislators this year. You are clear to make the offer to the legislators and Board will work out details in the budget.

LAND ACKNOWLEDGEMENT

- Yorik Stevens-Wajda, AICP, said that the Land Acknowledgement was talked about at the February Board meeting. Nancy Eklund, AICP, has done a lot of planning and created a task force to address this need. Basically, there will need to be different Land Acknowledgement:
 - Place-based
 - Conferences
- We need actions so we "walk-the-talk" via board activities, education, etc.
- Michael Cardwell, FAICP, put a call for volunteers and outreach to the Indigenous Division, and is working with Nancy to put together a session at the Spokane conference on "How to Create a Land Acknowledgement".
- We will want to work with Spokane and Kalispell Tribes for conference.
- Nancy Eklund, AICP, said the task force would have something solid to bring to the next meeting in September.

SPONSORSHIP PROSPECTUS

- Yorik Stevens-Wajda, AICP, said we need to raise awareness of this.

- Nancy Eklund, AICP, said they are working with Ryan Givens to track down sponsors/donations. But anyone who wants to use their firm as a sponsor, let us know. We have moved to a prospectus model of fundraising , rather than just focus fundraising on the conference sponsorships. The intent is to establish a more reliable, year-round funding stream, and get sponsors to advertise in the newsletter and on the website.
- Nancy Eklund, AICP also suggested that as a Chapter that services its members, we need to think about member expectations of Chapter services – education, training, etc.
- Yorik Stevens-Wajda, AICP said he would put this topic on the agenda to have discussions for the rest of the year.

OFFICER REPORTS

- Judith Perez, AICP – Vice President reported that she is coordinating efforts with all Sections.
- Dinah Reed -- Secretary said that work is in progress on nominations, and that sections need to submit the names of their candidates so the chapter can run a catch-up election for the November 2023 turnover of officers.

COMMITTEE REPORTS

- Allied Professionals Committee
 - Chris Comeau, FAICP reported that he is reaching out to get a conference session that addresses industry perspective on Comp Plan update. What do industry reps think the challenges are? To do a dialogue panel format...it's coming together...making contacts.
- Communications Committee
 - Ben Braudrick, AICP reported that the committee is branching out and has ideas to provide some interesting content. The Committee is doing its best to have a monthly newsletter. Best ways to get people interested in nominations is for Sections to provide information...what they're doing as a Section. Would love to see student content.
 - Riya Debnath thought it would be interesting to interview committee members as a content item. And to get in touch with university professors to ask them if students are willing to share.
 - Yorik Stevens-Wajda, AICP, asked if we can get a newsletter article showing all new graduates?
- Legislative Committee
 - Robin Proebsting, AICP reported that it was a good year for the committee -- Lots of meaningful bills were advanced. Very exciting!
- CPAT Committee
 - Patrick Lynch, AICP reported that the committee is looking for new CPAT projects. Bob Bengford and he have been busy. If anyone knows of a good project, they need to start planning the next event.
- Professional Development Committee
 - Nancy Eklund, AICP, reported that Wayne Carlson, FAICP, and she held a meeting with Chapter AICP candidates to prep for the AICP exam. They will be putting together a survey to ask people who are not AICP – what are you looking to get out of the Chapter's exam assistance – what works best for how the training is structured? They are looking to re-establish in-person events for exam training.
- Scholarship Committee
 - Wells Williams, AICP, reported that UW has selected a scholarship recipient working on climate change and food safety. EWU is incredibly grateful for the money received from the auction last year (and the scholarship it provided) and it was split between two graduate students. EWU faculty is fully engaged to be part of the conference.

- Tribal Committee
 - Michael Cardwell, FAICP, reported that he has put together a t-shirt. Will work with Spokane to do the same. Acknowledged Senator McCoy Sherwin Racehorse. Under Secretary of Interior have been to reservation in Spokane – making news in the Seattle Times – looking at water quality issues. Thank you to Nancy Eklund for participation on Land Acknowledgement.
- Youth in Planning
 - Steve Butler, FAICP / Stephanie Velasco reported they are working on the translation of WA By and By. Received a grant, reconnected with the original team that did art, so should be a good path for moving forward on translation. There are print copies of the English version, if you're interested, they can get copies to you. Bellevue 4th grade class has a curriculum on planning. There will be a Youth in Planning presentation at the Planning Directors Conference, and session at the Spokane Conference. A newsletter article is planned for every other month.
 - Yorik Stevens-Wajda, AICP, said that if the Chapter can pay \$1000 in shipping fees of books, we should do it.

EX-OFFICIO COMMITTEE REPORTS

- University of Washington
 - Dalton Huey, UW Student Representative, reported that there will be an event this fall when all the students come back. He will send a list of recent grads to Yorik, and he asked to be informed if there was anything else he could do.
 - Yorik Stevens-Wajda, AICP, said he would like to meet for coffee to discuss a Chapter program.
 - Ben Braudrick, AICP, said he would really like to know about student project theses.

SECTION REPORTS

- Peninsula Section
 - Kell Rowan, President reported that a forum in Poulsbo on Housing is scheduled for an all-day event.

The next Full Board meeting is scheduled for September 15, 2023, 2:00 – 4:00 pm.

Adjourned at 4:15 P.M.

Sept. 15, 2023
Recorded Date

D. S. Reed
Approved by Board September 15, 2023 – Signed by Dinah Reed, APA Washington Secretary