

Pennsylvania Chapter of the American Planning Association
Executive Committee Meeting
Friday, July 31, 2015
Conference Call

In Attendance:

Brian O'Leary, AICP, President
James Cowhey, AICP, Vice President
Amy McKinney, Secretary
Pam Shellenberger, AICP, Treasurer
Sara Pandl, AICP, Lehigh Valley/Berks Section

Steve Pitoniak, Northeast Section
Brian Traylor, AICP, Legislative Chair
Peter Wulfhorst, AIPC, Northeast Section

Susan Shermer, APA PA Admin (non-voting)
Kim Gusic, APA PA Admin (non-voting)

Minutes

1. Call to Order at 11:02 a.m.
2. Financial Statements
Pam Shellenberger reviewed financials for the period ending June 30, 2015. It was noted that sponsorship for the Annual Conference is lagging behind. The fundraising committee continues to make contacts, but will most likely need the support of the Board to reach out to companies or organizations.
3. Chapter President Items
 - a. Plan4Health
The Chapter supports City of Erie, and Luzerne/Schuylkill Counties, for the Plan4Health grant applications.
 - b. APA Ambassador Pilot Program
The pilot program was reviewed. The Chapter decided not to apply for the initial pilot program, but would likely join in the future.
 - c. Meeting with DCED
Susan Shermer, Pam Shellenberger, and Brian O'Leary had a meeting with Neil Weaver, the Executive Deputy Secretary for DCED. Weaver seemed approachable and is very interested in working with the Chapter. Chapter would like to get more funding for LUPTAP, which he suggested needs the support of the legislature. Weaver was invited to speak at one of the sessions at the conference in Pittsburgh, and he also offered that he or someone else from DCED could make some remarks during the main sessions. Weaver suggested that *Shale Energy* committee go through DCED in order to get a response from Secretary of Planning and Policy John Hanger, instead communicating directly with Secretary Davin. Brian O'Leary did share a copy of the letter sent to Hanger with Weaver.
 - d. CPDAP Position Statement
CPDAP position statement was reviewed. They are seeking Chapter input. A few comments/questions from the executive board were shared. Amy McKinney will relay comments to the CPDAP.
 - e. FAICP Nomination
Thomas Comitta, Carol Collier and Toby Fauver are interested in the FAICP nomination. None of them have responded back with information. James Cowhey will follow up with Susan Elks to see what progress Toby Fauver is making with his chapter nomination. Southeast Section and Alexis Williams will follow up with Carol Collier. Brian O'Leary will follow up with Tom Comitta. Susan Elks reported via email that Anna Breinich does not know Toby, but feels that Carol and Tom are strong candidates.
 - f. Ongoing Outreach to the Wolf administration (discussed in item c above)
 - g. Region 1 Conference
The conference was a success. There were 25-30 individuals from Pennsylvania and 500 overall. There was a profit and will be shared back to the supporting Chapters.
 - h. Future Conference Locations
The contract for the 2017 conference in State College at the Penn Stater is almost complete. Amy McKinney said Northwest section would like to host the 2018 conference in Erie. Sara is checking with Lehigh Valley/Berks Section about a 2019 conference in Reading and will report back.
 - i. Distinguished Service Award
It was suggested that Denny Puko receive the Distinguished Service Award, but due to the Annual Awards rules, he cannot be an award recipient. On a motion from James Cowhey and seconded by Sara Pandl, a motion

passed to give an award other than an "Annual Award" to Denny Puko. Brian O'Leary remembers that the Chapter has done this in the past, and Susan Shermer will investigate.

4. Ongoing Business

a. 2015 Great Places Winners

There were five Great Places awarded. The winners are on the Chapter website. Winners have been notified and press releases sent. Pam Shellenberger notified the winners that they can provide materials for the conference in Pittsburgh to highlight their public space or neighborhood.

b. Legislative Committee Update

The Legislative Committee recently had a conference call. Brian Traylor updated the Executive Board on the APA Planning Advocacy Network; Rob Teplitz's office wanted more information on MPC pending legislation which Brian Traylor provided. CCAP legislative tracking information cannot be shared directly to the Chapter from CCAP. Amy and James do receive this information and can pass it along to Susan Shermer to share with the Board.

c. Section Mapping

There was a discussion about adding another Section. This item will be on the agenda for the Board meeting in October.

d. 2015-2018 Strategic Plan – Implementation

James Cowhey suggested there be an in-person meeting to discuss updates on the implementation of the Strategic Plan. There was discussion with doing this Board meeting at the conference, but it was decided that a separate meeting is also a good idea. All should continue working on the Strategic Plan until a date/time and place have been decided. Progress should still be reported at the October Board meeting.

- *Continue to provide training and education that responds to the needs of the membership*
- *Build coalitions with sister organizations for broader advocacy and training*
- *Provide an orientation process for new Board members, Committee chairs, Committee members and Section Council members*
- *Develop a plan to address financial stability, scholarships, member dues, and non-dues income*

The meeting adjourned at 12:39 p.m.

Minutes taken by:

Minutes reviewed by:

Kim Gusic

Amy McKinney

Approved at the October 18, 2015 Board Meeting