



Final Minutes – August 18, 2023

Approved – November 3, 2023

MD APA Executive Committee Meeting

Time: 1:00 pm- 1:55 pm

Location: Virtual

1 Call to Order:

1.1 Meeting was called to order at 1:00 PM with the following attendees:

Lynda Eisenberg	Michael Bayer
Sarah Diehl	Dr. Siddhartha Sen
Alan Feinberg	April Smith
Joe Griffiths	Jasmine Forbes
Jacqui Rouse	Sam Gordon

1.2 **Action on proposed agenda:** None

1.3 **Approve outstanding minutes:** No quorum, moved to next meeting.

2 Housekeeping Issues

2.1 Treasurer’s Report:

- Account balance: \$140,788
- Expenses over the last month: insurance premium, attorney fee for employment contract, expense reimbursement from APA Meet & Greet.

2.2 PDO Report

- Jacqui has been working with Rich on the endorsement letter for FAICP, she is finalizing and will send Lynda.
- Michael is also working on his letter; Jacqui to send Michael a sample letter for reference.

2.3 New Meeting Times

- Fridays seem to work best. Sarah to send doodle poll to the group.

2.4 Student Blog Status

- Sarah to resend to April; publish article with a recap from the Secretary Meet & Greet

2.5 Annual Report

- Lynda and Michael to regroup after Labor Day on Annual Report and Chapter Workplan

2.6 Chapter Workplan

- See above.

2.7 Chapter Conference – Updates

- Executive Committee interested in pairing with MPCA on a conference for next year. Sarah will send a doodle poll for a vote.
 - Joe noted MPCA executive committee meets on the 2nd Tuesday of each month at 5:30. MD APA to join the next meeting to begin to talk logistics. Would be great to announce this partnership and plans for next year’s conference at this year’s MPCA conference in October.
 - Alan added VA APA PDO willing to share lessons learned and insight on conference planning; VA APA just hosted a very successful conference.

3 New Business

- 3.1 **Election Update**
 - Chapter endorsed Ben Hitchings, FAICP, for Region 2 Director. April sent out information to Chapter to encourage everyone to vote.
- 3.2 **Retirement Party Details for Jenny Plummer-Welker and Recognition from Chapter**
 - Michael reached out to Olivia to see what plans the county had for recognition.
 - MDP/MD APA to collaborate on an article highlighting Jenny’s career and accomplishments. Joe to connect Olivia with Kristen Humphrey, MDP Planning Practice Monthly editor. Could also get stories from Rich and Chris who know Jenny well.
 - Lynda suggested the chapter invite Jenny to next year’s conference, could present with a lifetime achievement award.
- 3.3 **Updates to GBWC**
 - Chris, Rich, and Michael to connect with David Rouse before next meeting and learn more about involvement with the Greater Baltimore Wilderness Coalition.
- 4 **Regional Representative Reports:**
 - 4.1 **MDP – Joe Griffiths**
 - The Governor’s Office is currently reviewing and finalizing draft strategic plans. It is a very high-level document.
 - MDP will be engaging in statewide legislation- modest priorities this year. Joe encouraged APA to consider legislative opportunities; could potentially partner with MDP.
 - ADU policy taskforce convening in September - final report due June 1, 2024, to the Governor and General Assembly. Joe is the primary staff from MDP. He anticipates legislative items to come from that taskforce.
 - Joe noted that Secretary Flora is working to reinvigorate the Smart Growth Subcabinet.
 - 4.2 **Western Maryland – Alan Feinberg**
 - Alan has enjoyed working with the Mid Atlantic Planning Collaboration. He also noted that Deborah Carpenter is now the Planning Director in Frederick County, he is going to reconnect with her.
 - 4.3 **Statewide – Rich Hall not available**
 - 4.4 **Baltimore – see discussion on GBWC above.**
 - 4.5 **Eastern Shore – Steve O’Connor not available.**
 - 4.6 **Southern Maryland – Olivia Vidotto not available.**
 - 4.7 **Committee Updates – EPG: Jasmine**
 - Jasmine has sent out a draft mentorship program proposal and is asking for feedback. Lynda asked to resend with a deadline for comments.
 - Misc: Dr. Sen noted that Morgan State student representative graduated; he will have a new one next week.
- 6 **Adjourn:** Meeting was adjourned at 1:55

ACTION ITEM SUMMARY

- 1 Jacqui to send Michael a sample FAICP endorsement letter.
- 2 Sarah/April to work on publishing student blog post and recap of Meet & Greet event.
- 3 Sarah to send doodle polls re: meeting times and conference collaboration with MPCA.
- 4 Joe to connect Olivia with Kristen Humphrey (MDP PPM Editor) to begin drafting post about Jenny Plummer-Welker.
- 5 Chris, Rich, and Michael to connect with David Rouse before next meeting.
- 6 All: provide feedback on Jasmine’s draft mentorship program