



FINAL Minutes – June 19, 2020

Approved – July 17, 2020

MD APA Executive Committee Meeting

Time: 10:00 am- 12:00 pm

Location: Zoom Call

1 Call to Order: Helen Spinelli

1.1 Meeting was called to order at 10:05 AM with the following attendees:

Helen Spinelli	Peter Conrad
Chuck Kines	Dr. Siddhartha Sen
Stephen O'Connor	Jasmine Forbes
Sarah Diehl	Luke Benson
Joe Griffiths	Lauren Good
Jacqui Rouse	Lynda Eisenberg
Angie Hernandez	Alan Feinberg
Andrew Bernish	

1.2 **Action on proposed agenda:** None

1.3 **Minutes Approval from May 15, 2020 meeting**

- Motion made by Helen to approve minutes, unanimous approval.

2 Housekeeping Issues

2.1 **Schedule and location of ExCom meetings for 2020**

- Note that in-person meetings still on hold for next few months
- Friday, July 17, 2020: Zoom
- Friday, August 20, 2020: no meeting
- Friday, September 18, 2020: TBD
- Friday, October 16, 2020 – annual meeting

3 **Chapter Administration Issues:** Action Items – no action items at this time

4 New Business

4.1 **Annual Meeting:** planning for virtual.

Theme Discussion: Helen suggested that the group start discussing possible themes for the event.

- Joe cited the Maryland Planning Commission, who is addressing resiliency during and after COVID. The theme deals with contingency planning and a resilient board. It is more of an open theme, and 4 session proposals have been received so far.
- Lynda suggested planning for a post COVID world: for example, looking at code requirements pre/post COVID (parking requirements, allowing for curbside pickup, etc.)

- Chuck added that parks, trails, and open spaces have become much more important, we could also address planning for those. He also suggested incorporating an equity, race, social justice, and socioeconomic element into it.
 - Andrew noted that the National Capital Chapter is leaning towards the race and socioeconomic aspects for a theme.
- Helen suggested looking at the aspect of transit and what is going on with development and planning for emergencies. How do we make transit safe?
 - Angie added that we need to continue to push for efforts to engage with the public health community to help make this happen.
 - Steve added the aspect of moving goods – how are communities dealing with the freight component and how their approached have changed.
- Joe added we should look at climate change as part of the process – and its implications pre and post COVID
- Peter brought up Baltimore City Planning Department, who has an equity component in their planning organization. They have made a lot of commitments in regard to promoting and ensuring equity. Montgomery County has made similar moves – these would be great agencies to reference.
- Sarah noted that all of these elements intertwine and that perhaps instead of “planning” for a post COVID world, we go the “adapting” for the post COVID world route.
- Helen agreed with the ideas, brought up that we need to think about what the domino effect is when a crisis occurs and also suggested addressing the middle housing crisis.
 - Joe noted that MDPC focused on housing at their annual meeting 2 years ago, this is a persistent issue.
- Dr. Sen suggested that we include the terms equity and inclusion somehow in the presentation of conference theme.
- Meeting Format: Helen suggested business meeting in the morning followed by sessions in the afternoon. The Chapter will be looking to put out requests for innovative sessions on adapting for the post COVID world, and looking forward into the future of planning.
 - Sessions will be recorded so they can be watched later.
 - 15/30 minute breaks between sessions.
 - Joe suggested the idea of not doing an all-day event, but instead create a series over a week or so.
 - We would have the potential to turn this into a larger series depending on the response (maybe every other Friday) more a month or so.
 - Jacqui agreed, people might be more interested if it is more spread out.
 - Angie noted that we should frame this as an opportunity to right some of the errors of the past – to look forward and change some of our planning practices. Let’s have a discussion on how to make Maryland better.
- Helen to work with the team to get a request for proposals together.
- Board members to reach out to Helen if anyone has any other ideas.

4.2 Newsletter – Update from editors and meeting.

- Sarah suggested moving newsletters to a quarterly basis for now
- Angie noted that we are looking to create a template for the new newsletter, create space within it to highlight members and current planning projects and feature themes based on the month.
- Alan suggested that we highlight WV planning in the newsletter, he has had multiple meetings with colleagues there. Virginia is doing a lot, particularly with broadband and infrastructure. Alan noted that he has taken the lead on the public engagement component of these meetings.
- Additional Discussion:
 - Platform: as we are still trying to figure out platforms, Joe noted that APA National could be offering a platform to host. MDP is still offering GoToWebinar services, they just need commitment on time and date. It would be a good idea to host a practice if we were to use it.
 - Helen to follow up with Joe about MDP’s GoToMeeting platform.

- Jacqui to follow up with Ohio State about platform from National.
- Alan is focusing on public engagement outside – how can we also do this?
 - Angie brought up concern over the insurance aspect of hosting an in-person gathering. Could APA be liable if someone at the event were to get COVID?
 - Helen to look into the insurance aspect.

4.3 **Status of Business Manager Position**

- The interview committee had an interview with April Smith before this meeting. They did not have a chance to discuss the interview afterwards but will be talking and Helen will send out a recommendation vote if there is to be one. We will need a new student representative from Morgan State if she were to take the position.

Additional Discussion

- Peter asked about membership – have we seen it decline with COVID?
 - Per Helen, the Chapter is still at over 700 members. We have not lost any income, and that income has actually gone up.
- Ways to engage with Chapter membership – Peter noted that he has been on virtual happy hours with his neighborhood that have been very successful.
 - Lynda suggested planning trivia or a “booze fairy” set up
 - Joe noted that games and activities really help to drive virtual events
 - Angie, Lynda, and Sarah discussed working with Peter to get something going- we could make this happy hour and trivia a regional thing
 - Sarah mentioned that this is something that could also be posted on the Chapter’s MeetUp page
 - Sarah and Alan to collaborate on joining MeetUp pages
- AIA Space: Helen asked Dr. Sen if he has heard anything about MSU’s involvement with the new space
 - Dr. Sen has not heard anything – Helen to reach out to AIA

5 **Treasurer’s Report:** Lauren

- Earned \$2.23 in interest over the past month
- \$33,108 in savings (\$30,000 in a reserve fund)
- Checking account saw two payments over the month: one to the University of Maryland – reimbursement for 25 students to attend NPC at Home and the other for a 6 month MeetUp subscription.
- Over \$93,000 in total funds.

6 **Committee Updates**

6.1 **EPG:** Jasmine

- EPG met a couple of weeks ago. Want to take the idea of a happy hour a step further and integrate quick skill learning (GIS, Photoshop, etc.). They are in the process of brainstorming and emails will be sent.
- AICP study sessions are going well, a few more people have been joining.

Misc. Discussion

- Helen noted that she has looked into the Ambassador Program – it is very much about promoting planning by going into schools and it is not so much a mentoring program. She is looking to move forward with this.
- Angie polled the group asking if anyone has connections to the MD Cannabis Commission for her event she is planning regarding cannabis zoning in the state.
 - Chuck mentioned that he knows a pharmacist in Baltimore City and will reach out to him.
 - Joe knows that Western Maryland planners have been working more and more on this issue but are trying to keep it quiet as there is a lot of interest in that area. That might be a good place to look for ideas.

7 **Adjourn**

- Motion made by Alan to adjourn meeting. Meeting adjourned at 11:32.

ACTION ITEM SUMMARY

1. Helen to work with the annual meeting team to get a request for proposals together.
2. Helen to follow up with Joe about MDP's GoToMeeting platform.
3. Jacqui to follow up with Ohio State about meeting platform from National.
4. Helen to look into the insurance aspect of hosting an in-person event.
5. Interview committee to discuss Business Manager position and possibly send out a recommendation for a vote.
6. Angie, Lynda, Sarah, and Peter to brainstorm virtual happy hour ideas
7. Helen to reach out to AIA in regard to APA's new space.
8. Sarah to work with Alan to join MeetUp pages.