

DRAFT Minutes
APA-IA Chapter Board Meeting
Friday, May 21, 2021

1.0 Call to Order

President Dylan Mullenix called the meeting of the American Planning Association Iowa Chapter to order at 10:00 am during a virtual meeting using Zoom as a result of social distancing recommendations due to coronavirus.

2.0 Roll Call

Executive Board

Officers

+	Dylan Mullenix	President
+	Madeline Sturms	Vice President
+	Ben Champ	Past President
NP	Bill Micheel	Secretary
+	Zach Young	Treasurer

Professional Development Officer

+	David Wilwerding	
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Planning Board Member

NP	Trina Flack	
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University Representatives

+	Lucie Laurian	University of Iowa
+	Francis Owusu	Iowa State University

Program Area Chairs

+	Chris Janson	Chapter Development
+	Anne Russett	Chapter Development
+	Chris Shires	Professional Development
+	Melissa Tiedemann	Outreach / Advocacy
+	Rose Schroder	Outreach / Advocacy
+	Steven Van Steenhuyse	Legislative & Policy
+	Charlie Cowell	Recognition / Awards
+	Emily Bothell	Recognition / Awards
NP	Liesl Seabert	Public Relations / Communications

At-Large Members

NP	Charlie Nichols	
+	Alexis Fleener	
+	Jim Holz	

Liaisons (non-voting)

NP	Leon Begay	University of Iowa Graduate
NP	Ashlyn Daniels	Iowa State University Undergraduate
NP	Andre LaFontant	Iowa State University Graduate
+	Bret VandeLune	County Planning / Flood Officials
NP	Mark Land	Floodplain / Stormwater Management

18 (of 21) - Voting Members Present (notated "+") (12 required to achieve quorum)

3.0 Introduction and Welcoming of Any Guests/Others

Dylan Mullenix asked if there were any guests and recognized Lucie Laurian, Professor and Director of the University of Iowa School of Planning and Public Affairs. Mullenix also recognized Joe Wilensky, Transportation Planner with Snyder & Associates out of Cedar Rapids who both introduced themselves.

4.0 Approval of Agenda and Minutes

4.1 Approval of Agenda for Friday, March 19, 2021.

Mullenix mentioned that Allison Van Pelt was unable to attend the meeting and that agenda item will be removed from this meeting's agenda and appear on the July meeting agenda. Mullenix asked for any additional amendments to the agenda and a motion for approval of the agenda as amended.

Motion by Holz, seconded by Sturms. Unanimous Approval.

4.2 Approval of the Minutes, as read, from Friday, January 15, 2021.

Motion by Holz, seconded by Bothell. Unanimous Approval.

5.0 APA Iowa Membership Forum/Input

Mullenix opened the floor for membership input. No discussion.

6.0 Business Items

6.1 Diversity, Equity, Inclusion Committee Training Recommendation

Mullenix indicating that the training the DEI Committee have recommended is included in packet. Mullenix asked Russett if there was anything that she would like to add. Russett indicated she would answer questions if Board members had any. Holz asked if there was a cost associated with the training. Mullenix stated that the original cost was for 20 people \$4,200 and that the new quote for additional participants (up to 30 participants) would be \$5000. Holz asked if the 2-day training was two full days or half days. Russett indicated that the training sessions are 2 ½ hours per day. Training would be virtual.

Sturms indicated that she thinks the training is a great thing to do and is included in the budget and likes keeping it virtual unless there are concerns about the need for in-person interactions. Mullenix asked for further discussion.

Russett motioned approval, Laurian indicated that the best sessions are the ones that take the most time because the longer they are the more in depth the training is and therefore it is more useful. Russett indicated that she can see the value in Laurian's comments and wants the trainings to be on going have regular ongoing trainings. This would just be the first step. Motion seconded by Bothell.

Motion by Russett, seconded by Bothell. Unanimous Approval

Wilensky asked if combining the DEI training and the conference keynote speaker was being considered. Mullenix indicated that the idea is to have some kind of DEI education at the conference, but the form of that education has not been ironed out yet. The issue can be discussed more during the conference agenda item. Mullenix also indicated that offering the training to the rest of the membership, after the Board has participated in the training, possibly at or before the conference, has also been discussed.

6.2 Consider appointment of Lucie Laurian as Board representative for the University of Iowa

Mullenix indicated that Laurian is the new Director of the University of Iowa School of Planning and Urban Affairs. Van Steenhuyse asked Laurian if she was appointed permanently or on an interim bases. Laurian replied that she was appointed for a period of 3 years and then a decision on her reappointment will be made.

Motion by Van Steenhuyse, seconded by Shires. Unanimous Approval.

6.3 Consider FAICP nomination from APA-IA for John Peterson

Mullenix indicated that John Peterson was being presented as an option for nomination by the APA-IA Board. Mullenix asked for a nomination. Shires indicated that the application is a lot of work and so support and commitments to provide letters of support from members of the Board are important. Shires stated that Peterson has been AICP certified since 1984.

Motion Wilwerding, seconded by Janson. Unanimous Approval.

7.0 Discussion Items

~~7.1 APA Climate Champions—Allison Van Pelt~~

7.2 Election Slate of Candidates for APA-IA

Mullenix stated that the slate of candidates for the APA-IA Board is due by the 16th of May and by July 1st the Board has to provide the slate of candidates to APA national. The APA-IA by-laws also state that a nominated committee has to be formed within 60 days to sign off on the nominations. Mullenix asked members of APA-IA if they would serve (Champ, Wilensky, Tiedemann)

Mullenix indicated that Sturms submitted for President, Siebert for Vice-President, Micheel for Secretary, and Young for Treasurer.

7.3 2021 APA-IA Conference in Des Moines

Sturms indicated that the first conference planning session occurred yesterday. Sturms indicated that the event will be held at the Iowa Events Center October 13th – 15th this fall and will only be offered in-person due to financial constraints. Masking guidelines will provided later and State law will considered in this decision. Strums also provided an update on possible sessions and mobile walking tours. Mullenix indicated that we look into insurance in case we need to cancel again this year. Kristina indicated that she would follow-up with the insurance company about that type of coverage. Sturms indicated that someone from the DEI Committee will be nominated to serve on the Conference Planning Committee and that she had reached out to Ottumwa about the 2022 conference and they agreed to shift the 2021 contract to 2022. Russett mentioned that the DEI Committee was interested in reaching out to April Jackson from Florida State University as a potential keynote speaker.

Officers Reports

8.1 President (Mullenix)

Mullenix discussed his participation in the bi-annual Chapter President's Council. Mullenix indicated that Wilwerding will be discussing updates to the AICP program during his update.

8.2 Vice President (Sturms)

No report.

8.3 Immediate Past-President (Champ)

No report.

8.4 Secretary (Micheel)

Absent

8.5 Treasurer (Young)

8.5.1 Chapter Treasurers Report – *Attachment-*

Young indicated that the Treasurer's Report was included in the agenda packet and provided highlights from the Report. Young did indicate that the Chapter is coming up short on annual sponsorships. Finally, Young mentioned that he will work with Sturms on drafting the Conference budget soon.

Motion to receive and accept the Treasurer's Report by Wilwerding, seconded by Sturms. Unanimous Approval.

9.0 Executive Board Reports

9.1 Professional Development (Wilwerding)

Wilwerding discussed the updated AICP exam prep manual. Wilwerding also indicated that the Chapter historically has purchased a number of study guides to provide to members and asked if we want to continue to do that. The guides will cost the Chapter \$10/download and individuals can purchase them for \$15 each.

Schroder indicated that she thinks that we should continue to offer the resource, but wondered how the Chapter would provide the AICP student with an access code that likely will be a "one-time" use license. Wilwerding mentioned that he anticipates going through 15 to 20 licenses per year.

Russet indicated that she agrees with Schroder that the Chapter should continue to purchase and offer those guides to AICP students.

Mullenix acknowledged Board consensus to purchase some study guides.

Wilwerding discussed the changes to the AICP CM credits (AICP members will now be on the same cycle resulting from COVID). All member's cycle will be closing at the end of this calendar year.

Wilwerding then discussed the changes to the AICP approval process (we are entering the 5th year of the 5-year pilot program). Some changes will be made as a result including modifying the process so that candidates can submit an "initial" application, if the application were approved then you can sit for the test, after passing the test the candidate would be considered an AICP candidate. Then once you have the necessary amount of experience then you can submit that to obtain the full certification. Wilwerding also discussed that elimination of the essay question responses was being discussed.

9.2 Planning Board Member (Flack)

Not present.

9.3 University of Iowa (Laurian)

Laurian explained that she just became the Director and participated in an in-person graduation ceremony. Laurian mentioned that two new faculty were hired in response to the creation of the Masters of Public Affairs degree. Laurian continued that the School is also working on creating undergraduate minors in the field. Laurian asked for help from APA-IA/National for planning awareness. Laurian also outlined the School's social media efforts

9.4 Iowa State University (Owusu)

Owusu provided an update on post-COVID adaptation and lessons learned including the possibility of moving some courses exclusively online including GIS certificates and others. Owusu reported that their joint degree program with the Masters of Real Estate Development degree graduated their first cohort of 10 students.

9.5 At-Large Representative (Holz/Nichols/Fleener)

Holz - No report. Nichols – Absent. Fleener indicated that she will be working on the Mentor Match program for the conference and if you are interested to contact her.

9.6 Chapter Development Program (Janson/Russett)

No reports.

9.7 Professional Development (Cowell)

Cowell indicated that he is continuing to be involved in the DEI Committee and the first session of the Planning on Tap series will be Thursday, May 27th, targeting 1 session per month, skipping October and December.

9.8 Outreach / Advocacy Program (Schroder/Tiedemann)

Schroder reported that she has been working on strategic objectives in the work plan that relate to Outreach and Advocacy and may need to be amended. Specifically, planning awareness for youth. Schroder indicated that she will reach out to people offline. Tiedemann has been communicating with other similar professional organizations about conferences and chapter goals.

9.9 Legislative and Policy Program (Van Steenhuyse)

Van Steenhuyse provided an update on the legislative session. Van Steenhuyse indicated that the partnership with Cope/Murphy (lobbyist) went very well and they were very responsive and valuable. Van Steenhuyse outlined a bill that passed that limits the ability of municipalities to regulate propane and natural gas tanks and mentioned that changes to TIF legislation were fought back and we did not get a land bank bill this year. Van Steenhuyse also mentioned that the backfill for local governments will be phased out over 5 to 8 years. Van Steenhuyse mentioned that Eric Christiansan with ISU Extension moved to Florida and is curious who the new person working with our region will be.

Wilensky asked if APA-IA's if our lobbying efforts were done in tandem with other professional organization. Van Steenhuyse mentioned that the lobbyists are making those connections.

9.10 Recognition / Awards Program (Bothell/Shires)

Bothell reported that her and Shires have been working on ways to highlight plans or projects that have received recognition and ways to assist with APA National award applications and will be working on the FAICP application for John Peterson.

9.11 Public Relations / Communication Program (Seibert)

No reports.

9.12 University of Iowa Graduate Program (Position vacant)

No report.

9.13 Iowa State University Undergraduate Program (Daniels)

Not present

9.14 Iowa State University Graduate Program (LaFontant)

Not present

9.15 County Planning and Zoning Officials of Iowa (Van de Lune)

No report.

9.16 Iowa Floodplain and Stormwater Management Association (Land)

Not present

10.0 Other Items Not on the Agenda

11.0 Upcoming Board Meetings

The May meeting is scheduled for Friday the 21st at 10 a.m. Location - Zoom

12.0 Adjournment of the Board Meeting

Mullenix adjourned the meeting.

Dylan Mullenix, AICP
President

Date: _____

Madeline Sturms, AICP
Vice President

Date: _____