

**Nevada Chapter
American Planning Association Executive Committee Board Meeting
June 1, 2020**

Meeting Minutes

Attendees:

Nathan Goldberg, AICP, Chapter President
Lorenzo Mastino, Chapter Vice President
Jared Tasko, AICP, LEED Green Associate, Chapter Treasurer
Ellie Reeder, Chapter Secretary
Marco Velotta, AICP, LEED Green Associate, Professional Development Officer
Lisa Corrado, Southern Section Director
Garrett Terberg, Southern Section Assistant Director
Jim Marshall, Southern Section Treasurer
Anna Marie Smith, Southern Section Secretary
Jeff Borchardt, Northern Section Assistant Director
Aric Jensen, Northern Section Treasurer
Amber Harmon, Northern Section Secretary

Absent:

Robert Summerfield, Immediate Past President
Greg Toth, AICP, Newsletter Editor
Julie Hunter, Planning Official Development Officer
Michael Harper, Conference Coordinator
Nelson Stone, Southern Section Planning Official
Fred Steinnman, Northern Section Director
Peter Gower, Northern Section Planning Official

Meeting was called to order at 1:05pm.

A quorum was achieved.

- 1) Approval of the May 4, 2020 NVAPA Executive Committee Meeting Minutes: Jared motioned to approve the minutes. Approved unanimously.
- 2) Consent Agenda:
 - President's report: (Submitted by Nathan Goldberg).
 - *Division would like to submit proposals to Chapter Conferences*
 - *California Chapter collaboration*
 - *Hazard Mitigation update*
 - *Outdoor Nevada/Great Places Nevada idea*

Nathan: National has been having monthly meetings. A general note that the Chapter conferences division would like us to submit proposals. We might want to reach out to them once we have our dates because we might be a few proposals from them.

Presidents' happy hour: The APA California president reached out to me and would like to collaborate for the annual conference. I'm thinking the California chapter members could book

conferences at the same price, share sessions, etc. This would not be intended to be a single conference, but more collaborative between the two.

Hazard Mitigation Plan update - There were 8 or 9 suggested edits to the plan...Voted in favor of about half. The Chapters had asked to make changes/edits to those that were voted down. Waiting to see what that looks like. Overall pretty minor.

I have an idea that came from Texas (APA): We don't have anything at the state level like this, but seemed like a cool idea to showcase - I'm sure everyone is familiar with the PBS show Outdoor Nevada (Texas has a similar version). In TX, every year, the areas showcase planning aspects/highlights throughout the state. Perhaps we could do something similar?

Garrett: Looking for good things to come of the collaborative conference. We have done this in the past with southern California, but excited for what could come out of this.

- Chapter Newsletter (no report submitted).
- Treasurer's report (submitted by Jared Tasko):
 - *Updated Register attached.*
 - i. *Since our last meeting, here are the changes:*
 - a) *We received \$2,474.95 from APA for the 2nd quarter membership dues;*
 - and*
 - b) *We spent \$190 to renew our PO Box for another year.*

Jared: Nothing else to report.

- Secretary's report: (submitted by Ellie Reeder):
 - *No new information to report.*
- Professional Development Officer's report (submitted by Marco Velotta).
 - Provided notifications to all members on the grace period list to ensure they've met their credit requirements, which are to be completed on 5.28.20*
 - *May Exam requirements have been extended into the summer*
 - *Logged additional virtual distance education CM credits – Northern section events have been made available*
 - *Informed members of NPC credits and additional updates to AICP and CM requirements*
- Planning Official Development Officer report (no report submitted).
- Northern Section Report (Events, Treasurer's Report) (submitted by Fred Steinmann).
 - *The Northern Section has successfully hosted two NVAPA Online Educational Luncheons in May 2020. The first was held on Wednesday, May 13, 2020 and the second one was held on Wednesday, May 27, 2020. Approximately 50 people participated in both online educational luncheons. The recorded webinar/podcast of the first luncheon, held on May 13, 2020, has been uploaded to the NVAPA's YouTube channel. The second one, for May 27, 2020, will be uploaded sometime in early June 2020. Additional online luncheons are scheduled for June 10, 2020 and June 24, 2020 with additional luncheons being considered for July 2020. Faculty from the University Center for Economic Development (UCED) at UNR have completed the NVAPA COVID-19 Membership Impact Survey and a preliminary analysis of the results are*

included with this report. Northern Section members are working with UCED faculty to develop and complete a UCED technical report summarizing the results of this survey.

Jeff: We've sent out the survey, which Fred included in his information here. We've been holding virtual brown bags with the Builders Association hosting. They have been very well attended.

- Southern Section Report (Events, Treasurer's Report) (no report submitted).

Lisa: No updates. Conference committee meeting was canceled last week. Going to assign topics to committee members. That's our game plan so far.

3) Committee Updates:

- Communications Committee (submitted by Garrett Terberg).
- *Lorenzo will provide a brief update regarding the website progress.*

Lorenzo: I wanted to set this up to show you all what the new NVAPA website looks like, so I'll be using my shared screen. We are very happy (Garrett and a lot of other people have helped us, thank you, Jared for helping us transfer the content from the old site). Amber and Anna will oversee content for each of the sections. This is a template that was given to us by National. Did you all have a chance to look at this ahead of time? If so, any feedback?

Lisa: It looks awesome. Thank you for doing this.

Lorenzo: We can always keep improving. You might want to add the new url to your favorites. As soon as you log in, you can see the sections button. If you click here, you can see the Sections overview, with an intro to our Chapter and Sections, bylaws, features, etc. You then have an option to visit one of two pages (Northern or Southern). The Knowledge section has access to many features. I am updating this regularly with webinars and webcasts on different topics. There are also embedded videos, or you can go to the YouTube channel and access directly from there. There's a Conferences and Meetings section, there's an AICP section with a lot of content. Please send me an email if you have anything you'd like updated here (or Amber or Anna if it is Section-specific).

Garrett: What you mention is really great that we have multiple people helping to maintain everything.

Lorenzo: We put together the Career Center where people can post jobs on their own. We do get it for review prior to posting and can choose not to post something if we don't want to. We have the Committee Outreach section, which we hope to fill out more soon, we have a Connect with APA Nevada section now, where our Agendas and Minutes are now posted.

Garrett: I think the Board is looking to you for an estimated 'go live' date.

Nathan: I would agree that this looks fantastic. Huge kudos to Lorenzo for your work on this.

Lorenzo: One thing that has been bothering me is the top menu. It is skewed to one side. It is not centered. I have asked National for help with this. Its a small thing, I think, but we'll figure out a way to do it.

Garrett: Whatever the Board decides, Ellie has agreed to send an email blast to members to let them know about the new site.

Nathan: That sounds great. Do we need any formal action?

Garrett: So likely in the next week or two to get an email sent out?

Nathan: Yes, that sounds good.

Jim: How difficult is the site to maintain?

Lorenzo: Its not difficult. We did already take down some pages that made the site too complicated, so if we keep it simple and we know what we want to put out there, it should work great.

Jim: How functional is it to send out information to Facebook, Twitter, social media, etc?

Lorenzo: I don't know that, because I have worked on the website, not it's connections. I'm confident that when APA picked the platform, that they probably picked something compatible with multiple platforms.

Nathan: There are portals that will send out information to multiple platforms with one click, but you have to build platforms or purchase them to do that.

Jared asked who updates our Facebook currently?

Marco said he does from time to time.

Lorenzo: We'll look into FB and Twitter next.

- Conference Committee (no report submitted).

4) Discussion & Possible Action

- (Submitted by Lisa Corrado): *2021 Legislative Session - Discussion regarding any planning bills/amendments that people might be thinking about. We have had issues with PUDs and were contemplating changes but wanted to see if it would affect others. The Deadline for BDRs is September so it would be good to start thinking about it.*

Lisa: It;s becoming that time again, we been asked on different committees - I'm on the Nevada Housing Commission - to get to some of the committees this summer, I know we don't always participate in the legislative session, but we have been challenged on when there's an administrative change/amendment to PUDs. Does anyone know of any history regarding that, or if there's any other topics that we need to follow?

Marco: We have heard that there will be talk about potential changes to how emergencies are handled - emergency planning and preparedness.

Lisa: Who is pushing for that?

Marco: The State.

Lisa, in terms of the regular session, is there anything else we are interested in as the APA?

Jared: I support the idea to have more administrative changes to PUDs. The other side to that is that it does prevent people from applying for PUDs in the first place because they are so locked in, but its worth looking into, for sure.

Maybe keep as a standing item?

Nathan: Yes, lets keep this as a standing item for ongoing discussion. Its probably good that we do this.

Lisa: I had another question, with elections: if some of our offices are going to be open? For the Southern Section, what are we supposed to do to get ready?

Nathan: We specifically said we do not need National's assistance this year, but for 2021, we do. When it comes to 2021, we will need National.

Lisa: I just wonder how we should be reaching out and recruiting folks now that our in-person interaction is limited. We have been planning this conference online, so we haven't been focusing on any other virtual programming. Should we do a webinar on leadership development? I just want to help people prepare for that. How do we do that?

Garrett: In the past we've had a nominating committee.

Lisa: I'm looking at reaching out to people directly. Setting up intros. We could do a nominating committee.

Nathan: I can tell you from the conversations happening at the National level, we are not alone in this. Many other Chapters are dealing with this dilemma. But when you find someone with interest...

Lisa: I remember it wasn't clear to me how APA worked. It might just be that we need more communication to educate or perhaps assign mentors. We can talk about it more next time, too.

Nathan: Sounds good, we'll add an agenda item on this for July.

Other business:

- None

Meeting adjourned at 1:48pm.

Next meeting Monday, July 6, 2020 at 1:00pm.