



## MEMORANDUM

TO: APA Washington Board Members  
FROM: Nikole Coleman, Secretary  
DATE: October 3, 2018  
RE: Minutes of June 22, 2018 APA WA Board Meeting | Olympia

For the Record (no board action requested)  
Discussion Only  
X Board Action Requested

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### 1:05 P.M. CALL TO ORDER

President Sepler called the meeting to order at 1:02 PM.  
Paula Reeves, Past President, standing in for Nikole Colman, stated that there was a quorum at the time.  
President Sepler amended the agenda to add an update from Washington State Department of Ecology on Critical Aquifer Recharge Areas Guidelines in development.

**IN ATTENDANCE:** Michael Cardwell, Nancy Eklund, Esther Larsen, Sarah Fox, Wells Williams, Elizabeth Chamberlain, Al Torrico, Mark McCaskill, Hiller West, Michelle Reader, Meredith, Rick Sepler, Grant Beck, Gwen Rousseau, Yorik Stevens-Wadja, Paula Reeves. **GUESTS:** Brian Sayers (Commerce) Laurie Morgan (Ecology), Terri Change (WSDOT), Rad Cunningham (DOH), Lauren Jenks (DOH), Deborah Johnson (DOH), Marilyn Evens (Boundary Line Review Board), Joe Tovar (Ruckelshaus Center), Marnie Boardman (DOH).

### DISCUSSION ITEMS:

1. Health & Planning.

Lauren Jenks of Washington State Department of Health (DOH) welcomed the APA Board and provided an overview of the work DOH is doing to support planning including development of a new team focused on planning, climate and air quality, updating of performance measures to help planners and local health jurisdictions and supporting Health Impact Assessments as part of Comprehensive Plans or other plans, projects or policies.

2. Transportation Efficient Communities.

Terri Chang, WSDOT, provided an update on Transportation Efficient Communities web hub. She also requested assistance from APA Washington. Terri requested volunteers to participate in a focus group to help ensure that the web hub is serving the intended audience. If you would like to participate in a focus group to help shape this resource, please contact Teri Change at: [ChangT@wsdot.wa.gov](mailto:ChangT@wsdot.wa.gov)

3. Road Map Update.

Joe Tovar provided an update of the Ruckelshaus Center Road Map project. The project team is currently conducting twenty-five listening sessions across the state. They would like to meet with a group representing APA-WA to get input on the questions being asked across the state. The goal is a final report in June 2019.

**Follow-Up:** Rick Sepler will form an ad-hoc committee to immediately begin to develop the APA-WA responses.

4. Critical Aquifer Recharge Areas (CARA) – New Guidelines

Laurie Morgan, Washington State Department of Ecology, provided an update to the Board regarding the update of the CARA Guidelines. Laurie was invited to provide an APA Newsletter article to reach APA members with information about this process.

## ACTION ITEMS:

1. Approval of Minutes from March 9, 2018 Board Meeting.  
*Motion:* Approve minutes from March 9, 2018 **Approved**
2. Statewide Ethics Sessions  
Rick Sepler reported that he had attended the Inland Empire Conference at Priest Lake this year and they requested support from APA Washington related to ethics sessions to ensure quality. Rick asked the Board if they would support a program to identify and inform the Sections of these courses.  
*Motion:* Approve the Continuing Education Chair/Committee take steps to identify and inform the Sections of ethics courses. **Approved**  
Yorik Stevens-Wajda Motion and Michael Cardwell Second.  
*Follow-Up:* The responsible committee or officer should bring items as necessary back to the board for discussion/approval as needed.
3. Graphic Novel Production.  
Gwen Rousseau, Co-Chair of Youth in Planning Committee, provided a summary of a proposal to hire a project manager to begin developing a graphic novel to be used in Washington State High School Civics courses as required by HB 1896 that past this state legislative session. The bill requires high schools to provide a mandatory 0.5-credit standalone civics course by the 2020-21 school year. In addition, school districts can embed civics content and instruction in dual credit courses such as AP and IB classes. The Office of the Superintendent of Public Instruction will develop an expanded civics education teacher-training program and APA Washington should integrate planning into this curriculum. The graphic novel, similar to one produced by AIA called *Make No Small Plans*, would be a great way to educate students on planning.  
*Follow Up:* Rick Sepler asked Gwen and Youth in Planning to prepare a budget proposal for discussion and final action at the October 3, 2018 meeting to be held in Spokane in conjunction with the APA Washington Conference.

## DISCUSSION ITEMS:

1. Legislative Update.  
Yorik Stevens-Wajda updated the Board. He discussed the Legislative Committee Meeting proceedings from earlier that day, June 22<sup>nd</sup>. The chapters lobbyist, Michael Shaw, attended the meeting on and provided an overview of the just finished legislative session. Yorik discussed efforts underway to update the 2019 agenda for the long legislative session ahead with a goal of completion by October 2018. Yorik and Esther Larsen asked the APA Board for more support of Legislative Committee work. Board members suggested reaching out to graduate students at University of Washington to conduct bill reviews as well as asking the Section Integration Committee to identify Legislative Liaisons in each Section to attend the Legislative Committee meetings. Further, Yorik discussed the need for a membership survey of legislative priorities. These ideas were generally supported by the Board.
2. Nominations Update  
Rick Sepler announced that the Nominations Committee had done great work this year in collecting nominations for three wonderful candidates for President Elect including Yorik Stevens-Wajda, Nancy Eklund, and Joyce Phillips. Look for more information and ballots coming out in late summer/early fall of this year.
3. Planning Official Development Officer  
Bradly Clark gave a presentation to the board recapping the history of this committee and its recent inactivity. He also outlined several options for moving forward including focusing on hot topics for elected/appointed officials and integrating our efforts with other organizations currently providing citizen planner education programs. The Board discussion supported ongoing coordination as well as a focused effort on emerging planning topics targeted toward elected/appointed officials.  
*Follow-up:* Bradly Clark was asked to bring a proposal back to the Board to discuss and possibly act on at the October 3, 2018 Meeting.
4. Great Places Update

Hiller West, Allied Professions Liaison for the APA Washington Board, provided an update on the collaborative effort of the Great Places Committee this year. He announced that this year's awards program applications are due by July 14<sup>th</sup> and the committee is looking forward to an outstanding group of applications. The call for applications has been out and can be viewed on APA Washington's website [HERE](#). Email Hiller West with any questions at: [h.west@co.island.wa.us](mailto:h.west@co.island.wa.us)

5. Diversity & Equity Committee

Paula Reeves announced that Brandon Gonzales has recently stepped up in his planning career and unfortunately will not be able to continue to Chair this committee. She thanked Brandon for all his great work getting this committee established. Paula offered to step in as Chair and continue efforts to coordinate an allied professions survey to benchmark efforts in increasing diversity and equity in Planning in Washington. Paula called for volunteers or those interested in co-chairing.

6. Continuing Education Chair

Rick Sepler called for volunteers to step into the Continuing Education Chair and support a number of ongoing efforts including the development of an ethics course program that Sections and others could use.

7. Member Survey

Rick Sepler initiated discussion on a member survey that could be conducted at the October 2018 APA Washington Conference. The Board generally supported this idea and discussed options for the survey and ways to collect it.

**OFFICER REPORTS:**

Al Torrico, APA Washington Treasurer, provided a budget update showing that membership is trending upward and discussing the need to continue to work with Sections to migrate to the Chapter accounting system. Al's reports are available for review on Basecamp by all Board members.

**Follow Up:** Nancy Eklund asked if the Board intended to continue to pursue the Sustainable Funding recommendations adopted at the March 9, 2018 Board Meeting. The Board agreed that that discussion and some action to identify volunteers for specific priorities should be taken at the October 3, 2018 Board Meeting.

**SECTION REPORTS:**

None provided.

**COMMITTEE REPORTS:**

Rick Sepler postponed discussion on the Conference Sessions and the Current Planning Workshops. Updates will be provided at upcoming conference calls.

**4:03 P.M. ADJOURN**

Next meeting will be October 3, 2018 in Spokane in conjunction with the Annual APA Washington Conference.

*Nikole Coleman*

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Recorded by Past President Paula Reeves June 22, 2018

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Approved by Board of Directors on October 3, 2018.