

Executive Committee Meeting

Friday, July 15, 2011

10:00 a.m. – 11:08 p.m.

DRAFT MEETING MINUTES

The Southeast Florida Regional Partnership's (Partnership) Executive Committee, met at the offices of the Broward County Metropolitan Planning Organization located at 100 West Cypress Creek Road, Suite 850 in Fort Lauderdale.

Meeting Attendees:

The meeting commenced at approximately 10:00 a.m. and concluded at 11:08 a.m. In attendance for the meeting were the following Executive members (listed in alphabetical order):

1. Doug Bournique, Appointed by Treasure Coast Regional Planning Council
2. Heather Carruthers, Vice Chair, South Florida Regional Planning Council
3. Carla Coleman, Director, Urban Land Institute (ULI) SE Florida/Caribbean Chapter
4. Samuel Ferreri, Treasure Coast Regional Planning Council (TCRPC)
5. Suzanne Gunzburger, Chair, South Florida Regional Planning Council (SFRPC)
6. Tom Gustafson, Appointed by Treasure Coast Regional Planning Council
7. Peter O'Bryan, Treasure Coast Regional Planning Council (TCRPC)
8. Gus Pego, Secretary, Florida Department of Transportation, District 6
9. Ramon Trias, Chair, Treasure Coast Regional Planning Council (TCRPC)
10. James Wolfe, Secretary, Florida Department of Transportation, District 4
11. Barrington Wright, Appointed by South Florida Regional Planning Council

Excused Absence

1. Kevin Foley, Vice Chair, Treasure Coast Regional Planning Council (TCRPC)
2. Gus Pego, Secretary, Florida Department of Transportation, District 6
3. Norm Taylor, South Florida Regional Planning Council (SFRPC)
4. James Wolfe, Secretary, Florida Department of Transportation, District 4

Mr. Murley, Partnership Director, went over roll call and determined a quorum was present. Following roll call, Mr. Ferreri, Interim Chair, welcomed members and requested changes to the agenda. A motion was offered by Peter O'Bryan and seconded by Ramon Trias, to move the selection of Chair after the adoption of the Statement of Organization (Item 8a) on the list of activities of the agenda. The motion was unanimously approved.

Mr. Murley introduced the management team and reviewed the agenda, highlighting main discussions that included the Statement of Organization, an update from the

Organizational and Equity Subcommittee by Carla Coleman, the Statement of Qualifications and an update from the Operations Subcommittee by Ramon Trias. Following the agenda review, Mr. Ferrari gave complement to the management staff and its operational approach to the Request for Proposal (RFQ) process. A motion was offered by Carla Coleman and seconded by Peter O'Bryan, for the adoption of the meeting minutes to Friday, May 27, 2011, Executive Committee meeting. Mayor Carruthers made note of a minor correction to the minutes. The motion carried with the correction unanimously.

Carla Coleman introduced the Statement of Organization and discussed the Organization and Equity Subcommittee's efforts to give the Partnership as much flexibility and inclusivity as possible through the identification of the Partnership as a non-governmental body, meetings and member by-laws, and the roles and responsibilities of the Executive Committee and its officers therein. Ms. Coleman also iterated that the Statement of Organization is a living, breathing document and is subject to change when needed. Mr. Ferrari motioned and was seconded by Mayor Gunzburger, to approve the Statement of Organization presented by the Organization and Equity Subcommittee. Mr. Bournique made a friendly amendment to the motion that the work group name, Environmental Natural Resources, be renamed and titled, Environmental Natural Resources and Agriculture. Mr. Ferrari and Mayor Gunzburger supported the amendment and the motion was unanimously approved.

Following the motion to approve the Statement of Organization, a motion was offered by Peter O'Bryan and seconded by Ramon Trias, for the nomination of Mr. Ferrari as the Chair of the Executive Committee. The motion was unanimously approved and Mr. Ferrari assumed the chairmanship.

Ms. Coleman, Chair of the Organization and Equity Subcommittee, requested direction from the Committee on addressing deficiencies in expanding the Executive Committee and populating Partnership workgroups. Mr. Murley opened discussion by acknowledging the adoption of the Statement of Organization as a helpful start to addressing issues raised by Ms. Coleman. Ms. Carballo stated that efforts to expand website and communication tools will be necessary for expanding the Partnership and bridging the gap between members and the Executive Committee.

Mr. Trias gave an update on the Statement of Qualifications for the selection of a master consultant, which had a deadline for interested respondents willing to contribute and perform, by July 22, 2011. Mr. Trias elaborated that a Technical Advisory Committee of the Operations Subcommittee will review the respondents and refine a shortlist report for the Executive Committee by August 17, 2011. Following the update, a discussion occurred on Consortium members being involved in the RFQ procurement process, and, inquiries regarding the work of the Consortium being rolled into the overall efforts of developing the Blueprint of Economic Prosperity (Blueprint). Ms. Cambor stated that the management team will develop a points system to determine the most qualified consultant to select. She clarified that Consortium members not selected as the master

consultant that had interests in applying local resources and being apart of the selected team, had an opportunity to be added to the team so as long as they are well qualified.

Mr. Trias gave an update on the Operations Subcommittee and raised discussion by acknowledging efforts to refine a two step process, by which a master consultant would be selected and having flexibility to add Consortium members to the consultant team at a later date. He also reiterated, if partners were interested in being apart of the master consultant team, they had to express their interests and needed to have specific qualifications.

Following the update, a discussion occurred regarding the selection of Consortium members, such as Florida Atlantic University and Florida International University as the master consultant; ethical concerns with selecting Committee members as a master consultant; activities regarding general information forms submitted online by interested parties; and Committee member participation while advocating for affiliated employers as the potential master consultant. Mr. Barrington and Ms. Coleman echoed that they would like to see recommendations and a report brought forth by staff. Mr. Murley informed the Committee that the management team would review the respondents of the Statement of Qualifications (SOQ) request, and will bring back a report for discussion with the Committee. Please note that the SOQ report will be available for discussion on Friday, September 2, 2011.

Mr. Gustafson raised concerns on the Statement of Organization and requested that a revised version of the document be reviewed so that inconsistencies in the approved Statement of Organization are addressed. A discussion occurred were the management team will review the introduced document to verify discrepancies, and would bring back a report of recommendations to the Committee for discussion.

Ms. Carballo made a public announcement that she was the HUD designee that can certify grant applications with Preferred Sustainable Status (PSS) for Consortium members. She points out that proposals submitted that were consistent with the livability principles and the work of the Partnership will be allotted two additional points to HUD's grading assessment of proposal approval. Ms. Carballo also updated the Partnership that HUD has appropriated 5.5 million dollars worth of staff expertise for special needs in regional communities across the country and has requested a framework of specific needs of technical expertise to Southeast Florida. Ms. Carballo requested guidance from the Partnership and mentioned that the website would be updated with above mentioned information.

In closing, a discussion occurred on the Partnership's efforts at looking at what's wrong in the region and having the opportunity to rebuild and streamline in a better way. Main points of conversation included problems with hurricanes and potential damage to existing homes, focusing on equitable issues and representing underrepresented groups of people in the region. With regards to future meeting dates, Ms. Cambor will poll members as to identify the best meeting dates and times, with consideration of Friday, August 2, 2011, being too close to Labor Day Weekend.

Motions made and approved throughout the meeting are listed below.

Motions:

The motion was made to move the selection of the Chair after the adoption of the Statement of Organization (Item 8A) on the list of activities of the agenda. The motion was seconded and unanimously approved.

The motion was made to approve the meeting minutes to the Friday, May 27, 2011, Executive Committee with minor changes. The motion was seconded and unanimously approved.

The motion was made to approve the Statement of Organization with discussed changes, which was presented by the Organization and Equity Subcommittee. The motion was seconded and approved unanimously.

The motion was made to approve Samuel Ferreri as Chair of the Executive Committee. The motion was seconded and approved unanimously.

A motion was made to adjourn the meeting of the Executive Committee. The motion was seconded and approved unanimously.