

Southeast Florida Regional Partnership

Sustainable Communities Initiative

Executive Committee Meeting

Wednesday, March 25, 2011

1:30 – 3:30 p.m.

The Southeast Florida Regional Partnership's (Partnership) Executive Committee, convened for the purpose of organizing themselves to facilitate the development of the seven county region's "Regional Vision and Blueprint for Economic Prosperity," met at the offices of the Broward County Metropolitan Planning Organization located at 100 West Cypress Creek Road, Suite 850 in Fort Lauderdale. Partnership members and interested members of the public were also invited to participate via "Go to Webinar." The webinar had the capacity to accommodate up to 1000 participants.

Meeting Attendees:

The meeting commenced at approximately 1:50 p.m. and concluded at 3:30 p.m. In attendance for the entire meeting were the following Executive Committee members (listed in no particular order):

1. Suzanne Gunzburger, Chair, South Florida Regional Planning Council (SFRPC)
2. Heather Carruthers, Vice Chair, SFRPC
3. Ramon Trias, Chair, Treasure Coast Regional Planning Council (TCRPC)
4. Kevin J. Foley, Vice Chair, TCRPC
5. Jack Osterholt, Interim Executive Director, SFRPC
6. Michael Busha, Executive Director, TRRPC
7. Gus Pego, Secretary, Florida Dept. of Transportation, District 6
8. Tom Gustafson, Appointed by Michael Busha
9. James Murley, Appointed by Carolyn A. Dekle

The following Regional Planning Council Nominees to the Executive Committee were also in attendance and they remained throughout the meeting after their election to the Partnership Executive Committee:

- Norman Taylor, SFRPC
- Peter O'Bryan, TCRPC
- Samuel Ferreri, TCRPC

Finally, Carla Coleman, Executive Director of the Southeast Florida/Caribbean Chapter of the Urban Land Institute (ULI) was also in attendance and she remained throughout the meeting after her election to the Partnership Executive Committee.

Excused Absence

James Wolfe, Secretary, Florida Dept. of Transportation, District 4

Isabel Cosio Carballo, SFRPC Council staff, welcomed the Executive Committee members to the meeting. She then reviewed the organizational structure of the Executive Committee as described in the Southeast Florida Regional Partnership's application to U.S. Department of Housing and Urban Development.

The Executive Committee members introduced themselves. James Murley asked for a moment of personal privilege in which he recognized the leadership of SFRPC director Carolyn Dekle in guiding the effort to a successful application to the US Department of Housing and Urban Development and Isabel Cosio Carballo of SFRPC staff.

After a motion offered by James Murley and seconded by Tom Gustafson, Jack Osterholt was recognized as the Interim Executive Director of the South Florida Regional Planning Council and the Interim Chair of the Executive Committee by a unanimous vote of the nine members of the Executive Committee present at this time and as listed above. Jack recognized the work of Council staff at the SFRPC and TCRPC as well as the many contributions of volunteers from the Partnership and the work of the FDOT consultant team that has been on loan to the Partnership from Secretary Wolfe.

After a motion and seconding of that motion, the following persons were elected to the Executive Committee by a unanimous vote of the nine members of the Executive Committee present at this time and as listed above:

1. Norman Taylor, who had been nominated by the SFRPC to serve on the Partnership Executive Committee as a person from the SFRPC knowledgeable about economic growth, jobs creation, jobs training, and job placement (10th member of the Executive Committee);
2. Peter O'Bryan, who had been nominated by the TCRPC to serve on the Partnership Executive Committee as a person from the TCRPC knowledgeable about economic growth, jobs creation, job training, and job placement (11th member of the Executive Committee);
3. Samuel Ferreri, who had been nominated by the TCRPC to serve on the Partnership Executive Committee as a person from the TCRPC knowledgeable about equitable and affordable housing (12th member of the Executive Committee); and.
4. Carla Coleman, who had been nominated by the Southeast Florida/Caribbean Chapter of the ULI (13th member of the Executive Committee).

After a motion and seconding of that motion, election of the Executive Committee Chair, who when selected shall serve for up to a six year term, was deferred by a unanimous vote of the thirteen members of the Executive Committee present at this time and as listed above.

Thereupon, a discussion occurred regarding the terms of service on the Executive Committee of the members of the Executive Committee who serve by virtue of their role as Chair or Vice Chair of the SFRPC and as Chair or Vice Chair of the TCRPC and after a motion and seconding of that motion, the Executive Committee unanimously voted to approve the motion that such members would be given opportunity to continue to serve on the Executive Committee after their successor was chosen by the SFRPC and TCRPC (such

successor TSRPC/TCRPC Chairs and Vice Chairs would also join the Executive Committee as members for the Executive Committee by virtue of their respective newly established roles - as Chair or Vice Chair of the SFRPC and as Chair or Vice Chair of the TCRPC).

Two presentations were given during the meeting. The first presentation, "Southeast Florida's Vision and Blueprint for Economic Prosperity – How do we get Organized?" was given by John Kaliski of Cambridge Systematics. The second presentation was given by Chris Sinclair of Renaissance Planning on the draft work plan entitled "Creating Southeast Florida's Regional Vision and Blueprint for Economic Prosperity."

Following John Kaliski's presentation, there was discussion about how to keep the Executive Committee to a manageable size, how to manage input and information from the Partnership including perhaps using technology to request and group questions and input by topic to reduce duplication, and the importance of respecting the work of the Partnership as they develop the regional vision and plan.

Following Chris Sinclair's presentation, Suzanne Gunzburger suggested that we build on the successes of other like initiatives and learn from their missteps. Chris Sinclair offered that two of the biggest stumbling blocks have been not understanding the values of the region and not appreciating and understanding the technical underpinnings that have to go into the process; coming up with visions that are not doable or achievable.

Carla Coleman underscored the importance of building regional leadership capacity on the back end to ensure that we can move the vision forward after it is developed. Ramon Trias asked how the work plan has been developed. Jack Osterholt described the process that has been followed to keep moving forward with a work plan that has to be substantially complete to meet upcoming HUD deadlines that are fast approaching. Ramon Trias stated that he hoped that this process would be fairly creative and that there will be an opportunity to discuss and shape it.

Tom Gustafson stated that the Operations Subcommittee will have a key role in shaping an innovative and successful program and identify the personnel who should be working on the project. Carla Coleman observed that we are also constrained by what we stated in our application to HUD and that we must deliver what we said we would accomplish in our application or risk losing the funding. It was observed that it will be important to continue working with our federal partners to ensure that there will be resources available to further implementation of this Blueprint for investment in the region. Suzanne Gunzburger underscored the importance of ensuring that diverse partners are at the table and supportive of the plan.

Jack Osterholt asked for approval of the two job descriptions presented for review by the Executive Committee. After a motion and seconding of that motion, it was agreed that the job descriptions would be posted and that the Operation Subcommittee would follow through to fill the positions following direction from the SFRPC Executive Director and TCRPC Executive Directors. Earlier in the meeting there was discussion regarding the need to explore board insurance for the Executive Committee members and a note was made by staff to follow up.

With regards to future meeting dates, Isabel Cosio Carballo will poll the members as to identify the best meeting dates and times for the majority of the members. Every effort will be made to avoid Friday afternoons.

Motions made and approved throughout the meeting are listed below.

Motions

1. James Murley moved, and Tom Gustafson seconded, a motion to recognize Jack Osterholt as Interim Chair of the Executive Committee. The motion was unanimously approved.
2. Tom Gustafson moved that election of the Executive Committee Chair be deferred for the time being. The motion was seconded and unanimously approved.
3. The motion was made to approve the nominations to the Executive Committee of Carla Coleman (ULI), Norman Taylor (SFRPC), Peter O'Bryan (TCRPC), and Samuel Ferreri (TCRPC) was unanimously approved. The motion was seconded and unanimously approved. Staff note: With regards to the remaining two appointments referenced in the proposal to HUD (someone from the SFRPC who is "knowledgeable about equitable and affordable housing" and a person who is "knowledgeable about water management in the Southeast Florida region"), these positions will be filled at a later date.
4. Kevin Foley moved, and the motion was seconded by Carla Coleman, to restructure the Executive Committee to allow for existing SFRPC and TCRPC members of the Executive Committee serving on the Executive Committee in their capacity as the Chair or Vice Chairs of the SFRPC and Chair or Vice Chairs of the TCRPC to remain on the Executive Committee for the life of the grant while ensuring that their successors (elected to the position of Chair or Vice Chair of the SFRPC or Chair or Vice Chair of the TCRPC) will join the Executive Committee at the appropriate time following their respective elections to SFRPC/TCRPC Chair or Vice Chair positions. The motion was seconded and unanimously approved.
5. Peter O'Bryan moved to create the Operations Subcommittee and Organization and Equity Subcommittee. He further moved that the Executive Directors of the two Regional Planning Councils poll their respective members to see which subcommittee they would like to serve on and that the executive directors balance the committee membership so that the number on each subcommittee is evenly distributed. It was further moved that the Executive Committee members should indicate their preferred subcommittee on a list that was passed around. These subcommittees will each have a Chair and Vice Chair elected by the Subcommittee members and drawn from the membership of the Executive Committee. The motion was seconded and unanimously approved by the Executive Committee members.

Staff Note:

- The Operations Subcommittee is initially tasked with recommending selection of a Project Director/Program Manager and consultants to the

Executive Committee for RPC board action; recommending other legal/administrative issues as needed to the Executive Committee for RPC board action; and monitoring grant administration and resolving issues as needed.

- The Organization and Equity Subcommittee is initially tasked with recommending additional Executive Committee members; recommending structure and leadership for the Southeast Florida Regional Partnership work groups; and recommending committee rules and processes.
6. Following discussion regarding establishment of the work groups, Carla Coleman moved that the Organizational and Equity Subcommittee recommend creation of the work groups by subject matter and recommend Chairs and Vice Chairs for appointment by the Executive Committee. These Chairs and Vice Chairs may be drawn from the larger membership of the Partnership. The motion was seconded by Kevin Foley and unanimously approved.
 7. Jim Murley moved that the Organization and Equity Subcommittee meet to draft committee rules and processes, and develop a framework for expanding the Executive Committee as desired, for consideration and approval of the Executive Committee. The motion was seconded by Heather Carruthers and unanimously approved.
 8. Carla Coleman moved that the Operations Subcommittee to meet with the Executive Directors of the regional planning councils to identify actions necessary to operationalize the Cooperative Agreement as quickly as possible including the identification and selection of candidates for the Project Director and Program Manager positions. The motion was seconded by Samuel Ferreri and unanimously approved.
 9. Peter O'Bryan moved that the two Executive Directors of the regional planning councils be non-voting members, albeit on a temporary basis, so that the Executive Directors are not precluded from speaking to their board members until such time the application of the sunshine laws to the Executive Committee are clarified. The motion was seconded and unanimously approved.
 10. Tom Gustafson moved that if the SFRPC, as fiscal agent, raises an issue of concern related to the activities and decisions of the Southeast Florida Regional Partnership that might endanger the ability of the SFRPC to fulfill the terms of its Cooperative Agreement with US HUD, then the activity and/or decision will be halted until some time it is resolved to the satisfaction of the SFRPC. The motion was seconded and unanimously approved.
 11. In response to concerns expressed by Gus Pego (FDOT 6) related to potential sunshine law violations that might occur when speaking with Jim Wolfe (FDOT 4), both voting members of the Executive Committee, the Chair moved that the voting

rights of the FDOT Secretaries be temporarily suspended until the issue can be clarified by Counsel. The motion was seconded and unanimously approved.

12. Tom Gustafson moved that the job descriptions for the Project Director and Program Manager be posted and the Operations Subcommittee will follow through to fill these positions following direction of the Executive Directors from the SFRPC and TCRPC. The motion was seconded and unanimously approved.