

CCAPA EXECUTIVE COMMITTEE MEETING

December 7, 2007

SHIPMAN & GOODWIN

9:30 A.M.

DRAFT MINUTES

President Poland called the meeting to order at 9:30 a.m. In attendance were Jason Vincent, Chris Smith, Rob Phillips, Patrice Carson, Alan Weiner, Dan Tuba, Mark Pellegrini, Marcia Banach, Matt Davis, John Pagini, Mary Ellen Kowalewski, Chris Wood and Laurie Whitten.

I. Adoption of Minutes of August 3, 2007 *Approved unanimously*

II. New Business

1) Confirm Jason Vincent as Communications Chair and Marcia Banach as At-Large *Approved unanimously*

2) Confirm Dan Tuba as Chapter Historian *Approved unanimously*

3) Certification Maintenance Committee Report - Discussion - Next Steps *President Poland handed out a three page report entitled CCAPA AICP Certification Maintenance Committee Work Program Summary. Said report was a summary of Maintenance Committee meetings which outlined CM Committee Goals, Items for consideration Implementation Strategy and Logistics. Discussion included setting a goal for CCAPA commitment to provide at least 12 CM annually to the membership. The Chapter will also work with other organizations such as CRCOG, RPA's, CT Bar Assoc., and others in order to provide the ability for AICP members to obtain credits close to home. The Chapter will also pay for some registration fees, as outlined in the report. John Pagini inquired whether CCAP could pay for the 1,000 Friends seminar which the chapter promoted. Dan Tuba made a motion to pay the creditr fee for the last 1,000 Friends program, seconded by Matt Davis, the motion passed unanimously. Mark Pelligrini suggested that the chapter might consider developing our own "home grown" certification for non ACIP members in the future. After much discussion the report was accepted with minor modifications. Dan Tuba abstained fro philosophical reasons.*

4) Draft Communication Plan - Discussion - Next Steps *Mark Pelligrini led the discussion by presenting the CCAPA Chapter Communications Plan - Draft - August 2007. Volunteers were sought for this committee, with John Pagini and Matt Davis signing up. Discussion on the draft communications plan ensued. A motion to accept the plan was made by Alan Weiner, seconded by Chris Smith, understanding that the final wordsmithing to finalize the plan with "affirmative statements" would be provided by*

Mark Pelligrini. Motion was approved unanimously. Discussion followed regarding the development of position papers. It was ultimately decided to start with developing papers on the topics of State and Regional Planning, Transportation, Smart Responsible Growth and Housing. Chris Smith volunteered to work on the Housing and Smart Growth papers and Mary Ellen Kowalewski volunteered to help.

5)CCAPA Schedule of Events - Event Planning Services - Relates to CM Report

President Poland expressed his concern that CCPAA needed to set annual programs in advance. He asked the committee for their view on using an event planner, such as T-Cors. (proposal dated August 2007), and Jim Leahy (from his proposal dated 12/05/07). The committee decided that quarterly luncheons, the June Hot Topics and Fall conference was a good start, and the chapter could build from there. The consensus was to have the event committee try to set up the lunches, and a comparison of the consultant event planners would be undertaken. John Paginin reminded the committee that all cm credits were for one full hour session.

6)Conflict of Interest Issue - RFP Posting - (this item was heard out of order) President Poland commented that as He and Jason Vincent are receiving RFP's prior to posting on the website, there might appear to be an air of conflict. Mark Pelligrini suggested that If you have to ask the question, then there is probably a conflict. To rectify any air of impropriety, it was decided to have the Webmaster Steve Shaw direct all RFP's and RFQ's to Alan Weiner at A.L.Weiner@sbcglobal.net

III. Reports

Treasurer's Report - tabled
Government Relations Committee - tabled
Program Committee -tabled
Professional Development Officer -tabled
Chapter Communications Committee -tabled
Member Services Committee -tabled

V. Other Business John Pagini stated that an FAICP application had been submitted for Horace Brown.

VI. Adjourn Meeting - 11:50

Respectfully submitted

Laurie P. Whitten
CCAPA Secretary