



APA Federal Planning Division

Executive Committee (EC) Monthly Meeting (via conference call)

21 October 2021

1400 CST



Agenda

Call to Order

Approximately 1400 CST, 20 October 2021

Office	Office Holder	In Attendance
Chair*	Andrew Wright	Yes
Vice Chair (2nd Year) *	Abbey Ness	Yes
Vice Chair (1st Year) *	Elizabeth Perales	Yes
Treasurer*	Celeste Werner	No
Secretary*	Heather Mendenall	No
Communications Coordinator*	Rena Schlachter	Yes
Membership Coordinator*	Daniel Wheat	Yes
Professional Development Officer	Blake Norton	No
Professional Development Officer	Nicole Boler	Yes
Student Representative	Ricqui Brager	Yes
Conference Chair	Joe Hart	No
Immediate Past Chair	Brett James	No
Chair elect	Wayne Hausser	No
Vice-Chair elect	Britta Aeyers	No
APA Engagement Coordinator	Jill Schreifer	Yes

**Voting Member*

Approval of Minutes from previous Executive Committee meeting(s)

Approved

Featured Business

1. Budget Vote
 - Question about the accuracy of the FY22 workshop budget.
 - Workshop budget is accurate.
 - Question about whether funds can be rolled over to next year's workshop.
 - Answer is yes.
 - Vote taken and the budget was passed.

Officer Reports (V=Voting, NV=Nonvoting)

- a. Chair (V)



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- i. Divisions Council Fall Meeting
 - 1. Wayne attended the Divisions Council Fall Meeting.
 - 2. The Divisions Council voted on the guidance for the year, which recommended incorporating equity and public health into the Division's annual plan, as well as other priorities.
 - 3. The Divisions Council will be hosting a treasurer's training program.
 - 4. FPD EC will decide whether to submit for a Divisions Council award.
 - ii. Business Meeting
- b. Senior Vice Chair (V)
- i. 22 Workshop Plan and Budget Proposal
 - 1. Committee chairs have met and started on their planning efforts
 - 2. Sponsorship and Events Committees are working on creating a more robust sponsorship program
 - 3. Agency Committee is looking into creating a Best Federal Places program
 - 4. Earlier call for proposals and awards this year
 - 5. More volunteers are needed - please spread the word!
- c. Junior Vice Chair (V)
- i. Fall FPD Workshop
 - 1. Save the date event agendas posted by Ras Cannady for FPD members to like and share. Finalizing event flyers and will send to presenters and Ras to promote. Asked members to like and share when they see posts.
 - 2. Scheduling technology tests and dry runs
 - 3. Session slides are due no later than November 3
 - 4. Still need volunteers for the event. Asked members of the EC to assist in welcoming membership to the workshop. Also asked for session co-host/moderator volunteers. Social media posts to be shared by FPD members
- d. Immediate Past Chair (NV)
- No updates.
- e. Conference Chair (NV) - absent
- f. Treasurer (V) - absent
- g. Secretary (V) - absent
- h. Communications Coordinator (V)
- i. Upcoming newsletter planned, but need additional support
 - ii. Please send requests for MailChimp eblasts a few days early



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- i. Membership Coordinator (V)
 - i. Overall roster at 938 - 568 paid, 370 students
 - ii. September - paid 753, students 195 = 948
 - 1. Large increase in paid, but dropoff in students
 - 2. Overall, membership is increasing
 - j. Professional Development Officer (NV)
 - i. ENRE happy hour event last month
 - ii. Next webinar will kick off 2020 FPD Award winners series
 - k. Student Representative (NV)
 - i. Welcome, Ricqui!
 - ii. Ricqui will help share information about the FPD Fall Training Workshop at the APA Texas conference
 - iii. Andrew will set up call between Allison (previous student representative), Ricqui, and Wayne.
 - l. FPD APA Engagement Coordinator (NV)
 - i. Sustainability series webinars will be offered on demand
 - ii. Additional webinars to be announced
 - iii. Working with FPD members on submitting NPC proposals
 - iv. CM credit requirements are changing next year

Adjourn

NEXT MEETING 18 November 2021, 1400 CST

Minutes Approved:

Andrew D Wright

Andrew Wright PMP, AICP
Chair, Federal Planning Division



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