



CMAP Coordinating Committee

Minutes

Wednesday, July 17, 2019

DuPage County Conference Room
233 S. Wacker Drive, Suite 800
Chicago, Illinois 60606

Members Present: Frank Beal (Chair, CMAP Board), Sheri Cohen (Human and Community Development Committee), Mike Montgomery (CMAP Board), Mark VanKerkhoff (Land Use & Housing Committee), Diane Williams (CMAP Board), Rocco Zuccherro (Transportation Committee)

Staff Present: Stephane Phifer (Staff Liaison), and CMAP staff Jesse Elam, Laurent Ahiablame, Stephanie Levine, Patrick Day, Maggie Jarr, and Sherry Kane

Others Present: Tom Kelso (IDOT), Mike Klemens (Lake County Council) and Ryan Peterson (KaneKendall Council)

1.0 Call to Order

The chair, Frank Beal, called the meeting to order at approximately 9:30 a.m.

2.0 Agenda Changes and Announcements

None.

3.0 Approval of Minutes

A motion to approve the minutes of the Coordinating Committee meeting of June 19, 2019, as presented, made by Diane Williams was seconded by Mark VanKerkhoff, and with all in favor, carried.

4.0 Embedded Staff Program (ESP)

Deputy Executive Director for Planning Stephane Phifer provided background information on CMAP's new targeted services aimed at building local government capacity. The four components of this effort include: coordinated investment studies, planning research, comprehensive professional development, and the Embedded Staff Planner (ESP) program.

CMAP staff Patrick Day and Maggie Jarr introduced the ESP program, which began in 2019 as a demonstration project with a small number of municipalities. The goal of the project is

to strengthen the ability of each participating municipality to set and achieve community goals and increase the agency's understanding of how to assess and build local capacity. Ultimately, CMAP will create a recommendation for a scalable program that will serve capacity-constrained communities throughout the region.

Day and Jarr described the first phase of project in the Villages of Calumet Park and Sauk Village. Over the first three months of the project, the assigned staff planner in each community reviewed the Village's planning documents, conducted an inventory of past and present grants and technical assistance, and interviewed Village staff, elected and appointed officials, and other relevant stakeholders to better inform their understanding of existing conditions, needs, and processes. The staff planners are currently working with local officials and staff, as well as other CMAP staff and partners, to identify a variety of actions that they will be responsible for completing on behalf of the municipality over the remainder of the two-year engagement. Highlighted were some of the proposed "ESP Action Plan" activities, which will seek to build on the community's successes, promote long-range strategic planning, and achieve local and regional objectives. The activities were developed according to seven key program goal areas: Transportation Investment Programs; Capital Improvement Program; Training and Outreach; Public Engagement; Governance; Land Use Planning; and Economic Development. Implementation of the ESP Action Plans is slated to begin in September.

Day invited Board and committee chairs to provide feedback on the selection criteria to identify and assess candidate municipalities for future phases of the ESP program. Staff planners will be placed in two more municipalities in early 2020.

Questions, comments by committee members included the following. When CMAP staff leaves, is there another planner to take over? Will momentum be sustained? A 3-month formal transition will be phased in. Encourage shared resources, target those with the greatest need (those in-between the really well managed, really poorly managed). Diversity contracting—local hiring delivering the services. Pillars of ON TO 2050 inclusive growth (seen in Board compositions); populations impacted by inequities—might help to involve Cook County Department of Health. Any interaction with community boards? SWAT analysis? Government partners? Two-year grant, 80% UWP funded. How to engage business to take on more projects. Need more funding for healthy food. Include additional data points—focus group with Planning Liaisons.

5.0 Agency Announcements

CMAP's newest Principal Analyst, Laurent Ahiablame, was introduced. Ahiablame started on July 15, and will work with the planning research team.

6.0 Other Business

There was no other business before the committee

7.0 Committee updates

The chairs of the Health and Human Services, Housing and Land Use, and Transportation Committees gave updates.

8.0 Public Comment

There were no comments from the public.

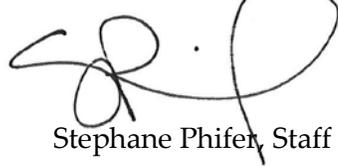
9.0 Next Meeting

The coordinating committee will meet next on September 11, 2019.

10.0 Adjournment

At 10:48 a.m., a motion to adjourn by Sheri Cohen was seconded by Mike Montgomery. All in favor, the motion carried.

Respectfully submitted,



Stephane Phifer, Staff Liaison
Deputy Executive Director for Planning

/stk
08-26-2019

Approved as presented by unanimous vote, September 11, 2019