



Southcentral Michigan Planning Council

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January Board Meeting Minutes

MEETING DATE: Tuesday, January 6, 2015
MEETING TIME: 2:00 pm
MEETING LOCATION: W.E. Upjohn Institute Building
300 S Westnedge Ave. Kalamazoo, MI 49007

1. Call to Order

- a. The meeting was called to order at 4:03 pm

2. Members Excused

- a. Wheat made a motion to excuse Byrnes.
 - i. Hazelbaker seconded the motion.
 - ii. **The motion carried.**
- b. Members present included: Baker, Dunn, Frantz, Geiger, Hazelbaker, Huffman, Reid, Robey, Shaffer, and Wheat.

3. Action: Approval of the Agenda

- a. Frantz made a motion to approve the agenda.
 - i. Huffman seconded the motion.
 - ii. **The motion carried.**

4. Action: Approval of the Minutes

- a. Reid made a motion to approve the minutes.
 - i. Frantz seconded the motion.
 - ii. **The motion carried.**

5. Citizen Comments

- a. None made.

6. Reimbursements and Invoices

- a. None presented at the meeting.

7. Treasurer's Report

- a. Treasurer Reid gave a verbal update.
 - i. Reid closed the 5/3 account. The remaining funds were issued to staff in the form of a cashier's check.
 - ii. Reid will close the Talmer West account as soon as possible.
- b. Staff noted that the packet contains status reports from the Upjohn Institute and explained how they are formatted.
 - i. Staff answered a couple of clarifying questions regarding the reports. Staff will include a similar report at each meeting.
- c. Frantz made a motion to accept the Treasurer's Report.
 - i. Dunn seconded the motion.
 - ii. **The motion carried.**

8. Transportation/KATS Items

- a. KATS staff gave a verbal and written report of their work during the previous month.
 - i. Continued to work with the Regional Rural Task Force.
 - ii. Attend asset management workshops.
 - iii. Worked with local jurisdictions to update the National Functional Classification System.
 1. The board asked if they work was region-wide or just for a select area.
 - a. The work is region-wide.

- iv. Worked with the Southwest Michigan Planning Commission to conduct a regional transit mobility inventory.
 - 1. KATS staff answered a question about the partnership with SWMPC. It was clarified that funds flowed through SWMPC for the project.

9. Discussion: Regional Prosperity Initiative

- a. Staff noted that no decision was made about the Regional Prosperity Grant.
- b. Staff outlined the timing and discussion points of the next RPI meetings.
 - i. The agenda for the next meeting will include:
 - 1. By-laws
 - 2. Asset Inventory
 - 3. Committee composition
 - ii. Staff discussed the work of the asset inventory.
 - iii. Board members asked questions about the role that SMPC staff is playing in the RPI management.
 - 1. Staff noted that it, along with staff from the Southwest Michigan Planning Commission, is serving as staff for the Regional Prosperity Committee. The partnership is functioning well.

10. Discussion/Action: W.E. Upjohn Services

- a. W.E. Upjohn Institute Staff gave a presentation regarding the organizational structure and history of the Institute, the services they offer, the staff, research conducted, and projects completed.
 - i. A handout was provided at the meeting.
 - ii. Institute staff wanted to convey that the existing staff and resources can help support SMPC in many ways.
- b. The board had a few comments and suggested that staff share a few studies conducted by the Institute.

11. Action/Discussion: CEDS

- a. Staff noted that the CEDS was accepted by the EDA.
 - i. The board thanked staff and the Institute for their work on the document.
- b. Staff also outlined the new EDA regulations.
 - i. A notable change was the removal of the need to incorporate a project list in the CEDS document.
 - ii. The board composition requirements were relaxed as well.
- c. The board had a couple of questions regard Economic Development District Status.
 - i. Staff led a discussion of the new regulations from EDA regarding EDD status. Staff also mentioned that it scheduled a call with the EDA region representative to discuss EDD designation.

12. Action/Discussion: By-Law Review

- a. This item was tabled until the next SMPC meeting.

13. Action/Discussion: Meeting Schedule

- a. Staff reminded the board that it wanted to review a suggestion of moving to a bi-monthly basis.
 - i. The board felt that keeping the monthly schedule while expecting meeting cancelations was the best way to move forward.

14. Staff Report/Other:

- a. Staff noted that new member Jim Robey was appointed by Calhoun County.
- b. Kalamazoo County is in the process of reviewing application for their vacancies.

15. Board Member Comments

- a. Robey noted a need for certified grant administrators; SMPC staff could play that role.
- b. Baker mentioned that a pork processor will locate in Coldwater and employ about 800.
- c. Reid mentioned that Kalamazoo Township is asking the voters to approve ~10 million in bonds for road improvements.

16. Action: Adjournment

a. The meeting was adjourned at 3:30 pm