



Southcentral Michigan Planning Council

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Board Meeting Minutes

MEETING DATE: Tuesday, December 1, 2020
MEETING TIME: 11:30 am
MEETING LOCATION: Virtual Meeting
<https://www.gotomeet.me/Upjohn> (Audio and Video)
1-877-309-2073 (Toll Free)
1-669-224-3217
Access Code: 422-647-013

1. Call to Order
 - a. The Chair called the meeting to order at 11:37am.
2. Representative Attendance (call in location)
 - a. Bomba (Battle Creek), Carahaly (Richland), Grieve (Schoolcraft Twp.), Hazelbaker (Coldwater), Kale (Homer), Morse (Texas Twp.), Pangle (Mendon)
 - i. Woodin has requested that his board position be filled by St. Joseph County Commissioners.
 - b. KATS: Stepek, (Ali) Townsend, and Nagler
 - c. SMPC staff: Adams and Trueblood Others:
 - d. Jarnefelt
3. Approval of the Agenda
 - a. Adams has added invoice information to the Transportation section of the agenda.
 - b. The agenda was approved by unanimous consent at 11:42am.**
4. Approval of the Minutes
 - a. The minutes from the October 27th board meeting were approved by unanimous consent at 11:43am.**
5. Public Comments
 - a. None were offered.
6. Acceptance of the Financial Report
 - a. The representatives discussed the Michigan Association of Regions dues invoice. The chair explained that these dues were removed from the 2021 SMPC budget at a previous meeting in order to push for organizational change in MAR. The chair mentioned that SMPC also collects dues from county governments, and this presents an opportunity to regularly share SMPC's successes. Adams stated that MAR has formed several subcommittees to identify potential paths forward for the organization, and that the subcommittees agreed that the MAR annual meeting is the deadline for deciding on the long-term structure, staffing, and plan for the organization; furthermore MAR has agreed to more frequent meetings, lobbying, and more collective action. Adams wants to maintain SMPC's membership for 2021 year with expectations that milestones will be met by the MAR annual meeting. Grieve asked about the MAR website, and Adams stated that a subcommittee has been assembled to revamp it. Carahaly stated that SMPC funds are public and should be used responsibly. Kale asked what has been gained by MAR membership. Adams stated that MAR provided support when SMPC was reorganized, but the value has since plateaued, and yet, Adams believes there is still potential value for a statewide organization to address shared priorities, networking, and resource sharing, and that the group is making progress. Pangle and Carahaly discussed paying half the dues and revisiting the remainder later in the year if changes are made. Stepek asked whether SMPC would still have a seat at the table for reorganization if dues aren't paid, and Adams said that it is unclear but that he would likely have to resign his officer position.

- b. *Kale moved to pay the dues in full and to evaluate progress as described at the time of the MAR annual meeting. Grieve seconded the motion. No further discussion was had. **By unanimous consent, the motion passed at 12:11pm.*** The Chair thanked staff and representatives for their contributions.

7. Transportation

- a. Nagler reviewed the KATS report, stating that KATS finished PASER ratings, and began scheduling rural local task force meetings to establish by-laws and officers. Several projects have been scheduled with slight budget reductions that should be able to be handled administratively. He stated that next year KATS will have to review the TIP. KATS is also polling road agencies on behalf of TAMC about how to support them with training and adjust regulations to allow PASER ratings to occur. On behalf of the MPO, KATS participates in monthly meetings with Michigan Transportation Planning Association. Adams stated that MAR met with Roger Belknap (MDOT) to discuss how to continue transportation asset management through the regional planning organizations, and Stepek stated that he and the MTPA supports continuing to do ratings through contractors hired by local units instead of taking those funds away from planning organizations. Stepek introduced Ali Townsend as a new KATS staff member. Stepek stated that 10 days remain for gaining a federal continuing resolution for the road budget, but if it is not received then projects will be delayed. Adams stated to representatives that KATS's final invoices are included in the meeting packet.

8. Comprehensive Economic Development Strategy / EDA

- a. Staff provided an update on the CEDS work conducted to-date. Adams reviewed the draft CEDS included in the meeting packet, stating that the CEDS is intended to be more graphic and bulleted than text-based, and that the document covers the main elements that will be included. Trueblood asked for SMPC board representatives to provide feedback on the economic analysis, action plan, and performance measures, and invited representatives to the next public CEDS meeting on Wednesday, December 9th. She also stated that SMPC board would need to approve the CEDS in January before it is sent to the EDA.
- b. Adams asked representatives to push back the January SMPC meeting to allow representatives and the CEDS committee more time to review. *Pangle moved to push back the January meeting to Jan 12. Morse seconded. **The motion was approved by unanimous consent at 12:33pm.***
- c. Adams provided an update on the EDA capacity building grant application. SMPC submitted additional materials requested by the EDA at the end of October. SMPC is in frequent communication with the EDA representative to keep the organization front of mind. Adams is anticipating that EDA will want a resolution from the board to accept the grant.
- d. Adams has drafted a grant acceptance resolution that allows the board chair to apply for and accept the grant if the EDA requests it. The draft was included in the board packet for representatives to review. *Morse moved to approve the resolution authorizing the chair to apply for and receive grants. Pangle seconded. **The motion passed by unanimous consent at 12:37pm and the resolution was approved.***

9. Strategic Plan

- a. Adams reviewed the 2021 Strategic Plan, which shapes the priorities of SMPC work. He presented the updates made from representatives' feedback. Carahaly stated that the plan seems ambitious, and asked about the timeframe. Adams said he anticipates the plan will cover a couple years, and that the plan should be achievable and ambitious, but could be dated and not tied to a fiscal year. Morse said that additional resources and broader collaboration around housing and broadband could help to achieve ambitious goals. Carahaly asked about the goal to achieve a community development corporation, and Adams stated that this is a gap in the region that SMPC may be able to fill someday.
- b. *Pangle moved to adopt the SMPC strategic plan with suggested edits. Kale seconded. **The motion passed by unanimous consent at 12:48pm.***

10. Local Government Assistance and Planning Activities

- a. Adams updated the representatives on regional broadband discussions. Calhoun County has received informal proposals from groups that do broadband planning and will next assemble resources to produce those plans. Adams anticipates replicating their broadband planning process in the other three counties, so that plans are all similar and can create a comprehensive regional plan. Staff have also been assembling volunteers for a broadband planning committee.

- b. Adams stated that the local marketing firm LKF is helping to build a website for the regional Housing Toolkit, and the work is anticipated to be completed by the end of the year. Adams will email representatives the website link when the project is completed near the end of 2020.
- c. Staff have been working to finalize the St. Joseph County Housing Plan based on feedback from county stakeholders. Adams stated that the planning committee requested guides to help increase collaboration and partnerships, and that LKF is also working on designing the guides. Adams anticipates the county housing plan and guides will be completed by the end of the year.
- d. Adams provided updates on various other planning projects in the pipeline for 2021.

11. Staff Report/Other:

- a. No monthly correspondence was received.
- b. Drost reported electronically that SMF will apply to be the administrator of additional CARES Act funding recently made available. The funding will be narrowly targeted to specific types of businesses and distributed through prosperity regions.

12. Representative Comments

- a. Morse thanked the representatives for the opportunity to serve and wants to support the work of the board in the future at the statehouse. The Chair thanked Morse for her support.
- b. Kale reported that Frisbie has been working nights on ambulatory services, and congratulated Morse.
- c. Hazelbaker reported progress on the Branch County Jail.
- d. Grieve congratulated Morse.

13. Adjournment

- a. The Chair adjourned the meeting at 1:02pm.

Next Meeting: January 12, 2021