



MEETING MINUTES

33 in Attendance

I. Welcome and Introductions

Noel Comeaux, TPD Chair, called the meeting to order and facilitated introductions by the TPD Executive Board and meeting attendees.

II. National APA Conference

Noel Comeaux reported that TPD's events at the 2008 APA National Conference included:

- Two by-right sessions;
- The annual business meeting;
- Hosting our first booth at the exhibition hall (shared with other divisions); and
- Offering TPD polo shirts for sale.

Changes for the 2009 APA National Conference will include:

- Hosting the annual business meeting at an off-site location (Britt's Pub, which offers roof-top lawn bowling);
- Expanding the divisions sharing the booth at the exhibition hall;
- Offering TPD umbrellas for sale.

III. APA Fall Leadership, October 2008

Noel Comeaux reported that he had represented TPD at the APA 2008 Fall Leadership meetings. The Divisions Council seems to be pursuing a change to the current division structure which will result in fewer divisions, focused on subject. Demographic and social focuses will be reorganized as networks. At the Fall Leadership meeting, Noel Comeaux voted against adoption of a Division Council Report containing recommendations that included new and higher fees to the divisions. In his report, Noel noted that Planning and Latinos Division (the smallest division) also voted against adopting the report.

IV. Division Budget

Todd Ashby, TPD Treasurer reported that the division's expenses in 2008 were slightly higher than anticipated due to initiatives including the Annual Conference booth. Total expenses were still below revenues.

Todd Ashby then presented the division's proposed 2009 budget for adoption by the TPD members present at the meeting. David Fields motioned for the proposed budget to be adopted; Howard Smith seconded the motion. After minimal discussion, the motion passed unanimously.

Action Item: Post the adopted 2009 budget to the TPD website.

V. Website Committee

Noel Comeaux presented the updated TPD website, including a tour of features on-screen in the meeting room. Appreciation and congratulations were offered to Juyin



Chen, TPD Webmaster, for her hard work in revising the website including resources on TPD activities, an employment posting page, and links to the new TPD Blog, LinkedIn, Ning, and Facebook sites (blog, Ning, and Facebook pages maintained by Hilary Perkins, TPD Vice-Chair). Here are links to each of these sites:

- apa-tpd.org (TPD website)
- apa-tpd.blogspot.com (TPD blog)
- apatpd.ning.com (Ning online networking)
- <http://www.facebook.com/group.php?gid=41884958915> (Facebook)
- http://www.linkedin.com/groups?gid=1178607&trk=hb_side_g (LinkedIn)

Action Item: Establish a TPD page on LinkedIn.com.

VI. Membership Committee

Noel Comeaux reported that division membership dropped slightly in 2008 to approximately 1,350 members. Student membership increased, reflecting the Executive Board's initiatives to focus on younger members.

Madhu Narayanasamy, TPD Membership Committee Chair, is planning to survey the TPD membership to find out member satisfaction with division activities and action and requests for new initiatives. He will also investigate best practices and lessons learned from other divisions.

VII. Certification Maintenance

David Fields, TPD Secretary reported that the AICP CM program has been significantly revised since its original format. Many of these changes address concerns raised by TPD to the AICP Commission. TPD has additional concerns regarding the mandatory charges to all program attendees regardless of whether they are seeking CM credit or not. David Fields presented a draft letter outlining TPD's further concerns regarding the CM program. Through a straw poll, attendees agreed that the division should continue its efforts to represent its members on this issue and submit the letter to the AICP Commission.

TPD has developed a funding mechanism to support CM programming. TPD will provide program funds to local APA chapters and other divisions for any CM programs that transportation-related and beneficial to TPD members. The first event was hosted by NY Metro Chapter in July (a full day TOD workshop for 8.0 CM credits). The chapter did not request funds, but did request publication of the event. In exchange, TPD became a program sponsor. The Washington DC chapter and Colorado chapters have reported interest in this program.

Action Items:

- *Post draft AICP CM letter to TPD website for division comment. Incorporate feedback and submit the letter to the AICP Commission in advance of the 2009 APA Annual Conference.*
- *Send an e-mail announcement with details of the TPD's CM Support Program to the Division Council and Chapter President's Council.*



VIII. Planner's Advisory Council

David Fields reported on the Policy Advisory Committee. The PAC is an element of the division's Technical Assistance Program. The PAC is a TPD resource comprised of TPD members who can serve as transportation experts in response to requests from APA or the media on different topics. The PAC currently has 25 members and is open to any TPD member with at least 10 years of experience. Interested TPD members should e-mail David Fields, including their résumé as well as areas and years of expertise.

IX. Legislative / Policy Committee

Noel Comeaux announced that Harry McGinnis is the new co-Chair of the TPD Legislative Policy Committee. He is also the point of contact for airport-related initiatives, since the Airports Committee has been folded into the Legislative Policy Committee.

Jason Jordan, Director of APA's legislative affairs efforts reported on APA current policy initiatives:

- A) Rebuilding America Program to prioritize nationwide infrastructure funding needs. The program is being spearheaded by APA's current President, immediate past President, and President-elect. The program is co-sponsored by the American Institute of Architects and American Institute of Landscape Architects. Regional hearings and town hall meetings will be held across the country. Anyone interstate in providing input who cannot attend the meetings can e-mail comments to infrastructure@planning.org.
- B) APA has three legislative prioritizes:
 - o Transportation Reauthorization;
 - o Climate Change Action; and
 - o Infrastructure.
- C) The APA Climate Change White Paper was adopted at the 2008 Annual Conference and should be available on APA's new website.
- D) The APA Legislative and Policy Committee is developing a transportation white paper. They hope TPD members will be very active in this effort (volunteers should contact jjordan@planning.org). By early 2009 the committee plans to release APA's statutory framework, to guide efforts on the Transportation Reauthorization bill. After that is complete, the committee will undertake an update to the APA Transportation Policy Guide.

X. Elections Committee

Noel Comeaux announced that Jason Osborn is the new Chair of the TPD Elections Committee. Jason Osborn announced a call for candidates in October for the four Executive Board positions. Candidate nominations are due by December 31, 2008. Elections will be held early in 2009 and elected officers will be introduced at the TPD business meeting at the APA 2009 Annual Conference.

The Elections Committee has recommended amending the division's bylaws to accommodate a new organizational structure. Proposed changes include:



- Expanding the Executive Committee to include the Chair, Treasurer, Secretary, and Vice Chairs for Policy, Programs, and Outreach.
- Changing the term limits of all Executive Board positions from three consecutive terms to two consecutive terms.
- In an effort to provide continuity and ensure the TPD Chair is familiar with division responsibilities, limiting those who can run for TPD Chair to members of the Executive Board at the time of each call for nominations.

These changes are posted to the TPD website for review and comment. A vote of TPD members will be held following the review. If adopted, changes would be implemented in time for the 2010/2011 elections.

XI. Research Committee

Noel Comeaux announced that John Renee, PhD (University of New Orleans) is the new Chair of the TPD Research Committee. The Research Committee has a \$5,000 budget to conduct research relevant to the TPD. One attendee recommended the Research Committee focus on trip generation rates for Transit Oriented Developments. Upon completion of this initial research, a joint effort should be undertaken with the Institute of Transportation Engineers. This recommendation was supported by attendees and would be reported to the Research Committee.

Action Item: Consider trip generation rates for Transit Oriented Developments in Research Committee as a research topic.

XII. Student Paper Competition

Todd Ashby explained that TPD annually presents three awards to varying students for excellent transportation planning research. The 2009 program was recently announced. Award winners in attendance at the TPD Business Meeting at the 2009 Annual Conference would receive their awards and be encouraged to present a synopsis of their research.

XIII. Newsletter

Todd Ashby presented the most recent newsletter, noting copies were available on the welcome table at the back of the room. He also reported that three newsletters would be published in 2009. All TPD members are encouraged to submit articles and consider the newsletter as a valuable resource.

XVI. New Business

Noel Comeaux asked if there were any new business items from the attendees. Members commented that they appreciated moving this meeting from the January TRB meeting (considered too close to the April APA Annual meeting) to a conference in the Fall. Rail~volution was noted as a very valuable and informative conference, but TPD should also consider other transportation-related conferences as long as they're scheduled for the Fall.