1. Welcome and Introductions - 1:30 PM

2. Report on Board of Directors and Executive Committee
   a. Approval of Meeting Minutes - October 9, 2012 (ACTION)
   b. Review of October Board Meeting
      i. Report on response to questions posed during Public Comment  *material to be distributed at meeting*
      ii. Proposed Board Meeting Protocols (H. Morrison) *material to be distributed at meeting*
   c. November Special Executive Committee Meeting (J. Segedy)
   d. Board Orientation Dates: 11/28/12 (9:00 to 1:00) and 12/7/12 (9:00 to 1:00)
   e. Personnel Committee Report (J. Segedy)
   f. Nominating Committee Report (C. Krauss)

3. Organization
   a. Current Financials and Budget Update
      i. Technical Steering Committee Report (H. Morrison)
      ii. Finance Committee Report (G. Gallucci)
      iii. Leveraged Match Report
         1. Match pledged and expended *see Agenda attachment*
         2. Leverage Match survey update (S. Maier)
      iv. September Month-end Financial Report *see Agenda attachment*
      v. Open and Pending Contracts Report *see Agenda attachment*
   b. PMO Activity Report
      i. HUD Monthly Report *see Agenda attachment*
      ii. Project Schedule at a Glance *see Agenda attachment*

4. Old Business
   a. Response to Fund For Our Economic Future Grant agreement (M. Lyons) *see Agenda attachment*
   b. Strategic Work Products (discussion)

**NEOSCC Board of Directors Meeting**: The November Board Meeting is scheduled for November 27, 2012 in Summit County from 1:00 to 3:00 p.m. Additional events scheduled before and after the meeting for those interested and available.
5. New Business
   a. 2013 Executive Committee and Board meeting Calendar [material to be distributed at meeting]
   b. November Board of Directors Meeting Agenda
      i. Meeting Date and Time: November 27, 2012 at 1:00 at Akron Urban League
      ii. ACTION: Approval of Regional Planning, Scenario Planning and Fiscal Impact Analysis consultant(s)
      iii. Other goals to be achieved at meeting (discussion)
   c. December Executive Committee and Board Meeting date(s)

6. Executive Session (if needed)

7. Adjourn
EXECUTIVE COMMITTEE MEETING
Tuesday, October 9, 2012
1:30 p.m.
5th Conference Room
CitCenter Building, 146 S. High Street, Akron, OH 44308

Attendees: Jason Segedy, Dan Mamula, Steve Hambley, Grace Gallucci, Joseph Hadley, John Getchey, Jeff Dutton, Mark Moore, Mike Lyons, Connie Kraus, Freddy Collier (via phone)

Alternates: Tom Tyrrell, Sara Maier, Rachel McCartney

Non Members: Hunter Morrison, Emma Petrie Barcelona, Jeff Anderle, Joseph MacDonald, Kelly D Harris

Finance Committee met at 1 p.m.

Meeting called to order at 1:30 p.m. by Chair Jason Segedy

Welcome and Introductions.

There was a motion to approve the September 11, 2012 Executive Committee minutes made by Mr. Steve Hambley and seconded by Mr. Joe Hadley. Motion approved.

There was discussion about the results of the board satisfaction survey. The issue of staff communication was addressed and protocols are being established to address concerns. It was suggested that the livability principles be the key part of the MPO workshops. As a result of this survey, future surveys should track livability principles and be displayed in a matrix style.

Mr. Hunter Morrison spoke about a half day retreat. Mr. Jeff Anderle discussed setting up a couple of board orientation sessions to update the direction and progress. An additional meeting is being scheduled for the last week in November or the 1st week of December to do a staff retreat.

There was mention made how some board members come to the meetings but are not engaged. Some members treat it like a job instead of participating in the progress. There has to be a way to engage the members and have them contribute to the process. It was stated that a lot of the same board members work and participate consistently. Eventually these members will burn out. There needs to be a way to facilitate and get other members engaged, involved and brought up to speed. The board orientation session will hopefully help address this issue.

The traveling tours through the different counties will be suspended for the months of December 2012 through March 2013 due to winter weather. The October board meeting will be held in Ashtabula at the Spire Complex. Our final traveling November board meeting will be held in Summit County. Details will be disclosed at a later time.
Mr. Jason Segedy discussed the progress of the Personnel Committee. The members include: Jason Segedy, Grace Gallucci, Brad Whitehead, Tom Tyrrell, Dan Mamula, Steve Hambley, Connie Krauss, Joe Hadley, Bob Nau and Mike Lyons. There will be a Personnel Committee meeting after the Executive Committee meeting to discuss the process. Mr. Hunter Morrison will be given an update on how the process will evolve, hopefully completed by the next Executive Committee meeting.

The members of the Nominating Committee are as follows: Connie Krauss-Chair, Mike Lyons, Grace Gallucci, Bob Nau and Rachel McCartney. It will begin its process at the Executive Committee level and then final results will be taken to the board. Participation by board members is welcomed. Please contact Connie Krauss or other committee members if others wish to participate.

Other notable decisions came out of this discussion. Emphasis on having additional geographic presence was voiced as a concern. Using tools such as phone or email was recommended as a way to gather information to reach out to regional representation. Followed by distributing clear ground rules and having proper gender representation was also noted. Concern over engaging the board and having them participate in this process came up in this discussion. An attorney will review the code of conduct and submit a brief.

The Technical Steering Committee consists of Grace Gallucci Joe Hadley, Bob Nau, John Getchey, Grace Gallucci and Jason Segedy. The first meeting is for Tuesday, October 30, 2012. Sara Maier will be staffing the committee. The MPO/COG workshops will be discussed along with the workshop agenda. The first MPO/COG workshop will be held on November 9th, 2012 at NOACA. Mr. Jason Segedy suggested that Mr. Hunter Morrison come to an AMATS board meeting to discuss the workshops.

The Finance Committee discussed issues regarding to the request for additional funds for the CSU contract in the approved amount of $5700 to the original contract. Schneider, Smeltz, Ranney & LaFond, NEOSCC’s former legal counsel, submitted an invoice higher than the amount of the PO. The approval of the final payment is on hold until they submit their final invoice.

There were questions about the FFEF contract and the timeline for any submissions or requests. The Fund has set conditions which, if not met, would decrease the amount of the grant funds and in-kind available to NEOSCC. The question is whether this a way of them proposing their standards on deliverables to the board that is reflective of the regions needs and desires of the Executive Committee. Grace Gallucci suggested that we should outline the processes and relay to them this is how we are going to make our goals and these are the steps we are taking to make it happen and to communicate with the necessary decision makers and find out what they are looking for the board to accomplish. A committee with Mike Lyons, Tom Tyrrell, and Dan Mamula along with Sara Maier will review the letter and develop a proposal to be circulated for full Executive Committee review before being submitted to the Fund as the Executive Committee’s response. Mr. Brad Whitehead had expressed a willingness at the September Executive Committee meeting to reopen the grant condition letter and wrote collaboratively with the Executive Committee to come up with a reasonable solution or revised letter.
We are up to $1.1 million in leveraged match commitments. We are now at a 33 members on the Consortium Board. There will be a leveraged match survey distributed were members can fill out their skillset for themselves and pass it along to other staff in their organization to complete.

The financials are not ready but will be available by the upcoming board meeting. Attached are the contracts and pending RFP’s and their updates and status. The non-profit filing is 100% complete. The Western Economic Services contract is completed and they are ready to start. Buckingham, Doolittle & Burroughs has been selected as our ongoing legal counsel. They represent us well geographically, having offices in Akron and Cleveland and has been involved with non-profits in all of our metropolitan areas.

Mr. Hunter Morrison revised staff job descriptions for updated accountabilities and duties. The staff will be working with Sally Parker for a half-day retreat to address the product lines.

Ms. Connie Krauss and Bethany Dentler will be the new chairs for the Economic Development Committee. Pat Kelly will still be involved. Mr. Brad Whitehead had to step down due other commitments.

The QCP is wrapping up and coming to a close. There will be a Charrette at the Uncorked Gallery in Akron on Friday, October 26, 2012 to discuss typologies. The final report will be due around late November early December.
Jeff Anderle

From: Hunter Morrison
Sent: Friday, November 02, 2012 5:49 PM
To: kutasd@sbcglobal.net
Cc: Jason Segedy (JSegedy@akronohio.gov); Jeff Anderle
Subject: In reply to your concerns

Dear Mr. Kutas:

Thank you for attending our Board meeting in Ashtabula County last month. As promised at that meeting, I wanted to answer some of the questions raised by you and other residents.

First, I would like to say that your point about the need for increased representation is well-taken. The Northeast Ohio Sustainable Communities Consortium currently has 33 member organizations, from an extremely diverse cross-section of this region. Our intention has always been to include representation from each county, and our invitations have shown this. However, we have not had as much success in securing members in some areas as we have in others. Nevertheless, we continue to seek member organizations from each county, particularly those that are underrepresented on our board.

Second, I want to make clear what NEOSCC is, and what it’s not. The mission of is to protect, preserve, and advance the quality of life for current Northeast Ohioans and for future Northeast Ohio generations. Like many people in this region, we think Northeast Ohio is great place to live, work and raise a family, but it seems that much of what makes this region great is at risk of decline and deterioration, and so NEOSCC is trying to find collaborative ways to protect our communities for our children and grandchildren.

But – and this is very important – NEOSCC is not a government body. It has no authority or ability to tax anyone, pass legislation, implement policy, or exert any control over you, your family, or your property. Our tools are only study, planning and suggestion; it will be for your local representatives to consider any ideas we present in the future and determine whether they make sense for your community.

Further, we want to ensure that this is an inclusive planning process, so if you have ideas about how our region can thrive into the future, we would love to hear them. You’ve come to one meeting; I hope you will consider coming to more, and sharing your ideas with us.

Additionally, there were some questions about the origins of NEOSCC. A fuller description is available at www.vibrantneo.org/neoscc/history, but essentially a group of Northeast Ohio regional organizations (including the four metropolitan planning organizations, six of the 12 counties, five of the largest cities, three metropolitan housing authorities, The Fund for Our Economic Future, the Regional Prosperity Initiative, and Cleveland State University) came together in 2010 to develop and submit a proposal for a planning grant from the Partnership for Sustainable Communities (a joint project of the U.S. Department of Housing and Urban Development (HUD), U.S. Department of Transportation (DOT), and the U.S. Environmental Protection Agency (EPA)). In November of 2010, Northeast Ohio was awarded a $4.25 million federal grant to develop a regional sustainability plan. In order to manage the three-year planning process, the Northeast Ohio Sustainable Communities Consortium (NEOSCC) was created in January 2011.

Lastly, at the October board meeting, several residents and one official made multiple references to “Agenda 21.” As you may know, the United Nations convened the Conference on Environment and Development in 1992 and produced a non-binding resolution on sustainable development called Agenda 21. It was signed by President George H. W. Bush and the leaders of 178 other countries, but it was not legislation or an action item; it is more a set of shared values.
Because of Agenda 21’s focus on sustainable development, some groups view any organization that works toward sustainability as an agent of the United Nation’s perceived attack on the American way of life.

This is really unfortunate on a lot of levels. NEOSCC’s mission is to protect, preserve, and advance the American way of life for current Northeast Ohioans and for future Northeast Ohio generations. We are trying to think through how we can become better stewards of our economic and natural resources without sacrificing the things that have made Northeast Ohio a great place to live and raise a family. People have thought about sustainability at least as long as the first farmer realized he needed to rotate his crops to get the most out of his land. This is the same kind of thinking NEOSCC is doing as we think about our communities and their long term future.

To sum up:

- NEOSCC is not associated with, guided or funded by the United Nations or the Agenda 21 initiative.
- NEOSCC is focused on advancing a quality, connected twelve-county region in light of our economic challenges and the need to stretch our limited resources. Our goal is to create a vibrant Northeast Ohio that sustains and improves our quality of life; connects our communities; welcomes diversity; restores and protects our natural resources; and supports a competitive economic framework for the vitality of our region.
- NEOSCC members come from across the 12-county region and represent geographically, economically, socially, racially and politically diverse communities.
- NEOSCC is not tied to one particular course of action. Instead, we want to work with the people of Northeast Ohio to define a shared vision for our region and develop this vision into a workable framework for the future of our communities and our region.
- We are engaging in an open and transparent community engagement process, and that will have a broad range of opinions and interests represented. We encourage all residents of the 12-county region to attend.

Thank you again for your attendance and your interest. If there are any questions you still have, or if you would like to provide us with any information, ideas or feedback, please feel free to contact me at 330-375-2949.

Sincerely,

Hunter Morrison
Executive Director
Memo

To: Executive Committee
From: Hunter Morrison
CC: PMO
Date: 11/11/12
Re: Board Meeting Protocols

As we have travelled to each county for our board meetings, some formalities/protocols have slipped a little in the management and logistics of the meeting. In order to be consistent in our set-up and also foster a more structured meeting, we are proposing the following protocols:

- **Sign-In Tables** – There will be two separate tables for signing in at the meetings. One will be for Board Members and the other for guests.

- **Board Member Seating** – We will place name cards on the table with a designated spot/seat for each primary board member. This would mean no alternates at the board table, and no Board members sitting in the “crowd” (we often have Board members sitting in the crowd, because the alternates are taking their space). If the Board Member is not present, the seat will be taken by the alternate. The Alternates’ name cards will be underneath the Board Members’ card.

- **Alternates and Other Guests** – We will continue to provide ample space for Alternates and Other Guests to be seated behind the board table.

- **Staff Seating** – All of the staff present will sit in a row along one side of the board table near the podium.

- **Public Comment** – Those wishing to express a public comment will be required to sign in and will be provided up to 3 minutes for public comment (with a maximum of 5 comments per meeting.)
The following is the proposed Board and Executive Committee meeting schedule for 2013. This schedule assumes that the starting times and meeting dates (2nd and 4th Tuesday) remain the same.

We will be returning to the Hudson Library for the December 2012, February 2013 and March 2013 Board Meetings. An alternative space will be needed for January. Beginning in April, the 12 County Program will begin again. We have six remaining counties to visit in 2013 (Medina, Lake, Geauga, Trumbull, Portage, and Wayne.)

**Executive Committee – Time: 1:30 pm, Location: 146 S. High Street**

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
</tr>
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<tbody>
<tr>
<td>January 8</td>
<td>May 14</td>
</tr>
<tr>
<td>February 12</td>
<td>June 11</td>
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<td>March 12</td>
<td>July 9</td>
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<tr>
<td>April 9</td>
<td>August 13</td>
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<td></td>
<td>September 10</td>
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<td></td>
<td>October 8</td>
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<tr>
<td></td>
<td>November 5</td>
</tr>
<tr>
<td></td>
<td>December 3</td>
</tr>
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</table>

**Board of Directors – Time: 1:00 pm, Location: Varies**

<table>
<thead>
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<th>Date</th>
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<tr>
<td>January 22</td>
<td>TBD</td>
</tr>
<tr>
<td>February 26</td>
<td>Hudson Library</td>
</tr>
<tr>
<td>March 26</td>
<td>Hudson Library</td>
</tr>
<tr>
<td>April 23</td>
<td>12 Counties</td>
</tr>
<tr>
<td>May 28</td>
<td>12 Counties</td>
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<tr>
<td>June 25</td>
<td>12 Counties</td>
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<td>July 23</td>
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<td>September 24</td>
<td>12 Counties</td>
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<td>October 22</td>
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<td>November 19</td>
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<td>December 17</td>
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<td>Consortium Board Member</td>
<td>Notes</td>
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<tr>
<td>Akron, City of</td>
<td>received through 3Q12</td>
</tr>
<tr>
<td>Akron Metropolitan Area Transportation Study (AMATS)</td>
<td>received through 2Q12</td>
</tr>
<tr>
<td>Akron Metropolitan Housing Authority</td>
<td>nothing received</td>
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<tr>
<td>Akron Urban League</td>
<td>received through 1Q12</td>
</tr>
<tr>
<td>Ashtabula County</td>
<td>received through 2Q12</td>
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<tr>
<td>Catholic Charities, Diocese of Youngstown</td>
<td>received through 2Q12</td>
</tr>
<tr>
<td>Center for Community Solutions</td>
<td>received through 2Q12</td>
</tr>
<tr>
<td>Cleveland, City of</td>
<td>received partial through 2Q12</td>
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<tr>
<td>Cleveland Metroparks</td>
<td>in process for 2Q12</td>
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<tr>
<td>Cleveland Museum of Natural History</td>
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<tr>
<td>Cleveland State University</td>
<td>received through 2Q12</td>
</tr>
<tr>
<td>Cuyahoga County</td>
<td>received through 3Q12</td>
</tr>
<tr>
<td>Cuyahoga Metropolitan Housing Authority</td>
<td>received through 4Q11</td>
</tr>
<tr>
<td>Eastgate Regional Council of Governments (Eastgate)</td>
<td>received through 3Q12</td>
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<tr>
<td>Elyria, City of*</td>
<td>received through 3Q12</td>
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<tr>
<td>Fund for Our Economic Future**</td>
<td>received through 4Q11</td>
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<td>Greater Cleveland Regional Transit Authority</td>
<td>received through 3Q12</td>
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<tr>
<td>Lorain County (Lorain County Growth Partnership)</td>
<td>received through 3Q12</td>
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<tr>
<td>Lorain County Community College</td>
<td>just joined August 2012</td>
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<td>Mahoning County</td>
<td>received through 3Q12</td>
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<tr>
<td>Northeast Ohio Areawide Coordinating Agency (NOACA) (Fiscal Agent)</td>
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<tr>
<td>Northeast Ohio Four County Regional Planning &amp; Development Organization (NEFCO)</td>
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<tr>
<td>Policy Bridge</td>
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<tr>
<td>Regional Prosperity Initiative</td>
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<tr>
<td>Stark County</td>
<td>began tracking 2Q12 when SCATS hit $69,000</td>
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<td>Stark County Regional Planning Commission/Stark County Area Transportation Study (RPC/SCATS)</td>
<td>received through 2Q12 - completed</td>
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<tr>
<td>Summit County</td>
<td>received through 2Q12</td>
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<tr>
<td>Summit County Combined Health District</td>
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<tr>
<td>Trumbull County</td>
<td>nothing received</td>
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<tr>
<td>Youngstown, City of</td>
<td>received through 3Q12</td>
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<tr>
<td>Youngstown State University</td>
<td>completed match 2Q11</td>
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<tr>
<td><strong>Total</strong></td>
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</tbody>
</table>

*Includes $10,000 cash match

**Includes $500,000 cash match, of which $167,000 has been released
## Total 2012 - Financial Information

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget Program</th>
<th>Target Through Budget</th>
<th>Remaining Budget</th>
<th>Target of Budget (21 mos)</th>
<th>Percentage of Target (58%)</th>
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<tbody>
<tr>
<td><strong>Salaries &amp; Fringes</strong></td>
<td></td>
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<td></td>
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<tr>
<td><strong>Salaries</strong></td>
<td>$ 1,590,552</td>
<td>$ 642,852</td>
<td>$ 947,700</td>
<td>$ 927,822</td>
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<td><strong>Fringe Benefits</strong></td>
<td>$ 351,738</td>
<td>$ 94,303</td>
<td>$ 257,435</td>
<td>$ 205,181</td>
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<tr>
<td><strong>Total</strong></td>
<td>$ 1,942,290</td>
<td>$ 737,155</td>
<td>$ 1,205,135</td>
<td>$ 1,133,003</td>
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<td><strong>Transportation</strong></td>
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<tr>
<td><strong>Local Private Vehicle</strong></td>
<td>$ 35,598</td>
<td>$ 8,858</td>
<td>$ 26,740</td>
<td>$ 20,766</td>
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<td><strong>Airfare</strong></td>
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<td>4,226</td>
<td>4,200</td>
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<td><strong>Washington DC Transportation</strong></td>
<td>600</td>
<td>3,791</td>
<td>(3,191)</td>
<td>350</td>
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<td><strong>Washington DC PeriDiem</strong></td>
<td>4,200</td>
<td>1,370</td>
<td>2,830</td>
<td>2,450</td>
<td>56%</td>
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<td><strong>Total</strong></td>
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<td>$ 16,893</td>
<td>$ 30,705</td>
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<td><strong>Supplies and Materials</strong></td>
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<td><strong>Office Supplies</strong></td>
<td>28,300</td>
<td>13,401</td>
<td>14,899</td>
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<td>4,000</td>
<td>4,640</td>
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<td><strong>Meeting Accomodations</strong></td>
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<td>6,000</td>
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<td>14,581</td>
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<td>4,250</td>
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<td>8,157</td>
<td>11,682</td>
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<td><strong>Total</strong></td>
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<td>40,133</td>
<td>44,296</td>
<td>49,250</td>
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<td><strong>Consultants</strong></td>
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<td><strong>Economic Base Analysis</strong></td>
<td>$ 150,000</td>
<td>$ 12,000</td>
<td>$ 138,000</td>
<td>$ 87,500</td>
<td>14%</td>
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<tr>
<td><strong>Built &amp; Natural Environ</strong></td>
<td>150,000</td>
<td>150,000</td>
<td>87,500</td>
<td>0</td>
<td>0%</td>
</tr>
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<td><strong>Communities</strong></td>
<td>200,000</td>
<td>44,782</td>
<td>155,218</td>
<td>116,667</td>
<td>38%</td>
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<td><strong>Transportation &amp; IT Connections</strong></td>
<td>150,000</td>
<td>1,250</td>
<td>148,750</td>
<td>87,500</td>
<td>1%</td>
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<td><strong>Place Based Regional Plan</strong></td>
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<td>4,307</td>
<td>195,693</td>
<td>116,667</td>
<td>4%</td>
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<td><strong>Collaboration &amp; Govern Supp</strong></td>
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<td>128,533</td>
<td>121,467</td>
<td>145,833</td>
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<td><strong>GIS &amp; Data Integration</strong></td>
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<td>61,648</td>
<td>163,352</td>
<td>131,250</td>
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<td><strong>Governance &amp; PMO Support</strong></td>
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<td>161,484</td>
<td>88,516</td>
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<td><strong>Residential Engagement</strong></td>
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<td>1,000</td>
<td>249,000</td>
<td>145,833</td>
<td>1%</td>
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<tr>
<td><strong>Public &amp; Private Sector Engage</strong></td>
<td>250,000</td>
<td>108,439</td>
<td>141,561</td>
<td>145,833</td>
<td>74%</td>
</tr>
<tr>
<td><strong>Web-Based Management</strong></td>
<td>150,000</td>
<td>91,891</td>
<td>58,109</td>
<td>87,500</td>
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<tr>
<td><strong>Total</strong></td>
<td>$ 2,225,000</td>
<td>$ 615,334</td>
<td>$ 1,609,666</td>
<td>$ 1,297,917</td>
<td>47%</td>
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<tr>
<td><strong>Consortium Member Contribution</strong></td>
<td>1,822,903</td>
<td>1,209,969</td>
<td>612,934</td>
<td>1,063,360</td>
<td>114%</td>
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<tr>
<td><strong>Total HUD Budget</strong></td>
<td>$ 6,247,500</td>
<td>$ 2,714,661</td>
<td>$ 3,532,839</td>
<td>$ 3,644,375</td>
<td>74%</td>
</tr>
</tbody>
</table>

* These line items will be within budget as the program progresses toward completion.
** The Consortium has expended approximately forty-three percent of the Sustainable Communities budget.
NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM

CASH POSITION AS OF OCTOBER 31, 2012

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>RECEIPTS</th>
<th>DISBURSEMENTS</th>
<th>BALANCE</th>
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<tr>
<td>BEGINNING BALANCE</td>
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<td>HUD LOCCS REIMBURSEMENT</td>
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<tr>
<td>FFOEF CONTRIBUTIONS</td>
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<tr>
<td>MEMBER CONTRIBUTIONS</td>
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<tr>
<td>MISCELLANEOUS</td>
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<tr>
<td>VENDORS</td>
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<td>PAYROLL</td>
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<tr>
<td>ENDING BALANCE</td>
<td>$788,534.68</td>
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</tr>
<tr>
<td>TOTAL</td>
<td>$606,020.00</td>
<td>$187,313.94</td>
<td></td>
</tr>
</tbody>
</table>

RECEIPTED FUNDS:

- DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) $2,152,341.00
- FUND FOR OUR ECONOMIC FUTURE (FFOEF) 15,474.86
- CITY OF ELYRIA 10,000.00

TOTAL $2,177,815.86

ADDITIONAL CASH RESOURCES:

- NOACA LINE OF CREDIT $0
Memo

To: NEOSCC Board of Directors
From: Emma Petrie Barcelona
Date: 11/12/2012
Re: Open and Pending Contracts and RFPs

Action requested

None

Contract Status

<table>
<thead>
<tr>
<th>Vendor/ Purpose</th>
<th>Expended</th>
<th>Invoices pending</th>
<th>PO Amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Center for Community Solutions</td>
<td>$16,565</td>
<td>-</td>
<td>$20,000</td>
<td>In progress- Hunter working with group for alignment with work plan</td>
</tr>
<tr>
<td>Regional Data Identification and Availability 2011-10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CSU- Kirby Date QCP WS Management 2012-03</td>
<td>$0</td>
<td>-</td>
<td>$30,000</td>
<td>Work ongoing- no invoice received to date.</td>
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<tr>
<td>Current Board Facilitation 2012-07 2012-17 extension</td>
<td>$147,613</td>
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<td>$179,063</td>
<td>Work details are being finalized. - New not to exceed amount</td>
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<tr>
<td>R-Strategy Communications, Website and Market Research 2012-09</td>
<td>$212,544</td>
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<td>$356,320</td>
<td>Work commenced on existing trends and issues report, media relations</td>
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<tr>
<td>Center for Community Solutions 2012-11</td>
<td>$12,730</td>
<td>-</td>
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<td>Approved 4-10-12, Under contract</td>
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<tr>
<td>Cobalt Group Community Engagement Plan Implementation 2012-13</td>
<td>$58,655</td>
<td>-</td>
<td>$394,120</td>
<td>Approved 6-26-12 Under contract</td>
</tr>
<tr>
<td>Analysis of Impediments to Fair Housing Western Economic Services 2012-14</td>
<td>$17,157</td>
<td>$15,931</td>
<td>$163,140</td>
<td>Approved 8-28-12 Contract awaiting signature</td>
</tr>
</tbody>
</table>
**Program Planning Consultant, Scenario Planning and Fiscal Impact**  
- - TBD RFP issued

**Program Evaluation Consultant**  
- TBD  
If separate from Program Management Consultant- awaiting guidance from HUD

### Other Contracts

<table>
<thead>
<tr>
<th>Vendor/ Purpose</th>
<th>Expended</th>
<th>Invoices pending</th>
<th>PO amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Temporary Legal Services Schneider, Smeltz, Ranney &amp; LaFond P.L.L.</td>
<td>$3,000</td>
<td>$1,145</td>
<td>$3,000</td>
<td>Term work complete- Authorized amount expended, waiting on final invoice.</td>
</tr>
<tr>
<td>Meaden &amp; Moore Audit 2012-04</td>
<td>$7,143</td>
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<td>$7,250</td>
<td>Work and submissions complete August 2012</td>
</tr>
<tr>
<td>Imagen Photography Board meeting recording 2012-12</td>
<td>$3,450</td>
<td>$575</td>
<td>$8,050</td>
<td>Approved 5-8-12</td>
</tr>
<tr>
<td>FY12 and FY13 Audit and Tax Services Meaden &amp; Moore</td>
<td>-</td>
<td>-</td>
<td>$12,320</td>
<td>Awaiting agreement</td>
</tr>
<tr>
<td>Legal Counsel Buckingham, Doolittle &amp; Burroughs</td>
<td>-</td>
<td>-</td>
<td>$25,000</td>
<td>Agreement in place- no retainer, monthly invoices based on work performed</td>
</tr>
</tbody>
</table>

### Open and Pending RFQs/RFPs

a. Open

b. Pending or planning phases
   
i. Planning management, scenario planning, and fiscal impact analysis consultant RFP closed
   1. short-list interviews to be conducted Monday and Tuesday November 12 & 13
   2. final decision set for Thursday, November 15
   3. Webinar review for all board members set for Tuesday, November 20
   4. Special Executive Committee meeting to be set

ii. Program Evaluation- awaiting additional information/guidance from HUD

### Completed agreements

<table>
<thead>
<tr>
<th>Vendor/ Purpose</th>
<th>Expended</th>
<th>Amount unspent</th>
<th>PO amount</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civic Commons Young Professional Events 2012-08</td>
<td>$20,651</td>
<td>$1,349</td>
<td>$22,000</td>
<td>Complete</td>
</tr>
<tr>
<td>Cobalt Group Drafting engagement plan 2012-10</td>
<td>$23,885</td>
<td>-</td>
<td>$23,885</td>
<td>Complete</td>
</tr>
<tr>
<td>Legal Counsel Non-Profit Filing 2011-01</td>
<td>$9,065</td>
<td>$935</td>
<td>$10,000</td>
<td>Complete</td>
</tr>
</tbody>
</table>
1) Regional Network Development

Presentations
- Participated in panel discussion on sustainable development at IEDC Annual Conference in Houston (Hunter Morrison and Mark Barbash)

Media coverage
- Continued outreach with media
  - Focus on op-ed and editorial board visits
- Met with Ideastream and Cleveland.com on partnerships (Kit Jensen and Tom Furnas)

Communication
- Updated website
  - Developed new pages, design- organizational website
- Issued monthly newsletter (100 recipients)
- Mailed more C&T Executive Summaries (250)
- Completed executive summary of Communications Plan
- Developed standard power point overview of the initiative
- Developed branding for VibrantNEO2-4
- Implemented tool kit for Board to use for the C&T Platform
- Continued to promote Facebook and Twitter social media profiles for NEOSCC
- Developed invitation to QCP charette and plans for attracting a larger audience for the event

Outreach & Engagement
- Outreach to new and prospective members:
  - All 4 MPOs, COG, NEFCO
  - Trumbull County
  - City of Cleveland
  - Mahoning County Commissioners
  - Cuyahoga County
  - Center for Community Solutions
    - Met with John Begala regarding social services institutions and CCS’s work in data assembly
  - Lorain County
  - Lorain Community College
  - City of Elyria
  - Akron Urban League
  - Medina County
  - City of Youngstown
  - Ashtabula County
  - Lorain County Community College
Northeast Ohio Sustainable Communities Consortium
Monthly Report September 2012

- New member-review support and consortium membership with Dr. Church and Ms. Davis
  - Greater Cleveland RTA
    - Met with Peter Rogoff, FTA administrator sponsored by Greater Cleveland RTA on Map 21 Transportation Bill
    - Attended groundbreaking of University Circle Rapid Station
- Other Outreach
  - Local HUD office
  - City of Canton Engineer
  - Wean Foundation
  - Mahoning River Corridor Initiative
  - JumpStart
  - Geauga County FCFC
  - Lake County Port Authority
  - Lake County Workforce Development
  - Lorain Community Foundation
  - Team Lorain County
  - The Oberlin Project
  - Portage Area Regional Transportation Authority
  - Portage County Regional Planning Commission
  - Growth Partnership of Ashtabula County
  - Greater Cleveland Partnership
  - City of Canton
  - City of Mentor
  - Cuyahoga Falls
  - City of Lakewood
  - City of East Cleveland
  - The Nature Conservancy
  - Downtown Cleveland Alliance
- Board meeting tours in Cleveland neighborhoods
- Sarah Lowry, Sherrod Brown’s office
- Exhibited at Youngtown’s Grey to Green Festival
- Attended Sustainable Cleveland 2019 Summit
- Met with Jill Miller Zimon, Efficient Gov Network
- Participated in Legacy Cities Design Assembly Advisory Committee
- Participated in Oberlin Transportation Working Group meeting
- LEAP public policy & advocacy sub-committee meeting in Elyria
- Met with REEAct Group- HUD technical assistance provider
• Attended presentation from National Resources Defense Council about poll results in Cuyahoga County on transportation issues
• Attended Lake Erie Allegheny Partnership 2012 Conservation Symposium, *Forest Management: Seeing the Forest and the Trees* at the Cleveland Museum of Natural History
• Attended the Nature Conservancy’s Global Freshwater Program Series, *From Burning Rivers to Living Rivers: Challenges and Opportunities for Global Water Sustainability* with Jeff Opperman at the Lake Erie Nature and Science Center
• Ongoing work with Engagement consultant and network weaving
2) **Information Management and Policy & Systems Analysis**

**Dashboard**

- **NEO Conditions & Trends Platform**
  - Reviewed data on site usage
  - Responded to comments on site

- **Dashboard**
  - Met with possible leaders of working group
  - Organized information about the dashboard working group
  - Initiated review of dashboards around the US and history of economic Indicators Dashboard in northeast Ohio (sponsored by FFEF since 2006)
    - Set up meeting speak with Fund regarding the dashboard initiative and to understand more about their dashboard

- **Scenario planning**
  - RFP drafted and revised- is part of the Planning Consultant RFP now open

- **Fiscal Impact**
  - RFP drafted and revised- is part of the Planning Consultant RFP now open

**Tool Kit & Practices**

- Began to establish work group members and strategy

- **12-county land use and zoning maps**
  - Started creating local maps from the 12-county land uses and zoning maps
  - Continued cleaning data files to support further analysis
  - Began breaking out the individual zoning types for analysis/ zoning datasheet

- **Fair Housing**
  - Western Economic Services is under contract to conduct the Regional AI
    - Review and development of detailed scope
  - Entitlement city map developed to review AI work spatially and plan for outreach
  - Helped develop/write City of Youngstown letter of support with Bill D’Avingnon
  - Prepared for and held 2 orientation meetings in Akron
    - The first for entitlement communities (18 or 22 entitlement communities participated)
    - The second for NEOSCC and internal purposes (5 participated)
  - Research began with complaint information in addition to economic and demographic data
  - Developed process review team
  - Prep for October Orientation meeting for non-entitlements and stakeholders
  - Additional outreach with HUD and State of Ohio on the activities
Policy & Pilots

- Met with Land Studio on pilot programs
- Outreach with Jason Segedy regarding pilots
- Researched conducted on top policies of regional significance
- Policy working group assembled
- Framework for pilots developed through research, dialogue with board members, staff, and work stream members

Work streams

- Economic Development
  - Realignment with new co-chairs- now Connie Krauss- Summit County, Pat Kelly- First Energy, and Bethany Dentler- Medina County
  - Leadership calls
  - Developed framework for competitive job centers/corridors product through research, dialogue with Board members, staff, and work stream members
  - Updated status of RECS status (Regional Economic Competitiveness Strategy)

- Housing & Communities

- Connections

- Environments

- Quality Connected Places
  - Held September meeting
    - Prepped for (logistics and documents)
    - Posted and emailed information and documents after the meeting
  - Developed draft of “regional Assets” list for work stream review including
    - Developing criteria for,
    - Collecting data on, and
    - Assessing regional significance of each asset
    - Methodical county-by-county review to search out additional assets
  - Developed draft of “Similar Communities” assessment including
    - Developing criteria for,
    - Collecting data on, and
    - Assessing typical characteristics of all 393 communities in the region
    - Reviewing rough categorization of each
  - Contract and intern management and reporting
  - Reviewed findings from previous meeting
  - Detailed planning for Charette planned for late October
    - Map materials drafted- base maps, GIS, and CAD translations
Northeast Ohio Sustainable Communities Consortium
Monthly Report September 2012

- Identify prototypes, appropriate scales, applying land use and zoning data
- Finding CAD data for prototype communities (including outreach to communities)
- Developed typology materials- scales and stickers

Support Committees
- Data GIS
- Outreach & Engagement
  - Meeting conducted
3) **Organization and Administration**

**Organizational Development**
- Staff meetings conducted weekly - updates, resource needs, and priorities identified
- Joint staff and consultant planning meeting scheduled
  - Additional consultant team meetings regarding communication and engagement
- Completed compilation and review of 4th quarter 2012 weekly planning information
  - All staff and consultants contributed to weekly schedule
- Monthly status call with HUD
  - Focus of call was on the RFP challenges, documents, questions, and outcomes
- Information technology
  - Developed plan to meet data and backup needs
- Continued work on getting savings plan set up for staff - reviewed options
- Training
  - Met with REEAct group - plan for peer to peer meetings (HUD TA)
  - Car, Streets, and Policy Webinar
  - Housing and Transportation for the Boomers and Beyond Webinar
- Organizational Design and org. chart completed, approved by board

**Fiscal**
- Budget forecasting and line item recasting revised
  - Projections completed through different quarters in 2014 and with different amounts of funds available
- Processed invoices for approved expenditures, processed POs
- Implemented procurement standards and processes
  - finance committee met for first time
- Met with NOACA on process and paperwork
- Audit and taxes
  - 990 submission complete
- Worked with counsel to review contracts and agreements
  - In person review and over the phone
- Pending and open RFPs and other contracts
  - Planning Management/Scenario Planning/Fiscal Impact
    - RFP issued after HUD approval
    - Open until 5:00 PM Monday Oct. 22.
    - Planned for pre-bid meeting
    - Outreach and emails with interested respondents
    - Firms will be able to respond to any or all of the three sections
- Contracting
  - Contract negotiations concluded for Cobalt and WES
  - Negotiations ongoing with Currere
  - Selected firm for audit & tax services and legal services
    - 3 responses for audit & tax
Northeast Ohio Sustainable Communities Consortium
Monthly Report September 2012

- 6 responses for legal services
  - Open, pending and current contracts noted below:

### Consultants

<table>
<thead>
<tr>
<th>Vendor/ Purpose</th>
<th>Expended</th>
<th>Invoices pending</th>
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<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Center for Community Solutions Regional Data Identification and QCP WS Management</td>
<td>$16,565</td>
<td>-</td>
<td>$20,000</td>
<td>In progress- Hunter working with group for alignment with work.</td>
</tr>
<tr>
<td>CSU- Kirby Date</td>
<td>$0</td>
<td>-</td>
<td>$24,700</td>
<td>Work ongoing- no invoice received to date.</td>
</tr>
<tr>
<td>Currere Board Facilitation</td>
<td>$134,042</td>
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<td>Work details are being finalized. - New not to exceed.</td>
</tr>
<tr>
<td>R-Strategy Communications, Website and</td>
<td>$179,744</td>
<td>-</td>
<td>$356,320</td>
<td>Work commenced on existing trends and issues report, media</td>
</tr>
<tr>
<td>Center for Community Solutions Creating maps and basic GIS work</td>
<td>$12,730</td>
<td>-</td>
<td>$24,948</td>
<td>Approved 4-10-12, Under contract.</td>
</tr>
<tr>
<td>Cobalt Group Community Engagement Plan</td>
<td>$39,890</td>
<td>-</td>
<td>$394,120</td>
<td>Approved 6-26-12 Under contract.</td>
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<tr>
<td>Analysis of Impediments to Fair Housing Western Economic Services</td>
<td>-</td>
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<td>$163,140</td>
<td>Approved 8-28-12 Contract awaiting signature.</td>
</tr>
<tr>
<td>Program Planning Consultant, Scenario Planning and Fiscal Impact</td>
<td>-</td>
<td>-</td>
<td>TBD</td>
<td>RFP issued.</td>
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<tr>
<td>Program Evaluation Consultant</td>
<td>-</td>
<td>-</td>
<td>TBD</td>
<td>If separate from Program Management Consultant.</td>
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</table>

### Other Contracts

<table>
<thead>
<tr>
<th>Vendor/ Purpose</th>
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<tr>
<td>Temporary Legal Services Schneider, Smeltz, Ranney &amp; LaFond P.L.L.</td>
<td>-</td>
<td>$4,145</td>
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<td>Term work complete- awaiting final invoice for final payment.</td>
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<tr>
<td>Imagen Photography Board meeting recording 2012-12</td>
<td>$2,875</td>
<td>$575</td>
<td>$8,050</td>
<td>Approved 5-8-12.</td>
</tr>
<tr>
<td>FY12 and FY13 Audit and Tax Services Meaden &amp; Moore</td>
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<td>-</td>
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<td>Awaiting agreement.</td>
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<td>-</td>
<td>-</td>
<td>$25,000</td>
<td>Agreement in place- no retainer, monthly invoices based on work performed.</td>
</tr>
</tbody>
</table>

### Completed Contracts

<table>
<thead>
<tr>
<th>Vendor/ Purpose</th>
<th>Expended</th>
<th>Amount unspent</th>
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<td>$23,885</td>
<td>-</td>
<td>$23,885</td>
<td>Complete</td>
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</table>
Legal Counsel
Non-Profit Filing
2011-01

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<tr>
<th></th>
<th>$9,065</th>
<th>$935</th>
<th>$10,000</th>
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</table>

NEOSCC

- Conducted executive committee meeting (planning, agenda, minutes, paperwork, etc.)
- Conducted finance committee meeting (planning, agenda)
- Conducted monthly board meeting (planning, agenda, minutes, paperwork, etc.)
  - September meeting in Cuyahoga County- City of Cleveland in addition to board meeting participation 25 participated on tours
    - Tour of CMHA facilities
    - Tour of Forgotten Triangle area
    - Tour of University Circle
    - Visit with Midtown
    - Tour of Playhouse Square complex
- Work plan and documents- approved by HUD
- Provided information in response to letters and information requests
  - Further review and questions regarding Fund’s revised grant agreement
# Objectives for Next Three Months

<table>
<thead>
<tr>
<th>November</th>
<th>December</th>
<th>January</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Planning, Scenario Planning and Fiscal Impact Consultant Review, Selection and Approval</td>
<td>Regional Planning, Scenario Planning and Fiscal Impact Consultant Finalize Scope and Schedule</td>
<td>Scenario Planning – Base Case Decided and presented</td>
</tr>
<tr>
<td>Regional Analysis of Impediments for Fair Housing (RAIFHC) – Data Collection, Fair Housing Survey Launched</td>
<td>Regional AI – Data Collection, Fair Housing Survey Continues</td>
<td>Regional AI - Fair housing survey closes</td>
</tr>
<tr>
<td>Launch of MPO Workshops and Engagement Meetings in each of 12 Counties</td>
<td>MPO Workshops and 12 County Engagement Meetings</td>
<td>Leveraged Match Resource Allocation Presented</td>
</tr>
<tr>
<td>Identification of Caucus Participants</td>
<td>Launch Caucus meetings</td>
<td>Tools – Needs Assessment finalized</td>
</tr>
<tr>
<td>Board Orientations</td>
<td>December Board Meeting – entire NEOSCC Community – Appreciation and Looking to 2013</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Board Orientations</td>
<td></td>
</tr>
</tbody>
</table>

# Project Schedule at a Glance

## NEOSCC Board Milestone

- **November 2012**: Selection of Consultants
- **December 2012**: Final work plan developed with selected consultants
- **January 2013**: Trend analysis; workshop guidebook solicit volunteers to be support staff
- **February 2013**: Workshop Training; Conduct scenario planning workshops with public
- **March 2013**: Workshop summary reports including maps and guiding principles
- **April 2013**: In April begin preparation of alternative scenarios

- **November 2012**: Needs Assessment Phase
- **December 2012**: Product list finalized and Preliminary Development
- **January 2013**: Work Streams - Subject Matter Expertise on one of our focus areas. These will serve as affinity and focus groups through the vision and product development
- **February 2013**: Cobalt Group – Community Engagement
- **March 2013**: Curere – Board Facilitation
- **April 2013**: R Strategy – Communications and Graphics
- **May 2013**: Western Economic Services – Regional Analysis of Impediments to Fair Housing Choice

## Work Streams

- **Regional Analysis of Impediments to Fair Housing Choice**
  - Data Collection, Fair Housing Survey launch (November)
  - Analysis of Preliminary Findings
  - In January, the Fair Housing Survey Closes
- **Product Development**
  - Needs Assessment Phase
  - Product list finalized and Preliminary Development
**Glossary**

**Vibrant NEO 2040** – Our initiative name for the vision and framework development. Setting a shared vision and framework for the NEO future intended to inspire and guide actions and decisions on a regionally and a place-based basis. Elements include a clear understanding of regional and place-based needs and priorities; assessment of regional trends, conditions, issues; regional assets “map”; future state scenarios; and compelling and viable vision.

**Scenario Planning** – The development, analysis, and evaluation of alternative scenarios beyond the base case. The base case is an alternative that assumes that present day trends and conditions continue unchecked. NEOSSC will address issues of regional collaboration and competitiveness and recommend a broad range of strategies that will make Northeast Ohio more competitive, equitable, and sustainable (economically, environmentally and socially). The Conditions & Trends Platform, regional land use map, regional zoning map, and “typologies” or place type manual will serve as the basis for inputs and trends for the base case scenario.

**Regional Analysis of Impediments to Fair Housing Choice** – Is a comprehensive review of the jurisdiction’s laws, regulations, and administrative policies, procedures, and practices; An assessment of how those laws, etc., affect the location, availability, and accessibility of housing, services, commercial and retail development; and an assessment of conditions, both public and private, affecting fair housing choice in areas of low and high opportunity.

**Dashboard** - Producing key elements of a regional sustainability dashboard intended to inform, guide, highlight, and celebrate regional transformation. Elements include: the case for change, key regional indicators, regional bright spots, regional levers for change / transformation, key regional data, etc.

**Toolkit** - Work that delivers a regional tool kit with practices that will enable the local and regional actions essential to transformation. Key elements include: tools, processes & practices that support, model, and build collaboration and other capacities essential for regional sustainability including best/promising practices; shared data; and replicable templates.

**Policies** - Work that develops policy change recommendations with high impact for sustainability.

**Pilots** – Work that advances pilot projects for innovative real world solutions with high impact, especially if replicated across the region. Pilot projects will assess, explore and/or execute on NEOSSC objectives and be both regional and place-based.

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**Project Schedule at a Glance**

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<tr>
<td><strong>Scenario Planning</strong></td>
<td>Prepare alternative scenarios; Memorandum documenting scenario identification</td>
<td>Scenario analysis report; follow-up workshops for public to review and select preferred scenario;</td>
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<td>Final public review workshops; Memoranda for NEOSSC Board review and approval of preferred scenario</td>
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<td>Final Vibrant NEO 2040 Vision and Framework detailing the preferred regional vision and products. Guidebook for Elected Officials.</td>
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<td><strong>Regional Analysis of Impediments to Fair Housing Choice</strong></td>
<td>Draft Report development, Formal Presentation and Final Report Integration into overall plan</td>
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<td>Integration into overall plan</td>
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<td><strong>Product Development</strong></td>
<td>Continuous Development integrating findings from Scenario Planning and Engagement Iterative Process of Development, Test, Launch, Maintain and Sustain</td>
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