

NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM
EXECUTIVE COMMITTEE MEETING
Tuesday, March 26, 2013, 11:00 AM
Akron Urban League 440 Vernon Odom Boulevard, Akron, OH

1. Welcome and Introductions
2. For Action
 - a. Approval of Meeting Minutes February 26, 2013 (attachment)
 - b. Discussion of Executive Committee Meeting time/date (H. Morrison)
 - c. Remote Participation Meeting Protocols (H. Morrison)
3. For Discussion
 - a. Review of proposed amendment and extension of R Strategy Agreement (H. Morrison)
 - i. Increase in fees and extension in time
 - b. Progress and status of products
 - c. Finance Committee membership (H. Morrison)
 - d. Future of NEOSCC (post-HUD grant)
4. For Information
 - a. Standing Committee Reports
 - i. Technical Steering Committee (attachment)
 - ii. Finance Committee Report (attachment)
 - iii. Communications and Engagement Committee Report (attachment)
 1. Establishment of Partnership Relationship Protocol
 - iv. Nominating Committee Report (no business conducted)
 - v. Personnel Committee Report (no business conducted)
 - b. Organization
 - i. Month End Financial Report (attachment)
 - ii. Open and Pending Contract Update (attachment)
 - iii. Leveraged Match Report (attachment)
5. Old Business
 - a. Primary and Alternate Representatives
 - b. Conflict of Interest Forms
6. New Business
 - a. Sasaki Scenario Planning Update and Business As Usual Scenario

Adjourn

Next Board Meeting: Tuesday, April 23, 2013
Akron Urban League 440 Vernon Odom Boulevard, Akron, OH

NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM

NEOSCC Executive Committee Meeting

Tuesday, February 26, 2013

11:30 a.m.

Akron Urban League

Attendees: Grace Gallucci, Bob Nau, Rachel McCartney, Steve Hambley, Fred Wright, Mike Lyons, Joe Hadley, John Getchey, Bethia Burke, Gene Nixon, Bill D'Avignon, Freddy Collier, Jeff Dutton

Non Members: Hunter Morrison, Jeff Anderle, Emma Petrie Barcelona, Carl Brinkley, Antoine Buie and Kelly D Harris

The meeting was called to order at 11:30 a.m. by Grace Gallucci.

There was a **motion** to approve the January 8, 2013 Executive Committee minutes made by **Steve Hambley** and seconded by **Joe Hadley**. The minutes were approved.

Rachel McCartney said she had contacted Peggy Carlo about filling the Eastgate alternate position. The members were asked to turn in their Code of Interest and Primary/Alternate representative forms.

There was a presentation on Scenario Planning which was included in the packet by Hunter Morrison. He described the process of building the model using thirty typologies of which four are to be saved for housing vacancies. They will be part of the tools used to paint the region. The Sasaki Group will be at the March 2013 Board Meeting. They will be discussing physical planning and fiscal impact analysis.

There will be a series of forums to discuss the Regional Analysis of Impediments to Fair Housing Choice the week of March 11th. Also, on March 21st and 22nd there will be 2 webinars scheduled to discuss the results to the series of forums.

There was a discussion on how to implement and sustain the Vibrant NEO 2040 Vision and Framework through the use of Action Products. These products include the Dashboard which measures and inspires; the Toolkit and Practices which implements and sustains; Policy and Recommendations which advances and supports and Pilots which proves and highlights.

The objectives for March thru May include Regional Planning, Scenario Planning and Fiscal Impact presentations; Communications and Engagement county-wide meetings; Product and Toolkit development practices.

The community meeting dates have been determined and Save the Date cards will be sent out. Invitations will follow and a media push will be used to emphasize dates.

The Sasaki Group will be at the April and May Board Meetings to discuss the second round for the dashboard. The Board Members will be asked to add the dates for the NEOSCC events to their website.

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The Communications and Engagement Committee plan is to start a social media blast. There will be online network advertising; Facebook ads; promoted tweets; Google advertisement; festival and fair exhibits; radio interviews and additional webinars.

Help is needed by board members to spread the word about upcoming events and meetings. Get people to commit to come and follow thru with them in process to keep them engaged, committed and possible bring additional contacts to the upcoming meetings. This process will help to ensure that the attendance will be a success. It was suggested that the Sasaki Community meetings be held in the evenings. Some Saturday meetings have been discussed but not committed to.

The contract with the Sasaki Group has been executed. The final contract amount was \$1.3 million including integration of the Cobalt Group. Funds will be drawn to down for the contract amount. The 2012 fiscal year will be closed out shortly.

There was an open discussion about meeting protocols and adopting public agency standards. According to the attorneys, the NEOSCC is a non-profit organization. As such, its board can set standards for voting remotely. The Committee discussed and adopted the recommended policies for the remote participation of members in Board and Executive Committee meetings.

Mike Lyons wanted to know when the topic of the future of the organization and its staff after the end of the HUD grant was over was going to be discussed. After discussion, the members determined that the topic should be referred to the Technical Steering Committed for discussion, and then taken up by the full Executive Committee. Grace Gallucci identified two potential scenarios: 1) new funding is found to continue staffing the organization, or 2) the MPOs and COGs come together and keep the vision going through the use of their own funding.

There was a **motion** to adjourn the meeting made by **Mike Lyons** and seconded by **Rachel McCartney**. Motion was approved. The meeting ended at 12:35 p.m.

Memo

To: Executive Committee
From: Hunter Morrison
Date: 03/21/13
Re: R Strategy Contract Amendment

Since the beginning of the year, we have developed a much clearer understanding of the scenario planning process and the outreach needed to engage the region in this important work.

As part of their original contract, R Strategy has developed a robust communications plan that will enable NEOSCC to conduct outreach using both traditional and newer tools. At our February Board Meeting, we discussed the use of these new tools and our intention to create a "how-to" guide for the board and other organizations to use in the future.

NEOSCC has an authorized agreement with R-strategy for \$356,320, of which \$267,490 has been invoiced to date. In order to complete all activities as noted the communications plan and needed throughout 2013, we will be requesting an additional \$106,170. We will be requesting Finance Committee review at their next meeting, followed by requests for approval at the subsequent Executive Committee and Board meetings.

The purpose of this discussion is to share the plans, answer questions, and make revisions as needed in order to continue this work.

In developing the communications plan, we have identified the need to amend the current R Strategy agreement to include the following:

- We are requesting an additional \$66,500 to cover work by R-Strategy to manage media relations, messaging, editing, and related consultant services. This will be a flat fee of \$12,500 for the months June through September and a \$5,500 for October, November and December 2013.
- We are also requesting an additional \$39,670 in media and printing costs which are being procured on our behalf by R Strategy. This also includes the fees needed to maintain, update the website and complete the final public opinion survey.

	To-date	Anticipated fees through end of existing PO (March-May)	Anticipated fees needed to complete work (June to December)
R-Strategy fees			
Media Consulting	\$44,962	\$0	\$0
Messaging & Material Development	\$40,156	\$0	\$0
Writing & Editing	\$27,021	\$0	\$0
Conditions & Trends Platform Website & Writing	\$69,075	\$0	\$0
Retainer	\$0	\$37,500	\$66,500
R-Strategy managed fees			
printing & related	\$0	\$5,000	\$0
media buys	\$0	\$18,000	\$19,000
New VibrantNEO Website	\$57,677	\$3,000	\$7,000
Surveys/polling	\$28,600	\$19,500	\$19,500
Total	\$267,490	\$83,000*	\$112,000

*Existing PO would have \$5,830 remaining at this point which would be available for part of the June invoice.

**CODE OF REGULATIONS
OF THE
NORTHEAST OHIO SUSTAINABLE
COMMUNITIES CONSORTIUM, INCORPORATED**

Article I – General

Section 1.1. Purpose and Powers

The Northeast Ohio Sustainable Communities Consortium, Incorporated (or, the “Consortium”) will have the purposes and powers stated in its Articles of Incorporation, and whatever powers are or may be granted by the Nonprofit Corporation Law of the State of Ohio as found in Ohio Revised Code Section 1702 or any successor legislation.

Section 1.2. Purposes

The Consortium shall conduct regional sustainable planning and strive to develop a community of practice among local government and nonprofit officials within Northeast Ohio, thus lessening the burden of government. To the extent that any other provision in this Code of Regulations may be or could be inconsistent with this paragraph, this paragraph shall control.

Article II – Directors

Section 2.1. Governing Board, Consisting of Directors (or Alternate Directors) Appointed by Consortium Members

The Consortium will consist of foundations, local government entities, non-profit organizations, institutions of higher education and individuals that embrace the principles and purpose of Sustainable Communities Planning and make a financial and/or in-kind commitment to the Sustainable Communities Planning Process. Each Consortium member shall appoint one Director and one Alternate Director for the Board of Directors. Directors, Alternate Directors and other guests may attend meetings and serve on committees; however, only one vote (Director or Alternate Director) shall be cast on behalf of each Consortium member. Each Consortium member must declare whether the Director or the Alternate Director will be casting its vote. Note, however, that if a Director or Alternate Director is serving as an Officer of the Consortium, then that Director/Alternate Director/Officer may only vote once on the Board of Directors in his or her capacity as the Director or Alternate Director. Therefore, an Officer of the Consortium shall not be entitled to a vote on the Board of Directors merely by virtue of the fact that he or she is an Officer of the Consortium.

Section 2.2. Membership

The Nominating Committee shall be responsible for identifying and vetting new Consortium members and for recommending to the Board of Directors the appropriate cash or in-kind contribution to solicit and the level of membership. At the request of the Board of Directors, the

Nominating Committee may review the cash and in-kind contributions pledged to the Consortium by an existing member and recommend to the Board of Directors modifications to the member's Consortium Agreement. The Board of Directors shall review any and all recommendations of the Nominating Committee, and shall either approve or deny at its next regularly-held Board meeting. Only the Board of Directors may, in its sole discretion, make changes to the cash or in-kind contributions required of new or existing Consortium members.

Section 2.3. Powers of the Directors

All corporate powers, except where the law or the Articles of Incorporation or the Code of Regulations require that action be otherwise taken, authorized or approved, shall be vested in, exercised, conducted, and controlled by the Directors. Such corporate powers shall belong to the Directors alone, and shall include the authority to determine the affairs of the Consortium and its property.

Among the specific duties of the Board of Directors are to:

- 1. Govern the Policies of the Consortium;
- 2. Approve and oversee the Executive Director;
- 3. Define and Oversee Eligibility for Directors of the Consortium;
- 4. Elect Board Officers (except for Treasurer);
- 5. Elect Executive Committee Members;
- 6. Appoint Standing Committees (Technical Steering, Communications and Engagement, Finance and Audit, Personnel, and Nominating);
- 7. Appoint Program Committees (also known as Workstream Committees and Product Working Groups);
- 8. Amend the Code of Regulations;
- 9. Establish Strategic Priorities and Scope of the Plan and Planning Program;
- 10. Authorize the Executive Director to enter into purchases and contracts in an amount greater than \$200,000; and
- 11. Approve the Formal Recommendations Contained in the Regional Sustainability Plan and subsequent revisions and amendments.

Approval of Formal Recommendations Contained in the Regional Sustainability Plan shall require approval of a two-thirds majority of Directors in attendance (when a quorum is present). All other actions require a simple majority of Directors in attendance (when a quorum is present).

Directors shall also act as champions for the Plan and the Planning Program across the region, encourage citizen engagement in the process of developing the Plan and promoting buy-in among public officials, civic leaders, the media and among the general public.

There shall be no compensation for Directors.

Section 2.4. Ethics and Conflicts of Interest

From time to time Consortium members may have the opportunity to compete or bid for projects of the sustainable planning process. Consortium members shall be eligible to compete for such projects; however, Directors and Alternate Directors representing the Consortium member must recuse themselves from the discussions, decisions and voting related to the selection process. Directors and Alternate Directors shall also comply with any and all regulations set forth in the Consortium's Code of Conduct including its Conflict of Interest Policy.

Article III – Board of Directors Meetings

Section 3.1. Director Meetings

The Directors shall hold at least four meetings each year. Meetings of the Directors may be held upon the call of the Chair, or upon a call by the majority of the Directors. Any meeting of the Directors may be held through any electronic communication pursuant to which each Director is able to hear each other Director participating or in any other manner permitted under the laws of the State of Ohio, and such participation by a Director shall constitute attendance at such a meeting.

All meeting minutes of Board of Directors Meetings shall be kept in the Consortium's official records. The Secretary is responsible for preparing the minutes and distributing them to the Directors either in advance of the next Board of Directors Meeting or at the next Board of Directors Meeting. The first order of business at each Board of Directors Meeting shall be the approval of the last meeting's minutes. Meeting minutes for all Board of Directors Meetings shall be made available to the public upon request.

Section 3.2. Notice

Notice of a meeting of Directors, stating the time and place of such meeting, and the business to be discussed at said meeting, shall be given to each Director entitled to notice thereof at least five (5) days before such meeting. Notice shall be in writing and shall be delivered personally or sent by telegram, telecopy or electronic mail transmission, or by United States mail, express mail, or courier service, with postage or fees prepaid. If notice is sent by electronic mail transmission, the sender shall take reasonable steps to ensure notice is received (for example, by requesting an electronic receipt or electronic Reply confirming receipt). Notice shall be deemed waived by any Director who participates in such meeting, and may be waived in writing either before or after such meeting.

Section 3.3. Transparency and Public Access to Documents

The Consortium will post meeting agendas, minutes and other documents on a publicly-available website to maximize public access to information about the planning process.

Section 3.4. Quorum and Action

A majority of the Directors shall constitute a quorum at any meeting of the Directors for the transaction of business. In the absence of a quorum at any meeting of the Directors, a majority

of those present may adjourn the meeting from time to time until a quorum shall be present and notice of any adjournment need not be given. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Consortium, unless a greater number is required by these Regulations or the laws of the State of Ohio.

At each Board of Directors Meeting, each Consortium member shall have only one vote. Therefore, if a Director or Alternate Director is serving as an Officer of the Consortium, then that Director/Alternate Director/Officer may only vote once in his or her capacity as the Director or Alternate Director. Therefore, an Officer of the Consortium shall not be entitled to a vote on the Board of Directors merely by virtue of the fact that he or she is an Officer of the Consortium.

Section 3.5. Action Without a Meeting

Any action required or permitted to be taken or authorized at a Board of Directors' meeting may be taken or authorized without a meeting if a writing or writings setting forth the action so taken, is signed by all of the Directors and the writing or writings are entered upon the Consortium's records. A telegram, cablegram, electronic mail, or an electronic or other transmission capable of authentication that appears to have been sent by a Director and that contains an affirmative vote or approval of the Director is a signed writing for the purposes of this Section 3.5. The date on which that telegram, cablegram, electronic mail, or electronic or other transmission is sent is the date on which the writing is signed.

Section 3.6. Remote Participation

If a Consortium member's Director and Alternate Director are both unable to attend a Board of Directors meeting in person, and if the technology is available at the applicable meeting location, then for good cause shown, each Consortium member may, up to one time per calendar year, participate fully and vote at a Board of Directors meeting by electronic means. There must be a quorum of voting Directors or Alternates physically present at the meeting location in order for any Consortium member to exercise remote participation under this Section. Further, the Consortium member who participates remotely under this Section must be present at the start of the meeting by electronic means, and must intend to remain present throughout the entire meeting, until adjournment. The privilege of remote participation may, at the sole discretion of the Board of Directors, be revoked, suspended or modified if concerns arise relating to abuse of said privilege or if, because of the nature of the business to be transacted, it is determined by a majority of the Board of Directors that an in person meeting is required. Electronic means for participation and voting may include telephone, webinar, video conferencing, or other available technology which has been approved by the Board of Directors.

Article IV – Executive, Standing and Special Committees

Section 4.1. Functions of Executive Committee

In order to facilitate a timely flow of business for the Consortium, an Executive Committee shall perform certain regular functions specifically designated herein. Included in these functions are to:

NEOSCC CODE OF REGULATIONS (Approved January 22, 2013)

- 1 Establish agendas and fashion recommendations for the meetings of the Directors;
- 2 Review work prepared by staff and the Program Committees, Work Stream and Product Working Groups;
- 3 Oversee activities of the Planning Program and refining the approach over time (as needed);
- 4 Hire staff;
- 5 Establish and oversee budgets; and
- 6 Authorize the Executive Director to enter into purchases and contracts in an amount greater than \$100,000 and less than \$200,000.

The Chair may, at his or her discretion, appoint ad hoc committees of the Executive Committee to focus on issues of interest.

4.2. Executive Committee Membership

The Executive Committee shall include:

- 1 Each Director or Alternate Director serving as an Officer, as set forth in Article 5 herein;
- 2 All Directors representing the Metropolitan Planning Organizations involved in this Consortium;
- 3 The Director representing the Northeast Ohio Four County Regional Planning & Development Organization (NEFCO);
- 4 The Director representing the Regional Prosperity Initiative;
- 5 Four “at-large” members chosen from among the Board of Directors and/or Alternate Directors not described in any other category of Executive Committee Membership and each representing one of the four sub-regions, as defined by the MPO service areas; and
- 6 The Director representing the Fund for Our Economic Future.

Each “at-large” member of the Executive Committee is nominated by the Nominating Committee and subsequently approved by the Board of Directors for up to one-year terms which will be designed to coincide with the calendar year. Each year the Nominating Committee shall consult with the organizations that represent each of the sub-regions to identify the appropriate “at-large” candidates from each sub-region. The Nominating Committee shall strive to balance continuity and diversity of the Executive Committee by inviting other members to participate at the Executive Committee level when making nominations. Each Executive Committee member shall name an Alternate Director who will be permitted to attend meetings and vote on his or her behalf.

Section 4.3. Executive Committee Meetings

The Executive Committee shall hold meetings as needed. Six Executive Committee members shall constitute a quorum at any meeting of the Executive Committee for the transaction of business. In the absence of a quorum at any meeting of the Executive Committee, a majority of those present may adjourn the meeting from time to time until a quorum shall be present and notice of any adjournment need not be given.

Each Executive Committee member shall have one vote at Executive Committee Meetings. To be clear, unlike at a Board of Directors Meeting, at an Executive Committee Meeting, regardless

of whether there are multiple representatives from the same Consortium member at any Executive Committee Meeting, each individual Executive Committee member (including Officers) shall have one vote.

The act of a majority of the Executive Committee members present at a meeting at which a quorum is present shall be the act of the Consortium, unless a greater number is required by these Regulations or the laws of the State of Ohio. The Executive Committee shall keep regular minutes of its meetings, and shall report to the Board of Directors as required.

Section 4.4. Authority to Create Committees

The Board of Directors have the power to create from time to time committees, standing or special, and to give them the powers and authority, to revoke their appointment, or restrict or modify their powers, as the Board of Directors deem best provided that no committee will consist of less than three Directors.

Section 4.5. Committee Vacancies

Vacancies in the membership of the Executive, Standing, Program and Other committees may be filled by the Board of Directors at a Board of Director's Meeting upon the recommendation of the Nominating Committee.

Section 4.6. Standing Committees

The Executive Committee will work through Standing Committees established to foster the opportunity for meaningful involvement of Directors in the work of the Consortium and to assist the Executive Committee in carrying out its responsibilities. These Standing Committees shall include:

- Technical Steering Committee, which shall be responsible for overseeing the scope and execution of the Regional Sustainability Plan;
- Communications and Engagement, which shall be responsible for developing, maintaining, and overseeing the execution of Vibrant NEO, the Consortium's Communications and Engagement Plan and for insuring broad civic involvement in the work of the Consortium;
- Finance and Audit, which shall be responsible for overseeing the Consortium's budget, annual audit and grants compliance and for authorizing the Executive Director to enter into purchases and contracts in the amount of \$25,000 and less than \$100,000;
- Personnel, which shall be responsible for the review of the Executive Director; and
- Nominating, which shall be responsible for the annual nomination of Consortium Officers, for vetting new Consortium members and for recommending to the Board modifications to existing Consortium agreements.

Section 4.7. Program and Other Committees

NEOSCC CODE OF REGULATIONS (Approved January 22, 2013)

The Executive Committee will work through Program Committees established to foster opportunity for meaningful involvement and to facilitate business of the Consortium. These Committees are otherwise known as Workstream Committees and Product Working Groups.

Overall direction of the Consortium's Regional Planning Program shall be designed by the Executive Director and adopted by the Executive Committee. The Planning Program shall be established in consultation with the Consortium's Program Committees. Each Program Committee shall be chaired by one or more Consortium Directors and shall be comprised of individuals reflecting the region's economic, racial, sexual orientation and age diversity.

The Consortium shall establish two types of Program Committees: (1) Workstreams and (2) Product Working Groups.

Workstreams will be charged with (1) developing and maintaining subject matter expertise at a community, metropolitan area and regional scale, and (2) proposing an annual scope of work that will enhance the region's ability to plan and act collaboratively, and which will result in findings and recommendations to be considered by the Executive Committee and, ultimately by the Consortium Board of Directors. The Workstreams shall include:

- 4 Economic Development;
- 5 Environment;
- 6 Transportation and Connections;
- 7 Housing and Communities; and
- 8 Quality Connected Places.

Product Working Groups will be charged with researching and developing products and processes to be considered by the Executive Committee and, ultimately, by the Consortium Board of Directors. These products and processes will advance the Consortium's goals of regional sustainability by tangibly assisting the Consortium members, their constituencies and their communities to become more economically vibrant, environmentally sustainable and socially equitable. The Product Working Groups shall include:

- Dashboard;
- Tool Kit;
- Policies; and
- Pilots.

From time to time, the Board of Directors may establish, on either an ad hoc or standing basis, other committees to facilitate business of the Consortium.

Section 4.8. Committee Reports

Each committee will report to the Directors when required.

Article V – Officers

Section 5.1. Officers Designated

The Officers of the Consortium shall include a Chair, one or more Vice Chairs, a Secretary, a Treasurer, and such other Officers and assistant officers as they deem necessary. The Treasurer shall be the representative of the Northeast Ohio Areawide Coordinating Agency. All officers shall be Directors or Alternate Directors of the Consortium. In addition to fulfilling his/her role on the Board of Directors, a Director or Alternate Director may also serve as an Officer of the Consortium. Any two or more offices, except the offices of Chair and Vice Chairs, may be held by the same person, but no Officer may execute, acknowledge, or verify any instrument in more than one capacity if the instrument is required by Ohio law or this Code of Regulations to be executed, acknowledged, or verified by two or more Officers.

Section 5.2. Election of Officers

The Officers, except Treasurer, shall be elected by the Board of Directors at their annual meeting or at any meeting called for such purpose, and shall hold office until their successors are duly elected and qualified unless otherwise specified by the Directors, subject, however, to prior resignation, death, or removal.

Section 5.3. Removal

Any Officer shall be subject to removal, with or without cause, at any time, by the vote of a majority of the Directors.

Section 5.4. Resignation; Vacancies

Any Officer elected or appointed by the Directors may resign at any time by giving written notice to the Directors. A resignation shall take effect at any time specified therein, and unless otherwise specified therein shall become effective on delivery. The acceptance of such resignation shall not be necessary to make it effective unless so specified in the resignation. Any vacancy occurring in an office of the Consortium may be filled by the Board of Directors by a majority vote.

Article VI – Duties of Officers

Section 6.1. Chair

The Chair shall preside over all meetings of the Directors and the Executive Committee and shall perform all duties as may from time to time be required by him or her by the Board of Directors.

The Chair shall be authorized to sign all grant letters, contracts and other documents and instruments on behalf of the Consortium. Unless otherwise established by the Directors, the Chair may authorize the Vice Chairs, Secretary, or Treasurer to sign documents and instruments on behalf of the Consortium, as deemed necessary and/or appropriate by the Chair, to the extent that the signing of such documents and instruments is within the authority granted to the Chair by the Directors.

NEOSCC CODE OF REGULATIONS (Approved January 22, 2013)

The Chair shall nominate the chair and members of the Nominating Committee at the Consortium's November meeting and charge that Committee with preparing a slate of Officers for consideration by the Board at its annual meeting the following January.

The Chair shall conduct an annual review of the membership of all Standing Committees (other than the Nominating Committee), Program Committees and Other Committees and, in consultation with the Nominating Committee, shall recommend to the Board the appointment or reappointment of Committee members.

Section 6.2. Vice Chair(s)

The First Vice Chair shall preside over any meeting of the Directors and Executive Committee during the absence or the incapacity of the Chair, and shall act in place of and instead of the Chair in any instance when the Chair shall be unable to perform his or her duties. The First Vice Chair shall be succeeded by the Second Vice Chair if First Vice Chair is absent or otherwise incapacitated. This will be followed by any additional Vice Chairs.

Section 6.3. Treasurer

The Treasurer shall receive and keep safely under his or her control all monies, stocks, bonds, and corporate financial records in such place as may be designated by the Executive Committee, and shall cause adequate and correct accounts of the Consortium's business transactions to be kept, including accounts of its assets, liabilities, receipts, disbursements, gains and losses. The Treasurer shall order audits by a certified public accountant approved by the Executive Committee and shall order timely preparation and filing of all required tax returns.

Section 6.4. Secretary

The Secretary shall keep an accurate record of all transactions of the Executive Committee and the Directors. He or she shall give, or cause to be given, the notices required by law and/or this Code of Regulations; keep corporate minute books and record therein all minutes of Executive Committee and Directors meetings and such other matters as shall be proper and necessary; keep written policies addressing conflicts of interest, whistle-blower protections, document retention, employment practices, and the like; and issue and attest documents to be signed for and on behalf of the Consortium. All books, papers, and property of the Consortium shall be kept at the central office of the Consortium.

Article VII – Indemnity of Directors, Officers, Employees and Others

Section 7.1. Persons Protected

Directors, Officers, committee members, employees, agents, volunteers and others serving the Consortium shall be fully and completely indemnified and protected to the fullest extent possible under the authority granted to the Consortium by Section 1702.12, Ohio Revised Code; provided, however, that volunteers shall not be indemnified unless they are Directors or Officers. Indemnification protection shall include advance payments of expenses, including attorney's fees, to which such person may be entitled to under the authority of Section 1702.12(E)(5).

No Director shall be required to furnish bond for faithful performance of his or her duties and no Director shall be liable to any person whatever for any action which he or she may take or omit in good faith.

Section 7.2. Indemnification from Other Sources

The indemnification provided by this Article VI shall be non-exclusive of any other right to which those seeking indemnification may be entitled under any agreement, regulation, articles of incorporation, vote of members of disinterested Directors or otherwise, both as to action in such person's official capacity and as to action in any other capacity while holding such office. The protection provided and any entitlement shall continue as to such person who has ceased to be a Director, Officer, committee member, employee, agent, volunteer, or other covered person, and shall inure to the benefit of such person's heirs, executors, and administrators; provided that the claimed right to indemnification arises from an act or omission occurring during such person's active service to the Consortium.

Section 7.3. Liability Insurance

The Consortium shall be authorized to purchase and maintain insurance on behalf of any person entitled to indemnification and to make other arrangements permitted to non-profit corporations by Chapter 1702, Ohio Revised Code.

Article VIII – Amendments

This Code of Regulations may be amended by a majority vote of the Directors present at a meeting at which there is a quorum in attendance, provided notice of the meeting and the proposed changes in this Code of Regulations have been given to all Directors no fewer than ten days before such a meeting. If successfully amended, the Secretary will mail a copy thereof to all of the Directors who did not sign the written consent.

Article IX – Miscellaneous Provisions

Section 9.1. Governing Law

This Code of Regulations is governed by Ohio law other than that relating to conflicts of law.

Section 9.2. Interpretation

Where permitted by the context, each pronoun used in this Code of Regulations includes all genders and both singular and plural, and each noun used in this Code of Regulations includes both singular and plural. The use of the word "including" in this Code of Regulations means "including without limitation."

Section 9.3. Severability

If a court of competent jurisdiction determines a provision of this Code of Regulations to be unenforceable, the court may reform the provision so that it is enforceable to the maximum extent of

NEOSCC Technical Steering Committee Meeting Summary

Tuesday, March 12, 2013

1:30 - 3:30 pm

NOACA's Offices & GoToMeeting Webinar

Minutes from the February 12th meeting were approved. The Sasaki Team led the group via remote connection through a presentation on the Business As Usual (BAU) methodology, including a video of how areas within the grid system will be "painted" for the BAU scenario. Mr. Chris Horne (Sasaki Associates) covered in detail the abandonment drivers methodology that was refined through meetings held on February 25 and March 4 that included members of the TSC and local experts. The BAU will present areas at risk of future abandonment, and should not to be confused as a predictor of abandonment. **The TSC approved the abandonment drivers methodology.**

Mr. Paul Volpe (City Architecture) then led the group through a discussion of scenario development typologies & place categorization. Also covered were asset mapping that was derived from work the Quality Connected Places Workstream produced last year along with projects of regional significance. This information will be used by the Sasaki Team in building the scenarios. The group wanted to have additional information before approving the place categorization.

Mr. Alex Steinberger (Fregonese Associates) gave an introduction to the fiscal impact model via remote connection. This model uses county-level public information gathered through the Federal Reserve and other sources along with specific local data on development costs, revenues and expenditures, and other variables. Additional detail, including technical documentation, was to be shared with the TSC by the Sasaki Team in the following weeks. **The committee decided to assemble a small review team of local experts to critique the methodology and report their findings and comments to the TSC in the next few weeks.**

Mr. Joe MacDonald (NEOSCC PMO) updated the group on the draft preliminary Dashboard indicators matrix that was developed through the input from the Dashboard product group using findings from the Conditions & Trends Platform, local dashboards, HUD Flagship Indicators, and comparable regions. He will present this draft preliminary list at the March Board meeting.

An update on the engagement process was provided by Ms. Patti Choby (Cobalt Group). Sites for the pre-alternatives workshops were selected and confirmed and she is working on a preliminary schedule for the other two rounds of workshops. Mr. Horne then discussed the CrowdGauge online tool with the group. This tool will allow users to relate to the BAU scenario visually and will be used to gather input on regional priorities and preferences that will be used along with the workshops to develop the preferred scenario. **The committee decided that the draft priorities, projects, and policies listing needed to be further refined, and Ms. Grace Gallucci stated that she would assemble a small team to work on the list in the coming days. This refined list would then be circulated back to TSC for further comment and ultimately approval.**

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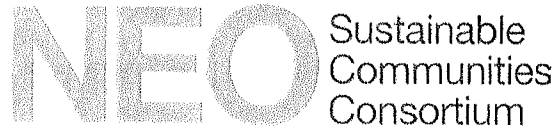
NEOSCC CODE OF REGULATIONS (Approved January 22, 2013)

the law. The unenforceability of any provision of this Code of Regulations will not affect the enforceability of any other provision of this Code of Regulations.

Section 9.4. Articles of Incorporation

The terms and conditions of the Articles of Incorporation will prevail in the event of any conflict between the terms and conditions of this Code of Regulations and the Articles of Incorporation.

«CL2:400828_1»



Northeast Ohio Sustainable Communities Consortium
146 South High Street, Suite 800
Akron, OH 44308
330-375-2949 (W) | 330-375-2771 (F) | www.neoscc.org

Memo

To: NEOSCC Board of Directors
From: Hunter Morrison
Date: 03/21/13
Re: Finance Committee

There has not been need to assemble the Finance Committee yet in 2013, but we will need to in April to review some purchases which fall under their purchase threshold and/or will need to be reviewed prior to moving to the Executive Committee and Board for authorization.

The Finance Committee is made up of at least 5 people:

- 1) The/A vice-chair
- 2) Treasurer
- 3) Three additional members appointed by the board.

In 2012, the Finance Committee was comprised of Dan Mamula, Vice-Chair, Grace Gallucci, Treasurer, Bob Nau, Mike Lyons, and Holly Brinda.

Currently, Bob Nau, Jason Segedy, and Rachel McCartney are First, Second, and Third Vice-Chairs, respectfully. Steve Hambley is the Treasurer.

In order to convene the committee, we need confirmation on which vice-chair(s) will be serving on the committee and if there are any changes to the named three additional members.

The PMO will convene the committee as a mutually agreed upon date and time in April prior to the next Board meeting.

Memo

To: Board of Directors
From: Fred Wright and Michael Lyons, Co-Chairs of the Communications and Engagement Workstream
CC: PMO
Date: 3/21/13
Re: Communications and Engagement Work Stream Update

The Communications and Engagement Work Stream met on March 6 and discussed the following:

Project Overview and Timeline

Engagement Update
Work Shop Schedule
Staffing Plan

Communications Update
Editorial Boards and Elected Officials Meeting Update
Communications Plan Update
New Overview Hand out
Communications Toolkit Webinars

Leveraged Match Outreach

Media/Organization Partnerships

Outcomes

Partnership Protocol: The Work Stream has recommended that media and other organizations that are offering in-kind matches to publicize and distribute information about the events be listed as partners on a separate page of the Vibrant NEO website. They can also be listed on one of the slides of the Work Shop presentation. At this point, the members felt that it would be difficult to begin drawing up partnership agreements so a more flexible solution was selected.

The Work Stream's next meeting will take place on April 16, 2013 at 9:30 am in the Conference Room at the Akron Urban League.

NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM

FEBRUARY 2013 - FINANCIAL INFORMATION

	TOTAL PROGRAM BUDGET (A)	EXPENDED THROUGH 02/28/13 (B)	BUDGET REMAINING (A-B)	C TARGET PROGRAM BUDGET (A/35)*25 mo.	PERCENTAGE OF TARGET PROGRAM (B/C)	PERCENTAGE OF TARGET (71%) PROGRAM (B/A)
<u>SALARIES & FRINGES</u>						
SALARIES	\$ 1,390,000	\$ 811,564	\$ 578,436	\$ 926,667	88%	58%
FRINGE BENEFITS	200,000	123,127	76,873	133,333	92%	62%
	\$ 1,590,000	\$ 934,691	\$ 655,309	\$ 1,060,000	88%	59%
<u>TRANSPORTATION</u>						
LOCAL PRIVATE VEHICLE	\$ 25,860	\$ 13,560	\$ 12,290	\$ 17,233	79%	52%
AIRFARE	5,100	3,523	1,577	3,400	104%	69%
* TRANSPORTATION- OTHER	5,360	4,313	1,037	3,567	121%	81%
* PERDIEM	8,700	3,424	5,276	5,800	59%	39%
	\$ 45,000	\$ 24,820	\$ 20,180	\$ 30,000	83%	55%
<u>SUPPLIES AND MATERIALS</u>						
OFFICE SUPPLIES	19,980	\$ 13,780	6,200	13,320	103%	69%
COPIER LEASE/USAGE	15,600	4,862	10,738	10,400	47%	31%
MEETING ACCOMODATIONS			0	0	#DIV/0!	#DIV/0!
* LAPTOPS/WORKSTATIONS	22,500	21,896	604	15,000	146%	97%
OFFICE EQUIPMENT	1,000		1,000	667	0%	0%
CELLPHONES/IT TELECOMM	30,920	12,372	18,548	20,613	60%	40%
	90,000	\$ 52,910	37,090	60,000	88%	59%
<u>CONSULTANTS</u>						
ECONOMIC BASE ANALYSIS	\$ 25,000	\$ 31,750	\$ (6,750)	\$ 16,667	191%	127%
BUILT & NATURAL ENVIRON	2,250		2,250	1,500	0%	0%
COMMUNITIES	200,000	90,542	109,458	133,333	68%	45%
TRANSPORTATION & IT CONNECTIONS	2,250	1,750	500	1,500	117%	78%
PLACE BASED REGIONAL PLAN	35,000	4,307	30,693	23,333	18%	12%
COLLABORATION & GOVERN SUPP	200,000	151,258	48,742	133,333	113%	76%
GIS & DATA INTEGRATION	75,000	64,338	10,662	50,000	129%	86%
GOVERNANCE & PMO SUPPORT	200,000	163,784	36,216	133,333	123%	82%
RESIDENTIAL ENGAGEMENT	2,500	1,000	1,500	1,667	60%	40%
PUBLIC & PRIVATE SECTOR ENGAGE	250,000	131,843	118,157	166,667	79%	53%
WEB-BASED MANAGEMENT	200,000	99,491	100,509	133,333	75%	50%
SP, FI, AND PM	1,320,000		1,320,000	880,000	0%	0%
OTHER CONSULTANTS	10,000		10,000	6,667	0%	0%
	\$ 2,522,000	\$ 740,063	\$ 451,937	\$ 794,667	93%	29%
CONSORTIUM MEMBER CONTRIBUTION	1,770,500	1,461,911	308,589	1,032,792	142%	83%
<u>CONTRACTS</u>						
DATA & RESEARCH EVALUATION	600	\$ 585	15	367	160%	98%
FISCAL AGENT FEE	89,400	66,704	22,696	54,633	122%	75%
LEGAL	36,000	24,324	11,676	22,000	111%	68%
AUDIT/TAX RETURNS/ACCTG/HR	21,000	9,516	11,484	12,833	74%	45%
FURNITURE MOVING	3,000	1,400	1,600	1,833	76%	47%
	150,000	102,529	47,471	91,667	112%	68%
<u>OTHER DIRECT EXPENSES</u>						
MONTHLY MEETING/INTRA AGENCY	\$ 36,000	\$ 13,172	\$ 22,828	\$ 24,000	55%	37%
SMARTPHONE/CELLPHONE PLANS	18,000	8,406	9,594	12,000	70%	47%
REFRESHMENTS	0	3,529	(3,529)	0	#DIV/0!	#DIV/0!
INSURANCE	7,500	3,103	4,397	5,000	62%	41%
MISCELLANEOUS	18,500	6,864	11,636	12,333	56%	37%
	\$ 80,000	\$ 35,074	\$ 44,926	\$ 53,333	66%	44%
TOTAL HUD BUDGET	\$ 6,247,500	\$ 3,351,998	\$ 1,565,502	\$ 3,122,458	107%	54% **

* These line items will be within budget as the program progresses toward completion.

** The Consortium has expended approximately fifty-two percent of the Sustainable Communities budget.

Total Contributions To Date:

Members 43.61%

HUD 56.39%

NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM

CASH POSITION AS OF FEBRUARY 28, 2013

<u>DESCRIPTION</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>
BEGINNING BALANCE			\$ 629,373.06
HUD LOCCS REIMBURSEMENT	\$ 51,848.00		
FFOEF CONTRIBUTIONS	0.00		
MEMBER CONTRIBUTIONS	0.00		
MISCELLANEOUS	0.00		
VENDORS		\$ 47,368.06	
PAYROLL		42,977.45	
ENDING BALANCE			\$ 590,875.55
TOTAL	\$ 51,848.00	\$ 90,345.51	

RECEIPTED FUNDS:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)	\$ 2,355,035.00
FUND FOR OUR ECONOMIC FUTURE (FFOEF)	115,563.63
CITY OF ELYRIA	10,000.00
TOTAL	\$ 2,480,598.63

ADDITIONAL CASH RESOURCES:

NOACA LINE OF CREDIT \$0

Memo

To: NEOSCC Board of Directors
 From: Emma Petrie Barcelona
 Date: 3/21/2013
 Re: Open and Pending Contracts and RFPs

Action requested

None

Contract Status

Consultants

Vendor/ Purpose	Expended	Invoices pending	PO Amount	Status
Center for Community Solutions Regional Data Identification and Availability 2011-10	\$16,565	-	\$23,000	In progress- additional work supporting Sasaki and dashboard
R-Strategy Communications, Website and Market Research 2012-09	\$255,314	\$12,176	\$356,320	Work ongoing, on schedule. Will be requesting an authorization amount increase in April or May.
Center for Community Solutions Creating maps and basic GIS work 2012-11	\$15,420	-	\$24,948	In progress- additional work supporting dashboard and Sasaki
Cobalt Group Community Engagement Plan Implementation 2012-13	\$114,138	-	\$126,760	Work to be concluded in March- additional work will be part of Sasaki contract
Analysis of Impediments to Fair Housing Western Economic Services 2012-14	\$70,823	\$23,040	\$163,140	Work ongoing, on schedule
Program Planning Consultant, Scenario Planning and Fiscal Impact 2012-21	-	-	\$1,300,000	Under contract, no invoices received to date
Currere Board Facilitation 2012-07 2012-17 extension	\$167,393	-	\$179,063	Work to be completed in January

Other Contracts

Vendor/ Purpose	Expended	Invoices pending	PO amount	Status
Temporary Legal Services Schneider, Smeltz, Ranney & LaFond P.L.L.	\$3,000	\$1,145	\$3,000	Term work complete- Final invoice received.
Imagen Photography Board meeting recording 2012-12	\$5,750	\$575	\$8,050	Approved 5-8-12
FY12 and FY13 Audit and Tax Services Meaden & Moore	-	-	\$12,320	Agreement in place for FY2012
Legal Counsel Buckingham, Doolittle & Burroughs	\$21,017	\$1,704	\$25,000	Agreement in place- no retainer, monthly invoices based on work performed

Open and Pending RFQs/RFPs

- a. Open
- b. Pending or planning phases

Completed agreements

Vendor/ Purpose	Expended	Amount unspent	PO amount	Status
Civic Commons Young Professional Events 2012-08	\$20,651	\$1,349	\$22,000	Complete
Cobalt Group Drafting engagement plan 2012-10	\$23,885	-	\$23,885	Complete
Legal Counsel Non-Profit Filing 2011-01	\$9,065	\$935	\$10,000	Complete
Meaden & Moore Audit 2012-04	\$7,143	\$107	\$7,250	complete
CSU- Kirby Date QCP WS Management 2012-03	\$29,900	\$100	\$30,000	Complete

NEOSCC Consortium Membership & Leveraged Match Tracking - as of February 19, 2013

#	Consortium Board Member	Notes	Committed Match per Consortium Agreement	Cummulative Reported Match	Percentage of Reported to Committed Match
1	Akron, City of	received through 4Q12	\$ 69,000	\$ 88,739.53	128.6%
2	Akron Metropolitan Area Transportation Study (AMATS)	received through 4Q12	\$ 127,812	\$ 108,919.69	85.2%
3	Akron Metropolitan Housing Authority	nothing received	\$ 77,642	\$ -	0.0%
4	Akron Urban League	received through 4Q12	\$ 69,000	\$ 8,868.62	12.9%
5	Ashtabula County	received through 2Q12	\$ 69,000	\$ 3,600.90	5.2%
6	Catholic Charities, Diocese of Youngstown	received through 4Q12	\$ 30,000	\$ 3,927.11	13.1%
7	Center for Community Solutions	received through 4Q12	\$ 42,900	\$ 6,613.80	15.4%
8	Cleveland, City of	received partial through 2Q12	\$ 69,000	\$ 9,581.40	13.9%
9	Cleveland Metroparks	nothing received	\$ 69,000	\$ -	0.0%
10	Cleveland Museum of Natural History	received through 3Q12	\$ 71,022	\$ 22,396.07	31.5%
11	Cleveland State University	received through 4Q12	\$ 79,188	\$ 80,996.76	102.3%
12	Cuyahoga County	received through 3Q12	\$ 69,000	\$ 39,460.90	57.2%
13	Cuyahoga Metropolitan Housing Authority	received through 4Q12	\$ 69,000	\$ 7,252.14	10.5%
14	Eastgate Regional Council of Governments (Eastgate)	received through 4Q12	\$ 69,000	\$ 74,424.30	107.9%
15	Elyria, City of*	received through 4Q12	\$ 69,000	\$ 28,760.53	41.7%
16	Fund for Our Economic Future**	received through 4Q11	\$ 850,000	\$ 316,835.90	37.3%
17	Greater Cleveland Regional Transit Authority	received through 4Q12	\$ 69,000	\$ 27,468.25	39.8%
18	Lorain County (Lorain County Growth Partnership)	received through 4Q12	\$ 83,897	\$ 20,751.81	24.7%
19	Lorain County Community College	received through 4Q12	\$ 49,000	\$ 4,717.95	9.6%
20	Mahoning County	received through 4Q12	\$ 69,000	\$ 19,956.15	28.9%
21	Northeast Ohio Areawide Coordinating Agency (NOACA) (Fiscal Agent)	received through 4Q12 (partial)	\$ 179,415	\$ 214,120.11	119.3%
22	Northeast Ohio Community Development Alliance	nothing received	\$ 28,771	\$ -	0.0%
23	Northeast Ohio Four County Regional Planning & Development Organization (NEFCO)	received through 4Q12 (partial)	\$ 69,000	\$ 38,793.21	56.2%
24	Policy Bridge	received through 3Q12	\$ 45,000	\$ 18,507.50	41.1%
25	Regional Prosperity Initiative	received through 4Q12	\$ 15,000	\$ 87,367.97	582.5%
26	Stark County	received through 4Q12 (began tracking 2Q12 when SCATS hit \$69,000)			
27	Stark County Regional Planning Commission/Stark County Area Transportation Study (RPC/SCATS)	received through 2Q12 - completed	\$ 69,000	\$ 24,322.39	35.2%
28	Stark Metropolitan Housing Authority	received through 3Q12	\$ 69,018	\$ 69,000.00	100.0%
29	Summit County	received through 4Q12	\$ 97,728	\$ 3,609.76	5.2%
30	Summit County Combined Health District	received through 4Q12	\$ 69,000	\$ 14,012.17	14.3%
31	Trumbull County	received through 4Q12	\$ 38,034	\$ 33,889.32	49.1%
32	Youngstown, City of	nothing received	\$ 69,000	\$ -	0.0%
33	Youngstown State University	received through 4Q12	\$ 69,000	\$ 29,075.30	42.1%
		completed match 2Q11	\$ 60,000	\$ 60,000.00	100.0%
	Total		\$ 3,048,427	\$ 1,465,969.50	48.1%

*Includes \$10,000 cash match

**Includes \$500,000 cash match, of which \$167,000 has been released and \$50,000 is pending

Northeast Ohio Sustainable Communities Consortium Board of Directors 2013 Conflict of Interest Check-Off List					
Entity	Primary Representative	Conflict of Interest Form Received	Alternate Representative	Conflict of Interest Form Received	Primary Alternate Form Received
Akron Metropolitan Area Transportation Study	Jason Segedy	X	Curtis Baker	X	X
Akron Metropolitan Housing Authority	Pamela Hawkins	X	Tony O'Leary	X	X
Akron Urban League	Fred Wright	X	Sheri Myricks	X	X
Ashtabula County	Peggy Carlo	x	Janice Switzer	x	x
Catholic Charities, Diocese of Youngstown	Brian Corbin	x	George Garchar	x	x
The Center for Community Solutions	John Begala		Emily Campbell	x	x
City of Akron	Mark Moore	x	Nancy Cook	x	x
City of Cleveland	Freddy Collier	x	Robert Brown	x	x
City of Elyria	Holly Brinda	x	Angie Byington	x	x
City of Youngstown	Bill D'Avignon	X		NO ALTERNATE	
Cleveland Metro Parks	Brian Zimmerman			NO ALTERNATE	
Cleveland Museum of Natural History	David Beach	x	Marc Lefkowitz	x	x
Cleveland State University Maxine Goodman Levin College of Urban Affairs	Edward Hill		Stuart Mendel		
Cuyahoga County	Ed Jerse	X	Nathan Kelly		x
			Emily Lungard		
Cuyahoga Metropolitan Housing Authority	Donovan Duncan	x	Shawna Daugherty	X	x
Eastgate Regional Council of Governments	John Getchey	X	Rachel	x	x
Fund for Our Economic Future	Brad Whitehead		John Mitterholzer		
Fund for Our Economic Future			Bethia Burke		
Greater Cleveland Regional Transit Authority	Joseph Calabrese	X	Maribeth Feike	x	
Lorain County	Mike Challenger	X	Donald Romancak		
Lorain County Community College	Roy Church	X	Shara Davis	X	
Mahoning County	Carol Rimechio-Righetti	x	Anna DeAscentis	x	x
Northeast Ohio Four County Regional Planning and Development Organization (NEFCO)	Joe Hadley	x	Sylvia Chinn-Lewy	x	x
NOACA	Grace Gallucci	x	Steve Hambley	x	x

NEOSCC Technical Steering Committee Meeting Summary

Tuesday, March 12, 2013

1:30 - 3:30 pm

NOACA's Offices & GoToMeeting Webinar

Minutes from the February 12th meeting were approved. The Sasaki Team led the group via remote connection through a presentation on the Business As Usual (BAU) methodology, including a video of how areas within the grid system will be "painted" for the BAU scenario. Mr. Chris Horne (Sasaki Associates) covered in detail the abandonment drivers methodology that was refined through meetings held on February 25 and March 4 that included members of the TSC and local experts. The BAU will present areas at risk of future abandonment, and should not to be confused as a predictor of abandonment. **The TSC approved the abandonment drivers methodology.**

Mr. Paul Volpe (City Architecture) then led the group through a discussion of scenario development typologies & place categorization. Also covered were asset mapping that was derived from work the Quality Connected Places Workstream produced last year along with projects of regional significance. This information will be used by the Sasaki Team in building the scenarios. The group wanted to have additional information before approving the place categorization.

Mr. Alex Steinberger (Fregonese Associates) gave an introduction to the fiscal impact model via remote connection. This model uses county-level public information gathered through the Federal Reserve and other sources along with specific local data on development costs, revenues and expenditures, and other variables. Additional detail, including technical documentation, was to be shared with the TSC by the Sasaki Team in the following weeks. **The committee decided to assemble a small review team of local experts to critique the methodology and report their findings and comments to the TSC in the next few weeks.**

Mr. Joe MacDonald (NEOSCC PMO) updated the group on the draft preliminary Dashboard indicators matrix that was developed through the input from the Dashboard product group using findings from the Conditions & Trends Platform, local dashboards, HUD Flagship Indicators, and comparable regions. He will present this draft preliminary list at the March Board meeting.

An update on the engagement process was provided by Ms. Patti Choby (Cobalt Group). Sites for the pre-alternatives workshops were selected and confirmed and she is working on a preliminary schedule for the other two rounds of workshops. Mr. Horne then discussed the CrowdGauge online tool with the group. This tool will allow users to relate to the BAU scenario visually and will be used to gather input on regional priorities and preferences that will be used along with the workshops to develop the preferred scenario. **The committee decided that the draft priorities, projects, and policies listing needed to be further refined, and Ms. Grace Gallucci stated that she would assemble a small team to work on the list in the coming days. This refined list would then be circulated back to TSC for further comment and ultimately approval.**

Mr. Jeff Anderle (NEOSCC PMO) closed the meeting with a communications update, covering the editorial board and public officials meetings that were in process. Additionally, he provided a brief Communications & Engagement Workstream update.

Action Products

Dashboard

Visualization tool that communicates a set of indicators and metrics against which progress toward the *Vibrant NEO 2040* preferred regional vision will be measured. Every indicator must be sensitive enough to reflect change in a fairly short period, be on a scale or context that make sense to stakeholders and the public, and must be able to “cause” change in policy or practice over the next 3-5 years

Policy Recommendations

Framework for analyzing the effects existing policies have on the region and what may be needed to create desired change. Provides elected officials and other decision makers with direction and support related to through policy changes and/or strengthening measures needed to achieve the region’s preferred vision



NEOSCC

Action Products

Tool Kit & Best Practices

Implementation tools and techniques to realize regional preferred vision developed through *Vibrant NEO 2040*. Provides stakeholders with resources through tools like mapping, new methods for communications and engagement, and best practices that have been developed for issues facing our region

Pilots

The emerging best practices that show promise in moving the region towards the preferred vision. They provide an opportunity to test out new approaches to solving the region’s problems, and may be small-scale or larger initiatives, but the focus will be on projects on the ground in Northeast Ohio that may be replicated or developed



NEOSCC

Committee &/or Board Presentations

Dashboard

March – Prelim. draft indicators
June – Revised indicators & prelim.
Dashboard mock-up
September – Final indicators &
Dashboard mock-up

Tool Kit & Best Practices

July – Draft tool kit & best practices
October – Final tool kit & best
practices

Policy Recommendations

August – Draft policy brief
November – Final policy brief

Pilots

May – Draft criteria and pilots list
October – Final pilots list

VIBRANT
NEO2040

NEOSCC

Activities Look-ahead Calendar

	April	May	June
Dashboard	Incorporate Board feedback on draft indicators	Meeting; revise draft indicators and prelim. mock up	Committee/Board presentations on revised indicators and prelim. mock up
Tool Kit & Best Practices	Meeting; develop draft criteria; issue Request for Best Practices (RfBP)	Meeting; review RfBP submissions; develop draft tool kit & best practices list	Refine list & prepare draft for July Committee/Board meetings
Policy Recommendations	Refine policy framework based on work group input	Continue policy research & white paper development	Meeting; refine policy brief for August Committee/Board meetings
Pilots	Meeting; define pilot selection & evaluation criteria	Present draft pilots list through Committees & Board	Work to secure commitments to implement pilots

VIBRANT
NEO2040

NEOSCC

VIBRANT NEO2040

*Northeast Ohio Regional Dashboard:
March 2013 Update*



OVERVIEW

- Progress to Date
- Prior Dashboard Efforts
- Guiding Principles
- Potential Indicator "Buckets"
- Example: County Health Rankings
- Next Steps



PROGRESS TO DATE

- January-February: Matrix of Prior Dashboard Efforts
- February 18: Internal Staff Review
- February 28: First Meeting of Dashboard Working Group
- March 10: Memo of Proposed Guiding Principles and Preliminary “Buckets” of Primary Indicators
- March 12: Technical Steering Committee Update
- March 26: NEOSCC Board Update



NEOSCC

PRIOR DASHBOARD EFFORTS

(10 DASHBOARDS REVIEWED)

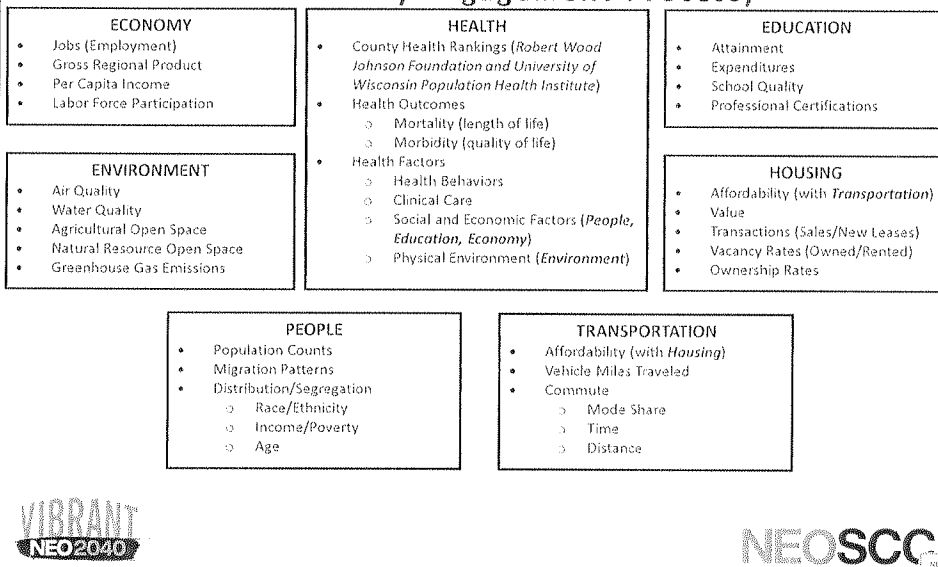
- NEOSCC Work Stream Brainstorms (Spring 2012)
- HUD Flagship Indicators (Summer 2012)
- Fund for Our Economic Future: NEO Dashboard and RECS Indicators
- Center for Community Solutions: NEORIO
- Cleveland Sustainability Office
- Poverty Center at Case Western Reserve University
- Cuyahoga County Greenprint
- San Diego Regional Dashboard (Equinox Center)
- Pittsburgh Today Regional Indicators
- Northeast Indiana Regional Dashboard



NEOSCC

POTENTIAL INDICATOR “BUCKETS”

(Final Dashboard Indicators Developed Based on
Community Engagement Process)



GUIDING PRINCIPLES

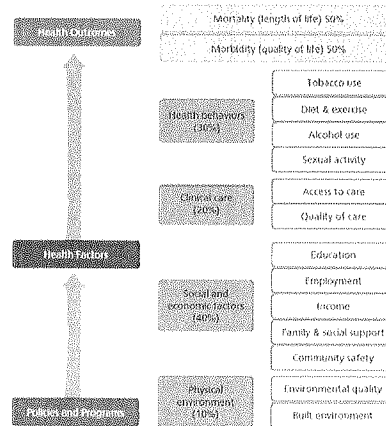
- Performance, descriptive, and comparative measures
- Keep it simple
- Both public and policymaker consumption
- Reflect short- and long-term goals; local and regional goals
- Do not limit indicators to known data sources; be aspirational
- Surrogate measures (need activity to change numbers)
- Not just numbers, also context (some things beyond control)
- Available, accessible, useable
- Keep tone positive
- Promote opportunities for input; not just for the user
- Ensure output lends itself to graphical, interactive product
- Get organizations to commit, buy-in, act to move “needle”

EXAMPLE: Community Health Rankings

Our Approach

The Rankings are based on a model of population health that emphasizes the many factors that, if improved, can help make communities healthier places to live, learn, work, and play. Building on the work at America's Health Rankings, the University of Wisconsin Population Health Institute has used this model to rank the health of Wisconsin's counties every year since 2003.

To explore the elements of our model, you can click on any of the boxes below.



VIBRANT
NEO2040

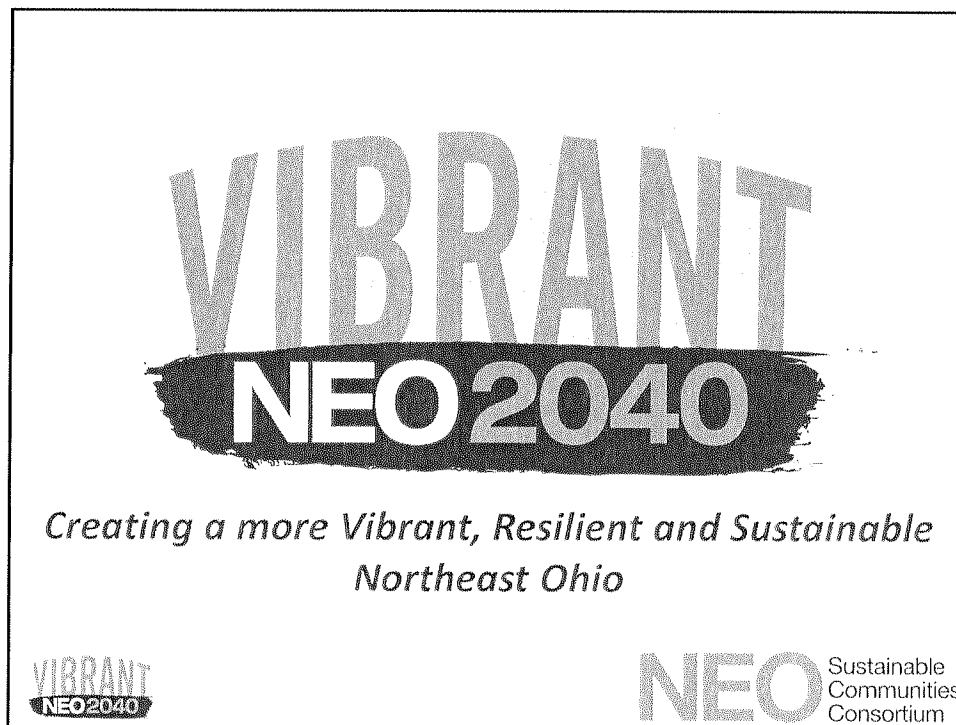
NEOSCC

NEXT STEPS

- NEOSCC Board Feedback on Dashboard
 - Presentation available in print or on website
 - Comments, suggestions, questions, or working group volunteers: contact Joe MacDonald (jmacdonald@neoscc.org)
- April 30 – May 2: Scenario Planning Community Engagement Workshops
- April – June: Development of Revised Regional Indicators, Measurements & Preliminary Visual Mock-Ups
 - Internal Staff Review
 - Dashboard Working Group
 - Technical Steering Committee
 - NEOSCC Board
- May – June: Crowd Gauge Community Engagement Tool

VIBRANT
NEO2040

NEOSCC



April Objectives

VIBRANT
NEO2040

NEOSCC
NEO

April Objectives

YOU'RE INVITED TO CREATE A MORE VIBRANT, RESILIENT AND SUSTAINABLE NORTHEAST OHIO



Pick a date and location that's most convenient for you!

APRIL 30 The Oberlin Inn
7 N Main St, Oberlin, OH 44074
(Lorain, Medina and western Cuyahoga counties)

John F Kennedy High School
2550 Central Parkway Ave. SE, Warren OH 44484
(Madison, Tuscarora and Ashland counties)

MAY 1 Third Federal Savings & Loan (auditorium)
7007 Broadway Ave, Cleveland OH 44105
(Central Cuyahoga county and inner-ring suburbs)

The Metropolitan Centre
60 Cleveland Ave., NW Canton OH 44702
(Wayne and Stark counties)

MAY 2 Akron Urban League
440 Vernon Odom Blvd., Akron OH 44307
(Summit and Portage counties)

Cuyahoga Community College Corporate College East
4400 Richmond Rd., Warrensville Hts OH 4408
(Lake, eastern Cuyahoga and Geauga counties)

NEOSCC | VibrantNEO 2040 is an initiative of the Northeast Ohio Sustainable Communities Consortium. For more information visit VibrantNEO.org

All events begin with an open house and registration from 5:30 - 6:30 PM.
Workshops take place from 6:30 - 8:30 PM. Register at vibrantneo.org/workshops

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April Objectives

- Regional Planning, Scenario Planning and Fiscal Impact
- Prepare for workshops
- Finalize BAU
- Finalize Fiscal Impact Model
- Phase 2 work plan

- Regional AI
- Continue surveys on-line
- Determining internal review protocol



April Objectives

- Product Development
- Toolkit Product Group will be meeting
- Draft pilot criteria and evaluation will be developed
- Policy Needs Brief Framework

- Communications and Engagement
- Driving traffic to workshops



Communications and Engagement



Registration is now open!

YOU'RE INVITED TO CREATE A MORE VIBRANT, RESILIENT AND SUSTAINABLE NORTHEAST OHIO



Pick a date and location that's most convenient for you!

APRIL 30 The Oberlin Inn 7 N Main St, Oberlin, OH 44074 (Luren, Medina, and western Cuyahoga counties)	John F Kennedy High School 2550 Central Parkway Ave, SE, Warren OH 44484 (Mahoning, Tuscarora and Ashland counties)
MAY 1 Third Federal Savings & Loan (auditorium) 7007 Broadway Ave, Cleveland OH 44105 (Central Cuyahoga county and inner-ring suburbs)	The Metropolitan Centre 60 Cleveland Ave., NW, Canton OH 44702 (Wayne and Stark counties)
MAY 2 Akron Urban League 440 Vernon Odom Blvd., Akron OH 44307 (Summit and Portage counties)	Cuyahoga Community College Corporate College East 4400 Richmond Rd., Warrensville Hts, OH 4408 (Lake, eastern Cuyahoga, and Cuyahoga counties)

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Work Shop Outreach

- General Public
- Network of Network List
- NEOSCC Mailing List
- State Legislators, Mayors and Township Trustees
- Board Organizations and Networks
- Work Stream Members
- Media



Communications

- Completed meetings with The Akron Beacon Journal, The Plain Dealer, The Vindicator and Crain's – other meetings still be scheduled
- Launched media network, google, and facebook advertising
- Other outlets will begin in April



Work Shop Outreach

- General Public
- Network of Network List
- State Legislators, Mayors and Township Trustees
- Board Organizations and Networks
- Work Stream Members
- Media




What you can do

Communications Tool Kit

- PDF of the Vibrant NEO 2040 handout
- Square ad image
- Banner ad image
- JPEG of the Work Shop invite
- Sample 100, 200, 300, 500 word articles
- Sample email message
- Sample Facebook post
- Sample Tweets
- PDF of What is Scenario Planning?
- Sample Press Release



Communications Tool Kit



Vibrant NEO 2040 will use a tool called **Scenario Planning** to help draw a clearer picture of Northeast Ohio's future. We will develop scenarios about Northeast Ohio's possible futures by asking, "If we do these things, what will be the results?"

What Will the Future Cost?

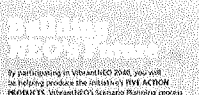
Creating NEO's Future Depends On You!

Find out how at: VibrantNEO.org/Opportunities

3 Rounds of Workshops

VibrantNEO 2040 will hold three rounds of multiple, evening workshops all across the region to make it easy for Northeast Ohioans to attend. To see the workshop schedule broken out by location and find out more, visit VibrantNEO.org/Workshops.

1 Apr 30 - May 2 Evening & Virtual Scenario Public Workshops	2 Jul 29 - Aug 2 Alternative Scenario Public Workshops	3 Sep 9 - Sep 12 Preferred Scenario Public Workshops	October 22 Presentation of Final Report to Board and Public
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By participating in VibrantNEO 2040, you will be helping produce the initiative's final ACTION PLAN. VibrantNEO's Scenario Planning process will produce its first Action Plan.


As part of our plan to improve, adapt, and enhance the Northeast Ohio Vision 2040, we are conducting a survey. Information has been shared with the public.

- ✓ **Scenario Planning** is a key tool in building a future based on Northeast Ohio's values.
- ✓ **VibrantNEO 2040** is a key tool in building a future based on Northeast Ohio's values.
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- ✓ **VibrantNEO 2040** is a key tool in building a future based on Northeast Ohio's values.


ASHTABULA • CUYAHOGA • GEauga • LAKE • LOrain • MAHoning • MEDina • PORTage • STARK • SUMmit • TrUMBull • WAYne





Communications Tool Kit




CREATE A MORE VIBRANT NORTHEAST OHIO







ADD YOUR VOICE!

April 30 Oberlin Warren	May 1 Cleveland Canton	May 2 Akron Warrensville Hts.
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Click to learn more!

Communications Tool Kit

**CREATE A
MORE VIBRANT
NORTHEAST OHIO**

**VIBRANT
NEO2040**

Click to learn more!

**VIBRANT
NEO2040**

ADD YOUR VOICE!

Join Us

April 30

Oberlin
Warren

May 1

Cleveland
Canton

May 2

Akron
Warrensville Hts.



NEOSCC

Click to learn more!

NEOSCC

What you can do

Next two weeks

1. Printed Invites and Overviews will be delivered to your office; please distribute
2. A formatted email invite was just sent to you (Email #1), please send to your contacts
3. A communications tool kit email was just sent to you (Email #2) please make sure it gets to the appropriate person (communications staff)
4. Participate or ask your communications staff to participate in the tool kit webinars on April 2 and 3rd (details are in Email #2)

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NEO2040**

NEOSCC



VIBRANT NEO 2040

VibrantNEO 2040 is an effort of the Northeast Ohio Sustainable Communities Consortium (NEOSCC) to create a more vibrant, sustainable, and resilient future for Northeast Ohio (For more information, please visit www.vibrantneo.org.) To achieve this goal we have to figure out what choices we can make now that will give us the greatest chance for success in the future. To do this, NEOSCC is using a tool called **SCENARIO PLANNING**.

What Is Scenario Planning?

SCENARIOS are stories about the future. They summarize likely future outcomes based on what we know about the present and what we know about how the world works. Every weather forecast, for example, presents a scenario for the future, based on what meteorologists know about the current weather and what they know about how weather patterns develop.

VibrantNEO 2040's scenarios will tell stories about our possible futures, based on where Northeast Ohio is today and the choices we might make about how we use our land and how we invest our resources. Once we create these scenarios, we will be able to compare how successful they are at achieving our common goals for the region, judge which choices would be best for Northeast Ohio's future, and create a shared vision and framework for the future around those choices.

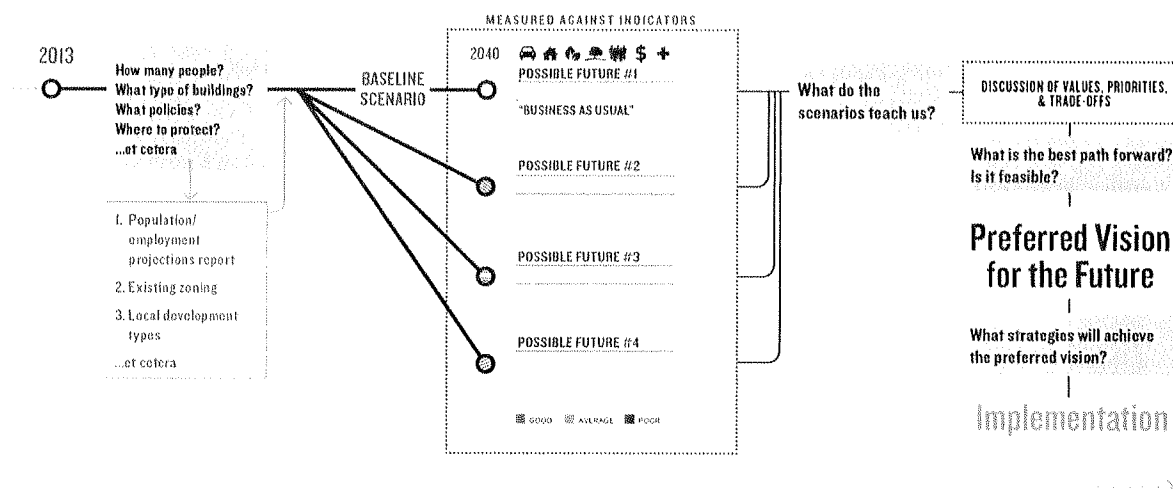
VibrantNEO 2040's Scenario Planning

STEP 1: WHERE IS NORTHEAST OHIO TODAY?

Every VibrantNEO 2040 scenario will start with measuring where we are now and identifying trends that may affect our future: These include what is happening with our population, how are we using land, what policies are we pursuing and enacting, what are we investing in, and many more factors.

STEP 2: WHAT IF WE KEEP DOING WHAT WE ARE DOING NOW?

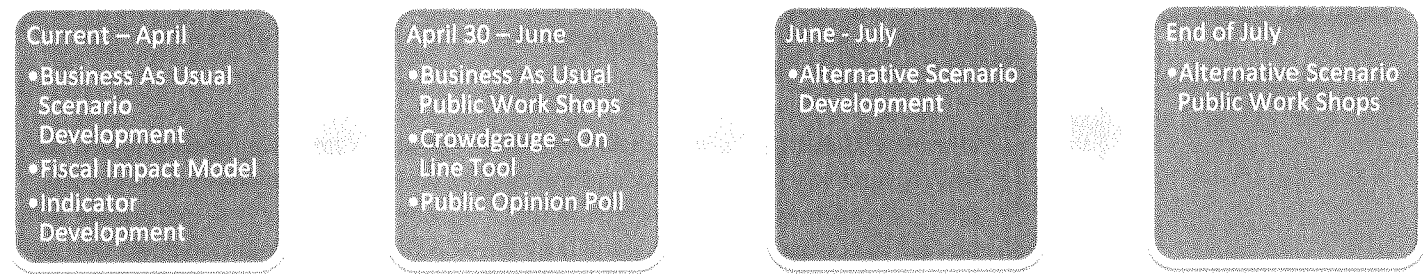
The first scenario VibrantNEO 2040 will develop is called "BUSINESS-AS-USUAL." It outlines what Northeast Ohio's future will look like if we keep doing what we are currently doing - what will our communities look like, how successful will our economy be, and how much will it likely cost us, if we keep our current policies and approaches to land use, transportation and development in place?



STEP 3: WHAT IF WE PURSUE DIFFERENT PRIORITIES?

Once we know what will happen if we keep doing what we are currently doing, we can begin to ask how the future might change if we start doing things differently. What if we decide to protect certain types of land use or choose to make broadening the different types of housing options available to Northeast Ohioans our number one goal? Each of these choices could lead to a different scenario.

To know which scenarios to create, VibrantNEO 2040 is asking people from all across Northeast Ohio to participate in scenario-building exercises that will help make sure we are focused on the things Northeast Ohioans think are most important. Working with the information gathered through these exercises and the other ways the public can participate, we will develop a small set of **ALTERNATIVE SCENARIOS** about Northeast Ohio's future to go along with the Business-As-Usual scenario.



STEP 4: WHAT SCENARIOS LEAD TO THE BEST OUTCOMES?

To judge the choices we make in the Business-As-Usual scenario and the other scenarios we develop, we will need to identify **SCENARIO INDICATORS**, which allow us to measure and compare trends and likely outcomes in the different scenarios. These indicators will reflect Northeast Ohio's priorities, will be easy to understand, will work across all the scenarios being reviewed, and will help show our region's long-term health. The indicators that we settle on will serve as a scorecard to rate the different scenarios. Based on this scorecard we will be able to judge the results of the choices we might make.

STEP 5: HOW SHOULD WE PRIORITIZE OUR CHOICES FOR NORTHEAST OHIO?

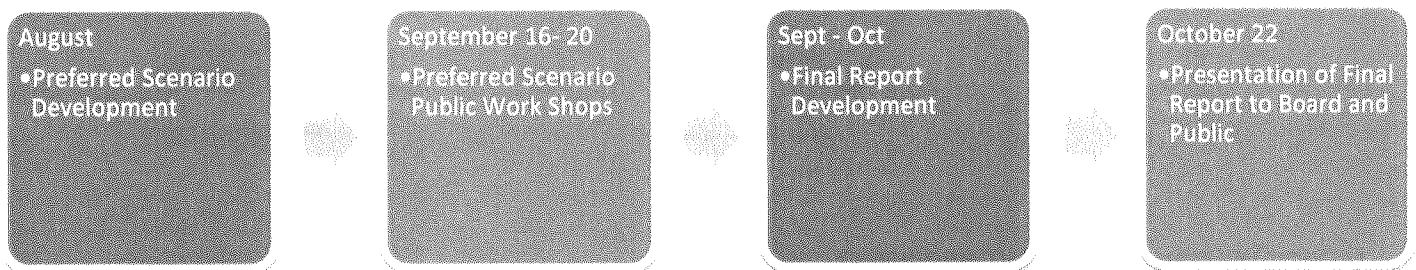
In addition to knowing the likely results of the choices we make, we also need to know what our choices will cost, and how they might pay off. For this, VibrantNEO 2040 will develop a detailed **FISCAL IMPACT ANALYSIS**, which will allow us to explore the financial trade-offs we might have to make to achieve our goals for the region. With our scenarios, indicators, and fiscal impact analysis in hand, VibrantNEO 2040 will challenge Northeast Ohioans to have a thoughtful, region-wide conversation about what we really value about our region and what we are willing to invest in those values.

STEP 6: WHAT DOES OUR PREFERRED VISION OF NORTHEAST OHIO'S FUTURE LOOK LIKE?

Knowing what we as Northeast Ohioans value and how we prefer to prioritize our region's choices and investments, VibrantNEO 2040 will take what we have learned from its different scenarios – what worked best in each scenario in pursuing Northeast Ohio's goals and priorities – and build a new scenario for the region that maximizes our outcomes. This will be the final product of VibrantNEO's Scenario Planning: **Our region's PREFERRED SCENARIO for its future.**

WHAT'S NEXT?

VibrantNEO's Preferred Scenario will represent the best path that Northeast Ohio can take to create the kind of future it wants for this region. Once the Preferred Scenario is complete, VibrantNEO 2040 will turn to its next step of moving Northeast Ohio down this path: **IMPLEMENTATION.**



For additional information or to learn more about how to get involved, please visit www.vibrantneo.org.



April 2013 List

1. Vibrant NEO Workshops –April 30, May 1 and May 2 (<http://vibrantneo.org/workshops/>)
Open House and Registration begin at 5:30, ALL WORKSHOPS WILL BEGIN 6:30 PM.

April 30

Oberlin (Lorain, Medina, and western Cuyahoga)

The Oberlin Inn, 7 North Main Street, Oberlin, OH 44074

Warren (Mahoning, Trumbull and Ashtabula)

John F. Kennedy High School, 2550 Central Pkwy Ave SE, Warren, OH 44484

May 1

Cleveland (Central Cuyahoga and inner-ring suburbs)

Third Federal Savings & Loan (Auditorium), 7007 Broadway Avenue, Cleveland, OH 44105

Canton (Wayne and Stark)

The Metropolitan Centre, 601 Cleveland Avenue NW, Canton, OH 44702

May 2

Akron (Summit and Portage)

Akron Urban League, 440 Vernon Odom Boulevard, Akron, OH 44307

Warrenville Hts. (Lake, eastern Cuyahoga, and Geauga)

Corporate College – East, 4400 Richmond Road, Warrensville Heights, OH 44128

2. Workshop volunteers are still needed for facilitation and other tasks. Contact: kbritt@neoscc.org.
3. Work Shop Communication Toolkit webinars: April 2 and 3. See email notification or contact: janderle@neoscc.org.
4. Final Quality Connected Places (QCP) meeting on April 12, 2:00-4:00 pm, location to be determined. This meeting will wrap up the work from the past year and serve as an opportunity to recruit volunteers for Scenario Planning. For information on QCP, contact jwhyte@neoscc.org.
5. Regional Analysis of Impediments to Fair Housing Choice survey is still open. Visit <http://vibrantneo.org/vibrantneo-2040/neoscc-fair-housing-surveys-released/> for more information or contact akobak@neoscc.org.
6. DUE APRIL 10 - Leveraged Match (SMaier@mpo.noaca.org and janderle@neoscc.org) The Communications & Engagement Work stream will be conducting outreach regarding member match and involvement (Please remember to submit your match forms to sustainablecommunities@mpo.noaca.org) for 2013.

April 2013	
<p><u>Regional Planning, Scenario Planning and Fiscal Impact</u> Prepare for workshops Finalize BAU Finalize Fiscal Impact Model Phase 2 work plan</p> <p><u>Regional AI</u> Continue surveys on-line Determining internal review protocol</p> <p><u>Product Development</u> Toolkit Product Group will be meeting Draft pilot criteria and evaluation will be developed Policy Needs Brief Framework</p> <p><u>Communications and Engagement</u> Driving traffic to workshops</p>	<p><u>Meetings/Presentations</u> April 9– Technical Steering Committee Fiscal Impact Model and Business As Usual Scenario Draft Review</p> <p>April 12 – Quality Connected Places 2:00 – 4:00, Location TBD</p> <p>April 16 – Communications and Engagement, 9:00 am, Akron Urban League</p> <p>April 23 –Board Meeting 1:00 pm, Akron Urban League Fiscal Impact Model and Business As Usual Scenario Review</p> <p>Finance Committee meeting TBD</p> <p>Time of Technical Steering Committee TBD</p> <p>Date of Executive Committee TBD</p>