

**NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM  
BOARD OF DIRECTORS MEETING  
Tuesday, January 22, 2013, 1:00 PM  
Akron Urban League 440 Vernon Odom Boulevard, Akron, OH**

1. Welcome and Introductions
  - A. Welcome to Local Officials
  - B. Introduction of Consortium Members
2. Public Comment
3. For Action
  - A. Approval of Meeting Minutes, December 18, 2012 (attachment)
  - B. Election of 2013 NEOSCC Officers and Executive Committee (attachment)
  - C. Approval of Update and Revision to the Code of Regulations (attachment)
  - D. Approval of Update and Revision to the Conflict of Interest Policy (attachment)
4. For Discussion
  - A. Leveraged Match Resource Allocation (S. Maier)
  - B. Board Organizations Primary and Alternate Representatives (H. Morrison)
  - C. Quality Connected Places Typologies (H. Morrison)
  - D. 2012 Year in Review (H. Morrison)
5. For Information
  - Standing Committee Reports
    - A. Executive Committee Report (attachment)
    - B. Technical Steering Committee (attachment)
    - C. Finance Committee Report (attachment)
    - D. Communications and Engagement Committee Report (attachment)
    - E. Nominating Committee Report (no report)
    - F. Personnel Committee Report (no report)
  - Organization
    - A. Month End Financial Report (attachment)
    - B. Open and Pending Contract Update (attachment)
    - C. Leveraged Match Report (attachment)
    - D. HUD Monthly Report (attachment)
    - E. Vibrant NEO 2040 Objectives February, March and April (attachment)(H. Morrison)
    - F. Vibrant NEO 2040 Communications and Engagement (J. Anderle and P. Choby)
    - G. The February Watch List (H. Morrison)

Adjourn

**Next Board Meeting: Tuesday, February 26, 2013  
Akron Urban League 440 Vernon Odom Boulevard, Akron, OH**

**NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM  
BOARD OF DIRECTORS MEETING**

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**Tuesday, December 18, 2012  
Hudson Library**

**Board Members:** Jason Segedy, Pam Hawkins, Mark Moore, Freddy Collier, Holly Brinda, David Beach, Ed Jerse, John Getchey, Brad Whitehead, Maribeth Feke, Grace Gallucci, Greg Brown, Mike Lyons, Bob Nau, Jeff Dutton, Corey Minor Smith, Gene Nixon, Bill Miller, Ron Chordas, George Garchar, Shawna Daugherty, Dan Mamula, Joe Hadley

**Alternates:** Nancy Cook, Rachel McCartney, Sara Maier, Don Romancak, Tom Tyrrell, Sylvia Chin Levy, Donna Skoda

**Others in Attendance:** Hunter Morrison, Emma Petrie Barcelona, Jeff Anderle, Anthony Kobak , Antoine Buie, Carl Brinkley, Zach Brown, Kelly D. Harris

A QUORUM WAS PRESENT: **Jason Segedy** called the meeting to order at 1:35 p.m.

1. Welcome and Introductions
  - A. Welcome to Local Officials and Local Officials' Comments: No Local Officials were present.
  - B. Welcome to Work Stream Members: Segedy welcomed the Work Stream members to the meeting and thanked them for their contribution to the work of the Consortium.
  - C. Introduction of Consortium Members: Segedy asked that the board members and alternates introduce themselves and indicate their Work Stream and/or Product Group membership.
2. Public Comment: there was no public comment
3. Report on the Board of Directors and Executive Committee
  - A. **ACTION:** Approval of the Meeting Minutes, November 27, 2012: **Corey Minor** moved, **Joe Hadley** seconded a motion to approve the minutes of November 27, 2013. The motion was **Approved**.
  - B. Executive Committee Report: Segedy reported on regular Executive Committee meeting held December 18, 2012.
  - C. Board and Executive Committee Meeting Schedule: Segedy noted that the next Executive Committee meeting will be January 8, 2013, 1:30 p.m. at the Citi Center Basement Conference room. The next Board meeting will be held on January 22, 2013 at the Akron Urban League. This will be the Consortium's Annual Meeting.
  - D. Board Member Learning/Sharing Sessions. **Jeff Anderle** reported on the two Learning/Sharing sessions and noted that the third and final session will be held on Wednesday December 19<sup>th</sup> from 8:30-1. Packets will be mailed out at the first of the year for members that couldn't attend. Anderle reported that attendance at the MPO/COG workshops has been good. The intent of these "on-boarding" sessions has been to review the Conditions and Trends report and prepare the participants to engage in the scenario planning work.
  - E. Finance Committee Report: **Grace Gallucci** gave the Committee report. She noted that the HUD grant will expire on December 31, 2013 and that the Executive Director's contract runs thru June 2014. Funds may need to be raised for continual operational support. She noted the need to get the full participation of all Consortium members to use their leveraged match to complete the project.
  - F. Technical Steering Committee: There was no report.

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- G. Nominating Committee report: In the absence of the Chair, **Connie Krauss**, **Dan Mamula** presented the report of the Committee. He thanked the members for their service and reported that the Committee recommended the following slate of Officers, Directors and Alternate Directors to serve on the Consortium's Executive Committee:

Chair	Grace Gallucci, NOACA
First Vice-Chair	Bob Nau, SCATS
Second Vice-Chair	Jason Segedy, AMATS
Third Vice-Chair	Rachel McCartney, Eastgate
Treasurer (NOACA)	Steve Hambley, NOACA
Secretary	Fred Wright, Urban League
AMATS Region At-large:	Gene Nixon (Donna Skoda)
Eastgate Region At-large:	Bill D'Avignon (Alternate Member to be determined)
NOACA Region At-large:	Freddie Collier (Shawna Daugherty)
SCATS Region At-large:	Jeff Dutton
Eastgate Director:	John Getchey
NEFCO Director:	Joe Hadley (Connie Krauss)
FFEF Director:	Brad Whitehead (John Mitterholzer, Bethia Burke)
RPI Director:	Mike Lyons (Tom Tyrell)

Discussion of the Committee's recommendations followed. Of interest to the Board members were the selection criteria, diversity, and the role of the MPOs. Mamula noted that the Committee was unable to name an alternate for the Eastgate Region At-Large and indicated that Rachael McCartney would reach out to Ashtabula County to secure a nominee. Jason Segedy thanked Dan Mamula for his contributions to the board and asked for a motion to approve the Slate of Officers, Executive Committee members and their designated alternates.

**ACTION:** A motion to approve the slate of Officers, Executive Committee members and their designated alternates was made by **Mike Challenger** and seconded by **Bill Miller**. The motion was **Approved**.

4. Organization

- A. Presentation of the Current Financials/Budget Update
- i. Leveraged Match Report and Survey: **Sara Maier** reported that there is not much change in the leverage match from the previous month. She reminded members that reports need to be turned in order for your organization to credit for its time. She reported that the leveraged match survey results have increased, and asked members to please continue filling out the survey. She reiterated that we are relying on the in-kind services to fulfill positions with the Sasaki project.
  - ii. Month End Financial Report: **Emma Barcelona** noted that the November Month End Financial Report is in the members' packets. She reviewed the document for the Board, noting the cash received from the Fund through TeamNEO posted in November and that the table has been amended to add a column to reflect 35 months of expenditures in accordance with our understanding that the Grant period ends on December 31, 2013.

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- iii. Barcelona described the proposed Budget Revision and explained that the revision was needed in order to enable the Consortium to enter into contract with Sasaki et. al. She reported that the proposed revisions have been reviewed and approved by the Finance Committee.

**ACTION:** A motion to approve Resolution No. 2012-19 Budget Revisions was made by **George Garchar** and seconded by **Dan Mamula**. The motion was **Approved**.

- iv. Open and Pending Contracts: Barcelona reviewed the update contained in the members' packets.
- v. Regional Planning/Scenario Planning/Fiscal Impact Consultant: Hunter Morrison presented the recommended actions regarding the retention of the Sasaki team to undertake regional planning, scenario planning and fiscal impact analysis. He explained that the Consortium selected the Cobalt Group to carry out engagement activities and previously authorized the PMP to contract for the first phase of a contemplated three-phase process. He reported that Cobalt is competing Phase I. By mutual agreement of the parties, Sasaki will retain Cobalt directly for the remaining phases and be responsible for supervising and coordinating its work. He noted that, in order for the Consortium to enter into a contract with Sasaki for regional planning, scenario planning and fiscal impact analysis it must first terminate its existing contract with the Cobalt Group with the understanding that the firm will become part of the Sasaki Team going forward. He noted that the Executive Committee has approved this motion.

**ACTION:** A motion to approve **Resolution No. 2012-20** terminating for convenience the existing Cobalt Group Contract with the Consortium upon the completing of Phase I was made by **Mike Lyons** and seconded by **Holly Brinda**. The motion was **Approved**.

Morrison described the proposed contract with Sasaki et. al. and answered the Board's questions on the scope, deliverables, time line and budget. Following his presentation, he requested approval of **Resolution 2012-21** authorizing the Project Management Office to enter into a contract with Sasaki Associates in an amount not to exceed \$1,300,000 to undertake regional planning, scenario planning and fiscal impact analysis. Extensive discussion of the proposed motion took place.

**ACTION:** A motion to approve **Resolution No. 2012-21** was made by **Mike Lyons**, and seconded by **Steve Hambley**. The motion was **Approved**.

- B. Vibrant NEO Engagement Update: Patti Choby of the Cobalt Group and Sally Parker of the Currere Group presented a report on the themes and issues that have been articulated during the MPO/COG workshops.

Mayor Currin thanked us for returning to Hudson Library where it all began.

A **motion** to adjourn the meeting was made by **Mike Challender** and seconded by **Holly Brinda**. Motion approved. The meeting ended at 3:40 p.m.

**The next board meeting will be held on Tuesday January 22<sup>nd</sup>  
at the Akron Urban League**

NEOSCC

Nominated 2013 Slate of Officers and Executive Committee members

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The following slate of NEOSCC 2013 Officers and Executive Committee members was nominated at the December 18, 2012 Board Meeting.

Chair/NOACA	Grace Gallucci
First Vice-Chair/SCATS	Bob Nau
Second Vice-Chair/AMATS	Jason Segedy
Third Vice-Chair/Eastgate	Rachel McCartney
Treasurer/NOACA	Steve Hambley
Secretary	Fred Wright
SCATS Region At-large:	Jeff Dutton
Eastgate Director:	John Getchey
Eastgate Region At-large:	Bill D'Avignon (alternate tbd at a later date)
AMATS Region At-large:	Gene Nixon (Donna Skoda)
NOACA Region At-large	Freddie Collier (Shawna Daugherty)
NEFCO:	Joe Hadley (Connie Krauss)
FFEF:	Brad Whitehead (John Mitterholzer)
	(Bethia Burke)
RPI:	Mike Lyons (Tom Tyrell)

Northeast Ohio Sustainable Communities Consortium

Executive Committee Meeting – Summary of Action

Tuesday, January 8, 2013, 1:30pm

**1.) Approval of Meeting Minutes – Dec 18, 2012**

Motion: Jason Segedy

Seconded: Bob Nau

Approved: yes

- 2.) The Executive Committee agreed to meet immediately prior to the Board of Directors meeting until April, when the 12 Counties in 12 Months program continues.

**Next Executive Committee Meeting will be held at the Akron Urban League  
February 26, 2013 at 11:00am.**

**Next Board of Directors Meeting will be held at the Akron Urban League January  
22, 2013 at 1:00pm.**

- 3.) Proposed Changes to the Code of Regulations and Conflict of Interest Policy were discussed. Additional documents containing proposed changes can be provided.

**Motion to approve the document as amended.**

Motion: Jason Segedy

Seconded: Feddy Collier

Approved: yes

- 4.) Finance committee: Rachel will now serve on the finance committee, before this is official Dan Mamula needs to be contacted.
- 5.) Communications: Finishing up county engagement meetings, six more still remain. A best practices page will be added to website based on feedback from the Fund.
- 6.) Preferred Sustainability Status Discussion.

**7.) Motion for Staff to create ideas on Pilots.**

Motion: Mike Lyons

Seconded: Mike Lyons

Approved: yes

## **NEOSCC Joint Technical Steering Committee & Finance Committee Meeting Summary for January 2013 Board of Directors Meeting**

**Tuesday, December 18, 2012**

**9:30 am - 10:00 am Technical Steering Committee ONLY**

**10:00 am – 11:00 am JOINT Technical Steering Committee & Finance Committee Meeting**

Hudson Library & Historical Society  
96 Library Street, Hudson, OH 44236

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The following three actions were made at the meeting:

- **ACTION:** Agreement to complete the first phase of the Cobalt contract without proceeding with subsequent phases of work, thereby terminating the Cobalt agreement at the end of January 2013, was approved by a motion from Ms. Gallucci, seconded by Mayor Holly Brinda, and carried through a unanimous decision.
  - **ACTION:** The Sasaki agreement, inclusive of the remaining engagement funds, in an amount not to exceed \$1.3 million was approved by a motion from Mr. Lyons, seconded by Mr. Bob Nau, and carried through a unanimous decision
  - **ACTION:** The revised budget was approved with a motion from Mr. Dan Mamula, seconded by Mr. Nau, and carried through a unanimous decision.
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A partially joint meeting of the Technical Steering Committee (TSC) and Finance Committee (FC) was held on December 18, 2012 due to the overlap in agenda items and membership. The first portion of the agenda was for the TSC only. The group discussed the outcomes of the MPO/COG workshops held in the prior weeks. All noted that workshops were effective and engaging for the audience. A suggestion was made that NEOSCC should also include speaking at county commission meetings as part of its engagement strategy. All agreed that in order to try to reach and engage elected officials the message should be personalized versus having data as the lead-in. They should also know upfront what the “ask” is of them.

Each MPO director also described where each was in the process of finalizing their long-range transportation plans (LRTPs). There was significant discussion about how the NEOSCC efforts may be reflected in MPO LRTPs. Due to the planning cycle, the most direct impact will likely come in the next iteration. Ms. Gallucci noted that MPOs will all create their LRTPs independently of NEOSCC but

that the initiative can serve to provide a larger framework in which the individual plans may operate. The TSC also discussed leveraged match commitments.

For the joint portion of the meeting the TSC and FC discussed the outcome of the grant condition meeting with the Fund that was held on December 11. The December meeting was held to discuss the Fund's grant conditions and the Executive Committee's response and counterproposal to them. Participants of that meeting were Brad Whitehead, Bob Jaquay, Mary-Scott Cebul, Bethia Burke, Grace Gallucci, Jason Segedy, Mike Lyons, and Tom Tyrrell. Ms. Gallucci, Mr. Segedy, and Mr. Lyons reported to the TSC and FC that the Fund did not engage on specifics about the grant condition letter or its appendix, and instead said that the revised terms, milestones, and deliverables would not apply and that it was retracting them, leaving the original agreement in place. The Fund agreed to release \$50,000 in cash as was stipulated in the grant condition appendix for November as a measure of good will, but otherwise offered no level of critique or feedback on the ten deliverables that the program management office had submitted throughout the summer and fall as part of the grant conditions. The Fund also wanted to make it clear that their absence this fall was not intentional, but was due to scheduling conflicts.

The original grant agreement had stated that funds would be released approximately in thirds with the final installment available in or around February 2012, but going forward, the Fund would like to receive a proposal for how NEOSCC intends to use the remaining funding and then they will decide whether to grant those funds. After the \$50,000 mentioned above is released, there will be up to \$283,000 in grant funds remaining from the original \$500,000 commitment available to NEOSCC, but by removing the grant conditions and associated fund release schedule, there are no established dates or amounts to budget against. The group discussed the possibility of utilizing the remaining Fund grants to fund pilots and aspects of the dashboard.

Questions and concerns were raised by Ms. Petrie Barcelona about potential cash flow issues since the existing agreement with TeamNEO, the Fund's fiscal agent on their \$500,000 grant to NEOSCC, required expenditures first versus an advance. She also expressed concern that there may be cash flow issues towards the end of the performance period and during HUD grant close-out. The line of credit that NOACA established early in the grant period to enable start up is still in effect and may provide some relief.



Ms. Maier explained the proposed Sasaki work plan and costs, and noted that the original proposal cost was higher, but that some items that had not been in the request for proposals were eliminated, redundancies were removed, and some work was allocated to in-kind resources and NEOSCC staff to cut down on costs. She also stated that because of the future cash constraints NEOSCC must rely on leveraged match from members. The Sasaki team will be coming for a work session with staff and other consultants on site January 10 and 11, 2013.

Ms. Petrie Barcelona discussed the proposed budget and the changes, noting that the HUD grant performance period will end on December 31, 2013 instead of January 31, 2014, and project expenses cannot be incurred after this date. The total budget is the same but categories were reallocated. For the purpose of budgeting, the \$283,000 that is technically still available from the Fund cannot be assumed to be accessible for the Sasaki Associates contract. As such, the revised budget backed this amount out and is based on a total contract not to exceed \$1.3 million.

A question about was raised about how the Cobalt contract would be modified to enable Sasaki to have a contractual and managerial relationship with the firm. It was stated that NEOSCC's legal counsel advised that the contract between NEOSCC and Cobalt would need to be terminated because Sasaki will be absorbing Cobalt into their work on their discretion. It is important to note that only six months of the contract with Cobalt was approved and at this time this requirement has been fulfilled or would be soon.

# Memo

**To:** Board of Directors  
**From:** Fred Wright and Michael Lyons, Co-Chairs of the Communications and Engagement Workstream  
**CC:** PMO  
**Date:** 1/17/13  
**Re:** Communications and Engagement Work Stream Update

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The Communications and Engagement Work Stream's December meeting was suspended due to the holiday schedule.

The Work Stream's next meeting will take place on February 6, 2013 at 9:30 am in the Conference Room at the Akron Urban League. The current membership of the committee includes the following board organizations:

Akron Urban League  
Regional Prosperity Initiative  
Policy Bridge  
Fund for Our Economic Future  
City of Elyria  
Cleveland Museum of Natural History

City of Cleveland  
Northeast Ohio Community Development Alliance  
Lorain County Community College  
Catholic Charities, Diocese of Youngstown

The Work Stream will continue to act in an advisory role for the communications and engagement related to the Vibrant NEO 2040 Initiative and product development. The group will also be focusing on how to better engage the board through leveraged match and potential new levels of board membership.

NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM

DECEMBER 2012 - FINANCIAL INFORMATION

	TOTAL PROGRAM BUDGET (A)	EXPENDED IN Dec, 12	EXPENDED THROUGH 12/31/12 (B)	BUDGET REMAINING (A-B)	C TARGET PROGRAM BUDGET (A/35)*23 mo.	PERCENTAGE OF TARGET PROGRAM (B/C)	PERCENTAGE OF TARGET (66%) PROGRAM (B/A)
<b><u>SALARIES &amp; FRINGES</u></b>							
SALARIES	\$ 1,390,000	42,637	\$ 727,618	\$ 662,382	\$ 913,429	80%	52%
FRINGE BENEFITS	200,000	5,826	105,916	94,084	131,429	81%	53%
	\$ 1,590,000	48,463	\$ 833,534	\$ 756,466	\$ 1,044,857	80%	52%
<b><u>TRANSPORTATION</u></b>							
LOCAL PRIVATE VEHICLE	\$	3,627	\$ 13,058	\$	\$		
AIRFARE		649	3,523				
* WASHINGTON DC TRANSPORTATION		154	4,313				
* WASHINGTON DC PERDIEM		1,530	3,424				
	\$ 45,000	5,960	\$ 24,318	\$ 20,682	\$ 29,571	82%	54%
<b><u>SUPPLIES AND MATERIALS</u></b>							
OFFICE SUPPLIES		97	\$ 13,560				
COPIER LEASE/USAGE		800	4,800				
MEETING ACCOMMODATIONS		0					
* LAPTOPS/WORKSTATIONS		4,295	18,876				
OFFICE EQUIPMENT		0					
CELLPHONES/IT TELECOMM		557	11,193				
	90,000	5,749	\$ 48,429	41,571	59,143	82%	54%
<b><u>CONSULTANTS</u></b>							
ECONOMIC BASE ANALYSIS	\$	0	\$ 31,750	\$	\$		
BUILT & NATURAL ENVIRON		0					
COMMUNITIES		12,094	72,807				
TRANSPORTATION & IT CONNECTIONS		250	1,750				
PLACE BASED REGIONAL PLAN		0	4,307				
COLLABORATION & GOVERN SUPP		8,569	145,733				
GIS & DATA INTEGRATION		0	61,648				
GOVERNANCE & PMO SUPPORT		575	162,634				
RESIDENTIAL ENGAGEMENT		0	1,000				
PUBLIC & PRIVATE SECTOR ENGAGE		23,294	131,733				
WEB-BASED MANAGEMENT		0	95,491				
	\$ 2,522,000	44,782	\$ 708,853	\$ 1,813,147	\$ 936,743	76%	28%
<b>CONSORTIUM MEMBER CONTRIBUTION</b>	<b>1,770,500</b>	<b>73,758</b>	<b>1,286,091</b>	<b>484,409</b>	<b>1,163,471</b>	<b>111%</b>	<b>73%</b>
<b><u>Contracts</u></b>							
DATA & RESEARCH EVALUATION		0	\$ 585				
FISCAL AGENT FEE		5,718	58,952				
LEGAL		5,992	18,056				
AUDIT/TAX RETURNS/ACCTG/HR		0	9,516				
FURNITURE MOVING		0	1,400				
	\$ 150,000	\$ 11,710	\$ 88,509	61,491	98,571	90%	59%
<b><u>OTHER DIRECT EXPENSES</u></b>							
MONTHLY MEETING/INTRA AGENCY	\$	444	\$ 2,882	\$	\$		
SMARTPHONE/CELLPHONE PLANS		333	7,642				
REFRESHMENTS		0	3,529				
INSURANCE		0	3,103				
MISCELLANEOUS		0	6,864				
	\$ 80,000	777	\$ 24,020	\$ 55,980	\$ 52,571	46%	30%
<b>TOTAL HUD BUDGET</b>	<b>\$ 6,247,500</b>	<b>191,199</b>	<b>\$ 3,013,754</b>	<b>\$ 3,233,746</b>	<b>\$ 3,384,929</b>	<b>89%</b>	<b>48% **</b>

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

\*\* The Consortium has expended approximately forty-eight percent of the Sustainable Communities budget.

Total Contributions To Date:

Members 42.67%

HUD 57.33%

NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM

CASH POSITION AS OF DECEMBER 31, 2012

<u>DESCRIPTION</u>	<u>RECEIPTS</u>	<u>DISBURSEMENTS</u>	<u>BALANCE</u>
BEGINNING BALANCE			\$ 743,367.71
HUD LOCCS REIMBURSEMENT	\$ 0.00		
FFOEF CONTRIBUTIONS	83,079.00		
MEMBER CONTRIBUTIONS	0.00		
MISCELLANEOUS	0.00		
VENDORS		\$ 91,570.76	
PAYROLL		49,376.58	
ENDING BALANCE			\$ 685,499.37
TOTAL	\$ <u>83,079.00</u>	\$ <u>140,947.34</u>	

RECEIPTED FUNDS:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)	\$ 2,235,420.00
FUND FOR OUR ECONMOIC FUTURE (FFOEF)	115,563.63
CITY OF ELYRIA	10,000.00
TOTAL	\$ <u>2,360,983.63</u>

ADDITIONAL CASH RESOURCES:

NOACA LINE OF CREDIT	\$0
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# Memo

To: NEOSCC Board of Directors  
From: Emma Petrie Barcelona  
Date: 1/17/2013  
Re: Open and Pending Contracts and RFPs

## Action requested

None

## Contract Status

Vendor/ Purpose	Consultants			Status
	Expended	Invoices pending	PO Amount	
Center for Community Solutions Regional Data Identification and Availability 2011-10	\$16,565	-	\$20,000	In progress- additional work supporting Sasaki and dashboard
CSU- Kirby Date QCP WS Management 2012-03	\$0	-	\$30,000	Work complete- no invoice received to date.
Currere Board Facilitation 2012-07 2012-17 extension	\$167,393	-	\$179,063	Work to be completed in January
R-Strategy Communications, Website and Market Research 2012-09	\$237,603	\$8,188	\$356,320	Work ongoing, on schedule
Center for Community Solutions Creating maps and basic GIS work 2012-11	\$12,730	-	\$24,948	In progress- additional work supporting dashboard and Sasaki
Cobalt Group Community Engagement Plan Implementation 2012-13	\$102,124	\$20,213	\$126,760	Work to be concluded in January- additional work will be part of Sasaki contract
Analysis of Impediments to Fair Housing Western Economic Services 2012-14	\$45,182	\$9,355	\$163,140	Work ongoing, on schedule

Program Planning Consultant, Scenario Planning and Fiscal Impact 2012-21	-	-	\$1,300,000	Contract negotiations complete- to be exceeded as exhibits are completed
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#### 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- Authorized amount expended, waiting on final invoice.
Imagen Photography Board meeting recording 2012-12	\$4,600	\$575	\$8,050	Approved 5-8-12
FY12 and FY13 Audit and Tax Services Meaden & Moore	-	-	\$12,320	Awaiting agreement
Legal Counsel Buckingham, Doolittle & Burroughs	\$5,993	\$8,757	\$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
  - i. Program Evaluation- awaiting additional information/guidance from HUD

#### 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

**NEOSCC Consortium Membership & Leveraged Match Tracking - as of January 16, 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 3Q12	\$ 69,000	\$ 71,636.70	103.8%
2 Akron Metropolitan Area Transportation Study (AMATS)	received through 2Q12	\$ 127,812	\$ 83,027.47	65.0%
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 2Q12	\$ 42,900	\$ 5,858.30	13.7%
8 Cleveland, City of	received partial through 2Q12	\$ 69,000	\$ 9,942.34	14.4%
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 4Q11	\$ 69,000	\$ 2,246.35	3.3%
14 Eastgate Regional Council of Governments (Eastgate)	received through 3Q12	\$ 69,000	\$ 62,766.54	91.0%
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 (partial)	\$ 83,897	\$ 18,866.66	22.5%
19 Lorain County Community College	received through 3Q12	\$ 49,000	\$ 2,363.43	4.8%
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 2Q12 (began tracking 2Q12 when SCATS hit \$69,000)	\$ 69,000	\$ 15,172.98	22.0%
27 Stark County Regional Planning Commission/Stark County Area Transportation Study (RPC/SCATS)	received through 2Q12 - completed	\$ 69,000	\$ 69,000.00	100.0%
28 Stark Metropolitan Housing Authority	received through 3Q12	\$ 69,018	\$ 3,609.76	5.2%
29 Summit County	received through 2Q12	\$ 97,728	\$ 9,530.07	9.8%
30 Summit County Combined Health District	received through 4Q12	\$ 69,000	\$ 33,889.32	49.1%
31 Trumbull County	nothing received	\$ 38,034	\$ -	0.0%
32 Youngstown, City of	received through 4Q12	\$ 69,000	\$ 29,075.30	42.1%
33 Youngstown State University	completed match 2Q11	\$ 60,000	\$ 60,000.00	100.0%
<b>Total</b>		<b>\$ 3,048,427</b>	<b>\$ 1,388,045.18</b>	<b>45.5%</b>

\*Includes \$10,000 cash match

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





**VIBRANT**  
**NEO 2040**

*Board Meeting and Annual Meeting  
January 23, 2013*



**Code of Regulations Summation of Changes  
January 2013**





**Article II – Directors**

The use of *Alternate Director* instead of *Alternate*, this change is made throughout the document.

The use of *Consortium* instead of *Corporation*, this change is made throughout the document.

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

Language added to clarify that each consortium member must declare whether the Director or Alternate Director will be casting a vote.

**Section 2.2: Membership**

General formatting and language style adjustments.

Content added outlining that 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.

**Section 2.3: Powers of the Directors**

General formatting and language style adjustments.

Addition of the following specific duties of the Board of Directors:

Elect Board Officers

Appoint Standing Committees

Appoint program committees

Amend to the Code of Regulations

Establish Strategic Priorities and Scope of the Plan and Planning Program.

Authorize the Executive Director to enter into purchases and contracts in an amount greater than \$200,000

Approve the Formal Recommendations Contained in the Regional Sustainability Plan and subsequent revisions and amendments

Added: There shall be no compensation for Directors.



**NEOSCC**

**Article III – Board of Directors Meetings****Section 3.1: Director Meetings**

Language added stating that 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 in advance of the next Board meeting.

**Sections 3.2: Notice**

Content added clarifying that a notice of a meeting of directors shall include not only the time and place of such meeting but also the business to be discussed at said meeting.

**Section 3.4: Quorum and Action**

Content added noting that at Board of Directors Meetings, each consortium member shall have one vote.

**Section 3.5: Action Without a Meeting**

*This additional section is under further review by the Attorney at the request of the Executive Committee.*

This section is potentially allowing participants to participate and vote at Board of Director's meetings remotely.

EC members expressed concern regarding whether or not proxy voting is allowable under Ohio's open meeting laws.

Also, the logistics of such remote participation are in question.

**Article IV Executive, Standing and Special Committees****Section 4.1: Functions of Executive Committee**

Additional functions of the Executive Committee added:

Review work prepared by staff and the Program Committees, Work Stream and Product Working Groups.

Authorize the Executive Director to enter into purchases and contracts in an amount greater than \$100,000 and less than \$200,000.



**NEOSCC**

**Section 4.3: Executive Committee Meetings**

Meetings will be held as needed. Six Executive Committee Members shall constitute a quorum at any meeting of the Executive Committee.

Each Executive Committee member shall have one vote regardless of whether they are a Director or Alternate Director.

The Executive Committee shall keep regular minutes of meetings and shall report to the Board of Directors as needed.

**Section 4.4: Authority to Create Committees**

The Board of Directors has the power to create committees and give them the powers and authority to revoke their appointment, or restrict or modify their powers, as the Board of Directors deem best. 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. These Standing Committees shall include:

Technical Steering Committee  
Communications and Engagement  
Finance and Audit  
Personnel  
Nominating



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**Section 4.7: Program and Other Committees**

Language added clarifying that Program Committees included both "Workstream Committees" and "Product Working Groups."

Workstreams:

Economic Development;  
Environment;  
Transportation and Connections;  
Housing and Communities  
Quality Connected Places

Product Working Groups:

Dashboard  
Toolkit  
Policies  
Pilots

**Section 4.8: Committee Reports**

Added: Each committee will report to the Directors when required.

**Article V Officers****Section 5.1: Officers Designated**

Language clarified in first paragraph. Content added outlining that a Director or Alternate Director may also serve as an Officer of the Consortium. Also, any two or more offices except the offices of Chair and Vice Chair may be held by the same person.

**Section 5.4: Resignation; Vacancies**

Added:

Any vacancy occurring in an office of the Consortium may be filled by the Board of Directors by a majority vote.



**NEOSCC**

**Article VI Duties of Officers**

*Chair/President* replaced by *Chair* throughout.

**Section 6.1: Chair**

Added:

The Chair shall nominate the chair and members of the Nominating Committee at the Consortium's November meeting.

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.

**Section 6.4: Secretary**

Language added to clarify the role of the Secretary:

**Article VIII Amendments**

Added:

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 – (Newly Added Article)**

Section 9.1. Governing Law

Section 9.2. Interpretation

Section 9.3. Severability

Section 9.4. Articles of Incorporation



**NEOSCC**

***CONFLICT OF INTEREST POLICY: Summation of  
Changes January 2013***



**NEO** Sustainable  
Communities  
Consortium

## **CONFLICT OF INTEREST POLICY: SUMMATION OF CHANGES JANUARY 2013**

### **Article I – Purpose**

Added: Employee to the definition of interested parties, change made throughout.

It is the policy of the Consortium that Directors, Officers, and employees should take great care to avoid actual conflicts of interest or even the appearance of a conflict.

### **Article II – Definitions**

#### **Section 2 Financial Interest:**

Language clarified that a financial interest may be a conflict interest if the appropriate governing board or committee decides after a full disclosure by the individual that a conflict of interest exists.

### **Article III - Procedures**

#### **Section 3: Procedures for Addressing the Conflict of Interest**

Part a: deleted.



## **CONFLICT OF INTEREST POLICY: SUMMATION OF CHANGES JANUARY 2013**

#### **Section 4: Degree of Participation:** Section added.

This section outlines the level of participation a member can have if a conflict exists. The Board will decide that level of participation.

#### **Section 5: Violations of the Conflicts of Interest Policy**

Part b: Content expanded to include that appropriate disciplinary action can include expulsion from the Committee and/or the Board

### **Article V – Compensation**

Part b: Content added in this section prohibits a member voting on any contract between the Consortium and the entity that member represents or entity by whom the member is employed.

Part c: Language added stating that a full disclosure of a conflict of interest is made to that committee.



### ***Leveraged Match Resource Allocation 1.22.13***



### **Why is Leveraged Match Necessary?**

- Local match (in-kind or leveraged resources) required to draw down federal funds
- Part of our cooperative agreement with HUD
  - Minimum amount: \$1.998 million
- Part of NEOSCC Consortium Agreements
  - Pledged match amount: \$3.048 million



## What Qualifies as Match?

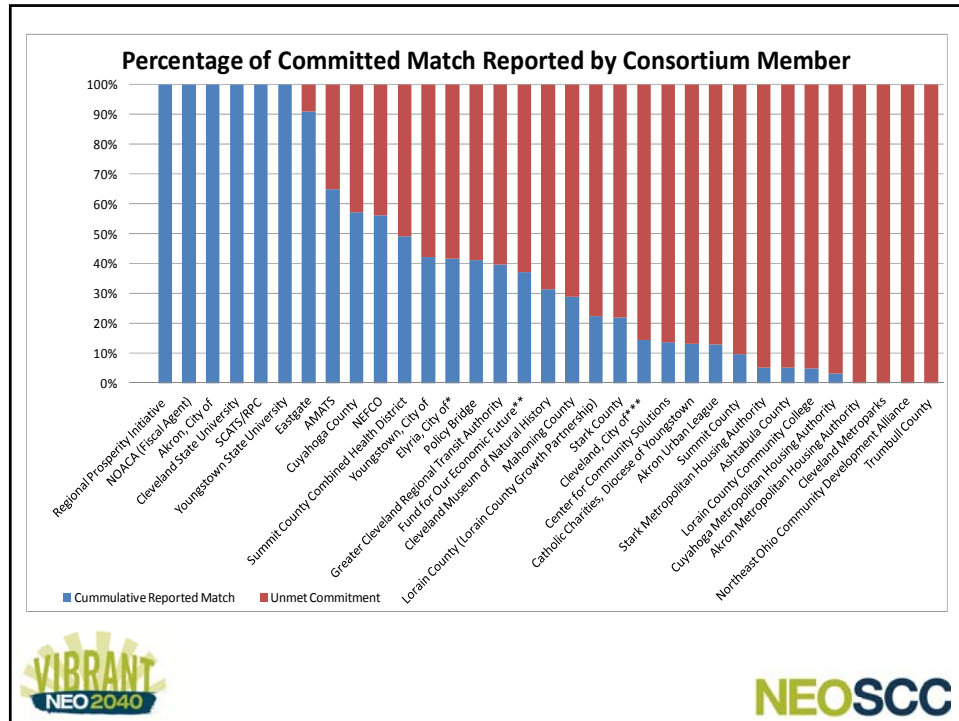
- Work on behalf of or in support of NEOSCC that would not normally be undertaken as part of your daily duties or activities
- Examples to date:
  - Board members' time at meetings, plus travel time & mileage
  - Consortium members' staff time spent working on products like land use & zoning maps
  - Consultant proposal review & selection processes



## Current Status of Reported Match

- Reporting improved greatly over past two quarters
  - Simplified match form July 2012
  - Outreach to Consortium members
- \$1.388 million reported through 4Q12
  - 69.5% of HUD committed amount
  - 45.5% of Consortium agreement committed amount
- Match reporting has not been equally distributed
  - Only about 1/3 of members on-track to meeting match commitment
  - A few members significantly over-matching
  - Some members have been highly participatory but have not yet or only partially reported





## Current Consortium Match Tracking

Consortium Board Member	Committed Match per Consortium Agreement	Cumulative Reported Match	Percentage of Reported to Committed Match	Percentage of Reported to Consortium Reported
<b>Met or Exceeded Commitment</b>	<b>\$ 471,603</b>	<b>\$ 583,122</b>	<b>123.6%</b>	<b>42.0%</b>
Regional Prosperity Initiative	\$ 15,000	\$ 87,368	582.5%	6.3%
NOACA (Fiscal Agent)	\$ 179,415	\$ 214,120	119.3%	15.4%
Akron, City of	\$ 69,000	\$ 71,637	103.8%	5.2%
Cleveland State University	\$ 79,188	\$ 80,997	102.3%	5.8%
SCATS/RPC	\$ 69,000	\$ 69,000	100.0%	5.0%
Youngstown State University	\$ 60,000	\$ 60,000	100.0%	4.3%
<b>Met 50-99% of Commitment</b>	<b>\$ 334,812</b>	<b>\$ 224,048</b>	<b>66.9%</b>	<b>16.1%</b>
Eastgate	\$ 69,000	\$ 62,767	91.0%	4.5%
AMATS	\$ 127,812	\$ 83,027	65.0%	6.0%
Cuyahoga County	\$ 69,000	\$ 39,461	57.2%	2.8%
NEFCO	\$ 69,000	\$ 38,793	56.2%	2.8%
<b>Met 25-49% of Commitment</b>	<b>\$ 1,311,022</b>	<b>\$ 496,889</b>	<b>37.9%</b>	<b>35.8%</b>
Summit County Combined Health District	\$ 69,000	\$ 33,889	49.1%	2.4%
Youngstown, City of	\$ 69,000	\$ 29,075	42.1%	2.1%
Elyria, City of*	\$ 69,000	\$ 28,761	41.7%	2.1%
Policy Bridge	\$ 45,000	\$ 18,508	41.1%	1.3%
Greater Cleveland Regional Transit Authority	\$ 69,000	\$ 27,468	39.8%	2.0%
Fund for Our Economic Future**	\$ 850,000	\$ 316,836	37.3%	22.8%
Cleveland Museum of Natural History	\$ 71,022	\$ 22,396	31.5%	1.6%
Mahoning County	\$ 69,000	\$ 19,956	28.9%	1.4%

**VIBRANT NEO 2040** **NEOSCC**

## Current Consortium Match Tracking (con't.)

Consortium Board Member	Committed Match per Consortium Agreement	Cummulative Reported Match	Percentage of Reported to Committed Match	Percentage of Reported to Consortium Reported
<b>Met less than 25% of Commitment</b>	<b>\$ 717,543</b>	<b>\$ 83,987</b>	<b>11.7%</b>	<b>6.1%</b>
Lorain County (Lorain County Growth Partnership)	\$ 83,897	\$ 18,867	22.5%	1.4%
Stark County	\$ 69,000	\$ 15,173	22.0%	1.1%
Cleveland, City of***	\$ 69,000	\$ 9,942	14.4%	0.7%
Center for Community Solutions	\$ 42,900	\$ 5,858	13.7%	0.4%
Catholic Charities, Diocese of Youngstown	\$ 30,000	\$ 3,927	13.1%	0.3%
Akron Urban League	\$ 69,000	\$ 8,869	12.9%	0.6%
Summit County	\$ 97,728	\$ 9,530	9.8%	0.7%
Stark Metropolitan Housing Authority	\$ 69,018	\$ 3,610	5.2%	0.3%
Ashtabula County	\$ 69,000	\$ 3,601	5.2%	0.3%
Lorain County Community College	\$ 49,000	\$ 2,363	4.8%	0.2%
Cuyahoga Metropolitan Housing Authority	\$ 69,000	\$ 2,246	3.3%	0.2%
<b>Nothing Received</b>	<b>\$ 213,447</b>	<b>\$ -</b>	<b>0.0%</b>	<b>0.0%</b>
Akron Metropolitan Housing Authority	\$ 77,642	\$ -	0.0%	0.0%
Cleveland Metroparks	\$ 69,000	\$ -	0.0%	0.0%
Northeast Ohio Community Development Alliance	\$ 28,771	\$ -	0.0%	0.0%
Trumbull County	\$ 38,034	\$ -	0.0%	0.0%
<b>Total</b>	<b>\$ 3,048,427</b>	<b>\$ 1,388,045</b>	<b>45.5%</b>	<b>100.0%</b>

\*Includes \$10,000 cash match

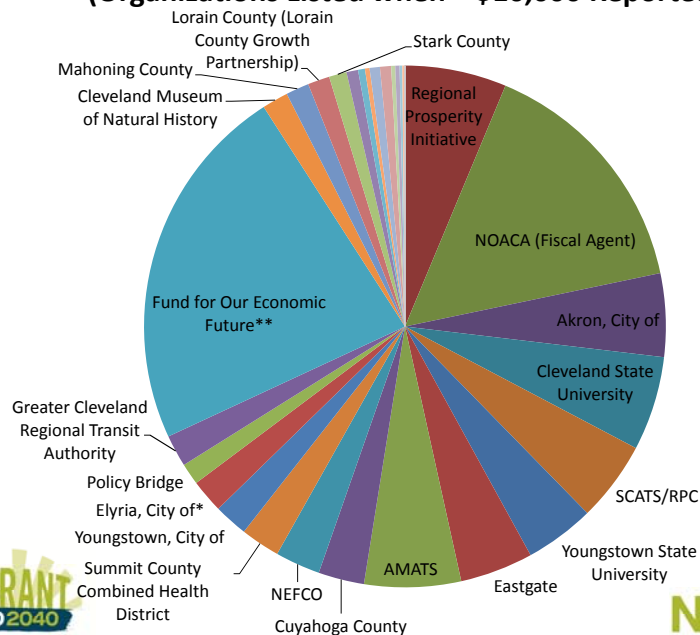
\*\*Includes \$500,000 cash match, of which \$167,000 has been released and \$50,000 is pending

\*\*\*This is a known undercounting; need updated rate information



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### Consortium Member Reported Match (Organizations Listed when > \$10,000 Reported)



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## Leveraged Match Survey

- 5-minute survey of professional skills, interests, and availability
- Purpose to help engage Board members
- Survey Monkey tool launched late October 2012
- 59 respondents
  - 21 Consortium member entities (65.6%)
  - 2 non-member entities



### 5. List your professional and technical skills (pick all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> GIS Mapping                       | <input type="checkbox"/> Advocacy                        |
| <input type="checkbox"/> GIS Coding/Software Development   | <input type="checkbox"/> Lobbying                        |
| <input type="checkbox"/> Database Development/Management   | <input type="checkbox"/> Legal (Policy Related)          |
| <input type="checkbox"/> Computer Programming/Coding       | <input checked="" type="checkbox"/> Grant Writing        |
| <input type="checkbox"/> Statistical Analysis              | <input checked="" type="checkbox"/> Grants Management    |
| <input type="checkbox"/> Demographic Analysis              | <input checked="" type="checkbox"/> Nonprofit Management |
| <input type="checkbox"/> Subject-Specific Research         | <input type="checkbox"/> Nonprofit Board Training        |
| <input checked="" type="checkbox"/> Program/Project Design | <input type="checkbox"/> Budgeting                       |
| <input type="checkbox"/> Program/Project Management        | <input checked="" type="checkbox"/> Business Planning    |
| <input type="checkbox"/> Consultant Selection Processes    | <input type="checkbox"/> Legal (Administration Related)  |
| <input type="checkbox"/> Curriculum Development            | <input type="checkbox"/> Fundraising                     |
| <input type="checkbox"/> Policy Analysis                   | <input type="checkbox"/> Volunteer Management            |
| <input type="checkbox"/> Policy Writing/Development        | <input type="checkbox"/> Event Planning                  |
| Other (please specify)<br><input type="text"/>             |  |

### 6. Please indicate your interest in participating in the following projects or activities (pick all that apply)

- |  |
|--|
| <input type="checkbox"/> Regional Visioning through Scenario Planning: participation in workshops as a representative of your organization   |
| <input checked="" type="checkbox"/> Regional Visioning through Scenario Planning: tasks include small group facilitation, facilitation training & general planning                                       |
| <input type="checkbox"/> Fiscal Impact Analysis: tasks include demographic analysis, research, data development, and GIS mapping   |
| <input type="checkbox"/> Vibrant NEO Dashboard: tasks include research and data analysis, identification of key regional indicators, development of protocols and agreements for maintenance and updates |
| <input type="checkbox"/> Tool Kit of Best Practices Development: tasks include research and data analysis, Web development, compute maintenance and updates  |
| <input type="checkbox"/> Regional Analysis of Impediments to Fair Housing Process: participation as a representative of your organization  |
| <input type="checkbox"/> Competitive Job Centers & Corridors: tasks include developing definition and selection criteria, research, data analysis  |
| <input type="checkbox"/> Regional Economic Competitiveness Strategy: tasks include research, data analysis, GIS mapping, and policy development  |

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## Leveraged Match Survey Respondents by Organization

No.	Organization:	Name:
1	City of Akron, Dept. of Planning	Nancy S. Cook
5	AMATS	Curtis Baker, Krista Beniston, Seth Bush, Kimberly Graham, Jason Segedy
1	Ashtabula County	Janice Switzer
2	Catholic Charities and Health Care Diocese of Youngstown	Brian R Corbin, George Garchar
12	City of Cleveland (various depts)	Martin Cader, George Cantor, Freddy Collier, James Downing, Marka Fields, Emily Giuliani, James Greene, Trevor Hunt, Thomas Jordan, Michael T. McBride, Kim Scott, W. Moná Scott
1	Cleveland Metroparks	Patty Stevens
1	Cleveland Museum of Natural History	David Beach
3	Cuyahoga County (various depts)	Ed Jerse, Claire Kilbane, Emily Lundgard
1	Cuyahoga Metropolitan Housing Authority	Shawna Daugherty
2	Eastgate Regional Council of Governments	John R. Getchey, Rachel McCartney
1	Fund for Our Economic Future	Brad Whitehead
1	Village of Geneva on the Lake	Jim Hockaday
1	Greater Cleveland Regional Transit Authority	Joe Calabrese
5	Lorain County (various depts)	Christin Brandon, Michael Challenger, Lawrence Hall, Don Romancak, Ashley Scott
1	Mahoning Valley Organizing Collaborative	Heather McMahon
1	NEFCO	Joseph Hadley, Jr.
2	Oberlin Project	Sharon Pearson, Bryan Stubbs
1	PolicyBridge	Gregory L. Brown
2	Regional Prosperity Initiative	Michael Lyons, Tom Tynell
11	SCATS/SCRPC	Lynn Carlone, Jeff Dotson, Rachel Lewis, Karl Lucas, Clifford R. Meidein, Dan Morganti, Malli Morrison, Beth Pearson, Sarah Peters, Sean Phillips, Brenda Sarsany
1	Stark Metropolitan Housing Authority	Corey Minor-Smith
2	County of Summit	Connie Krauss, Erin Siebel
1	Summit County Public Health	Gene Nixon
59	<b>Total Respondents</b>	



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## Survey Response Database Built

Last	Employer or Organization Name:	Economic Development	Housing/Communities	Transportation	Environment	Land Use/General Planning	Other (please specify)	GIS Mapping	GIS Coding/Software Development	Database Development/Mgmt.	Computer Programming/Coding	Statistical Analysis	Demographic Analysis	Subject-Specific Research	Program/Project Design	Program/Project Management	Consultant Selection Processes	Curriculum Development	Policy Analysis	Policy Writing/Development
Baker	AMATS		X		X								X			X	X		X	X
Beach	Cleveland Museum of Natural History		X	X	X									X		X	X			
Beniston	AMATS		X											X		X	X	X	X	
Brandon	Lorain County Community Development					X										X	X			
Brown	PolicyBridge	X	X				Public Policy							X	X	X	X		X	X
Bush	AMATS			X				X								X	X			
Cader	Cleveland City Planning Commission			X		X	Bicycle & Pedestrian Infrastructure							X	X	X			X	
Calabrese	Greater Cleveland Regional Transit Authority			X																X
Cantor	Cleveland City Planning Commission					X	Trail Planning, Environmental Site Assessments									X	X			



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## Included Available Hours per Month in Addition to Regular Meetings

January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014 + beyond
1-4	1-4	1-4	1-4	1-4	5-9	5-9	5-9	5-9	5-9	5-9	5-9	5-9	5-9
10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4
20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29	20-29
5-9	5-9	5-9	1-4	5-9	5-9	5-9	5-9	5-9	1-4	5-9	1-4	5-9	5-9
10-14	10-14	10-14	10-14	10-14		10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4
10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
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10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4	1-4
10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14
10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	10-14	15-19	15-19	15-19	20-29	20-29



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## Survey Results – Area of Expertise



"Other" listed:

- Bicycle & Pedestrian Infrastructure
- Health & Development
- Public Health
- Trail Planning & Environmental Site Assessments
- Development of Place Based Assets
- Transit
- Public Relations
- Mapping/GIS
- Education
- Regional Collaboration
- Governance, Administration & Convening Public Policy



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## Survey Results – Product Interests

Please indicate your interest in participating in the following projects or activities (pick all that apply)

Answer Options	Response Percent	Response Count
Regional Visioning through Scenario Planning:	58.6%	34
Regional Visioning through Scenario Planning: tasks	25.9%	15
Fiscal Impact Analysis: tasks include demographic	20.7%	12
Vibrant NEO Dashboard: tasks include research and	15.5%	9
Tool Kit of Best Practices Development: tasks include	17.2%	10
Regional Analysis of Impediments to Fair Housing	19.0%	11
Competitive Job Centers & Corridors: tasks include	20.7%	12
Regional Economic Competitiveness Strategy: tasks	24.1%	14
Regional Strategic Policy Framework Development:	37.9%	22
Pilot Projects: tasks include developing definition and	36.2%	21
Outreach & Engagement	32.8%	19
Research	27.6%	16
Data Analysis & Development	19.0%	11
Data Continuing Collection & Standardization Efforts	8.6%	5
GIS Mapping	20.7%	12
GIS Collection & Standardization Efforts	12.1%	7
Policy Analysis	37.9%	22
Policy Writing	19.0%	11
Land use and urban design	41.4%	24
Other (please specify)		3
answered question		58
skipped question		1



NEOSCC

## Ways to Meet Your Organization's Match Commitment in 2013

- Scenario planning workshops
  - Small group facilitation
  - Publicity & outreach
  - Participant
- Join or assign staff to a product group
  - Dashboard, Tool Kit, Policy & Pilots groups
- Volunteer meeting space, printing, or transportation for scenario planning workshops & other engagement efforts
- Continue to attend regular meetings



## Schedule & Opportunities

- Product working groups (Dashboard, Tool Kit, Policy & Pilots) will begin meeting in February
  - Outreach to survey respondents
  - Workstream members also contacted for involvement in this phase
- Specific projects flagged for in-kind support during scoping with Sasaki
  - Scenario planning brochure design
  - Small group facilitation
  - Data analysis & GIS



## Outreach to Consortium Members



- Communications & Engagement Workstream  
Board member outreach
  - Offered to assist at January Executive Committee meeting as part of Board engagement charge
  - Will discuss with members how best to become or remain engaged
    - Most impactful projects & use of their time
    - Encourage increased participation
  - Assist PMO to bring members current with match reporting
  - Serve as resource to Consortium members





## Match Reporting in 2013

- Leveraged Match tracking form sent again with Board materials January 11
  - Same exact format as July 2012 update
  - Tabs for each quarter of the grant period
  - As always, can still use prior format
- Tracking form available on GlassCubes
- Historical meeting attendance is available on GlassCubes
- Send form each quarter (Jan. 10, Apr. 10, Jul. 10, Oct. 10, Jan. 10) to [sustainablecommunities@mpo.noaca.org](mailto:sustainablecommunities@mpo.noaca.org)



NEOSCC Member Employee Leveraged Match Tracking Form 10/1/12-12/31/12					
Consortium Member Entity		<b>Due 1/10/13</b> Please return form by email or mail to: sustainablecommunities@mpo.noaca.org OR Beth Brady OR Sara Maier, NOACA, 1299 Superior Avenue, Cleveland, OH 44114			
Employee Name					
Department					
Match Period					
		10/1/12-12/31/12			
Instructions: Fill out only sections in blue. Provide detail on the type of activity, scheduled time, and details on travel time included, if applicable. If claiming mileage, deduct any miles that should not count towards match or that the employee would have driven normally as part of his or her regular commute.					
#	Activity Date	Activity Description	Activity Location	Hours Leveraged (to .25 hr)	Mileage Claimed
Ex.	2/16/2011	NEOSCC Board meeting, 1-3 pm plus 1.25 hr drive time	Richfield City Hall	3.25	23
1					
2					
3					
15					
<b>Total</b>				<b>0.00</b>	<b>0.00</b>
Other Leveraged Match Explanation (if applicable):					
 					

Northeast Ohio Sustainable Communities Consortium Leveraged Match Reporting - CFO/Accounting Summary Page HUD Sustainable Communities Regional Planning Grant	
<b>NOTE: If you have previously submitted this form and the rates remain the same or have not expired you do not need to fill this CFO page out, simply return the employee forms by 10th day following the end of the quarter (Jan. 10, Apr. 10, Jul. 10, Oct. 10) to sustainablecommunities@mpo.noaca.org.</b>	
Please return form by email or mail to: sustainablecommunities@mpo.noaca.org OR Beth Brady OR Sara Maier, NOACA, 1299 Superior Avenue, Cleveland, OH 44114	
Consortium Member Entity Name	
Entity Address	
City, State & ZIP	
Financial Contact Name	
Financial Contact Title	
Financial Contact Phone	
Financial Contact Email	
What date are the direct, fringe, and indirect rates below good through?	
What date did the direct, fringe, and indirect rates below begin?	
<b>Date Submitted:</b>	
<b>Signature:</b>	
Please fill out the hourly rates for the employee who has/will work on the project; attach additional pages if needed	
Employee Name	
Department	
Direct Labor Rate	
Fringe Rate	
Indirect Rate	
Total Rate	
 	

## Questions?

- Contact Sara Byrnes Maier with questions/comments
  - [smaier@mpo.noaca.org](mailto:smaier@mpo.noaca.org)
  - 216.241.2414, ext. 308
- Survey will remain open at <https://www.surveymonkey.com/s/NEOSCCLeveragedMatchSurvey>



## *Quality Connected Places Typologies*



## Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

### QCP Charter / Goals

-NEOSCC's original proposal stressed the importance of developing the link between economic prosperity, environmental quality, and equity

-QCP was charged with linking all of the work from the other four work streams together, viewing the region as a whole through the lens of Quality of Place

-While the other work streams are more quantitative, QCP's focus is on subjective questions



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## Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

### QCP Membership

-The QCP work stream is made up of 40 volunteer participants, representing each county and the four MPOs

-Representatives of NEOSCC board member organizations and at-large participants from area design and planning firms, planning organizations, development and business firms, and natural resource conservation organizations were all invited to join the conversation

-The QCP work stream met ten times throughout 2012



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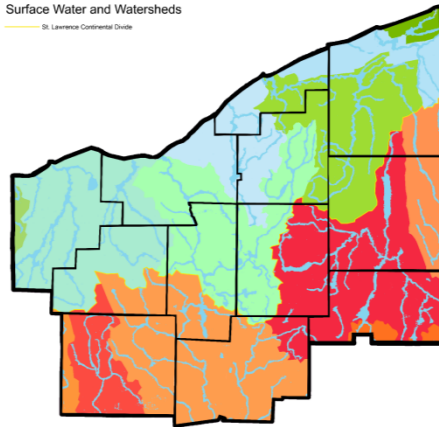
## Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

### QCP Products – Landscape Framework Maps

-Framework maps are important for describing the natural framework in which we live and identifying opportunities for creating connections within that framework

-Four framework maps were created based on the December 14<sup>th</sup> Landscape Framework Meeting (NEO Communities and Framework map, Surface Water and Watersheds map, Landscape Connections map, and Landscape Resources map)

Surface Water and Watersheds  
St. Lawrence Continental Divide



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## Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

### QCP Products – Land Use and Building Typologies

-The Land Use typologies describe the building blocks of our environment

-Organized in three categories: mixed-use, single use, and transportation nodes

-Mixed-use and single use categories are further broken down by residential, commercial, industrial, institutional places, and corridors; examples and photos are provided for each



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**MIXED-USE**  
Residential: Live-Work  
Tower Press Building in Cleveland

**NEO** Sustainable  
Communities  
Consortium



### Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

#### QCP Products – Community Assets

-During the summer of 2012, the NEOSCC compiled a comprehensive list of assets in our region

-These assets include medical facilities, cultural institutions, sporting venues, festivals, breweries, public parks, mixed-use districts, and hist. districts

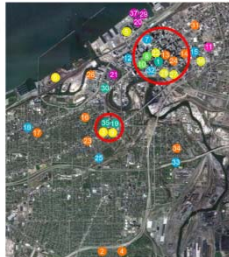
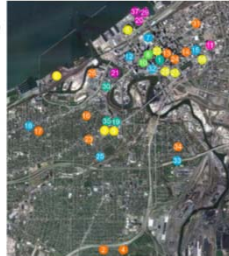
-A database of information was gathered for each asset (claim to fame, location in community, etc.)

-A hierarchy of assets was established (regional asset vs. local asset)



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- Draft findings of opportunities for future development were identified based on these adjacencies

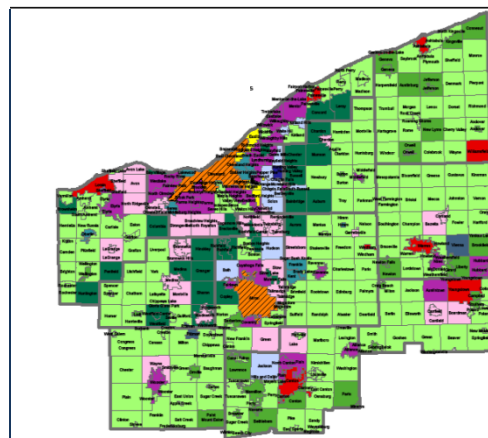


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**Northeast Ohio Sustainable Communities Consortium**  
**Quality Connected Places Work Stream**

-In addition to grouping communities into prototypes by overall quality of place, a QCP study group also looked at demographic and economic characteristics such as housing age and population

-10 Groups were identified that could help communities communicate with other communities who are facing similar opportunities and challenges



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## Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

### QCP Products – Charrette Exploration

-The purpose of the charrette exercise was to brainstorm ideas that could be useful to communities with similar situations across the region

-Six prototypical places were explored: Traditional Urban Core, Urban Industrial Waterfront, Suburban Transect, Suburban Edge District, Suburban Commercial District, and Small Town

-Afterwards, a list of commonalities among groups was established to promote further discussion



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## Northeast Ohio Sustainable Communities Consortium Quality Connected Places Work Stream

### Next Steps

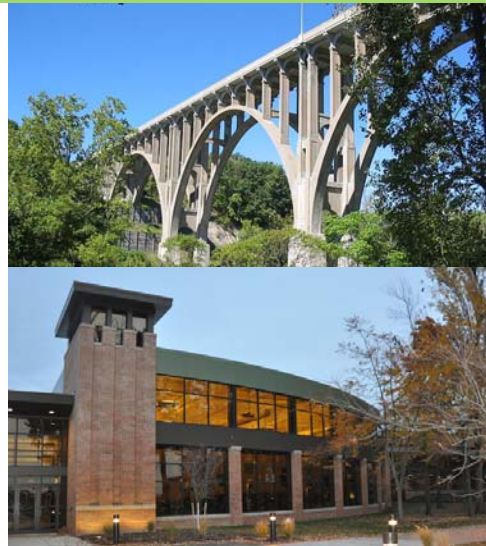
-Finalize the QCP Summary Document

-Assist with the Scenario Planning process

-Final QCP meeting during January or February to review and report draft summary findings

### What can you do?

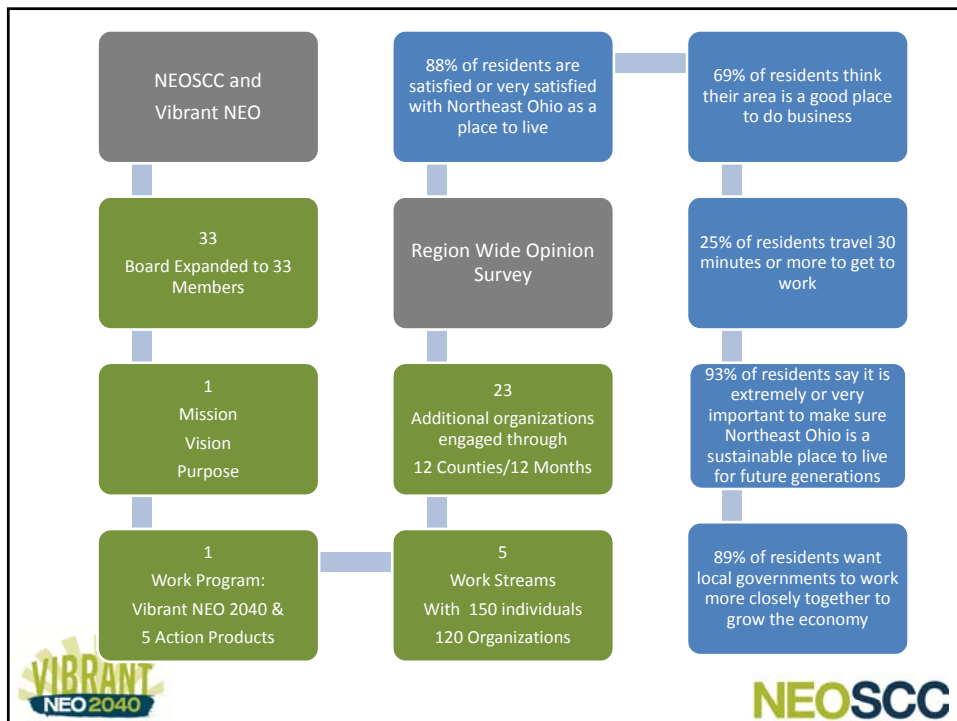
-Go onto glasscubes and provide input and feedback on the work that has been completed thus far  
QCP Work stream > QCP Products

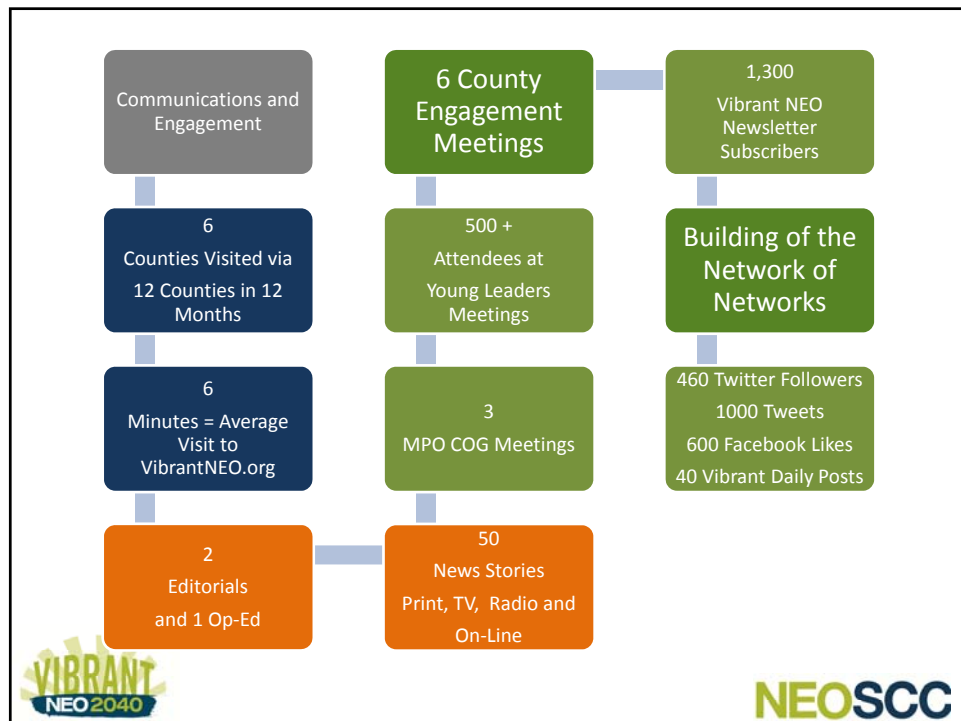
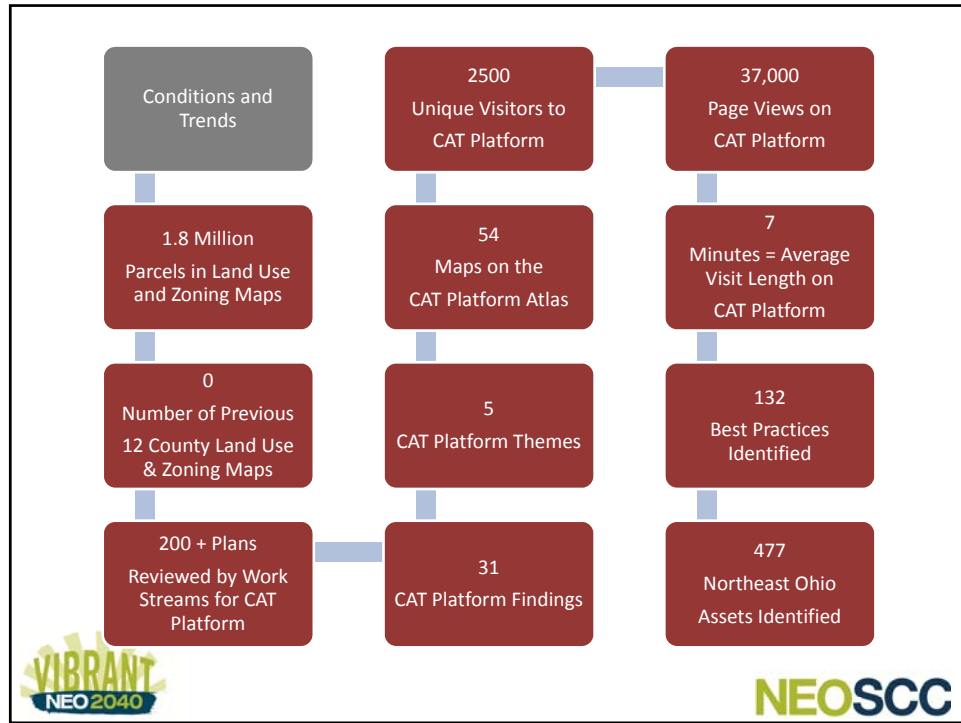


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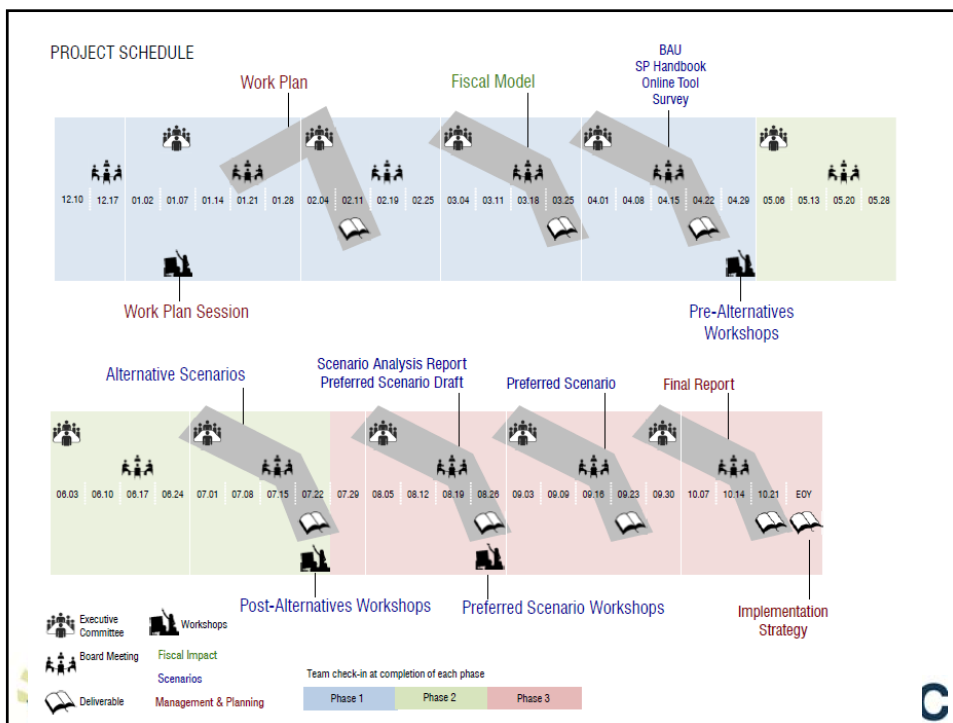


## 2012 Year in Review





## Vibrant NEO Objectives February and March



## Upcoming Objectives

February

### **Regional Planning, Scenario Planning and Fiscal Impact**

Begin Development of Fiscal Impact

### **Regional AI**

Fair Housing Survey closes

Data collection concludes; analysis begins

### **Engagement**

Develop and Recruit for Citizens Advisory Committees

Organize Caucuses

County Meetings and other events

### **Product Development**

1<sup>ST</sup> Work Group Meetings at the end of month



### **Meetings/Presentations**

February 12 – Technical Steering Committee,

1:30 PM – Present Work Plan

Presenting QCP Final Report

February 26 - Executive Committee 11:00

AM and Board Meeting 1:00 PM –

Present Work Plan – Sasaki In Person

Present Engagement Plan

Presenting QCP Final Report



## Upcoming Objectives

March

### **Regional Planning, Scenario Planning and Fiscal Impact**

Development of Fiscal Impact Presentation

### **Regional AI**

Fair Housing Forums in each County – week of March 4

### **Engagement**

Hold Citizens Advisory Committees

Organize Caucuses

### **Product Development**

Dashboard Preliminary Indicators

Policy Needs Brief

Toolkit Development



### **Meetings/Presentations**

March 12 – Technical Steering Committee, 1:30 PM – Present Fiscal Impact/What is

Scenario planning – Sasaki by Remote Connection

Dashboard Preliminary Indicators Presented

March 26 – Executive Committee 11:00 AM

and Board Meeting 1:00 PM - Present Fiscal

Impact/What is Scenario planning – Sasaki by Remote Connection

WES will also be presenting the Preliminary Research from the AI

PMO will present Dashboard Preliminary Indicators





## Communications Update

### Communications Mtg with Board Orgs

- Phone or In-Person to discuss working with Communications Staff on Vibrant NEO marketing

### Editorial Board Meetings and State/Federal Officials Briefings

- Phone or In-Person to discuss working with Communications Staff on Vibrant NEO marketing

### Speakers Bureau

- Will be working with Board members to become co-presenters at speaking engagements

### Messaging Materials

- A copy of the messaging content is included in your packets. You can also find all the materials presented at the Messaging workshops on the Board Page of the NEOSCC Website.



## Communications Update

### NEO 101 – Best Practices

- Initial List of 132 Best Practices
- Sortable and Searchable
- Local and National
- User Submission Form

[About Vibrant NEO 2040](#) | [About NEOSCC](#) | [Get Involved](#) | [Vibrant Daily Blog](#) | [NEO 101](#) | [Calendar](#)

### Best Practices

**Learning and Sharing**

What are the elements of a "Best Practice"? What makes a practice "best" instead of business-as-usual? There are many individual qualities we could mention, but here are a few they all seem to share:

- Best Practices deal with outcomes worth fighting for, like protecting something worth saving or filling a crucial need.
- Best Practices are built on solid foundations of both research and experience.
- Best Practices are inspired. They provide examples of people thinking about challenges in new ways.
- Best Practices are employed by "Best Practitioners" – people who are mission-driven and committed.
- Best Practices get better over time. Best Practitioners monitor their progress, learn as they go, and adjust what they are doing accordingly.

Collected below are links to Best Practice examples from around Northeast Ohio and around the country that could have broad applications throughout the region. We have discovered these preliminary examples of innovative approaches to the economic development, housing, transportation, and environmental challenges but we know that there many more to identify!

If you have a "Best Practice" program you think we should include, please share it with us by commenting below.

**GET INVOLVED**

**Submit Best Practices**

What did we leave out? Leave your mark by submitting best practices.

Organization\*

URL

Other comments

Your Name

Email

**Submit**

Show 10 entries

Name	Topic	Geography	Location	Type	Description
10 Lessons on Growing Innovation from the "Devote for Doers"	Economic Development	National	Silicon Valley	Tool	Large group of thinkers convened to reinvent the whole notion of economic growth, by shifting the focus from subsidizing individual projects to growing entire ecosystems of vibrant...



## Engagement Update

### Upcoming Engagement/Speaking Events

January 24, 10:00 am – Mahoning River Corridor Initiative @ Eastgate

January 25, 8:30 am - CPAC Arts Roundtable Cleveland Museum of Natural History

January 30, 3:00 - 5:00 pm - Sustainability Partners @ Cleveland Museum of Natural History

February 6, 9:30 am – 11:30 pm - CEWS @ Akron Urban League

February 7, 9:00 - 11:00 am - First Ring Suburbs Consortium Members @ Cleveland Heights Community Center

February 7, 6:30 to 9:00 pm - Eastgate Citizen Advisory Board @ Eastgate COG

February 19, 11:00 am to 12:30 pm - Stark Social Workers Network @ Stark Social Workers Network Office

February 20, 9:00 am - Youngstown/Warren Regional Chamber @ First National Bank Tower, 11 Central Plaza in Youngstown

February 27, 5:30 - 7:00 pm - Medina County Meeting @ Medina County Health District Office

Week of March 4 – NEOSCC Sponsored Fair Housing Forums in each County

Lake., Geauga, Wayne, Trumbull to be scheduled



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## The February Watch List

### **Regional Analysis of Impediments to Fair Housing Choice** ([akobak@neoscc.org](mailto:akobak@neoscc.org))

NEOSCC Regional Analysis of Impediments to Fair Housing Choice survey will be closing (please reach out to your networks and send them to [vibrantneo.org](http://vibrantneo.org) and outreach for Fair Housing Forums begins

**Engagement process** You may be contacted by the engagement team to assist with engagement outreach ([kbritt@neoscc.org](mailto:kbritt@neoscc.org))

**Data Requests** – Your organization may be asked to supply base data for the Scenario Planning Process ([jmacdonald@neoscc.org](mailto:jmacdonald@neoscc.org))

**Leveraged Match** ([SMaier@mpo.noaca.org](mailto:SMaier@mpo.noaca.org) and [janderle@neoscc.org](mailto:janderle@neoscc.org)) The Communications and Engagement Work stream will be conducting outreach regarding Consortium member match and involvement (Please remember to submit your match forms to [sustainablecommunities@mpo.noaca.org](mailto:sustainablecommunities@mpo.noaca.org))

### **Communications Resources** ([janderle@neoscc.org](mailto:janderle@neoscc.org))

We have already completed communications reviews with a few organizations - Jeff Anderle will be contacting each board organization to discuss communication resources for 2013



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