 Attachment G-1

Date: May 31, 2013

To: APA California Board

From: Betsy McCullough, AICP, Vice President of Professional Development

Subject: Report to the Board for the June 7 Call

I wanted to provide a summary of items that I will either address on the Board call, or thought that you might want an update on.

FAICP Process Update

The FAICP-eligible list was received last week. As of today, Bob Leiter, our FAICP coordinator is reviewing the change in National’s Application Guidelines to see if changes need to be made to our Preliminary Application, and he is adjusting the timeline we had developed since we received the list from National about a month later than originally anticipated. The FAICP Nominating Committee and the Board will be copied on all materials distributed to our FAICP-eligible members.

AICP Exam Scholarship Process

I have updated the scholarship application and evaluation forms that the Chapter had used for a number of years. I have written the information to be sent to applicants in an email, posted on the Chapter website, and for a Cal Planner article. I am working with Laura Murphy and Dorina Blythe to publish/email this information as soon as possible. We had delayed sending out the email to try to link to the new Chapter website, but must proceed now with old website links. The application period to the Chapter review committee [me, Carey Fernandes, Kim Brosseau] for scholarships will be open, hopefully, by the date of this meeting. The Chapter committee will award the 4 remaining annual scholarships on behalf of National as well as make selections for some Sections who also award scholarships.

Note: I have requested the list of all Chapter members who passed the AICP exam in May so it can be included in the upcoming Cal Planner. I will also sort the list by Section and distribute to the Section PDOs and Section Directors.

CM Forms

On the May Section PDO conference call, the PDOs supported a revised form I prepared with Laura Murphy that is shorter and more directed to the reason there are CM Event evaluations. The PDOs also supported my forwarding a request to National APA, and shared with the Chapter PDOs, that the online evaluation that all AICP members must fill out to register their request for CM credit contain the evaluation information since that online information is what National APA uses in case of an audit of any CM Provider.

Pre-Conference Sessions

The 2 Pre-Conference Sessions have been set on Sunday, will have 6 hours of instruction time for 6 CM, and will cost $75 for conference attendees and $125 for non-attendees. The two sessions are: Urban Design for Planners by Planners [Al Zelinka] and Management from the Ground Up [Steve Preston and Janet Ruggiero]. These sessions are the pilot for a new aspect of our Chapter conference, and will be adjusted next year based on success and feedback.

Conference Program Progress

I spent a significant number of hours in the past two weeks working on the Conference Program session selection and working with the Programs Chair to assist him in his understanding of program development.

Co-sponsorship Forms

Finalization of a draft co-sponsorship package for use by Sections is underway, although it is lower in priority than other time-sensitive items. Section PDOs indicated that criteria for them to use would be appreciated.

I will update any items mentioned here on the Board call, and may have a few additional issues to discuss.

Betsy McCullough

Betsy McCullough, AICP

Vice President of Professional Development