



**American Planning Association**

*Making Great Communities Happen*

## **APA DIVISIONS COUNCIL**

### **FY2018 ANNUAL DIVISION PERFORMANCE REPORT**

**Division: Planning and the Black Community Division**

**Chair (or primary author if not Chair): Derek R. Hull**

**1. Workplans and Budgets**

The 2018 and 2019 PBCD Workplans are referenced as Appendix A and B. The 2019 Budget is referenced as Appendix D. This year, the outgoing PBCD Executive Board invited the new Board Elect members to prioritize activities and funding levels for the 2019 budget year. A series of conference calls were conducted to highlight the following:

- 1) Introduce PBCD Initiatives, review the current workplan and budget, and establish Committee Chairs for each PBCD Initiative;
- 2) Discuss the proposed workplan and budget and to draw particular focus to the 40<sup>th</sup> Year Anniversary of the establishment of PBCD in October 2020;
- 3) Conduct additional fundraising activities during FY 2019 to support current and proposed initiatives.

**2. Communications**

PBCD has taken major strides to revamp communication activity for its members. The Executive Board assessed the current communication efforts and implemented some changes to streamline our overall branding and messaging.

- PBCD continues to publish 2 -3 newsletters per year. For 2018, PBCD published two newsletters Dec- Jan 2018 and April 2018. Electronic copies were e-mailed to members and posted on the webpage; hard copies of the newsletter were presented at the Annual Business Meeting during NPC. The Division is seeking a new newsletter editor but until one is selected, the Executive Board Members will serve in this capacity to prepare newsletters and will Chair the Communications Committee.
- PBCD determined the need to enhance its social media presence and hired a Social Media Administrator. Interviews were conducted during FY 2018 and a selection was made at the beginning of FY 2019. The Social Media Administrator has created a new Facebook Page and initiated redesign of the Division's webpage. For FY 2018, a series of e-blasts were sent out to members to announce the newly elected officers, PBCD webinar series, and 2018 NPC activities.
- The rollout of the PBCD webpage design was delayed due in part to some technical challenges at the APA National Office and the designation of a Division member to handle updates. The Social Media Administrator has started participating in the weekly APA webpage conference calls so the Division expects a fully redesigned page to occur in FY 2019.
- The PBCD Facebook Page serves as the active forum of social media for the Division. During FY 2018, the Executive Board wanted to shift the narrative and direction of the page with focus more on Division initiatives and APA programs and policies instead of

## **FY2018 ANNUAL DIVISION PERFORMANCE REPORT:**

### **PLANNING AND THE BLACK COMMUNITY DIVISION**

topics of any subject matter related to the Black community. The page was created more than ten years ago through the efforts of former PBCD Executive Board members. Unfortunately, the primary administrator is no longer active with the Division and refused to give up administrative rights. As a result, the Facebook Page has been renamed and the original PBCD branding attached to the page has been removed. PBCD also operates a Twitter account and Linked-In account which draw moderate interests from members. A new Facebook Page was created and members are rejoining the Division's new page.

- After the conclusion of the 2018 National Planning Conference, PBCD developed and issued a Division members survey to ascertain quality of PBCD planned events during the conference. A Survey Monkey survey was developed, comprised of 24 questions related to PBCD events during the conference and APA overall conference planning. Approximately 153 members participated in the survey. The results were posted to the Division webpage and sent out to members via social media. The Executive Board reviews the survey annually to align current and future Division initiatives. A copy of the survey is included on the PBCD webpage (The survey results are 35 pages).
- During the 2018 Annual PBCD Business Meeting, the Executive Board developed a volunteer sign up sheet for each standing PBCD committee. Each member in attendance was asked to volunteer for at least one or more committees. This effort resulted in identifying at least 25 new volunteers.

#### **3. Annual National Planning Conference Activities**

Like in years past, PBCD developed an ambitious Division schedule for the 2018 NPC. PBCD's kick off to the conference culminated in a "Day of Service" on Friday, April 20, 2018, in coordination with New Orleans Mayor, Latoya Cantrell and in honor of Earth Day. Later that evening, PBCD hosted a Consultants' Reception and Awards Ceremony, sponsored in part by PBCD members who operate planning consultant firms, at Dillard University, a Historically Black University in New Orleans. Appendix F lists the schedule of events for PBCD during the 2018 NPC. Despite the elimination of Division By-Right sessions, PBCD endorsed several sessions for our members who served as speakers and session organizers. The session, "Planning: Where Community Engagement Meets Equity", featured prominent PBCD leaders as moderator and speakers. The Annual Business Meeting was held on Sunday, April 22, 2018, and drew the largest group of members in the last 10 years. Attendance at the business meeting exceeded 100 participants. Appendix C includes the Business Meeting Agenda, Minutes and Sign-In sheets. PBCD concluded its activities at the 2018 NPC by hosting a Joint Reception with Housing and Community Development Division. The event attracted members from both Division generating revenue from the event.

#### **4. All Other Events/Programs**

Leading up to the 2018 NPC, PBCD held Regional Membership Drives and Networking Events in major urban areas. The events were hosted by PBCD Executive Board Members and were hosted in the following locations:

Oakland, CA, Denver, CO, Atlanta, GA, Chicago, IL, Washington, D.C., South Florida and New Orleans, LA.

The events allowed for direct interaction with the PBCD leadership and offered a forum for members to network and solicit ideas for future conferences and division initiatives. For the

## FY2018 ANNUAL DIVISION PERFORMANCE REPORT: PLANNING AND THE BLACK COMMUNITY DIVISION

events held in Atlanta and South Florida, local PBCD members sponsored the receptions so the Division did not incur any costs. In total, approximately 75 members participated in these events leading up to 2018 NPC.

PBCD hosted a webinar entitled, "Planning for Environmental Justice and Healthy Communities" on February 23, 2018. The Division was approved to offer 1.5 (CM) for attendees participating in the webinar. By all accounts, this was by far PBCD's most successful webinar, attracting more than 800 participants. The speakers included PBCD member Carlton Eley and Tiffany Eng.

After revamping criteria for the PBCD Fellowship, the Division relaunched the Annual Fellowship for students. PBCD received a record number of applicants for the 2018 PBCD Fellowship Award. 35 students applied to the fellowship and after narrowing down the top candidates, Joy Semien, Ph.D. student at Texas A&M, was selected as the 2018 PBCD Fellow. Joy conducted research during the summer of 2018 on **The Impact of Hurricane Harvey on Houston's African-American Neighborhoods**. The research has been published and a copy has been distributed to the Division Council. PBCD's first webinar for FY 2019 will be on this research project.

Our Student Representative, Gisla Bush, prepared an extensive resume booklet for 2018 NPC attendees. The booklet contained resumes of PBCD student members and young professionals who were seeking internships and employment opportunities. The resume booklet was distributed to members via e-mail prior to the start of conference.

To round out FY 2018, PBCD participated as a symposium sponsor and presenter at "Broken Landscapes: Local Perspectives on Black Architects and Planners" in Washington, D.C. The event occurred on September 27, 2018 at Howard University and attracted planners from across the nation to participate in a forum that examined the roles of Planners and Architects in the District of Columbia. Herald as a success, the symposium was coordinated by PBCD member, Hazel Edwards, FAICP and featured speakers James Gilleylen, a former PBCD Executive Board Members and Derek Hull, PBCD Chair. CM credits were offered for participants who attended the symposium.

### 5. Membership

PBCD membership has increased dramatically, with the majority of new members representing student populations. It is noted that PBCD non-student membership (Regular Membership) remains around 300 members.

PBCD 2017 Membership:  
534 (End of 4<sup>th</sup> Quarter)

PBCD 2018 Membership:  
1,080 (End of 4<sup>th</sup> Quarter)

## FY2018 ANNUAL DIVISION PERFORMANCE REPORT: PLANNING AND THE BLACK COMMUNITY DIVISION

Currently students make up approximately 75 percent of the total PBCD membership. As a result of this increase, PBCD has identified areas to cultivate student interests:

- 1) PBCD Fellowship Award
- 2) PBCD Mentor/Mentee Program
- 3) PBCD Resume Booklet
- 4) PBCD Travel Scholarships

Currently the Board has eight committees:

- **Elections Committee:** Coordinates PBCD Elections and recruits and train officers.
- **Communications Committee:** Serves as editor and writers of the newsletters, any social media and web page activity, coordinated by the Social Media Administrator, and coordination of all webinars.
- **Regional Ambassador Program:** Coordinates regional events along with Board Members to promote PBCD Initiatives.
- **Collective Impact:** Coordinates the formation of complementary professions to formulate a Think Tank and Speakers Bureau to address issues germane to the African-American community.
- **Fellowship Committee:** Disseminate and coordinated activities for the Fellowship Award and oversee the Fellow's research project.
- **Fundraising Committee:** Establishes fundraising goals and develops a solicitation packet for fundraising.
- **Membership Committee:** Cultivates activities to secure new memberships to the Division and develops surveys to assess membership satisfaction.
- **40<sup>th</sup> Anniversary Committee:** Establishes the theme for the event and creates the marketing campaign and anniversary outline for members.

Each Executive Board Member is required to Chair one or more of these committees to ensure that proper oversight is granted by the Board. Each committee solicits volunteers from the general membership. During the 2018 PBCD Annual Business Meeting, members were encouraged to sign up for one or more committees offered during the meeting. Funding for each committee is included in the FY 2019 budget.

### 6. Division Assistance Programs

PBCD conducted a Day of Service during the 2018 NPC on April 20, 2018. The event was coordinated with the Office of Mayor Latoya Cantrell. During Earth Day, PBCD members met in a local neighborhood and removed debris and trash while engaging residents of the importance of protecting the environment. In total, the event attracted 15 volunteers to clean District B of New Orleans.

PBCD has identified members to assist with the Social Equity Policy Guide, including Carlton Eley. Likewise, other members are assisting with the Diversity Forum, including Jeanette Dinwiddie-Moore, Maxine Griffith and Derek Hull.



## FY2018 ANNUAL DIVISION PERFORMANCE REPORT: PLANNING AND THE BLACK COMMUNITY DIVISION

### 7. **Research and Publications**

The 2018 PBCD Fellow conducted research entitled, **The Impact of Hurricane Harvey on Houston's African-American Neighborhoods**. The research has been published and available through the PBCD webpage. A copy of the project was sent to the Division Council.

### 8. **Elections**

PBCD conducted elections for Division officers. The election was conducted through the APA Election Process and concluded in September 2018. The Nominations Committee consist of Patrice Ruffin, AICP, chair and Jeanette Dinwiddie-Moore, FAICP, member.

PBCD held an election for the following positions:

Chair Elect (Victoria Mason-Ailey)

Vice Chair (Franchesca Taylor)

Secretary/Treasurer (Chanel Williams)

Student Representative (Kayla Hunter)

With the exception of Chair Elect, there were at least two candidates vying for each office. In the case of Student Representative, there were eight candidates vying for the position. The new officers will be installed on January 1, 2019, when they will assume their responsibility. A considerable amount of effort has been allotted for new officers to get acclimated to their roles and responsibilities. Members who ran for office but did not win were still encouraged to remain active in the Division.

### 9. **Financial Report**

Appendix D highlights the final Financial Report for FY 2018 as well as our proposed FY 2019 budget. There are several items to note regarding FY 2018:

1. The proposed revenue for FY 2018 budget is inaccurately reflected on the attached spreadsheet. The amount reflects \$10,500.00 but the amount should be \$9,000. When formatting the spreadsheet, the Fellowship Donations and the Fellowship Revenue were both counted in the grand total for revenue.
2. The projected fundraising and other revenue goals of \$5,100 was not achieved for FY 2018. The Division secured \$1,058 in sponsorship and revenue but did not secure an additional \$4,042 to meet the targeted goal. This was due in part to revising the PBCD Sponsorship Packet six months into FY 2018.
3. Despite coordinating efforts, the Fellowship Committee was not able to launch the Fellowship Donation Campaign. The proposed fundraising goal was \$1,500 which created a deficit of \$1,500 of unearned revenue for FY 2018.
4. There are two outstanding commitments for pledged donations to PBCD for FY 2018. These amounts were for sponsorships for the PBCD Consultants' Reception and Awards Ceremony. The PBCD Executive Board has reached out to Consultants to secure payment.

## FY2018 ANNUAL DIVISION PERFORMANCE REPORT: PLANNING AND THE BLACK COMMUNITY DIVISION

5. Travel Expenses related to Sec./Treasurer and Student Rep. were for attendance at 2017 APA Policy and Advocacy Conference. The "current" Board held a retreat during that weekend so technically these expenses occurred in FY 2017. Funds, however, were reimbursed in FY 2018.
6. Travel Expenses related to Chair's travel for the 2018 APA Policy and Advocacy Conference included conference registration for the Chair Election in the amount of \$95.00. The Chair's travel costs for the conference was \$872.01. The Chair received a Travel Scholarship from the Division Council to cover half cost for air, hotel and transportation. PBCD is waiting for reimbursement from the DC to reimburse the PBCD account. The PBCD Treasurer will send a follow up e-mail to the DC for reimbursement to the account.
7. The Regional Networking Events were budgeted at \$400.00 but PBCD received a \$500.00 contribution from a member and additional funding was used to host the Florida reception.

When considering that PBCD anticipated approximately \$5,500 in additional revenue through fundraising and other revenue activities, the Division was still able to coordinate a robust and active year with a reduced budget. Although the budget shows a deficit, it was predicated on our attempt to fundraise. At the close of September 30, 2018, PBCD had a balance of \$5,500. Fundraising will be a top priority for FY 2019.

### 10. Bylaws

There were no changes to the PBCD Bylaws during this reporting period.

### 11. Divisions Council Meetings

Derek Hull, PBCD Chair, did not participate on the conference call for Winter Business Meeting due to a work conflict. The Chair did participate in the Business Meeting during the 2018 NPC and the Business Meeting during the 2018 Policy and Advocacy Conference. The Chair Elect also attended Policy and Advocacy Conference.

### 12. APA Development Plan

PBCD has been active in providing guidance with the APA Diversity Forum. The Division was the first to recommend consideration of a Diversity Summit for the 2019 NPC. In addition, several members have been involved with the Social Equity Policy Guide. Our Division has subject matter experts that provide direct focus to the subject matter and help to shape the narrative around diversity and inclusion for the entire organization.

### 13. Division Challenges

At the start of FY 2018, PBCD experienced an abrupt resignation from the newly elected Vice Chair. Naturally, this left a major void in conducting activities outlined in the Division's work plan. In addition, the remaining members, excluding the Chair, had limited experience with APA. These factors, coupled with a lack of dedicated volunteers, prevented the Division from achieving some of its desired goals such as fundraising and enhancing our overall messaging through social media. The influx of student members and the loss of revenue from student memberships continues to be a challenge for PBCD. In short, the Division must work harder to cultivate a work

## **FY2018 ANNUAL DIVISION PERFORMANCE REPORT: PLANNING AND THE BLACK COMMUNITY DIVISION**

program that addresses the needs of students but who are not contributing to the financial viability of the Division.

Finally, I think the distribution of membership revenue should be revisited. With fees going to the National Office and Division Council, it has a major impact to smaller divisions and their ability to operate, given the vast programs, activities and initiatives of APA.

### **14. Shout it from the Mountains**

The Day of Service event held during the 2018 NPC was a great success and members who participated left with a feeling of accomplishment. As Planners, we are all servants so it makes sense to conduct a Day of Service as a broader part of the NPC.

The Regional Membership Drives and Networking Events across the nation really afford members an opportunity to meet Division leadership and spend one on one time with members. Not all members attend the National Conference so this is a great way to promote Division and APA wide initiatives and reinvigorate interest of Planners.

### **Appendixes (attach all and submit with this report in 1.pdf):**

- a. FY2018 Work Plan with Approved Budget
- b. FY2019 Work Plan with Proposed Budget
- c. Annual Business Meeting Notes and Attendance List
- d. FY2018 Financial Report
- e. Updated bylaws (if applicable)
- f. PBCD Schedule of Events 2018 NPC



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## Appendix A PLANNING & THE BLACK COMMUNITY DIVISION FY2018 Work Plan (September 30, 2017 – October 1, 2018)

Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Estimated Completion Date	Status as of November 15, 2017 Performance Report (10/01/16-09/30/17)
Goal 1 Increase membership of the Division by five percent and better, sustain membership and engage membership in Division activities.	Task 1.1 Sponsor a minimum of two regional networking and professional development opportunities outside of the annual conference activities. Target non-division members for inclusion of such events.	Action 1.1.1 Identify regional locations with high number of division members Action 1.1.2 Identify regional hosts that are currently division members Action 1.1.3 Prepare and implement regional event plan(s)	Vice Chair Regional Ambassadors	\$400	Ongoing	• Not completed
	Task 1.2 Issue quarterly division newsletters. Ensure that the newsletter is disseminated among allied professionals, elected officials, other Divisions, and non-PBCD members to increase the Division's visibility. Ensure the division newsletters provide informative planning and membership interest information.	Action 1.2.1 Newsletter Editor, Communications Committee continues to solicit submissions, including columns from key leadership Action 1.2.2 Newsletter published and distributed on a quarterly basis	Communications Committee	\$0	Ongoing	COMPLETED • January 2017 (winter edition) • April 2017 (conference and spring edition)
	Task 1.3 Identify future leaders of the division and begin engaging them in committee activities or other division activities; ultimately working toward a more competitive nominations process.	Action 1.3.1 Identify student and new professional members to participate on committees Action 1.3.2 Update division bylaws and recruit new executive leadership Action 1.3.3 Identify current Executive Committee members to participate on APA Divisions Council or other leadership groups within APA	Chair Chair-Elect Vice Chair Nominations Committee	\$0	Ongoing	No specific program started; carry over to FY2018
	Task 1.4 Utilize national APA conferences to enhance membership engagement opportunities and increase membership	Action 1.4.1 Membership Committee and Executive Committee consider and undertake special events at National Conference	Chair Vice Chair Workshops & Conference Committee	\$0	Annually	Networking Reception with other Divisions at next APA Conference; carry over to FY2018



Appendix B  
PLANNING & THE BLACK COMMUNITY DIVISION  
FY2018 Work Plan (October 1, 2017 – September 30, 2018)

Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Estimated Completion Date	Status as of November 15, 2017 Performance Report (10/01/16-09/30/17)
Goal 2 Enhance Professional Development opportunities for Division members.	among non-members through strategic membership recruitment initiatives.	Action 1.4.2 Ensure division member presence and promotion at Chapter Planning Conferences				• Joint Cocktail Reception with other division(s) or Division-sponsored reception
	Task 2.1 Co-sponsor training or professional development opportunities with other divisions, APA chapters or sections and/or allied organizations of interest to Division members and for members to obtain Certification Maintenance Credits.	Action 2.1.1 Identify other divisions, APA chapters or sections and/or allied organizations with similar areas of interest Action 2.1.2 Co-sponsor events such as sessions, webinars, etc. to provide Certification Maintenance Credits to members	Vice Chair Research and Education Committee	\$500	Ongoing	No specific program started; carry over to FY2018
	Task 2.2 Provide enhanced opportunities and/or resources to members to prepare for the APA Comprehensive Examination to become an American Institute Certified Planner and to maintain certification.	Action 2.2.1 Identify AICP training opportunities and/or develop webinars, etc. for members Action 2.2.2 Advertise AICP training opportunities for members in quarterly newsletters or monthly e-bulletins	Vice Chair Student Representative	\$0	Ongoing	No specific program started; carry over to FY2018
	Task 2.3 Conduct survey to determine membership needs, expectations, and vision for the Division.	Action 2.3.1 Develop membership survey Action 2.3.2 Administer survey biannually	Executive Committee Communications Committee	\$210	December 2017 April 2018	2017 membership survey underway; carry over to FY2018
	Task 2.4 Develop PBCD 38 <sup>th</sup> Anniversary and Division Conference	Action 2.4.1 Update 30 <sup>th</sup> Anniversary document Action 2.4.2 Identify host and coordinate 36 <sup>th</sup> Anniversary Event	Executive Committee	\$3000	By April 2018	Carry over to FY2018
Goal 3 Expand capacity and deliverables to provide technical assistance to communities of color.	Task 3.1 Establish an Ad Hoc Technical Assistance Committee to establish the mission, identify the capacity and develop a more detailed plan of action for providing technical assistance to communities of color.	Action 3.1.1 Identify potential committee members, especially those in academia and/or consulting and solicit participation Action 3.1.2 Establish committee within three months of solicitation Action 3.1.3 Coordinate with APA Community Planning Assistance Teams (CPAT) and with university partners, primarily historically black colleges and universities (HBCU).	Executive Committee Vice Chair	\$0	February 2018	Carry over to FY2018

Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Estimated Completion Date	Status as of November 15, 2017 Performance Report (10/01/16-09/30/17)
Goal 4 Enhance the PBCD Scholarship Program, fundraising and Division relationships with higher education institutions.	Task 3.2 Develop membership database by planning subject area, as well as regions, to be used in creating technical assistance teams.	Action 3.2.1 Develop membership survey to identify subject areas of interest Action 3.2.2 Solicit participants for technical assistance teams by subject area and region	Vice Chair Technical Assistance Committee	\$0	June 2018	Not started; carry over to FY2018
	Task 3.3 Identify ways to generate funding to support technical assistance programs.	Action 3.3.1 Identify and solicit participation from partnering organizations in specified regions	Vice Chair Chair-Elect Treasurer	\$0	April 2018	Not started; carry over to FY2018
	Task 4.1 Establish a development plan for increased funding to the PBCD graduate scholarship program.	Action 4.1.1 Executive Committee considers proposal, adopts, and promotes scholarship annually	Treasurer Student Representative	\$0	April 2018	Not started; carry over to FY2018
	Task 4.2 Evaluate and raise sponsorship funds for scholarship program and division revenue.	Action 4.2.1 Identify potential sponsors for scholarship fund and division initiatives, conferences or projects.	Treasurer Student Representative	\$0	May 2018	Not started; carry over to FY2018
	Task 4.3 Enhance marketing of PBCD scholarship program or other division event to division members, allied organizations, APA and educational institutions across the country.	Action 4.3.1 Develop solicitation materials for scholarship fund and distribute to sponsorship list biannually	Student Representative	\$0	February 2018	Not started; carry over to FY2018
Goal 5 Create a systematic plan for conducting Division business, branded message and elected transitions.	Task 4.4 Develop scholarship recipient tracking program.	Action 4.4.1 Create document listing all program recipients, use of funds, continued division participation, and graduation/work status	Student Representative	\$0	February 2018	Carry over to FY2018
	Task 4.5 Partner with allied agencies by representing PBCD and APA on projects panels at conferences other than APA.	Action 4.5.1 Attend conferences of allied professions biannually as panelist representing PBCD and APA or participate on projects or initiatives.	Chair Chair-Elect Vice Chair	\$0	Ongoing	Ongoing; carry over to FY2018
	Task 5.1 Continuously upgrade PBCD website to ensure timely resources and information are available to members and the public. Increase traffic and engagement on PBCD website by members and others. Identify webpage plan to better link	Action 5.1.1 Ensure that all required documents are posted on webpage Action 5.1.2 Update webpage on bi-monthly basis or as often as needed	Communications Committee	\$0	March 2018	Ongoing; PBCD website overhaul underway in collaboration with APA

Appendix B  
PLANNING & THE BLACK COMMUNITY DIVISION  
FY2018 Work Plan (October 1, 2017 – September 30, 2018)

Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Estimated Completion Date	Status as of November 15, 2017 Performance Report (10/01/16-09/30/17)
	activities and resources of Division with needs of organization.					
Goal 6 Support APA Development Plan	Task 6.1 Continue to collaborate with other divisions	Action 7.1.1 Division Chair coordinates with other division chairs regarding activities, gaining assistance/input from Executive Committee	Chair Chair-Elect Executive Committee	\$0	Ongoing	Ongoing; carry over to FY2018
	Task 6.2 Continue to assist APA in its diversity initiatives and support the development policy guide on social equity	Action 7.2.1 Undertake activities as requested and based upon availability of Executive Committee and members	Executive Committee Appointed Ad-Hoc Liaison	\$0	Ongoing	Ongoing; Working on Social Equity Report with APA
	Task 6.3 Provide advocacy support on issues affecting diversity in the profession as needed	Action 7.2.1 Undertake letters of support or provide comments on policies affecting diversity in the profession or APA	Executive Committee	\$0	Ongoing	Ongoing; carry over to FY2018
Goal 7 Support Divisions Council Initiatives	Task 8.1 Collaborate with Other Divisions on Divisions Council Initiatives	Action 8.1.1 Participate in joint divisions facilitated discussion at National Planning Conference	Chair Executive Committee	\$0	Ongoing	Ongoing; carry over to FY2018
	Task 8.2 Produce article for newsletter on Divisions Council Initiatives topic	Action 8.2.1 Solicit, receive, and publish one article per year	Communications Committee Executive Committee	\$0	Annually	No specific action taken; carry over to FY2018



## American Planning Association

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### Planning and the Black Community Division FY2019 Work Plan (October 1, 2018 – September 30, 2019)

#### Attachment B

Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Est. Completion Date	Status as of Nov. 15, 2018
Goal 1 Increase Division membership by five percent and sustain membership and engage membership in Division across the country.	Task 1.1 Sponsor a minimum of five regional networking and professional development events throughout the year.	Action 1.1.1 Coordinate events in regional locations where PBCD Executive Board Members reside Action 1.1.2 Identify regional hosts that are currently division members Action 1.1.3 Prepare and implement regional event plan(s)	Membership Chair Secretary/Treasurer PBCD Executive Board Members Regional Ambassadors Fundraising Chair	\$500	April 2019	Events will get underway starting Jan. 2019
	Task 1.2 Enhance the overall communication from the Division through Newsletters, e-blast, and social media posts. Ensure that the newsletter is disseminated among allied professionals, elected officials, other Divisions, and non-PBCD members to increase the Division's visibility. Ensure the division newsletters provide informative planning and membership interest information.	Action 1.2.1 Establish a Communications Chair, Social Media Administrator, Newsletter Editor, Communications Committee to engage members with Division initiatives Action 1.2.2 Distribute Newsletter, monthly e-blast, and social media posts to highlight Division activities on an on-going basis and engage members.	PBCD Executive Board Communications Committee Chair Secretary/Treasurer Social Media Administrator Newsletter Editor Communications Committee Members	0.00	On-going	On-going



Policy / Goal	Tasks	Actions	Parties Responsible	Budget	Est. Completion Date	Status as of Nov. 15, 2018
	<p><b>Task 1.3</b> Partner with similar associations to promote activities of Division, collaborate on new initiatives and offer cross memberships into PBCD (The Collective Impact)</p>	<p><b>Action 1.3.1</b> Identify student organizations that share similar interests as PBCD</p> <p><b>Action 1.3.2</b> Establish an agenda and specified role of each organization</p> <p>recruit new executive leadership</p> <p><b>Action 1.3.3</b> Prepare an annual agenda of goals and objectives for the Collective Impact</p>	<p>PBCD Chair</p> <p>Committee Members</p>	\$150.00	On-going	Convened a series of meetings with COMTO, NOMA, Professional Black Engineers, NFBPA to set agenda
	<p><b>Task 1.4</b> Utilize national APA conferences to enhance membership engagement opportunities and increase membership among non-members through strategic</p>	<p><b>Action 1.4.1</b> Membership Committee and PBCD Executive Board consider and undertake special events at National Conference</p> <p><b>Action 1.4.2</b> Ensure division member presence and promotion at Chapter Planning Conferences</p> <p><b>Action 1.4.3</b> Coordinate a Day of Service prior to the start of the NPC for members and affiliated PBCD partners</p>	<p>Membership Chair</p> <p>PBCD Executive Board</p> <p>PBCD General Body</p> <p>PBCD Partners</p>	<p>Day of Service \$500</p> <p>NPC Events \$3500</p>	April 2019	The Division has started to plan for events at the 2019 NPC
	<p><b>Task 1.5</b> Provide support to PBCD Research Project- The First Generation of Black Planners Speak Their Truths</p>	<p><b>Action 1.5.1</b> Disseminate research topic to PBCD membership</p> <p><b>Action 1.5.2</b> Establish a timeline for Research Project</p> <p><b>Action 1.5.3</b> Compile "historical first moments" for PBCD and establish a repository for PBCD artifacts</p>	<p>Chair</p> <p>Research Chair and Co-Chair</p> <p>Research Committee</p> <p>Vice Chair</p>	\$500.00	Sept. 2019	A proposal was submitted to the Division Council for additional funding

<b>Policy / Goal</b>	<b>Tasks</b>	<b>Actions</b>	<b>Parties Responsible</b>	<b>Budget</b>	<b>Est. Completion Date</b>	<b>Status as of Nov. 15, 2018</b>
<b>Goal 2</b> Enhance Professional Development opportunities for Division members.	<b>Task 2.1</b> Sponsor training or professional development opportunities to Division membership and with other Divisions, APA chapters or sections and/or allied organizations of interest to Division members and for members to obtain Certification Maintenance Credits.	<b>Action 2.1.1</b> Coordinate a series of webinars, etc. for members <b>Action 2.1.2</b> Advertise AICP training opportunities for members in quarterly newsletters or monthly e-bulletins <b>Action 2.1.3</b> Coordinate events through the Collaborative Impact	PBCD Executive Board PBCD Vice Chair	\$150.00	September 2019	The first webinar is scheduled for Nov. 30, 2019 Hurricane Harvey and the Impact on African-American Neighborhoods.  We will schedule at least two other webinars in 2019
	<b>Task 2.2</b> Outline Kickoff activities for the 40 <sup>th</sup> Anniversary of PBCD scheduled for Oct. 2020.	<b>Action 2.2.1</b> Establish a 40 <sup>th</sup> Anniversary Committee <b>Action 2.2.2</b> Develop a theme, goals and objectives for events for members to participate in <b>Action 2.2.3</b> Initiate fundraising and marketing of the event	40 <sup>th</sup> Anniversary Chair and Committee PBCD Executive Board Membership Committee Fundraising Chair	\$100.00 \$200.00	September 2019	A Chair of the 40 <sup>th</sup> Anniversary Committee has been selected
	<b>Task 2.3</b> Continue fundraising efforts to assist in supporting Division initiatives.	<b>Action 2.3.1</b> Establish a Fundraising Committee and set goals for 2019 <b>Action 2.3.2</b> Identify initiatives that will require additional funding and seek out opportunities to partner with similar organizations.	Fundraising Chair Fundraising Committee	\$0.00	On-going	A Chair has been selected and efforts will continue throughout the year
	<b>Task 2.4</b> Continue PBCD Mentor/Mentee Program	<b>Action 2.4.1</b> Assign PBCD Mentees to Mentors <b>Action 2.4.2</b> Revise general parameters on the responsibilities of program participants.	Mentorship Chair Mentorship Committee PBCD Executive Board	0.00	On-going	The Program is currently active but the Division needs to assign new mentees to mentors

<b>Policy / Goal</b>	<b>Tasks</b>	<b>Actions</b>	<b>Parties Responsible</b>	<b>Budget</b>	<b>Est. Completion Date</b>	<b>Status as of Nov. 15, 2018</b>
<b>Goal 3</b> Expand capacity and deliverables to provide technical assistance to communities of color.	<b>Task 3.1</b> Establish an Ad Hoc Technical Assistance Committee to establish the mission, identify the capacity and develop a more detailed plan of action for providing technical assistance to communities of color.	<b>Action 3.1.1</b> Identify potential committee members, especially those in academia and/or consulting and solicit participation <b>Action 3.1.2</b> Establish committee within three months of solicitation <b>Action 3.1.3</b> Coordinate with APA Community Planning Assistance Teams (CPAT) and with university partners, primarily historically black colleges and universities (HBCU).	Chair Elect Vice Chair Technical Advisory Committee Chair	0.00	May 2019	Pending
	<b>Task 3.2</b> Develop membership database by planning subject area, as well as regions, to be used in creating technical assistance teams.	<b>Action 3.2.1</b> Develop membership survey to identify subject areas of interest <b>Action 3.2.2</b> Solicit participants for technical assistance teams by subject area and region	Chair Elect Vice Chair	0.00	July 2019	Pending
	<b>Task 3.3</b> Focus the 40 <sup>th</sup> Anniversary around Technical Assistance to Communities of Color	<b>Action 3.3.1</b> Establish 40 <sup>th</sup> Anniversary Committee and outline potential technical assistance areas. <b>Action 3.3.2</b> Partner with units of government, local stakeholders and other organizations regarding technical assistance opportunities	Chair 40 <sup>th</sup> Anniversary Committee PBCD Executive Board	0.00	August 2019	The Committee is currently being formed
<b>Goal 4</b> Enhance PBCD student membership by supporting various student initiatives	<b>Task 4.1</b> Continue to fund to PBCD Fellowship Program for students.	<b>Action 4.1.1</b> Set aside funding for Fellowship Award and travel to NPC to present research project <b>Action 4.1.2</b> Coordinate early marketing of Fellowship	PBCD Student Representative Vice Chair Fellowship Committee Members	\$1500 (Fellowship Award) \$500 (Fellow Travel)	April 2019	The Committee is currently being formed

Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Est. Completion Date	Status as of Nov. 15, 2018
		Program to PBCD student members. <b>Action 4.1.3</b> Establish a Committee including former Fellowship Awardees and develop a schedule of activities				
	<b>Task 4.2</b> Establish a development plan for increased funding to the PBCD Fellowship Program.	<b>Action 4.2.1</b> Refine the Fellowship solicitation campaign and market to PBCD members, allied organizations and other interest groups. <b>Action 4.2.2</b> Establish a fundraising goal and incorporate activities to promote campaign during the NPC	PBCD Student Representative Vice Chair Fellowship Committee Members	0.00	January 2019	Review of current solicitation packet
	<b>Task 4.3</b> Provide funding for PBCD student member to attend NPC	<b>Action 4.3.1</b> Market travel scholarships to PBCD membership <b>Action 4.3.2</b> Develop an application and procedure to screen applicants	PBCD Student Representative Vice Chair Fellowship Committee Members	\$500.00	April 2019	Marketing will start Dec. 2018
	<b>Task 4.4</b> Provide additional resources for the PBCD Mentor/Mentee Program	<b>Action 4.4.1</b> Match new PBCD mentees with mentors <b>Action 4.4.2</b> Provide resources and highlight successful matches in the Newsletter	Membership Chair Mentor/Mentee Committee PBCD Executive Board	0.00	On-going	Preparing to send out correspondence in December
<b>Goal 5</b> Create a systematic plan for conducting Division business, branded message and elected transitions.	<b>Task 5.1</b> Continuously upgrade PBCD website to ensure timely resources and information are available to members and the public. Increase traffic and engagement on PBCD website by members and others. Identify webpage plan to better link	<b>Action 5.1.1</b> Ensure that all required documents are posted on webpage <b>Action 5.1.2</b> Update webpage on weekly basis or as often as needed <b>Action 5.1.3</b> Assign a PBCD Executive Board Member to Chair Communications Committee <b>Action 5.1.4</b> Employ an e-mail service that can compile members e-mail addresses	Communications Chair Social Media Administrator Communications Committee PBCD Executive Board	0.00	On-going	Social Media Administrator was hired Oct. 2018



Policy/Goal	Tasks	Actions	Parties Responsible	Budget	Est. Completion Date	Status as of Nov. 15, 2018
Goal 6 Support APA Development Plan and Other Initiatives	Task 5.2 Streamline PBCD communications by hiring a Social Media Administrator to coordinate all social media pages	<p>Action 5.2.1 Establish a single POC to enhance the Division's social media presence</p> <p>Action 5.2.2 Create a new Facebook Page and assume administrative roles for the PBCD Twitter Page, LinkedIn Account, and Instagram Account basis or as often as needed</p> <p>Action 5.2.3 Coordinate monthly E-Blast to the members along with the Communications Chair</p> <p>Action 5.2.4 Provide recommendations to enhance the Division's social media presence</p>	<p>Communications Chair</p> <p>Social Media Administrator</p> <p>Communications Committee</p> <p>PBCD Executive Board</p>	\$540.00 (SMA)	On-going	On-going
	Task 6.1 Continue to collaborate with other Divisions	Action 6.1.1 Coordinates with other division chairs regarding activities, gaining assistance/input from Executive Committee	Chair Chair Elect PBCD Executive Committee	0.00	On-going	Planning a Day of Service for 2019 NPC with other APA Divisions
	Task 6.2 Continue to assist APA in its diversity initiatives and support the development policy guide on social equity	Action 6.2.1 Undertake activities as requested and based upon availability of Executive Committee and members	Chair PBCD Executive Committee Appt. Division Liason	0.00	On-going	Participated in conference calls for 2019 Diversity Summit
	Task 6.3 Support to the APA Foundation	Action 6.3.1 Provide funding to the APA Foundation to support Planning Initiatives	PBCD Executive Board	\$100.00	December 2018	Preparing to submit requisition on Dec. 3, 2018
Goal 7 Support Divisions Council Initiatives	Task 6.4 Serve as a principal advisor for Planning Home Initiative	Action 6.4.1 Serve as a committee member and provide recommendations to address housing issues.	Chair PBCD Executive Board Ad-Hoc Committee	0.00	On-going	Initial call set up for Nov. 2018
	Task 7.1 Collaborate with Other Divisions on Divisions Council Initiatives	Action 8.1.1 Participate in joint divisions facilitated discussion at National Planning Conference	Chair Chair Elect	0.00	On-going	On-going

Planning and the Black Community Division  
FY2018 Financial Report (10/01/2017 - 09/30/2018) Current Budget  
FY2019 Proposed Budget (10/01/2018 - 09/30/2019) Future Budget

Appendix A, B, & D

Current Balance 11/15/18 \$5,500

		FY2018 Budget	FY2018 Actuals (as of 09/30/2018)		Proposed Budget FY2019
REVENUE	Description		Amount	Subtotal	REVENUE
Dues	Q4 (trf in November)	\$600.00	\$541.22		\$600.00
	Q1 (trf in February)	\$300.00	\$1,408.91		\$1,400.00
	Q2 (trf May/June)	\$1,200.00	\$508.11		\$500.00
	Q3 (trf August)	\$300.00	\$672.16		\$700.00
	Dues Revenue	\$2,400.00		\$3,130.40	\$3,200.00
Other	2018 Networking Event Sponsorship	\$1,000.00	500	500	\$1,000.00
	Division Sponsorship Revenue	\$1,600.00	157.5	157.5	\$200.00
	Conference Registration Revenue	\$2,500.00	\$0.00		\$250.00
	Sponsorship Revenue	0	\$400.00	\$400.00	
	2019 Fundraising Goal				3500
	Other Revenue	\$5,100.00	1058	\$1,057.50	\$4,950.00
Fellowship Fund	Fellowship Donations	\$1,500.00	0		1500
	Fellowship Fund Revenue	\$1,500.00		\$0	1500
	TOTAL REVENUE	\$10,500.00		\$4,187.90	9650
EXPENSES	Description		Amount	Subtotal	EXPENSES
Communications/Newsletter SMA	Website Hosting/ Social Media	\$150	150		\$40
	Conference Calls	0	0		0
	Newsletter Expense	0	0		0
MailChimp	Online Survey Expenses	\$210	0		120
	Newsletter Expenses	\$360	0		0
	TOTAL EXPENSES	\$720		\$150.00	660
Annual Conference/Business Meeting	Marketing Expenses/Printing	\$300.00	\$425.21		\$150.00
	Committee/ Speaker Costs	\$100.00	0		\$80.00
AV Equipment for Bus Mtg.	On-Site expenses	\$500.00	0		\$1,800.00
Includes Joint Reception with HCD	Food and Beverage expenses	\$2,500.00	2,852.77		\$1,250.00
	Annual Meeting Expense	\$3,400.00		\$2,852.77	3,280
Travel Division Chair	APA National Conference	\$1,500.00	\$0.00		0
	APA Fall Leadership Meetings	\$600.00	\$967.01		600
Sec/Treasurer and Student Rep Travel	Other	\$200.00	1,332		0
	Annual Meeting Expense	\$2,300.00		2,299.44	600
PBCD 1/2 Day Forum	Travel Expenses	0	0		0
	Supplies	\$300.00	0		0
	Catering/Refreshments				50
	Reception				250
	Day of Service				500
Awards Ceremony Gifts (5)	Other	0	261		0
	Forum Expense	\$300.00		260.89	800
Conference/ Networking Events	Diversity Mixer-NPC Joint Reception	0	0		
Board Members hosting Regional Events. \$500.00 donated by Elbert Waters	Regional Networking Events/ Membership Mixer	\$400.00	\$898.23		500
	Booth/NAACP Conference	0	0		
	Travel Expenses	0	0		
	Postage	0	0		
	Conference/Networking Expense	\$400.00		\$898.23	
Fellowship Fund	Fellowship Award	\$1,500.00			1,500
	PBCD Student Travel Scholarship				500
	Fellowship Recipient Travel	0			500
	Fellowship Expense	\$1,500.00	\$1,500.00	\$1,500.00	2,500
Education	APA-Ohio Webinar	\$500.00	150.00		150
	Professional Development opportunities	0	0		
	Education Expense	\$500.00		\$150.00	
Other	APA Foundation Payment	0	0		100
	Collective Impact				100
	Fundraising Expense				200
	Division Council Matching Grant				500
	40th Anniversary Kick Off				100
	Other Expenses	0	0		
	Other Expense	0		\$0.00	1,000
	TOTAL EXPENSES	\$7,620		8,111.33	9,340
Revenue over (under) Expenses for reporting period:		2,880		-3,923.43	310

Submitted by: Derek Hull

## **PBCD 2018 Business Meeting**

**Sunday April 22, 2018**

**7:00 p.m. - 8:30 p.m.**

**Hilton New Orleans Riverside Hotel**

**Camp Room**

**2 Poydras Street, New Orleans**

**Official Minutes recorded by Vontra Giles**

Meeting called to order by Derek Hull at 7:05 p.m. Vontra Giles and Executive Board led attendees in the first annual celebration of the 1905 Negro-National Anthem to commemorate the unique history of the African-American social experience in the United States, as well as to acknowledge the African-American presence and influence in the City of New Orleans, LA.

Individuals of the Executive Board were introduced to members, and each member had the opportunity to introduce themselves.

Two motions were made to approve the 2017 Annual Business Meeting Minutes. No comments, questions, or objections to the minutes. Secretary/ Treasurer Vontra Giles presented the Treasure's Report and opened the floor to address any questions in the treasurer's report and budget and found none.

Derek spoke with attendees about current division initiatives. He spoke about the re-launch of the PBCD fellowship program. Derek noted the PBCD Regional Ambassador program and encouraged members to sign up to be an Ambassador. He solicited member interest for volunteer help in PBCD's member committees (Communications, Marketing, Membership, Newsletter, Fellowship, etc.). Derek encouraged members to sign up as a mentor either with PBCD or with APA.

He highlighted the Executive Board's progress since the last Annual Business Meeting and announced the success of the Regional Membership drives in winter/spring 2018 in Los Angeles, CA, Washington, D.C., Chicago, IL, and Atlanta, GA. Derek told members that the Executive Board is welcome to hosting membership drives in cities with many PBCD members, such as Houston, TX, New York City, NY, Hampton, VA, New Orleans, LA, St. Louis, MO, and Atlanta, GA, and the E-Board would gladly send materials and scripts for hosting. PBCD member and attendee Chris Michael Hightower expressed interest in hosting another drive in Atlanta, GA.

Derek informed PBCD members of PBCD's goals, mission, purpose, challenges, and plan for growth and activities. He discussed the importance of partnerships with other APA divisions and

organizations, and explained what partnerships are and how they correlate to PBCD's growth. He provided examples of partnerships with the National Organization of Minority Architects (NOMA), the Conference of Minority Transportation Officials (COMTO), the National Forum for Black Public Administrators (NFBPA), and the National Society of Black Engineers (NSBE). He concluded this conversation with an excerpt on PBCD's 'Collective Impact'. He discussed the Collective Impact's five goals including the building of stronger service-oriented partnerships between each organization, increasing communication between the entities, and enhancing member participation in each group.

Vice Chair, Andrew Baker spoke to the Division about PBCD's proposed research by Jeffrey Lowe and Sigmund Shipp. The research covers the concept "First Generation of Black Planners speaking their Truth."

Andrew also introduced PBCD's 2018 Fellowship Recipient Ms. Joy Semien and discussed the details of her Fellowship along with a brief Bio.

Member, and previous PBCD Chair Patrice Ruffin discussed the upcoming 2018 election cycle for future vacant positions. She encouraged all members present to consider involvement at the Executive Board level, and explained the details of elections, timelines, requirements, and responsibilities. Andrew Baker concluded the election discussion with information on alternate volunteer positions available for members who aren't interested in becoming an Executive Board member.

The Executive Board gave members an opportunity for engagement and announcements at the Business Meeting.

Member Jeanette notified the body that in 2018, the FAICP recorded the highest number of diverse applicants, and numbers for people of color have significantly increased. She encouraged PBCD members to continue to have a presence in obtaining professional credentials. Jeanette announced the 2-year cycle for the FAICP, and expressed to the body interest in developing a committee solely for FAICP nominations and application assistance.

A member from Boston, NY announced that their planning department is looking to fill vacancies for planning director and various planner positions.

Member Aldea, shared with the body that the APA Social Equity Guide was currently undergoing changes. She encouraged PBCD members with interest, comments, and questions to send input for the Guide to [policyguide@planning.org](mailto:policyguide@planning.org).

Member Quintious Greene expressed elation to the members present at the Business Meeting and shared that he was especially proud to be connected to PBCD. He shared a suggestion with the



PBCD body to continue to adopt traditions within the organization that reflect the unique value that African-American's bring to the Planning Profession, and he shared a website with the body to review at their leisure ( [theafricanamericannationalidentity.com](http://theafricanamericannationalidentity.com) ).

Member Patrick informed the body of the demographics of planners of color in his hometown, Atlanta, GA. He expressed need for a greater professional presence in networking and engagement among planners of color. He encouraged young planners to remain involved with PBCD and the Division's initiatives, and to expand their knowledge of the planning field-inclusive of technological advances.

Member Antione Bryant of NOMA and member of PBCD's Collective Impact suggested to the body a Day of Service at NPC19, similar to the Day of Service PBCD conducted for NPC18. He invited PBCD members to continue looking for opportunities to partner with organizations that value Equity and Inclusion and suggested members expose their knowledge to NOMA's professional practices and publications. He referenced that more information would be available around NOMA's national conference dates (Chicago, 2018 and Brooklyn, 2019).

Chair, Derek Hull, ended the meeting with a reminder for members to sign up for volunteer committees and to see designated Executive Board members after the adjournment to sign up, speak, and meet about PBCD functions. Derek requested member participation at the Joint Reception and announced details for the event.

Business Meeting was adjourned at 8:33 p.m. (CST).

PBCD Business Meeting April 22, 2018

7:00 p.m. - 8:30 p.m.

Hilton New Orleans Riverside

Canal Meeting Room

- | Name:                  | Email:                      | Phone:          | PBCD Member Y/N |
|------------------------|-----------------------------|-----------------|-----------------|
| 1. JEFF BLANSON        | BLANSONSD@TROYMI.GOV        | 313 224 111     | Y               |
| 2. Fleming El Amin     | Fleming.elamin@gmail.com    | (202) 366-02    |                 |
| 3. Trey Scott          | Jonathantrey12@gmail.com    | 640-965-3       | Y               |
| 4. JASMINE LANGFORD    | Jazzy3713@yahoo.com         | N(404) 502 3920 |                 |
| 5. Mickal H. W. W. W.  | WOMANIC@pdq.net             | 713.8699777     | Y               |
| 6. Walter Council      | walter@imcal.la             |                 |                 |
| 7. Ngozi Ajayi         | ngajfo@bulldogs.aamu.edu    | 203 252 46      |                 |
| 8. Charles T. Bully    | charles@bulldogs.aamu.edu   | 969 4830        |                 |
| 9. Jevan Herbert       | Jherbert2@bulldogs.aamu.edu | 256 5281 3      |                 |
| 10. Sophia Carpenter   | scarcenter@gatach           | 704 819 8725    |                 |
| 11. Jasmine Champion   | jchampion@mbag.org          | 901-227-2871    |                 |
| 12. Elizabeth Wright   | Elizabeth8wright@gmail.com  | 217 924 5307    |                 |
| 13. Carl Cook          | ccooked@gmail.com           | 256-375-4502    | Y               |
| 14. Quintious Davis    | q.davis19@bulldogs.aamu.edu | 251-623-493     |                 |
| 15. Angela Brooks      | abrooks@thedia.org          |                 |                 |
| 16. Phoebe-Sade Arnold | paaybi@columbia.edu         | N               |                 |
| 17. Tamari Simmons     | triamm23@bulldogs.aamu.edu  | 5201            |                 |
| 18. Tayla Solomon      | tsolomon0302@gmail.com      | 443 473 1983    | 57              |
| 19. QUINTUS GREELE     | QGREENEMAIL@GMAIL.COM       |                 |                 |
| 20. Nicole Bennett     | nicole.bennett@wsp.com      |                 |                 |

PBCD Business Meeting April 22, 2018  
7:00 p.m. - 8:30 p.m.  
Hilton New Orleans Riverside  
Canal Meeting Room

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>	<u>PBCD Member: Y/N</u>
1. Melodie Wilson	wilsonm@gmail.com		
2. Gary Harris	gharris2@enterprise.com		N
3. Andrew Bolcer	abolcer@dekalbcountyGA.gov		
4. Berniece Herbert	berniece.herbert@aa.mu.edu	256-6534751	Y
5. Dominique Lockhart	dlockhart@gmail.com	202-836-0896	N
6. Christopher Jackson, Sr	ccjackson@cityofingewood.org		Y.
7. Eddy Ikemijun	efunna@cityofinglewood.org		N
8. AMINKI AMUNIGUN	aamunigu@bulldogs.aamu.edu	256-520-6001	S
9. Mohamed Ali	MALIT6@MAIL.DEPaul.EDU	571-251-5559	
10. Monica Kelley	mkelley@jcdpanth.net		Y
11. Mykeanna Dotson	missydotson3@gmail.com		Y
12. Kimberly Hilliard	Kimberly.d.hilliard@jsums.edu		Y
13. Michelle Carter	Michellescarter@gmail.com		N
14. Seferinus Okoth	seferinus022@yahoo.co.uk		
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PBCD Business Meeting April 22, 2018

7:00 p.m. - 8:30 p.m.

Hilton New Orleans Riverside

Canal Meeting Room

Name:	Email:	Phone:	PBCD Member: Y/N
1. Taboris D. Smith		803-397-6610	
2. April Smith	apsmi1@morgan.edu	803.347.6833	Y
3. Sha'Von Terrell	shter3@morgan.edu	(229) 894-0758	Y
4. Antoine Bryant	antoine_bryant@hotmail.com	512.547.0203	
5. David Noble	dnoble@ntdlandc.com	314-479-7330	Y
6. PATRICK RUFFIN			Y
7. BRITTANY ANDERSON			Y
8. Courtney Mahon	mahanocourtney@gmail.com	256-585-0258	(Y)
9. MAXINE GRIFFITH	maxine.griffith@columbia.edu	212-854-6524	Y
10. Ashaki Zeigler	an1336@wayne.edu	No	(404)
11. Michael Hightower	mhightower@cfatl.com	68470	
12. Jeanette Dinwiddie - Moore	dinwiddie@gmail.com		Y
13. Mitchell Silver	mitchell.silver@paris.nyc.gov		Y
14. Aldea Douglas	aldea.douglas@gmail.com		Y
15. Carlton Eley	eley-carlton@epa.gov		Y
16.			
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**PBCD Business Meeting April 22, 2018**  
**7:00 p.m. - 8:30 p.m.**  
**Hilton New Orleans Riverside**  
**Canal Meeting Room**

<u>Name:</u>	<u>Email:</u>	<u>Phone:</u>	<u>PBCD Member: Y/N</u>
1. Lynesha Jackson	jackson@qcrincorporated.com		
2. Nicholes, Donnell	dfrizhole53@aol.com	256-525-2129	Yes
3. Susan Campbell	susan.campbell@cookcountyil.gov		yes (312) 603-103
4. Taylor Perkins	taylorperkins@is@gmail.com		yes
5. Courtney Sharpe	courtney.d.sharpe@gmail.com	202-619-6214	YES (4)
6. Charles Wilkins	cwilkins@tamu.edu	(704) 906-1438	yes
7. BRIDGET HADLEY	bridget.hadley@cityofomaha.org		YES
8. Amanda Rice	ricedamanda@gmail.com	703-995-0728	
9. Tiera Clark	Tclark20@bellsouth.com		
10.			
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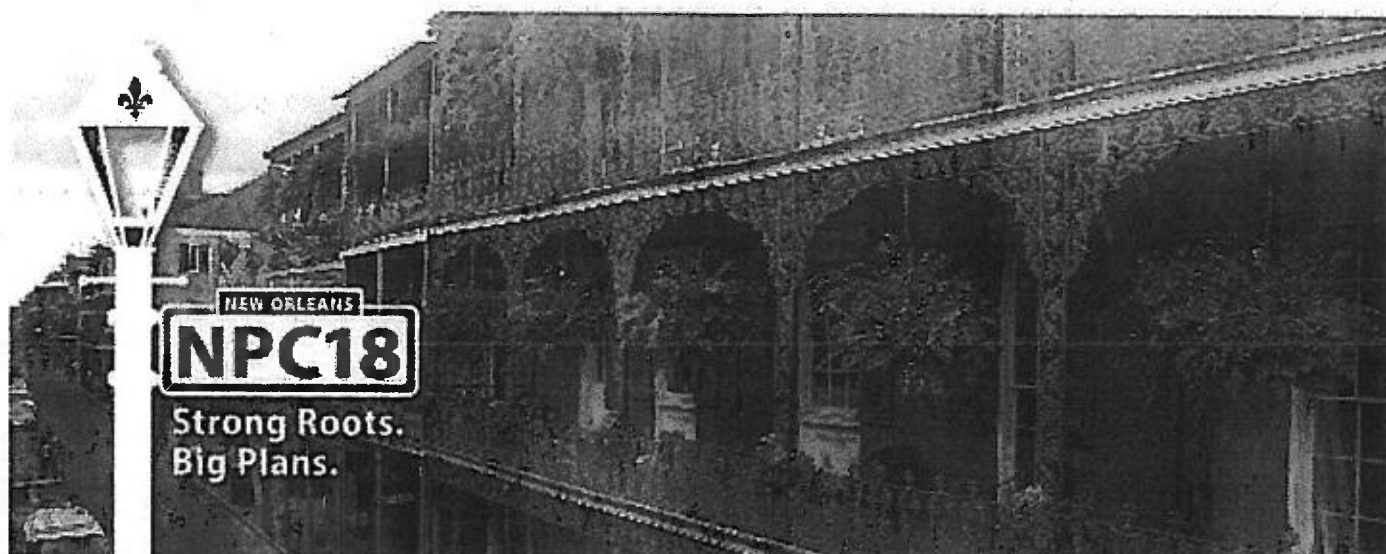
PBCD Business Meeting April 22, 2018

7:00 p.m. - 8:30 p.m.

Hilton New Orleans Riverside

Canal Meeting Room

- | Name:                 | Email:                       | Phone:                | PBCD Member: Y/N |
|-----------------------|------------------------------|-----------------------|------------------|
| 1. DeR R. Hull        | drhulla@hotmail.com          | 213-327-7614          | Y                |
| 2. Phil Taylor        |                              | 301-952-3080          | Y                |
| 3. CD Lang            | cdlang@aachp.org             | 202-517-0207          | Y                |
| 4. Cheria Caldwell    | Cheria.Caldwell@gmail.com    | 312-748-6658          | "IDK"            |
| 5. David Carter       | dcarter38@bulldogs.srm.edu   | 224-441-5252          |                  |
| 6. LAKISHA HULL       | lakisha.hull@lacity.org      | 213-978-1319          | Y                |
| 7. Lindsay Jarrs      | lindsayjarrs729@gmail.com    | (401) 246-9172        | N                |
| 8. Jitana Mason-Ailey | vm116@columbia.edu           | 212 854 3             |                  |
| 9. <del>Monica</del>  | <del>monica@monica.com</del> | <del>monica.com</del> | <del>Y</del>     |
| 10. Zunilda Rodriguez | zuniz89@hotmail.com          |                       |                  |
| 11.                   |                              |                       |                  |
| 12.                   |                              |                       |                  |
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Planning & Black Community Division of APA Navigating Schedule **April 21–24, 2018 • New Orleans**

**Friday, April 20, 2018**

**PBCD Day of Service: District B Earth Day Clean Up Event with New Orleans Mayor-Elect Latoya Cantrell**

Time: 12:00 – 5:00 pm CST Meet Location: New Orleans City Hall Lobby, 1300 Perdido Street New Orleans

NOTE: Volunteer and connect with the New Orleans community! Dress in comfortable jeans, sweatshirt and gym shoes. Sign up for free on Eventbrite:

<https://www.eventbrite.com/e/new-orleans-district-b-earth-day-clean-up-event-tickets-44039524403>

**PBCD Consultants' Reception & Awards Ceremony**

Time: 7:00 – 10:00 pm CST Location: Dillard University, Professional Schools Building Atrium, 2601 Gentilly Blvd, NO

NOTE: Join PBCD for our reception and awards ceremony. Mingle with consultant sponsors. Learn about job opportunities. In honor of the movie, *Black Panther*, attendees are encouraged to dress in African attire. Sign up for free on Eventbrite:

<https://www.eventbrite.com/e/pbcd-consultants-reception-and-awards-ceremony-tickets-44041357887>

**Saturday, April 21, 2018**

**PBCD Membership Drive Fun Night - Fulton Alley (Bowling Alley)**

Time: 6:00 – 10:00 pm CST Location: Fulton Alley, 600 Fulton St, New Orleans

NOTE: Enjoy a night of fun bowling with PBCD members. OYO. [www.fultonalley.com/](http://www.fultonalley.com/) 504-208-5569

**Sunday, April 22, 2018**

**National Planning Conference Exhibitors Reception**

Time: 5:15 – 6:45 pm CST Location: New Orleans Convention Center Expo Hall

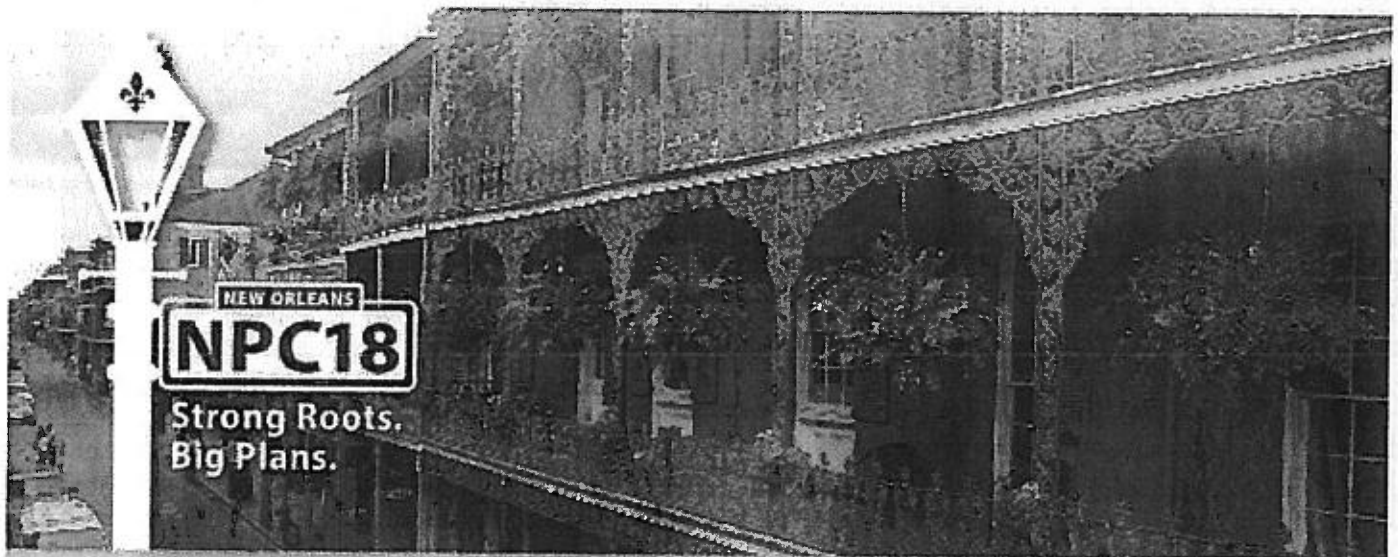
NOTE: Enjoy drinks and snacks while navigating the Planning Expo prior to the PBCD business meeting.

**Annual PBCD Business Meeting**

Time: 7:00 – 8:30 pm CST Location: Hilton New Orleans Riverside Hotel, Camp Room, 2 Poydras Street, New Orleans



American Planning Association  
Advancing the Public Good



Planning & Black Community Division of APA Navigating Schedule **April 21–24, 2018 • New Orleans**

NOTE: Learn about upcoming initiatives; get involved; connect with members. No food/drinks provided.

**Sunday, April 22, 2018**

**PBCD & Housing Community Development Division Joint Reception – The District New Orleans**

Time: 8:30 pm – 11 pm CST Location: The District New Orleans, 711 Tchoupitoulas Street, New Orleans

NOTE: Hors d'oeuvre's provided/ drinks for purchase. Mingle with new friends and reconnect colleagues!

Cost: \$5.00 Students & Members. Purchase tickets online:

<https://www.planning.org/events/nationalconferenceactivity/9144974/> or purchase at the door

**Monday, April 23, 2018**

No events planned. Enjoy the conference and see you next year in San Francisco!



American Planning Association  
Advancing Local Communities Forward