

Minutes
Chicago Metropolitan Agency for Planning (CMAP)
Board

Closed Session

June 13, 2007

233 S. Wacker Drive, Suite 800, Chicago, Illinois

I. Call to Order

Mayor Gerald Bennett of Palos Hills and Chair of the Chicago Metropolitan Agency for Planning (CMAP), called the meeting to order at 11:00 a.m. Members were asked to introduce themselves.

The meeting was held in the offices of the Chicago Metropolitan Agency for Planning (CMAP), 233 South Wacker Drive, Chicago, Illinois. Those present included: Rita Athas (Deputy Chief of Staff, City of Chicago), Frank H. Beal (Executive Director, Chicago Metropolis 2020), Gerald Bennett (Mayor, Palos Hills), Zenovia Evans (Mayor, Riverdale) via tele-conference, Elliott Hartstein (President, Buffalo Grove), Calvin Jordan (Highway Commissioner, Rich Township) via tele-conference, Marilyn Michelini, (President, Montgomery), Raul Raymundo (Executive Director, Resurrection Project), Rae Rupp Srch, (Representing DuPage County), Dan Shea (McHenry County Board Member). **Non-Voting Members:** Edward Paesel (Executive Director, South Suburban Mayors and Managers Association-NIPC) and Stephen Schlickman (Executive Director, Regional Transportation Authority-CATS) and Executive Director Randy Blankenhorn.

A motion, made by Dan Shea to move the Board to an executive session, exception 5 ILCS 120/2(c)(11) of the open meetings act to discuss a matter of potential legal action against CMAP, was seconded by Mayor Marilyn Michelini.

II. Potential Claims Against CMAP

Executive Director Randy Blankenhorn directed the Board to a packet of material addressed to Ron Thomas-Executive Director, Northeastern Illinois Planning Commission that contained the results of an audit that had been conducted by the Illinois Department of Transportation (IDOT) covering a review of FY 2006, FY 2007 and FY 2007 Supplemental UWP contracts.

As a result of the audit, the following issues had been raised:

- No Documentation of Procurement Process in the Award of over \$1.1 million in vendor contracts specifically related to the award of contracts to HNTB, CH2M Hill, Inc., Northern Illinois University, Martin Pinnau, MWH Americas, Inc., Geoanalytics, Inc., Criterio, Inc., and Latinos United.

- Expenditures of Public Funds for Food, Alcohol and Other Non-Project Related Costs related to costs of \$34,000 of public funds on food and other questionable expenditures.
- Need to Revise NIPC FY 2006 Single Audit related to an unqualified opinion in its "Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and on Internal Control Over Compliance in Accordance with OMB Circular A-133."
- Ineligible and Non-Compliant Travel Expenses related to NIPC having charged travel costs to the FY 2006 contract and FY 2007 Supplemental contract as well as FY 2007 Contract. Excessive Car rental charges were also in question.
- Need for Improved Project Monitoring of Consultant and Vendor Contracts by NIPC related to billings (on behalf of consultants and vendors) that lacked documentation of hours and dates worked, names of employees, compensation rate and documentation and details regarding direct costs.
- Need for Performance Measure and a System for Quality Management related to the absence of a quality assurance system or performance measures that would ensure their purpose is met. Without these, there is no reliable means of evaluating the success and viability of its organization and planning efforts.
- Need for Improved Project Monitoring of NIPC Billings by the Office of Planning & Programming.

After much discussion of the issues, Executive Director Randy Blankenhorn was instructed to draft a letter in response to the audit advising that the policies and procedures that had been adopted by the Chicago Metropolitan Agency for Planning (CMAP) Board on April 11, 2007, would meet or exceed recommendations contained in the audit. The Board also instructed that NIPC would be responding separately regarding the issues identified in the audit, under which they had jurisdiction.

III. Adjournment

A motion to adjourn the executive session made by Mayor Al Larson was seconded by Rita Athas. All in favor, the motion carried.

/stk

01-26-2011

Approved as presented, by unanimous vote, March 9, 2011; authorized for release January 11, 2012.