



## MEMORANDUM

**To:** Economic Development Committee

**From:** Annie Byrne, Associate Regional Planner

**Date:** April 19, 2011

**Re:** Economic Development Committee Agenda Development

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The Economic Development Committee charge was discussed at the March meeting and to help guide the committee in accomplishing its charge, staff proposed developing a six-month committee schedule. The schedule will include a mix of activities organized by three categories: Committee Discussion, CMAP Presentations and Updates, and External Presentations. The schedule will be based largely on the prioritization of the implementation areas which will occur at the committee's April and May meetings. In the interim, a three-month schedule is drafted for discussion.

### April

#### **Committee Discussion**

- The committee will discuss how to connect committee members' work and other initiatives to GO TO 2040 implementation actions.
- Staff will facilitate an exercise to identify current initiatives that align with implementation action areas and the extent committee members are involved with current activities. This will be done for two implementation action areas.

#### **CMAP Presentations and Updates**

- Staff and partners from the Chicago Workforce Investment Council (CWIC) will present the Cluster Drill-Down report methodology, the components of the Freight Cluster, and next steps.
- Staff will update the committee on the Local Technical Assistance Program and a new call for projects.

#### **External Presentations**

- None

### May

### **Committee Discussion**

- Staff will facilitate an exercise to identify current initiatives that align with implementation action areas and the extent committee members are involved with current activities. This will be done for the remaining five implementation action areas.
- The committee will discuss how to assist with the development of CMAP's state and federal policy agenda.

### **CMAP Presentations and Updates**

- Staff and partners from the Chicago Workforce Investment Council will present preliminary findings of the Freight Cluster Drill-Down report.
- Staff will update the committee on the Local Technical Assistance Program.

### **External Presentations**

- Metropolis Strategies

## **June**

### **Committee Discussion**

- The committee will finalize implementation teams, discuss each team's role and specific purpose, and discuss the schedule for team-led discussions.
- The committee will finalize the strategy and schedule for assisting with CMAP's policy agenda.

### **CMAP Presentations and Updates**

- Staff will present the Human Capital Information Portal.
- Staff will update the committee on the Local Technical Assistance Program.
- Staff will present on the Tax Policy Task Force or other CMAP led project of interest to this committee.

### **External Presentations**

- TBD

**ACTION REQUESTED:** Discussion

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