



Chicago Metropolitan Agency for Planning

Agenda Item No. 6.0

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

MEMORANDUM

To: CMAP Board and MPO Policy Committee

From: Randy Blankenhorn, Executive Director

Date: January 5, 2011

Re: Proposed Changes to the Board's Committees

The Board's committee structure added tremendous value over the past few years as we worked to develop GO TO 2040. Following the plan's adoption, staff conducted a thorough analysis of our internal staff organization and external committee structures to determine if any changes should be made to strengthen the agency's work moving forward. The intent was to align the agency's work plan, staff, and committees with the agency's ongoing work to implement GO TO 2040. The internal staff and work plan changes were discussed at your December meeting.

Turning our attention to the committee structure, we want to ensure that we have an effective structure to implement GO TO 2040, that it remains inclusive, that we incorporate diverse expertise and input, and that the agency is effectively taking on the right policy questions. Based on our examination of the committee structure, the staff is recommending the following changes to committees:

- The Economic and Community Development Committee should be renamed and refocused as the Economic Development Committee;
- The Environment and Natural Resources Committee should incorporate energy into their committee focus;
- The Human Services Committee should be renamed and refocused as the Human and Community Development Committee;
- The Planning and Programming Coordinating Committees should be renamed and refocus their missions; and
- The mission and the size of the Citizens' Advisory Committee should be changed.

The following describes and explains the proposed recommended changes to the Board's committee structure.

Background & Recommended Changes

The current committee structure was proposed in the Board's *Strategic Report* to the Governor and the General Assembly in September 2006. The committee structure established a hierarchy of decision making that consists of a working level, a coordinating level, an advisory level, and a policy level. The intent was to utilize an inclusionary process to create an overall committee structure that incorporates all the agency's functions and that would lead quickly to integrated, comprehensive planning.

Working level

The six working committees were formed around the major functional areas of CMAP's mission: Land Use, Economic and Community Development, Environment and Natural Resources, Housing, Human Services, and Transportation. Serving on these committees is a diverse membership including experts in those functional areas; interest groups; business representatives; implementing agencies; local, county, and state government officials and their representatives; and advocacy groups.

The general structure of the working committees continues to be effective, though some changes are needed to focus them more closely on plan implementation. The staff is proposing the following recommendations to the working committees:

- **Economic and Community Development:** The membership of the committee should be refocused to handle the GO TO 2040 plan's recommendations regarding workforce development and innovation as well as to engage in policy matters that affect regional economic growth. The current committee should be replaced with a new one, named simply the "Economic Development" committee. Staff should work to recruit membership that represents the business community, workforce development community, economic development practitioners, and include organizations or individuals who can help guide our ongoing research on industry clusters and the creation of a workforce data portal.
- **Environment and Natural Resources:** The committee membership is focused currently on biodiversity, land preservation, and water issues. Staff should work to recruit membership with an expertise in energy and expand the scope of the committee as necessary guided by GO TO 2040.
- **Housing:** No recommended changes.
- **Human Services:** The committee should be broadened to cover "Human and Community Development" rather than the more limited focus on human services. This will involve inviting community-based organizations that represent lower-income or minority communities to be participants on this committee. This group already includes advocacy groups for the elderly and disabled, but it needs to be expanded. Staff should work to recruit membership and refocus the committee activities.
- **Land Use:** No recommended changes.

- Transportation: No recommended changes.

Coordinating level

Because the working committees are specific to individual issues, the coordinating committees were created as the mechanism for coordinating issues that cross those committees. The missions of the coordinating committees were logical during plan development but now need to be changed to reflect plan implementation. Continuing to have two coordinating committees, each with Board and working committee representation is recommended, however new missions need to be identified to focus of each of the two committees.

The staff is recommending the following changes be made to the missions of the coordinating committees:

- Planning: The mission of the committee should be to focus on local implementation activities, such as local technical assistance and overall coordination with counties and municipalities. To reflect the mission, the name of the committee should be changed to the Local Coordinating Committee.
- Programming: The committee should focus on regional, state, and federal policy and issues, such as regional prioritization of public investments, broader economic policies, or legislative initiatives. To reflect the mission, the name of the committee should be changed to the Regional Coordinating Committee.

Advisory level

The Regional Planning Act called for creation of a Citizens' Advisory Committee (CAC), which was established in July 2006. The CAC, Council of Mayors, and Council of County Board Chairs comprise the advisory level of CMAP. These three committees review major planning and programming efforts of the region and provide advisory recommendations to the Board and the MPO Policy Committee from both the general public and the elected official perspectives.

The staff is recommending the following changes to the advisory committees:

- The Council of County Board Chairs: No recommended changes.
- The Council of Mayors: No recommended changes.
- The Citizens Advisory Committee should be reformed and repurposed as described below.

The law states that "the Board shall create a standing Citizens' Advisory Committee to provide continuous and balanced public representation in the development of regional plans and policies". The existing CAC has provided considerable input throughout the development of GO TO 2040. Therefore, as we move forward, the mission of the CAC should be to offer advice and assist as local advocates for CMAP and GO TO 2040. To accomplish this more effectively, we are recommending that we refocus the committee's mission and charge and make changes

January 5, 2011

Page 4

to the size of the committee. Staff will work with members of the CAC to effectively repurpose the committee as a “speaker’s bureau” for CMAP and a local voice we can call upon to spread awareness of the GO TO 2040 plan, as well as liaisons between CMAP and their personal networks and local activities.

Presently the CAC is slated to be made up of 32 members. Average meeting attendance this past year was 16. We recommend that the CAC be reduced to 15 representatives: one representative for each CMAP Board member. With fewer members the CAC can have more in-depth discussions on issues and ideas, achieve consensus, and provide staff and the CMAP Board with clear insight. Each CMAP Board member should nominate 1-3 individuals to represent their part of the region. Nominees should represent a diversity of age, race, and occupations. Once nominations have been received, staff will follow up and meet one-on-one with nominees to describe the role of the CAC and gauge their interest in participating. Members would then be invited to participate in the CAC.

Policy level

The policy level of committees – Board, MPO, and Executive Committee – should remain unchanged.

Based on the Board’s input and feedback, staff would like to proceed with the necessary changes as proposed.

ACTION REQUESTED: Approval

###