NOTICE OF A MEETING

EXECUTIVE COMMITTEE MEETING
MID-OHIO REGIONAL PLANNING COMMISSION
111 LIBERTY STREET, SUITE 100
COLUMBUS, OH 43215
VIDEO/AUDIO CONFERENCE

To join by video and see any screen sharing, click on “Join Microsoft Teams Meeting” below. You do not need to have Microsoft Teams for the link to work.

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+1 614-362-3056 United States, Columbus (Toll)
(888) 596-2819 United States (Toll-free)
Conference ID: 785 180 196#

Thursday, April 2, 2020
1:30 p.m.

AGENDA

1. Welcome – Karen Angelou, Chair

2. Consent Agenda
   - Approval of March 5, 2020 minutes

3. Executive Director’s Report – William Murdock

4. Committee Updates
   - Benefits & Compensation Committee – Eric Phillips, Chair
   - Nominating Committee – Erik Janas, Chair
   - Regional Policy Roundtable – Joe Garrity
   - Transportation Policy Committee – Thea Walsh

5. Proposed Resolution EC-03-20: “Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook” – Shawn Hufstedler
6. **Proposed Resolution 04-20:** “Accepting the Village of Granville as a member of the Mid-Ohio Regional Planning Commission (MORPC)” – William Murdock

7. Draft Commission Agenda

8. Other Business

PLEASE NOTIFY SHARI SAUNDERS AT 614-233-4169 OR ssaunders@morpc.org IF YOU REQUIRE SPECIAL ASSISTANCE.

The next Executive Committee Meeting is
Thursday, May 7, 2020 at 1:30 p.m.
111 Liberty Street, Suite 100
Columbus, Ohio 43215
Members Present
Chris Amorose Groomes  Jennifer Gallagher  Rory McGuiness
Karen Angelou  Matt Greeson  Eric Phillips
Jeff Benton  Erik Janas  Joe Stefanov
Franklin Christman  Kim Maggard  Nancy White

MORPC Staff Present
Kerstin Carr  Ciel Klein  Thea Walsh
Joe Garrity  William Murdock  Robert Williams
Shawn Hufstedler  Aaron Schill
Niel Jurist  Susan Tsen

Welcome – Karen Angelou
Chair Karen Angelou called the meeting to order at 1:33 p.m. Chair Angelou thanked the MORPC team that attended the National Region of Conferences in February for all the extra attention she received.

Consent Agenda
Nancy White made a motion to approve the Consent Agenda, second by Chris Amorose Groomes; motion passed.

Executive Director’s Report – William Murdock
William Murdock addressed the COVID-19 issue facing everyone. The agency is working with the region’s public health partners. MORPC will follow the guidelines leadership sets. At this time, MORPC is not cancelling or postponing any meetings.

The Regional Housing Strategy is updating the Central Ohio Municipal Mayors Association (COMMA). There is more research and more focus groups coming up for this important study.

MORPC is working to finalize times for a Strategic Framework retreat for the Executive Committee and consultants. We plan to find a block of time for this meeting.

The Village of Granville voted to become MORPC members in March.

MORPC is working with an OSU PhD candidate on how to connect transit planning with individuals on the autism spectrum. Niel Jurist filled in the details about the work.

Registration is open for the State of the Region on April 30. No keynote announcement yet. Ms. Jurist encouraged Executive Committee members to talk to her about sponsor opportunities with businesses in the region.

Mr. Murdock gave an update on MORPC’s Residential Services Department. Columbia Gas responded to the MORPC requests and will be paying MORPC the same rate the highest paid provider receives. This payment will be retroactive to January 2020.
Executive Committee Minutes
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Robert Williams reported the department at the end of 2019 was receiving $719.20 per job which was the second lowest amount of any other Columbia Gas providers. The highest pay is around $850. MORPC is now on par with the highest paid providers at $851 per job.

The department is now fully staffed and extended an offer to a temporary employee for a part-time, permanent position. The inspector schedules are now full and are scheduled out one week in advance. Mr. Williams thanked the Executive Committee for their support.

MORPC now has to deliver and with the re-tooling of the department, we are on track to break even and assist more than 700 people. Mr. Murdock thanked the Executive Committee for their support.

The SMART Columbus 2.0 partnership with the City of Columbus, Columbus Partnership, and OSU will ensure the MORPC portfolio will accommodate our members with whatever comes next. Jennifer Gallagher noted that the City of Columbus is ready to deliver on the grant with the partners.

MORPC is working on highlighting Central Ohio workplace incubators raising awareness of vendors in the area. The following are featured on MORPC’s social media Facebook and YouTube:
- Cultivate Grove City, Franklin County
- Marysville Entrepreneurial Center, Union County
- Southern Perry Incubation Center for Entrepreneurs, Perry County
- Innovate New Albany, Franklin County
- The Delaware Entrepreneurial Center at Ohio Wesleyan University, Delaware County

On March 19, MORPC is taking rural members to Bellefontaine on a Small Nation Tour. Please contact Eileen Leuby for information.

The Commission has many new members and the MORPC Committees have new leaders for some of the committees. We provided space for members to participate in a meeting facilitation training. Ms. Jurist noted another training is in the works next quarter. We are keeping the training smaller for more impact. Commission members are encouraged to attend. Please let Ms. Jurist know if you want to attend the training.

Chair Angelou noted the Business First Power 100 list is out. The full list will be out in April. Some notable people on the list are Jim Schimmer and William Murdock.

**Diversity & Inclusion Plan Update – Niel Jurist**

Niel Jurist reviewed the [Diversity & Inclusion end of year report](#). Mr. Murdock challenged MORPC to review and incorporate the six strategic areas of focus into the daily MORPC work. Highlights for 2019 include:
- 1MORPC 1Voice launch
- Emerging Leaders Program focused on youth engagement pipeline
- Trainings on Implicit Bias and LGBTQ+
- Community Advisory Committee (CAC) and the Regional Community Collaborative (RCC) umbrella for the CAC restructure
- Diversity spending improved and is currently 17%
Regional Policy Roundtable – Joe Garrity
At the Regional Policy Roundtable meeting, Michelle May from ODOT presented on SB285 - distracted driving. MORPC is in support of the bill and is taking a serious look at the bill for any unintentional language that may cause racial profiling. Senator Manning as the Chair of the Transportation, Commerce & Workforce Committee has a goal to get the legislation out by spring.

Sustainability Advisory Committee Update – Kerstin Carr
MORPC is completing the formation of the Sustaining Scioto Board. Kristen Atha is the Chair and Mike Andrako the Vice-Chair. Brooke White will lead the board for MORPC.

Transportation Policy Committee – Thea Walsh
Phase II proposal for the Hyperloop Certified Center is submitted. The submission is a coordinated effort with ODOT, the Transportation Resource Center, JobsOhio, and MORPC.

Two INFRA projects were submitted:
- Columbus Crossroads – 85 support letters were sent
- 36/71 Interchange – sponsored by Delaware County Engineer

The MTP Open House on February 26 was a success and notably had a younger group of attendees. The TIP Open House is March 31. MORPC wants to present the MTP and the TIP for approval in May.

Team Members are working with the Community Advisory Committee (CAC) to look at a broader focus. MORPC is required to have a CAC in the transportation process based on our Public Involvement Plan. Team Members are developing the Regional Community Collaborative (RCC) to share MORPC’s message to a broader audience. The CAC would be inside the RCC, much like the Transportation Policy Committee is within the Commission. The CAC will meet six times a year. The RCC will meet quarterly. Team Members have worked with the CAC to form a good model. The Regional Collaborative Committee will be a broader regional representation than the CAC and represent the diversity of our community.

Nominating Committee Update – Erik Janas
Erik Janas reported the Nominating Committee has a slate prepared for presentation to the Commission in March and for vote in April. Karen Angelou will move into the Chair role and Erik Janas will move into the Vice Chair role. Chris Amorose Grooms agreed to serve as the secretary. Michelle Crandall, City of Hilliard, and Dave Scheffler, City of Lancaster, agreed to serve on the Executive Committee.

Benefits & Compensation Committee – Eric Phillips
Eric Phillips gave an update on the Benefits and Compensation Committee. The health care options for consideration are still under discussion. Any changes in the plan will begin January 1, 2021.

Joe Stefanov made a motion to approve Proposed Resolution EC-01-20, second by Eric Phillips; motion passed.
Proposed Resolution EC-02-20: “Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook” – Shawn Hufstedler
Kim Maggard made a motion to approve Proposed Resolution EC-02-20, second by Eric Phillips; motion passed.

Proposed Resolution 03-20: “Authorizing the executive director to enter into, administer, and/or sub-allocate contracts for approximately $2.2 million from the Federal Transit Administration (FTA) Section 5310 funding” – Thea Walsh
Eric Phillips made a motion to approve Proposed Resolution 03-20, second by Nancy White; motion passed.

Draft Commission Agenda
The Executive Committee reviewed the draft March 12, 2020 Commission Meeting Agenda.

The meeting adjourned at 2:42 p.m.
Memorandum

TO:        Mid-Ohio Regional Planning Commission  
            Executive Committee  
            Officers and Board Members

FROM:    Erik Janas, Nominating Committee Chair

DATE:    April 9, 2020

SUBJECT: Nomination of Executive Committee Members

Background:
In accordance with the Mid-Ohio Regional Planning Commission Articles of Agreement, the Commission will be notified at least five (5) days prior to the Annual Meeting as to the nominees for MORPC’s Officers and Executive Committee members.

The Nominating Committee excerpt from the Articles is as follows:
"At least twenty (20) days prior to the annual meeting, the chair shall appoint the Nominating Committee. Said Nominating Committee having been duly appointed and confirmed shall, at least ten (10) days prior to the annual meeting of the COMMISSION, report the names of the candidates so nominated to the secretary. The secretary shall advise each member of the COMMISSION, in writing, at least five (5) days prior to the annual meeting as to the nominees so selected. At the annual meeting, the chair of the Nominating Committee shall report the names so nominated. After this report is presented, nominations from the floor shall be invited. Such nominations must be seconded. The secretary then shall prepare ballots properly identifying the nominees, said ballots shall be distributed and tallied during the annual meeting by a temporary committee appointed for that purpose."

The Nominating Committee Members:
At the December 12, 2019 Commission meeting, Commission Chair Rory McGuiness appointed five members of the Nominating Committee. The following members were affirmed by a vote of the Commission:

- Erik Janas, Committee Chair, Franklin County
- Jeff Benton, Delaware County
- Mike Schadek, City of Columbus
- Bonnie Michael, City of Worthington
- Nancy White, Mifflin Township
Review of Current Members of Executive Committee:
Several Executive Committee positions do not have expiring terms this year and therefore require no action by the Nominating Committee. For information, these are listed below:

1) **Immediate Past Chair**: Rory McGuiness, (2012) City of Columbus
2) **For second year of two-year renewal Executive Committee Term (expires 2021)**
   a) Kim Maggard (2015), Mayor, City of Whitehall  
   b) Jennifer Gallagher (2017), Director, Department of Public Service, City of Columbus  
   c) Erik Janas (2017), Deputy County Administrator, Franklin County
3) **For a second year of first two-year Executive Committee Term (expires 2021)**
   a) Jeff Benton (2019), Commissioner, Delaware County

Nominating Committee Recommendations:
The Nominating Committee convened on January 30, February 4, and February 7 and made the following recommendations for Officer positions and Executive Committee positions, which will be reported at the March 12, 2020 Commission meeting and considered at the April 9, 2020 Commission meeting:

**The nominees for Officers for renewed one-year Officer Terms (expires 2021)**
- **Chair**: Karen Angelou, Council Member, City of Gahanna
- **Vice-Chair**: Erik Janas, Deputy County Administrator
- **Secretary**: Chris Amorose Groomes, Mayor, City of Dublin

**The nominees for Executive Committee are:**

1) **For renewal of one-year Executive Committee Terms (expires 2021)**
   a) Joe Stefanov (2008), Chair of Reserve & Investment Advisory Committee, City Manager, City of New Albany
   b) Michelle Crandall, City Manager, City of Hilliard
   c) David Scheffler, Mayor, City of Lancaster

2) **Members for renewal of two-year Executive Committee Terms (expires 2022):**
   a) Karen Angelou (2014), Council Member, City of Gahanna
   b) Nancy White (2017), Administrator, Mifflin Township
   c) Greg Lestini (2018), Bricker & Eckler LLP, Attorney, Franklin County representative
   d) Franklin Christman (2018), Administrator, Village of Ashville
   e) Chris Amorose Groomes (2018), Mayor, City of Dublin

**Note:** The year after each name refers to the first year of the member’s current service on the Executive Committee. For example, Joe Smith (2011) means that Joe Smith’s first term began in 2011 and he has served continuously since then.
Memorandum

TO: Mid-Ohio Regional Planning Commission Executive Committee

FROM: Shawn Hufstedler, Chief of Staff & Director of Operations

DATE: March 27, 2020

SUBJECT: Proposed Resolution EC-03-20: “Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook”

The Executive Committee’s last revision to the Employee Guidebook was March 2020. Systematic review of policies is scheduled to take place at least every four years by legal counsel. In other years, changes are recommended as needed, and in rare cases additional isolated changes are deemed necessary.

As a result of the State of Ohio Governor’s declaration of a state of emergency related to the Coronavirus (COVID-19), MORPC staff recommends allowing for additional flexibility of benefits beyond what is otherwise stated in other sections of the Guidebook.

The recommended additional language also indicates the Executive Director will make any such changes in consultation with the Commission Officers and will report any such changes to the Executive Committee.

Note that the changes were reviewed by legal to ensure adequate compliance and consistency with MORPC and other reasonable practices.

Attachment: Resolution EC-03-20
RESOLUTION EC-03-20

“Authorizing the executive director to make relevant changes to the Mid-Ohio Regional Planning Commission’s Employee Guidebook”

WHEREAS, as a result of the State of Ohio Governor’s declaration of a state of emergency related to the Coronavirus (COVID-19), MORPC staff recommends allowing for additional flexibility of benefits beyond what is otherwise stated in other sections of the Guidebook; and

WHEREAS, this Employee Guidebook is therefore revised and updated; and

WHEREAS, the Commission authorized the Executive Committee to act on behalf of the full Commission in the review and adoption of policies maintained in the Employee Guidebook periodically as needed; now therefore

BE IT RESOLVED BY THE EXECUTIVE COMMITTEE OF THE MID-OHIO REGIONAL PLANNING COMMISSION:

Section 1. That the updated Employee Guidebook becomes effective April 2, 2020, and will supersede all previous updates, and is hereby adopted by the Executive Committee.

Section 2. That the executive director is authorized to take such other action and execute and deliver such other documents as, acting with the advice of legal counsel, he shall deem necessary and appropriate to carry out the intent of this resolution.

Section 3. That this committee finds and determines that all formal deliberations and actions of this committee concerning and relating to the adoption of this resolution were taken in open meetings of this committee.

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Karen Angelou, Chair
EXECUTIVE COMMITTEE

Effective date: April 2, 2020
Submitted by: Shawn Hufstedler, Chief of Staff & Director of Operations
Prepared by: Shawn Hufstedler, Chief of Staff & Director of Operations
Authority: Ohio Revised Code Section 713.21
For action date: April 2, 2020
Attachments: Proposed Employee Guidebook Changes
Add after Non-FMLA Unpaid Leave in Section 3 on p. 21:

BENEFITS ENHANCEMENT DURING STATE OF EMERGENCY

The Executive Director in consultation with the MORPC Commission Officers may temporarily and reasonably expand benefits for serious illness, PTO, and other benefits in the event of a declared state of emergency or events that significantly impact MORPC team members. This may include extension of such benefits to part-time employees and interns. Any such changes shall be temporary and shall be reported in writing or via electronic means by the Executive Director to the Executive Committee at the next meeting of the Committee or sooner if desired.

Additionally, the Executive Director will implement any necessary or prudent procedures to meet additional requirements, regulations, authoritative orders or laws that are enacted during such an emergency or event.

Once the state of emergency or significant event passes, the Executive Director in consultation with the MORPC Commission Officers shall develop a reasonable timeline for these temporary changes to expire and report in writing or via electronic means to the Executive Committee at the next meeting of the Committee.
Memorandum

TO: Mid-Ohio Regional Planning Commission
   Executive Committee
   Officers and Board Members

FROM: William Murdock
       Executive Director

DATE: March 27, 2020

SUBJECT: Proposed Resolution 04-20: “Accepting the Village of Granville as a member of the Mid-Ohio Regional Planning Commission (MORPC)”

On March 16, 2020, the Village Council of the Village of Granville approved a resolution to join the Mid-Ohio Regional Planning Commission (MORPC). The attached resolution accepts the Village of Granville as a member of MORPC, which will help meet the desire of MORPC’s membership to continue to grow the organization for the benefit of a stronger Central Ohio region.

The dues for the Village of Granville will be assessed at pro-rated rate of $1,791 (for 9 of 12 months at $2,390).

Attachment: Resolution 04-20
RESOLUTION 04-20

“Accepting the Village of Granville as a member of the Mid-Ohio Regional Planning Commission (MORPC)”

WHEREAS, the Village of Granville recognizes the need for collaborative, cooperative planning in order to ensure continued growth and prosperity; and

WHEREAS, MORPC’s mission is to be the regional voice and a catalyst for sustainability and economic prosperity in order to secure a competitive advantage for Central Ohio; and

WHEREAS, the Village of Granville has petitioned for membership in MORPC; and

WHEREAS, it is the desire of MORPC’s members to continue to grow for the benefit of strong collaboration on regional issues; and

WHEREAS, the Village of Granville will be assessed dues based on the 2020 population projection; and

WHEREAS, on March 16, 2020, the Village Council of the Village of Granville passed a resolution accepting the conditions of membership contained in MORPC’s Articles of Agreement; now therefore

BE IT RESOLVED BY THE MID-OHIO REGIONAL PLANNING COMMISSION:

Section 1. That the Village of Granville is accepted as a member of MORPC effective April 9, 2020.

Section 2. That the Bylaws provide that one (1) representative appointed by the Village of Granville is eligible to serve as a voting member on their behalf at the MORPC Commission meetings.

Section 3. That annual 2020 dues of $2,390 will be pro-rated to $1,791 based on the date of membership (April 2020).

Section 4. That the Village of Granville shall be entitled to the same regular services of MORPC as are other members and that any special services will be purchased by the City based on standard MORPC rates.

Section 5. That the executive director is authorized to take such other action and execute and deliver such other documents as, acting with the advice of legal counsel, he shall deem necessary and appropriate to carry out the intent of this resolution.

Section 6. That this Commission finds and determines that all formal deliberations and actions of this Commission concerning and relating to the adoption of this resolution were taken in open meetings of this Commission.

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Karen Angelou, Chair
MID-OHIO REGIONAL PLANNING COMMISSION
Effective date:        April 9, 2020
Submitted by:         William Murdock, Executive Director
Prepared by:          Eileen Leuby, Membership Services Coordinator
Authority:            Ohio Revised Code Section 713.21
For action date:      April 9, 2020