**PA-APA Southwest Section Meeting Minutes**

**July 19, 2019**

In attendance: Laura, Jordan, Josh, Corey

1. Follow-up on Spring Workshop
	1. Dan reported via email that the $500 sponsorship check was received from the West Penn Power Sustainability Fund for the April 10th event.
	2. Laura will send out a thank you letter to WPPSEF.
2. Fall Workshop Updates
	1. Laura reported that a tentative date has been set for Wednesday, September 18th, 2019 from 10am to 2pm at the Penn Hills Municipal Center.
	2. The Section previously agreed on the same price points for registration fees as the April event.
	3. Laura discussed the overall content of the proposed workshop and a fear that we could not talk about just tiny homes for 3.5 hours. The board had a general discussion on including it as a focus on tiny homes but under the umbrella of affordable housing as an overall topic.
	4. Laura will reach out to her friend and colleague from Action-Housing, Lena Andrews, to see if she would be willing to present some of her projects for Action Housing.
	5. Josh will reach out to the City of Pittsburgh and Allegheny County.
	6. There was also discussion about pushing the event back a month to October or even November so that we can figure out the content and better plan for the workshop. We will have to plan accordingly around the statewide conference in Reading.
	7. Possible change in location venue for the workshop was also discussed. Laura spoke with Marlin Ferguson from Veterans Place and they do have units we could tour at their facility on Washington Boulevard. They do have space to accommodate about 40-50 people.
3. Mentoring Program
	1. Dan reported via email that he had better success reaching out to each school individually. He has 6 contacts confirmed at 4 schools. He will try again after he gets back from vacation.
	2. Making connections and contacts with the various schools in the region will be ongoing throughout the months ahead.
	3. Need info from Dan on which 4 schools he has had success with!
4. Planning Commissioners/Planning Officials Development Committee Rep
	1. Laura stated that a member of the Chapter has expressed interest in serving as the Planning Commissioners/Planning Officials Development Committee rep for the Southwest Section.
	2. Per the State bylaws, a "planning commissioner/planning official" is any appointed or elected official involved in planning decisions for the betterment of a community, region, state, or country.
	3. The State Chapter has a meeting next week so Laura will ask them if the person qualifies as a “planning official” and then we can get back to them.
5. Summer Social Event
	1. We decided to hold off and maybe do something in conjunction with the mentoring program launch or after August once folks are back from prime vacation season.
6. Next Meeting Dates
	1. Laura will look at Doodle Poll and revise the poll and resend or pick a date.
7. Good of the Order
	1. Jordan mentioned we should all have our cell phone numbers. Laura stated we could all share via email.