



CMAP BOARD

MEETING MINUTES - DRAFT

Wednesday, May 8, 2024

9:30 AM

**Cook County Conference Room
433 West Van Buren Street, Suite 450
Chicago, IL 60607**

Members of the public who attend in-person can pre-register for a visitor's pass at info@cmap.illinois.gov until Tuesday, May 7, 2024 at 4:00 p.m. or should plan to arrive early to check-in with the building's information desk for access.

You can also join from your computer, tablet or smartphone.

<https://us06web.zoom.us/j/88121200726?pwd=OIFcnbDvF0rsbpzwKpB4CvRXBvKy2i.1>

Conference Call number: 312 626 6799 US (Chicago)

Meeting ID: 881 2120 0726 Passcode: 394669

CMAP provides the opportunity for public comment. Individuals are encouraged to submit comment by email to info@cmap.illinois.gov at least 24 hours before the meeting. A record of all written public comments will be maintained and made publicly available.

The total cumulative time for public comment is limited to 15 minutes, unless determined otherwise by the Chair. Public comment is limited to three minutes per person unless the Chair designates a longer or shorter time period. Public comments will be invited in this order: Comments from in person attendees submitted ahead of time; comments from in-person attendees not previously submitted; comments from virtual attendees submitted ahead of time; and comments from virtual attendees not previously submitted.

To review CMAP's public participation policy, please visit <https://www.cmap.illinois.gov/committees>.

If you require a reasonable accommodation or language interpretation services to attend or join the meeting, please contact CMAP at least five days before the meeting by email (info@cmap.illinois.gov) or phone (312-454-0400).

1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 8:30 a.m.

Present: Gerald Bennett, Frank Beal, Matthew Brolley, Gary Grasso, Paul Hoefert, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Stefan Schaffer, Carolyn Schofield, Anne Sheahan and Matthew Walsh

Absent: John Roberson

Non-Voting: Kouros Mohammadian and Leanne Redden

Noting a physical quorum of the Board, Chair Bennett reported that requests were received from Matt Brolley, John Noak, Carolyn Schofield, and Leanne Redden to attend the meeting virtually in compliance with the Open Meetings Act. A vote is needed to approve their virtual attendance.

A motion was made by Member Stefan Schaffer, seconded by Member Nancy Rotering, to allow the members to participate virtually in the Board meeting. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Gary Grasso, Nina Idemudia, Richard Reinbold, Nancy Rotering, Stefan Schaffer, Anne Sheahan and Matthew Walsh

Absent: John Roberson

Non-Voting: Kouros Mohammadian

Not Present: Matthew Brolley, Paul Hoefert, John Noak, Carolyn Schofield and Leanne Redden

Staff present: Laurent Ahiablame, Erin Aleman, Bill Barnes, Michael Brown, Gilton Cross, Patrick Day, Teri Dixon, Austen Edwards, Elizabeth Ginsberg, Jane Grover, Kasia Hart, Craig Heither, Jaemi Jackson, Natalie Kuriata, Lawrence Landfair, Aimee Lee, Tony Manno, Anthony Moore, Jason Navota, Stephane Phifer, Katie Reigstad, George Rivera, Ryan Thompto, Jennie Vana, Blanca Vela-Schneider, Laura Wilkison, Jules Voigt

Others present: Garland Armstrong, Heather Armstrong, Eric Czarnota, Stephen Di Benedetto, Drew Duffin, Jackie Forbes, Joselynn Gardner, George Kandathil, Mike Klemens, Brian Larson, Heidi Lichtenberger, Brittany Matyas, Megan Miller, Matt Pasquini, Jada Porter, Leslie Rauer, Todd Schmidt, Joey Silberhorn, Vicky Smith, Joe Surdam, Daniel Thomas, Martha Trotter

2.0 Agenda Changes and Announcements

2.01 Executive Director's report

[24-224](#)

Attachments: [Executive director report](#)

Erin Aleman, Executive Director, presented the Executive Director's report. The CMAP Board agenda has been updated to reflect a consent agenda, as permitted by the Board's recently updated bylaws. The first week of May is Public Service Recognition Week and Executive Director Aleman extended her gratitude to CMAP staff and other public servants for their commitment and dedication to serving their communities.

Executive Director Aleman reported on the Clean and Equitable Transportation Act. One bill in this omnibus bill is the Metropolitan Mobility Authority Act that offers a range of governance reforms, including consolidation of the RTA and service boards to manage and operate transit in the region. Two other climate related bills in the omnibus would introduce several new zero-emission vehicle provisions and set a statewide greenhouse gas targets for the transportation sector that would

require MPOs and IDOT compliance.

Executive Director Aleman also reported on the Regional Economy and Climate Committee meetings, the public comment period for the TIP conformity analysis, and the Future Leaders in Planning (FLIP) application period.

The Executive Director's report was received and filed.

CONSENT AGENDA

Approval of the Group Vote

A motion was made by Member Nancy Rotering, seconded by Member John Noak, to approve Consent Agenda item 3.01. The motion carried by the following roll call vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Gary Grasso, Paul Hoefert, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Stefan Schaffer, Carolyn Schofield, Anne Sheahan and Matthew Walsh

Absent: John Roberson

Non-Voting: Kouros Mohammadian and Leanne Redden

3.0 Approval of Minutes

3.01 Minutes from April 10, 2024

[24-223](#)

Attachments: [CMAP Board 04.10.24 Minutes](#)

Agenda item 3.01 was approved under the Consent Agenda.

REGULAR AGENDA

4.0 Executive Session

4.01 Executive Session to review personnel matters pursuant to 5 ILCS 120/2 (c)(1)

[24-225](#)

The CMAP Board decided not to enter into Executive Session.

4.02 Action on the executive director's performance review and contract as recommended by the Executive Committee

[24-226](#)

Attachments: [Executive Director Contact Renewal Memo](#)
[CMAP Executive Director Successor Employment Agreement](#)

A motion was made by Member John Noak, seconded by Member Nancy Rotering, to approve the Executive Director's contract, as submitted in the agenda packet. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Gary Grasso, Paul Hoefert, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Stefan Schaffer, Carolyn Schofield, Anne Sheahan and Matthew Walsh

Absent: John Roberson

Non-Voting: Kouros Mohammadian and Leanne Redden

5.0 Items for Approval

5.01 Presentation of the FY 2023 financial audit

[24-156](#)

Attachments: [Financial Audit Memo](#)
[FY23 Board Communication - CMAP Final](#)
[23 Final Audit and Single Audit - CMAP](#)

Stephane Phifer, Interim Finance Deputy, and Martha Trotter, Principal at Sikich LLC, presented the FY 2023 financial audit. Deputy Phifer reported that the financial audit included a deficiency in internal controls. Staff is implementing a new enterprise resource program (ERP) called D365 that will address the finding by Sikich. The new system will increase accuracy and efficiency through automated processes as opposed to the manual process staff is currently using. Member Hoefert inquired whether the automation would decrease the need for staff. Deputy Phifer reported that there will be a review of the needs of the agency and some of the duties currently assigned to these staff could shift.

Sikich Principal Trotter presented the FY 2023 financial audit and single audit report. Based on the audit, Sikich has issued a clean unmodified opinion, the highest level of assurance Sikich can provide, related to the accuracy and fairness of the presentation of the agency's financial position and conformance with generally accepted accounting principles. Sikich did not identify any material weaknesses but did identify a deficiency in internal controls. It was noted that CMAP has included a response in the Corrective Action Plan that aims to mitigate future errors.

Discussion ensued regarding increased expenses. Executive Director Aleman reported that the increased expenses relate to an increase in grants funds. CMAP utilizes consultants to support this work and can adjust based on funding availability.

A motion was made by Member Gary Grasso, seconded by Member Richard Reinbold, to accept and file the FY 2023 financial audit and single audit report. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Gary Grasso, Paul Hoefert, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Stefan Schaffer, Carolyn Schofield, Anne Sheahan and Matthew Walsh

Absent: John Roberson

Non-Voting: Kouros Mohammadian and Leanne Redden

6.0 Information Items

6.01 Community Outreach to Engage and Empower: Community Alliance for Regional Equity (CARE)

[24-229](#)

Attachments: [Community Outreach to Engage and Empower: CARE Memo](#)

Michael Brown, Interim Planning Deputy, reported that the Community Alliance for Regional Equity (CARE) is on its last year of its pilot program. He reviewed the levels of engagement, noting that as the level of engagement increases, staff involvement increases and the audience decreases. Through the support of the MacArthur Foundation, CMAP was able to convene and compensate community-based organizations to advance equity and flood resilience programs and policies.

Jules Voigt, Planner in Regional, Policy, and Implementation Division, reported that low income and disadvantaged communities, also referred to as environmental justice communities, are often excluded

from the planning process and face barriers to participation and engagement. Planner Voigt reported that metropolitan planning organizations (MPOs) have legal obligations to advance environmental justice in their planning processes.

Planner Voigt reported that the purpose of CARE was to identify barriers to greater inclusion in the regional decision-making process and actionable strategies to address disinvestment and marginalization. CARE is comprised of 14 community-based organizations that meet approximately 12 times a year. A CARE advisory group was used to help design the program while a CARE consulting group helps to administer and evaluate the program.

Planner Voigt discussed the progress CARE has made in the three years since its implementation. CARE focuses on mutual learning to accelerate transportation and safety issues, contributing to the regional decision-making processes for CMAP projects, collaborating in engagement and planning tools, and reflecting and shaping CARE's processes and outcomes. Planner Voigt discussed the structure of CARE, the organizations currently in the program, and where the organizations are located.

Discussion ensued regarding enlisting the assistance of Board Members to identify potential organizations within their area of representation, providing an area map to the Board Members to identify where the organizations are and areas currently underrepresented, and the need to allow CMAP and the CARE consulting group to select its members.

A presentation on the Community Outreach to Engage and Empower: Community Alliance for Regional Equity (CARE) was provided.

6.02 Community Outreach to Engage and Empower: Participatory Budgeting

[24-232](#)

Attachments: [Community Outreach to Engage and Empower: Participatory Budgeting Memo](#)

Katie Reigstad, Senior Planner in the Planning Division, reported on the collaboration of participatory budgeting on capital improvement plans (CIP) for the Villages of Lansing and Dixmoor. Participatory budgeting is a structured process that allows residents to decide how public funds are spent in their community. CMAP worked within the communities' budget processes and capacities.

The goals of participatory budget are to strengthen relationship-building and trust between the municipality and their constituents through transparent and accessible outreach, increase residents' access to budget information and decision-making within their municipality, amplify residents' voices in budget priorities and investment, and share decision-making power with residents.

Steering committees comprised of residents, village staff, and village leadership were created by Dixmoor and Lansing to inform engagement and outreach strategies and to develop proposals for residents to vote on based on the engagement results.

Senior Planner Reigstad discussed events that CMAP attended and other outreach strategies to engage residents of both communities and identified the lessons learned by CMAP during these processes.

A presentation on the Community Outreach to Engage and Empower: Participatory budgeting was provided.

6.03 Legislative update

[24-222](#)

Attachments: [Legislative Update Memo](#)

Kasia Hart, Intergovernmental Affairs Senior, reported on the state's proposed legislative budget. Staff has reviewed the governor's proposed budget and noted that the economic pressures, inflation, and the expiration of federal aid has created uncertainty and will impact the state's budget in future years. She discussed the proposed elimination of the grocery tax, and the transfer of \$175 million from the Road Fund to supplement the annual contributions to the Public Transportation Fund. Staff will provide additional details once they complete their analysis.

Senate Bill (SB) 3389, which proposes to amend the Regional Planning Act, has a hearing set. The Appropriations Bills that would appropriate \$5 million to CMAP to carry out the agency's broader scope of regional planning obligations that were detailed in the Regional Planning Act, but never funded, remain in their respective chambers.

A legislative update was provided.

7.0 Other Business

There was no other business before the Board.

8.0 Public Comment

Garland Armstrong, former Illinois resident, advocated for ADA compliance at public transportation stops, noting that many Pace bus stops are located in grassy areas and that these stops do not have traffic signals for safe crossing. Heather Garland, former Illinois resident, expressed concern regarding the potential of the state merging the transportation service boards together.

9.0 Next Meeting

Chair Bennett reported that the next Board meeting is scheduled for June 12, 2024. He noted that the Executive Committee has been cancelled due to a lack of a quorum.

10.0 Adjournment

A motion was made by Member Nancy Rotering, seconded by Member Matthew Walsh, to adjourn the Board meeting. The motion carried by the following vote:

Aye: Gerald Bennett, Frank Beal, Matthew Brolley, Gary Grasso, Paul Hoefert, Nina Idemudia, John Noak, Richard Reinbold, Nancy Rotering, Stefan Schaffer, Carolyn Schofield, Anne Sheahan and Matthew Walsh

Absent: John Roberson

Non-Voting: Kouros Mohammadian and Leanne Redden

The meeting was adjourned at 11:00 a.m.

Minutes prepared by Blanca Vela-Schneider