



MINUTES

Steering Committee Meeting Minutes

Friday, January 13, 2012, 7:30 a.m.-9:00 a.m.

Washburn Tech

Attendees: Gina Millsap (Co-Chair), Mayor Bill Bunten, Shelly Buhler, Doug Kinsinger, Janlyn Nesbett-Tucker, Marsha Sheahan, Roger Viola, Nancy Johnson, Kim Ribelin, Dr. Brenda Dietrich, Jim Parrish, Lori Keegan, Miriam Krehbiel, John Hunter, Anita Wolgast, William Beteta, Briana Holmes **Guests:** Eileen Caspers

Gina Millsap Chaired the meeting and opened by welcomed everyone to the meeting.

William Beteta announced the Ribbon Cutting for the Downtown Design Center.

Millsap asked if there were any corrections to the minutes; none stated, December minutes stand as presented.

Beteta presented Key Benchmarks (pp. 5-8 of January Meeting Packet) which lead to a discussion. The following ideas were offered to back up the results:

- Additional information to help explain the population key benchmarks:
 - What factors bring new residents to Topeka?
 - Filling in population data from 2000-2005
 - Track birth and death rates
 - Are retirees staying in Topeka or moving away?
 - Where are new businesses recruiting from?
 - Washburn University Growth
 - Population of surrounding community
 - Cost of Fuel
 - In and out migration
- Additional information to help explain the average income key benchmarks:
 - Provide more background information
 - What factors and events influence the changes?
 - Look into specific fields & their earnings
 - Compare wages and income to social services needs
 - Wage changes versus cost of living
 - Number of Building Permits
 - Re-entering post secondary schools for more job training
 - Unemployment Rate
 - Young professionals' perception of wages in Topeka versus other communities

- Initial Survey results were presented from an e-mail survey the staff sent out to Heartland Visioning's e-mail list.

Millsap presented the Steering Committee Roles (pp. 9-15 of January meeting packet) as provided by Henry Luke which lead to a discussion about roles and responsibilities. What follows are the thoughts and ideas offered during the discussion on how the Steering Committee sees its role:

- Leadership to DRIVE the vision process
- Maintain fundamental Vision
- Sustain work done to date thru changes in leadership
- Continue to seek consensus and evolve list of priorities e.g. infrastructure
- What other item will come onto our plate?
- Renew membership of steering committee and assign them to current projects
- Need succession program
- NOTO Board members are community activists not trustees
- If there is no objective to tackle, why come to the meeting?
- Ask current members if they wish to continue to serve—why are they not at meetings?
- What have each of us done in the last month to communicate HV activities and results?
- What is the expectation of steering committee members?
 - Is showing up enough?
- Communication – spread the word. Explain what HV is doing and the connection between activities in the community e.g. NOTO
- Use network of Steering Committee members
- You network and spread the word
- Continuously make the connection to HV
- Response: How to get involved with that?
- Organizations promoting alignment to HV plan
- Identify various projects and oversee completion
- Determine if we endorse the project
- Develop visual map of projects and collaboration on website -- show how activities are cross-pollinated will let people know how they can be involved
- Steer the community thru projects the grassroots have approved
- Presentations may not be the best use of time
- Example: loss of money for safe visits – issue of quality of life
- Refer key issues to Foundations
- Steering Committee has goals and objectives for projects
- Would CRC have to drop out?
- Government foundation has functioned by gathering stakeholders, meeting, producing (legislative agenda), and continually asking, "What else do we need to do?"
- NOTO can't function with unlimited Volunteers
- Accountability:
 - Foundations should be reporting to Steering Committee

- Write down what we expect
- Do Foundation Chairs know what is expected?
- Benchmarks may no longer be relevant

Deferred: Office Objectives

Action: Beteta will send a written report of the objectives to Steering Committee

Next Meeting: Friday February 10, 2012 Washburn Institute of Technology, Conference Center AB.

Meeting adjourned.