

## CDCPDA – Wednesday, December 23, 2020 Meeting

Time: 6PM-730PM

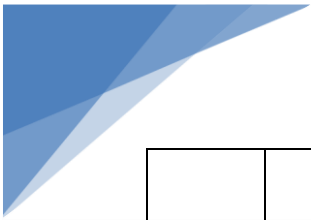
Location: Virtual via Zoom



### Meeting Minutes:

- Attendance
  - Present (Board): Mr. Gerald Bradford, Rev. Dr. Phyllis Beaumonte, Dr. Rayburn Lewis, Mr. John Yasutake, Mr. Kelly Jefferson, Chukundi Salisbury
  - Staff: James King II
  - Guests: Laura Willis, Benita Thomas, Lisa Chan

Item #	Discussion Point:	Assignee/Speaker:	Action	Time Allocated (in minutes):
1	Call Meeting to order and Approve Agenda	President Lewis	Approval required—moved seconded, unanimous voice approval	3
2	Accept previous Meeting Minutes	President Lewis	Approval required moved, seconded, unanimous voice approval	5
3	Conflict of Interest - [REMINDER]	James King Jr.	Reminder noted	1
4	Steering Committees - [UPDATES]			
	<b>a. Finance</b>	Treasurer Yasutake/Mr. James King Jr.		10
	<b>b. Facilities Management (PM and Commercial Real Estate RFQs)</b>	VP Bradford/Mr. James King Jr.	There was an error pointed out by Ms. Thomas in the calculation of hours. 20 hours per week	10



			maximum is correct. 120 hours per quarter is not. That should be 240 hours per quarter. As a result, an amended RFQ will be generated. Ms. Thomas also suggested the amended RFQ be widely disseminated to allow bidders ample time to comply.	
	<b>c. Programs &amp; Partnerships</b>	Ms. Patricia Hayden/Mr. Lewis Rudd	Neither co-chair was available for this meeting.	10
	<b>d. Community Communications</b>	Mr. Kelly Jefferson/Secretary Moore	Summary of items to be placed in the Facts and Medium presented by Mr. Jefferson. Also discussed video proposal on 12/09/2020. Potential participants invited to sign up.	10
	<b>e. Government Affairs</b>	President Lewis/Dr. Carver Gayton	First meeting Dec 17, attended by Dr. Gayton, Dr. Danielson, Benjamin Danielson <bdanielson@cdcpda.org>, bsdanielson@gmail.com, Carver Gayton <cgayt.18@gmail.com>, Carver Gayton PhD <cgayton@cdcpda.org>, Eddie Rye, Hayward Evans ,,	10

			James King , Maya Manus Urban League), Rev Dr. Phyllis Beaumonte, Truth Allah, Rayburn Lewis  Discussed addressees in local, county and state government to contact.  Acknowledged Governor's budget request for FY 22-23.	
5	Presidents Report			5
	<b>a. Open Board Positions (pre reading bylaws section 7.4 and 7.8)</b>	President Lewis	Information intent to recruit local government representatives ( 2) in Q1 2021	
6	Admin and Training - [REMINDER]	Secretary Moore/Mr. James King Jr.	Next OPMA/PRA training Jan 6, 2021	3
7	Topline Goals and Objectives - [REVIEW]	President Lewis/Dr. Carver Gayton	Reviewed goals approved 12-09-2020. No new suggestions.	5
8	Strategic Planning and Scheduling	President Lewis	Hold the date for Feb 27, Saturday morning. Planning retreat	5
9	Public Comments/Questions			10
10	Next Meeting Announcement and Adjourn	President Lewis	Next meeting 1-13-21	3