

Inner Core Committee

A subregion of the Metropolitan Area Planning Council including 21 cities and towns:

Arlington • Belmont • Boston • Brookline • Cambridge • Chelsea • Everett • Lynn • Malden • Medford • Melrose • Milton • Needham • Newton • Quincy • Revere • Saugus • Somerville • Waltham • Watertown • Winthrop

Inner Core Committee (ICC) Work Plan

July 2014 – June 2015

Introduction

The Inner Core Committee (ICC) is a subregional council of the Metropolitan Area Planning Council (MAPC), the regional planning agency for the 101 cities and towns in the metropolitan Boston area. ICC fosters joint and cooperative action within the subregion and provides a forum for planners and municipal representatives to explore issues of mutual concern. The ICC is MAPC's largest subregion, representing the largest number of municipalities of any subregion, about 51 percent of the MAPC region's population – over 1.6 million residents.

Membership and Voting

The ICC consists of representatives from 21 of the metropolitan area's innermost communities: **Arlington, Belmont, Boston, Brookline, Cambridge, Chelsea, Everett, Lynn, Malden, Medford, Melrose, Milton¹, Needham, Newton, Quincy, Revere, Saugus, Somerville, Waltham, Watertown and Winthrop.**

As of August 2014, the ICC has twenty-two voting member positions. The municipal representatives to the MAPC Council are the default voting members of the subregion²; however, these individuals may appoint others to represent the municipalities' interests at ICC meetings. The Boston Redevelopment Authority (BRA) and the Metropolitan Area Planning Council (MAPC) are also voting members of the ICC. On occasions when the ICC has formal business to approve by vote, each member has one vote and a quorum is considered one-third of the members.

Identifying a diverse range of individuals and groups that can enrich the ICC network through participation in subregional meetings and projects continues to be a high priority. The ICC may also invite other people or organizations to participate as associate members in the committee's deliberations. Representatives from neighboring municipalities, other government agencies, institutions, the private sector, nonprofit community development organizations, planning consultants, students, and representatives from bordering municipalities are encouraged to attend meetings. ICC representatives from each community are responsible for assisting in outreach and helping to identify individuals within their own community who might want to attend ICC meetings, workshops, and forums.

Leadership and Staff

The co-chairs for 2014-2015 are Jamie Errickson, Executive Director of the Department of Planning and Development in the City of Everett, and James Freas, Acting Director of Planning and Development in the City of Newton. The co-chairs are responsible for suggesting agenda items, reviewing draft materials, facilitating meetings, encouraging attendance, and providing advisory support to the ICC Subregional Coordinator (the Coordinator). The co-chairs shall assist the Coordinator with the appointment of all sub-committees and will represent ICC before other local, regional, or state agencies or organizations.

The Coordinator is from the MAPC staff and is appointed by the MAPC Executive Director. Jennifer Erickson serves in the role of Coordinator. The Coordinator shall schedule meetings; prepare agendas; organize forums and workshops; conduct outreach and engagement; manage the subregion budget; provide technical assistance to participating municipalities; implement subregional projects; and provide regular correspondence regarding MAPC or subregion programs/ projects, events, meetings, announcements, or funding opportunities.

¹ Milton has dual membership with ICC and the Three Rivers Interlocal Council (TRIC).

² Milton participates in ICC but votes as part of the Three Rivers Interlocal Council (TRIC) subregion.

- Co-chair: James Errickson, Executive Director, City of Everett Department of Planning and Development
- Co-chair: James Freas, Acting Director, City of Newton Department of Planning and Development
- Coordinator: Jennifer Sien Erickson, MAPC Regional Planner

ICC member leadership with the Boston Region Metropolitan Planning Organization (MPO)

The Boston Region MPO is responsible for conducting the federally required metropolitan transportation-planning process for the Boston metropolitan area. The MPO uses this process to develop a vision for the region and then decides how to allocate federal and state transportation funds to programs and projects. Cooperatively selecting transportation programs and projects is a role of the MPO's 22 voting members. The Boston Region MPO has five seats for members of the subregion. As of August 2014, the five ICC municipalities that have a seat on the Boston Region MPO are: Arlington, Boston, Everett, Somerville, and Newton. The City of Somerville is the official Inner Core Committee representative on the MPO. Learn more about the Boston Region MPO: <http://www.ctps.org/Drupal/mpo>.

ICC member leadership with the Regional Transportation Advisory Council (Advisory Council)

The Advisory Council is an independent group charged with providing public input on transportation planning to the Boston Region MPO. The Advisory Council Chair has one seat on the MPO. The Town of Needham current serves in the role of Chair. The ICC municipalities that currently serve as voting members of the Advisory Council are: Belmont, Brookline, Cambridge, Quincy, and Revere. As of August 2014, the following ICC municipalities are non-voting members of the Advisory Council: Arlington, Boston, Newton, and Somerville. Learn more about RTAC: <http://www.ctps.org/Drupal/rtac>.

ICC member leadership with the Massachusetts Bay Transportation Authority (MBTA) Advisory Committee

The chief elected official of each of the Inner Core cities and towns, or his or her designee, is a voting member of the MBTA Advisory Board. As assessments change, so does the precise weight of each municipal vote. To learn more about the Advisory Board mandate, visit <http://www.mbtaadvisoryboard.org/about-us/>.

ICC member leadership with the MAPC Legislative Committee

MAPC's Legislative Committee members develop legislative priorities for the agency each year. Committee members meet monthly to determine action steps for furthering MAPC's priority legislative issues, and to decide the agency's position on matters of regional importance. Members include municipal staff and nonprofit organizations. As of August 2014, Steve Magoon from the Town of Watertown serves on the Legislative Committee.

Funding

ICC is funded through two sources: funds from the Metropolitan Planning Organization (MPO) to implement the annual Unified Planning Work Program (UPWP) and the annual assessment collected from member municipalities.

ICC Goals for FY215

ICC strives to serve as a forum providing members with:

- Information and engagement on timely planning topics
 - The leadership and staff will implement a program of meetings, workshops, and forums that will build knowledge and create dialogue around priority topics of concern to the membership.
- A critical role in influencing regional transportation policy and planning
 - The leadership and staff will ensure multiple opportunities for membership to engage in the development of the next Long Range Transportation Plan and to develop and submit project ideas to UPWP and other transportation technical assistance programs
- A strong, united voice on issues of regional concern
 - The leadership and staff will work with the membership to identify and prioritize support for projects, policies, and/or legislation that advance smart growth, equity, and sustainability goals for the Inner Core.

The Coordinator will also engage in the following activities to implement these goals: conduct outreach and engagement to strengthen participation in the ICC network; provide technical assistance with short-term projects requested by the membership; review and/or write applications for grants and technical assistance for subregional

projects; identify opportunities for coordination with other MAPC-staffed coalitions and initiatives that serve the subregion municipalities, i.e., the Metro Mayors Coalition and MetroFuture Walks and Talks.

Meeting Schedule and Topics

The ICC will meet on a bimonthly basis for a minimum of six times over the FY15 year. Should time-sensitive issues arise between scheduled meetings, the Coordinator may schedule additional meetings, webinars, and/or conference calls. Meetings will generally occur at MAPC’s offices. Workshops, forums, and special meetings may occur in the evening and in other locations and be longer in duration than the typical ICC meeting. Meetings may include a mix of the following:

- Business matters that require consensus or a vote of the municipal membership, e.g., multi-municipal projects that may be submitted for funding and elections for subregion leadership roles;
- Presentations and forums on topics of interest to a broader audience; these may be co-sponsored by other organizations and/or promoted as MetroFuture Walks and Talks; and
- Workshops that focus on teaching specific skills or demonstrating tools and techniques; these may offer American Institute of Certified Planners (AICP) CM credit.

Open Meeting Law: All ICC meetings, workshops, forums, and communications are open to the public. Official meeting notices are posted on the MAPC website at www.mapc.org/publicmeetings and on the ICC website of the MAPC website at www.mapc.org/icc at least a week in advance of each meeting. Meeting agendas and materials will be kept on file at MAPC and made available upon request.

Date and Time	Primary Topics* (subject to change)
October 7, 2014, 9:00 – 11:30 am	<ul style="list-style-type: none"> • Overview and facilitated discussion on the Long Range Transportation Plan (LRTP), a refresher on transportation funding and planning, and the roles of the MPO, CTPS, and MAPC. • Briefing and Q&A on the new Massachusetts Housing Data Portal. • Discussion on MAPC Legislative Priorities for 2015-2016
December 11, 2014, 9:00 – 11:30 am	<ul style="list-style-type: none"> • Housing for Middle-Income Households project – briefing and Q&A • Other housing topics, e.g., large house reconstruction • Update on the LRTP scenario planning process and facilitated discussion of potential priority projects and programs to be included in the LRTP • Start discussion on ICC project ideas to submit to the District Local Technical Assistance Program (DLTA)
February 12, 2015, 9:00 – 11:30 am	<ul style="list-style-type: none"> • ICC Housing Symposium. Overview and facilitated discussion on subregion demographics and characteristics, housing needs, and relevant recommendations from the Regional Housing Plan and Regional Fair Housing and Equity Assessment • Additional topic – to be determined by the ICC membership
April 9, 2015, 9:00 – 11:30 am	<ul style="list-style-type: none"> • Discuss LRTP recommendations and discuss study ideas to submit to the Unified Planning Work Program (UPWP) • Legislative update from Government Affairs and a briefing on the priorities of the new Administration; invite staff from the new Administration • Additional topic – to be determined by the ICC membership
June 5, 2015, 9:00 – 11:30 am	<ul style="list-style-type: none"> • Open topic – to be determined by the ICC membership • Brief presentation of the LRTP draft • ICC work planning discussion for FY16

*In addition to the topics outlined, other topics that may be brought into the FY15 program include: a briefing on the new regional climate change adaptation strategy; a session on the new MS4 stormwater permit requirements; FEMA flood insurance rate map changes; planning for public art and the creative economy; a session on local zoning – emerging issues and new approaches; a session on Transportation Management Association (TMA) service in the Inner Core region; and a factual presentation on the Community Preservation Act – a session presenting both sides of the issue.

Communications

The subregion communicates about its activities through three main avenues:

- **E-newsletter.** The ICC newsletter is the best way to receive committee updates and receive news about upcoming events and funding opportunities.
- **Website.** The ICC website, www.mapc.org/icc, is intended to serve as a resource for anyone interested in learning more about the ICC.
- **Social media.** The ICC Facebook page, www.facebook.com/innercorecommittee, is intended to serve as a space for ICC members and the broader ICC network to discuss topics of interest between and outside of our scheduled meetings and events.

The ICC Coordinator, Jennifer Erickson, is the main point of contact for all matters related to the committee. She may be reached at jerickson@mapc.org or by phone at 617-933-0759.