

WPB SSA #33  
Executive Committee Reports  
April 2010

From 8:15 a.m. until 10:00 a.m. on April 8, 2010, WPB Executive Committee met with WPB Chamber of Commerce (WPBCC) President Robert Gomez, WPBCC Executive Director Paula Barrington, and Gina M. Caruso, AICP, Assistant Commissioner, Community Programs Division, City of Chicago, Department of Community Development at the WPBCC/WPB offices.

Ms. Caruso spoke about the legal relationship between an SSA and its service provider. She clarified the distinction between a service provider in its capacity as a grant-seeking organization and as a service provider. As a service provider, WPBCC is obligated to carry out the initiatives and programs authorized by the SSA commission unless an ethical or legal concern exists that would prevent WPBCC staff from doing so. Ms. Caruso encouraged the organizations to have a robust working relationship.

WPB commissioners and WPBCC officials discussed the lines of authority and reporting relationships among the employees of the WPBCC organization (including WPB program manager and other staff).

Ms. Caruso recommended that WPB commission invite Steve Berlin, who is the city's resident expert on the legal obligations of SSAs and their service providers, to speak about ethical and legal implications of being involved with an SSA.

Group discussed WPBCC finances, and their relationship to SSA. Ms. Caruso encouraged WPBCC to generate its own independent revenue flows. Ms. Caruso clarified that WPBCC is a legal custodian of SSA funds, and may not use funds as collateral or to obtain credit or otherwise for the benefit of WPBCC. Ms. Caruso also answered questions about the WPB SSA levy and funding process.

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From 6:15 p.m. until 7:00 p.m. on April 13, 2010 at the Nazareth Family Center, WPB Executive Committee met to discuss potential personnel changes at WPBCC, solicitation of new commissioners to replace empty seats, status of current/returning commissions whose commissions are outstanding, outreach by Ald. Joe Moreno's office re: potential expansion of the SSA, and the adoption/codification of an bylaw regarding officers and term limits.

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From 8:00 a.m. to 9:00 a.m. on April 29, 2010 at Caffè de Lucca, WPB Executive Committee met. The committee discussed transition plans for the WPBCC executive director position, WPBCC/WPB hiring plans for the next year, commission succession planning, the adoption/codification of an bylaw regarding officers and term limits, potential SSA expansion program, the status of commissioners who have not yet been commissioned to another term by the City, and the Lackner marketing proposal, which is on hold pending upcoming organizational changes.