

**Joint Meeting of the New Jersey Commission on Environmental Education
And Inter-agency Work Group
Tuesday, September 21, 1999
9:00 a.m. – 12:00 noon, DEP Headquarters, Public Hearing Room, Trenton**

9:00 a.m. - Coffee and tea

9:15 a.m. - General Remarks and Information

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| * Welcome and Introductions | Frank Gallagher |
| * Review and approval of meeting notes | Frank Gallagher |
| * Membership update, openings and candidates (so far) | Tanya Oznowich |
| * Circulate attendance list/check information | Tanya Oznowich |
| * Establish Year 2000 meeting schedule | Tanya Oznowich |
| * Distribution of NAAEE materials/Discuss liaison | Frank/Tanya |

9:45 a.m. - Committee Reports and Group Discussion

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| * Finance and Legislative Committee | Frank Gallagher |
| - Review and discuss plan | |
| - Review and discuss Dr. Clarke's letter | |
| - Legislative and financial strategies to pursue | |
| - Appointment of new committee chair | |
| - Other: | |
| * Program Committee | Tanya Oznowich |
| - Review of Joint Meeting/Distribute notes | |
| - Plans and funds for Earth Day 2000 | |
| - Other: | |
| * Electronic Network Committee | Frank Gallagher |
| - Grant announcement and plans | |
| - Proposed home page format revisions | |
| - Appointment of new committee chair | |
| - Other: | |
| * Inter-agency Work Group | George Schlosser |
| - Distribute and review survey tool/Discuss plans | |
| - Other: | |
| * Publications Committee | Karen Wintress |
| - Update on status of annual report | |
| - Update on plans for Plan of Action revisions | |
| - EE brochure – status, if any | |
| - Other: | |

11:00 a.m. – Break

11:15 a.m. – Guest Presentation and Group Discussion

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| * Ms. Callie Lasch, Lasch Media – EE Video Project | Tanya will introduce |
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11:50 a.m. - Next Steps

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| * New business | Frank Gallagher |
| * Summary of tasks and wrap up | |
| * Logistics for next meeting | |

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June 29 Meeting Notes – Page One

Present: Richard Belcher, Robert DeCicco, Emile DeVito, Erin Dougherty, John Dougherty, Joe Eldridge, Frank Gallagher, Anne Galli, Rodney Groff, Toni Hendricksen, Louis Iozzi, Paul Kaleda, Pat Kane, Lynn Keepers, Christine Keresztury, Kathleen McLaughlin, Ray Mueller, David Nash, Tanya Oznovich, Barbara Rich, George Schlosser, Kathryn Schmidt, Jim Shissias, Karen Wintress. Guest: Fran Iozzi.

- March 3rd meeting notes – Jim made the motion to accept the notes; Frank provided a second; All in favor.
- The group discussed the value of optional local field trips added on to the joint meetings and agreed that they are not practical. Small group agreed to go for an afternoon tour of the Mercer County Wildlife Center.
- Reviewed agenda, no changes.

Committee Reports

- **Network Committee:**

Reformatting of the web site design and contents is underway and this effort has broadened. It is likely that ANJEE will receive the EPA environmental education grant, its purpose being to further develop the web site. (Copies of grant proposal were distributed – contact Frank if you need a copy.) The committee is increasing in size and beginning to meet regularly; the group agrees that the site needs further development.

Ray and Christine have met and are designing the “face” of the home page, which features a colorful geographic map of the state. The committee agrees that they will act as a “filter” in putting information onto the site. The commission and work group members should submit information, data, resources, etc., to the committee for consideration, since commission members are the experts. Finally, the committee is looking for URL’s to add as links to the site – commission and work group members should send URL recommendations to Christine, who is collecting them. The committee would like to change the current URL for the site, which does not accurately represent the purpose of the site or identify its sponsors. Currently, the address is:

<http://www.ceae.dep.rutgers.edu>

- **Program Committee:**

Reviewed the program and attendance at the April NJ Environmental Education Forum. Thanks to the commission and work group members that came and to George for all of his prep help. Negatives of the forum included not getting enough “high level or legislative types” there, as well as a long agenda with too many speeches in the morning. Positives included show-casing env. ed. models or programs, the kids’ enthusiasm who were there to present the programs, and the representatives from the Legislature, the Governor’s Office, state government and the DOE. The commission and work group members agreed that it was a good program and that we should do the forum again next year and begin to organize it as early as possible.

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- **Publications Committee:**

The annual report text is near completion; when completed, it will be given to Tanya/DEP for editing and layout. The commission and work group members should be documenting their own successes or achievements, for the 1999 environmental education report. Distribution of this first 1998 report will be missing a lot of environmental education representation in the state – hopefully, this will encourage those we missed to come forward for the next issue. The survey tool to be designed for the state government survey and for the statewide survey should include gathering information for future annual reports. Data and resources are needed. This first version should include a survey or response sheet – we should encourage people to enter their information into future issues.

Regarding design, we will use the Plan of Action's current logo and will utilize a lot of white space in this booklet, to make it as easy to digest as possible. The report's text will also be available at the web site. The report will include a list of commission and work group members, as well as a letter from Chairman Lou Iozzi.

Regarding Plan of Action revisions, this process was put on the back-burner until the annual report information was gathered and written. The Committee will begin work again on this process.

Regarding environmental education promotions, Anne circulated copies of the brochure that has been done in another state, promoting the purpose of our field, examples of it, etc. The prototype for this brochure is available to all states – local information can be inserted where appropriate. The Commission currently does not have the funds to print this effort but its costs could be a potential grant proposal.

Tanya and Pat continue to distribute copies of the Plan of Action, the Act and the Plan update to all requests.

- **Legislative/Finance Committee:**

Jim had a follow-up discussion with the Governor's representative on the Commission, Eileen McGinnis, regarding obtaining discretionary funds for the commission. This committee has grown in size and has agreed to meet to develop a "pro-active" legislative and fundraising plan, which will include contact and education of the Legislature and related staff, learning about the state budgetary process, staying in touch with the Open Space legislation and implementation, and checking into grant opportunities. Additional funding ideas were discussed, along with a historical discussion on past attempts.

Tanya distributed the \$150,000 budget as a "straw horse" to work with in the future. This was developed in the spring, in quick response to some informal meetings with legislators and that a project-specific and needs-specific budget was needed.

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- **Chair's Resignation:**

Lou surprised the commission with his resignation as chair and as a member of the commission. He was one of the original commission members and has been with the group for 10 years. He's been the chair of the group for at least 8 years. The law was passed under his leadership and he has seen the Plan of Action recognized by environmental education leaders around the world. Future activities and implementation of the plan should be exciting. Based upon a changing job, personal interests and family needs, Lou felt that it is time to resign. This information was also shared at a previous Steering Committee meeting. Lou preferred to end his term as chair at this meeting – he would preside at the next meeting in September only if necessary.

Frank provided formal words of appreciation to Lou, on behalf of the commission and work group.

Tanya presented Lou with letters of appreciation from Governor Whitman and from DEP Commissioner Shinn. These were read aloud. She also presented Lou with a plaque from the commission and work group, thanking him for his years of support and service.

- **The Election Process:**

As required by the Act, the commission elects its own chair. This individual serves in this position for two years. Jim suggested the need for a nominations committee and to allow for at least 1 month to gather nominations. A quorum was present with 18 voting members of the commission (work group members cannot vote). John Kirk will continue to serve as Vice Chair.

Anne mentioned that Frank Gallagher is nominated by the Steering Committee as a candidate for this position. At that committee's meeting Frank expressed his interest in this position and no one else on the committee was interested. Frank provided brief remarks regarding his history with the work of the commission through the Alliance, what he has to offer, and what his goals are for the commission and work group during the next two years. Additional interests in this candidacy were solicited from the group.

Pat offered to conduct the nominations process. Nominations are due to Pat no later than July 12, electronically. All nominees must agree to being nominated for this position. If a slate materializes, she would go to the Nominations Committee to approve the slate then send it out to the commission for their vote, either directly or through Lou. The slate or ballot would go out to commission members by July 19. A quorum is needed for the final decision. Between July 20 – 22 Pat would present the results of the nominations process to Lou and/or the Nominations Committee. Either she or Lou would present the results to the full commission. This process was presented as a motion for vote by Ray; Jim provided a second to the motion; all in favor.

The joint meeting with ANJEE members was discussed – commission and work group members were again reminded of the date and asked to attend. The formal invitation would go out during the summer to commission, work group and all ANJEE members.

Committee meeting logistics for the summer were established.

T.O.8/99