

**Joint Meeting of the New Jersey Commission on Environmental Education
and Inter-agency Work Group
AGENDA**

Monday, June 12, 2000

9:00 a.m. – 12:00 noon

NJ Department of Environmental Protection Headquarters
Public Hearing Room, First Floor, Trenton, New Jersey

8:45 a.m.	COFFEE AND TEA	
9:15 a.m.	Welcome and Introductions of Members/Guests	Frank Gallagher
	- Review and approval of meeting notes	Frank Gallagher
	- Future meeting logistics	Tanya/Frank
	- Membership update	Tanya Oznowich
9:45 a.m.	Inter-agency Work Group Committee	George Schlosser
	- Update on survey results and directory details	
	- Other:	
10:00 a.m.	Electronic Network Committee	Frank/George
	- Status of RFP and address change	
	- Other:	
10:15 a.m.	BREAK	
10:30 a.m.	Finance and Legislative Committee	Dave/Frank
	- Update on sponsorship of draft bill And all related legislative/political activity	
	- Review revised expenditure list for draft bill	Tanya Oznowich
11:00 a.m.	Program Committee	Tanya Oznowich
	- Status of Earth Day funds	
	- Summary of Spring efforts and the "grant" process	
	- Recommendations for Autumn spending	
	- Other:	
11:30 a.m.	Communications Committee	Karen/Anne
	- Status of EE brochure	
	- Plan of Action revisions	
	- Other:	
11:45 a.m.	New Business	Frank Gallagher
	- Receipt of the EIC Dodge Grant	Tanya Oznowich
	- Update on the Dodge EE videos	Tanya Oznowich
	- Other:	
	- Other:	
	Meeting Summary/Next meeting logistics	Frank Gallagher
12:00 noon	DEPARTURE	

**Meeting Notes: Joint Meeting of the NJ Commission on
Environmental Education and Inter-agency Work Group**

Thursday, March 23, 2000 – Cheesequake State Park, Matawan, New Jersey

Attendees: Rich Belcher, Erin Dougherty, Joni Elliot, Frank Gallagher, Anne Galli, Paul Kaleda, Pat Kane, Kathy McClaughlin, Tanya Oznowich, Barry Schegel, George Schlosser, James Shissias, Helen Skerratt, Karen Wintress

Absent: Robert DeCicco, Emile DeVito, John Dougherty, Mimi Dunne, Joe Eldridge, Rodney Groff, Don Haberstroh, Lynn Keepers, John Kirk, Arthur Mitchell, Ray Mueller, David Nash, Sam Race, Barbara Rich

Guests: James Faczak, Aimee Lemaldi, Lesley Parness, Janice Reese-Berardo, Bob Sommers

General Notes – Frank Gallagher

- 2/28 meeting notes informally accepted with no changes (not enough to vote).
- Commission nominees have been submitted but have not yet been appointed by the Governor's Office.
- Next joint meeting is in June. Keep April 27th on calendar unless Tanya notifies you to cancel. She is trying to formalize an env. ed./Earth Day ceremony that would involve DEP Commissioner Shinn and DOE Commissioner Hespe. We will have a joint ANJEE and commission mtg. sometime in August, Tanya is formalizing.

Inter-agency Work Group – George Schlosser

Electronic Network Committee – George Schlosser

- Formulating responses to the survey circulated through state agencies. Still waiting for many, need to publicize better to get more feedback. Need more outreach on this. It was sent to 20 agencies.
- Tanya committed DEP staff to distribute the survey statewide. The DEP would cover for postage and support staff but the commission would need to provide the means of inputting the data into the directory.
- This form is the basis for the entire electronic network directory – group must be analytical of it. Categories in this directory are being established according to subject or resource. When completed this will be made available at the web site.
- The electronic web site needs to be reconfigured. The RFP for a web site designer was developed and distributed – this was the result of the EPA grant recently received by the commission and ANJEE.
- The committee is changing the web site address so that it can be located more easily by those using searches
- Frank committed Aimee Lemaldi, a spring intern in DPF, to assist Tanya with compiling a spring and summer calendar of EE events. These calendars will be posted soon.

Legislative Committee – Frank Gallagher

- A small group of commission and ANJEE members met with David Wolfe, Chair of the Education Committee in the Assembly. David has agreed to sponsor the bill! A co-sponsor is needed. Dave Nash is working with Wolfe aides to seek out co-sponsorship.
- Group requested to review the final "draft" bill before it is officially submitted or recognized.
- The bill is for \$200,000 – it will cover funds for EE professional development; non-formal programs that are innovative or based on need; new model EE programs or PF experiences; and, assessment tool development. Tanya developed a draft detailed budget, in case questions regarding expenditures come up at future meetings. Tanya will revise this for the next meeting.

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- Dave Nash will testify on behalf of the EE Commission regarding a request for funding from state funds for the commission.
- Letters were sent from ANJEE President to the Budget Committee Chairs, also requesting funding for the commission.
- Packets are being used when meeting with Legislative representatives. They include the 98 annual report, the white paper, the Plan of Action Update, and the draft legislation.
- Group discussion focused on assessment and survey tools. The group should consider hiring a professional assessment group to analyze the statewide school survey tool. What are the outcomes? Why do we need to do this? Also consider forming a partnership with any other entities that may want the same EE data. Finally, should consider contacting other organizations/entities who have done similar surveys to see what tools were used. Also work with NJDOE representatives to finalize the survey.

MOTION: The Finance Committee is able to work with David Wolfe's staff to refine the legislation and to adjust the budget expenditures if such changes are needed.

Program Committee – Tanya Oznowich

- Grant availability was promoted through an article that was printed in 6 publications – The *NJEA Review*, the NJSTA newsletter, the ANJEE newsletter, The NJ School Boards newsletter, the NJREC newsletter and the NJ Geographic Society newsletter. The DEP also did a press release on grant availability and it was covered by two papers serving the southern part of the State – Good publicity for the commission.
- The \$1,000 allotments are extremely popular – to date, over 8 have been committed.
- The \$100 school allotments aren't going so quickly, with less than 7 of 100 committed, to date. Art offered to run these "up the chain" at DOE to see if his agency can promote these in any way.
- The actual "mini-grant" process being put in place for this fund seems to be working out well.
- Tanya will have a summary sheet of grants given, for the June meeting.
- It is most likely that the April 27th Earth Day event at DEP will not have a strong environmental education focus. Rather, DEP management and the Governor's Office will be using it to focus on the department's 30 anniversary – milestones ahead and accomplishments over the past 30 years.

Communications Committee – Anne Galli and Karen Wintress

- Reviewed the design of the EE brochure for final comments on text, photographs, layout, etc.
- Discussed verbage for credit to be given to the Governor for funds for printing.
- Group agreed that \$8,000 is committed for this printing.
- The printing and layout must be handled through DEP.
- Extra photos not used will be returned.
- Next on the committee's agenda is Plan of Action revisions (was on hold) and the 1999 EE annual report. The group should be documenting text for the report, beginning last year.

New Business

- George and Karen proposed that the URL/web site name be changed to better reflect the purpose of the site. The current domain name reflects the joint effort between various agencies. Suggested new names included "NJEEnetwork.org or edu", or "NJEE.net.org or edu." Karen and George offered to register the new address. Funds are needed.

MOTION: The current web site's new URL will be registered as "NJEE.org." An amount of \$200 has been approved for the registration process and smaller annual fee. This amount will come from the commission's trust fund.

- Tanya sent a note and books to Dr. John Kirk, wishing him a speedy recovery.

Please Submit RSVP by June 9, 2000, to:

Carol Nash, DEP
Division of Fish and Wildlife
P.O. Box 400
Trenton, New Jersey 08625-0400
Fax: 609-984-1414

**Sedge Island Wildlife Management Area
Environmental Education Center Dedication
Saturday, June 24, 2000**

Name: _____

Affiliation: _____

Daytime Phone #: (_____) _____ **Fax:** (_____) _____

_____ I plan to attend the dedication on June 24th.

_____ I cannot attend if the dedication is held on the raindate, June 25th.

_____ I will arrange my own boat transportation to Sedge Island.

(CHOOSE 2) I plan to participate in the following activities at the event:

_____ Kayaking

_____ Canoe Eco-tour

_____ Shoreline Fishing

_____ Clamming

_____ Birdwatching

_____ Volleyball

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NJ Department of Environmental Protection Headquarters, Trenton

Attendees: Richard Belcher, Fran DiCarlantonio, Robert DeCicco, Erin Dougherty, Mimi Dunne, Joe Eldridge, Fred Ellerbusch, Frank Gallagher, Anne Galli, Rob Groff, Gracelynn Johnson, Pat Kane, Lynn Keepers, John Lysko, Arthur Mitchell, David Nash, Tanya Oznowich, Barbara Rich, George Schlosser, James Shissias, Helen Skerratt, Karen Wintress

Absent: Emile DeVito, John Dougherty, Joan Elliot, Don Haberstroh, Toni Hendricksen, Paul Kaleda, John Kirk, Kathleen McLaughlin, Ray Mueller, Sam Race, Barry Schlegel

Guests: Janice Reese-Berardo, Marc Rogoff

- **MOTION: Meeting notes from the joint meeting in March were approved (Pat Kane made the motion to accept; Anne Galli provided the second; all in favor).**

- **Inter-agency Work Group and EE Network Committee Reports**
 - George received about 125 survey responses from DEP (provided by Marc). The survey tool is ready to use for public distribution.
 - Discussion: How do we distribute it and enter the data received? We agreed to do principal state agencies first – this is happening slowly. We should begin to enter a small data set and post it as an “experiment” for reaction. We should do a hard copy mailing statewide, or at least to ANJEE members.
 - Discussion: Who will be responsible for filtering information to be posted at the site? One concern is a concern for quality – is it the role of the commission to judge or critique what is posted at the site? Another concern is resources – we shouldn’t promote the site or circulate the survey if we don’t have the means of getting it entered into the system.
 - Discussion: How will the NAAEE EE guidelines and the NJDOE guidelines (both for professional development) effect or not effect what is posted at the site? (Mixed debate on this.) One suggestion was that our site would not be used to “judge” EE materials, programs, etc. Instead, our site would link to NAAEE and/or NJDOE so that the user could link with the guidelines. At our site we would encourage users to meet the guidelines and then to promote themselves more as having met the guidelines.
 - The EE Network Committee agreed to have recommendations on this at our next meeting in the fall.
 - Short-term: NJCEE and IWG members should visit the site – there’s been some small changes made.
 - Frank reported on the Earth Day web site addition to the site at Cook.
 - Frank reported that the EPA grant received to develop the site had expired. Frank re-submitted the paperwork and EPA will re-release the funds to us. The funds will be housed in the ANJEE account. Once received, the RFP will be sent to the 12 – 15 volunteers who had offered to establish the site.

- **MOTION: To adopt the URL “NJEE.org” (or similar); to use money from the NJCEE trust fund (est. \$200) to secure this URL for the EE web site.” (Karen Wintress made the motion to accept; Helen Skerratt provided the second; all in favor.)**

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- **Legislative and Finance Committee Report**

- Dave and Frank provided the update. A group of commission members met with Assemblyman David Wolfe – the meeting went well and he agreed to sponsor the bill. He has already lined up 3 other co-sponsors in the Assembly, on the Education Committee.
- Dave explained that the bill must be amended. It currently reads that the monies would go to NJDOE, to be then given out as a grant to NJCEE. Instead, it should read that the money will go to NJDEP into the trust fund.
- Discussion: Some felt that NJDOE should be left in, for credibility. Others who receive funding from NJDOE said that the agency removes a percentage for their overhead costs and the paperwork process is crazy. The NJDOE is used to dealing with large sums – this is a nuisance for them.
- It was agreed that the committee, on behalf of the commission, would work with Assemblyman Wolfe to amend the draft bill. The NJDEP and the NJDOE will also provide formal comments if necessary. Sometimes such changes can take place “behind the scenes.”
- Additional names that will be approached for sponsorship are:
 - Joe Mallone, Leonard Lance and Robert Lattell, Budget Committees
 - Steve Corydemus and Joe McNamara, Environment Committees
- There’s a slim chance, but still a chance, that the bill would pass this spring. If not, the process is more formal in the autumn.
- Dave and Frank will contact John Kirk to set up a meeting with his friend, Robert Lattell.

- **Program Committee Report (Earth Day 2000 Efforts)**

- Tanya provided a summary of Earth Day efforts and funds leftover.
- The \$15,000 for non-profits (15 \$1,000 stipends) went well. A list of projects funded was distributed. Stipends for schools did not go well, used about \$1,000.
- It was agreed that the NJCEE would ask the commission, work group and ANJEE members present at the Joint Meeting (Summer) to recommend how \$16,000 should be spent on grants.
- There is still \$2,500.00 left for the web site. This will be kept for the web site.
- This should be scheduled when the Legislature is in session.
- Commission and work group members to join this “non-existent” committee are: Lynn, Mimi, Dave, Erin, Fran, Art and John.
- It was agreed to use the Dodge grant and EIC process to also promote good EE to the NJ Legislature.
- Frank offered to look into creating a list serve for NJCEE and IWG members through Cook College.

- **MOTION: The \$4,000 not used in the spring for a Legislative Forum should be saved and used in the autumn for a Legislative Forum. (Anne Galli made the motion to accept; David Nash provided the second; all in favor).**

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- **Publications Committee Report**

- Karen and Anne provided the report. The committee will propose a distribution plan for the EE poster under development.
- Anne Galli will contact DEP Sandy Huber, regarding graphics assistance for the poster and for Plan of Action revisions assistance with design.
- Tanya or Marc would get the Plan of Action text to Karen for electronic access.
- The committee would like feedback on the 1998 Annual Report, in order to design and begin to develop the 1999 version. The target release date of the 1999 report will be the autumn Legislative Forum.

- **Closing Remarks**

- Meeting logistics for the autumn will be secured and shared electronically in June.

