

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

Friday, October 27, 2000

9:00a.m. – 12:00 noon

NJDEP Headquarters, Public Hearing Room, Trenton

8:30 a.m. COFFEE/TEA

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|--------------------------|---|--------------|
| 9:00 a.m. | Welcome and Introductions
* Review/approval of previous meeting notes
* Review agenda/Changes? New Business? | Frank |
| 9:15 a.m. | Inter-agency Work Group and EE Network Committee Reports
* Update on RFP for ANJEE/EPA grant
* Other: | Frank/George |
| 9:30 a.m. | Finance and Legislative Committee Report
* Recent meetings or related activity
* Other: | Dave/Jim |
| 9:45 a.m. | Program Committee Report and Group Discussion
* Review of recommendations on EE grant funds
* Final recommendation of the sub-committee
* Details or concerns with implementation/milestone dates
* Other: | Tanya |
| 10:15 a.m. BREAK | | |
| 10:30 a.m. | Publications Committee and Group Discussion
* EE poster
* Annual report – establishment of a standard format
* 1999 “hot issue” and other features for this past year
* 2000 “hot issue” and other features for this current year
* Plan of Action revisions
* Other: | Anne/Karen |
| 11:00 a.m. | Group Discussion
* Question: “What are our measures of success?” | Frank |
| 11:30 a.m. | Closing Items
* New business, if any
* ANJEE Conference update
* Accomplishments, wrap up, next meeting logistics
* Other: | Frank |
| 12:00 noon DEPART | | |

Meeting Notes
Joint Meeting of the NJ Commission on Environmental Education and
Inter-agency Work Group
Friday, October 27, 2000

Attendees: Joe Eldridge, Fred Ellerbusch, Joni Elliot, Elizabeth Faircloth, Frank Gallagher, Anne Galli, Rodney Groff, Toni Hendricksen, Carol Hoeman, John Lysko, Kathleen McLaughlin, Tanya Oznowich, Barbara Rich, Barry Schlegel, Helen Skerratt, Karen Wintress (**13 votes, no quorum, 1 vote needed**)

Absent: Rich Belcher, Bob DeCicco, Emile DeVito, Marie Downes, Erin Dougherty, John Dougherty, Mimi Dunne, Don Haberstroh, Gracelynn Johnson, Paul Kaleda, Pat Kane, Lynn Keepers, John Kirk, Arthur Mitchell, Ray Mueller, David Nash, Sam Race, George Schlosser, Jim Shissias

Guests/Staff: Fran Dicarlantonio, Janice Reese-Berardo

Opening Remarks

- Frank provided an update on the *Garden State Trust*, charged with helping to develop a world class park system in New Jersey. He discovered that the funds are being used primarily for capital and not for operational or programmatic/educational costs. The Trust is receiving \$98 million dollars per year for open space acquisition. Mr. Chris Daggett is the Chair of this committee. (Chris Daggett is a former DEP Commissioner and supported the first Executive Order that formed our commission.) Frank will try to arrange a meeting with him in order to discuss funding possibilities for EE.
- Regarding attendance at our ongoing joint commission and work group meetings, Frank expressed concern and dismay for attendance and the fact that we cannot achieve a quorum at many of our meetings. There are some commission members who miss meetings on a regular basis. Such persons should appoint a designee or determine a way to interact with the commission's work, in lieu of their attendance. Frank shared a draft letter with those present. This letter will be shared with members once finalized.
- The group agreed to a new way of keeping attendance records for the New Year. Tanya will type up a chart with meeting dates correlated with membership names. This chart will be circulated at each meeting and attendees will sign their initials on the chart, if they are present.
- Regarding meeting notes from the September meeting, Tanya changed the date (top of page one) and added 'Toni Hendricksen' to the attendance list. Tanya discussed that when a quorum is not present, it is difficult to get votes back when meeting notes are sent electronically. We agreed to take votes at this meeting, then circulate meeting notes electronically for the remaining votes needed.

Electronic Network/Inter-agency Work Group Committee Reports

- No report on any Inter-agency Work Group activity.
- The RFP has gone out for hiring a web site developer/consultant person for the EE web site at Cook College. The deadline is next week (early November). The contractor should be on board in January to begin work.
- Thanks to the committee for getting the RFP finalized and distributed.
- Marc Rogoff, EE Program, DEP, will assist the hired person with design, data entry, etc. The support staff in Communications can help with a hard copy EE inventory if one is done.
- The new web site address at Cook is: <http://eenj.rutgers.edu>

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Legislative and Finance Committee Report

- The Assembly Environment Committee met last week but the draft EE bill was not on the agenda. The committee will work to get it on the agenda for their next meeting.
- Commission members met with Senator Latell, Chair of the Budget Committee. He was eager to sponsor a companion bill in the Senate and he agreed to speak with Assemblyman MacNamara to sponsor the bill in the Assembly.
- Sponsor and Assemblyman Wolfe agreed to change the text in the bill so that the funds would be deposited into the trust fund at DEP. Latell agreed to do the same.
- Frank and Tanya met with Commissioner Shinn to discuss his support of the bill and related funds. He agreed to discuss the issue with the Governor's Office, with the hope of getting them to sign the bill with funding attached. The Commissioner is in a difficult position because the Governor vetoed the last EE bill with funding.
- It was requested that Commissioner Shinn "talk the bill up" with other Cabinet members.
- **Homework Assignment: Frank requested that commission and work group members identify groups to send information to in order to generate letters of support for the bill, to Legislators. He suggested that we target specific organizations. Groups are needed in November.**
- If the bill isn't dealt with in this session, the commission may need to do the same thing all over again next session.

Program Committee Report

- The members finalized details for spending the remaining \$15,000 for mini-grants, from the Earth Day account.
- The group agreed with the recommendations from the summer Joint Meeting that all of the funds should be spent on professional development/training. The group also agreed with the recommendation that training funds be spent on formal as well as non-formal educators.
- The group agreed that funds be given only to EE professional development providers that have already registered with the DOE. Grant promotions should encourage unregistered providers to register with DOE.
- The promotion of the grants will include references to NJCEE and ANJEE as sponsors.
- Various criteria includes past records, tracking and evaluation feedback; Feedback regarding how educators will use what they have learned; and, attendance and interest.
- If schools apply for the funds for an in-service grant, the money should be used for substitutes and to supplement their costs for the in-service program.
- **Motion #1: To use \$5,000 for EE professional development for a pre-service audience. (Anne made the motion/Helen seconded it/All in favor) (Need one more vote)**
- Should allow graduate EE and education students to attend, along with undergraduate students
- Should go for five EE pre-service models – these should be promoted through ANJEE as models for future pre-service programs
- **Homework Assignment: Need contacts at colleges and universities that have already done EE pre-service programs for their students. Send the contacts to Tanya.**
- **Motion #2: To use \$5,000 for EE professional development/in-service training for practicing teachers. (Carol made the motion/Joe seconded it/All in favor) (Need one more vote)**

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- **Motion #3: To use \$5,000 for “education-related professional development” for the non-formal educators. Funds would be allocated to ANJEE for the coordination of two EE/Education workshops in 2001. (Helen made the motion/Kathy seconded it/All in favor) (Need one more vote)**

Publications Committee Report

- The committee has been reviewing the Plan of Action and would like to minimize the contents, thereby shortening the document overall.
- Mimi has submitted a draft “EE history” piece for the Plan. The group felt that the history piece should also be shortened, possibly removed and put at the commission’s web site.
- The committee recommended that the past orders be removed but that they are placed on-line at the commission web site, if people want to review them or download them.
- The committee wants to eliminate the ‘State by State Review,’ which is now outdated.
- The “action” portions of the Plan should be closer to the beginning of the Plan.
- The group discussed the format – possibly having ‘tabs’ that would help the reader to locate appropriate sections for audiences, more quickly. The group then agreed that this would be very expensive.
- Tanya suggested that the Plan can be designed on-line to be audience-specific and tabbed.
- The committee suggested that the commission consider changing its ‘rustic’ look, possibly getting a new logo.
- The committee suggested using the “Indicators of Success” idea to link the annual reports with the Plan of Action. This will be discussed at the next meeting.
- Committee’s current priorities are: EE Poster, 1999 Annual Report, 2000 Annual Report and the Plan of Action.
- The Plan of Action Update should be finalized by the Earth Day Forum in April, 2001.
- Regarding the Annual Report, the report should provide feedback on commission activity each year. However, every 3 years the report should provide feedback on the “State of EE” in NJ, possibly as a summary document of what is going on in the state.
- The EE Poster – We are getting #15,000 printed. About #1,000 will be kept flat. The remaining #14,000 will be folded into 3 sections for mailings. Commission funds will be used to pay for the manila mailing envelopes needed for this mailing. A letter from the commission chair will accompany the posters.

Group Discussion: “What Are Our Indicators of Success?”

- Fred suggested that we consider ways to consider our annual reports to be “progress reports” and that we think of ways to link the annual reports with the updated Plan of Action. In this way, the commission will have a better (ongoing) idea as to whether we are achieving what we need to be.
- The commission agreed to this need, though it is a large task. The commission agreed that it would be one or more lengthy discussions in order to identify such links or indicators.
- The group discussed what was to be measured – the work of the commission or the delivery and measure of EE statewide?
- The possibility of having short-term (commission-related) indicators, as well as long-term (EE statewide) indicators was suggested and agreed to. The group then discussed trying to ‘measure’ the success of EE every few years, similar to the census.
- Fred used the DEP “State of the Environment 1998” report as an example, depicting environmental indicators and how they match up with the state’s environmental goals. He suggested that we have similar format. He also liked the use of graphics to visually depict growth, attainment, decreases, etc. As a far-off possibility, he suggested trying to link EE goals with the state’s environmental goals.

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Group Discussion: "What Are Our Indicators of Success?" (Con't)

- The group agreed that this should be part of the Plan of Action update process, and that it should begin now. The goals are already defined in the current Plan of Action.
- Tanya suggested that the commission consider behavior changes and attitudinal changes as some of the EE indicators. Without these, the goals of the commission, as well as the goal of DEP, will never be attained. Tanya also discussed the ability of using simple EE indicators to help teach about larger, more complex ideas (such as sustainability). The group agreed that this would be helpful.
- The group agreed that this is a priority in going into the 2001 year. As a result, the November meeting was extended after lunch.

New Business

- Janice provided the commission and work group with an update about the ANJEE conference and she circulated conference information. She reminded the group that they are all honorary ANJEE members and that each person is encouraged to attend the conference for one day for FREE (compliments of ANJEE). **NOTE: All commission and work group members must still fill out the pre-registration form. Please note on the form that you are a member of the commission or work group.**
- Anne provided a summary of the ANJEE awards program – nominations are still being accepted.
- Tanya circulated copies of the 'New Brunswick Resolution' drafted by former NJCEE member Carl Henn, and signed/approved by City officials. Fred read it to the group, especially the highlighted areas that make specific references to the commission and to EE in New Jersey. The group agreed that no one (even Carl) should be making changes to the work of the commission without even discussing it with the commission first. Some felt more strongly about reacting to the resolution, others weren't worried. Frank was concerned in that Carl is prescribing to change the name of a formal group. Frank will write a letter to Carl about this.
- The commission agreed to have some EE posters framed and given to 'key people,' like EE supporters. The commission also discussed the status of Dr. John Kirk's health and of getting some 'EE momentous' together for him to enjoy. (See Tanya for details.)
- **Meeting dates were shared for 2001. All meetings are scheduled to take place between 9:00 a.m. – 12:00 noon, at DEP headquarters. The dates are:**
 - **January 25**
 - **March 21**
 - **May 30**