

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

Wednesday, November 29, 2000

NJDEP Headquarters, Trenton

9:00 a.m. – 12:00 noon, Public Hearing Room

1:00 – 3:00 p.m., Large Conference Room, 2nd Floor

8:30 a.m. COFFEE/TEA

- | | | |
|-------------------------------|---|---|
| 9:00 a.m. | Welcome and Introductions
* Review/approval of previous meeting notes
* Review agenda/Changes? New Business? | Frank |
| 9:30 a.m. | Inter-agency Work Group and EE Network Committee Report
* Update on RFP for ANJEE/EPA grant
* Other: | Frank/George |
| 9:45 a.m. | Finance and Legislative Committee Report
* Recent meetings or related activity
* Other: | Dave/Jim |
| 10:15 a.m. | Program Committee Report and Group Discussion
* Review of draft paperwork for mini-grant applications
* Details with implementation/milestone dates
* Other: | Tanya |
| 10:45 a.m. BREAK | | |
| 11:00 a.m. | Publications Committee and Group Discussion
* Review distribution plan for EE poster
* Review draft outline/contents for annual report
* Review distribution plan for annual report
* Plan of Action revisions – group discussion
* Other: | Anne/Karen
Tanya
Tanya
Tanya
Anne/Karen |
| 11:30 a.m. | Wrap up of morning business meeting
* New business, if any
* ANJEE Conference reminder
* Reminder to put 2001 meeting dates in calendar
* Summary of accomplishments and decisions | Frank |
| 11:45 a.m. LUNCH BREAK | | |
| 1:00 p.m. | “What are our measures of success?”
* A look at the DEP State of the Environment 1998 Report
* Discussion on goals, measurable outcomes, indicators
* Inclusion of indicators and tracking methods needed for the 2001 annual report | Karen/Fank
Tanya/Fred |
| 2:50 p.m. | Wrap up of afternoon group discussion
* Summary of accomplishments | Frank |
| 3:00 p.m. DEPARTURE | | |

Meeting Notes
Joint Meeting of the NJ Commission on Environmental Education and
Inter-agency Work Group
Wednesday, November 29, 2000

Attendance

Attendees: Rich Belcher, Bob DeCicco, Fran DiCarlantonio, Erin Dougherty, John Dougherty, Joe Eldridge, Fred Ellerbusch, Joni Elliot, Elizabeth Faircloth, Frank Gallagher, Anne Galli, Rodney Groff, Toni Hendricksen, Carol Hoeman, Lynn Keepers, John Lysko, Kathleen McLaughlin, Arthur Mitchell, Tanya Oznowich, Barbara Rich, Barry Schlegel, George Schlosser, Jim Shissias, Helen Skerratt, Karen Wintress (**13 votes, no quorum, 1 vote needed**)

Absent: Emile DeVito, Mimi Dunne, Don Haberstroh, Gracelynn Johnson, Paul Kaleda, Pat Kane, John Kirk, Ray Mueller, David Nash, Sam Race

Guests/Staff: Janice Reese-Berardo, Marc Rogoff

Opening Remarks

- Frank reviewed the agenda and asked for changes or additions. There were none.
- The October meeting notes were reviewed, approved and accepted by those present with no changes.
- Frank recognized Tanya's recent appointment to the National Environmental Education Advisory Council (NEEAC). This is a 3-year appointment. The meetings are held in Washington, DC. The Council reports to EPA and is responsible for keeping Congress and EPA informed of the status, challenges and needs of EE nationwide.
- Frank received a letter from Carl Henn apologizing for his references to the NJCEE in the New Brunswick resolution, without having discussed these references with NJCEE members first. He did not intend to work around the NJCEE on this.

Inter-agency Work Group/Network Committee Report

- George has a good collection of survey results from state resources and will call an IWG meeting to go through the results and discuss how to format and post this information at the web site.
- Frank was disappointed that the RFP did not draw out any responses. (This was for \$5,000 – an EPA grant provided to ANJEE). The group discussed why this may have happened but no answers were obvious. It was sent to 12 – 15 persons who were qualified and who had responded to our earlier national notice for volunteer web site designers. Frank agreed to call some back to discuss how/if the RFP were changed, would they offer to do the work?
- DEP Marc Rogoff now has DEP's SEEDS directory on line and will be able to contribute time assisting with web development.
- Tanya suggested that we get the survey finalized and bulk copied. If we have staff actually lined up now, then we can begin to conduct the survey statewide through piggy-backing with other mailings, in order to begin to generate current EE info. For the web site.

Legislative and Finance Committee Report

- Jim Shissias and Frank attended the hearing of the Assembly Environment Committee. Committee members had a positive response to the bill and it must now be heard before the full Assembly. Assemblyman Coredemus (sp.) has offered to be a co-sponsor and he chairs the Budget and Appropriations Committee.

Meeting Notes – NJCEE/IWG, 11/29/00

Page Two

Legislative and Finance Committee Report (Con't)

- A companion bill in the Senate has been introduced (S1857). It will be introduced in a future Education Committee meeting. So far, there has been no opposition in these hearings and it has passed with reference to the amendment that the funds should go to NJDEP (and not to NJDOE, as the current version of the bill specifies). The goal now is to keep the bill moving in both Houses and to get it onto various committee agenda's so that it is heard.
- David Nash is the 'quarterback' in this sequence of events. One future stumbling block is gaining support in the Governor's Office since funding for the commission's founding legislation was vetoed by the Governor and the funds were cut. Department staff are also trying to get funds tacked on to the DEP FY01 budget, as another approach.

Program Committee Report

- Regarding the 5 \$1,000 grants for EE pre-service training, Tanya has not has time to put the paperwork together. She has received interest from two colleges though. She is still awaiting contacts from NJCEE members who already work with college and university faculty on pre-service training opportunities in EE. She has not had time to do the paperwork for the five \$1,000 grants for EE in-service professional development opportunities.
- The ANJEE Executive Board formally accepted \$5,000 from the NJCEE Earth Day fund to coordinate EE training opportunities for non-formal educators. Tanya must prepare the paperwork to transfer the funds and will work with an ANJEE committee in designing these training opportunities.

Publications Committee Report

- The EE posters are now available – we have #15,000 copies! Due to its design focusing on the introduction of EE to persons new to the field, Tanya suggested distribution strategies that would get the poster distributed (and possibly hung) to be seen by targeted audience members in the Plan of Action that the NJCEE has not reached out to in the past. The group agreed.
- Tanya also agreed to draft a generic cover letter that would accompany mailings of the poster. The letter would be mailed out through the NJCEE representative (of that particular audience) on the NJCEE. Either Tanya or the NJCEE member could then conduct the mailing (extremely extensive mailings are not possible). Finally, creative (no-cost) measures of distribution should be considered.
- EE Poster distribution ideas included:
 - Anne Galli – distribute to nature center or organizational Board of Directors membership – ask them to post it at their place of employment
 - Boy and Girl Scout Council offices – Tanya will get labels
 - County Extension offices – Joan will get labels
 - Tourism Sites – Anne will look into
 - Municipal buildings through ANJEC – Barbara will check into
 - State Park Sites – Frank will get this done
 - NJTurnpike stops – Toni will check into
 - Student Environmental Clubs – Tanya will check into getting YES club labels
 - Nature stores and possibly shopping malls – Marc will check into
 - Public Libraries – Fran will do a mailing to all, through the SJEIRC
 - Toni will check with 'NJ Magazine' about a possible magazine insert
 - Other Conference and Convention ideas were suggested. Some bulk quantities were taken for upcoming occasions.

Meeting Notes – NJCEE/IWG, 11/29/00

Page Three

Publications Committee Report (Con't)

- Tanya requested brief distribution plans for each batch of posters taken so that tracking can be determined for the 2001 annual report.
- **Motion: #10,000 should be distributed for targeted audiences and #5,000 should be left for our more 'traditional' audiences and means of distribution (like workshops).** Jim made the motion; Helen provided a second and the motion was approved by the group.
- Tanya provided the group with an outline and idea for the annual report(s). She suggested 'clumping' the 1999 and 2000 reports (as reflected by the outline and title). The group agreed. Tanya will compile text for the reports (any help is welcome!) She was not able to do this in the autumn due to workload and hopes to have parts of it out to the group before the next meeting. It was suggested (for cover design) that the cover use one or more photos from the EE poster. It was also suggested that the typical logo for the NJCEE be used on the stationary for the letter that would accompany the distribution of the report. **These points about the annual report became a motion made by Toni with a second provided by Bob. The group approved the motion.**
- Karen, Anne and Barry advised the group that Barry would work on a draft outline for the updated Plan of Action. He would hope to have it for the next meeting.
- Carol Hoemann (DOL) was added to the Publications Committee list.

Morning Indicators' Discussion

- These notes were added to notes from the afternoon discussion.

Wrap Up

- Frank provided a summary of meeting accomplishments and discussed logistics for the January meeting. He welcomed and encouraged members to stay for the afternoon discussion on performance indicators. (Notes about the afternoon discussion will be distributed at the January meeting.)
- Janice and Karen distributed ANJEE conference programs and reminded NJCEE and IWG that they are honorary ANJEE members and are invited to attend the conference for free for one day (on ANJEE).
- Reviewed 2001 meeting dates.
- Barry discussed the interest of the NJ Clean Air Council in planning an outreach effort of some type with students. They receive quite a few letters from students and thought an event would be helpful. Commission input or assistance is welcome.
- Add to October meeting notes that Richard Belcher was in attendance.