

NFC Envirothon Operating Committee Minutes

February 2, 2019 Winter Meeting Minutes (San Antonio, Texas)

NCF Envirothon Operating Committee Members: Sid Lowrance (AR), Kerin Hume (DE), , , Andrea McKeown (MO), Becky Geneau (NB), Millie Langley (NC), Wendee Dodds (OH), Lorelle Steach (PA), Jeff Folger (CT), Shonny Nordlund (MT), Jeanne Dryburgh (NE)

NCF Members: Debbie Waycott (NS), Laura Dremmel, Peggy Lemons, Jennifer Brooks, Steve Robinson

Absent: Barry Burch (MD),

Guests: John Redding (NACD), Linda Dee (AZ), Betty Holly (AL), Gene Schmidt (NACD), Ralston James (NC), Bill Gill (Smithfield Foods), Jeremy Peters (NACD), Dave Vogel (NACD Tribal RPG)

Steach opened the meeting at 9:05 AM CST.

Roll Call by Folger

Minutes: The minutes of the November 28 conference call meeting were reviewed. Motion to accept Dryburgh, second by Lowrance: vote unanimous.

Smithfield Update: Gill announced that Alyssa Hamel from Smithfield Corporate will be assisting at the Summer Event. He urged all State programs to reach out to their local Smithfield folks for in-kind assistance.

NACD Updates: Dremmel

- Brooks is assisting NC with various program duties for this summer.
- They are working on a prospectus for the North American Program. Planning with the future hosts.
- Working on the Annual Report
- They are participating on the Next Gen Leadership initiative, a NACD program to create a broad vision for the future.
- \$25K was raised and matched to create an endowment fund to support future leadership.
- This Monday the Next Generation Initiative will be launched.

NCF Updates: Schmidt, Redding:

- The Leadership program can help Districts with resources to help training efforts.
- They are documenting the history of the Ethon program.
- They have revised past financing – The Annual Report is due to be released
- Program update: Brooks:
 - The year-end review, the Annual report will be an outreach resource.
 - Working with Steach to evaluate progress of the event to prepare to work with Nebraska in 2020.
 - She gave Smithfield the State/Province event dates.

- Robinson stated that they have changed the Mission statement for the NCF with a stress on developing new conservation leaders.
- They have reached out to North American organization of environmental educators.
- Discussion on social media outreach.

Public Relations Updates: Waycott

Idaho - Rocky leading into Idaho and even the first couple of days prior to the event starting were difficult. End of the day the evaluations were good. Better than 2017 and certainly better than 2016.

Memory of the opening – two days prior stressful. The opening took a turn and was fantastic. Why was it stressful, there was no connection with the school on IT needs for the opening or the event. i.e. mikes, screens, etc.

Teaching/Testing sites - Rangeland – locations was questionable. End of the day it was “the most beautiful part of the country I have ever seen” Student. The memories of the beauty of the that area will stay with the student forever.

Cash Award – This year we were required to collect W-9 from the students receiving cash awards. Simple task ...No! October before the last check was cashed. Took multiply emails, phones to get the students to fill out the papers first, then to get them to cash the checks. Senior students - gone off to college, changed their emails etc.

Membership Dues – Currently 26 states/provinces have paid. Three states have paid \$ 550.00. Indiana, Ohio and West Virginia. (\$1050.00)

Intent to Participate – Official 48 submitted (Michigan, New Hampshire, Texas, BC, NS, NL and China 1 (?)) Possible 55 teams. Louisiana – Jennifer has had some contact with Tomeka and they are having a state competition, but pending their scores if they will send them to NC. 70% is the min allowable score.

State/Provincial Competitions: March - 4, April - 20 May - 24, June - 2

Diversity Grants - Call for applications was sent out and the deadline is February 15, 2019.

Currently we believe that the USFS will continue to support this program for 2019. The interim and final reports were sent to Sue Cummings this past fall. Challenge continues to get the recipients who receive the grants to submit their reports to our office and turn them around into the format that the USFS requires. Each state/province that receives a grant is required to sign a “Letter of Acceptance” which clearly states when they must submit their reports.

FYI: Sue Cummings will be retiring from the USFS the end March and had planned to be here but do to the government shut-down she had to cancel.

North Carolina Tests - Soils Test reviews are back. Jennifer and I have been working with the NC test group with the suggested edits and they are working through the second draft. Not expecting any issues there Gail seems to have things under control.

FYI: Jennifer helped with the review this year and it was great to get her involved and part of the reviewing process! Last year this did not happen again it is great to have Jennifer and she is digging in and getting things done.

- North Carolina Oral Presentations - Rules and Guidelines
- North Carolina Logo - 2019 Envirothon Logo
- North Carolina Host Calls - Working well
- MOU signed

Registration – Tentative Date for Registration is March 15, 2019

Team Cost /\$1,800.00 Guest Registration/ \$800.00, \$400.00/off site Early Arrival? \$

Registration Forms

- Team/Advisor, Medical, Guest, Travel Itinerary, Certification
- State/Provincial Coordinators Engagement - Certification
- Early Arrival Cost
- Deadline for registration: Recommend - June 15, 2019 (Except for Ohio and MD)
Deadline for Refunds: Recommend - July 6, 2019
- Selection option for Oral Presentation will be on the forms. Which form? Suggestions
- Training schedule form?

NOTE: For Discussion – John Redding and I have already had some discussion on the topic of Refunds – A number of organization charge a handling fee for issuing a Refund. NACD for example charges \$100.00 for their AGM. Typically, we have 4-6 refunds a year. If they pay by P/Pal then there is also the issue of the P/Pal costs. 8% is charged by P/P to process a payment, then another % is charged to process a refund. If it is a check, they contact me, then I have to spend about 30 minutes on them, get the information to John, he has to issue the check. The check costs, envelope, stamp and John's time.

If this is agreed here we will need to put this on the registration form.

Discussion? This will be discussed at the NCF meeting on Monday also.

Cash Award – Re-Issue of checks \$ % based on amount of check

Website

Process of totally re-doing the website using Word Press. The current website is done in Joomba and is difficult software to work with and requires lots of codes etc.

The current website has over 600 pages way too many pages. But, it was the only source of marketing that the Envirothon program has from 2014. It was suggested by some of you that we include various items to help with the marketing. i.e. Smithfield Foods, the early days they wanted proof of what the Envirothon was and the number of students involved. Pence the Local competition pages. Since then a couple other possible sponsors/supporters have used the website to confirm the program.

Launch of the new website - Early March Home Page – layout will be different. Similar to the NACD new website layout

- Changes Past Competitions 2015 -2018 similar to the current page the remainder would just be listed with Location, date, Current Issue topic?
- Starting and Maintaining a Program? – Useful?

- We are going to move some of the top menu tabs i.e. currently the first tab is Competition, first tab will change to ABOUT, then Competition.
- Fact Sheet – needs to be redone?
- Future Host Guide, Test writing, (Should some of this be behind the scenes, should people have to use a password to get to this material?)
- Few more links - NCF, NACD , NRCS, USFS, PLT
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Hall of Fame: Plaque now hanging at NACD DC - Updated current picture on the website. May list out all the Hall of Fame members instead of the PDF. Come with something a **Idaho** - Rocky leading into Idaho and even the first couple of days prior to the event starting were difficult. End of the day the evaluations were good. Better than 2017 and certainly better than 2016.

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2019 Event - North Carolina: Langley

- Tests underway.
- Field day for the volunteer trainees Feb 13th to introduce them to the training and testing sites.
- Finances: \$120K raised to date. NRCS funding to be announced.
- Oral Presentations:
 - Both methods will be offered because it is the first time, but going forward, future hosts may want to choose one or the other.
 - They are leasing the hardware (laptops) \$5-6K costs.
 - The same sequester time will be used (5-6 hours).
 - Lunch will be in the café, snacks will be provided by the Advisors.
 - *The Ops Comm received the draft guidelines from NC.*
 - Discussion on the number of slides allowed: current limit of 20 slides for the PowerPoint presentation.
 - 10 sheets of poster board per team for the non-digital presentations.
 - Top three teams will re-present.
 - Motion: approve the draft guidelines from NC for the 2019 event by Lowrance, second by Hume. Vote, unanimous.
 - Advisor tours: NC Zoo. After testing the NC Museum of Natural History.
 - Fun Day: Trip to the NC coast.
 - Volunteer numbers and assignments are compete.

2020 Event: Nebraska: Dryburgh

- Date: July 26 to August 1st
- Finances: \$160K raised and \$80K committed.
- Committees have been formed.
- Training and Testing sites have been preliminarily been chosen.
- Orals: PowerPoint, possibly giving the scenario out prior to the event. This will shorten the event by one day. The final decision will be announced at the summer meeting.
- The Current Issue: "Water Resource Management, Local Control, Local Solutions".
- Location: Univ. of Nebraska in Lincoln. Omaha or Lincoln airports, no shuttle will be provided.

2021 Event: New Brunswick, Geneau

- July 26th to July 31st
- Location either Sackville or Fredrickton
- Possible Current Issue: "Climate Change"

2022 Event: Ohio, Dodds:

- Possible location: Bowling Green Univ. or Ohio State Univ.
- Possible Topic: "Water Quality"

Committee Reports:

- Education Committee: Folger reported that many of the links for the study guides were no longer available. A major overhaul is needed to locate and provide new links.
- CAT: Dryburgh.
- Scoring: Hume: Nothing to report.
- Rules: Langley: Nothing to report.

New Business:

- Review of the Operating Committee Guidelines
- Discussion on the Operating Committee vacancies. Consensus: advise the NCF board to fill the recent vacancies. Advise the NCF board to consider advisory roles/position to the Operating Committee.
- Revise/Update the oral judge's note-taking sheet. Discussion on using references to validate the oral presentation and how to score the use of references. Require: state references and submit the written references to the judges, up to five points will be awarded. A reference format sheet will be provided in each packet.
- Dave Vogel addressed the Committee. He proposed that a survey be done to determine whether Districts involve Native American Tribes. The question could be placed on the list serve.
- Generic Schedule and Outline for Training to be included in the Host Guide. Past hosts to submit samples.
- National Middle School Envirothon Proposal: Discussion on trademark renewal and dates. The trademark the "National Envirothon" expired in 2004. It needs to be renewed. *The Committee agreed to recommend to the NCF to trademark the name*

“Envirothon”. We need to review past bylaws and standardize with present policies. *Recommend to the NCF that a Middle School Envirothon is not feasible at this time due to a lack of funding and resources within the NCF.*

- Digital presentations: Nebraska is considering the distribution of the scenario prior to the summer event.
- Discussion on community outreach projects.
- Hall of Fame: Add an Advisor category to the Hall of Fame. Betty Holly proposed adding the category recognizing an “Outstanding Envirothon Advisor” award.
- On-Line Competition: a state has proposed to hold their competition online. *Consensus: No objection from the Operating Committee.*
- Questions from the State/Provincial Reps: “Has there been a strategic plan developed by the NCF for the Envirothon”? Answer: The NCF has a business plan, but it is not public at this time.

Adjourn 4:00pm

Re-Convene Sunday, February 3, 2019

Call to Order: 9:32am

New Business – Continued

- Brooks reviewed the Annual Report “A Year in Review 2018.”
- Steach reviewed the Operations committee guidelines and will re-distribute a revision to the group.
- Steach will be visiting NC in February. She distributed a site visit agenda to the future hosts. She discussed items that are reviewed by the Operations Committee.
- Discussion on the Idaho program, what went well, what were the challenges?
- Discussion on NRCS support in different areas of the country. Participation varies state by state.
- Discussion on the NCF receiving 10% of any profits that the host realizes from the competition. Can the returned \$\$ be earmarked for specific tasks or expenses in future events?
- The Host Check List was reviewed and discussed.
- Discussion on developing an Envirothon App to link with the NACD App.
- Discussion on the amount of resource material that a host would require for study. *The consensus was: no more than 100 pages for each station and no more than 200 pages for the current issue.*
- Wendy Dodds was appointed Vice-Chair of the Operating Committee.

The next conference call meeting will be determined by a doodle poll.

Adjourn: 12:00 noon.