

## NFC-Envirothon Operating Committee (NCFEOC)

### May 12, 2020 ZOOM Meeting Minutes - DRAFT

**NCF Envirothon Operating Committee Members:** Millie Langley (NC), Wendee Dodds (OH), Lorelle Steach (PA), Jeanne Dryburgh (NE), Jeff Folger (CT), Becky Geneau (NB), Shonny Nordlund (MT), Andrea McKeown (MO), Kerin Hume (DE), Jacqueline Monteith (MAN), Debbie Waycott (NS)

**NCF Members:** Jennifer Brooks (NACD), Stephanie Tolar (NACD)

**Absent:** n/a

- Langley opened the meeting at 1:05 PM EST.
- Roll Call by Folger
- **Minutes:** The minutes of the February 9th Winter meeting were reviewed. Motion to accept as amended by Dryburgh, second by Steach: vote unanimous.
- **NCF Updates: Brooks**
  - Annual Report has been distributed
  - NACD/NCF Development Director: Laura Demmel has stepped down from this position to pursue other career opportunities. The position has been posted on the NACD website and will remain open until a suitable candidate is found.
    - Karla Maldonado, NACD, is the acting D.D. for HR purposes
    - Both Brooks and Tolar are on the development team
  - NCF Strategic Plan: three goals
    - Goal A. Increase financial stability Goal B. Expand and continue education and leadership programs Goal C. Strengthen organization's governance and capacity Each goal has a committee assigned to work towards meeting the various objectives and action items
  - Peggy Lemon has left the Board of Trustees. Langley will replace her.
  - Fundraising:
    - A grant application was submitted to the Smithfield Foundation \$250K but was not approved due to a shift in the Foundations priority areas in light of the COVID-19 pandemic.

- A grant is being prepared for the Native American Agriculture Fund for \$50K for youth programming.
  - Next Generation Leadership Institute: face to face meetings have been cancelled.
- **NCF-Envirothon Update: Brooks**
  - Membership dues:
    - 44 States/Prov. paid dues. Eight donated additional \$\$\$. A total of \$17,650 was collected
    - A pre-payment request was proposed for 2021 for those that had expiring funding dates
  - NCF Board of Trustees – Feb Board meeting update:
    - All Operating Committee Action Items submitted to NCF Board of Trustees were accepted and approved except for the Nondisclosure Statement update
      - NCF asked that a review/comparison of our Federal partners NOD statements be completed first
  - COVID-19 Impacts: All in-person competitions in states and provinces have been cancelled. Arkansas, PEI and Louisiana had their events prior to COVID-19
  - 2020 NCFE: 2020 event cancelled after much discussion between staff, O.C. chair, NCF Exec Board and Host committee
    - All team registration fees refunded, except for 2 who asked they be held for 2021 and 1 who gave the \$1800 as a donation to the NCFE
    - Nebraska requested to be able to Host in 2021 or 2022. After discussion with New Brunswick (2021 Hosts) they agreed to allow NE to have the 2021 spot, but they (NB) requested that they hold off on hosting until 2023 due to a conflicting major event in 2022 their committee is also committed for
    - The NCF Exec Committee approved the following revised Host schedule pending final approvals from NE NRD Board: 2021 Nebraska, 2022 Ohio,

2023 New Brunswick, 2024 New York. Final approval expected by June 8th, after which the 2021 Host will be announced publicly

- Major NCFE Sponsors (NRCS, Smithfield, USFS) were notified about the cancellation and plans moving forward. All were supportive of decision
  - Smithfield has said that they would roll over their annual allotment to 2021
- Strategic Plan update:
  - Prioritized suggestion list from the NCFEOC
  - Program Committee: five action items
    - Diversity grant success stories
    - Learning Objectives updated
    - Needs assessment survey
    - International engagement plan
    - Additional International Country participation
  - Fundraising Committee: two action items
    - Assessment of partnership agreements
    - Develop an Envirothon Alumni network
- 2020 Program Statistics: despite 2020 competition cancellations, will need to survey all states & provinces for an estimation of their engagement #'s and any online competition/contest participation by the end of June. Will be working on that survey form soon to send out.
  - Debbie W – suggested having a regional env coordinator zoom call to update them on multiple items. Brooks to make arrangements for meeting(s)
- Envirothon China has been with us for five years. Mostly knowledge-based testing (indoors). They wish to provide more practical knowledge and engage more mainstream schools

- **Public Relations Updates: Brooks**

- Brooks is doing all website editing and social media engagement
- A new phone system has been installed
- LinkedIn Group – “Envirothon Alumni Network” - Share stories, chat about careers, post jobs, and stay updated with current Envirothon news

- **Education Coordinator Update: Tolar**

- A COVID-19 resources page on the website has been developed. Info on resources to hold an event, links to environmental education materials and online resource training already available on State or Province Envirothon program’s websites
- The sample tests available online have been updated. Past competition tests and questions have been used. The questions chosen represent what student can expect to see at the Summer Event
- Updating learning objectives are in progress
- Marketing the program to national conferences is planned

- **Event Updates**

- **2021 Event - Nebraska:** Dryburgh
  - Financial supporters are very willing to extend commitments to 2021
  - The University will hold the space
  - They are able to push back everything to 2021
- **2022 Event - Ohio:** Dodds
  - Lots of unknowns, including funding and site availability
  - Ohio is holding a virtual state event. Thirty schools participated
- **2023 Event - New Brunswick:** Geneau
  - Planning is moving forward
  - The University has extended the offer to 2023
  - No date confirmed yet

- **2024 Event:** Brooks
  - NCF has accepted the preliminary bid from New York. Discussion on IT support and air conditioning concerns
  - Lorelle S asked that they resubmit their preliminary proposal with updated dates, room information and IT details
- **Committee Reports:**
  - **Education Committee:**
    - Members include: Folger (chair), Waycott, Nordlund, Monteith and McKeown; staffed by Stephanie Tolar
  - **CAT:** No Report
    - Members include: Wendee (chair), Jeanne and Andrea; staffed by Stephanie Tolar
  - **Scoring:** No Report
    - Members include: Kerin (chair), Millie and Wendee; staffed by Stephanie Tolar
  - **Rules:** No Report
    - Members include: Lorelle (chair), Shonny and Millie; staffed by Jennifer Brooks
  - **Diversity Grant:** Brooks reported
    - Members include: Debbie, Millie, Lorelle and Tamra Cikaitoga; staffed by Jennifer Brooks and Stephanie Tolar
    - Had 12 applications with a total request for \$34,000 for 2020 round
      - 8 application were approved for funding - \$21,000 USFS + \$2,000 NCF
      - 2 are directly impacted by 2020 season cancellations, so we are awaiting approval from the USFS that their funds can be rolled over to 2021 competition season
      - All others have had their initial payments sent to them

- **Other Business:**
  - Operations Committee Vacancies: southeast, western and at large positions are vacant
  - Trademark renewal question – Renew was approved in mid-spring 2020
- Next meeting – TBA
- **Adjourn – 2:35 PM**