

NCF-Envirothon Operating Committee Meeting Minutes
Saturday, July 23, 2022
Oxford, Ohio

1. Call to Order – Roll Call
 - a. Millie called meeting to order. Those in attendance:
 - i. Committee Members in attendance: Becky Geneau, Wendee Dodds, Millie Langley, Brooke Myres, Shonny Nordlund, Carrie Milligan, Kerin Hume, Mark Hedge, and Jeanne Dryburgh
 - ii. NCFE Staff in attendance: Jennifer Brooks, Stephanie Tolar
 - iii. Guests: Keith Owen (NACD); and Blanche Hurlbutt, JoAnn Kurtis, Susan Odell-Pepe (NY Envirothon)
2. Approval of June 2022 Meeting Minutes
 - a. Moved to approve/second – motion passed
 - b. Reminder from Jennifer about where on the website the O.C. can access past meeting minutes
3. O.C. Membership Update
 - a. Reminder of 2 vacancies on committee – NE & MW seats
 - b. Application for candidates to open in September
4. NCF Update
 - a. Jennifer reported that she just came from the NACD Summer Meeting in Puerto Rico and had great turnout to the Envirothon-Education focused breakout session.
 - b. During the summer meeting, NCF Board of Trustees held their summer meeting, Jennifer gave them a report on Envirothon and the upcoming 2022 competition.
5. NCF-Envirothon Program Manager Update – report from Jennifer Brooks
 - a. Reported that we have 41 teams registered to attend the 2022 competition.
6. NCF-Envirothon Education Specialist Update – report from Stephanie Tolar
 - a. Host state materials
 - i. Ohio - ready for 2022 competition - Tests and OP have been reviewed and polished up
 - ii. New Brunswick is working on their study resource materials and have sent in drafts
 - iii. New York sent in current issue topic options – NCF provided feedback on potential topics and titles
 - b. Current projects
 - i. working on correlating materials with educational standards – Next Generation Science Standards (NGSS) and AP Environmental Science curriculum - have rough drafts for two subjects for NGSS so far
 - ii. host guide revisions to streamline and clarify education materials
 1. Guidelines (trainings, OP scenario, testing day, etc.)
 2. Asking O.C. members to look for old documents referring to any of this info they may have so as to not have to recreate
 3. if you have any of these documents - send them to Jennifer!
7. Competition Updates/Presentations
 - a. 2022 Ohio – reported by Wendee Dodds
 - i. Logistics

1. Training/Testing Days - each station has a tent and chairs
 2. Testing site - there is a nearby elementary school for hazardous weather
 3. Discussed what should be covered at advisor meeting (logistics, rules, Thursdays snacks-no fridge, morning meeting every day, shirt days, describe notebook and handout rules, study session, no electronics -if there is a reason someone needs it then they must tell us, what is allowed to be brought)
 4. Monday - two buses will be transporting students - notebooks will not be given out until everyone is present (CAT team shirts - light blue)
 5. Tuesday evening - games on the quad and activities
 6. mask mandate has changed - masks are required indoors in the county - plan to go somewhere outdoors after awards so photos can be taken without masks
 7. Texas - mix gender team question - male advisor is in emergency surgery - team missed flight - committee decided they had to find a male chaperone or forfeit.
- b. 2023 New Brunswick – reported by Becky Geneau
- i. July 23-29, 2023, in Sackville, New Brunswick
 - ii. Educational material drafts for current topic and some subject areas have been sent to Stephanie
 - iii. Current Topic: Adapting to a changing climate
 - iv. Logistics
 1. guest rooms will be single rooms with private bathroom
 2. campus service person and committee members are in Ohio to learn about NCFE
 3. need passport to cross border and currently prove vaccination status through app
 4. closest airport is Moncton International Airport - plan to have a shuttle service
 5. plan to have alumni to act as mentors/support for students throughout competition
 6. fundraising is ongoing - received grants and partner funding- put together detailed sponsor packet and website
 - v. Educational Fun Day - career oriented with hands on experiences “Gen Action Expo”
 1. 2-hour drive - near bay with water and snow in Saint Johns
 2. Up to 40 exhibitors (NCFE sponsors and partners welcome)
 3. Plan to have a competition to collect points at different shops and expo stations
 - vi. Plan to have merchandise store during competition with pre-orders to generate revenue
 - vii. Guest tours - food and adventure options - craft breweries, shopping, kayaking, etc.
 - viii. Jennifer to visit sites in September for review/approval
- c. 2024 New York – reported by Blanche Hurlbutt
- i. Currently have a testing site chosen

- ii. Logistics
 - 1. testing site selected and approved
 - 2. bus company (\$65,000) and t-shirt company selected
 - 3. Syracuse Airport is closest - will provide shuttles
 - 4. guest speaker - long time NY Envirothon team advisor and business owner
 - 5. 13-member committee
- iii. Funding
 - 1. working on sending sponsor requests (legislators, big companies, and SWCDs)
 - a. most districts will pay \$3000 each over a 4-year period
 - b. planning for support from Hyundai, Chobani, and New York Central Insurance
 - 2. hoping to utilize reps from states and provinces to be OP judges to reduce costs
 - 3. do not plan to charge volunteers
 - 4. Campus cost very high - \$3480 per team - 20% from NCFE
 - a. \$1800 does not cover cost of room let alone meals
- iv. Fun Day - debating between two potential fun days
 - 1. first choice - Watkins State Park and Watkins Glen Speedway
 - 2. backup plan - Niagara Falls
- v. Current topic will be related to alternative energies
- vi. Asks the O.C. to consider increasing registration fee:
 - 1. committee discussion - fee is not intended to cover the entire cost and team has cost of traveling on top of registration; last increase was 2017 in Maryland from \$1500 to \$1800. If O.C. proposes an increase to NCF Board, and they approve it; too late to increase 2023 because people have already budgeted for that competition; thinking along the lines of an increase to \$2000.00?
 - 2. DECISION: Consider discussing this with state/provincial reps and if viable take recommendation to NCF Board of Trustees for consideration during all meeting.
- vii. Asks O.C. to consider allowing NY state program to use training site planned for NCFE competition as their testing site
 - 1. committee discussion - planned training and testing sites are very different; other options do not have cover for adverse weather and/or are not diverse natural habitat and/or must be bused over 45 minutes to site
 - 2. DECISION: Shonny made the motion to allow the 2024 NCFE Competition training to be on same site where NY State Envirothon testing is held that, but not the 2024 NCFE Competition testing site - Jeannie seconded motion - no discussion - none opposed - motion passed
- viii. Asks O.C. to consider having top 3 OP winners re-present rather than overall scores
 - 1. NY feels this gives more suspense to overall winners, recognizes the best OPs, and is how their program handles OP

2. committee discussion - it is in the rules to take overall top 3 for fairness and the recognition of having multiple sets of judges to alleviate the fears of judging differences (scores on test are arbitrary of judges); very rarely does this route change the order of the winning teams; this gets the top 3 teams overall in front of the same judges; it has been done differently in the past but the current way was decided to be most fair
3. DECISION: OP process will remain as is with top 3 overall scoring teams presenting

8. O.C. Standing Committee Reports

- a. Competition Advisory Team (CAT) – report by Jeanne/Carrie
 - i. meeting at 9am Sunday at Heritage Parking Lot - go in hospitality room to go over protocol and procedures - going to testing site and then lunch and then training site
 - ii. went over schedule of assignments but it is flexible
- b. Scoring Committee – report by Kerin
 - i. planning to complete everything late afternoon on Tuesday - have a room until 10pm
 - ii. would like 6 people but can get by with 4 if needed for score keeping - Friday will need as many people as possible for scorekeeping OP
- c. Diversity Grants Committee – report by Jennifer
 - i. New Envirothon program grant open to applications. Will report on progress at next meeting.
- d. Education Committee – report by Stephanie
 - i. meeting on July 19 - discussed reorganizing educational materials and the balance of materials developed by NCFE and host and that current issue host guide needs to be redone
 - ii. Stephanie proposed reorganization of educational materials starting in 2024 that approximately 70% of educational materials will be general and 30% be site specific
 1. first set of information released will all be general (70%) and second set will all be site specific (30%); this would reduce the burden on host state committee
 2. committee discussion: must ensure there is still a boots-on-the-ground focus and not made too hard or complicated or rote memorization; need more understanding and application questions; have a committee that helps create the 70% of general information rather than one person
 3. DECISION: Carrie motioned to accept reorganization, Jeannie seconded, discussion below, none opposed, motion passed
 - a. Discussion: make sure documents are being reviewed through an Envirothon perspective to ensure it fits Envirothon mission without conflict of interest in reviewing the materials; further discussion needed to define conflict of interest; committee needs to be developed for materials generation during committee development decide who would have conflict of interest (test material is need to know basis); reach out to

Stephanie with opinion on committee; source for committee members - reach out to state reps for recommendations

e. Rules/Program Policies Committee – no update

9. Old Business

a. Future Host Discussion

i. Jennifer reported that some potentials on the horizon - host guide will be updated to make process easier for everyone involved

b. New Mission & Vision Statement rollout (at Awards/Closing)

i. New mission and vision are official on Friday and then will go on the website - available to start using that going forward

c. Discussion on Thursday's Reps Meeting

i. small group discussion- fundraising - how to get community engaged - meet and greet - 26 reps total including us - have somewhat of a plan before Thursday

10. New Business – no report