

MEETING Minutes
NCF-Envirothon Operating Committee Meeting
Monday, October 24, 2022
2-4pm ET
Met Via Zoom

1. Call to Order – Roll Call
 - a. Attendance: Millie, Shonny, Mark, Wendee, Jeanne, Becky, Carrie, Debbie, Kerin, Stephanie, Jennifer, Keith (NACD), Karla (NACD)
2. Approval of July 2022 Meeting Minutes
 - a. Carrie motion to approve/Mark seconded/no discussion/approved
3. O.C. Membership Update
 - a. No applicants for vacant O.C. seats
 - b. Millie reports that Barry Burch may be interested but is in the wrong region
 - c. Millie discussed possibility to reassess the current NCFE region alignment vs NACD's regions
 - i. Discussion on if we should we realign Envirothon regions to closer reflect NACD's
 - ii. Becky stated that the territories need to be colored in as a part of Canada in our current NCFE region map, where they are currently blank
4. NCF Update – *reports by Keith and Karla*
 - a. NCF Board of Trustees Fall meeting Nov 10th
 - b. Kim Atkins, NCF Director of Development consultant – working on developing NCF fundraising and grant applications, including one that routinely supports FFA
 - c. NCF Fall Campaign open – hoping to raise \$75,000 by the end of 2022
 - d. NCF Live Auction at NACD Annual Meeting still supports Envirothon and NGLI – Transitioning to fully live (no hybrid) auction this year – Announcement went out last Tuesday with call for donations for items
 - e. Funds to provide additional awards for the 2022 competition came from the NCF Auction this year
 - f. Renewed Forest Service agreements, NRCS agreement will be renewed for upcoming year
 - g. Karla has reconciled membership dues and registrations for Ohio event

- h. Conversations at latest NGLI event about reviving OK Envirothon program since Nobel withdrew their support
- 5. NCF-Envirothon Program Manager Update - *Jennifer*
 - a. Working with Keith and NACD regional staff on finding a new home (sponsor organization) for the Oklahoma Envirothon program.
 - b. Membership Dues for 2023 now being collected
 - c. Discuss possible international expansion of Envirothon in Singapore. Meeting with officials soon to discuss.
- 6. NCF-Envirothon Education Specialist Update - *Stephanie*
 - a. Underway with 2023 education items
 - b. Review of Calendar of Education Deliverables/Reviews for each Competition
 - c. Compellation Study Resource Guide Update – review of new deliverables breakdown to be used for 2024 competition
 - i. If approved, then other Education specific Guides will be updated to reflect the changes
 - ii. Stephanie to send out to O.C. to review for 1 week before Millie asks for an email vote
 - d. Please help share the word about the Envirothon iNaturalist project and other educational resources on the website – Many advisors that filled out the post-competition survey did not know that these resources were available.
 - e. Overview of work on Next Generation Science Standards: starting with Forestry subject – corresponding with Rob Taylor, an advisor in Maine who has done a lot of work with NGSS and the Maine Envirothon program, for feedback and suggestions
 - f. Long-term goals to do correlations with the AP Environmental Science curriculum as well
 - g. Need to ID some new Test/OP Scenario Reviewers – please send suggestions to Stephanie! Ideal candidates are familiar with the Envirothon program but not actively involved in training teams. We could use specialists in all areas.
- 7. Competition Updates/Presentations
 - a. 2022 Ohio
 - i. Congratulations to Ohio on hosting an amazing event!

- ii. NCF just finalized Registration Totals last week:
 - 1. TOTAL Registration = \$121,340.00
 - a. OFSWCD 90% = \$109,206.00
 - b. NCF 10% = \$12,134.00
- iii. Post-Event Survey results sent to O.C. last week
 - 1. Discussion on those results
 - 2. Don't give them a chance to check "neutral" on future surveys
 - 3. Need to develop a system for monitoring students "afterhours" in case of Code of Conduct or Rules infractions, as well as a "hotline" to report any incidences of student misconduct
 - 4. Need to be clearer about the rules – What exactly does "lights out" mean? Are the students required to be in their rooms? Some students this year thought just being in their dorm at that time was enough, and were still congregating in the common areas.
 - 5. Please consider stressing shuttles services for teams
- b. 2023 New Brunswick – *Becky*
 - i. No COVID related restrictions on travel into Canada now
 - ii. Working on Event Guide now and several Educational Deliverables that are due in the next few weeks
 - iii. Ready to start sending out a call for volunteers – will send link/graphic to Jennifer to add to Envirothon website
 - iv. Collecting alumni stories
 - v. Offering several tours, including team tours before the official start of the competition (Saturday b/f)
 - vi. Working on merchandise to offer when registration opens that can continue for future years
 - vii. Jennifer – visited NB in late September to review sites with 2023 Host committees - overall very happy with sites, campus facilities, etc.
 - viii. Sackville township recently consolidated with other nearby towns and will now be known officially as Tantramar, but local government officials recommend keeping the Sackville name on 2023 materials as the change will not be immediately adopted online, such as mapping and/or travel

websites (someone searching for location details or directions may continue to see “Sackville” in the search results).

c. 2024 New York - *Report from Blanche: 2024 NCF Envirothon*

i. “NY committee is working hard reaching out to potential sponsors.

Districts are doing a great job donating what has been request, but still have more districts to contribute you. We will be sending out reminders to those districts in January. I have spoken to Chobani & NYCM Ins folks to schedule meetings for potential funding. I have also been in contact with the NRCS State folks and we're working on potential funding with them. We are hoping that we receive at least \$40,000 or more.

One of our committee members that handles the oral presentation has left his job at the local SWCD. This was upsetting because he's always done a great job and with using computers, he was a god sent. Thankfully I was able to reach out to our old stand by Fred Von Mechow and he agreed to come back for another year, if we had a trainee in line. I then reached out to Josh Teeter, NYS Parks & Rec to see if he'd come on board and he agreed. So, we are back in full swing.

NY has bus company, training/testing sites, campus location, activities are in the works, we even have a district that purchased a new popcorn popper for our movie/fun night. We received a \$500 award from 4imprint and used the funds to purchase an item for the good bags. We have a t-shirt company all lined up for all the t-shirts needed along with the committee shirts. We're working with some organizations to hopefully have them host a day or an evening event to offset our cost. We have reviewed the MOU, Jennifer has answered all the questions we had, and we hope to sign the MOU at our next meeting 10/26.

JoAnn is working on the oral presentation problem & hopes to have that completed for review.

Overall, I think we are on track. As always, we are concerned about the funding, but it is our hope we can get some good solid answers & funding secured in the next few months.”

8. Future Host discussion

a. 2025 & beyond

- i. Jennifer and Millie met with Indiana committee reps a couple weeks ago to discuss possibility of them hosting in 2025. They are very interested, and we hope to get a final decision on hosting from them soon. Sent them a copy of the Preliminary Host Proposal Packet and told them we need it by mid-January for review/approval at our 2023 winter meeting.

b. Host Guide update (*for use with 2024 competition*) – Jennifer reported the following:

- i. Been working on updating Host Guide. Outline of new editions:
 1. Main Host Guide – more of a Host overview, committee duties, logistic considerations, etc.
 2. Host Guide: Education Edition – will have all the Educational Guides and go more in depth on how the educational deliverables (e.g., tests, resources, learning objectives, etc.) should be developed
- ii. Request for future events → no more Reps Meetings to be scheduled during the competitions. It was held during the competition in the past, but due to technology advancements and drop in attendance by Reps at the competition, we have outgrown the need for it to happen as part of the competition.
 1. Recommendation: eliminate the Reps meeting from the 2023 competition schedule, and any reference in the Host Guide, and instead schedule the official Reps meeting for a virtual based meeting in September of each year.
 2. Becky suggested that we have an alternative meet-and-greet for representatives after the trading session to still give them a chance to talk with each other.

9. O.C. Standing Committee Reports

a. Competition Advisory Team (CAT) - Wendee/Jeanne/Carrie (co-chair)

- i. Jeanne thanked everyone for their help
- ii. We are growing – Need more help, more people, more experience
- iii. For 2022, we needed more help during OP Sequestration

- iv. It would be beneficial to revisit all the obligations of the CAT, and to outline the responsibilities more specifically for future competitions
 - v. If members from the OC keep being competition hosts, that takes folks away from the CAT
- b. Scoring Committee - Kerin (chair)
 - i. No report
- c. Diversity Grants Committee – Jennifer (staff lead)
 - i. Will be working on 2023's grant application and reaching out to the committee in the next couple of weeks
- d. Education Committee - Debbie (chair)
 - i. Will be meeting in Nov to go over items
- e. Rules/Program Policies Committee - Millie (chair)
 - i. No update

10. Old Business

- a. Revisit NY's request to explore increasing the Registration fees
 - i. Proposed increase not discussed during September Reps meeting, so what are the O.C.'s thoughts on moving forward with it?
 - ii. Recommendation: Send a survey asking Reps if the team registration is raised to \$x, will your team still be able to participate? Yes/No responses only

11. New Business

- a. none

Save the Date:

- 2023 NCF-Envirothon Operating Committee Winter Meeting – Sat-Sun, February 11-12, 2023, New Orleans, LA
 - <https://www.nacdnet.org/news-and-events/annual-meeting/> - NACD Annual Meeting information
 - <https://book.passkey.com/event/50351289/owner/6139/home> - Hotel Reservations