

MEETING MINUTES

NCF-Envirothon Operating Committee Summer Meeting

Tuesday, November 14, 2023 – 10am ET

***Action items underlined and in bold.**

1. Millie Called to Order at 10:06 am– Roll Call – Millie Langley, Brooke Myres, Carrie Milligan, Wendee Dodds, Becky Geneau, Debbie Waycott, Megan Grimes, Mark Hedge, Kelley Farrar, Blanche Hurlbutt, Stephanie Tolar, Jennifer Brooks,
2. Approval of May 2023 and July Meeting Minutes* - Motion made by Megan, Motion seconded by Mark, no discussion, **Motion Carried**
3. O.C. Membership Update - Jennifer
 - i. Vacancies – Midwest and Northeast – opened for applications but no one applied, several close to ending but all chose to be reappointed – Jennifer plans to have everything taken care of before December 31st deadline
 - ii. Northeast – Joanne or Al may be interested from NY
 - iii. Midwest – Tracey Arnold or Kim Warkentin from WI
- b. Review of Standing Committee Membership
 - i. Education committee needs more members
 - ii. Ashley and Kelley joining Education Committee
 - iii. Tenlee and Shonny joining CAT Committee
4. NCF Update - Jennifer
 - a. February quarterly meeting – NCF Fall Campaign should begin this week, more details to come, contracting with marketing firm to lead these efforts
5. NCF-Envirothon Program Manager Update – Jennifer
 - a. Membership dues are slowly coming in – 14 paid in full, 22 have filled out online invoice – 54 program partners in total
 - i. Oklahoma State University is managing Oklahoma program using their Honors College and will have a state competition this spring!
 - ii. Michigan will be rejoining program with Conservation Districts – awaiting formal approval from state association to adopt program
 - b. Fundraising – meeting with Canon to reintroduce them as a sponsor (likely small around \$10,000), University of Delaware plans to sponsor again at \$9,000 (2021 sponsor)
 - c. Outreach – meeting the NACD education team and membership director tomorrow about possibly highlighting education programming in a segment of the NACD Conservation Coffee
6. NCF-Envirothon Education Specialist Update – Stephanie

- a. Education materials posted in Mid-September for current topic, other study resources are being worked on, some things are behind schedule but still moving along, working on first drafts of tests, answering committee questions
 - b. working with Alberta soon on their current issue topic and the direction we will take for 2025
 - c. Need an OP sequestration packet from 2023 competition from Becky
- 7. Competition Updates/Presentations
 - a. 2023 New Brunswick
 - i. post-competition survey report – Jennifer
 - 1. congratulations and thank you to Becky and her team on a successful event!
 - 2. Very well received and put on program
 - 3. Complaints around OP in survey – discussion around OP and if we should allow use of the internet, prepare a portion ahead of time, lengthen sequestration, concerns that kids are not the ones who are preparing the presentation if prepared in advance, AI concerns being used, wanting two computers increases resource needs on host – dorms rooms instead of classrooms is a problem
 - 4. Questions on the scoring and how grading is done in survey – need to have a discussion on more complete guidelines for how the grading of the tests will be done, be sure that there is enough time for graders to not be rushed, resources for grading are not left out on the table, students do not move the indicator flags regarding questions, have more volunteers with the CAT team that keep an eye on things at the stations – project for the education committee to present options at Winter Meeting
 - ii. Becky
 - 1. wrap up meeting this afternoon, budget will be presented at the Winter Meeting
 - 2. very grateful for everyone's help!
 - 3. Suggest an alumni committee be added to the operation committee to help get alumni more involved in the competition – Jennifer and Becky will meet with the interested Alum to get to know her and formalize the idea to present at the Winter Meeting
 - b. 2024 New York - Blanche
 - i. Will be using classrooms for the sequestration
 - ii. Have a committee of 18
 - iii. Test writers – on track besides OP and current issue – searching for a person to write the test and OP scenario

- iv. Plan to meet in December with host college regarding buildings, there will be AC for guests and volunteers but not for teams (plan to add fans to list of things to bring)
- v. During registration Natalie will be setting up a career day with businesses and organizations along with activities for students including a herpetologist
- vi. At least two tours per day
- vii. There will be a shuttle on Saturday and Sunday before the competition and the Saturday after the competition from and to Syracuse Airport
- viii. Education Day - Maid of the Mist boat ride at Niagara Falls and visiting a power company, half of the group will do one tour in the morning then swap in the afternoon, looking at a state park to be all together for lunch
- ix. Student entertainment: trading session and ice cream social, smores night, movie night, swimming on campus, 3 on 3 basketball contest, waterpark night after testing ten minutes down the road, solar power energy vehicle power source contest if funds allow to purchase materials for teams to put together and enter race, dance party
- x. Buses and DJ all set, looking into volunteer and professional photographer for event
- xi. Guests and teams can arrive on Saturday for an additional fee
- xii. 2024 website is live on NY website, working with Jennifer to promote sponsors, currently have \$87,000 in account and \$350,000 from NRCS, if districts donate as asked will have another \$57,000 to work with, funds do not include any registrations fees, in line to surpass fundraising goals – plan to make event deposits to college and bus company in January
- xiii. Working on campus signage, snack needs, supplies
- xiv. Starting to coordinate volunteers

8. Future Host discussion - Jennifer

- a. 2025 Alberta
 - i. looking for a host site to lock down dates, receiving bids from Calgary and Edmonton, planning for July 20-July 26, working with Alberta team and NACD team on MOU, finalizing host guides and deliverables, current issue theme must be locked down by this February – will likely be forestry related, budget currently at \$675,000 Canadian, just above \$491,000 US (received a lot of grant funds earmarked for forestry industry and special First Nations Funds), building committee structure
- b. 2026 Mississippi (tentative)
 - i. Formally submitted letter of intent to host
 - ii. Mark brought up needing a contingency plan if there was a hurricane or flooding event
- c. 2027 Maryland (tentative)

- i. Formally submitted letter of intent to host
 - d. 2028 Connecticut (VERY tentative)
 - i. Formally submitted letter of intent to host
 - e. Letters of intent are not binding, first step of the process, next step in the MOU including expectations from each partner
- 9. O.C. Standing Committee Reports*
 - a. Competition Advisory Team (CAT) – Carrie
 - i. Plans to start attending NY meetings
 - b. Scoring Committee – Ashley
 - i. Nothing to report, appreciate all of the support during the competition!
 - c. Diversity Grants Committee – Stephanie
 - i. 2024 cycle – request for proposals is open, encourage people to apply – deadline December 15, have been meeting with Forest Service, should be referred to USDA-Forest Service from now on, USDA-FS has an intern working with USDA-FS staff to get more involved with current projects
 - d. Education Committee – Debbie
 - i. Stephanie updated everyone earlier – plan to get education committee together to get prepared for Winter Meeting
 - e. Rules/Program Policies Committee – Millie
 - i. Rule change in due date was officially approved by NCF Board of Trustees, be aware to make a formal rule if something comes out of Education Committee
- 10. Old Business
 - a. none
- 11. New Business
 - a. Fall State/Provincial Reps Meeting - Jennifer
 - i. New competition season kick-off meeting, give more details about NY (mention no AC), December 7 at 1pm Eastern Time
 - 1. possibly have round table discussion about how state reps or their districts reach out to incentivize new coaches, hear about diversity grant projects, types of statewide events that are tabled (Statewide Science Teacher Associations, FFA, Extension Annual Conferences – 4H, teacher professional development days)
 - b. 2024 Winter O.C. Meeting – February 10-11, 2024
 - i. San Diego, California – Sheraton San Diego Hotel and Marina
 - 1. If you can attend please try to stay for the auction – half of this money goes to NCFE and half goes to NGLI – donations welcomed
 - 2. Airport is across the street from the hotel

3. Try to provide virtual options to attend

12. Millie Adjourned at 11:47am