



Kentucky Environmental Education Council (KEEC)  
Summer Council Meeting Minutes  
July 31, 2018

**Meeting Location:** Shaker Village at Pleasant Hill, Harrodsburg, KY

**Meeting Time:** July 31, 1:00 p.m. Eastern Time

**Council Members in Attendance:** Chair Billie Hardin, Vice Chair Marcus Norton, Lona Brewer, Gordon Garner

**Absent Members:** Horace Brown, Karin Ceralde, Karen Reagor

**Staff in Attendance:** Billy Bennett, Wesley Bullock

**Others in Attendance:**

A. Introduction

1. Call to order and confirmation of press notification. B. Hardin called the meeting to order at 1:25 p.m. W. Bullock confirmed that the meeting was publicized as required by Open Meetings Law.
2. Note: Council Members should remember to disclose their affiliations with other organizations if those affiliations are germane to a topic of discussion.
3. Roll call. W. Bullock called roll. Four of seven Council Members were present, constituting a quorum.
4. Action: Approval of minutes from previous Council meeting.  $\implies$  At 1:26 PM, G. Garner moved to approve the May 2018 Council Meeting minutes. L. Brewer seconded. All were in favor; none were opposed. The motion passed.
5. Action: Approval of agenda. G. Garner requested that the Council discuss Council vacancies as the last item on the agenda.  $\implies$  At 1:29 PM, G. Garner moved to approve the agenda as amended. L. Brewer seconded. All were in favor; none were opposed. The motion passed.
6. Travel vouchers, volunteer forms. B. Hardin requested Council Members to turn in forms.

B. State Government/Legislature

1. Update: Leadership and staff changes in Education and Workforce Development Cabinet and Kentucky Department of Education. B. Bennett reviewed the changes to the cabinet leadership, including new Secretary Derrick Ramsey, moving from Secretary of the Labor Cabinet.
2. Action: Resolution to thank Education and Workforce Development Cabinet Fiscal Services staff.  $\implies$  At 1:38 PM, G. Garner moved to approve the agenda as amended. M. Norton seconded. All were in favor; none were opposed. The motion passed.

C. Support – Public and Private

1. Information: EPA grant extension. B. Bennett reported that an extension to the EPA grant has been approved in principle by EPA staff, but is awaiting official approval. The final teacher professional development workshop was held at Lake Barkley State Resort Park on July 25. Four

teachers from western Kentucky attended, and all expressed interest in completing a sub-grant project. He reported that KEEC conducted 5 workshops with 73 teachers attending, which is close to the target of 5 workshops and 75 teachers set in the grant. The purpose of the extension is to give more time to complete sub-grant projects, including in watershed basins that did not have any sub-grant projects completed.

2. Information: AmeriCorps grant report. B. Bennett reported that today is the deadline for receiving official word that KEEC has received the full AmeriCorps grant, but that they have missed the deadline in the past. The total amount of the grant was increased from our application in order to increase the living allowance given to members. He also reported that Ashley Mike, who is currently an AmeriCorps VISTA at the Berea College Forestry Outreach Center, has accepted the position of Program Director for the AmeriCorps program. Her year of VISTA service is not over until September 11, but she will split time to begin working remotely with the Environmental Education Leadership Corps until she can work full-time after September 11. B. Hardin noted that the Kentucky Community and Technical College System has applied to have an AmeriCorps member, so any action taken by the Council on the program will be directed by Vice Chair Marcus Norton. L. Brewer asked if Ashley Mike will be an interim employee, and B. Bennett responded that she will be a contractor paid by the Kentucky Association for Environmental Education, but working in the KEEC office. L. Brewer also noted that the host site locations are not well distributed, particularly missing from western and eastern Kentucky. Council Members discussed how to improve the distribution in future years, perhaps by reducing the contribution requirement for host sites in underrepresented regions.
3. Information: Fundraising report. B. Bennett reported that he has submitted fewer grant applications in the last quarter, focusing instead on implementing the AmeriCorps grant. He did apply for a grant from Quadritech for \$3500, and KAEE applied for a grant from Kentucky Colonels that would pay for project books for the Professional Environmental Educator Certification course. M. Norton asked for B. Bennett's strategies for future fundraising, which B. Bennett explained include corporate sponsorships and lists of businesses for teachers to contact about funding.

#### D. Budget

1. Information: Fiscal Year 2018 Summary and Fiscal Year 2019 Projections. W. Bullock reported on the reasons for the increase in carryforward from Fiscal Year 2018 to Fiscal Year 2019, and the projections for Fiscal Year 2019 revenue and expenses. G. Garner asked what the target carry-forward should be at the end of the biennium. B. Hardin asked Council Members to send staff their spending priorities and to share budget questions with all Council Members.

#### E. Environmental Education

1. Update: Kentucky Green and Healthy Schools. B. Bennett reported that G. Taylor has begun contacting school districts to schedule KGHS awards at each school. B. Hardin asked if the Council would like to do a resolution thanking G. Taylor for his contributions. Staff will draft a resolution and send it to the Council for feedback.
2. Update: Green Ribbon Schools. W. Bullock explained that KEEC would like to revise the Kentucky application to request a narrative format, since submissions to the federal level are made in narrative format. B. Hardin also encouraged staff to develop an application for higher education. W. Bullock noted that the Council for Post-Secondary Education is still in charge of the higher education application, so KEEC will reach out to them to find out the status of the application.

3. Update: Professional Environmental Educator Certification. W. Bullock reported that little has changed in preparations since the May Council meeting, since all participant slots were filled already at that time.
4. Update: Outreach. B. Bennett noted that he will attend a Saving Our Appalachian Region conference in Pikeville in August in order to do more outreach to the eastern part of the state. He described the other conferences on the schedule for KEEC in the fall.
5. Action: KAEE Conference Sponsorship. ⇨ At 3:06 PM, L. Brewer moved to purchase a \$500 sponsorship of scholarships for the KAEE Conference. M. Norton seconded. All were in favor; none were opposed. The motion passed. M. Norton asked about whether Council Members should attend the KAEE Conference. ⇨ At 3:13 PM, M. Norton moved to pay for Council Member registration and lodging to attend the conference. G. Garner seconded. B. Hardin asked if there is a limit to the number of Council Members. The motion was limited to paying for new Council Members. All were in favor; none were opposed. The motion passed.

#### F. Coordination

1. Update: KELP revision public comment. B. Bennett reported that KEEC will post the draft of the document in September for teachers to comment on for two to three months.
2. Update: University Centers for Environmental Education. B. Bennett reported that the University of Kentucky is moving forward with a center that will be a working group in the Tracy Farmer Institute for Sustainability and the Environment. The University of Louisville will meet in August to discuss next steps for creating a center.
3. Update: Quorum for KEEC committees. W. Bullock noted that KEEC operating policies say that a quorum for committees is constituted by any members present, so KEEC will be expanding committee membership to include all interested without worry about meeting quorum to approve minutes.
4. Update: Interagency Subcommittee on Environmental Education. B. Bennett reported on the last ISEE committee meeting in June 2018.
5. Update: Kentucky Association for Environmental Education. B. Bennett reported that Ashley Hoffman, Executive Director of KAEE, asked if KAEE organizational members could be offered a discount for the Professional Environmental Educator Certification course. B. Hardin asked for the percentage of participants in the last several years who were paid for by organizational members. L. Brewer asked why we could give a discount if we already have a wait list. G. Garner was more inclined to give assistance to teachers instead of those supported by organizations. W. Bullock noted that those folks are eligible for Toyota scholarships. He said that perhaps if KAEE would like to provide an organizational membership benefit, KEEC could think of something that aligns better with KEEC's needs. This discussion will continue at the November 2018 Council Meeting.

#### G. Communication and Marketing

1. Information: Survey of EE organizations. W. Bullock noted that this will be covered in the retreat.
2. Stakeholder Meetings feedback. W. Bullock noted that this will be covered in the retreat.
3. Request to hire a communications intern. B. Bennett said that he has investigated a paid internship because of the quality of candidates available. For state requirements, the intern would have to receive academic credit. There is an open internship pool, and candidates apply through the state system. B. Bennett proposed a 15 hour per week internship. G. Garner asked for a more detailed description of what the activities would be. B. Hardin suggested that it would be better described as a marketing/graphic design person. At the November Council meeting, B. Bennett will present a plan for hiring an intern.

H. Council Member vacancies. G. Garner asked about what he needs to do to re-apply for Council membership. B. Hardin will re-send the information about the application process. She noted that she has not received information about who has applied. She said that there is no deadline, but that current terms expire in October. L. Brewer asked what happens if no replacements are appointed. B. Hardin said that staff will continue to work, but that the council would no longer be official. B. Hardin noted that the statute would be better off to stagger terms and include a provision for extending terms in absence of appointments, but that those changes would require legislative approval.

⇒ At 4:24 PM, M. Norton moved to adjourn. L. Brewer seconded. All were in favor; none were opposed. The motion passed.