



Kentucky Environmental Education Council (KEEC)
Council Meeting Minutes
December 19, 2022

Meeting Location: Mayo-Underwood Building, Room 439, 500 Mero St., Frankfort, KY, and virtual

Meeting Time: 1:00 p.m. Eastern

Council Members in Attendance: Chair Brad Mitzelfelt, Ben Allen, Sarah Cummins, Ryan Green, Dr. Hugh Henry, Ashley Wilmes

Absent Members: Katie Dailinger, Tresine Logsdon

Staff in Attendance: Billy Bennett, Wesley Bullock, Ashley Mike, Julia Gerwe, Eric Annala

Others in Attendance: April Abshire

A. Introduction

1. The meeting was called to order by B. Mitzelfelt at 1:05 PM. W. Bullock confirmed that public notice of the council meeting was given, as required by open meetings law.
2. Action: Swearing in of Council Members. April Abshire, paralegal consultant for the Education and Labor Cabinet, and notary public, administered the oath of office to A. Wilmes. A. Abshire then left the meeting.
3. Quorum. Of the eight council members, five were present. Council operating policies require greater than 50%, so the number of quorum was met.
4. Action. Motion to approve August 2022 Council Meeting Minutes: \implies At 1:09 PM, R. Green moved to approve the minutes of the August Council Meeting. B. Mitzelfelt seconded. All were in favor. None were opposed. The motion passed.
5. Welcome and introductions. All members and staff present introduced themselves.
6. Travel forms.

B. Council Leadership

1. Information: Council operating policies.
2. Action: Election of council chair. Motion to elect R. Green as Council Chair: \implies At 1:22 PM, S. Cummins moved to elect R. Green as Council Chair. B. Allen seconded. No other nominations were made. All were in favor. None were opposed. The motion passed.
3. Action: Election of council vice chair. Motion to elect S. Cummins as Council Chair: \implies At 1:23 PM, R. Green moved to elect S. Cummins as ViceChair. B. Allen seconded. No other nominations were made. All were in favor. None were opposed. The motion passed.

4. Action: Schedule 2023 council meetings. By consensus, the council agreed that Wednesdays at 1:00 p.m. will work for council meetings. Feb. 8 was agreed upon for the next meeting, and August 8-9 was set for the retreat. W. Bullock will schedule both of those meetings, reach out to Shaker Village for the retreat location, and tentatively schedule the remainder of the meetings according to the same calendar.

C. Council General Updates

1. Update: Summer Enrichment Program. B. Bennett announced that KEEC staff met with Lt. Gov. Coleman last week to report on the program at her request. A. Mike reported that over 41,000 students were reached through the program in 2022. Lt. Gov. Coleman had offered to help with funding and outreach for the program in 2023.
1. Update: Environmental Education Leadership Corps. A. Mike reported that the plan for the 2022-23 grant year is to have roughly 70 members, most of which will be 450-hour, but 7 full-time. Those full-time slots are full already, the earliest they have all been filled, thanks to the efforts of J. Gerwe. We have a new partner site, the Cleaner World Project, with E. Annala as the Member Coordinator. CWP will be placing roughly 33 members with 19 members starting in January or having already started. Some of the members are under 18 years old, which involves a new onboarding process for members. A. Mike requested help from council members in sharing information about a lunch and learn where potential host sites can learn about the program. R. Green asked about the timeline for the program, and A. Mike discussed the minimum amount of \$48,000 that would be required to cover the cost share for 24 450-hour members.

J. Gerwe left the meeting.

3. Update: Professional Environmental Educator Certification. W. Bullock reported that 16 members are participating in the course, which has completed 2 of 4 workshops. Due to contract complications, Workshop 3 may need to be moved to a new location, for which a state park will most likely be chosen. S. Cummins suggested connecting with universities to teach parts of the course, like standards, in order to broaden possibilities for funding and potential participants. W. Bullock also reported that he expects the North American Association for Environmental Education to respond to KEEC's application for reaccreditation by the end of January 2023.
4. Update: Kentucky Green & Healthy Schools and US Department of Education Green Ribbon Schools. W. Bullock reported that KEEC received 2 applications for nomination to the US Department of Education Green Ribbon Schools award. We have extended the deadline in hopes of receiving at least one more application, and 2-3 of the schools will be nominated by February 15, depending on the readiness of their applications.
5. Update: Professional development. B. Bennett reported that KEEC staff attended the conference of the North American Association for Environmental Education in Tucson in October. He presented at a workshop for university accreditation. All staff also attended the Kentucky Association for Environmental Education Conference in Berea in November.

D. Budget

1. Update: Quarterly budget report and projections. W. Bullock reported that the agency received its \$150,000 payment in November, so it will show up in the next quarterly update, and that the Energy and Environment Cabinet expects to transfer about \$150,000 in interest on the Pride Fund next July, which will alleviate some concerns about the budget. He also reported the KEEC will make up for the cabinet cost sharing charges by charging allowable agency expenses to the AmeriCorps grant that have not been charged in previous years due to the tight nature of that budget.

E. Questions from council members

1. S. Cummins asked for clarification about the onboarding process for new members. A. Wilmes asked for a contact for questions about the council. W. Bullock offered to set up a meeting to orient A. Wilmes, in addition to the email about technical aspects of serving on the council, like open records and ethics.
2. S. Cummins also asked about the check-in process for the Chair and Vice Chair. R. Green suggested having more structure to take advantage of the in-person time. B. Bennett said he would get the council leadership an update about council priorities before the February meeting.

F. Council meeting adjournment

Motion to Adjourn: \Rightarrow At 2:30 PM, R. Green moved to adjourn. B. Mitzelfelt seconded. All were in favor; none were opposed. The motion passed.