

ENVIRONMENTAL ADVISORY COMMISSION MINUTES
January 3, 2013

1. CALL TO ORDER

Members of the Environmental Advisory Commission met on the above date at 5:30 p.m. in the Conference Room of the Public Works Facility. Mr. Jay Holley, Chairperson, called the meeting to order and welcomed members and guests. The following attended the meeting:

2. ROLL CALL

MEMBERS:

Mr. Scott Anderson
Dr. Robert Chin
Ms. Laura Williamson

Dr. Michael Behm
Mr. Jay Holley

OTHERS PRESENT:

Kevin Mulligan, City of Greenville
Kinsey Holton, City of Greenville

3. ADDITIONS/DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

4. APPROVAL OF DECEMBER 3, 2012 MINUTES

Mr. Holley brought attention to the Old Business Item 7A, paragraph three, first sentence. He stated he felt the sentence did not read fluently and suggested the sentence be changed to read: "Mr. Holley suggested removing the information on the right panel and designate the panel to address environmental issues of plastics."

A motion was made by Dr. Chin to approve the minutes as amended. The motion received a second by Dr. Behm and passed unanimously.

5. PUBLIC COMMENT PERIOD

There were no public comments. Mr. Holley introduced Kevin Mulligan as the new Public Works Director and welcomed him to the meeting.

6. NEW BUSINESS

A. Elections

Ms. Williamson began the discussion by asking if the Vice-Chair was designated to fill the role as Chair. Mr. Anderson stated that at this time, he would not be available to serve as Chair; however, he would continue his role in the Vice-Chair position if the group so desired. Dr. Chin made a motion to nominate Mr. Scott Anderson as Vice-Chair for EAC. Dr. Behm seconded the motion and the motion passed unanimously.

Mr. Holley stated the role of Chair varied little from the Vice-Chair role; however, it did include more time in preparing for meetings and preparation for the presentation to City Council at the end of the tenure.

Ms. Williamson nominated Dr. Behm and was seconded by Dr. Chin. However, Dr.

Behm declined the nomination.

Dr. Chin questioned Ms. Williamson if she would be willing to accept the nomination of Chair. Ms. Williamson also declined the nomination.

Ms. Williamson nominated Dr. Chin as Chair. This motion was seconded by Mr. Holley. Dr. Chin accepted the nomination. The motion passed unanimously.

B. Announcements

- Mr. Holley announced he has found a possible candidate to fill his position on EAC. Mr. Holley has three potential candidates that he is attempting to recruit to apply for the position. Mr. Holton also informed the group of the application process with the City and each candidate would have to complete the talent bank application. Dr. Behm asked if there were any applicants currently in the talent bank. Mr. Holton stated he believed there were and the applicant chosen would be presented to City Council by Council Member Blackburn for approval as well.
- Mr. Holton presented the members present with updated bylaws for EAC. The update included the addition of verbiage stating that EAC does not convene in the month of July.

C. Strategic Planning Preparation

Mr. Holton presented this topic and asked the group to consider what issues should be addressed at the February meeting for strategic planning. Mr. Holton stated the goals and objectives was the main topic elected to be discussed.

Dr. Behm asked Mr. Mulligan of his previous experience with establishing goals with a commission. Mr. Mulligan stated that his previous commission established two main goals; education of residents of environmental processes such as solar panel installation and the equivalent of Greenville's Keep Greenville Beautiful campaign and recycling process.

Dr. Behm questioned the process of establishing goals. Mr. Holley stated the process in the past included each member writing their goals and submitting them to the Chair. The Chair condensed the goals from those presented and a session was held to review and further condense the goals of the commission. Once the goals were established, the commission worked to implement the goals.

Mr. Holley suggested the members present choose specific goals they would like to work on and would realistically be able to accomplish. Dr. Behm requested Mr. Holley and Mr. Holton work on assigning a goal with Commission members. Mr. Holley will email the goals and commission members assigned with the next two weeks.

7. OLD BUSINESS

A. Council Presentation

A draft presentation was reviewed and a final presentation will be attached to the January 3, 2013 meeting minutes.

B. Plastics Brochure

Ms. Williamson was unable to follow-up with revisions. Ms. Williamson will work on the revisions and will bring those back to the March 2013 EAC meeting.

C. EAC Grant Development

Ms. Williamson pointed out the list of schools provided contained the schools leaders and not PTA information. This reflects EAC's desire to include all school organizations, and possibly teachers to apply for the EAC grant. Mr. Holley also suggested contacting Karen Quick, Science Coordinator with Pitt County Schools, to advertise the grant with schools located within the City limits. Dr. Behm agreed to contact Ms. Quick to solicit her assistance. Ms. Williamson also suggested contacting the director for 4-H clubs within the City to make them aware of the grant as well. Mr. Anderson suggested conducting a meeting to present the grant to those in the target group that would be interested in possibly applying for the grant.

Dr. Behm asked about the timeline of the grant. Ms. Williamson replied the grant needed to be advertised in February with applications being submitted in April to allow for the grant to be awarded during the May meeting. This would allow a school group to begin the grant process in their 2013-14 calendar year. Ms. Williamson and Dr. Behm will work on establishing a concrete timeline on advertising, application deadlines, and reviewing and voting on application with the award of the grant to be presented in May 2013.

D. GCPP Update

Mr. Cox was not present to give an update. However, Mr. Holley will contact Mr. Cox regarding the PSA he and Mr. Burney were working to complete.

8. OTHER– FYI

A. Recycling Report

B. UST/AST Report

9. PROPOSED AGENDA ITEMS – The following items are proposed for the February 7, 2013 meeting:

A. EAC Grant Program - Advertise

B. Strategic Planning for Goals & Objectives

10. Adjournment –There being no further business to discuss, the meeting adjourned at 7:45pm.