

APWA CENTER FOR SUSTAINABILITY

August 15, 2010

1-4 PM

Location: Convention Center 104A

MEETING MINUTES

1. Welcome & Introductions (Michael)

The Chair, Michael Mucha, called the meeting to order and welcomed everyone to Boston and the meeting. Center Leadership Group members in attendance were Michael Mucha, Howard LaFever, Mary Anderson, Vicki Vickery, Shelly Read, Jennifer Adams and Kristel Riddervold. Region 1 Board of Directors member Ed Gotko was also present as well as Sue Hann, Chair of the APWA Finance Committee. Visitors Daryl Grigsby, APWA Board Member, Cathy Trexlor, Western PA Chapter, Fritz Anthony, Transportation Sustainability Subcommittee Chair, and Francine Shaw, Federal Highway Administration, also attended the meeting.

President Crombie joined the Leadership Group and thanked the members of the committee for their dedication and service. He explained that he has high expectations for this group and that sustainability is one of his highest priorities for his presidential year. He encouraged the Leadership Group members to bold and to identify a set of principles that APWA members can understand how they can be sustainability pioneers in their communities.

President Elect Linderman also joined the group and expressed her gratitude to the Leadership Group members for their hard work over the year. She also encouraged the Leadership Group members to be the champions for sustainability within APWA and to focus on providing useful tools for our members to use. She looks forward to seeing the progress the Center makes over the coming year.

2. Overview of Center Leadership Group Activities to date (Michael)

The Chair provided the new members of the Leadership Group with an overview of the Center's activities for the past year. He explained the results of a survey that we sent to approximately 6900 APWA members, how we established a mission and vision statements, how we identified the traits that the next generation leader will need, developed the Framework for Sustainable Communities, helped to develop the program for the Sustainability in Public Works Conference and participated in various Chapter meetings, House of Delegates meetings and conference calls and the conference calls of various APWA technical committees.

3. Approval of June Face to Face Meeting Minutes and July 19th Conference call minutes (Group)

The first item of business was the approval of the June Face to Face meeting and July 19th Conference call meeting minutes. The July 19th conference call minutes were approved with two corrections: (1) under item #4 ICLEI was incorrectly spelled; (2) add GAT to develop model for establishing sustainability committees at the Chapter level. Howard LaFever is the lead for this GAT. The June 8 Face to Face meeting minutes were approved without change.

4. Overview of Roles & Responsibilities for New Members (Julia)

Julia provided a brief overview of the roles and responsibilities of Leadership Group members and briefed them on several standing projects that the committee must work on each year. These standing projects include: articles for the May edition of the APWA Reporter, identification of CLL topics, and session proposals for the 2011 Congress, 2011 North American Snow Conference and the 2011 Sustainability in Public Works Conference. The Leadership Group is expected to submit at least one proposal for each conference. The same proposal, if appropriate, can be submitted for more than one conference. The deadline for proposal submissions is **SEPTEMBER 30, 2010**. APWA Reporter articles are due in March.

5. GAT Updates (Keith, Mary Pat, Carl, Michael)

The Chair provided an overview of the Center's key activities for the coming year and asked each new member of the Leadership Group to volunteer for one goal action team (GAT). New member Jennifer Adams signed on to assist the GAT with developing a model for creating sustainability committees at the Chapter level. Visitor Cathy Trexlor also volunteered for this group. New member Shelly Read signed up for the team lead by Mary Pat and that is working on developing a strategy for promoting the Framework for Sustainable Communities and new member Kristel Riddervold signed up to assist Keith with website development. The Chair instructed each GAT to convene its first meeting early in September so that each team can be prepared to report on its progress during the next Center for Sustainability monthly conference call.

- Content Development for Webpage -- Keith
- Develop Plan to promote Framework out to Chapters, technical committees, other partner organizations, etc. -- Mary Pat
- Coordinate with Select Technical Committees -- Michael
- Work with APWA staff to ensure sustainability principles/concepts are included in APWA PW Institutes, Accreditation and certification programs --Carl
- Establish partnership with ICMA --Mary/Julia
- Develop model for creating sustainability committees at Chapter level -- Howard

6. New Business (Group)

The Leadership Group agreed to hold its monthly conference calls on the third Monday of each month at 4:00 PM ET, 3:00 PM CT, 2:00 PM MT, and 1:00 PM PT. The next conference call of the Leadership Group is scheduled for **SEPTEMBER 20, 2010**. The Vice Chair will facilitate this meeting in the Chair's expected absence.

Julia asked each Leadership Group member to begin thinking about proposals for the 2011 Denver Congress, 2011 North American Snow Conference and the 2011 Sustainability in Public Works Conference. The Leadership Group is expected to submit at least one proposal for each conference. The same proposal, if appropriate, can be submitted for more than one

conference. The deadline for proposal submissions is **SEPTEMBER 30, 2010**. Leadership Group members can submit a proposal idea and then find others to give the presentation or you can give the presentation yourself.

The group also discussed a request from the Education department to suggest another CLL topic for the February CLL. The group discussed several options and decided to send the following three suggestions to the Education department: (1) another CLL on the Framework for Sustainable Communities with a focus on a specific example – Resolving Conflict with Balanced Solutions.; (2) How Life Cycle Accounting/ costing can help you in a down economy; (3) Chasing the money: What do the new federal livability principles mean for public works.

The Chair indicated that he wants the CLG to evaluate the Framework and to discuss at an upcoming meeting or conference call. The Chair indicated some difficulty with having five categories. In the groups he worked with, you lose some comprehension with so many categories and the Efficiency category gets confusing.

The group also discussed a time and location for our next face to face meeting. The group decided on meeting in Kansas City sometime in February or March.

7. Adjourn