

Environmental Advisory Board

Minutes of February 28, 2024

Members Present:

- **In person:** Andrew Musgrave; Kylie Johnson; Nathan Alley; Tanner Yess; Chad Day; Susan Sprigg
- **Virtual:** Ashlee Young; Ericka Copeland; Julie Shifman; Rico Blackman

Members Absent: Ashlee Dingler, Dave Schmitt, Diana Hodge, Savannah Sullivan

Staff Present: Oliver Kroner; Amanda Testerman; Kevin Frank

Meeting: A special meeting of the Environmental Advisory Board was held on February 28, 2024 at 3:00 PM at Centennial II HR Conference Room B, 805 Central Avenue, Cincinnati, Ohio 45202.

Meeting Agenda:

- I. **Call to Order**
- II. **Administrative Action***
 - Approval of January 30, 2024 – Meeting minutes
- III. **Information/Updates**
 - Board Members Term Lengths – update based on requirements of CMC-1041 requiring that the EAB be comprised of up to five members with a term of three years, up to five members with a term of two years, and up to four members with a term of one year
 - Board member and term lengths presented in Attachment 1
- IV. **Open Discussion**

Board members discussed the following items:

 - Role and Operation of the Board
 - Role of the Chair – set meeting agenda with OES, facilitate meetings,
 - Role of Vice Chair – lead meetings when Chair is absent
 - Officer Elections & Term Lengths
 - Officers to be elected by a majority; 1 year terms; vice chair to succeed chair at end of term.
 - Bylaws
 - Definition of chair, vice chair
 - Voting status of the Chair (voting member vs voting only in case of a tie)
 - Officer terms (Begin on February 1 vs March 1)
 - EAB shall meet at least quarterly. Meeting schedule notice should be completed similarly to the Urban Forestry Advisory Board. At the beginning of the year, OES will recommend a meeting notice schedule to be approved by the board for the entire year.
 - Quorum: majority of the voting members (in this case 8 members)
 - By-laws should be amended with 2/3 vote of voting members
 - Discussion of role of committees, purpose, focus, and quantity.
- V. **Action Items***
 - Schedule of Regular Meetings

- Board members voted to accept the proposed meeting schedule for 2024, as seen in Attachment 2.
- Officer Nominations and Appointments
 - Reviewed list of nominations submitted by email for Chair & Vice Chair.
 - Chair: Andrew Musgrave; Savannah Sullivan, Ashlee Young
 - Vice Chair: Ashlee Dingle; Kylie Johnson; Dave Schmitt
 - Elections for officers will take place at a future meeting.
 - Request for group to nominate a member of the board or self who they feel would be a good candidate.

VI. Office of Environment and Sustainability Comments

- Seeds of Change Grant Program
 - Applications open until 4/30/24.
- GCP policy items on the horizon
 - Connected Communities
 - Energy Benchmarking & Transparency
 - Volume-Based Waste Pricing/Pay As You Throw

VII. Next Meeting

- Wednesday, March 27, 2024 at 3:00 PM
- Meeting will be in-person and virtual

VIII. Adjournment

Attachment 1

Environmental Advisory Board Term Lengths

CMC 1041-5 (c):

In the environmental advisory board's first year, the city manager shall appoint up to five members for a term of three years, up to five members for a term of two years, and up to four members for a term of one year, so that approximately one-third of the positions shall be eligible for renewal or replacement each year.

Upon the expiration of the initial term of each member, each member's appointment may be renewed for up to two additional three-year terms. Members may hold over until the appointment of a successor member, but for not more than a period of six months. The city manager shall make appointments to fill vacancies caused by the death or resignation of members in unexpired terms.

Board Member	Term	Term Length
Nathan Alley	January 2024 -December 2026	3 years
Andrew Musgrave	January 2024 -December 2026	3 years
Ashlee Dingler	January 2024 -December 2026	3 years
Susan Sprigg	January 2024 -December 2026	3 years
Ashlee Young	January 2024 -December 2026	3 years
Rico Blackman	January 2024 - December 2025	2 years
Kylie Johnson	January 2024 - December 2025	2 years
Diana Hodge	January 2024 - December 2025	2 years
Tanner Yess	January 2024 - December 2025	2 years
Savannah Sullivan	January 2024 - December 2025	2 years
Julie Shifman	January 2024 - December 2024	1 year
Chad Day	January 2024 - December 2024	1 year
Dave Schmitt	January 2024 - December 2024	1 year
Ericka Copeland	January 2024 - December 2024	1 year

Attachment 2

Environmental Advisory Board – Proposed Meeting Schedule

Proposed regular meeting schedule for 2024: the last Wednesday of the month at 3:00 PM with in-person and virtual attendance. Proposed changes for November and December due to holidays.

- March 27, 2024
- April 24, 2024
- May 29, 2024
- June 26, 2024
- July 31, 2024
- August 28, 2024
- September 25, 2024
- October 30, 2024
- November 20, 2024
 - Last Wednesday of November is November 27th, the day before Thanksgiving
- December 18, 2024
 - Last Wednesday of December is December 25th, Christmas