

NAASF
Urban and Community Forestry Committee
Business Meeting Notes
Thursday May 13, 2010
Gettysburg, PA

Committee Updates:

1) *Tour des Trees*

1. Dick Rideout of Wisconsin is participating in the 7 day, 500 mile bike ride starting and ending in Chicago. Dick is looking for pledge support for his ride this year. Funding will go towards the *Tree Funds Endowment* <http://www.stihltourdestrees.org/mission/index.html>.

2) FY 2010 Urban and Community Forestry Committee Leadership Team:

- Drew Todd, Past-Chair (Ohio)
- Kevin Sayers, Chair (Michigan)
- Danielle Fitzko, Vice Chair (Vermont)
- Ellen Roane, Secretary (Pennsylvania)

Review of FY 2010 work plan:

1) *Renew formal UCF meeting in New York in May, 2010.*

1. The 2010 meeting was scheduled for New York. However, there was an organizational glitch and the meeting was changed to Gettysburg, PA.
2. Mary Kramarchyk (New York) announced the 2011 UCF meeting to be held in New York. The meeting will incorporate some on the ground projects through Mayor Bloomberg's 'NYC Million Trees'. Lodging will most likely be on Long Island in the western part of Suffolk County.

2) *Develop strategies and plan for NAASF to consider for urging greater focus and funding for research and technology transfer in the area of "Urban Natural Resources Stewardship" by USDA Forest Service Research and Development mission area.*

1. Little movement on this action.
2. Dick Rideout will communicate with Dave Nowak (USFS) to see if this is still a relevant issue for the committee to address.

3) *Compile and share state-specific assessments related to Statewide Forest Resource Assessments and Strategies targeted toward urban and community areas within NA.*

1. Danielle facilitated a webinar to share/review state assessments in April 2010.
2. Additional assessment info may be found at: <http://www.northeasternforests.org/UCF/>

4) *Assist National Arbor Day Foundation (NADF) in effort to pilot test the new online Tree City USA application review process.*

1. Pennsylvania volunteered to participate in the pilot project.
2. Rollout of online process was not very successful in PA. There were many mistakes this year and a huge lack in communication from NADF to state coordinator and communities participating.

TASK: State coordinators to compile issues and concerns re: Tree City USA electronic application process and send to Mary (NY) by June 30th

UPDATE: Needed by May 27th. Mary will then organize and send over to Monica (Washington D.C) to present to NADF.

3. Online application to be phased in over time. Paper applications will still be accepted however, online application is preferred.

4. Emma will contact NADF for exact timeline of application transition.

OUTCOME: Emma reported that the online system will be launched this year.

5) *Host an initial NA-wide webinar (fall '09) for 'state sharing' as a means to communicate state/region specific activities and encourage peer-to-peer learning with counterparts across the region. Additional quarterly webinars to follow on an as-needed basis.*

1. Webinar was held late November and went very well.
2. The committee thinks that this is an acceptable process to assist in sharing information.
3. Visit our Committee's website for shared information: www.northeasternforests.org/UCF/

6) Encourage state participation in federal urban forest strike team training.

1. John Parry helped organize/host a successful training in 2009.
2. Several NA states sent reps including Delaware.
2. Work will continue to develop FEMA and state collaboration and determine long-term funding strategy.

7) Involvement in developing the Urban Forest Health Information Center (UFORHIC)

1. Philip would like full input on data for long-term.
2. States are requested to collect and share community inventory data so that it can be entered into larger UFORHIC initiative and software as it is being developed.

Other issues/concerns:

1) Communication with NAASF-Monica (Washington D.C.)

1. Monica to forward national meeting schedule for UCF committee to NAASF.
2. NAASF is working on implementing an online calendar.
3. Suggested to add national meetings to internal NAASF calendar.

2) Concerns were raised over the eliminating UCF line item in cooperative forestry programs. With big national emphasis on sustainable communities – removing this line item further buries our important work.

Work plan FY 2011:

1) Leadership Team

1. Kevin Sayers, Past-Chair (Michigan)
2. Danielle Fitzko, Chair (Vermont)
3. Ellen Roane, Vice-Chair (Pennsylvania)
4. Ken Holman, Secretary (Minnesota)

1) Danielle would like to communicate more frequently.

- a. Conference calls to be held every other month starting in June, 2010.

UPDATE: First call will be June 24 from 10:00 -11:30 AM. We will meet every other month after that on the fourth Thursday.

2) Lisa Burban facilitated a group discussion on committee's top three issues:

- a. Bringing together state UCF councils, build capacity & networking
 - i. How to get Councils more involved?
- b. Marketing beyond choir
 - i. How to market successfully?
 - ii. Work with NAASF's Office of Communications
- c. Hub for information distribution

3) Suggested 3-5 top items the committee would like to include within this years work plan:

- a. Establish new committee to discuss bringing together NA state urban and Forestry Councils:

- i. Mike D’Errico (NJ) - lead
 - ii. Donna Murphy (USFS)
 - iii. Mary Kramarchyk (NY)
 - iv. Henry Poole (DE)
- b. Establish new Communications Committee:
 - i. Kevin Sayers (MI)—lead
 - ii. Monica Lear (DC)
 - iii. Chris Donnelly (CT)
 - iv. Dick Rideout (WI)
 - 1. Marketing what our programs do by developing a bulleted handout for decision makers on the “Hill” using last two years of accomplishment reports.
 - 2. Get someone with communications background from USFS to join and help guide this committee. *Suggestion – Gina Childs (USFS).*
- c. Partner with other states on similar concerns and issues: Stormwater, livable communities & air quality
 - i. Dedicate time on an upcoming conference call to discuss issues generated from meeting.

Other issues/concerns:

- 1) New tree planting = more tree maintenance
 - a. Energy and SBA bills includes money for planting but no money for maintenance.
 - b. Focus is on increased canopy. How do we maintain the existing canopy?
 - i. Urban Tree Committee → provide UTC tools as well as promoting maintenance of existing tree canopy
 - c. Existing UTC Committee consisting of:
 - i. FS: Donna Murphy, Jill Johnson and Anne Cummings
 - ii. Committee members: Danielle Fitzko (VT), Eric Seaborn (MA), Monica Lear (DC), Kevin Sayers (MI) and Chris Donnelly (CT)
 - iii. new members:
 1. Ellen Roane (PA)
 2. Chris Peiffer (PA)
 3. Volunteer Coordinator from VA
- 2) Social Media
 - a. Better visibility on Facebook & LinkedIn – consider setting up site.
- 3) National firewood
 - a. Justine proposed that committee keep up to speed and support firewood issues.
TASK: Justine will contact the Forest Health committee to see if there was a way we could support their efforts.
- 4) Continued collaboration with other urban coordinators
 - a. Is there funding available for travel expenses to participate in other state’s meetings?
- 5) Keep up to date on forest health issues
 - a. Consider liaison to Forest Health committee.
 - b. Emma would like to join a committee or group, if one develops

Budget:

- 1) Annually \$1,500 available for NAASF meeting.
- 2) \$ 1,200 to \$1,300 for other meetings, including NAASF representative to UCF committee meeting, and UCF committee member to attend southern UCF committee meeting.
- 3) Registration must cover cost for all fees in planning our annual meeting.
- 4) Seek sponsorships to help offset costs
- 5) Work plan → leadership will put together budget in draft form and share on first conference call.