

URBAN AND COMMUNITY FORESTRY COMMITTEE

01/05/2017

Attendees: Steve Ludwig, Rob Sproule, Reinee Hildebrandt, Sravya Pamulapati, Jesse Felix, Sandra Mason, Beth Corrigan, Bob Benjamin, Tricia Bethke, Mike Brunk, Scott Gram and Debbie Fluegel.

Absent: Matt Hanauer, Todd Degner, Tim Howe, Jill Johnson, Derek Reiking, Drew Hart, Lydia Scott, Rob Sperl, Daniella Pereira and Stephanie Brown.

Meeting Minutes Approval discussion:

Good morning I am Rob Sproule. The new chair for UCF committee. 1st item is the approval of the minutes. Sravya sent everyone the meeting minutes from 11/3/16 Rob Sproule asked all members if they have any questions or concerns or proposed changes about the meeting minutes. Bob made a motion to approve and Beth seconded the motion and all were in favor.

November 10, 2016 Urban Forestry Development Council Meeting Update:

Rob Sproule provided an update: The council just went through the final rankings for the projects that they funded as part of fiscal year 2017. There was some discussion about what would happen if somebody did not meet the grant requirements and I think they talk about reallocating the money. There is lot of discussion about the new revised silvics manual that has been developed. It is available right now on the state website for download, but they are talking about providing funding either on their own or some other partners to print the copies of the document. Since we are all computer savvy to have access, so having the documents electronic makes more sense for Urban Forestry Constituents.

In terms of the IDNR report, Tom Wilson said there are still issues in terms of getting the budget resolved. There is no capitol bill at this point and there are lot of issues surrounding the state nurseries. Rob Referred to Reinee for an update on the nursery.

Reinee Hildebrandt reported: There was an update on nursery yesterday and we were informed that the nursery staff is no longer considered as the part of lay off plan. This is due to Dave Horvath excellent working in entertaining the director showing him the facility the fact that the director in the past has gotten seedlings from our program and he has gone to battle for the division to make certain that the staff are not laid off and that the program will be sustained.

Additionally Lydia has also done some work to help support the state nurseries.

Beth Corrigan added: The state nursery has released their 2017 order form with instructions, so they are moving ahead with accepting orders.

There was a discussion on using State-grown seedlings for the local Arbor Day programs. Which was done in the past. Due to budget cuts it is no longer done.

Rob Sproule decide to add: This topic as a work item for the next meeting to determine whether or not the committee wants to take that on as something to revise depending on what the actual instructions or the wording is.

Rob reported Names for two of an appointments on the Illinois Forestry Development Council are going forward to the governor's office for approval. Committee reports were given. The forestry action plan was due on November 18th. Paul was not at the meeting, so there wasn't a report.

Reinee gave an update on the tree protection standards and will send out a link when they are posted for review.

Rob Sproule: The next CFD meeting is scheduled for next week in Champaign at NRCS office and I am planning on attending.

Doodle Poll: Sravya sent out a doodle poll to determine how to change the structure of these meeting to make them little more interactive for everybody. Different options and Sravya has those and it will be good to just kind of talk about that a little bit and maybe we can try to make some changes in terms of making these more interactive in the future. Sravya asked the group to refer to the handout with results of the poll.

Sravya Pamulapati: Actually, I have them printed for you. As of now I tried to see all the options where the state people can access and I came to know that I can use Cisco Jabber, GoToMeeting and may be Skype if I am using my personal computer. And most of them replied that GoToMeeting is the best option for them.

Rob asked for additional input. The group discussed these options and their potential to be accessed remotely.

Rob Sproule summarized by stating as long as we have the login information and that at least gives us the ability to provide video input for the meeting or at least provide presentations and stuff like that remotely through the interface. He offered the Oak Park Conference room as the meeting place.

Reinee Hildebrandt offered DNR for southern meetings, if we have access to interactive way of GoTo meeting.

(NOTE: Shortly after this meeting our GoTo meeting contract access was terminated due to lack of payment. DNR reached out to Sandy Mason, UI Extension for assistance and she has a skype account.)

Sandy Mason: Asked about accessing the meeting materials through a box folder is everything on the DNR website.

Rob Sproule: Stated that the group has been talking about developing a storehouse for all the documents. So that they weren't just emailed out. We will look into that and come up with solution for the next meeting.

Sravya Pamulapati: Suggested working with Reinee and ask technology people and have all the documents uploaded in the single link where only we all can access it during the meetings. (She will check it out on this.)

Reinee Hildebrandt: Reminded the group that since they are quasi – governmental transparency is important. So it would be fine with the public to see what we are doing.

Sravya Pamulapati: Okay, that would be great.

Rob Sproule: Attendees to the Partners and Community Forestry Conference?

Beth Corrigan, Debbie Fluegel, Tricia Bethke, and Reinee Hildebrandt all reported that it was a good meeting with good networking.

Beth Corrigan attended the SMA conference; Debbie Fluegel attended the ACTree meeting; Reinee Hildebrandt attended the National State Urban and Community Forestry Administrators meeting.

Next year the Partners Conference is in Oklahoma.

Rob Suggested that the UCFC ask the FDC about funding the travel for people to attend next year's conference.

Reinee Hildebrandt suggested that we hear a few of the presentations provided at the partners conference at our meetings in the future.

Beth Corrigan said that she would sent out the link to the presentations/PowerPoints from the conference.

Introduction of New member: Rob Sperl who was representing the Illinois Parks and Recreation Association stepped down and was replaced by **Jesse Felix** who is the super intendent of the Parks for the West Chicago Parks Districts.

Sandy Mason is the Illinois State Master Gardener Coordinator and before that she has been as a 30 years of horticultural educator with University of Illinois Extension. So she is expanding her responsibilities as master gardener and is excited to hear how Master Gardeners can help out when it comes to tree health and tree diversity good things. She is located at Champaign. The NRCS office is down the road from her office.

She offered, if we need an office or either place to meet we could do it there.

Sandy replaces Monica, who has recently retired.

Steve's Presentation:

Rob Sproule: Steve Ludwig, Algonquin Urban Forester, and past chair of the UCFC gave this presentation or kind of some part of this presentation to the Illinois Arbors Association conference last year. But, for our new members, for existing members, we just thought it would be great to have him to do a little update and talk about what the council's purpose is and what our purpose is before we kind of get into a little bit of strategic planning for the year and try to identify kind of what our goal are for the upcoming year. (See PowerPoint for details)

*****Steve's Presentation*****

Reinee Hildebrandt: noted that, this particular committee is a part of the contract with USDA Forest Service and State of Illinois Urban Forestry program. As one of the four requirements we must have as a council. So in Illinois the state foresters have decided that, we wouldn't have a separate council, we would fit under the Forestry Development Council as a committee. Where other states as just Minnesota has a 501C3 Non- Profit Organization. Therefore the UCF committee satisfies that requirement to get the federal funding to the State of Illinois. This is critical to know.

Rob Sproule: Addressed that there are currently two positions on the council, that represent urban and community forestry interests. One is a position appointed by the governor and that is Mike Brunk with the City of Urbana. He is on the call and the other one is myself. I am actually for the Illinois Arborists Association. The Arborists Association appoints somebody to be on that other council position and we can get into the discussion moving on with the next thing. But typically one of those two people in past is chaired this committee.

Committee's By-Laws

Rob Sproule: Pointed out that there aren't any real strong committee bylaws or any positions except may be the committee chair and a secretary which was Beth and is now Sravya. He thinks that the committee could benefit from having some more structure in terms of those things. An open discussion took place.

Reinee Hildebrandt: She thought that Beth was going to provide us with the copy of which she felt Jill provided us.

Beth Corrigan: reported that per her last meetings directed to get by- laws from Jill Johnson, she discovered that there were no documents.

Rob Sproule: Mentioned as per Bill Gradle there wasn't anything.

Rob Sproule: Summarized the discussion saying, it seems like everybody would be in favor of trying to develop some sort of more structure.

Reinee Hildebrandt: Provided the history of the committee going from being doors wide open to restrict to these organizations. For the purposes of the structure, she encouraged the groups to look

at the FDA language for setting up the actual council and modify that to urban forestry. Because they specify which organizations and how many in that organizations should be official members. The question was raised should it be open to anybody who has interest in urban and community forestry?

Bob Benjamin: Suggested to put a number down of “At large members” in addition to the designated groups.

There was a discussion on who and how many people could be involved.

There was discussion on the importance of listing UCF partners as member for the purposes of grant competitiveness. However, not being listed does not exclude them from applying for grants.

Beth Corrigan: And I think we can get the list of the federal guidelines from Jill, from Jill Johnson with Forest Service for what they are requiring each state to have in their council or committee and that would give us a place to start.

Reinee Hildebrandt: You can try that, I don’t think that there is a standard. It’s based on what state forester of that state wants.

Bob Benjamin: It was recommended to see what the federal guidelines state and to look at some of the other states such as Minnesota and Wisconsin and see who comprises their membership.

Rob Sproule: Suggested we contact the current membership and partner organizations holding the accountable for attendance or nominating someone that will attend. He suggested that minimum partnered group structure and then as many municipal or other individuals that are interested are more than welcome to participate.

Self-Assigned Tasks:

Reinee Hildebrandt and Sravya: Offered to get the forestry development language and take the current list which we can add to or subtract from and take that FDA language and create urban forestry language

Beth Corrigan will look for other examples from other states that are good examples of how they manage their operations. Next meeting we will put those things together and develop a final product from the obtained information.

Rob Sproule will develop a strategy for reaching out to the current list of Contacts. Then see what kind of response we get and then we can determine organizations and those individuals which ones are to be included in the larger committee structure.

Rob will write a description for the committee chair and secretary in terms of like formal title description.

Beth Corrigan will share with Rob her past responsibilities as secretary.

By- Laws development was put on hold until we have a chance to review and what we dig up from other groups. We exist at the grace of the council.

It was acknowledged that there won't be any legal aspect to this. It is simply a guiding Structure.

Rob Sproule: Reminded the group that everybody should have got a copy of the current work plan as a part of their packet.

Beth Corrigan revised the question were they going to try into and get their funding RFP released earlier or more quickly or cause we always run behind the eight ball on it. And so their funding hits, if approved July 1. So, we know that we have the potential to apply for funding for the next summer hopefully. (As opposed to next fall)

Rob Sproule responded, I think that's one of the goals, I think a lot of that talks just sitting out there until the state gets its larger funding sorted. There is also some discussion about identifying a focus for the grants or some parts of the grants each year. Since, it seems like lot of the grants, well this year there was an oak hickory savanna focused on the grants. May be rotating that around so that each interest group got some portion.

*****A discussion was held*****

Rob Sproule: Suggested making Urban Forestry focused on RFP recommendations. That could be something that we can identify on our strategic planning moving forward. Although the council May not be moving forward on grants next year. Maybe have a discussion on whether or not they should remain and then if they do decide remain what if any of the needs, budget and assignments and this comments need to change and then additional items that we may want to look at adding to the work plan.

WORK PLAN has been discussed and the accomplishments and 2017 plans have been summarized on the updated Matrix.

Partner Reports:

Beth Corrigan reported that her newsletter "The Community Trees" newsletter will go out tomorrow.

SMA is looking for host cities or host projects towards paid summer internships.

Scott Grams: Mentioned ILCA is absorbing programs and volunteers from a Non- Profit organization called MELA which is the Mid-West Ecological Landscape Alliance that dissolved on January 1st. We will be looking to put their MELA Conference in the FALL. In addition, in March we are looking to put on skills, Task Skills Training in Lake County. It will be a 2 day

event for all frontline labor or municipal and we will have a government rate. It will be on all aspects of landscape maintenance and landscape installation as part of a 2 day event and information should be up on our website next week. There will be a number of sessions on pruning and planting and things like that.

Reinee Hildebrandt: DNR sent out the Tree City News bits yesterday. This issue of TCU news bits had information about jobs across United States, grant opportunities and Tree City USA status update.

With Sravya's assistance we created the Community Accomplishments Recording System Manual, on the DNR website we have a post under USDA Forest Service in the partnership section showing you which communities are have been active in urban forestry in the previous year.

You can search by population size, we can search if a community has a management plan or whether they have a tree ordinance and you can also search by county or by staff or by volunteers.

Sravya created a manual on how to gather that information from that particular Map

Mike Brunk: ATWA is always looking for presentations. So, we've been trying to keep forestry in the forefront there.

Rob Sproule called to adjourn the meeting

Next meeting is on first Thursday in March, downstate.

Thanks everyone.

*******Meeting Adjourned*******