



# National Urban and Community Forestry Advisory Council

Fall 2016 Business Meeting  
Santa Fe Room, Indianapolis Marriot Downtown  
Monday November 14, 2016  
**9:00 AM - 5:00 PM Central**

## 9:00 – 9:15 **Introductions/Safety Message (Roll Call – Nancy)**

**Council:** Lance Davisson – Chair, Steve Goetz, Claire Robinson, Karen Firehock, Patti Hiram, Kamran Abdollahi, Walt Warriner, Sara Davis, Jan Davis, Eli Suzukovich, Scott Josiah, Lisa Ortega, Bill Hubbard, Liam Kavanagh, Robert Ruano

**Forest Service Staff:** Jan Davis, Lauren Marshall, Nancy Stremple

**Guests:** Susan Day, Kathy Wolf, Paul Ries, Larry Wiseman, Steve O’Sullivan (Alaska), Jennifer Smith (TN), Nashville City, Lance Herb Wagner - UF admin with Delaware, Susan Day, Mario Yanez, Miami, FL

### **Forest Service Leadership Remarks:**

- Patti- Welcomed and mentioned how NUCFAC is ahead of the trend compared to other FACA groups. Many allied organizations, recognize the importance of urban forestry and are citing the Ten Year Urban Forestry Action Plan, 2016-2026, TYUFAP. It was mentioned in the Forest Service’s program direction and State Forester’s resolution. The Next Farm Bill Authorization is coming up and we need to start the discussion of what is needed.
- The Forest Service Transitioning Team- Electronic briefs about our programs and activities are being sent over to the Department in preparation for the new incoming administration.
- Budget – We are in a Continuing Resolution, CR until December 9<sup>th</sup>, and probably through the rest of the year.

## 9:15 – 9:45 **Council Updates (Nancy)**

- Past Meeting Minutes – Approved via email (4 abstain, 10 approved) and posted to the website.
- Lance provided a summary for 2016.
  - Remembering past fellow Council member, Paul Revell
  - Engagement with the Secretary with the Action Plan’s 2015 report
  - The Forest Service Urban and Community Forestry (FS UCF) Year-in-Review related to the Action Plan on Program Direction
  - Grant categories aligning with the Action Plan,
  - Collaboration with the Sustainable Urban Forest Coalition, SUFC
  - The National Association of State Forester’s, NASF resolution to support the Action Plan in their urban forestry programs.

**1 COMPLETED ACTION:** Public attendee, Herb Wagner, from Delaware requested nomination information. Nancy to send Mr. Wagner a nomination application. Nancy emailed the application to Mr. Wagner.

- Grants Team- 2016 Grants Recommended, (Handout), 2017 under review, finalizing 2018 announcement for January 2017



- Nominations – Vetting finalized all nominees were cleared. Jan briefed the Council on the status of the nomination process.

#### **9:45 – 10:15 Council Work Team updates**

- UCF Ten Year Action Plan (TYUFAP) - Implementation/Outreach – Claire Robinson /Liam Kavanagh briefed the Council on possible next steps to the Collective Impact Model. Suggest members could fill out the spreadsheet from their representative group activities. Activities would align with the Action Plan. This should help determine- what information, we need, How we can capture the activities, and, provide informative feedback.

**2 COMPLETED ACTION:** Claire to send information to the Council. *The Forest Service received an electronic copy during the meeting from Walt.*

- Annual Report to the Secretary of Agriculture – Bill Hubbard (Handout) briefed the Council on the status of the annual accomplishments to the Action Plan and possible recommendations. He asked each member to look for accomplishments with the groups each member represents for examples of accomplishments outside of the Forest Service. The group discussed changes in terminology in the report.

**3 ACTION:** Nancy was asked to send the link to the Cars Report to the mailing list and to applicable members of Congress. Jan mentioned she shares the report with Leslie Jones in the Department, which is due by the end of December.

**4 COMPLETED ACTION:** Jan will contact DUS Leslie Jones to gauge interest in an “in person” meeting regarding the annual report and accomplishments. Completed November 21. Result: DUS Leslie Jones would like Jan (by way of FS ADC) to send a copy of the reports by the end of the calendar year for her review.

**5 COMPLETED ACTION:** Bill requested some potential accomplishments from the Council / representative groups to finalize the plan before the end of December.

- 2018 National UCF Challenge Grant Category – Sara Davis (Handout). A draft Request for Proposals with the new category was sent to the grant team to review. Sara- summarizes the grant category. She is transitioning her work group lead over to Scott. Scott suggested modifying the process and having only one proposal instead of a Pre and Full proposal. The items will be discussed during the work groups break out session.

**6 COMPLETED ACTION:** Revisit the pre-proposal /full proposal grant process during break out. The Council agreed with the work team’s recommendation to have one proposal for 2017 and 2018. This will eliminate the interview session and the full proposal.

- Leadership Team - Lauren mentioned the posting of the website and requested photos for future postings.

**7 ACTION:** Council members to send Lauren photos via [nucfac@fs.fed.us](mailto:nucfac@fs.fed.us)

- Scott- mentioned the administration’s proposed cuts to UCF. Council members suggested as a recommendation to have the Secretary provide continual funding support for UCF. (Note: Funding support comes from Congressional Appropriations not the Secretary)



**8 ACTION:** Lauren/Council to investigate ways to request funding or support of resources to implementing TYUFAP.

- The Council discussed ways to work with the new administration and provide them with key talking points about the TYUFAP. To be discussed more in the breakout session.

Question: Do we know if the CARS state/communities contacts have been informed about the Ten Year Urban Forestry Action Plan? Karen mentioned her local contacts have not heard about it. Jan stated it is on the agenda for the State/Federal Coordinator meeting tomorrow.

**9 ACTION:** Send TYUFAP information link to the State Coordinators.

Question: Can our representative groups lobby to support the Action Plan and Annual Recommendations? Answer: The Council can't lobby, however the individual groups can lobby, as long as, it is not in conjunction with Council activities and the Council cannot be mentioned.

- Work Teams and Leadership structure Lance – Claire and Liam will look at a transition process from old to new members.

**10 ACTION:** Lauren – Council members can send information to the Forest Service, via the NUCFAC mailbox [nucfac@fs.fed.us](mailto:nucfac@fs.fed.us)

10:15-10:30 **National Partners Discussion (Lance and Lauren)**

- Lauren- Technology and Science Delivery (TSD) Team members are working on ways to better communicate the best practices. They are creating web platform with American Forests, AF.
- An UCF grant with the National Association of Regional Council, NARC, created a website similar to the AF website. It was decided to merge the two websites into one. It brings in new players - Arbor Day's-Growth award, AF individual cities, and, Davey. It will help all to have a better understanding of the best of UF science. It compliments guidance from TYUFAP recommendations and can provide cities the information needed for a growth award or certification.  
Council – Request that they leave in the human component.

**11 ACTION:** When the platform launches, work with Arbor Day Foundation to ensure the Tree City USA communities are aware of it.

- Scott-National Association of State Foresters NASF Resolution- NASF has formally adopted the Ten Year Urban Forestry Action Plan as an official guidance document for their urban forestry programs.

**12 ACTION:** Send FS Program Direction to Council Members.

10:30 – 10:45 **Break**

10:45 – 11:15 **Forest Service Updates (Lauren and Jan)**



- **Program & Budget:** Jan explains that a Continuing Resolution CR means one can only spend as much as you spent the year before.
- **CARS page:** The total number of communities assisted and number of people living in communities served are the areas we discuss the most. Communities cannot plant trees, unless there is a program to keep them alive.
- The Landscape Scale Restoration program did well this year and included a number of urban forestry projects.
- **Council Travel** – We have a new NUCFAC Travel Form (Handout). Members are to use this for their travel tracking and reimbursement.

**13 COMPLETED ACTION:** Sent the electronic travel form out again. Nancy emailed the form to the Council.

- Jan- Utilization of the Ten Year Urban Forestry Action Plan is cited in the NASF Resolution; this year in the Chief's direction to FS, he specifically mentioned following the plan's guidance. It is located in objective E, where it states the Forest Service will utilize action plan.
- **Initiatives-** Lauren mentioned activities with TSD, NOAA -Five Star, National Brownfields Network, and National Mitigation Investment Strategy. FEMA – they discussed alignment of funding before disasters. We are hopeful in aligning programs to support Green Infrastructure.
- **UCF Year in Review/Implementing the 10 Year Action Plan, (TYUFAP) (Handout),** Lauren goes over the FS summary of the how FS addresses the TYUFAP.

**14 ACTION:** Lauren request stories and pictures for website. (I.E. MFI success story on internships has to link an external site.)

- **Capturing TYUFAP public input.** The Forest Service UCF staff have created a template letter to respond to the public input. Input will be collected and if there is no critical action needed, it will be combined for review with other requests. Within two to three years, the collected requests will be reviewed to determine if the Council needs to amend the Action Plan. An example of the letter is provided. The letter shows how we address recommendations/comments and how their work is highlighted and elevated.

Question: If people sent something in and it was address, then can this information be also be posted to the website? Answer: Yes, once it is logged in and reviewed by the Council work team.

**15 ACTION:** Send Ms. Martin's letter to Council Members. Post letters to the website when finalized.

- **USDA Civil Rights Barrier Analysis (Exit Interview Process; Diversity Recruitment) (Handout)**
  - Jan goes over the Department's Barrier Analysis Process for FACA Charter renewals.
  - Lauren discusses setting up exit interview questions for Council members rotating off the Council. She will send the draft questions to Lance.
  - Jan discusses the diversity recruitment process that staff are implementing.
- **Past Grant Impact Assessment-** Bill summarizes the status of the impact analysis. So far the team has identified grants, contacted grantees, sent assessment questions, and scheduling follow up conference call interviews. We hope to have something by early spring.



**16 ACTION:** Nancy will post the letter and assessment to the grants. Include the impact questions in the RFP and the award letter.

- Eli – Suggest outreaching more to Native American Foresters. Tribal Foresters are starting to outreach to urban areas. A few tribes in the Midwest are creating government branch offices. This is a big issue. Reaching out to Tribal Foresters.

**17 COMPLETED ACTION:** Nancy to follow up with Eli to gather additional information and add to the contact list and website. Nancy emailed Eli to follow up on collecting and networking information.

**11:15 – 11:30 Public Input: “Urban Forestry for Stormwater Management.” Grant Feedback Session (Larry Wiseman)**

- Larry Wiseman discusses the implementation of their grant “Urban Forestry for Stormwater Management.” A listening session will be held during the Partner’s Conference. The content is completed, but not the process. They seek input from the Council and the public. It is a “Learned Development” process, and how it will be built around the Davey documents. We also we are including the “Why”. There are many ways to link these two websites together.

**11:30 – 11:45 Council Activities Discussion**

- NUCFAC Presence at the Partners Conference
  - Other Pre-Conference meetings Tuesday November 15<sup>th</sup> were discussed
  - NUCFAC Booth or Exhibit – Council members will take turns staffing the booth.

**11:45 -12:45 Lunch Break – On Own**

**12:45 – 1:00 Technology & Science Delivery Team Update**

- Captured during Forest Service Updates

**1:00 – 1:30 Dr. Kathleen Wolf, Ph.D., University of Washington- SCYPE Slides provided**

Project Report - Economic Valuation of Urban Greening Human Health Benefits

This project builds off of the research database of the Green Cities: Good Health web site, our team identified potential valuation opportunities. We screened peer-reviewed studies to access the best available of “benefits” science. Applying both market and non-market economic valuation approaches the team monetized several benefits sets. They recognized that the benefits science and our analysis indicates that having trees and nearby nature is essential for health across the entire human lifecycle, from cradle to grave.

Kathy Discussed:

1. An overview of our process and findings – She will be speaking about this in greater detail at the Partners' Conference
2. Shared products from the work - including collaborative science delivery product with The Nature Conservancy
3. Identified opportunities to engage with the public health and medical communities to enlist their support for urban greening and urban forestry

- Health Care Design Conference  
Update on grants



- Shared Research information in the TYUFAP Research Needs
- The sustainable sites, represents a lot of different input in which human and community health stood out.
- The Economics of Urban Greening for Human Health. They will set up process with partners and analysis.
- What was the green condition – peer review articles, just scratching the surface of the cradle to grave benefits human receive about 11.7 billion in benefits.
- Grant Green Cities Good Health collection of human health research and studies continuation
- Nature Riche's: The Health and Financial Benefits of Near-by Nature

#### Summary

- Evidence-based human health & wellness benefits
- Economic consequences!
- Market & non-market valuations
- First efforts – promising!
- Demonstrating return on investment

1:30 – 2:00 **Dr. Susan Day, Ph. D Dept. of Forest Resources and Environmental Conservation -**  
(Handout)

Virginia Polytechnic Institute and State University

Project Report: A Regional Approach to Understanding the Urban  
Forestry Workforce and Building its Capacity through Collegiate  
Programs

Society of American Foresters (SAF) has developed a specialized accreditation for urban forestry curricula, and universities are investing in urban forestry programs. However, student enrollment in these programs remains low, threatening both the availability of qualified urban forestry professionals and continued development of the profession.

The project will create and implement a regional recruitment plan that can be replicated nationally to increase enrollment and professional development.

Recruitment products and strategies will be implemented throughout the region by each partner. Complementary efforts will target underserved populations by leveraging a capacity-building initiative underway at Virginia State University. They will validate results via enrollment data and follow-up surveys. Results will be made available for use in other regions via a central website, presentations at conferences, and journal publications.

They suggested SUFC as a convener of a national round table. SAF and ISA could be the co-leaders. SUFC may be the best entity to host.

2:15 – 2:30 **Discussion of Presentations & Rest of Day Schedule**

Claire Liam, Bill Sara's group, Lisa, Nancy and Steve

2:30 – 2:45 **Break**

2:45– 3:45 **Council Break Outs** (Handout)

- Annual Accomplishment Report, Grants, and TYUFAP Teams

3:45 – 4:30 **Report Outs**



- **Grants**

Grant Team – discussed the grant process, how it evolved to its present state. Nancy explained how the interview process was introduced. The group discussed how the process could be modified to have one proposal and no interviews. The review questions and comments would be the venue to make changes in the proposal to its final version for award consideration.

- **TYUFAP implementation team-** Claire and Karen present funding alternatives. There is an environmental funder's network. Some of the funders are driving the subject matter of what they fund. The objective is to seek funding from different groups.

Liam- the urban waters model is very successful in NYC. It leverages local, state, and attracts other contributors, (Goldman Sachs), we could do something similar with the Federal Government.

Lauren- maybe DOI, HUD, DOT? Look at reframing the verbiage, (i.e. Community based solutions, empowerment helping people help themselves, etc.). An Urban forestry parallel for urban waters.

**18 ACTION:** Claire to meet with everyone of over the next 3 days to discuss the best options

4:30 – 5:00 **Meeting Close Out Discussions** - Next steps, awards, next meeting dates

- Council to staff booth at conference with the TYUFAP Posters.
- Jan presented the appreciation awards to those Council members (Sara, Walt and Steve) scheduled to rotate off the Council at the end of December 2016: (Note: Members may serve until their replacement appointees are made.)
- The next meeting is to be scheduled one day within the first two weeks of February.

**19 COMPLETED ACTION:** Nancy to send out a Doodle Poll to determine the dates of the next meetings. February 9, the virtual meeting will be held 10 AM to 5PM Eastern

The Summer NUCFAC meeting is schedule for the week of July 17th. Travel will be on Monday July 17 and Thursday 20/ Friday 21. Meeting dates will be Tuesday July 18, Wednesday July 19 and a half day Thursday July 20, 2017. The location is at the FS Research Field Unit in Queens, NY.

The Fall Partners Conference and NUCFAC business meeting is scheduled for November in Tulsa, OK.

5:00 **Adjourn**

**Summary of Action Items:**

1. **COMPLETED ACTION:** Nancy to send Herb/ Delaware a nomination application.
2. **COMPLETED ACTION:** Revisit the pre-proposal /full proposal grant process during break out. Karen has some distinct thoughts for the grant program. Completed FY 18 will have one proposal and no interview segment.
3. **ACTION:** Nancy to send the link to the Cars Report to the mailing list and to applicable members of Congress.
4. **COMPLETED ACTION:** Jan will contact DUS Leslie Jones to gauge interest in an "in person" meeting regarding the annual report and accomplishments. Completed November 21. Result: DUS Leslie Jones would like Jan (by way of FS ADC) to send a copy of the reports by the end of the calendar year for her review.
5. **COMPLETED ACTION:** Bill requested some potential accomplishments from the Council / representative groups to finalize the plan before the end of December.



6. **COMPLETED ACTION:** Revisit the pre-proposal /full proposal grant process during break out. The work team decided to have one proposal for 2017 and 2018. This will eliminate the interview session and the full proposal.
7. **COMPLETED ACTION:** Council members to send Lauren photo's via [nucfac@fs.fed.us](mailto:nucfac@fs.fed.us)
8. **ACTION:** Lauren/Council Investigate ways to request funding or support of resources to implementing TYUFAP.
9. **COMPLETED ACTION:** Send TYUFAP information link to the State Coordinators.
10. **COMPLETED ACTION:** Lauren provided the members with NUCFAC mailbox [nucfac@fs.fed.us](mailto:nucfac@fs.fed.us)
11. **ACTION:** When the web platform launches, work with Arbor Day Foundation to ensure the Tree City USA communities are aware of it.
12. **COMPLETED ACTION:** Send FS Program Direction to Council Members.
13. **COMPLETED ACTION:** Send Travel form out again.
14. **ACTION:** Lauren request stories and pictures for website. (I.E. MFI success story on internships has to link an external site.
15. **COMPLETED ACTION:** Send Council Ms. Martin's letter to Council Members. Post letters to the website when finalized. Nancy posted Ms. Martin's letter to the Website. Still pending – reply letter back to Ms. Martin.
16. **COMPLETED ACTION:** Nancy to post the grant impact letter and assessment. Include the impact questions in the RFP and the award letter. Letter posted to website and will be posting questions once updated.
17. **COMPLETED ACTION:** Nancy to follow up with Eli to gather additional information and add to the contact list and website. Nancy emailed Eli to follow up on collecting and networking information.
18. **ACTION:** Claire requested to meet with everyone of over the next 3 days. Claire will provide feedback to the NUCFAC Chair.
19. **COMPLETED ACTION:** Nancy to send out a Doodle Poll for next meeting dated

Winter meeting 1 day virtual February 9, 2017 10:00 AM TO 5:00 PM EASTERN

Summer meeting, NYC urban research station. July 18, 19<sup>th</sup>, 20

Fall meeting During Partners Conference, Tulsa, OK, November TBD