

Public Engagement Meeting #7 Minutes
450 Columbus Meeting Room A (floor 11)
Friday, February 21, 2020
1:30 pm – 3:00 pm

1. Award Ceremony

- a. Confirm Award Categories
 - i. Agency Change Maker, nominated by every SSO: 36 individuals, names called, stand briefly
 - ii. Most Impactful Project: Co-Chairs will introduce, present to an agency
 - iii. Governor's Recognition Award: Gov. Lamont will present, individual's bio, come to podium. photos
- b. Logistics
 - i. **SURVEY** participating agencies, solicit nominees
 - ii. Date: Friday April 24 or later
 - iii. Time: tbd
 - iv. Location: LOB Atrium – Ask the Governor for his preference
 - v. Waste receptacles on site: ensure trash, compost, recycle
 - vi. Visual Displays: Awardees and their projects
 - vii. Vendors: CT Green Bank, Blue Earth Composting?
- c. Invitees:
 - i. Essential: Gov. Lamont, Co-Chairs
 - ii. Important: SSOs, EO#1 project team members
 - iii. Community Partners: Sustainable CT towns, Governor's Council on Climate Change (GC3)

2. SCSU Ribbon-cutting for expanded solar capacity

3. SCSU GreenerGov Workshop – half day, Fall 2020

- a. Discuss the goals of the event and anticipated benefits for agencies and project teams:
 - i. Describe successful projects that could be brought to scale
 - ii. Consider having a display table per topic
- b. Logistics

4. Plan for reviewing sustainability strategies due by March 1:

- a. Keep it simple, relatable, keep it fun!
- b. Photos, diagrams, graphs
- c. Rose will collect, send out to all PE members for editing/simplifying/etc.
- d. Due date will be prior to next PE meeting

5. Review Public Engagement Team Goals: **HOMEWORK BEFORE NEXT MEETING Please review and be ready to comment on these 😊**

Public Engagement

Prepare case study template

- Create a template used to consolidate previous and/or ongoing success stories into concise, shareable, and engaging case studies.
- Prepare plan for disseminating case studies that integrates into broader internal and external communications plan of GreenerGov CT.

- Members of this team will attend meetings of the other project teams as needed to understand their projects to better communicate about them/market successes.

Plan 2020 Award Ceremony

- Manage all aspects of a GreenerGov CT awards ceremony, including: developing award categories, establishing the nominations process, selecting a venue, appropriate speakers, and other applicable elements of the ceremony.

Increase the visibility of greener gov programs

- Administer communications and outreach campaigns via internal and external methods of communication.
- In 2020, prepare a plan for sharing GreenerGov progress and important news with stakeholders as identified by the stakeholder mapping, seeking to continually improve communication strategies and engagement levels.

Consult with other teams

- Compose templates for case studies that communicate all aspects of successful projects that make it clear for agencies to potentially replicate. Work with other impact project teams directly to assist them with marketing successful pilot projects and sharing resources.
- Support other teams with their creation of outreach materials with marketing and design consulting

EO #1 Survey (draft)

Your agency is an important partner in fulfilling Governor Lamont's Executive Order #1. As a key stakeholder, you are asked to provide nominations for each of the three award categories, below.

1. Agency Change Maker Award
2. Most Impactful Project Award
3. Governor's Recognition Award