

CRRA 2008 Annual Conference
“Climate Change is Not a Game – We Can Lose!”
Program Planning Meeting
Tuesday, November 13, 2007, 3:30 AM

Present: Bob Nelson, Shelly Reider, Gary Liss, Julie Muir, Judi Gregory, Rose Niemi

Committee Responsibilities

Bob Nelson is the chairperson. There will be at least monthly meetings, plus some special meetings to get out initial items such as the call for speakers.

Staff Involvement with Committees

Judi went over staff involvement. Staff will not regularly attend the Program Committee meetings. Please take minutes of meetings and forward them to both Judi and Tracie, and outline any action items or questions for Chair/staff. Once the speakers and sessions have been identified, the committee will work with staff to coordinate speaker/moderator confirmation letters, A/V needs, room assignments and speaker needs.

Review Timeline & Tasks

The following items are identified on the committee list. If there are updates, please send to Judi.

- a. Create call for ideas
- b. Call for papers
- c. Determine the sessions, speakers, and moderators

Current items in the Timeline.

- Call for Ideas for tracks/sessions 10/1/07
- identify tracks 11/15/07
- call for speakers 12/1/07
- review papers 1/15/08
- Finalize tracks/sessions 2/1/08
- submit list of sessions for web/ tri-fold 3/1/08
- recruit additional speakers 4/1/08
- submit final list sessions desc to reg brochure 4/15/08
- confirm speaker information 4/15/08
- recruit moderators 4/15/08
- develop/distribute guidelines to moderators 5/1/08
- submit detailed track/speaker info for program 5/1/08
- session confirmations to moderators 6/1/08
- arrange speaker travel & lodging 6/1/08
- submit call for presentations to newsletter
- submit call for speakers to newsletter

ACTION: Update the timeline and send changes to Judi.

Program Structure

Bob sent out a draft program outline. It already contained some ideas from the surveys and other ideas received from the membership. **ACTION:** review the document to see what ideas are currently out there.

ACTION: Bob Nelson will follow up with Tracie on coordinating all program related items for the conference. Gary shared concern over TC and Exhibit hall planning other workshops sessions that may overlap with content of what the program is doing

Call for Speakers: Needs to be a priority to get this out timely this year so that there is plenty of time for the program committee to review and arrange the program. Goal of getting the call for speakers out in December.

ACTION: Bob, Judi and Julie can discuss how to set up the online submission either via an online form or with survey monkey. **ACTION:** Judi will follow up with Survey Monkey on how to compile the information.

Brainstorm

Gary shared that there are lots of ideas in the conference theme idea that could go in to the call for papers. Ideas that the committee came up with:

- Renewable energy credits
- Demonstration of the warm model (strengths, weaknesses and how it supports programs)
- Here from other cities other than big cities – how do cities on a shoestring make things happen
- Debris management from the fires and evacuee recycling practices
- MySpace and FaceBook
- Not what a city did, but “how they did it”, the “how to’s” of programs
- Using games to help educate
- Successes and challenges – how do you address
- Rural activities
- Hawaii – or beyond CA
- Environmental impacts of what/how we eat
- Make sure to cover climate change and reach out to other organization that are working on climate change
- Cool cities (getting them to include zero waste)
- Climate Change roundtable or session to educate Legislators

ACTION: Julie will propose Alice Walker as a potential keynote.

ACTION: Bob Nelson – call Michele Young

Next Meeting: shooting for Tuesday afternoons. Bob will send around suggestions via email