



**Annual Business Meeting  
Board of Directors  
April 15, 2021**

**Present:**

Olivia Achuko, DOEE  
Fatemeh Allahdoust, VDOT, Vice Chair  
Gary Allen, Center for Chesapeake Communities  
Marina Budimir, Commuter Connections  
John Bullock, City of Baltimore  
Austina Casey, DDOT  
Phil Croskey, MD Energy Advisors  
William Ellis, PEPCO, Chair  
Matthew Gaskin, DDOT  
Jim Gilchrist, Maryland House of Delegates  
Mary Haberl, Virginia Green Initiative  
Dawn Hawkins-Nixon, Prince George's County  
Leta Mach, City of Greenbelt  
Randy Mosier, MDE  
Brian O'Malley, CMTA  
Jennifer Raley, SMECO  
Najib Salehi, Loudoun County  
Kari Snyder, MDOT  
Mike Sowko, NWS  
Glenna Tinney, Citizen Representative  
Janiece Timmons, WMATA  
Kudret Utebay, The Cadmus Group  
Brittany Whited, DOEE

**Staff:**

Rebecca Davis, Clean Air Partners  
Adrienne Dealy, Sherry Matthews  
Jen Desimone, Clean Air Partners/MWCOG  
Nicole Hebert, BMC  
Lauren Mahler, Sherry Matthews  
Kenna Swift, Sherry Matthews

**Call to Order:** Fatemeh Allahdoust called the meeting to order at 12:00 pm. The minutes were approved as submitted.

**Nomination of Members and Officers:** Nicole Hebert, BMC

The following new members were nominated:

Sheila Ruth, MD House of Delegates

The following renewing members were nominated:

Olivia Achuko, DOEE  
Austina Casey, DDOT  
Randy Mosier, MDE  
Kari Snyder, MDOT  
Sevgi Rudd, VDEQ  
Fatemeh Allahdoust, VDOT  
Susan Anenberg, George Washington University  
Robin Burns, Lyft  
Jennifer Raley, SMECO  
Kudret Utebay, The Cadmus Group  
Tracye Funn, Washington Gas  
Janiece Timmons, WMATA  
Brian O'Malley, CMTA

A motion was made to accept the slate of nominees and officers. After a second motion, the Board approved the slate of members and officers.

### **Closed Session**

**Contracts:** Jen Desimone

Jen Desimone provided an update on the contract reviews. The Finance Committee recommended extending the Education Program Manager contract for 1 year.

The Board unanimously approved the Finance Committee recommendations.

### **Business Meeting**

**FY 2022 Work Program and Budget:** Jen Desimone

The FY 2022 work program and budget was presented to the Board.

The FY 2022 budget is \$848,204. The State DOT's and COG contribute 72% of the budget. Sponsorships account for 3% and carry-over contributes 26%. The FY 2022 budget increased by 20% due to funding increase from VDOT, DDOT, and carryover funds.

The work program is broken into 4 program areas including:

1. Education and Outreach – 36% of total expenditures
2. Marketing and Public Awareness – 35% of total expenditures
3. Special Projects – 19% of total expenditures
4. Program Administration – 10% of total expenditures

The Board voted and unanimously approved the work program and budget with an amendment to the work plan to include developing a white paper on a framework to integrate climate, transportation, environmental justice, and regional development in air quality planning. Funds will not exceed \$20,000.

**Marketing and Fundraising Updates:** Kenna Swift, Sherry Matthews

The Committee was updated on the 2021 summer campaign. Due to the COVID-19 pandemic, a responsive plan is needed to continue to respond to current conditions. The summer campaign will focus on virtual channels, emphasize engagements, build on media relations, and expand partnership networks.

The summer campaign will launch during Air Quality Awareness Week and include paid social media, digital influencers, and daily social media challenges. Staff will engage reporters and meteorologists to cover Clean Air Partners' activities and tips during Air Quality Awareness Week.

Staff is coordinating sponsorships with Commuter Connections, SMECO, Washington Gas, and Electrify America.

**Education Update:** Rebecca Davis, Clean Air Partners

Rebecca provided an update on education program activities.

- Clean Air Partners' annual poster contest has closed. Winners will be announced on Earth Day.
- Clean Air Partners sponsored local science fairs, which were held virtual.
- Presented curriculum modules at DC Teachers night.
- Submitted a blog post on the curriculum to the Bay Backpack.
- Recording video lessons to promote during Air Quality Awareness Week.
- Coordinating with DOEE on a Nature Connections livestream.
- Clean Air Partners has the opportunity to take over the 1-minute climate change video project (formerly coordinated by OSSE). This would open the project to students across the Baltimore-Washington region.
- The summer program, through summer camps, is to-be-determined.

**Clean Commute Month:** Nicole Hebert, BMC

BMC is working to grow their Clean Commute Month initiatives in 2021. BMC will be piloting programs including Scavify, Bicycle Benefits, and Walk with a Doc. Love to Ride and Bike to Work Week will also continue and expand on the previous year. Programming efforts will also address equity issues and improve outreach to underserved communities.

**Adjournment:** 2:00 pm