



WELCOME



Annual Environmental Job Development All-Grantee Meeting



May 4 – 6, 2021
Environmental Workforce Training
Moving Forward

Schedule at a Glance

TUESDAY, MAY 4			
START	END	EVENT	IDENTIFIER
12:00 pm	12:45 pm	Welcome & Introduction / Housekeeping / EPA Updates	P1
12:45 pm	1:15 pm	Regional Breakouts: Regions 1 - 3 Regions 4 - 7 Regions 8 - 10	B1 B2 B3
1:15 pm	1:35 pm	BREAK	
1:35 pm	2:10 pm	Student Perspectives	P2
2:10 pm	2:50 pm	Grant Administration	P3
2:50 pm	3:00 pm	Daily Wrap-up	P4
WEDNESDAY, MAY 5			
12:00 pm	12:15 pm	Welcome & Housekeeping	P5
12:15 pm	12:55 pm	Partnership Development Community Awareness and Social Media Program Reporting & ACRES	B4 B5 B6
12:55 pm	1:15 pm	Break	
1:15 pm	1:55 pm	Community & Labor Market Assessment Substance Abuse and Program Landmines Impacts and Lessons Learned During the Pandemic	B7 B8 B9
1:55 pm	2:15 pm	Break	
2:15 pm	2:55 pm	NIEHS Worker Training Program Update	P6
2:55 pm	3:00 pm	Daily Wrap-up	P7
3:00 pm	3:30 pm	After Hours: EWDJT Grantee Tour	P8
THURSDAY, MAY 6			
12:00 pm	12:15 pm	Welcome & Housekeeping	P9
12:15 pm	12:55 pm	Recruitment and Screening Training Strategies in the Era of COVID-19 Leveraging with Partnerships	B10 B11 B12
12:55 pm	1:15 pm	Break	
1:15 pm	1:55 pm	Curriculum & Training Program Tune-up and Grant Writing Strategies Health and Safety for Program Managers	B13 B14 B15
1:55 pm	2:15 pm	Break	
2:15 pm	2:55 pm	Student Retention & Support Services Tips, Tools and Ideas for Grantees Graduation, Placement & Tracking	B16 B17 B18
2:55 pm	3:00 pm	All-Grantee Meeting Wrap-up	P10

AGENDA COLOR KEY

Date
Time/Event/Identifier
Plenary Sessions
Concurrent Sessions
Breaks

Detailed Agenda

This year's Annual All Grantee Meeting will be a virtual open discussion addressing Environmental Workforce Development and Job Training (EWDJT) grantees in the era of COVID-19 and the implications that will be emerging as the pandemic abates. Breakouts will address issues for organizations (1) interested in obtaining EWDJT funding, (2) new grantees and (3) existing grantees whose programs have been impacted by the COVID-19 pandemic. Participants will share ideas, present strategies to address critical issues and explore innovative approaches to EWDJT.

PLEASE NOTE: All times listed in EASTERN DAYLIGHT TIME (EDT)

Tuesday, May 4

12:00 pm **WELCOME / INTRODUCTION / HOUSEKEEPING/ EPA UPDATES (P1)**

Meeting goals and objectives • Working with Zoom • Plenary and breakouts • Introduction of HMTRI STAFF and EPA Headquarters staff • Recognize Regional Coordinators and special guests • EWDJT history • Environmental Justice • Current status of the program • Trends, news and recent developments

- Heather Ballou, Mike Senew, & Steve Fenton, HMTRI
- David Lloyd, Director, Office of Brownfields & Land Revitalization, EPA HQ

12:45 pm **EPA REGIONAL MEETINGS**

Introductions • Expectations • Reporting • Communications • Current regional events • Regional networking

- ✓ Regions 1, 2, & 3 — (B1)
- ✓ Regions 8, 9, & 10 — (B3)
- ✓ Regions 4, 5, 6, & 7 — (B2)

1:15 pm **BREAK**

1:35 pm **STUDENT PERSPECTIVES (P2)**

Experiences from the perspective of EWDJT participants and graduates • Feedback from EWDJT participants and graduates • Positives and negatives of the EWDJT program from a student's perspective • Feedback from EWDJT supporters, advisors, stakeholders and graduate employers • What EWDJT can contribute to the community

- TBA

2:10 pm **GRANT ADMINISTRATIONS (P3)**

Introduction to EPA cooperative agreements • Grantee responsibilities • Sub-grantees • Partners • Vendors • Consultants & contractors • Supplies • Competitive bidding • In-kind donations • Audits • Record keeping requirements • Regulations and debarment • Allowable and un-allowed program costs • Common mistakes made by program managers

- Jim Drummond, Senior Environmental Employment Program, Office of Grants and Debarment, EPA

2:50 pm **DAILY WRAP-UP (P4)**

- Heather Ballou, Mike Senew, and Steve Fenton, HMTRI

Wednesday, May 5

12:00 pm **WELCOME / HOUSEKEEPING (P5)**

- Heather Ballou, Mike Senew, and Steve Fenton, HMTRI

12:15 pm **CONCURRENT SESSIONS**

✓ **Partnership Development (B4)**

Partners and supporters that can sustain a workforce development program • Engaging partners effectively • Program supporters • Sub-grantees • Contractors and trainers as partners • Selection and recruitment of partners • Workforce Investment Boards • One-stops and social service agencies • Using WIBs to recruit, screen and place participants • Case management opportunities • Working with health and human services agencies • Qualifying students for benefits • Leveraging social service opportunities • Identifying governmental agencies with common interests • Working with faith-based and other nonprofits • Locating nonprofits with common interests • Nonprofits as sub-grantees

- TBD

✓ **Community Awareness and Social Media (B5)**

Social media strategies that work • Working with faith-based organizations • Selling EWDJT to the community • Program marketing • Enlarging the pool of program applicants • Developing applicant awareness • Program marketing • Open house events • Current participants and alumni as ambassadors • Traditional media strategies • Social media platforms • Radio & print • Open house events • Formal presentations • Brochures and fact sheets • Effective websites • Virtual meeting tools

- TBD

✓ **Program Reporting & ACRES (B6)**

ACRES overview and update • How is the data used • ACRES Issues • Using ACRES • Questions

- TBD

12:55 pm **BREAK**

1:15 pm **CONCURRENT SESSIONS**

✓ **Community and Labor Market Assessments (B7)**

Enlarging the pool of potential employers • Types of labor market assessments • How to conduct a comprehensive labor market assessment • Locating remediation and PLA projects • Working with EPA assessment and cleanup grantees • Using EPA scanning tools • Community assessments • Working with City Hall • Identifying redevelopment contractors • Opportunity and EZ zones • Environmental justice considerations • Selecting target communities

- TBD

✓ **Substance Abuse and Other Program Landmines (B8)**

Drug testing as an acceptance criteria • Random drug testing • Testing as a condition of graduation • Selecting the appropriate drug testing protocol • Rehabilitation programs • Harassment policies • Gender neutrality • Anger management • Attendance and tardiness • Critical issues that lead to program failure • Incomplete labor market assessments • Recruitment failures • Inadequate attention to participant needs • Revising work plans • State vs employer drug policies

- TBD

- ✓ **Impacts and Lessons Learned During the Pandemic (B9)**
 Learning from past mistakes & challenges • Shifting budgets • Training schedules • Class size reduction • Curriculum revisions • Recruitment and screening • Student retention • Employer and partner participation • Student interaction • Transportation issues • Program planning • Starting and stopping again • Adapting to changing situations • Facility upgrades and alterations
 - TBD

1:55 pm **BREAK**

- 2:15 pm **NIEHS WORKER TRAINING PROGRAM & COVID-19 RESOURCES (P6)**
 Introduction to the National Institute of Environmental Health Sciences (NIEHS) • The NIEHS Worker Training Program • Professional development and training resources • COVID19 efforts and resources
- Sharon Beard, Worker Education and Training Branch, NIEHS

- 2:55 pm **DAILY WRAP-UP (P7)**
- Heather Ballou, Mike Senew, and Steve Fenton, HMTRI

- 3:00 pm **AFTER HOURS: EWDJT GRANTEE TOUR (P8)**
- TBD

Thursday, May 6

- 12:00 pm **WELCOME / HOUSEKEEPING (P9)**
- Heather Ballou, Mike Senew, and Steve Fenton, HMTRI

12:15 pm **CONCURRENT SESSIONS**

- ✓ **Recruitment and Screening (B10)**
 Recruitment strategies • Finding and recruiting students most likely to succeed • Student screening, assessment and testing • Acceptance criteria • Student screening, assessment and testing • Student contracts and expectations • Covering the costs of assessment tests • Selecting the appropriate assessment tools • Student physicals • Working with diverse populations • Ex-offenders • Women • Youth • Other special populations • Working with educational and cultural disparities • Revising screening methodologies due to COVID-19
 - TBD
- ✓ **Training Strategies in the Era of COVID-19 (B11)**
 Techniques for keeping students interested and engaged • Training facilities • Distance learning strategies • Digital training materials • Subdividing training cohorts • Training requiring close contact • Preparing for program interruptions • Digital platforms • Classroom safety • Student screening • Technology in the classroom • Training configurations and student distancing • Self-directed training • Working with training providers • Other public health considerations • Revising screening methodologies due to COVID-19
 - TBD
- ✓ **Leveraging with Partnerships (B12)**
 Partnerships with organized labor • Fund raising events • In-kind assistance • Employer assistance • Local grants and foundation support • Private/public partnerships • Synergistic grant opportunities • Faith-based and community support • Sources of in-kind support • MOUs and commitment agreements • Recruiting potential leveraging partners • Supplemental funding from program

supporters • Establishing an Advisory Board • Recruiting Advisory Board members • Expectations of the Advisory Board • Using Advisory Boards wisely • Developing employer relationships • Employer open house events • Using employers and advisors as instructors • WIBS & other governmental service organizations

- TBD

12:55 pm **BREAK**

1:15 pm **CONCURRENT SESSIONS**

✓ **Curriculum & Training (B13)**

General categories of EPA supported curriculum • Brownfields hazardous waste assessment and cleanup • Solid Waste Management or Cleanup • Superfund site cleanup and innovative and alternative treatment technologies • Wastewater treatment • Emergency planning, preparedness, and response • Enhanced environmental health and safety • Stormwater Management • Innovative approaches such as Green Infrastructure • Certification programs • Integrated Pest Management (IPM) • Popular course offerings within EPA supported categories • National and State certifications • Unsupported environmental training • Life skills training • Remedial education programs • On-line, hybrid and in person curriculum • Finding and vetting qualified training providers • Other leveraged supplemental training • Supported vs unsupported training

- TBD

✓ **Program Tune-up and Grant Writing Strategies (B14)**

Preparing for the next grant proposal • Project management • Preproposal preparations • Preproposal partnership development • Grants.gov • Issues that lose evaluation points • Proposal tune ups and checklist • Learning from past mistakes • Program evaluation instruments • Types of evaluations • Using evaluations to improve program performance • Revising work plans • Preparing for the next grant proposal • Threshold and ranking criteria • Letters of support • Special considerations

- TBD

✓ **Health and Safety for Program Managers (B15)**

Mandatory training • Popular courses • Supplemental health and safety training • Recruiting and vetting qualified instructors • Working with OSHA • Training liability • Classroom safety • OSHA compliance for trainers • Training records • Participant physicals • Instructor credentials • Recent developments and proposed regulations • Recent developments in environmental, health and safety regulations • OSHA authorized vs certified

- TBD

1:55 pm **BREAK**

2:15 pm

✓ **Student Retention and Support Services (B16)**

Remedial and life skills education • Sources of in-kind training • Student support services • Community service • Effective case management • Teambuilding strategies • Social events • Stipends • Scholarships • Work study programs • Community service projects • Pre apprenticeship programs • Student networking • Peer to peer coaching • Funding retention and student support services

- TBD

✓ **Tips, Tools and Ideas for Grantees (B17)**

Selecting Advisory Boards • Staff recruitment and development • Labor market assessments • EJ Map • My Backyard • List N Tool • Student recruitment and screening • Critical issues for successful program development • Land mines and program killers • Maintaining partner and stakeholder relationships • Progress reports • Program sustainability • Other resources

- TBD

✓ **Graduation, Placement, & Tracking (B18)**

Employer and community participation • Keeping alumni engaged after graduation • Work study and internships • Employer incentives • Using employers as advisors and instructors • Graduates as employers and advocates • Employer attendance at social events • Overcoming employment barriers • Expunging criminal records • Special employment programs • Surety bonds • Mitigating employer concerns • Drug testing prior to graduation • Inviting public officials to graduation

- TBD

2:55 pm **ALL-GRANTEE MEETING WRAP-UP (P10)**

- Heather Ballou, Mike Senew, and Steve Fenton, HMTRI



Thank you for attending the 2021 All-Grantee Meeting. We look forward to seeing you at the National Brownfields Conference in 2021. Visit Brownfields2021.org for more information. Until then, find more opportunities to engage with HMTRI and the EWDJT community at Brownfields-Toolbox.org.