

**CITY OF PLYMOUTH
AGENDA
Regular Environmental Quality Committee
Medicine Lake Room
3400 Plymouth Boulevard, Plymouth, MN
January 14, 2026, 7:00 PM**

1. CALL TO ORDER

- 2. PUBLIC FORUM** - Individuals may address the committee about any item not contained on the regular agenda. A maximum of three minutes is allotted per individual with a total of 15 minutes for the forum. If the full 15 minutes are not needed for the forum, the committee will continue with the agenda. The committee will take no official action on items discussed at the forum, with the exception of referral to staff for future report.

3. PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS

- 4. APPROVE AGENDA** - Environmental Quality Committee members may add items to the agenda for discussion purposes or staff direction only. The committee will not normally take official action on items added to the agenda.

- 5. CONSENT AGENDA** - These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a committee member or individual so requests, in which event the item will be removed from the consent agenda and placed elsewhere on the agenda.

- 5.1** Adopt proposed minutes
1. EQC 12-10-2025

6. GENERAL BUSINESS

- 6.1** City parks, trails and open space maintenance practices

- 6.2** Review the Environmental Quality Committee Mission/Organization Statement
1. Environmental Quality Committee Mission/Organization Statement
 2. Environmental Quality Committee Policy Establishment Resolution - 2026 Update - Clean
 3. Environmental Quality Committee Policy Establishment Resolution - 2026 Update - Redline
 4. Council Policy - Boards and Commissions

- 6.3** Plymouth Environmental Academy
1. Plymouth Environmental Academy Memo

7. REPORTS AND STAFF RECOMMENDATIONS

8. FUTURE MEETINGS -

9. ADJOURNMENT



To: Environmental Quality Committee

Prepared by: Ben Scharenbroich, Water Resources Supervisor

Reviewed by: Michael Payne, City Engineer/Deputy Public Works Director

Item: **Minutes**

1. Action Requested:

Adopt proposed Environmental Quality Committee minutes from October 8, 2025.

2. Background:

N/A

3. Budget Impact:

N/A

4. Attachments:

1. EQC 10-08-2025

Proposed Minutes Environmental Quality Committee Meeting December 10, 2025

Chair Blakely called a Regular Meeting of the Plymouth Environmental Quality Committee to order at 7:00 p.m. in the Medicine Lake Room of City Hall, 3400 Plymouth Boulevard, on December 10, 2025.

COMMITTEE MEMBERS PRESENT: Chair Blakely, Committee members Babcock (arrived at 7:03 p.m.), Dmytrenko, Matthiesen, Polzin, and Vavreck.

COMMITTEE MEMBERS ABSENT: Committee member Tinjum.

STAFF PRESENT: Water Resources Supervisor Scharenbroich and Environmental Stewardship Coordinator Anderson

OTHERS PRESENT: Councilmember Gregor

Plymouth Forum

There was no one present to address the Committee.

Presentations and Public Information Announcements

There were no presentations or public information announcements.

Approval of Agenda

Water Resources Supervisor Scharenbroich noted that the introduction for item 6.1 was omitted from the packet, but has been provided to the committee tonight at the dais.

Motion was made by Committee member Polzin and seconded by Committee member Matthiesen to approve the agenda as presented. With all members voting in favor, the motion carried.

Consent Agenda

Motion was made by Committee member Polzin and seconded by Committee member Dmytrenko to approve the consent agenda that included the following item:

(5.1) Adopt November 12, 2025, Regular Environmental Quality Committee Minutes

With all members voting in favor, the motion carried.

Committee member Babcock arrived.

General Business

(6.1) Review the Environmental Quality Committee Mission/Organization Statement

Water Resources Supervisor Scharenbroich provided an overview of the information that was provided in the packet and at the dais related to the mission/organization statement and council policy on boards/commissions. He stated that if the committee has input on changes they would like to make to the mission/organization statement, they could make those suggestions for staff to incorporate.

Committee member Polzin stated that the statement is very broad and was unsure whether they would want to make changes to that statement.

Committee member Matthiesen agreed that he did not see a reason to make changes at this time, and he did not feel that the statement had restricted the committee from anything it had wanted to accomplish.

Councilmember Gregor recognized that “climate” will be a focus going forward for the city, and that word is not included in the statement. He recognized that the committee began with a focus on water and has become broader under the environment.

Committee member Dmytrenko asked if there should be a reference to the climate action plan.

Chair Blakely also noted the recent participation of the city in GreenStep Cities and asked if that should also be mentioned.

Committee member Matthiesen stated that if a change is going to be made, he would still like the statement to remain broad. He noted that things will change, or come and go, over the years, and he would not want to see too much detail added on things like that.

Water Resources Supervisor Scharenbroich agreed that he would not want to add specific program names, as those could go away.

Chair Blakely suggested the addition of city-wide initiatives, as that is a broad term that could cover those items.

Committee member Polzin suggested using the language “support the environmental stewardship strategic theme, as that is something new.

Committee member Babcock agreed with the suggestion to incorporate the strategic theme as suggested by Committee member Polzin.

Councilmember Gregor explained that the statement is internal but also helps to set the tone for potential new members to explain the focus of the group.

Committee member Vavreck stated that she would like to see language related to climate justice and equity, but was unsure of the exact language to use.

Chair Blakely stated that they could add some language to the second sentence.

Committee member Matthiesen recognized that they may get some pushback with the words environmental justice, but agreed that it is a focus of the committee.

Committee member Polzin provided a suggestion of where the words environmental stewardship strategic theme could be added.

Water Resources Supervisor Scharenbroich stated that the strategic theme of the city council could be used in place of the environmental stewardship strategic theme in order to be broader and adjust to changes that may occur in the future.

Committee member Babcock suggested using the city council's strategic themes related to the environment. The committee agreed that remains broad.

Committee member Vavreck stated that she would still like to see climate resiliency, as that shows a shift in thinking.

Chair Blakely stated that he likes the broad addition to the first sentence, but also adding climate resilience and climate justice to the second sentence, as those things are more specific.

Committee member Babcock commented that the water-related items could be consolidated, and then the additional topics could be added.

Chair Blakely commented that he likes the split of the different water-related items, recognizing that they are interconnected, but also should stand alone.

Water Resources Supervisor Scharenbroich suggested replacing the three water-related items with surface and drinking water, as that would be broad enough to cover those items.

Chair Blakely agreed that makes sense, and then the additional language as discussed could be added. He commented that sustainability has come and gone several times since the 1980s and believed they could find language that would remain broad but also cover the items being discussed. He noted another document that could perhaps provide guidance. He suggested that perhaps they table this item to continue at the next meeting.

Committee member Vavreck referenced the language related to solid waste and reuse and noted the changes in focus that have been made, noting that perhaps that statement could be revised to be more modern.

Committee member Babcock noted that this is meant to remain broad, where the work plan would have more detailed information.

Water Resources Supervisor Scharenbroich stated that he has taken notes and can make some potential updates to be considered at the next meeting.

(6.2) 2025 Environmental Quality Committee Annual Report and 2026 Work Plan

Water Resources Supervisor Scharenbroich provided an overview of the draft annual report, noting that it could be adopted tonight as there were only minor changes, reviewing those minor changes.

Environmental Stewardship Coordinator Anderson stated that the climate resiliency plan and climate action plan are one item and should be combined.

Water Resources Supervisor Scharenbroich noted some changes in timing for the items on the draft work plan.

Chair Blakely asked if the academy should be added.

Water Resources Supervisor Scharenbroich suggested that they keep the plan as is and noted that at the next meeting, he would bring forward proposed changes to the environmental academy, including a name change.

Chair Blakely suggested that they approve the annual report now and postpone approval of the work plan to the next meeting.

Motion was made by Committee member Polzin and seconded by Committee member Babcock to approve the 2025 annual report and work plan as discussed.

Further discussion: Water Resources Supervisor Scharenbroich reviewed the proposed changes to the work plan, noting that it could be adopted tonight with those edits. He stated that the environmental academy will be discussed at the next meeting.

With all members voting in favor, the motion carried.

Water Resources Supervisor Scharenbroich stated that the city council will be considering the annual report and work plan at their February 24, 2026, meeting.

Reports and Staff Recommendations

There were no reports and staff recommendations.

Future Meetings

Water Resources Supervisor Scharenbroich stated that calendar requests were sent out to the committee for the 2026 meeting dates.

Adjournment

Chair Blakely adjourned the meeting at 7:56 p.m.

To: Environmental Quality Committee

Prepared by: Ben Scharenbroich, Water Resources Supervisor

Reviewed by: Michael Payne, City Engineer/Deputy Public Works Director

Item: **Review the Environmental Quality Committee
Mission/Organization Statement**

1. Action Requested:

Review the amended Environmental Quality Committee mission/organization statement.

2. Background:

As part of the 2025 Work Plan, the Environmental Quality Committee (EQC) determined it should review the mission/organization statement for the Committee. The current objective statement, last approved on January 9, 2007, is attached for reference.

Following discussion at the December 2025 EQC Meeting, staff prepared a revised mission/organization statement for Committee review. At this meeting, the Committee should review and discuss the revised mission/organization statement. Any recommended amendments would be brought back to a future Committee meeting for consideration and/or sent to City Council for approval in February 2026.

3. Budget Impact:

Not applicable.

4. Attachments:

1. Environmental Quality Committee Mission/Organization Statement
2. Environmental Quality Committee Policy Establishment Resolution - 2026 Update - Clean
3. Environmental Quality Committee Policy Establishment Resolution - 2026 Update - Redline
4. Council Policy - Boards and Commissions

**POLICY ESTABLISHING
PLYMOUTH ENVIRONMENTAL QUALITY COMMITTEE
MISSION/ORGANIZATION STATEMENT**

Resolution 2007-028
January 9, 2007

(Supersedes Resolution 2003-317, July 22, 2003; Resolution 2003-260, May 27, 2003; Resolution 2002-216, January 8, 2002; Resoultion 94-4, January 24, 1994; Resolution 95-140, February 21, 1995)

Objective

The Plymouth Environmental Quality Committee shall review, consider, initiate and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City. The Committee's scope shall include, but not necessarily be limited to matters of water quality, wetland preservation, ground water protection, solid waste collection and disposal, recycling and reuse programs, ecological preservation, control of soil erosion and air, noise and light pollution. The Committee shall also review upon request environmental assessment worksheets and environmental impact statements referred to from time by the Planning Commission or City Council.

Composition

The Committee shall consist of seven members, with one member from each of the city's four wards, and three members at-large. Members shall serve three-year terms, commencing on February 1, subject to a six-year maximum as set forth in Council policy. The Chair shall be selected by the membership. The City Engineer or designee shall provide staff assistance to the Committee.

Areas of Concentration:

To accomplish their objective, the Committee will:

1. Become familiar with state statutes, federal regulations, agency rules, and city ordinances on the subject of issues. Receive information regarding role of Watershed Management Organizations, municipalities, Department of Natural Resources, and Army Corps of Engineers and other regulatory agencies on environmental issues. Review related data.
2. Review environmentally related city policies and ordinances and recommend appropriate revisions to the City Council.
3. Recommend actions to the Council for consideration in the city budget to preserve and enhance environmental quality throughout Plymouth.

Policy Establishing Plymouth Environmental Quality Committees Mission & Organization Statement

Resolution 2026-
February 24, 2026

(Supersedes Resolution 2007-028, January 9, 2007, 2003-317, July 22, 2003; Resolution 2003-260, May 27, 2003; Resolution 2002-216, January 8, 2002; Resolution 94-4, January 24, 1994; Resolution 95-140, February 21, 1995)

Objective

The Plymouth Environmental Quality Committee shall review, consider, and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City; and supports the strategic themes of the City Council as they relate to the environment.

The Committee's scope shall include, but not be limited to, the review and implementation of environmental programs and initiatives, including GreenStep Cities, the Climate Action and Resiliency Plan, the Municipal Separate Storm Sewer System (MS4) Program, the solid waste program, the Energy Action Plan, and efforts related to ecological and natural resource protection, preservation, and enhancement. The Committee shall also review other matters referred to it by the Planning Commission or City Council.

Composition

The Committee shall consist of seven members, with one member from each of the city's four wards, and three members at-large. Members shall serve three-year terms, commencing on February 1, subject to Council policy. The Chair shall be selected by the membership. The City Engineer or designee shall provide staff assistance to the Committee.

Areas of Concentration

To accomplish their objective, the Committee will:

1. Actively participate in education and outreach activities that align with the goals of the city's environmental stewardship initiatives.
2. Become familiar with state statutes, federal regulations, agency rules, and city ordinances on the subject of issues. Receive information regarding role of Watershed Management Organizations, municipalities, Department of Natural Resources, and Army Corps of Engineers and other regulatory agencies on environmental issues. Review related data.
3. Act in an advisory capacity by reviewing environmentally related City policies and ordinances and recommending appropriate revisions to the Council.
4. Recommend actions to the Council for consideration in the city budget to preserve and enhance environmental quality throughout Plymouth.

Policy Establishing Plymouth Environmental Quality Committees Mission & Organization Statement

Resolution 2026-

February 24, 2026

(Supersedes Resolution 2007-028, January 9, 2007, 2003-317, July 22, 2003; Resolution 2003-260, May 27, 2003; Resolution 2002-216, January 8, 2002; Resolution 94-4, January 24, 1994; Resolution 95-140, February 21, 1995)

Objective

The Plymouth Environmental Quality Committee shall review, consider, ~~initiate~~ and recommend to the City Council such policies, plans or projects which will enhance and preserve the natural environment of the City; ~~and supports the strategic themes of the City Council as they relate to the environment.~~

Commented [BS1]: Removed. EQC should not initiate topics for consideration. CC or staff initiate items.

~~The Committee's scope shall include, but not be limited to, the review and implementation of environmental programs and initiatives, including GreenStep Cities, the Climate Action and Resiliency Plan, the Municipal Separate Storm Sewer System (MS4) Program, the solid waste program, the Energy Action Plan, and efforts related to ecological and natural resource protection, preservation, and enhancement. The Committee shall also review other matters referred to it. The Committee's scope shall include, but not necessarily be limited to matters of water quality, wetland preservation, ground water protection, solid waste collection and disposal, recycling and reuse programs, ecological preservation, control of soil erosion and air, noise and light pollution. The Committee shall also review by upon request environmental assessment worksheets and environmental impact statements referred to from time by the Planning Commission or City Council.~~

Commented [BS2]: Removed. Planning Commission is explicitly called out at the review board in Zoning Code: [SECTION 21040. - ENVIRONMENTAL REVIEW | Code of Ordinances | Plymouth, MN | Municode Library](#)

This code was enacted in 2020

Composition

The Committee shall consist of seven members, with one member from each of the city's four wards, and three members at-large. Members shall serve three-year terms, commencing on February 1, subject to Council policy. The Chair shall be selected by the membership. The City Engineer or designee shall provide staff assistance to the Committee.

Areas of Concentration:

To accomplish their objective, the Committee will:

1. Actively participate in education and outreach activities that align with the goals of the city's environmental stewardship initiatives.

~~2.1.~~ Become familiar with state statutes, federal regulations, agency rules, and city ordinances on the subject of issues. Receive information regarding role of Watershed Management Organizations, municipalities, Department of Natural Resources, and Army Corps of Engineers and other regulatory agencies on environmental issues. Review related data.

~~2.3.~~ Act in an advisory capacity by reviewing environmentally related City policies and ordinances and recommending appropriate revisions to the Council. ~~Review environmentally related city policies and ordinances and recommend appropriate revisions to the City Council.~~

~~4.3.~~ Recommend actions to the Council for consideration in the city budget to preserve and enhance environmental quality throughout Plymouth.

Policy Relating to Appointment and Performance of Persons Appointed to Boards, Commissions, and Committees

Purpose

The material in this policy is supplemental to that set forth in Plymouth City Code Section 305 and Minnesota Statutes with respect to advisory commissions. This policy shall apply to all boards, commissions and committees appointed by the City Council unless exceptions are expressly made by the council.

This policy is designed to accomplish the following:

1. Generally, describe the role of the individual commissioners, and the time commitment required for successful participation.
2. Acquaint applicants and incumbents with performance standards against which their performance will be annually evaluated by the City Council.
3. Concisely outline the legal and civic expectations of commissioners and commissions.
4. Familiarize commissioners with the formal duties and responsibilities of individual commissions with respect to legal and procedural requirements.
5. Establish the general procedures the City Council will follow for appointment and reappointment of members to boards, commissions and committees.

Format

The format of the orientation program consists of both written material and oral information provided by city staff, commission chairpersons and the City Council to prospective members.

1. Written material.
 - A. Summary of position and responsibilities. Attached to the board/commission application will be the job description for positions on boards and commissions.
 - B. Introductory Packet. Assembled by respective staff liaison, and commissions, the packet consists of information such as: a general overview of the legal and procedural aspects of advisory commissions per statutes, ordinances and policies; description of agenda and staff report functions, format for conducting public hearings, including basic parliamentary procedures and approved “flow process” relative to items of business before the advisory commission and City Council.

2. Oral Information
 - A. Conveyed to prospective commissioners by the Mayor and City Council primarily at the interview and selection stage of the appointment process. Special emphasis is placed upon the expectations of the council and current commissioners for new Commission Members.
 - B. Provided initially and on an ongoing basis by the Commission Chairpersons, particularly about procedures and participation in a group setting. A “buddy system” is used to assign more experienced commissioners to help orient and advise new Commission Members.
 - C. Provided by staff, particularly in answering questions raised following review of the written materials and with respect to technical information regarding specific commission business.

Performance Standards for Board and Commission Members

The council will annually review Board and Commission Members on the following:

1. A minimum of 80% annual attendance at meetings and work sessions and 75% attendance for those committees that meet quarterly.
2. Commissioners spend from 10 to 40 hours per month as needed for commission preparation and meeting attendance.
3. Consistent active participation in meetings which demonstrates completion of:
 - a. Background research
 - b. Site visitations
 - c. Reading all report materials to gain an understanding of the issues before the commission.
4. Behavior confirms that the Commissioner understands that the role of the commission is advisory by statute and not policy making.
5. In all decisions the Commissioner considers overall benefit to the city, not parochial considerations.
6. The Commissioner displays an understanding that council may take final action which varies from commission recommendations after consideration and deliberation.

Selection and Appointment Process

Following is an outline of the appointment process and the way in which the orientation program integrates with it:

1. The City Manager's office will maintain a record of all council appointments to boards, commissions, and committees and will notify the council of: a) vacancies; and b) existing members who do not wish to be reappointed. This information would be provided to the council by November of every year. On the basis of this information, the council would request staff to solicit applications.
2. Resident inquiries about position.
3. This policy, "Information to Applicants" and an application form are provided to applicant.
4. The appointee meets with the chairperson of the commission and discusses in particular the rules and procedures followed by the commission as well as techniques for assuming the role of an active commissioner.
5. The appointee meets with staff. The appointee would be provided with the written material at this stage and the discussion with staff would include a brief overview of the significance of the particular material as well as the procedures and legal requirements.

Length of Terms and Maximum Service

1. The council recognizes that there is a need for reasonable continuity on its permanent boards and commissions, and to a lesser degree, other bodies which generally tend to be appointed for specific tasks. The council also recognizes that there exists in the community a reservoir of resident talent willing to serve on boards, commissions, and committees. In order to strike a balance between continuity of membership and providing additional opportunities for volunteer service, the council has determined that initial appointments to its boards, commissions, and committees shall be for one full term; if members wish to continue serving after their first full term, they must reapply and interview for each additional term thereafter.
2. In the event of a vacancy on a board or commission position during the term of the position, it should be the council's practice to fill the position for the unexpired portion of that term.

Member Removal Process

Members appointed by the council may be removed from a commission by a majority vote of the council. The following are the procedures and grounds for the removal of members from commissions:

Grounds for removal includes, but is not limited to:

- Violation of applicable laws, regulations, code of ethics, code of conduct, etc.
- Conflict of interest not disclosed or resolved
- Inactivity or repeated unexcused absences from meetings
- Conduct detrimental to the integrity or functioning of the commission
- Breach of confidentiality or misuse of information

Removal process:

1. Initiation: A written complaint or formal concern must be submitted to the City Manager.
2. Investigation: The City Manager or designee will investigate the matter.
3. Notice and Response: The member in question will be given written notice of the concerns and an opportunity to respond in writing or in person.
4. Review: The matter will be reviewed by the council.
5. Decision: After review, the council will make a decision on the removal by majority vote. A written notice of the final decision will be given to the member in question.
6. Appeals: Removal decisions are not subject to appeal.

Current members who move within the city from the ward they were appointed to will be allowed to complete their term. Terms of current members who move outside the city shall end immediately.

Annual Work Plan

Each commission shall develop an annual work plan and present it to the council for acceptance in the first quarter of each year and report on the previous year's work.

Res. No. 2025-225, August 26, 2025; Supersedes Res. No. 2022-229, September 13, 2022; Res. No. 2013-198, June 25, 2013; Res. No. 2004-398, September 28, 2004; Res. No. 91-265, May 6, 1991; Res. No. 81-31, January 5, 1985; Res. No. 85-103, January 28, 1985; Res. No. 86-506, August 18, 1986



To: Environmental Quality Committee

Prepared by: MK Anderson, Environmental Stewardship Coordinator

Reviewed by: Michael Payne, City Engineer/Deputy Public Works Director

Item: **Plymouth Environmental Academy**

1. Action Requested:

Updates on the 2026 Plymouth Environmental Academy

2. Background:

The Environmental Quality Committee 2026 Work Plan includes a continuation of the Plymouth Environmental Academy (PEA) set to begin in the first quarter of 2026. Committee members will receive an update regarding the potential options for the restructuring and rebranding of the Plymouth Environmental Academy. Changes to the Plymouth Environmental Academy and potentially, topics for the year will be discussed at the February 2026 meeting.

3. Budget Impact:

N/A

4. Attachments:

1. Plymouth Environmental Academy Memo

To: Environmental Quality Committee

From: MK Anderson, Environmental Stewardship Coordinator

Subject: Plymouth Environmental Academy Rebranding & Restructuring

Date: January 14, 2026

1. Purpose

The purpose of this memo is to discuss the future of the Plymouth Environmental Academy (PEA), including potential rebranding and restructuring of the program format, to improve public engagement and participation.

2. Background

The Environmental Quality Committees (EQC) 2026 Work Plan includes continuation of the Plymouth Environmental Academy, with programming anticipated to begin later in the year. Following lower than expected attendance during the 2025 Academy, staff conducted an internal review to better understand potential barriers to participation and evaluate opportunities for improvement.

As part of this review, staff met with the Communications Division to assess the effectiveness of 2025 promotional efforts and discuss potential adjustments to marketing, branding, and program delivery. This discussion was intended to identify whether changes to the Academy's structure or messaging could improve accessibility, relevance, and overall community interest moving forward.

3. 2025 Plymouth Environmental Academy Marketing

Promotional efforts for the 2025 Academy included:

- Articles in the March/April and July/August editions of Plymouth News
- An eNotify email distributed to the cities subscriber list (13,000+ subscribers)
- Social media posts on July 11, July 24 and August 8 and August 12
- A news item on the city website
- Event listing on the City website calendar
- Electronic billboard advertisements on Highway 169 and Interstate 494

Based on the scope of these efforts, staff concluded that limited awareness or insufficient reach was not a primary contributing factor to lower than expected attendance. Instead, factors such as topic framing, perceived time commitment or overall program format are more likely influencing participation.



4. Rebranding and Program Structure Considerations

Staff recommends rebranding the Academy to improve engagement and broaden its appeal. Feedback suggests that terms such as “environment”, “environmental” or “climate” may discourage some audiences from engaging and participating. Reframing or renaming the program may help attract a wider range of participants and increase participation.

Additional considerations for discussion include:

- Restructuring the Academy into quarterly, standalone events rather than a multi-session series, allowing residents to attend individual events without the perception of missing prior content.
- Incorporating hands on activities that provide a tangible takeaway for participants, similar to activities offered at Discover Plymouth, Music in Plymouth and the Environmental Fair events.
- Eliminating event registration requirements to reduce barriers to participation.

5. Program Leadership and Implementation Moving Forward

The EQC will need to determine whether it wishes to continue leading the Academy or transition primary responsibility to the Environmental Stewardship Coordinator, with EQC members serving in a supporting role.

If the EQC remains the lead, improvements to planning and coordination will be necessary, including earlier topic selection, advance confirmation of speakers, locations and activities, and increased EQC member participation at each event.

6. Proposed 2026 Planning Framework

Regardless, of whether the EQC or City staff serve as the primary coordinators, a more structured planning approach is recommended. Due to the proposed new format, staff suggests limited the 2026 program to three events. A preliminary planning timeline is outlined below:

Quarter 1

- Discuss rebranding options
- Select a 2026 theme
- Confirm event locations and dates
- Identify topics, and potential speakers

Quarter 2-3

- Plan and host the first and second events
- Provide regular updates to the EQC

Quarter 4

- Plan and host the third event
- Begin planning for the 2027 program, including theme, topics, speakers, activities, locations and dates
- Initiate planning for the first 2027 event
- Provide regular updates to the EQC

