**FAA Green Team Kickoff Meeting**

Date: Thursday, April 17, 2014

Place: Engelmann 242/248

Time: 2:00 – 3:15

**AGENDA**

1. Introductions [10 min]
2. Overview of Green Office Certification by Kate Nelson [20 min]
   * Components of certification
   * Sustainability training (timing/volunteers)
   * Sustainability Symposium
3. FAA Green Office Certification Action Plan [30 min]
   * Discuss major action items and timeline
   * Discuss near term/long term tasks
     1. General Information
     2. Prerequisites
4. Questions/Identify Next steps [15 min]

Green Team Members Include:

Lora Strigens – Campus Planning [co-chair]

Peter Alexopoulos – Office of Budget & Planning [co-chair]

Cal Stoffel - VC's Office  
Betsy Caban – University Information Technology Services  
Beth Schaefer – University Information Technology Services  
Sandra Lind - University Information Technology Services  
Mary Luebke - Internal Audit  
Courtney Churchill - Police  
Belinda Ricco – Human Resources  
Catherine Carter – Human Resources  
Simone Dietzler - Legal Affairs  
Kristin Fekete – Business and Financial Services  
John Gardner – Facilities Planning & Management