

**Mickey Leland Environmental Internship Program
Advisory Committee Meeting Minutes
Wednesday, March 19, 2003**

Members Present- Don Legg, John Kuhl, Melvin Wrenn, Ervin Thomas, L'Oreal Stepney, Connie Allen, Leonard Spearman, Mark Carter, Carolyn Mercer, Juanita Baldwin, Chester Beattie, Deborah Boyle

Members Absent- Jon Fisher

Convening of Meeting - Ervin Thomas called the meeting to order at 12:05 p.m. The minutes from January 8, 2003 were reviewed. The minutes were approved as distributed.

Members of the committee introduced themselves for Mark Carter who has joined the committee from Southwest Texas State University.

Old Business-Status Reports

Non-Profit Status: John Fisher has identified an individual to assist in creating the non-profit status for the committee.

Update on intern housing - L'Oreal Stepney reported that U.T. @ Austin and Concordia could not house any of the interns. Huston-Tillotson College closes the dorms in July so this appears to remove that option. Melvin Wren will get in contact with General Marshall (retired HTC employee) for followup.

2003 Conference Plans: Ervin discussed topics for the one of the internship conference general session panel discussions. The topic chosen was **Security in the Environmental Field**. Ervin Thomas, Chester Beattie, Leonard Spearman, Chairman Williams, Jon Kuhl and Mary Miksa will make a decision on panel members.

Pre-conference reception: A reception will be held on July 15, 2003 at the Marriott La Frontera, Round Rock, TX. Ervin volunteered to find sponsors.

Post Internship requirements: This was follow up discussion on a requirement in previous years that interns must plan to return to college in the fall to qualify for an internship. The committee decided not to require that interns have plans to return to school in the fall as this would limit the pool of qualified students.

Upcoming opportunities for program exposure: It was recommended that Mickey Leland information be distributed at TCEQ Environmental Trade Fair the week of May 5, 2003 at the Austin Convention Center. This would be an effort to market the internship program to potential sponsors.

Ervin Thomas will look into MLEIP promotion opportunities at the TCC Chemical Day.

Ervin Thomas will write letters to former sponsors encouraging their continued participation this year.

New Business

Update of Hotel selection status: The Marriott @ La Frontera, Round Rock, TX will be the site for the internship conference on **Wednesday, July 16, 2003**.

Adjourn

The meeting was adjourned at 1:30 p.m. The next meeting is set for Thursday, September 18, 2003, from 11:30 a.m. to 1:00 p.m.