

MONTHLY WORK SUMMARY FOR OCTOBER 1992

- by Tony Luppino

During October, I spent about two-thirds of my time organizing the October 17th Labour & Environment Task Force meeting, held in Detroit. This work included phoning to follow-up the mailing, planning the agenda with Task Force leaders, making arrangements for food and lodging, and preparing materials for the meeting. Most of the remaining third of my time was spent on the effort to get long overdue members to renew their memberships. Towards the end of the month, I began to spend a little time editing Guide To Pollution Prevention In Your Community.

MONTHLY WORK SUMMARY FOR NOVEMBER 1992

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During November, about one-half of my time was spent working on the two pollution prevention Citizens' Guides. The other one-half was divided among the Labour & Environment Task Force (primarily the New York State conference in Albany, NY), and membership renewal work, with a little bit of time on pollution prevention information requests.

MONTHLY WORK SUMMARY FOR DECEMBER 1992

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Most of my time during December was spent working on the two pollution prevention Citizens' Guides. This involved editing, writing some additional material, compiling material for appendices, and proof reading. I spent a little bit of time on membership renewal work, and developing an outline for the Labour & Environment Task Force grant proposal(s). During the last week of the month, I started compiling notes from the Task Force's October 17th meeting.

Sean M. Enright

Activities Report - November and December

- ◆Outside of the unavoidable administrative duties of answering the phone and imperative information requests, the early part of November was largely taken up by preparations for the Media Skills Workshop, which was a success. The number of attendants was smaller than we would have hoped, due to a snow storm in Western New York which reduced the number of local participants, but all those who came (15) felt it was a valuable workshop.
- ◆During the latter part of November my time was divided almost evenly between information requests which I had fallen behind on due to the workshop, general administrative work at the office and residual paperwork from the workshop.
- ◆The month of December I have been volunteering time before and after work to help finish the citizen's guides. Some of that has unavoidably spilled over into my work hours which have otherwise been fairly evenly divided between helping Michelle and writing information requests with a small portion of my time devoted to work with a volunteer who has been doing wonders for our database.

Karen Murphy
Field Coordinator
11/16/92

October Activities

National Pollutant Release Inventory:

Participated in conference call to review draft action alert and fact sheets. Completed action alert and fact sheets on the NPRI. Distributed action alert and fact sheet to the Ontario Environmental Network mailing list of organizations -- approximately 350 mailed. The printer was not working so I could not get GLU labels in time to mail out alert. Also faxed the fact sheets and alerts to key activists in Ontario and Quebec that were organizing for the upcoming information meetings. Attended Toronto information meeting. Started work on the environmental group response to the NPRI Multi-Stakeholder report. Attended the Niagara River Public Advisory Council meeting to discuss the NPRI.

Remedial Action Plans

Attended Canadian Public Advisory Council meeting and Niagara River PAC meeting. Provided some help to Camilla on RAP review.

Other

Developed draft narrative for Mott report and began to pull together the appendices. Attended Board Meeting. Attended (an chair) Pest Management Board meeting.

Upcoming Vacation Schedule

I will be taking the two holidays at Thanksgiving -- November 26 and 27.

I will be taking vacation days and comp time over the Christmas Holidays. I am planning to be gone from December 23 and will return to work on Monday January 4.

KAREN MURPHY
Great Lakes United
Monthly Activities Report: NOVEMBER 1992

a) Canadian National Pollutant Release Inventory

Developed draft environmental position paper in response to draft Multi-Stakeholder Advisory Committee Report on NPRI. The draft environmental position paper was revised and reviewed by a committee of the Canadian Environmental Network (this committee includes John, Paul, Rick and Bruce). After revisions were complete the position paper was sent to Environment Canada and the Multi-Stakeholder Advisory Committee, as well as members of the Canadian Environmental Network Committee.

I also developed a memo for environmental members of the Multi-Stakeholder Advisory Committee on the chemicals covered under the U.S. Toxic Release Inventory and on proposals for increasing the number of chemicals covered.

b) Media Training Workshop

Worked with Sean to organize and prepare for the Media Training Workshop that Great Lakes United and the Safe Energy Communication Council co-sponsored. It was held on the weekend of November 13, 14, and 15 at Stella Niagara. Approximately 20 people attended the workshop.

c) Buffalo River Toxic Free Zone Ordinance

At the request of a local City Councilmember I reviewed a resolution being drafted on toxic chemical discharges to the Buffalo River. I wrote a detailed memo in response that outlined the basic principles under the Great Lakes Water Quality Agreement and recommended changes to the resolution. The original resolution requested the Department of Environmental Conservation to shift water discharges from the Buffalo River to the Niagara River. We recommended that the resolution request the companies to reduce their discharges and use of toxic chemicals. The Councilmember agreed with our recommendations and changed the resolution, which was subsequently passed by the full Common Council.

I also testified in support of another resolution from the City to the State Health Department requesting health monitoring in a neighborhood adjacent to the Buffalo River. I initiated communication with U.S. Steelworkers on both resolutions because the workers in the companies targeted in the resolutions were unionized under the Steelworkers.

d) Pollution Prevention Guides

Reviewed and edited chapter of citizens' guide.

e) Grant Reports

Obtained letters of support for work on the National Pollutant Release Inventory and prepared final report for the Laidlaw Foundation on our work on the NPRI.

Prepared 6 month report for C.S. Mott.

f) Conferences

Participated in GLU media training.

Attended the New York State Citizens' Environmental Coalition Labor and Environment Conference. Gave brief presentation on U.S. Community Right-to-Know More Legislation.

f) Other

Met with two interns to initiate discussions on work projects.

Review and sign-on to letter requesting support for work on Kodak permit.

Responded to 10 information requests.

Read mail. Filing. Reimbursements.

KAREN MURPHY
Great Lakes United
Monthly Activities Report: DECEMBER 1992

a) Pollution Prevention Guides

Researched, wrote, and stole from other GLU publications, chapter for pollution prevention guide on combined sewer overflows. Also did some preliminary editing on the guide as a whole.

b) Conferences/Trainings

Attended Media Strategy Training on December 3-4.

Attended Greenpeace Chlorine Conference on December 4, 5, and 6.

c) National Pollutant Release Inventory

Participated on CEN conference call to discuss next steps. Began to outline long-term program for further GLU work on the NPRI.

d) Grants

Drafted grant abstract for areas of concern proposal and circulated to executive committee members. Drafted proposal for area of concern project and submitted to the Laidlaw Foundation.

e) Press Interviews

Jerry Zremski of the Buffalo News on LaFalce.

Gareth Kirkby of the Recycling Council of Ontario on the Responsible Care Program.

e) Other

Drafted and sent out letter opposing dry cask storage at Palisades plant in Michigan.

Attended pest management board meeting and put together memo outlining the costs for IPM program for elm leaf beetle control.

Answered 13 information requests.

Wrote thank you letters for GLU/SECC media training workshop.

Mail, filing, reimbursements.

Monthly Report for November - December, 1992
for Bruce Kershner

Lake Erie Alliance - Attended Alliance meeting to discuss electing interim officers, new office, status of grant, membership and organizing grassroots groups. Appointed to head Search Committee for the Alliance's coordinator. Received approval of Gund grant.

Commemorative Book - Edited, proofed, wrote, obtained graphics and worked with design firm to complete it by Jan.

Newsletter - continued to obtain articles, edit and write

Drinking Water Quality - coordinated with local groups to implement new city ordinance on Right-to-Know what contaminants are in public water

RAPs - Ashtabula Stage I RAP presented to IJC; Stage II process commenced; Erie, Pa. Stage I RAP completed

Western NY Wetland Roundtable - Continued coordinating with state and federal gov't and building industry to reach consensus on region-wide wetland permit that will serve as a national model

Diversions - Continued coordination to ensure proper investigation of Kenosha diversion, and tracking of Great Lakes governors' in-progress Basin-wide Water Use Plan and also the Georgian Bay diversion

Assistance to Grassroots Groups - letter of support for groups fighting a polluting facility along Lake Erie, and a new town master plan for a large island in Niagara River

Staff Summary, October 1992

Bruce Kershner

Commemorative Book - All material for 10th Anniversary book delivered to design firm; expect to release it in late November

Lake Erie Alliance - Alliance met in Ohio, elected its first U.S. officers, appointed Bylaws and Search Committees and search for new director will begin. Gund Foundation expected to give their decision by early December.

Ashtabula RAP - RAP Council met with IJC commissioners & staff who presented IJC's comments on the Stage I RAP (which GLU helped prepare). We will now enter Stage II.

Kenosha Diversion - got written confirmation (for the first time) that Kenosha diversion has been ended. This was solely due to GLU and LMF pressure. Two gov't investigations are still ongoing.

Newsletter - Most of Fall newsletter articles obtained.

Production to begin shortly.

Citizen Requests for Support - Wrote letters or presented testimony supporting local groups: 1) to oppose mosquito spraying in a Buffalo suburb, 2) request EIS to address water concerns of a proposed cardboard recycling plant along Lake Erie, 3) support a sound land use plan for an island in Niagara River.

Michelle Downey
December 92' Report

My time for the month of December consisted of varied duties which included:

- * during the first week of December membership renewal letters were sent to the people that were due
- * Thank you letters were also sent to the people who sent in their renewals
- * Tracked fundraising appeal letter responses
- * Ordered office supplies
- * Set up conference calls
- * Worked on the January board meeting set up

In addition to the above items, I also have the daily responsibility of opening and routing mail, answering phones, photocopying and other basic administrative duties.

Michelle Downey
October 92' Report

My time for the month of October consisted of varied duties which are:

- * During the first week of October membership renewal letters were sent out.
- * Thank-you letters were sent out to members who had renewed.
- * Began making board arrangements for January board meeting.
- * Setting up conference call for the annual meeting committee.
- * Ordered office supplies to last til the end of the year.
- * Assisted Sean in the mailing of media skills workshop notice.

In addition to the above items, I also have the daily duties of opening and routing mail, answering phones, photocopying items that are required of staff, typing correspondence that certain staff need typed, and other basic administrative duties.