

# Minutes

NAGPI Conference Call: Wednesday, 19 January 2005, 14:00–14:40 EST

## 1. Welcome to participants and roll call

### Participants

Dana Arnold	Martha King
Chantal Line Carpentier	Jackie Libricz
Esther Maria Carrillo	Lou Pagano
Scot Case	John Polak
Susan Herbert	Véronique Robichaud
Brian Johnson	Jeff Stephens

## 2. Program plan for 2005

A first draft of the key tasks, along with a budget, has prepared based on the terms of reference that were set out by each subcommittee. Thus, activities planned will follow closely what was proposed by these groups. The document is confidential for now, but it will be shared with all NAGPI members as soon as it is cleared by the Parties.

## 3. Agenda for March 31<sup>st</sup> meeting

Up until now, a dozen people have confirmed their attendance. Some members have expressed interest in participating but would need financial assistance. Given the uncertainty around the total budget that will be allocated to this event, it is not yet clear how many people the Secretariat will be able to finance. In any case, around twenty to twenty-five people are expected to attend.

The Secretariat will draft the agenda. The schedule for the morning will comprise three breakout sessions, one for each subcommittee; in the afternoon there will be a plenary session where we will share with the whole group what was accomplished by each group and this will be discussed. Some time will be allotted to a discussion of NAGPI participation in the “International Green Purchasing Network.”

(Prior to the meeting) Brian and the Secretariat will discuss the logistics of this event. Santa Monica has kindly offered to pay for the coffee breaks and the lunches. Brian is also exploring an event on April 1<sup>st</sup> where our experts could give talks to municipal representatives from around California.

## 4. Committee update

The renewable energy (RE) committee met through conference call. They have discussed RE definition, outreach activities and have drafted a background paper. A revised draft will be circulated amongst the whole group soon. Chantal Line will send the names of contacts working on this topic in Mexico to John.

The cleaning products committee has also met through conference call and Scot will share his notes with the group, which will include the proposed pilot project in Mexico.

## **5. International Green Purchasing Network (IGPN)**

Following Julie Shanon's suggestion, Yuri Mito from the Green Purchasing Network (Japan) contacted the Secretariat to request NAGPI cooperation in their activities. NAGPI would become a founding member of IGPN. Participants in the conference call agreed that this would be a good idea and Véronique will thus answer the request affirmatively.

## **6. Other business**

None

## **7. Next meeting**

Next conference call: Wednesday 23 February, 14:00 EST.