

Community Air Monitoring Network

November Coalition Meeting Notes

Date: November 25, 2025

Time: 6:30 PM to 7:00 PM

Location: Virtual (Microsoft Teams)

Meeting Notes

The meeting opened with a brief overview of the upcoming annual summit by TPO staff. Topics included partnership updates and discussion of the next phase of the initiative. The presentation also explored opportunities for members to engage in the annual summit.

Discussion Notes (Key Topics)

Annual Summit Planning

- Kelly provided an overview of the February 21 Annual Summit.
- Amy can circulate summit details through USF channels and will check with the social marketing group about participating.
- Kelly will share a flyer with USF for logo approval.
- Wyatt will confirm whether Hillsborough TPO can use EventBrite for event promotion.
- Wyatt noted an Executive Summary will be prepared to highlight accomplishments.
- Amy suggested title: Clearing the Air
- Wyatt shared intention is to target 2nd week of December for announcement of summit and survey requesting feedback from Coalition members
- Amy suggested adopt a monitor would be great ask of community members
- The objectives and goals of the Annual Summit are to 1) document what has been done 2) celebrate the success of the effort to date 3) equip the community with the knowledge and resources needed to sustain the effort 4) solicit feedback from the coalition
- Wyatt noted establishing leadership positions for working group and elections to have continuity of Coalition would be beneficial

Member Engagement and Feedback

- David noted that to attract non-profits should have reflections, transparency and lessons learned and be creative when reaching out to community. David suggested asking for input from people attending so they feel bought into the

efforts and can reflect on how they can get involved and understand significance of monitors

- Amy suggested incorporating receiving feedback at the annual summit
- David suggested may need new ways to reach out for event and will follow up with Wyatt
 - Suggested using neighborhood community groups
 - Neighborhood councils from City could spread word
 - Non-profit groups could share on social media or how they find outreach to be successful
 - David will share with groups that may be interested in participating (such as Sierra Club)

Project Updates (USF)

- Amy shared presentation with project updates
 - Site maintenance was completed at several locations
 - Seminole Heights Elementary
 - Mary Help of Christians Center
 - Tampa Heights Junior Civic Association
 - Installed monitors at Rowlett Park and Jim Walter Park in October
 - Performed quality assurance and data archiving for August, September, and October data
 - Performed outreach at Tampa Heights Community Garden and Tampa Heights Civic Association
 - Performed training at volunteer park site

Next Steps

- Finalize announcement and save the date flyer, posting to the following:
 - USF Calendars
 - TPO Committee Agendas
 - City of Tampa Agendas
- Finalize Survey - draft and send Microsoft Forms to gather feedback from the Coalition for the purposes of collecting quotes from members for use in the Executive Summary and Annual Summit.
 - Tangible outcome (e.g.) new TPO performance measure, or project prioritization
 - Lessons learned
- Confirm with HCC the format aligns with goals. For example, reserving a room for presentations if needed.
- Develop Adopt a Monitor program for preview during the Annual Summit
- Develop organizational and leadership positions for the coalition for preview during the annual summit.