

Thursday, January 25, 2018

### Minutes

The meeting was called to order at 8:31 am PST by President Elect Casey Mull. Casey welcomed Scott Reed to the call.

Roll call of members was conducted by Secretary Carrie Stark. There were 13 voting board members and 4 liaisons present on the call.

Present:

ANREP:	Chris Jones, James Henderson
ESP:	Beth Claypoole
NACAA:	Richard Fechter
NACDEP:	David Civittolo
NAE4-HA:	Casey Mull, Tony Carroll
NAEPSDP:	Carrie Stark, Mike Lambur, Julie Robinson
NEAFCS:	Theresa Mayhew, , Lora Lee Howard, Karen Munden
Liaisons:	Bill Hoffman (USDA), Scott Reed (ECOP), Judith Barth (ECOP Budget & Leg), Bob Ohlensehlen (JCEP Exec Director)

Casey asked for two reviewers for the meeting minutes.

❖ *James Henderson and Theresa Mayhew volunteered to review the January minutes.*

It was determined that we don't need a motion to approve and accept the agenda. Changes to the agenda include changing the presentation and approval of the August minutes to the December minutes and update the dates of the ESP meeting to October 1-4, 2018.

#### *Extension Committee of Organization & Policy (ECOP):*

Scott Reed gave the report for ECOP. He will be unable to attend the February Meetings due to other commitments. There has been a lot of activity since our November meeting. There is an ongoing search for Executive Director for ECOP is closed with the appointment of Rick Klemme. He has been appointed as ECOP Executive Director until April, 2020 at a .60 FTE. Since the Executive Director is not full time, it does allow ECOP to outsource to specialists on specific topics that need addressed. The next ECOP meeting is March in Nebraska. ECOP's agenda includes emphasis area (Science informed decisions and policies)-topics will include capacity funding, private resources mobilization, collaboration with federal agencies (NRCS, NSF, HHSA). They want policies and proposals are written with a more broad emphasis. Other areas of emphasis is the Farm Bill, strengthening the tie to NIFA, integration with key partners (examples: tribal colleges and NUEL). ECOP will also be reviewing the 5 year old communication and marketing project. Will be designing a task force to look at what are the indicators of the performance for the communication and marketing project.

Chuck Hibbard has started First Friday Webinars-First one happened-topic was Big Ideas. Based on this webinar and the March ECOP meeting, they will be looking at "How can Cooperative Extension contribute to the Higher Education/Land Grant University mission and priorities?"

The Program Committee of ECOP has created the rapid response protocol on how to determine when we go beyond the topic and to develop enhanced program delivery methods. Key partner, eXtension, will be hosting the Designathon One workshops in the next couple of weeks.

Judy asked about SNAP vs. EFNEP and if there was anything new with those issues. Scott said there wasn't anything new and probably won't know anything until the 2019 budget is released.

Kathy and Casey will be attending the ECOP meeting in Nebraska representing JCEP.

#### *Land Grant Universities (APLU)*

There was not a report due to a death in the family. Please keep Lyla in your thoughts.

#### *National Institute of Food & Agriculture (NIFA)*

Bill Hoffman gave an update from NIFA. He sent a written report (which is included at the end of these minutes). He will provide more detailed updates from NIFA during our February meeting. He discussed USDA related issues. The President's budget won't be released before February 12<sup>th</sup> for FY19, which is the budget that will begin funding programs October 1, 2018 through Sept 30, 2019. We are currently in FY18 budget. USDA is under a continuing resolution and will continue through February 8<sup>th</sup>. After this, they will either pass a yearlong continuing resolution or a short continuing resolution. If nothing happens, there will be a funding lapse. If that happens, NIFA partners that were scheduled to come to Orlando might not be able to travel. Bill wanted to give us a heads up on that potential problem.

Across USDA there is an initiative that is called "One USDA." Sec of Agriculture Perdue wants to make USDA the most effective, best managed and efficient agencies in federal government. He is trying to consolidate IT systems with USDA and looking at USDA agencies at service centers (NRCS, FSA, and Rural Development). They have always operated under 3 different undersecretaries but he has consolidated two of these (NRCS and FSA) into a single Farm Production and Conservation Service, along with the Risk Management agency. This is one example of trying to make things more efficient. He also is trying to get agencies within USDA talking more. One of the conversations happening across USDA is about youth programs. 4-H is not the only youth program within USDA. The FSA has microloans, NRCS has a youth conservation corp. Many 4-H'ers take advantage of both of these programs but the hope is that all youth programs are talking and working together so that we can get the most out of the programs. There is talk at USDA about how to get the programs to help leverage federal resources.

This is a good time to re-establish relationships with USDA partners at all levels. USDA is making changes to help make it easier to work together between all agencies in USDA.

USDA Farm Bill & Legislative principles was rolled out yesterday. These 5 bullets were included in report Bill sent. Be sure to review these to find out about progress to date. Watch for further updates.

There is a page on the USDA website on Climate Solutions. Quite a few people thought there would be major changes in this area at the federal level but right now, it is still very strong and moving forward with little changes. Last fall, there was a false start to appoint a Chief Scientist at USDA but that has not happened yet. Bill doesn't expect it to be much longer before that appointment happens.

#### *ECOP Budget & Legislative Report*

There has not been a meeting of the ECOP Budget and Legislative Committee since our last meeting. Judith Barth did say that the next meeting is February 13th. They meet 4 times a year in February, May, September and November on the 2<sup>nd</sup> Wednesday of the month.

## *Presentation & Approval of August Minutes*

- ❖ **Theresa Mayhew moved to accept the November minutes and Tony seconded the motion. The motion passed.**

## *Treasurer's Report/Accept Report/Other Updates*

Shawn was unable to attend so Bob gave the treasurer's report. At the end of December, there was \$160,000 sent to Patten & Patten to establish our account with them. This left approximately \$26,000 in the operating funds in the checking account. In December, there was \$27,600 in registrations for JCEP Leadership Conference registration fees. The only expenses in December was the Creative Excellence Award given for \$500 and the Executive Director fees. This left a balance of \$25,865.58 in the checking account. In January, we will have our first statement from Patten & Patten. Our income from January-December 2017 was \$213,217 in actual income compared to \$215,504 budgeted. This left a difference between actual income and budgeted income of \$2286. The expenses for the same timeframe were \$217,000 in actual expenses compared to the \$215,000 budgeted. This was a difference in \$2100. We did fall \$4476.11 short for the year. One good thing is we didn't have to pull from cash reserves to get through the year.

Shawn and Bob have been working on the audit policies and more information will be shared in February.

## *JCEP Leadership 2018 Conference*

Chris has to leave the call so Bob gave an update. Registration is at 281 registered and last year there were 295 registered. The program has been sent out to review and will go to printer soon. Bob asked if there was anything else that should go into the packets besides the folders, program, and participant receipt. In the past, the JCEP Tri-folds did go into the packets. Casey asked Bill & Scott if there is anything else from ECOP or NIFA that could go in and those items need to be send to Bob by February 5<sup>th</sup> (morning). Bill may have something to send regarding the USDA Internships.

Theresa suggested a list of participants could go into the packets. Bob has posted that information online. He will put the list of participants and email addresses online. The individual associations can put together a 1-page flyer with information about just their association that could go at the registration table. If associations want to have something-they have to bring their own information. It will go on the registration desk on Wednesday afternoon through Thursday.

There was a discussion about potential sites for 2019-2020 JCEP Leadership Conference. The planning committee narrowed down the options to Albuquerque and San Antonio. It was decided to go to San Antonio. The hotel options are the Hyatt and Wyndham. Discussion included that the Hyatt is more in the heart of the Riverwalk but the rooms are \$195. The Wyndham is \$145 for rooms but isn't as close to the Riverwalk but it is only 3 blocks away. Our group would have to share Hyatt with another group but there isn't another group at the Wyndham.

- ❖ **Elizabeth Claypoole moved to approve the Wyndham in San Antonio for the next two years, Theresa Mayhew seconded the motion. The motion passed.**

## *2018 PILD Update only*

Theresa Mayhew gave an JCEP PILD Conference. There are 76 people registered as of 1/24/18. Today it was 78 and 19 people have signed up for post conference session. The early bird ends March 9<sup>th</sup>. There will be a webinar on Feb 22<sup>nd</sup> with 4-H Conference Chaperones to help coordinate hill trips. Lyla is working very hard on this issue to help make it a smoother process. Lyla and Theresa will present the

PILD information on this webinar. The JCEP PILD Conference orientation webinar for PILD participants will be March 8<sup>th</sup>. Mike Lambur is taking the lead in the organization of that webinar. eXtension is hosting that webinar. setup with Mark Locklear from eXtension at NCS – Kathy, Lyla, Mike, Bob and I will be presenting

All of the workshop presenters have been selected. Lyla put together some marketing pieces that went out in ECOP Monday minutes.

The 2019 site has been secured but the 2020 site is still being checked out. The committee will be looking at a site downtown (Capital Hilton) during the 2018 conference.

Bob shared that Wisconsin and Missouri will be bringing delegation of volunteers to the conference. There are 19 people signed up for PILD and for the post conference. The post conference is limited to 60 people.

#### *Policy Committee Assignment for Winter Board meeting*

No report but Mark Nelson, chair of the Policy Committee, emailed out the policy handbook. Everyone is encouraged to bring either their computer with the handbook and/or a hard copy so that committees can work on it. We all need to review it for changes before February meeting

#### *Executive Director Report*

Bob Ohlensehlen gave the Executive Director's report. A copy of this report is included at the end of these minutes. Constant contact has been great and working well. We get charged by the number of people we send emails to so all of the associations need to be updated each year.

Our association needs to think about the number of sleeping rooms we reserve for upcoming conferences since the number of people coming to our conferences are going up. With most contracts, we have to be at 80% of the number of rooms or we pay for those not used in the room block. Since no one had any comments at this time, there needs to be time given to think about it. This will be a discuss at the February Board. Bob will let the Wyndham know that we intend to sign the contract with them but we won't have the final decision by February. Another thing that the board needs to think about is how to cover the cost of the Town Hall meeting since this year ECOP is covering most of the cost. Bob will pull some historical information for us to review as far as numbers of registrations.

#### *President's Action Item's*

Casey Mull gave the President's report.

- February Winter board meeting – Begin 8:30 am on the 12<sup>th</sup> through the 13<sup>th</sup>. Note one agenda item for this meeting is JCEP board member transition. Do we continue with members coming on throughout the year or do we start everyone on Jan 1? This will mean that some of you will have to serve additional time on the board. Think about it now so we can make a good decision.
- Marketing Committee-everyone needs to let Casey know which association meetings your board members want to attend. It doesn't have to be the current sitting president, with a preference with it being the president and past president.
- Current presidents are asked to provide an electronic association update to the board (please send an electronic copy to Bob and Carrie for the minutes and permanent record). Bring hard copies if you wish. Be prepared to discuss any relevant information with the board if you have JCEP requests.
- Remember too that we need to update the handbook, so committees will need to be prepared to work on their sections. (Please bring your own electronic or hard copy if you prefer).

- Mid-year board meeting – May 16-17 –Meet 8:00-5:00 on the 16<sup>th</sup> and 8-12 on the 17<sup>th</sup> (Ft. Worth TX close to the Historic Stockyards) – agenda items due April 1. We have a shorter spring/summer meeting, due to your requests, so I would ask that you do not leave early on the 17<sup>th</sup>. We have several important decisions to make and the biggest is to decide on future income stream(s). The JCEP board decided not to do a Galaxy this in 2018 but they did indicate JCEP needed to deliver additional professional development opportunities. Is that another Galaxy, something different, a hybrid???? Other ideas to increase JCEP income? Finances will be the primary agenda item so start thinking about it now.

*Any New Business*

There was not any new business brought up.

*Announcements and Adjourn*

Judith Barth asked if Bob make reservations for JCEP Leadership Conference and for PILD? Bob does make the room reservations for the JCEP Leadership Conference but for PILD, board members must make their own reservations. Bob will send the rooming list to everyone with his report. He has been unable to get reservation numbers from the hotel.

- ❖ **Mike Lambur moved to adjourn the meeting at 9:44 a.m., Julie seconded the motion. Motion passed.**

Please email written reports to Carrie Stark asap.

*Next Meeting will be Winter Board – Feb 12-13, Orlando*

**BUDGET:** The President’s FY 2019 Budget will be released no earlier than February 12<sup>th</sup>. USDA and the National Institute of Food and Agriculture is currently operating under an FY 2018 continuing resolution, which funds the agency through February 8<sup>th</sup>.

**OneUSDA:** Secretary Perdue’s aspiration is to make USDA the most effective, the most efficient, the most customer-focused, and the best managed federal department. He feels the key to realizing this vision is found within the hearts and minds of the USDA employees. Every single day, every single American, every single visitor to our country, is directly touched by the work of our employees. Every time a person eats, walks into a USDA field office, visits a National Forest, or plants a seed, that person is relying on the over 100,000 USDA employees to do their jobs well. The American people want and deserve a government that works for them and that listens to their needs. In order to do that, we at USDA must be one family, working together as a single team to serve the American people. We are all Team OneUSDA. The OneUSDA concept focuses on initiatives that include:

- Modernizing USDA mission support activities to be more efficient and effective by utilizing enterprise solutions;
- Reducing burdens we place on our stakeholders and ourselves;
- Creating an enduring culture of humble service to each other and the nation; Serving customers and improving the delivery of USDA’s core missions;
- Ensuring our commitment to the responsible use of resources; and
- Championing transformative, collective leadership through empowerment and accountability.

See [https://www.dm.usda.gov/employ/worklife/docs/OneUSDA\\_TPs\\_and\\_FAQ\\_FINAL\\_01042018\\_11\\_edit.pdf](https://www.dm.usda.gov/employ/worklife/docs/OneUSDA_TPs_and_FAQ_FINAL_01042018_11_edit.pdf) for more information.

**USDA’s FARM BILL AND LEGISLATIVE PRINCIPLES FOR 2018:** Yesterday, U.S. Secretary of Agriculture Sonny Perdue today announced the U.S. Department of Agriculture’s Farm Bill and Legislative Principles for 2018 during a town hall at Reinford Farms in Mifflintown, Pennsylvania. See <https://www.usda.gov/sites/default/files/documents/2018-farm-bill-and-legislative-principles.pdf> for more information. The following pertain to Research, Education, and Economics:

- Commit to a public research agenda that places the United States at the forefront of food and agriculture scientific development.
- Develop an impact evaluation approach, including the use of industry panels, to align research priorities to invest in high priority innovation, technology, and education networks.
- Empower public-private partnerships to leverage federal dollars, increase capacity, and investments in infrastructure for modern food and agricultural science.
- Prioritize investments in education, training and the development of human capital to ensure a workforce capable of meeting the growing demands of food and agriculture science.
- Develop and apply integrated advancement in technology needed to feed a growing and hungry world.

**CLIMATE SOLUTIONS:** See <https://www.usda.gov/topics/climate-solutions> for information about USDA climate programs.



Joint Council of  
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**Executive Director Report January  
25, 2018**

The money was sent to Patten and Patten at the end of December. I sent \$160,000 which left about \$26,000 in the checking account. On next month we will begin to see the investments included on the Balance Sheet monthly reports.

Annual Financial Review Information has been compiled and passed along to the Finance Committee. We have scanned and put all of the 2017 Financial information (password protected) on the website for the committee to review and hopefully they will have a report for the Board at the Winter Board Meeting.

I have been working on new contracts with Jennifer Bates of Helms Briscoe for both the JCEP Leadership Conference in 2019-2020 and the PILD Conference in 2019-2020. The committees will report on the details. We are nearly ready to sign the contracts.

The JCEP Leadership Conference has been going well we currently have 282 that have registered and only one cancellation at this point leaving 281. Last year we had 295 registered for the conference. We had two registrations yesterday so it looks like we will be close to the same numbers as last year which was up nearly 50 from the year before. We ran out of rooms a couple of days before the end of the early bird period so I worked with the Fairfield Inn and Suites which was our overflow hotel last year and have arranged for them to again serve as our overflow hotel.

Use of the Constant Contact tool has been used for JCEP leadership Conference and PILD and it appears to be working as the registrations spike after each piece is sent out.

We need to think about how many rooms we need to lock in for next year's meeting— will be maintaining this level of participation?

The AV has been arranged, I have connected the AV provider with Julie to coordinate needs for the VTHM. I have worked with the Florida Extension people to arrange for 9 laptops and 8 projectors. We have finished the program and will take it to the printer tomorrow. What other items do we need to include in the folder?

I will be sending an email to all of those that are presenting with instructions for sending in their presentations and to the poster presenters with instructions for their presentations as well. Dan Culbert from Florida who was kind enough to take the poster displays home last winter will be bringing them back for us to reuse this year.

The registration for PILD went live at the first of the year. The registration is going well we currently have 78 members registered for the conference. We currently have 19 individuals of the 78 who have signed up for both the conference and the post conference workshop which is focused on civil discourse.

Respectfully submitted,

*Bob Ohlenschlaeger*  
JCEP Executive Director