

Thursday, March 22, 2018

Minutes

The meeting was called to order at 8:30 am PST by President Kathy Tweeten.

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:

ESP: Kathy Tweeten, Beth Claypoole, Mark Blevins

NACAA:

NACDEP: Kelly Nix, Trudy Rice, David Civittolo

NAE4-HA: Shawn Tiede, Tony Carroll

NAEPSDP: Carrie Stark, Mike Lambur, Julie Robinson

NEAFCS: Theresa Mayhew, Karen Munden

Liaisons: Scott Reed (ECOP), Lyla Houglum (APLU), Judith Barth (ECOP Budget & Leg), Bob Ohlensehlen (JCEP Exec Director)

Kathy asked for two reviewers for the meeting minutes.

❖ ***Julie Robinson*** .

Changes to the agenda include under committee action items, the addition of nominations committee.

❖ ***Theresa Mayhew moved to approve the agenda and Kelly Nix seconded the motion. Motion passed.***

Liaison Updates:

Extension Committee of Organization & Policy (ECOP):

Scott Reed gave the updated for the Extension Committee of Organization & Policy (ECOP). Here are the highlights of his report.

ECOP's 2018 Emphasis Areas

Overall Theme: Science-informed Decisions and Policy

- Capacity Funding
- Private Resource Mobilization
- Collaboration with Federal Entities
- Farm Bill Initiatives
- Strengthen Working Relationships with NIFA
- Integration with Key Partners

ECOP's budget allows for some flexibility while the current Executive Director, Rick Klemme, works at 0.6 FTE rather than the 1.0 FTE budgeted through annual assessments

Priority Conversations from the March, 2018 ECOP meeting:

1. How can Cooperative Extension contribute to university-level missions?
 - Students
 - Economic development
 - Societal issues
 - Revenue
 - Engagement
2. Communications and Marketing-what are our expectations, and return on investment of sharing this project with ESCOP and AH's, of social media engagement with decision makers?
3. Redesign of current Plan of Work reporting model-what are 8-12 big themes that can be used for accountability and advocacy?
4. How can Extension strengthen applications to AFRI projects?
5. What opportunities exist for Private Resource Mobilization and how do we get there?

National Extension Directors and Administrators Meeting-October 1-4 2018, Portland, Oregon State University

Possible themes:

- Learners' Environment
- Rural/Urban Divide
- Urban Extension/National Urban Extension Leaders

Land Grant Universities (APLU)

Lyla Houglum gave the update for APLU. Here is a summary of her report.

Executive Director and Administrator Team:

- Rick Klemme will continue to fill the National ED position at .60FTE.
- The 1890 Region has hired Albert Essel as their new Executive Administrator. His position began on March 1, 2018.
- The NE Region has hired Ali Mitchell as their new Executive Director. She will begin on April 1, 2018.
- The EDA Team will meet in Washington DC in early May to discuss and redistribute the national workload. The liaison to JCEP as well as all other liaison positions will be reassigned. I will keep the JCEP Board up to date on their liaison from the EDA Team.

The National Excellence in Extension Award and the National Diversity Award request for applications is available through the Extension Monday Minute and is posted on the APLU ECOP website. Please take a look and nominate yourself or a colleague for these awards.

The Ag on the Hill Exhibits and Reception is scheduled for June 6. Many individual institutions provide exhibits for this event. Exhibit nominations are due April 6th. The exhibit and reception is attended by members of Congress as well as their staffers. It is a good opportunity to showcase the work and outcomes of Land Grant Universities. The objective of the event is to promote the value and importance of food agricultural and natural resources research, extension, and education to Congress and the administration.

A new opportunity this year for Extension Directors and Administrators is the CES Capital Quest scheduled for May 29-30. This is an opportunity for newer (up to 3 years) Directors and Administrators to meet face-to-face with staff at NIFA and other federal agencies.

The Summer Joint COPS meeting will be held July 16-18 in Guadalajara, MX. In the past few years Canadian and Mexican institutions have become members of APLU. As a result the Joint COPS

meeting was held in Canada last summer and will be held in Mexico this summer. This provides us an opportunity to learn about the strengths and successes of our international partner institutions and how to best collaborate.

National Institute of Food & Agriculture (NIFA)

There was not a report given.

ECOP Budget & Legislative Update

Judith Barth gave the update from the ECOP Budget & Legislative Committee. There hasn't been a meeting of the committee but there have been a few things happening. First, the Omnibus Appropriations bill, which included funding for NIFA, was introduced in both the House and Senate. A copy of the email from Judith is attached to the back of these minutes.

Judith also gave an updated on the conversations happening in Washington DC regarding the suggested merger of Snap Ed and EFNEP. A bi-partisan report was sent out regarding this. Here is a link to that report for more details:

<https://mailchi.mp/80016930bace/bipartisan-report-released-leading-with-nutrition-leveraging-federal-programs-for-better-health-recommendations-from-the-bpc-snap-task-force?e=74cac80835>

Presentation & Approval of February Winter Board Minutes

Minutes were emailed out by Secretary, Carrie Stark to all JCEP Board members. Beth sent one change to the minutes which was the name of the committee she chaired at the Winter Board meeting. That change will be made in the minutes. There was a friendly amendment given to a motion regarding the timing of the JCEP Board transition and it is believed that it was Mark Nelson who made that friendly amendment.

❖ ***Mike Lambur moved to approve the minutes, with revisions. Mark Blevins seconded. Motion passed.***

Treasurer's Report/Accept Report/Other Updates

There was not a treasurer's report this month.

Committee Action Items:

2018 PILD

2018 PILD Chair, Theresa Mayhew gave the report. There are 277 registered for conference; 40 for post-conference workshop (we based budget on 292 registrations).

Note: one reason our numbers are down -- 50% drop in volunteer registrations (proposed that we canvas Administrators about this & do more to promote conference via ECOP)

Final committee call set for March 27 at 1 pm EST. Kathy, Mike, Jerry & Terri will be meeting March 29 regarding the First Timers Orientation session. Terri is conversing with both the keynoter and capnoter to provide specifics and answer any questions they may have in the next week.

Marketing Committee

No Report

Policy – Quorum by-law change

No Report

Special Assignment Committee/Playbook

Kathy Tweeten and Kelly Nix discussed the playbook that was created for NACDEP (a copy of this was emailed out to the board in February by Kathy) and JCEP is considering a similar model. Kelly Nix has agreed to put together a template for such a document for the JCEP organization. She will work with Beth Claypoole and the special committee that was formed at our Winter Board meeting.

Kelly did describe what the Playbook is. It includes roles and responsibilities for all of the officers and committee chairs, including a detailed timeline of what needs to be accomplished by each position. They will send out an email asking for information about each position. Once they get the information, they will edit it and format it for a more uniform look.

Everyone needs to go into the Handbook and update their sections before the May Board meeting. The link to the Policy Handbook:

<https://docs.google.com/document/d/1VIOFwV3ZoYqL6LXKczluYRAhyBmYntjJXXhRLAJxIE0/edit?usp=sharing>

2019 Leadership Conference

2019 Leadership Conference Chair, Trudy Rice gave an update on the conference. 2019 Committee met on March 13th.

Key points from the meeting-

- Propose that we title it “Extension Leadership Conference sponsored by JCEP”
- Reviewed the evaluations from the 2018 conference and gleaned the following recommendations:
 - The Keynote speaker followed by a workshop was a great model and should be continued
 - Should continue and expand the poster sessions
 - The Town Hall meeting may have ran its course but we want to continue to explore a virtual option. This virtual option should be on a fee basis and strive to be self- supporting
 - We need to carefully consider the comments in evaluating the option of regional conferences in the future
- Theme for the 2019 conference is proposed to be “Cultivating Leadership”
- We are exploring speaker options and have decided that we prefer professional speakers versus having universities bid on it as was suggested

We did not discuss the recommendation from the 2018 committee that this committee be expanded by one additional person from each organization.

❖ Trudy Rice moved that we title the 2019 conference “Extension Leadership Conference, Sponsored by JCEP. No second required since it is a motion from the committee. Motion passed.

Nominating Committee

The President Elect’s have met and are working on what positions each person would like to run for. Julie has those notes and will type them up and send to the nominating committee. Everyone running for a position will be asked to give a presentation during the May meeting. Everyone still needs to fill out the applications that are located on the JCEP website.

The co-chairs of the nominating committee are Chris Jones and Theresa Mayhew. They need to send out a reminder to the President-Elects about the applications and presentations.

Executive Director Action Items

Get your roommates decided for the summer board and send to Bob ASAP. The summer board meeting will be May 16-17 at the Hyatt Place in Ft. Worth, TX. Room rates are \$139.

Those JCEP Board members who are attending PILD will be invited to a luncheon on the first day. Kathy is working on a new format for that lunch.

Bob's office is closing in the near future and he will be serving as ED for JCEP from his home office. He is working on getting that set up and an email will be sent out with more details.

New Business

None

Announcements and Adjourn (I had to leave early and so did Julie so if anyone can help with who made motion to adjourn and who seconded.

❖ _____ *moved to adjourn the meeting at _____ am (PST). _____ seconded the motion. Motion Passed.*

Following the adjournment, there was a discussion among the associations on sponsorships and other funding ideas for annual conference of associations