

**STATE EXTENSION ADVISORY COUNCIL MINUTES**  
**AUGUST 8, 2017**  
**EMBASSY SUITES-LEXINGTON, KY**

President Patsy Kinman called the meeting to order at 9:00 a.m. and welcomed everyone. She asked everyone to introduce themselves and tell what county they represented. She then introduced Dr. Gary Palmer, Interim Associate Dean of Extension. He said that the College values ideas and input from our members and thanked everyone for serving. He said we will be hearing more about the Extension Review this afternoon and that we have some great opportunities from this.

Kim Henken, who has served 11 ½ years at the advisor to the Kentucky Extension Homemakers Association, was then introduced to give a tribute to Mary Margaret Krahulec. In June, Mary Margaret lost her six and one half year battle with ovarian cancer and was the President of KEHA at the time of her death. She was diagnosed during a routine Ovarian Cancer Screening through the University screening program and remained a staunch supporter of the program throughout her battle. She touched everyone she met and will always be remembered by KEHA members for all she brought to the group.

Next on the program was the keynote presentation on Principles of Effective Communication by Dr. Dan Kahl, an Assistant Professor. He was assisted by Ron Hustedde, Professor, Lori Garkovich, Professor and Lissa Pohl, Program and Outreach Associate. The emphasis was “How do you bring a group together and effectively create change?”

The three goals were:

- Explore how groups make decisions.
- Provide resources and skills for creating more effective councils.
- Have fun learning about and supporting each other.

Some of the things discussed were the Abilene Paradox, the roles and challenges of Extension Councils, divergent thinking versus convergent thinking and the art of effective questions. They also discussed the Gradient of Agreement or Modified Consent versus just taking a vote. Some of this training is now included in new agent training and is also available for current agents.

The meeting was adjourned for lunch at noon and was re- convened at 12:30 p.m.

Patsy introduced Dr. Johnnie Westbrook who is the Associate Extension Administrator at KSU to bring us greetings and updates from KSU. He said that Dr. M. Christopher Brown II was hired as the new President of KSU in June. Their new strategic plan has been completed. The campus staff and county-based staff are being expanded now due to the hiring freeze being lifted and they are now in the process of filling positions.

Mia Farrell, who is a Human Resources Specialist in Extension and who spearheads the UK Cooperative Extension Internship Program was introduced. She said that the UK program is the largest internship program in the country and that 38% of current agents were UK interns. She gave a brief overview of the internship program and then introduced Claire Waggoner from Benton, KY who has served as an intern in Scott Co. for the last two years. Claire gave a presentation on her project "Opening the Barn Doors of Scott Co." which had a goal for Scott County Agriculture to reach the "tipping point". She gave an excellent presentation on her project.

Patsy introduced Dr. Randall Barnett. He thanked everyone for serving on this council and their county councils. The Randall Barnett Award was created in 1997 and has typically been given at the winter meeting but since Dr. Barnett is in Florida at that time we moved it to the summer meeting so he could personally give the award. This year the Grayson County Extension Council was given the award and members from that county came forward to receive their award.

Dean Nancy Cox was then introduced to give us an overview of the Extension Review. First she gave us some College news. The College has branched out into the hemp research business. There has been a double digit increase in freshman at CAFÉ this year. CAFÉ has a record high in grant funding this year, second only to the College of Medicine. She told us last year that the UK internal audit and budget cuts resulted in the Extension Review being done. She then introduced Timothy West, an attorney who chaired the Extension Review. Drew Graham, Sr. Assistant Dean, and Dr. Gary Palmer will also be on the panel to answer questions along with Dean Cox. First Mr. West gave us an overview of the process and some of the findings.

He said that the process showed how valued agents and staffs are across the state. The review is now coming to an end. They have 9 listening sessions scheduled across the state in the next couple of months. After those are complete they will publish the final report which should happen in a few months. The review was divided into 5 areas with a committee formed to look at each area. Those areas are:

- Financial Accountability-They are in the process of creating a financial team for Extension. Chris Shotwell is heading that up and 3-5 people will be hired to work with him. Each county office will have someone in charge of financial accountability. There needs to be consistency in each county's finances. They are developing disclosure statements for conflict of interest for agents.
- Programming-A needs assessment needs to be done in all 120 counties and repeated on a scheduled basis. The results need to be provided to county councils who will decide what positions they need in their county and what agents they can maintain. They will look for opportunities to partner with other parts of the university and will hire specialists based on budget.

- Organization-This focused on the District Director's role. They looked at what is expected from them and should some responsibility be shifted to someone else, particularly the fiscal matters. They are looking at employing county managers in some of the larger counties and lead agents in the smaller ones. Field agents will be trained on how to work with councils. They want to take full advantage of KSU staff/specialists and work in cooperation with them.
- Government-They want to work with local officials and educate them about funding and the value of Extension. The communication should be good in all areas.
- Marketing-They want to have a state-wide marketing person and develop a comprehensive plan. Publications need to be looked at and there needs to be a Communication Advisory Committee in place.

After Mr. West finished the overview the panel took questions. Dean Cox said that financial management must be better going forward particularly because they are not sure what budget numbers will be coming from the state next year. In the past the gap was bridged with reserve monies but we can't keep doing that. They are looking at pursuing some other funding within the University. Dr. Palmer said that if a county has a real need and are in a bind with staffing let their District Director know. They don't want the counties to get in trouble and UK will work with the county. Overall, fiscal management is probably the top priority with implementing the recommendations.

Since there was no Old Business we moved on to New Business:

- Minutes- The minutes from the meeting held February 28-March 1, 2017 were reviewed. Dr. Wayne Morella had two corrections that needed to be made. On the second page under New Business the first bullet should read: Dr. Wayne Morella, Rowan County asked to chair a committee to review and revise Constitution/By-Laws. The second correction was that it should say at the bottom of page 2, "Minutes Submitted by Ann Porter". A motion to approve the minutes with these 2 corrections was then made by Joan Hayden, Daviess County and seconded by Dr. Wayne Morella, Rowan County. Motion passed.
- Constitution/By-Laws Committee-Dr. Wayne Morella chaired this committee.  
\*Committee members included Jane Ellington of Bath Co., Ann Porter of Mason Co. and Dr. Jeffrey Young from UK. The revised copy is in the meeting packet and was sent out for members to review previously. There are two corrections to be made. Article III-Section 1-Membership should be capitalized in the first sentence. Article V-Section 1 should read "A winter and summer meeting of SEAC will be scheduled and agreed on jointly by the executive committee and the Kentucky Director of Extension. After these corrections were made a motion was made by Dr. Wayne Morella, Rowan County to approve the revised Constitution/By-Laws. Motion was seconded by John McGlone, Boyd County and motion passed.

**\*Note: Correction to minutes made at SEAC meeting on February 28, 2018 at request of Dr. Wayne Morella.**

- Nominating Committee Recommendations-Pam Gibson, McCreary County and David McKinney, Barren County served on the committee and made the following nominations: President-Ann Porter-Mason County, Vice-President-Karen Hill-Henderson County, Secretary-Juan Pena-Jefferson County. President Kinman asked for nominations from the floor and there were none. David McKinney, Barren County made a motion to accept the slate of officers presented. Pam Gibson, McCreary County seconded the motion and motion passed.
- Recognition of Outgoing Delegates-Recognition plaques were given to all outgoing delegates and outgoing officers in appreciation for their service.
- County Screening Committee Feedback-Natasha Lewis asked everyone to complete a short survey about the screening committee process. This has been in place for 3 years and since we are still in a hiring freeze they thought it was a good time to look at the process and how to improve it.

There being no further business the meeting was adjourned at 2:18 p.m.

Minutes submitted by Karen Hill, SEAC Secretary

Note Correction to Minutes was made at SEAC meeting on February 28, 2018. Correction made by Karen Hill, past Secretary SEAC.