

STATE EXTENSION COUNCIL MEETING MINUTES/NOTES
FEBRUARY 27, 2018
EMBASSY SUITES
1801 NEWTOWON PIKE, LEXINGTON KENTUCKY

At 4:30pm (EST), on February 27, Dr. Jeff Young, Associate Director of the Cooperative Extension Service of the University of Kentucky, started the orientation for new delegates. Approximately 17 people attended. Among the attendees were new Extension delegates, UK District Directors, and Extension officers. Dr. Young gave welcome remarks, thanked and expressed his appreciation to the delegates for attending the orientation and for their time and commitment to Extension.

He asked all attendees to introduce themselves.

He proceeded with a power point presentation where he reviewed the history and creation of the Extension Service. He pointed out the Morrill Act of 1862 that allowed the establishment of land grant universities across the United States. Kentucky established its council in 1910. He said that Extension is a publicly funded organization with land-grant programs from Kentucky State University (KSU), University of Kentucky (UK) and the U. S. Department of Agriculture. It is a grass roots organization funded by federal, state and local monies.

Dr. Young went over the vision and mission statement of the Cooperative Extension Service, which is to enhance the quality of life of people in Kentucky by helping them with resources and education. He explained the role of the Extension District Board, the County Extension Council and the State Extension Advisory Council. He pointed out that the District Boards review finances and work with local governments.

Council representative Dr. Wayne Morella of Rowan County suggested providing a copy of the bylaws to new representatives.

Dr. Young briefly discussed the recommendations from the Extension Review of 2017. He mentioned that UK must maintain 20 vacancies to stay within its budget.

He also pointed out the benefit of having a county manager for each county to manage local employees to increase accountability and efficiency in Extension Offices. He also said that counties can work cooperatively to hire a county manager to work for several counties. He said the hiring of county managers is not mandatory, but encouraged. It is voluntary. The salary of county managers would come from the county. By having a county manager, it relieves agents from administrative work and they will be able to focus on programming and do the work that they are hired to do. County managers will be employed just like any other Extension Service employee. Extension will hire the county manager for the benefit of the county. Council representatives Dr. Morella, of Rowan County and Patsy Kinman of Grant County suggested that counties should be part of the hiring process for them to have a stake.

Dr. Young also shared the news that the Office of Kentucky Attorney General has given its opinion that Extension District Boards do have authority to impose tax increases in their district.

The orientation session ended at 5:40pm EST.

At 6pm, Ann Porter, State Extension Advisory Council President from Mason County opened the evening meeting. She welcomed everyone and thanked all council representatives for their support to the Cooperative Extension Service. She stated that everyone should have received a packet for the meeting and she introduced the Executive Committee:

Karen Hill, Vice President from Henderson County.

Juan Pena, Secretary from Shelby County.

Patsy Kinman, Ex-Officio and Past President from Grant County

President Porter encouraged council representatives to meet, network and learn from each other about the work they do in their county Extension offices and to learn more about the philosophy of Extension and meet the Extension staff of the University Kentucky and the Kentucky State University.

President Porter highlighted the purposes of the meeting which are: for council representatives to be equipped to advocate for Extension and to provide insights and input on how the Extension Offices can design and administer programs with highest impact for the citizens of Kentucky.

President Porter reminded council representatives to wear their nametag, keep receipts and submit their travel mileage for reimbursements to Ms. Dian Stapleton with UK.

Vice President Porter asked council representatives to do the "Ice Breaker Bingo." The bingo encourages council representatives to learn about each other.

Vice President Karen Hill of Henderson County gave the thought for the day. Then, dinner was served.

After everyone had been served, President Porter introduced our speaker Mr. Warren Beeler, Executive Director for the Governor's Office of Agricultural Policy. Mr. Beeler has been with Kentucky Department of Agriculture for over 16 years. He graduated from Western Kentucky University in 1977 with a Degree in Animal Science and currently lives on 220-acre livestock farm in Caneyville, Kentucky.

Mr. Beeler thanked Council members for their services and expressed his appreciation for the work they do.

Mr. Beeler said that Extension has been very important in his life. He joined 4-H when he was a "kid". He said it was in Extension that he gave his first speech ever. He learned leadership skills from Extension and became the president of the local 4-H club. He said that for any question that he had about agriculture, he got answers from Extension. He said the Extension staff was always available for his questions. He said Extension helped him to grow academically. He is committed to support Extension.

President Ann Porter asked council representatives to introduce themselves.

President Ann Porter introduced Dr. Johnnie Westbrook, Associate Extension Administrator in the College of Agriculture, and Food Science & Sustainable Systems at Kentucky State University (KSU). Dr. Westbrook brought greetings from KSU, welcomed everyone, introduced KSU staff present at the meeting, and gave an update about KSU programs. He reported that Dr. Kirk Pomper is now the dean of the College of Agriculture, Food Science, and Sustainable Systems; Nancy Calix is the Director of County Operations and she provides assistance to Cooperative Extension districts 1, 2, 3, and 4.

KSU continues to work with small farms across Kentucky, and KSU offers an after school program. He mentioned that Mr. Louie Rivers Jr. with KSU received the Excellence in Extension Award for his vision and leadership in Extension programs. Dr. Pomper has also received a service award. KSU has developed a 2018-2023 Strategic Plan to further its extension program.

President Ann Porter introduced Dr. Gary Palmer. Dr. Gary Palmer, Interim Associate Dean of the University of Kentucky Cooperative Extension Service, thanked everyone and gave an update on Extension. He thanked Thomas Keene for his work as Human Resource Personnel Director and announced that Mia Farrell will have a new role in Extension.

President Ann Porter introduced Ms. Mia Farrell, University of Kentucky Cooperative Extension Human Resource Specialist. Ms. Farrell presented the diversity awards. The Diversity awards were given to an individual and some groups that made special efforts to reach out to new populations not served by Extension. The award also recognized Kentucky Extension employees who have made strides to reach out to under-represented audiences. Twenty-eight nominations were submitted.

Diane Mason, Boone County FCS Educator, received the Individual Diversity Award. She received a program award of \$500.00.

Dr. Kenneth Jones - Community & Leadership Development - University of Kentucky, Dr. Janet Kurzynske - Research Center for Families & Children - University of Kentucky, Dr. Kerri Ashurst - Extension Specialist - University of Kentucky, Corbin Hannah, Youth Development Coordinator- YMCA Safe Place Services - Jefferson County, Kentucky, Shayonne Gibson - Outreach Specialist - YMCA Safe Place Services - Jefferson County, Kentucky received the Team Award. They received program award of \$1,000.00.

President Porter noted that the Randall Barnett Award is traditionally presented during Spring State Extension Meeting, but Dr. Barnett suggested that we present at the summer meeting because he was unable to attend the spring meeting.

President Porter introduced Dr. Ken Culp and Dr. Darrell Stillwell, Principal Extension Specialists. They talked about the impact of the 4-H Camping Program and other Natural Resource Programs. The presentation was part of a survey to determine the impact of 4-H summer programs/camps. It was found that 4-H summer camps did have great impact on the participants, and many participants expressed interest in participating in the summer camp again because of their positive experience.

The meeting on February 27, 2018 ended at 8:30pm.

**STATE EXTENSION COUNCIL MEETING MINUTES
FEBRUARY 28, 2018
EBASSY SUITES, 1801 NEWTOWON PIKE, LEXINGTON KENTUCKY**

At 8:08am, EST, Vice President Karen Hill started the meeting. She announced that President Ann Porter could not be with us because her husband had urgent eye surgery. She continued by introducing Dr. Palmer, Interim Associate Dean of the University of Kentucky Cooperative Extension Service, to give an update on the State Extension review. Dr. Palmer stated that the review is completed and now they are working on the implementation. From the review, it shows that there are opportunities and adjustments that need to be made. On July 1, 2018, they will start filling vacant positions. There are between 32-37 vacancies. Extension will need to maintain 20 vacancies to stay within budget. Extension has experienced a \$2.6 million cut from state funds. UK has used bridge money to substitute for the cuts but UK is unable to continue using bridge money. Therefore, counties will be asked to make modest contributions to absorb the cuts. He said the money contributed by counties would go back into their counties. Counties will be asked to hire a County Manager to manage employees and the facilities (building) so the agents can focus on programming. The manager will work with elected officials. He said County Managers will ensure better accountability with tax money. There have been some incidents where agents have submitted receipts more than once.

Dr. Palmer said that County Managers will be paid by counties. It is voluntary. Madison County and other counties have started to implement this. He hopes that other counties will follow suit. Dr. Palmer said the hiring of County Managers would go through the same hiring process as the hiring of agents. Dr. Wayne Morella of Rowan County stated that county government should have a vote or say in the hiring process.

Someone asked the question about "Stop Gap funding". Dr. Palmer said Stop Gap will not continue as in the past.

It was mentioned from the floor that the current hiring process takes a lot of time and it takes about a year in training. It was suggested that we come up with a better system to speed up the hiring process.

At this time, six Extension County Agents shared success stories about their programs and they are as follow:

Bethany Pratt, Jefferson County Horticultural Agent, talked about Urban Garden Project. She said that they have collaborated with Healing Place to help women with addiction problems. Ms. Pratt said that the garden has served as therapy and provides work and leadership skills. She added that women that have gone through the Urban Garden Project have found it very beneficial.

Joni Nelson with Kentucky State University (KSU) spoke about Small Farm Programs. She said that KSU has awarded \$5,000.00 in grants to small farms and \$500.00 for education purposes. They have received about 815 applications and have approved \$1.6 million dollars. Ninety-five counties have benefited from these grants. The grants have helped small farmers with equipment to increase their production and market their products.

Alexandria Bryant is a 4-H agent in Breckinridge County who talked about 4-H Career Clubs. The Career Clubs align with public school goals, which are to prepare children with college and career readiness. Participants in this club take college tours and visit local business and companies. They learn how to write resumes, fill out job applications and learn interview and leadership skills.

Carla Jordan with Kentucky State University talked about Strengthening Kentucky Families (SKY). She said the SKY program has been in operation for 14 years and Extension has been doing it for 6 years. It works with African American Families and parents to address the problem of child abuse and negligence. The program helps with conflict resolution and food nutrition. The program is to empower and strengthen families. The families who participate in this program are court ordered.

Whitney Morrow, an FCS Agent from Carter County, discussed the Play Date Program. They work with younger children to prepare them for kindergarten. The Play Date Program believes that children learn by playing. They teach children to prepare healthy food and use tools such as scissors. She said the program has allowed reaching out to new families and educating them about Extension.

The last presenters were Curtis Dame, an ANR Agent from Hopkins County, and Darrell Simpson, ANR Agents from Muhlenberg County. They talked about the importance of extracting farm equipment stuck in wet places in a correct way to prevent accidents, injuries and/or deaths. They showed a short video that has been used as public announcement. They also have a longer video that explains in detail how to extract farm equipment. They said that they have received positive comments from farmers.

The group took a break.

BUSINESS MEETING

At 10:28 am, EST, Vice President Karen Hill called the meeting to order. President Ann Porter could not preside at the meeting due to emergency call in the family.

Karen Hill asked for approval of the minutes from the August 8, 2017 meeting.

Dr. Wayne Morella of Rowan County recommended adding to the minutes the names of Jane Ellington of Bath County, Ann Porter of Mason County, and Dr. Jeff Young of the University of Kentucky in the last paragraph of page three as part to acknowledge their work on the By-Laws committee. Patsy Kinman of Grant County, made a motion to accept the minutes with correction, it was seconded by Dr. Wayne Morella of Rowan County. Motion was adopted to accept the minutes with correction.

There were no items on Old Business; Karen Hill moved to New Business.

Dr. Wayne Morella of Rowan County stated that in the University of Kentucky's hiring and termination procedure for Agents, sexual harassment is not listed in the 16 reasons that constitute a release (termination). In light of all discussions about sexual harassment allegations and the "me too movement" across the country, Dr. Morella said "sexual harassment" should be added to the 16 reasons that constitute release.

Thomas Keene with the University of the Kentucky stated that although that sexual harassment is not listed in the documents referred to by Dr. Morella, Extension Office agents and employees are subject and must adhere to the University of Kentucky's employment policies. He said the sexual harassment is a sex discrimination and it is included in the policies of the University of Kentucky and it is written in different publications and literatures.

Nancy Dawson from Kentucky State University and Logan County stated that although there exists a diversity policy at the University of Kentucky, there are issues not addressed on the county level that need further review.

Dr. Morella asked to create a task force to look into the documents for grounds of termination of agents, look into adding sexual harassment to the list, and bring a report for the Extension Advisory Council to give a recommendation to the University of Kentucky. The task force should consist of At-Large delegates from each district, Mr. Thomas Keene and Dr. Jeff Young of the University of Kentucky.

Vice President Hill asked for a motion to move the said recommendation forward.

Dr. Morella, Rowan County, motioned to create the said task force; Linda Jeffers of Spencer County seconded it.

Vice President Karen Hill asked for a vote. She asked council representatives to raise their hands for "yea." Twenty council representatives raised their hand for "yea."

Then, she asked council representatives to raise their hands for "no." Eleven council representatives raised their hand for "no."

The motion was adopted.

Dr. Morella agreed to chair the Task Force. The task force will meet at least once before the next meeting and give a report to the council in the summer meeting.

Vice President Karen Hill asked council representatives to select July 24, 25th, or 26th for our next meeting. Jeff Young would send out a Doodle Poll within a week to pick the best date. Nancy Dawson of Logan County asked to have the next meeting at Kentucky State University. It was suggested to have the summer meeting at the Kentucky State University Research Farm in Frankfort.

Vice President Hill ended the business meeting at 10:44am EST. Then she continued with the program.

Vice President Karen Hill introduced Dr. Nancy Cox, Dean College of Agriculture, Food and Environment. Dr. Cox thanked council representatives for their work with Extension. She spoke about the uncertain budget cut in state government. For the fiscal year 2016-2017, there was a \$2.6 million cut. For three years, Extension has continued with its commitment to help County Extension Offices. She said that from an audit done by the University of Kentucky, it shows that Extension needs better financial control. Currently each Extension District Director manages from 15-22 counties. Therefore, UK is recommending larger counties hire County Managers to increase fiscal responsibility and accountability. She said that some counties have already started with County Managers. County Managers will be paid by counties. UK is providing free administering of the funds

for the county manager. Dr. Cox also talked about the Extension Action plan that has a financial operation, compliance, and marketing. In addition, there will be county needs assessments to learn more about county economies. Dr. Wayne Morella of Rowan County commented that UK Extension should include county governments in the hiring process of county managers. They should have a say in the hiring process.

Someone from the floor asked if there is a job description for county managers. Dr. Jeff Young said that they have a job description. The County Managers will be working with County Extension Councils, will ensure fiscal compliance, do administrative work and manage facilities. County agents will still work directly with UK Representatives.

Vice President Hill introduced the following speakers:

Catherine Webster, Simpson County 4-H Agent, presented Empowering Local Leaders' Events. In the program, participants learned about civic leadership, learned about how the government works, and gained necessary skills to work with their legislators. The goal here is to equip participants to advocate for Extension.

Wanda Paris, Lyon County 4-H Agent and Leslea Barnes, Crittenden County 4-H Agent shared information about Teen Leadership Academy. This program provides middle school students with leadership skills, communication skills, increasing self-confidence and promotes teamwork. This group visits local factories. School teachers refer students to this program. This program provides students with opportunities that they may not otherwise have.

Lunch was served at 12pm and District meetings took place at the same time.

Vice President Porter introduced Hayley Pierce, Cooperative Extension Service Marketing Manager. She is the new marketing manager for UK. Ms. Pierce, a native of Grayson County, shared information about her work experience, including her work with Extension Offices. She will be working in marketing Extension.

Dr. Jeff Young, Director of County Operations, showed how to use a program to get feedback. He used pollwhere.com program that can be accessed by cellphones.

The meeting adjourned at 1:55pm EST.

Notes and the minutes of the business meeting are provided by State Extension Secretary Juan Pena