

# Northwest Missouri Regional Extension Council Meeting

Farm Credit Services Building

Riverside Road and Hwy 36, St. Joseph, MO

Thursday, October 21, 2004 – MINUTES – 7:30 p.m.

**Kendell Misemer\***

**Chairman**

**Gentry County**

**Randy Cole\***

**Vice President**

**Andrew County**

**Becky Dalbey\***

**Secretary**

**Nodaway County**

**Karma Metzgar\***

**Ex officio**

**Regional Director**

**Sandy Sands\***

**UMESC Representative**

**Kansas City**

**Sam Hawkins**

**UMESC Chair**

**Tony DeLong**

**UMESC Coordinator**

**Reed Springs, MO**

Kenneth Vogt, Andrew  
Mary Salmund, Atchison\*  
Joan Krumme, Buchanan  
Larry Deshon, Buchanan  
John Hickman, Buchanan\*  
Bud Motsinger, Caldwell\*  
Jerry Creason, Caldwell  
Terry Mathena, Clinton  
Jayla Smith, Daviess\*  
John Murphy, DeKalb\*  
Brigitte Bunnell, Grundy  
Don Altes, Grundy  
Charles Crabtree, Harrison  
Leon Hicks, Harrison\*  
Roger Lewis, Harrison  
Greg Biermann, Holt\*  
Tom Hare, Holt\*  
Randy Steele, Livingston  
Brian Egers, Livingston  
Brad Funk, Mercer\*  
Bruce Gamet, Mercer  
Don Null, Worth

Carol West\*

Administrative Associate  
Regional Office

\* Indicates those present

## *Refreshments—Regional Office*

- 1) Call to Order: Kendall Misemer, Chair, 7:40 pm
- 2) Introduction of Guests--Roger Gibson, Harrison County Commissioner and Sierra Travnichek
- 3) Additions or Deletions to Agenda (there was none)
- 4) Roll Call—(see those attending marked on the left)

Faculty attending: Bob Kelly, Buchanan, Rebecca Travnichek, Andrew and Ron Walker, Buchanan and Daviess.

- 5) Minutes: April 14, 2004 – Becky Dalbey

Posted on the WEB at <http://extension.missouri.edu/nwregion/4-15-04%20Minutes.pdf>

Motion to approve minutes as posted by John Murphy, seconded by Jayla Smith. Motion Carried

- 6) University of Missouri Extension State Council Board Report:

Sandy Sands

- a) New name for MECCLC--University of Missouri State Extension Council-----UMSEC
- b) Council to Campus Day was in July.
- c) Children of Offenders program is Nov. 12—hopefully some from area can participate.
- d) Dr. Ron Turner has announced his retirement.
- e) The next meeting of the state council will be a conference call, then an ITV, with a face to face meeting (in January)
- f) Legislative Day 2005 is March 16, Wednesday, starts at 8:00 am, visiting the legislators at 10:00 am, a forum in the Lobby followed by a box lunch and will be over around 3:00 to 3:30 pm. There will be exhibits around the lobby similar to last year.

- 7) Regional Director Update

- a) Region County and Staffing Status---we are down to 25 staff members for the region due to vacancies that have not been filled for a long time. (see the sheets in your packets.) We now have position voids instead of vacancies. Eight positions have been filled in the last year. Positions starting in near future:
  - i) Nutrition and Health Education, Nodaway County, Nov. 1, Karen From.
  - ii) Community Development, Atchison County, Jan. 3, Jerry Baker
  - iii) Business Development, Holt County, Jan. 3, Terri Vogel
  - iv) Natural Resource Engineer, Daviess County, Jan. 10, Craig Smith
- b) Regional office relocation plans---will be moving by November 30, 2004, to 706 South Woodbine, Suite A, St. Joseph. There will be video conferencing, more space and a meeting room. We hope to have the January meeting at the new regional office.

- c) Missouri Sunshine Law Updates (handout from <http://outreach.missouri.edu/weeklynews/082004/sunshine.html> and books)-new books were handed out and more are available if you need them talk to Karma or Carol.
- d) County Program Director Training---will be held soon and a staff member must be here for at least a year before they can be a CPD
- e) QuickBooks Training for CPD's and Bookkeepers---was held the week of October 11<sup>th</sup>
- f) Innovative Programming Funding---Each region received \$50,000. Staff submitted 19 proposals. The proposals were reviewed to come up with some programs, such as a mobile classroom---trailer to be ready to equip and take to various locations, youth programs, farming on 40 acres, and training staff to help people being released from prison were a few Karma brought to the group. A complete list of those projects funded will be shared at the January meeting.
- g) New organizational charts (handout)---see the hand outs or link at [http://outreach.missouri.edu/about/org\\_charts/](http://outreach.missouri.edu/about/org_charts/)
- h) Other---plan of work to begin for 2007-2011.
- i) Fiscal policies and procedures (purple sheet handout) was reviewed. This was also distributed to CPDs and bookkeepers with an emphasis to accept only the Quick Book forms for your monthly council reports.
- j) *Leadership Horizons*---a newsletter for council members is being started by Tony DeLong, County Council Coordinator. A copy was handed out and also can be viewed at: <http://outreach.missouri.edu/extcouncil/LeadershipHorizonsOctober2004.htm>

#### 8) Committees

- a) Regional Council Leadership Development Team---Randy Cole gave an overview of the last training meeting on programming for the team held in Maryville. Three new modules were reviewed and will be available on the WEB.
  - i) Program Development – Prioritizing, Implementing and Evaluating Programs (handout)--these are on the WEB (<http://outreach.missouri.edu/extcouncil/training/programs/index.html>) and all counties will receive a cover letter explaining that the team will come to their counties to help with the modules.
  - ii) Excellence Award for County Council Modules Request Form (handout)—a county will receive an award for completion of the modules ([http://outreach.missouri.edu/extcouncil/county\\_council\\_leadership\\_module\\_request\\_form.htm](http://outreach.missouri.edu/extcouncil/county_council_leadership_module_request_form.htm))
- b) County Annual Report Guidelines and Checklist—the team is available to assist a county in preparing these reports that are due to Karma the end of January. (<http://outreach.missouri.edu/extcouncil/training/programs/index.html>)

#### 9) Old Business

- a) Other---John Murphy—DeKalb County—reported on the funding that they will received as a result of the court case that was brought by two citizens because the county commission under funded extension. They have about \$15,000 to spend before the end of the year. The lawyer that took the case did so at no fee because this was to help the “kids.”

#### 10) New Business

- a) Continuous fill process for new vacancy---Karma passed out the yellow sheets with maps of what the region staffing looks like and what still needs to be done. The youth position in Daviess County is now vacant. There were three proposals for the regional council to look at as to the location and coverage area for the position.
  - i) After much discussion Jayla Smith moved to accept Proposal A---to have the position based in Daviess County (coverage Davies, Harrison, Mercer and Grundy) -----Motion died for lack of a second.
  - ii) John Hickman moved to accept Proposal C---to have the position based Harrison County (coverage Harrison, Gentry, Mercer and Grundy)--Motion died for lack of a second. More discussion

followed. Karma stressed the importance of this position and that a decision of where this would be based would be helpful.

iii) Jayla moved to keep the position in Daviess County and to decide the county breakdown later. Motion was seconded by Bud Motsinger. The Vote was as follows 8 for, 1 opposed and 1 abstaining. Motion carried. The concern was the current Daviess/Caldwell partnership and how this can be maintained. Karma will work with youth staff to see what can be done and move forward with the advertising. This position will be considered a high priority to fill.

b) 2005 Funding Guidelines – “Measure of How Well Counties are doing” (handout)--orange papers--- Rebecca went over the handout “A Measure of How County Extension Councils are Doing”. The back two pages are to come back to Karma when you send in your Budget information. It can be used next year to show any improvements you’ve made.

c) Other---Cost share proposals for “YPA”, (YEA) positions will be entertained so counties could be working on these if they are interested.

#### 11) Announcements:

a) Next Meeting, January 20, 2005, 7:30 p.m--Northwest Regional Office, 706 South Woodbine, Suite A, St. Joseph.

i) Refreshments—Jayla will bring pies, Becky will bring ice cream.

We want to thank Karma for the refreshments for this meeting and the decorations and Carol for help in setting up and fixing coffee etc. THANKS

#### 12) Adjournment

Motion: Tom Hare

Second: Greg Biermann

Time: 9:25 pm