2006-07 Boone Program Plan
Executive Summary

The following educational programs are planned for citizens of Boone County in the coming year. In some cases, Boone County residents may need to travel to a nearby county to take advantage of the program offering.

AGRICULTURE AND NATURAL RESOURCES (ANR)

Program Name – Description – Personnel

**MO Crop Management Systems:** Sustainable crop production programs for the 21st century. Focuses on techniques that minimize environmental impact, and offers research on selecting the best crop genetics, as well as proper crop management decisions.
- **Staff:** Don Day, Todd Lorenz

**Profit Focused Agriculture:** Team effort of state and regional University of Missouri Extension faculty partnering with private businesses, agencies focused on enhancing economic viability and sustainability of Missouri agriculture. Accomplished through high quality, research based, frontier educational programs. For beginning, primary, secondary income and transitioning farmers, landowners and agribusiness agencies.
- **Staff:** Mary Sobba

**Annie's Project:** An interactive risk education course for farm women provides training in the fields of production management, financial management, marketing, legal issues, and human resources. It fosters a learning environment for ages 19-84.
- **Staff:** Mary Sobba, Parman Green

**Golden Age Farming:** Workshops provide education on estate planning, retirement issues, and transition planning. It includes techniques to maximize Social Security, alternative health care, and familiarizes participants with new estate tax laws.
- **Staff:** Mary Sobba, Parman Green, Cynthia Crawford, Don Day

**Farm & Small Business Estate Planning:** Targeted at farmers and small businesses, this program provides basic estate planning concepts as well as helps participants seek out professional help.
- **Staff:** Parman Green
**Plant Protection for the 21st Century:** Educational experience that covers the fundamental concepts of pest control (weeds, disease, and insect damage.) Provides a focused examination of identification, pesticide regulations, safety, and Integrated Pest Management (IPM.)
Staff:
Jim Jarman, Mary Sobba

**Private Pesticide Applicator Training:** Initial training and recertification of private pesticide applicators. Trains in methods of safe and proper use of agricultural pesticides on farmland.
Staff:
Todd Lorenz, Jim Jarman

**Value Added Agriculture:** Interactive programming that prepares producers and producer groups to evaluate the potential marketability of a value-added idea. Entrepreneurial-focused approach to developing possible new ideas and products for producers.
Staff:
Mary Sobba

**Community Food Systems:** Broadens consumer awareness of the community benefits of locally produced foods. Expands the development of community food systems through educational and outreach activities.
Staff: Jim Quinn

**Business Management:** Educates farmers and ranchers to plan and undertake a business-like approach to the use of land and resources in agriculture or farm endeavors. Programs focus on financial resources, record keeping, computer use, marketing, and legal issues.
Staff: Don Day, Mark Stewart, Mary Sobba, Parman Green

**Rural Agricultural Safety and Health:** Preventative program to help reduce the number of deaths and disabling injuries sustained by rural Missourians. Educates Missourians on the proper safety and safety techniques for agriculture and rural living.
Staff: Don Day, James Jarman, Mary Sobba

**Assistive Technology for Farmers with Disabilities: Missouri AgrAbility Program:**
Education, networking, and assistance for agricultural operators with disease, disabilities, or disorders. Targets rural farm families and collaborative partners.
Staff: Don Day

**Precision Agriculture:** Technological approach to farming, emphasizing benefits of geo-referenced data as a means to optimize production management. Techniques in site specific geosurveys to better match actual needs, in effort to raise profitability and reduce environmental impact.
Staff: Mary Sobba, Don Day
**Forage Production and Management:** Targeted program to teach producers how to improve forage production economic return while protecting the environment. Techniques include management intensive grazing, pasture based dairying, seasonal feeding systems, and fescue toxosis. The program inspires increased economic development and social viability in rural Missouri.

Staff: Eugene Schmitz, Mark Stewart, Mary Sobba, Todd Lorenz

**Home Horticulture and Environment:** Focused program that provides research-based horticulture information for gardeners and homeowners. They will learn techniques through workshops, demonstration plantings, newsletters, and horticulture training. Recaps the benefits of maintaining healthy turf, ornamental, or fruit and vegetable plantings.

Staff: Don Day, James Quinn

**Missouri Grown:** Geared towards small farm families, educational program that focuses on successful techniques, and marketing high horticulture value crops best suited to Missouri’s climate conditions.

Staff: James Quinn

**Beef Production Systems:** Provides producers with a wealth of information on beef production. Topics span disease prevention, sanitation, vaccinations, site evaluations, appropriate feed rations, nutrition, and reproductive physiology.

Staff: Don Day, Mark Stewart

**MO-PORK: Increasing Pork Production in MO:** Program offering applied research and educational practices resulting in application of management protocols and strategies to improve nutrient utilization, reproductive efficiency and management of swine.

Staff: Mark Stewart

**Missouri Show Me Quality Assurance:** Programming covers information on daily care and management, reading feed labels, withdrawal times and bio-security for livestock. Also focuses on animal health products and carcass quality. Program that leads to PQA certification.

Staff: Mark Stewart

**Equine:** Programming aimed at equine owners related to horse management issues such as feeding, health management, training, breeding, and management issues. Limited on-site service and seminars geared towards pleasure owners.

Staff: Eugene Schmitz, Wendy Flatt

**Sheep & Goat Production:** Provides knowledge, skills, practices and policies that enhance economic viability and profitability. Strives to improve the competitiveness and diversity of Missouri production enterprises. Topics covered will range from management, genetic improvement, nutrients, health assessment, to marketing strategies.

Staff: Mark Stewart, Wendy Flatt
Missouri Master Wildlifer: Provides training for landowners in managing wildlife resources and enhancing habitat for a variety of wildlife species. Training will examine alternative management approaches for wildlife in diverse habitats.
Staff: Don Day, James Jarman

Missouri Woodland Steward: Helps private land owners identify woodland habitats, and introduces them to basic forest and wildlife management concepts and practices.
Staff: Don Day

Missouri Master Naturalist: Educational program improving the understanding of natural resource ecology and management, and enhances existing natural resource education. Provides framework for conducting volunteer educational programs towards management of natural resources.
Staff: Don Day

Energy Conservation, Efficiency & Alternatives: Educational programming for agricultural producers and the public on such issues as energy production, biofuels, alternative cropping systems, and to promote responsible management of energy through conservation, efficiency, and renewable fuels.
Staff: Don Day, Mary Sobba

Water Awareness Festivals: Informational festival stressing the importance of water sanitation and community economical viability. Demonstrates how to develop strong communities based on clean water and protection methods.
Staff: James Jarman, Mark Stewart

Watershed Management & Planning:

Works with local watershed communities to evaluate, plan and implement, locally designed watershed management programs. Develop and expand collaboration and partnerships with agencies, individuals, elected officials, and organizations that have responsibility for protecting water resources.
Staff: Don Day

Your Farm - Your Resources - Your Business: Provides information through classroom presentations on possibilities, feasibility, and legal issues related to beginning a farming operation or managing your resources. Topics include financial resources, business planning, soils, matching livestock, proper equipment, horticulture production and legality.
Staff: Don Day, Mary Sobba
**Master Gardener:** Provides in-depth horticulture training for Missourians who wish to spread their knowledge of gardening. Prepares volunteers for horticulture questions frequently asked by citizens around the state, based on unbiased research based gardening information. 
Staff: Don Day, James Jarman, James Quinn

**Show-Me-Select:** Beef production educational experience examining breeding/mating, herd health management, methods of reproduction, and production economics. Participants come from a wide range, different sizes in herds, forage availability, and experience, and leave with a vast knowledge of beef production.
Staff: Eugene Schmitz, Mark Stewart

**Premier Beef:** Educate small-herd beef producers in concepts of value-based feeder calf marketing. Focuses on herd health, growth, uniformity, and marketing skills necessary to capture the full value of feeder cattle.
Staff: Wendy Flatt

**Legal Concerns for Rural Landowner:** Rural Landowner Legal Concerns is designed to be a 6 or 7 session workshop or can be divided into individual sessions or topics. Rural legal issues that will be addressed are: Missouri’s Fence & Boundary Laws, Land Leases and Contracts, Government Programs impacting landowners, Employers, Employees & Others (including liability questions,) Environmental Regulations and Issues, Livestock Ownership Concerns & Overall Risk Management Strategies
Staff: Joseph Koenen

**BUSINESS DEVELOPMENT (BD)**

*Program Name – Description – Personnel*

**Starting a Business: The First Steps:** Provides an overview of the critical first steps associated with starting a business. The program is designed specifically for those who are thinking about a new business venture. Participants will assess their strengths and weaknesses in terms of business ownership, learn about the importance of planning, discuss legal and regulatory requirements and identify sources of funding. This is an introductory course for 3 hours.
Staff: Chris Thompson

**The Basics to Writing a Business Plan:**
Educational experience for current and future business owners and entrepreneurs who have little or no knowledge of writing a business plan. Participants will learn the importance of business plans, the key required elements of a basic plan and data that must be included.
Staff: Chris Thompson
**Understanding Financial Statements:**  Designed for business owners, managers, accountants, bankers and consultants who need to know how to turn financial statements into useful management tools. Learn how to identify key business information that is captured on the income statement and balance sheet to help you make more informed decisions.

Staff: Chris Thompson

**How to Control Cashflow:**  Second in a series of financial management offerings that are specifically designed to help the small business owner get a handle on the financial side of the operation. Identify cash flow strategies that you can use in your organization.

Staff: Chris Thompson

**Predicting Future Cash Needs:**  Third in a series of financial management offerings that are specifically designed to help the small business owner get a handle on the financial side of the operation. Learn to create a Cash Budget, make decisions about making new investments, taking money out of the business, taking on new products or services to grow your business and other important financial decisions.

Staff: Chris Thompson

**Business Performance: Measure, Manage, and Succeed:**  Provides an overview of the benefits of using a balanced set of measures to evaluate the performance of a business or organization. Teaches a nine-step process that an individual or team can use to develop a balanced scorecard for their business or organization.

Staff: Chris Thompson

**FastTrac - Listening to Your Business:**  Short three courses offering hands-on, facilitated workshop designed to provide entrepreneurs and business managers with the critical evaluation tools and action steps they need to maximize the growth and profitability of their businesses.

Staff: Chris Thompson

**HR for Small Businesses: Compensation and Employee Retention:**  Designed for small businesses on the complicated topic of human resources management. Develops a job analysis and classification program in order to design compensation plans.

Staff: Chris Thompson

**HR for Small Businesses: Ethics and Liability Management:**  Designed for small businesses on the complicated topic of ethics and liability management. Learn the guiding principles of business ethics and how they apply to your business. Other topics include establishing a positive work environment, managing workplace discrimination, substance abuse, harassment and violence.

Staff: Chris Thompson

**HR for Small Businesses: Government Compliance (part 1):**  Covers government compliance requirements for all employers. Topics covered include requirements related to minimum wages, overtime pay, employment of children, hours worked, equal pay, HIPAA privacy rules, Form I-9, required federal and state posters and employment security for military service.

Staff: Chris Thompson
HR for Small Businesses: Managing Employee Benefits and Payroll: Learn about viable health care options that include typical options for dental, vision, prescription drug plans, short and long-term disability plans, employee assistance programs and life insurance. Qualified retirement programs, particularly SEPs and SIMPLEs will be covered.
Staff: Chris Thompson

HR for Small Businesses: Recruitment and Selection: Key features for job descriptions are analyzed in order to establish effective methods of candidate sourcing. Managing employer risk during the selection process from initial review to final selection, when employment testing is appropriate, issues around drug and alcohol testing are all covered in this module. You will also learn the mandatory periods you must keep employment records.
Staff: Chris Thompson

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Small Business Development Counseling/Coaching
Staff: Chris Thompson

Introduction to QuickBooks Pro
Staff: Chris Thompson

Information Transfer
Staff: Chris Thompson

DHSS - Starting & Managing A Small Business in Missouri: Acquaints participants with more focused and in-depth information on starting and managing a small business in Missouri. Participants will learn about business ownership planning and organization, legal and regulatory requirements, recordkeeping and information management, marketing, financing and resources for assistance. 8 hours.
Staff: Chris Thompson

Pricing for Success: The course introduces the process of pricing your product or service based on your costs and your desired margin. In this workshop you will be able to identify and apply basic pricing strategies, understand the terminology, calculate overhead percentages and establish a price. Bring a pencil; we’ll provide the calculator needed for this hands-on workshop!
Staff: Chris Thompson

Business Planning - An Introduction: A short overview of the business planning process, it's importance, and the critical elements that must be addressed in any business plan.
Staff: Chris Thompson
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COMMUNITY DEVELOPMENT (CD)

Program Name – Description - Personnel

Community Emergency Management: Provides resources, personnel and educational programs and materials to support the mission of the Governor’s Disaster Recovery Partnership (established 1993) and assist communities and citizens in all areas of emergency management, including preparedness, response, and recovery.  
Staff: Arthur Schneider, Don Day, James Jarman, Mary Sobba

Leadership RAP-Juvenile Justice Centers: Conducted in juvenile justice centers, it builds skills and leadership capacity among juvenile offenders. By making the program fun, we are able to capture the attention of youths who, in other settings, would be absent or daydreaming. When given the choice of whether to participate in Leadership RAP in the juvenile justice center, participants eagerly choose Leadership RAP.  
Staff: Arthur Schneider, Ronald Higginbotham, Brocke Laws

Enabling Effective Local Government: Provides assistance and training for local governments to improve government decision making and operations.  
Staff: Ronald Higginbotham

Alianzas: An extensive partnership that assists immigrants and communities in accommodating and learning from each other. The goal of Alianzas is to enhance the ability of communities to collaborate with the growing immigrant Hispanic populations through a Hispanic, university and community partnership, using a community-based, co-learner approach.  
Staff: Connie Mefford

Poll Worker Training: Provides comprehensive statewide training for those who work in local polling sites during elections. The training is the responsibility of local election authorities and is available in multiple formats (including an online module) and based on HAVA (Help America Vote Act) regulations, election laws, and administrative rules.  
Staff: Ron Higginbotham

HUMAN ENVIRONMENTAL SCIENCES (HES)

Program Name – Description - Personnel

Successful Aging: Provides educational resources to support successful aging and to strengthen the aging family.  
Staff: Vera Nichols
Focus on Kids: Helps divorced and separated parents learn how to support their children through the divorce process and how to work together in co-parenting their children. Focus on Kids satisfies the Missouri law that requires parents who are divorcing or filing a motion to modify the original divorce decree to attend an educational parenting program.
Staff: Arthur Schneider

Building Strong Families: Designed to help families find their strengths, build on those strengths, and learn skills to create stronger families, improve relationships, and increase communication. The Program draws from an interactive, 13-module curriculum to provide a series of life skills workshops that are supported by strength-based research.
Staff: Arthur Schneider, Jamie Thompson

Healthy Start: a comprehensive preschool health education curriculum, developed by a pediatrician in New York, that helps children learn how to make important decisions about nutrition, physical activity, safety, hygiene, smoking and drugs, and sun-safety.
Staff: Vera Nichols

Child Nutrition: This program, developed by University of Missouri Extension, addresses creating a healthy nutrition environment in child care settings and focuses on foods, the mealtime environment, appropriate adult behavior, and nutrition education activities.
Staff: Lynda Zimmerman

Food Preservation: A program designed to assist clients in safely preserving their foods.
Staff: Vera Nichols, Lynda Zimmerman

Financial Success: Debtor education program will help those facing bankruptcy: Meet your bankruptcy education requirement, Improve your financial management skills; Get more from your money.
Staff: Jamie Thompson

Childcare Core Competencies: Series of research-based training opportunities covers the areas described in Missouri's Core Competencies for Early Care and Education Professionals; specifically, child growth and development, learning environments, child observation, families and communities, interactions with children, and program planning.
Staff: Kathy Dotheage

Jump Into Action: A program for fifth grade students which teaches nutrition and physical activity education with the goal of preventing or reducing the risk of Type II diabetes.
Staff: Vera Nichols

Family Nutrition Program: A nutrition and physical activity education program targeted at limited resources audiences. This program provides education in schools, community settings, and through media campaigns. The average participant receives six lessons. The primary audience for FNP is youth and the adults who support them.
Staff: Julianne Royse, Lynda Zimmerman, Vera Nichols
Expanded Food & Nutrition Education Program (EFNEP): A nutrition and physical activity program targeted to limited resource audiences. This program provides education in homes and community settings. Program participants receive 6-12 lessons over the course of the program. The primary audience for EFNEP is adults.
Staff: Lynda Zimmerman, Vera Nichols

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Staff: Sherry Scott

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Staff: Julianne Royse

Stay Strong, Stay Healthy: An eight week strength training program for middle-aged and older adults. The program’s goal is to improve health and quality of life. The program incorporates warm-up exercises, strengthening exercises, and cool down stretches. Over the eight weeks participants learn exercises to improve strength and balance.
Staff: Beverly Pfeiffer, Vera Nichols

Women's Cancer Project: An awareness campaign to increase the number of women who are rarely or never screened for breast and/or cervical cancer. This program is a joint effort with the American Cancer Society, Cancer Information Service, and Missouri Department of Health & Senior Services.
Staff: Vera Nichols

Relatives As Parents: Provides education for relative caregivers. Topics included may range from parenting, relationship building, financial, and legal issues.
Staff: Arthur Schneider

Emerging Issues in Nutrition and Health: Includes work with local coalitions such as Montgomery County Human Resource Council and other program requests not covered under Named Programs
Staff: Vera Nichols, Lynda Zimmerman
**Home Buyer Financial Education:** In order to be eligible for Community Commitment mortgages, first-time home buyers must participate in eight hours of home buyer education conducted by a nonprofit organization that has educators with a minimum of 5 years of family financial education experience and a strong supporting academic background. Experienced University of Missouri Extension Family Financial Education specialists are well positioned to deliver this training. The curriculum is based on Fannie Mae and University of Missouri Extension publications

Staff: Cynthia Crawford

**School Wellness:** Educates teachers and resource staff about ways they can comply with the new wellness policies. This program will help educators implement a school wellness policy.

Staff: Vera Nichols, Lynda Zimmerman

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**4-H YOUTH DEVELOPMENT**

**Program Name – Description – Personnel**

**Creating Environments for Postive Youth Development:** Through workshops, volunteer forums, leadership roles and web-based instruction, state and county extension faculty will help adult and youth volunteer leaders gain knowledge and skills to communicate, manage programs, design and deliver education events, develop interpersonal skills and create environments that promote positive youth development.

Staff: Jim Ronald

**Program Management:** Volunteers demonstrate the ability to involve others in providing the structures necessary to deliver positive 4-H programming in a community.

Staff: Jim Ronald

**Adult Volunteer Leadership Roles:** Through leadership roles, state and county extension faculty will help adult and youth volunteer leaders gain knowledge and skills to communicate, manage programs, design and deliver education events, develop interpersonal skills and create environments that promote positive youth development.

Staff: Jim Ronald

**Developing Youth Leaders:** Youth join in the dynamic process of learning leadership skills through interactive activities, real life experiences in relationship building, communication group process, and planning and organization. All activities offer a cross-cultural perspective. All activities offer you the ability to become a good leader.

Staff: Jim Ronald

**Empowering Youth Citizens:** Youth learn about local, state and national governments, and how to actively engage as a citizen.

Staff: Jim Ronald
**Animal Science and Technology - Food Animal Projects:** To increase the knowledge and awareness of Missouri youth about food quality issues related to animal production (beef, sheep, swine, goats and meat rabbits).
Staff: Jim Ronald, Mark Stewart

**Animal Science and Technology - Companion Animals:** Youth gain knowledge and skills for life through working with companion animals --- dogs, cats, horses and rabbits.
Staff: Jim Ronald

**Environmental and Natural Resources Science and Technology:** Youth learn knowledge and skills in stewardship of the environment, shooting sports, sports fishing and aquatic sciences, water quality, forestry and conservation.
Staff: Jim Ronald