

# NW Regional Extension Council

Meetings are held the third Thursday of February, May, August and November

**Thursday, Aug. 19, 2010—7:30 p.m.--Minutes (in bold)**

## Locations:

- ✓ **Northwest Region Office**, 706 S. Woodbine, Suite A, St. Joseph
- ✓ **Princeton High School**, 1008 Coleman, Princeton, MO (**unable to connect**)  
Site Host--Marsha Shew, Mercer County Extension Chair

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Richard Barrett (Holt), Chair                      John Murphy (DeKalb), Vice Chair                      Jayla Smith (Daviess), Secretary  
State Council, Sandy Sands (at large), Jan Schwarz (Clinton), Alternate  
Officers April to April/May meeting)

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## Agenda

1. **Call to Order**—Richard Barrett, Chair
2. **Introduction of Guests**  
**Chris Bouchard, Interim State Director, Small Business and Technology Development Centers**
3. **Roll Call of Members**—  
*Suggestion--Share an opportunity you have had recently to share with an elected official or candidate for office regarding MU Extension's impact.*

### Council Representatives (8 of 15 Counties)

Richard Barrett, Holt  
Paul Garrison, Andrew  
Jerry Creason, Caldwell  
Connie Cole, DeKalb  
Lannie Harkins, Grundy  
Jan Schwarz, Clinton and NW State Board Rep.  
Jayla Smith, Daviess  
Kendell Misemer, Gentry  
Sandy Sands, NW State Board Rep. (by phone due to car trouble coming to meeting)

### Regional Faculty and Staff

Jim Crawford, Atchison CPD  
Jerry Baker, Worth CPD  
Jill Knadler, Regional Office Admin. Assoc.  
Karma Metzgar, Regional Director

**Stopping prior to the meeting:**  
**Kirk Search, Nodaway County**

**Counties not represented: Nodaway, Livingston, Buchanan, Harrison, Mercer (technical issues with ITV from Princeton)**

4. **Additions or revisions to agenda --None**
5. **Minutes from previous meeting (April 2010)** (enclosed and posted on the web at [http://extension.missouri.edu/nwregion/Agendas\\_Minutes/Agenda-Minutes.shtml](http://extension.missouri.edu/nwregion/Agendas_Minutes/Agenda-Minutes.shtml)) **--no additions or corrections so stand approved as read.**
6. **30-45 Minute Program Feature—The Business Development Program--Understanding of Partners and Programs**—Chris Bouchard, Interim State Director for Small Business and Technology Development Centers (SBTDC)--**He gave a presentation on “Their Success is Our Business—What MU Extension is Doing for Missouri Business”.** He also reviewed the services and goals of SBTDCs.

7. **University of Missouri Extension State Council**—Sandy Sands, NW Representative and Jan Schwarz, Alternate

**a. News from your state council**

- i. FY 2011 and FY 2012 Budget update
- ii. Exploration of funding models for counties
- iii. 2011 Legislative Day format
- iv. June 18 and 19 Council to Campus—report from attendees—Kirk Search, Jayla Smith and Carol Wood—**Jayla shared that there are multiple workshops and everyone should consider participating.**
- v. State Council Bylaws, Regional Council guidance—review revisions (handouts)
  1. State Council meets 2<sup>nd</sup> Friday monthly, 9 a.m. to noon in Columbia and with other special events (Leg. Day and Council to Campus for example)
  2. Representative and Alternate attendance encouraged
- vi. Other

**Sandy gave her report over the phone due to car problems coming to the meeting. She shared:**

- **State fair booth was well staffed**
- **Legislative Day will be a one day format**
- **The Career Ladder for faculty is moving forward.**
- **Susan Mills-Gray is the new University of Missouri Extension Association chair.**
- **Budget—will be working with less, funding for FY 2012 a challenge.**
- **Alumni Alliance has a dues increase.**
- **NW Representative attendance at state council—Jan will attend on Sept. 24; Sandy requests to participate by phone. Sandy suggested that she become alternate and Jan become the representative.**

**The NW Regional delegate to the state council and the alternate positions were discussed. According to H.C. Russell, the current bylaws are not posted on the web as of this meeting date. Discussion followed and tabled until new bylaws updated and posted. It is important that we have one of the delegates attending face-to-face each meeting.**

8. **Old Business**

**a. Candidate Forum/Program Showcase—report from planning committee**

**Information on the Sept. 30 program showcase and candidate forum was shared from the planning committee. A “hold the date” flyer was provided. Those in attendance volunteered to help make contacts to candidates to secure their participation. Others volunteered to assist with other tasks. More information will be provided. Please encourage your council members, elected officials, and local candidates to participate.**

**It was suggested that all candidates for state representatives in the region be invited to attend the showcase and candidate forum. Those participating in the forum will be the nine candidates representing the 27, 28 and 29<sup>th</sup> representative districts and the 12<sup>th</sup> and 34<sup>th</sup> senate districts.**

9. **New Business--None**

10. **Regional Director Update** (handout with more information will be provided)

**Karma asked the faculty present if they had information they wanted to share.**

**Jim Crawford invited everyone to the field days at Corning and Albany.**

**Jerry Baker provided information on stakeholder relations and elections.**

- a. Administrative Update (handout provided)
- b. Budgets
  - i. FY 2011 and 2012 budgets—talking points
  - ii. Fees (program fees, budget worksheets, planning, etc.)
  - iii. YPA Allocation Cost/Share—salary agreements will be mailed in coming weeks and will be adjusted per the Memorandum of Understanding.
  - iv. FY 2011 amount was reduced by 3.2% (\$2594.56) with a one-time adjustment so regions can plan for this reduction for FY 2012.
  - v. County Budgets—planning
  - vi. Career Ladder for extension faculty
- c. State Extension Council
  - i. Exploring funding models for counties
  - ii. Role and linkages with county, regional and state council
  - iii. **Bylaws—regional compliance (latest version has not been posted on web according to H.C. Russell, state chair)**
- d. Prioritizing Positions—position and program updates
  - i. Accepting applications for the Housing and Environmental Design Specialist position in Grundy County, which was vacated when Dave Davis retired in September of 2009. We continue to accept and review applications.
  - ii. Position funded on General Operating funds (GO) which remains frozen
    - 1. Nutrition and Health Education Specialist—Karen From has announced resignation effective November 6, 2009.
  - iii. Positions funded on grants—opportunity--**This position will be 100% grant funded for a three-year period through the Family Nutrition Education Program. Karma will be meeting with the Nodaway County Extension Council regarding this opportunity with hopes the position can be posted in the near future.**
- e. County Council Agenda Items
  - i. County Plan of Work process—heads up **regarding a process to engage councils annually in the process. Process has been piloted and information will become available during the winter.**
  - ii. County Funding potential from Monsanto—(information forwarded to faculty)
  - iii. Council Training modules and videos available at:  
<http://extension.missouri.edu/extcouncil/training/index.html>
  - iv. County Credit Card Acceptance began in August for most counties.
  - v. Work on identifying candidates for the council year-round!
  - vi. Stakeholder relations—on-going!
- f. Programming Initiatives
  - i. Mizzou Advantages (handout)
  - ii. KBIA Food and Fuels Project—story ideas and tours welcome (Jessica Naudziunas)
- g. Other
  - i. **Internal civil rights reviews will be scheduled in each county with a regional meeting planned for the spring with the county program directors.**
  - ii. **Information was provided on the new web page calendar feature and how to view additional information about events.**

**11. Future Meeting Dates--quarterly 3<sup>rd</sup> Thursday of February, May, August and November**

- a. Next Meeting—Nov. 18, 2010—program, agenda items
  - i. Method—how many ITV locations?

**12. Announcements**

**Jan mentioned the Pepsi fresh program. Go on-line and vote. This is a grant opportunity for local non-profits. The local project is a crisis nursery.**

### **13. Adjourn**

**Kendell Misemer moved to adjourn the meeting until 7:30 p.m. on November 18. Motion seconded by Jerry Creason. Motion carried.**

**Jayla Smith, Secretary**