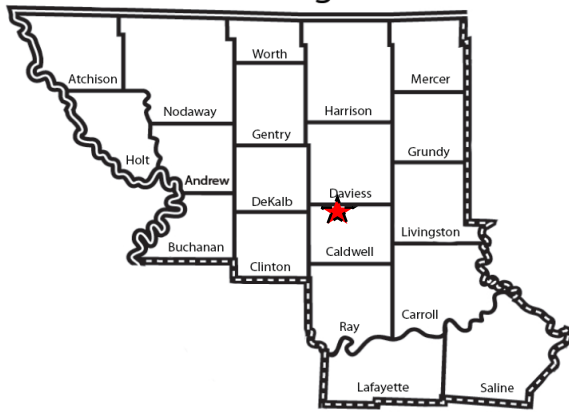


Northwest Region



NW Regional Extension Council

(Minutes in Bold)

Wednesday, March 13, 2013, 7:00 p.m.

United Methodist Church, 104 W. Samuel, Hamilton MO
Corner of HWY 13 and State Route CC
15 miles east of Cameron

Light refreshments provided
By Nancy Coleman

John Murphy (DeKalb), Chair

Joseph Frueh (Nodaway), Vice Chair

Jayla Smith (Daviess), Secretary

State Council, Sallie Jo Potter (Andrew); Jordan Shifflett (Andrew), Alternate

Officers April to April/May meeting (before realignment)

Meetings for the new NW Region MU Extension Council to be detmined.

Agenda

1. **Call to Order**—John Murphy, Chair at 7:02 p.m.
2. **Introduction of Guests**--None
3. **Roll Call of Members**—Each present introduced themselves and their county. (Those signing on the attendance form were 14 counties (20 members), 14 specialists and 1 administrator):

<u>County Representatives</u>	<u>Regional Faculty and Staff</u>
Millicent Thompson, Andrew	Jim Humphrey, Andrew
Sam Carneal, Andrew	Shaun Murphy, CPD Mercer
Ryan Harms, Atchison	Jim Crawford, CPD Atchison
Dallas Hurst, Atchison	Amie Schleicher, Atchison
Donnie Miller, Buchanan	Don Miller, CPD Buchanan/DeKalb
Jerry Creason, Caldwell	Jerry Baker, CPD Worth
Jack Crutchfield, Caldwell	Nancy Coleman, CPD Ray
Belinda Flick, Carroll	Parman Green, CPD Carroll
Jayla Smith, Daviess	Connie Neal, CPD Grundy
Bob Teegarden, Daviess	Janet Hackert, CPD Harrison
John Murphy, DeKalb	Wayne Flanary, CPD Holt
Joe Brinser, Grundy	Whitney Wiegel, CPD Lafayette
Randy Polley, Harrison	Kevin Hansen, CPD Livingston/Caldwell
Robin Frank, Harrison	Amanda Struchtemeyer, CPD Saline
Dick Barrett, Holt	Karma Metzgar, Regional Director
Debby Payne, Lafayette	
Angela Limback, Lafayette	
Jackie Woodworth, Livingston	
Joseph Frueh, Nodaway	
Cindi Sims, Saline	
4. **Additions or revisions to agenda**—None
Donnie Miller moved to approve the agenda. Dallas Hurst seconded the motion. Motion carried.
5. **Minutes from previous meeting (Jan. 2013)**—(enclosed and posted on the web at:
<http://extension.missouri.edu/nwregion/councilmeeting.aspx>
Donnie Miller moved to approve the minutes as posted. Richard Barrett seconded the motion. Motion Carried.

6. President's Report—no report

7. University of Missouri Extension State Council—Sallie Jo Potter & Jordan Shifflett, NW Representatives

- a. **News from your state council—in Sallie Jo's absence Karma provided specific updates—all handouts noted are found at: <http://extension.missouri.edu/extcouncil/>**
 - i. Budget update—local, state and federal
 - ii. Exploration of funding models for counties—proposed district law update and status (SB9 and HB 202)—**has gone to committees in House and Senate. Handout on "Top 10 Points on MU Extension District Option" from HC Russell, Chair of the state council**
 - iii. Legislative Day, April 3, 2013, Jefferson City—**your attendance encouraged. Registration information provided and your CPD can assist.**
 - iv. Region Alignment and its impact on regional extension councils
 - Regional and State council bylaws—**handout "Operating Guidelines for Regional Extension Councils" provided for review.**
 - State council representation—**handout "University of Missouri Extension State Council By-Laws Revised (1/16/13)" provided with information provided on the need to identify a second representative from the NW Region.**
 - v. Other
 - **Council to Campus is June 28 and 29 can take 14 per region.**
State Council website: <http://extension.missouri.edu/extcouncil/mecclc.htm>
County Council resources website: <http://extension.missouri.edu/extcouncil/>

8. Old Business

- a. Regional Council Meeting frequency, schedule, location and/or meeting methods
 - i. 2013 meeting schedule (3-4 times per year—regular date and time)
Ryan Harms moved to meet the second Wednesday quarterly. Executive Committee can decide months with a central meeting location, probably Hamilton. Debby Payne seconded the motion. Motion carried.

(Executive Committee determined the months as June, September, Dec. and March.)

- ii. Election of officers (chair, vice chair, secretary, state council?)
Donnie Miller moved we keep the same officers. Ryan Harms seconded the motion. Motion carried.

State Council—a second representative will be determined at next meeting.

9. New Business

- a. Review of NW Regional Council Bylaws—appoint a committee—**please review the handout "Operating Guidelines for Regional Extension Councils" and bring suggestions for next meeting.**

10. Regional Director Update

- a. Announcements from faculty present regarding programming
- b. MU Emergency closing policy
- c. Suggestions for Marketing MU Extension in the NW Region
- d. MU Extension Realignment progress
 - i. Council mileage reimbursement—four counties previous participated in a regional mileage account. Is there an interest in exploring a regional mileage procedure?
A committee of CPDs will meet with Jill Knadler, Regional Office Administrative Associate, and bring a recommendation to the next meeting. Parman Green will chair the committee.
 - ii. Budget update—federal, state and local
 - Programming fees, contracts, grants, endowments
- e. Position Updates—operating under a freeze except for grant funded positions or high priority positions.
 - i. Position active
 - 4-H Youth Specialist position in Buchanan County—Rick Smith assumed the position Feb. 10, 2013.

- FNEP program manager position—Connie Mowrer accepted the position in February.
- ii. General Operation Funded Positions vacated and location (no action until new program coverage plans approved)
 - Youth Program Associate—Harrison (.50 FTE); Holt/Atchison (1.0 FTE) (cost shared positions)
 - Community Development (Mercer)
 - Business Development (Holt)
 - Nutrition (Nodaway and Lafayette)
 - Family Financial Education (Saline)
 - **Community Arts (Lafayette)—pilot position—3 year project, in year 2**
- iii. Grant funded Positions
 - 4-H LIFE Educator—vacated when Rick Smith assumed the youth specialist position. Possibility this will be split into two part-time positions—one in Livingston County and one in Buchanan County.
 - **FNEP (SNAP-ED)—one vacancy with another in May. Frozen due to federal cuts to the program.**
- f. County Council Agenda Items
 - i. County annual meetings
 - ii. County annual reports—use for reporting to stakeholders.
 - iii. County Annual Program Planning process—continual process
 - iv. County Funding-- “County Extension Council Assessment Tool for Viability action plans” for at-risk areas. 3-year at-risk action plan tool to overcome risk areas included in the document. *If you have action plans, continue to review and note progress.* Business plans will be expected from counties with minimum funding.
 - v. Continue to review the faculty and staff assigned to program in your county and share the programming available to the citizens (can be seen from web page)
 - vi. Council Training modules and videos available at: <http://extension.missouri.edu/extcouncil/training/index.html>.
 - vii. Stakeholder relations—on-going!
- g. Other
 - i. **Affordable Care Act—MU Extension will be involved with an educational piece**
 - ii. **County Endowments—information provided on the individuals to contact regarding endowments.**
 - iii. **Encourage councils to consider youth on councils. Information is available on the council webpage.**

11. Program Focus—MU Extension Program Coverage—placement and coverage to meet needs of the NW and adjoining regions citizens

The criteria and goals for program coverage reviewed. Maps were provided with current locations/coverage. Those present were asked to identify location of positions given the criteria for each category and subject matter. The information gathered will be reviewed along with other input being gathered and a new coverage plan developed and ready for implementation later this spring or early summer.

12. Announcements

- a. Next Meeting—**June 12, 2013**
 - i. Location--**Hamilton**
 - ii. Agenda Items
 - iii. Other

b. Other—Thank you to Nancy Coleman for providing refreshments.

13. Adjourn

Donnie Miller moved to adjourn the meeting. Jack Crutchfield seconded the motion. Motion carried.

Jayla Smith, Secretary