

## Ohio JCEP Board Meeting Minutes January 23, 2017

Attending the meeting in Ag Admin Auditorium were: Rob Leeds, Pam Montgomery, Nate Arnett, Laryssa Hook, Kathy Bruynis, Travis West, Beth Boomershine, Cassie Anderson, Jessica Rockey, Jacqueline Kowlowski, Ashley Kulhonek, Amanda Bennett, Tammy Jones, Curtis Young, Kathy Green, Michelle Treber, Shannon Carter, Nikki Conklin, Laura Fuller, Amanda Osborne, and Doug Foxx. Suzanna Windon, guest.

**Call to Order** – Rob Leeds, President called the meeting to order at 1:05 PM.

### Officer Reports

- President: Rob Leeds – Rob welcomed everyone to the board.
- President Elect: Kate Shumaker was unable to attend – no report.
- Past-President: Pam Montgomery – no report.
- Secretary Report: Laryssa Hook – The minutes of the October meeting were corrected on page 1 to list the 2017 Ohio JCEP Nomination Slate rather than JCEP Officers. It was moved by Travis West and seconded by Laura Fuller to approve the October minutes as corrected. It was moved to Curtis Young and seconded by Cassie Anderson to approve the Annual Meeting minutes as presented. It was noted that report summaries from each committee chair should be sent to Laryssa at [hook.26@osu.edu](mailto:hook.26@osu.edu) for inclusion in the minutes.
- Treasurer's Report: Nate Arnett – Nate reported that all checks to pay national organization membership dues had been sent. Current checking account balance was \$85,860.03, and there is a balance of \$108,342.25 in total JCEP funds. Doug Foxx moved to accept the report and Shannon Carter seconded the motion. Motion passed.

Nate reviewed the 2017 budget and actual expenses for 2016. There are 315 confirmed JCEP/ESP members. The 2017 projected income is \$45,900.00, and projected expenses are \$47,175.00. Beth Boomershine asked for an increase in the scholarship expenses, as there was a net gain in 2016 of over \$10,000. The SGR committee asked to add a grant program and set aside \$500 for each project area. This would bring the total expenses for the scholarships line to \$12,000. Beth moved and Kathy Bruynis seconded the motion. In discussion, Nate reflected we have room for a negative budget for this year. Beth stated that if approved, Lisa Barlage will be the chair of this new grant program. Question was called and motion passed to add \$2000 to the scholarships line item. Laura Fuller moved and Travis West seconded to approve the amended budget. Motion passed.

Nate reminded those attending PILD and JCEP conferences to pay expenditures up front and then send the reimbursement form to Nate. When using Extension funds to pay up front, but sure to use a fund that can receive reimbursements.

- Annalist Report: Michelle Treber – no report

**Retiree/Life Member Report** – Nikki Conklin – The picnic date is set for September 11, 2017. She thanked the board for the \$250 in the budget. Their goal this year is to get more of the recent retirees to attend.

### **Committee Reports**

- **Global Relations** – Jackie Kowlowski, reported that the committee meet with Chris Igoden. He is working on an Extension international website. Their next charge is to raise funds to help internationalize Extension. Two of their goals are to work on ways to better highlight what is happening with speakers and other international topics, and to finish up a fact sheet they are writing. The International Extension Conference is April 24-28 in Minneapolis, Minnesota.
- **Marketing** – Shannon reported for the committee – The committee reviewed the video that was made at the end of last year. The video is available on YouTube and communicates the value of joining JCEP. The committee looked at ways to share and promote the video with new and existing members. This year the committee wants to update their brochure. The committee also met with the membership committee on ways to use the available tools to recruit new members.

**Membership Recruitment & Retention** – Tammy Jones - The committee reviewed the guidelines and worked on corrections. The committee will request board approval of the edited guidelines at the next meeting. 2016 committee accomplishments were reviewed, which include the updated brochure, new promotional display, and membership drive. The display is currently housed by Kim Showalter and will be available to borrow.

The committee discussed projects for 2017. The brochure and membership list need to be updated on the Ohio JCEP website. Tammy will contact Mary Griffith/Cheryl Buck to have this completed. Tammy shared a sample email for the committee to review. This message will be sent to all new hires after their Day 1 orientation. This email will include an attached brochure and a link to the marketing video. The committee will follow-up with phone calls to new hires in early May after they receive their mid-year membership invitation.

The committee reports the following membership enrollments to date: OJCEP 315, NACAA 86, NACDEP 29, NAE4-HA 125, NEAFCS 51, ANREP 24, NAEPSPD 11.

- **Personnel** – Kathy Bruynis reported that the committee met with Roger and will continue to involve him in discussions. Three cabinet members are looking at the A&P process and tying it back to the performance review. Roger docu-signed the paper work for the new rate to go into effect as of January 1 for those who fell under the threshold. Approximately 20 were affected. Administration is looking at moving Educator I to a bachelor's degree, but must have a master's degree for Educator II. The committee also did some brainstorming on personnel topics.
- **Professional Development** – Curtis Young reported the committee met in person and Zoom. Christy Clary is chair. Amanda Bennett will be filling the chair-elect position as Robbie Zigler had the position and will be retiring. The committee discussed onboarding of employees, including spreading out the days and

modifying the schedule. They discussed the different needs of new employees (ie coming into a vacant position vs following an established educator) and looked at making onboarding more flexible to fit needs. Debby Lewis came to the meeting to provide an update on the reporting system called VITA. They are working on the ability to search using keywords to see who does work in various topic areas, similar to what could be done in the old system before RiV. The committee wants to be able to tap into “hidden talent” beyond what is captured in specialization.

- **Public Issues** – Laura Fuller – Critical Conversations retreat was held January 10-11 at Sparkspace in Columbus. Out of that, they have several deliverables planned, the first of which should be done this month and will be a packet and timeline for those involved in the Legislative Luncheon on 2/15. Similar packets are being made for the Budget Talks and Congressional Aid Tours. Other deliverables include some pre-made activities to do in your office for strengthening relationships with public officials. The committee would also like to partner with the SGR Committee to begin a Commissioner Friend of Extension Award to be presented at the Commissioner Association’s Banquet.
- **Resource Development & Management** – Doug Foxx – The committee met and reviewed the October to December records. They would like to know from each committee any plans committees have that may require funds. Looking ahead, the chair of this committee and the treasurer will both need filled for the fall nomination slate. They are looking for anyone who might be interested. If we know someone, please pass names on to the committee. Nate stated that he anticipates requests for funds to start coming in from the two national conferences Ohio will host in 2018.
- **Scholarships, Grants and Recognition** – Beth Boomershine – The committee met with eighteen members present. During the meeting, members reviewed the annual conference award ceremonies and made recommendations for improvements next year. Sub-committees gave reports and chair-elects were appointed for each sub-committee. Trainings on how to apply for awards were discussed. The committee also voted to add a grant sub-committee, and ask the board for an additional \$2,000 in the budget to fund the grant program. Clifton Martin will be chair-elect of the SGR committee.

### **State Presidents Reports**

- **ANROP** – Laura Fuller reported for the association. They are still looking for a president-elect.
- **ESP** – Travis West – Travis shared that Ohio ESP membership is 315, making us the largest state membership for ESP. Proposals are due for National meeting on March 20 for the 2017 conference in Wilmington, NC. Travis shared the benefits of presenting at National conference, and encouraged us to consider presenting cross programmatic webinars through National ESP. The deadline is Feb. 1. Travis reminded us that PILD is April 2-5, 2017 in Washington DC and ESP Awards must be submitted for National by March 1.
- **NACAA** – Curtis Young reported for Amanda Douridas (on maternity leave). The ANR summer retreat will be in June. The 2017 national meeting is in Salt Lake City.

- **NACDEP** – Laura Fuller – The 2017 NACDEP Conference is in Montana. OSU has at least seven people presenting sessions (perhaps more). OSU is hosting the NACDEP conference in 2018 in Cleveland.

Three people were elected to the national NACDEP Board: Brian Raison as regional representative, Nancy Bowen as Treasurer, and David Civitolo as President-Elect. David is also chairing the planning committee for the 2018 conference. Laura Fuller is serving in an appointed position as the NACDEP Representative to the PILD Planning Committee.

They have been working on a handbook for Ohio NACDEP presidents. They plan to share it with the other associations.

- **NAE4HA** – Jessica Rockey – Jessica reported that proposals were due for the NAE4HA conference January 20 (deadline was extended). They are waiting to hear about opportunities for peer review of proposals. Ohio's current active membership is 129; Life membership 14; and student membership 1. The 2017 national conference is November 12-16 in Indianapolis. The State 4-H in-service is February 7. National NAE4HA Award deadline is March 1.
- **NEAFCS** – Shannon Carter – Shannon reported that records reflect 51 NEAFCS memberships with new hires interested in joining as well. NEAFCS Annual Session will be held October 16-19, 2017 in Omaha, Nebraska. The online system is currently open for conference session proposals, posters (Showcase of Excellence), and awards applications. Proposals are due February 15. Ohio's deadline for awards is February 15 with selected awards going on to the national competition. Ohio's Family and Consumer Sciences program impacts are due February 1. Brian Butler is helping to coordinate the submission of Ohio data.
- **NAEPSDP** – Suzanna Windon (guest) – Suzanna provided us some background of the National Association of Extension Program & Staff Development Professionals organization. NAEPSDP was created in 2010 and was recently acknowledged by National JCEP. The organization provides an organized forum for Extension program and staff development professionals, who are actively engaged in or have a strong commitment to program and staff development in the Cooperative Extension System, to come together. There are currently 11 Ohio members. They are not officially part of the Ohio JCEP Board at this time.

## Old Business

### Revised Job Descriptions

Rob asked that past chairs work on job descriptions for their committees. He requested these be done by the end of the year so they can be used in 2018 by the incoming chairs.

### Central State Membership in National Organizations

National organization presidents were asked last fall to ask their respective association how membership is handled in other states when there are two Extension programs in the same state. Travis inquired with several folks when he attended the ESP conference. He found that membership is to be one chapter per state, and all the memberships run through that chapter.

Nate expressed this may create some challenges with payment through the business office. But, stated that checks could be used to work it out.

It was brought up that Central State employees will also need to make some decisions on association membership, since their county positions include more than one area in their position.

Membership committee will need to contact Central State during the membership drive. There may be a need for recognition committee to work with Central State for some of the national association awards.

The one Central State employee that wanted to join for this year ended up enrolling directly to the national organization, but that was not the organization's preference.

Tammy Jones, chair of membership committee, will reach out to Roger on this topic.

### **New Business**

#### **NAEPSDP Becoming Part of Ohio JCEP**

Nate stated that this would mean a change in the constitution, which would need brought to vote at the annual meeting. Rob encouraged Suzanna to inquire with their membership to see if they seek to be part of Ohio JCEP. If they do, it would go to the executive committee to handle the request. In the meantime, they are welcome to attend the next meeting as a guest.

**Adjournment** - Pam moved to adjourn, Travis seconded. Meeting adjourned.

### **Upcoming Meeting Dates:**

March 20, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

May 22, 2017 Carmen Connect (10:00 am – 12:00 noon)

June 19, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

September 11, 2017 Carmen Connect (10:00 am – 12:00 noon)

October 16, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

January 23-25, 2018 Annual Conference (Recently announced)

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

## Ohio JCEP Board Meeting Minutes March 20, 2017

Attending the meeting in Ag Admin Auditorium were: Rob Leeds, Pam Montgomery, Nate Arnett, Laryssa Hook, Kate Shumaker, Karen Bruns, Amanda Douridas, Travis West, Cindy Bond, Myra Moss, Laura Fuller, Kathy Green, Michelle Treber, Shannon Carter, Tammy Jones, Candace Heer, Jacqueline Kowlowski, Kathy Bruynis, Christy Clary, Beth Boomershine

**Call to Order** – Rob Leeds, President called the meeting to order at 1:07 PM in the Ag Admin Auditorium.

### Officer Reports

- **President:** Rob Leeds – Rob gave highlights on his recent attendance at a Farm Bureau County Presidents conference in Washington D.C.
- **President Elect:** Kate Shumaker reported that in February she attended the JCEP conference.
- **Past-President:** Pam Montgomery – no report.
- **Secretary Report:** Laryssa Hook – The minutes of the Januray meeting were provided. It was moved by Laura Fuller and seconded by Shannon Carter to approve the January minutes. The minutes were approved.
- **Treasurer's Report:** Nate Arnett reviewed the finance report and noted we are the revenue is high compared to expenses. NACDEP has not cashed the dues check that had been sent in November. Nate is going to inquire about the checks status. Current checking account balance was \$134,336.43. The current ESP endowment earnings is \$13,739.33; current use fund balance is \$732.52; and conference endowment earnings is \$6,556.19. Total available funds are \$155,364.47. Pam promoted giving to the ESP account through campus campaign (#602003). Christy Clary moved to accept the report, Kathy Bruynis seconded. Motion passed.
- **Annalist Report:** Michelle Treber reported there has been one retiree and one employee death.

**Retiree/Life Member Report** – Karen Bruns reported that she and Nikki Conklin are meeting with Becky Cropper and Nikki Eyre to plan the picnic on September 11.

### Committee Reports

- **Global Relations** – Jacqueline Kowalski reported that the committee meet by Zoom last month and also met today. They finalized questions for the survey and discussed the difference between international touring trips vs. training trips.
- **Marketing** – Shannon Carter reported Marketing had joint meeting with Membership to discuss marketing pieces (video & 1-pager) and using these items to recruit new members in a mid-year membership drive. Marketing then met separately to develop a 1-pager on Q & A for helping new employees join JCEP.

- 
- **Membership Recruitment & Retention** – Tammy Jones reported they met jointly with the Marketing committee to review the email message that will go out to all new hires after Nov. 1, 2016. They have the list ready for the May membership drive. The groups discussed items for the marketing FAQ sheet, and how/where to market JCEP within Extension. The committee also made task assignments and a timeline for conducting the May and October membership drives.
- **Personnel** – Kathy Bruynis reported the committee decided on personnel topics or presentations for 2017, which are health care changes, salary studies, A&P promotion process and changes, and the on-boarding process. They also discussed the streamlined performance evaluation documents. They noted the support staff version does not have a goal section. Greg Davis gave a presentation on the Campus Campaign. He wanted to make sure that everyone understands the difference between Campus Campaign and Bucks for Charity. Campus Campaign is for OSU donations staying in house meaning funds stay within University programming. Bucks for Charity to money collected goes to outside organizations. Everyone counts as a donor no matter the amount given. He also discussed adding a tag line to our signature on emails with a link to a program where donations can be made.
- **Professional Development** – Christy Clary reported the committee met face to face and via zoom. A sub-committee had been working on updating the “Program Personnel Onboarding Process Outline for New Employees”. The entire committee reviewed the new version prior to the meeting and suggestions were provided. The sub-committee is going to edit based on recommendations, and look at the Orientation Self-Check to merge anything missing to make this one document. From discussion, another sub-committee was formed to develop a Supervisors check-list for onboarding. The committee also continued a discussion on what can be done to meet the needs of programmatic leadership that used to be filled by district specialists.
- **Public Issues** – Laura Fuller reported the committee is working to adapt some legislator package items from MSU with branding some updates. As this project wraps up, they are thinking about putting together some fact sheets on emerging issues and ways to tag them as a series across program areas. PILD is coming up soon and they want to know who is going so they can coordinate the meetings and hill trips with gov affairs. Adam Ward has started and Laura is helping him with his new role for this conference.
- **Resource Development & Management** – No report.
- **Scholarships, Grants and Recognition** – Beth Boomershine reported the committee’s topics of discussion included sub-committee reports, the new Grants and Marketing Sub Committee structure, and the timeline changes for awards due to the Annual Conference date change. With the new date for annual conference, the committee the awards deadlines and decided to keep the October 1 due date. The committee is also working to update Team Teaching and Creative Works award submissions so that they can be done online or submitted into a box rather than being sent via mail. All award forms should be posted online in July.

## State Presidents Reports

- **ANROP** – Myra Moss reported she had attended JCEP conference. She announced the Ohio study tour will be May 24<sup>th</sup>. They will get going to Jackson to see a bourbon maker made of oak and tour the Vinton experimental forest.
- **ESP** – Travis West shared that proposals are due for National meeting on March 20 (today) for the 2017 meeting in Wilmington, NC. PILD will take place April 2-5, 2017 in Washington DC. April 1 is the deadline to submit National ESP Committee applications. He encourage colleagues to consider applying. It is a great experience to work with colleagues cross the country and helps you learn more about ESP at the National level. ALL State ESP winners from December have submitted their applications for National competition.
- **NACAA** –Amanda Douridas reported submissions for NACAA annual meeting were completed on March 15. The meeting is July 9-13 in Salt Lake City. The summer retreat is June 7-9 at Geneva on the Lake.
- **NACDEP** – Laura Fuller reported the national meeting is in Big Sky, Montana in June. They are working on the 2018 national conference in Cleveland. Due to low response on award applications, they are working on a mentoring process to encourage more submissions. They are looking at a systematic approach and chart for award opportunities and due dates. The committee also discussed interest in professional development on designing online courses.
- **NAE4HA** – Jessica Rockey reported that proposals were due for the NAE4HA conference and they are waiting on acceptance results. ASA/DSA/MSA/25-year award applications were submitted to national by March 1, along with many other applications for communicator and specialty awards. They are currently working on States Night Out ideas for Indy, and awaiting on registration info to open for the conference. Planning committees for NAE4HA 2018 in Columbus continue to meet. There will be a face-to-face meeting of committee chairs on April 18 at conference venue. Jessica represented NAE4HA at JCEP conference Feb. 8-9, great opportunity to make connection with North Central RD's and 4-H colleagues nationwide.
- **NEAFCS** – Shannon Carter shared that Kathy Green will be attending the upcoming PILD Conference. Eight Ohio affiliate award nominees have moved on to the National awards selection process. Proposals and Showcase of Excellence (poster session) submissions are currently being selected. 2017 NEAFCS Annual Meeting is in Omaha, Nebraska, October 16-19. Registration information will be made available later this spring.

## Old Business

### Revised Job Descriptions

Rob reminded all committee chairs to work on job descriptions for their committees. He requested these be done by the end of the year so they can be used in 2018 by the incoming chairs.

NAEPSDP Becoming Part of Ohio JCEP

Suzanna was unable to attend. No report.

#### Central State Membership in National Organizations

Tammy Jones stated that she followed up with the questions the board had and does not yet have a clear answer. Nate proposed that Executive committee set a meeting by June to have an overall look at the constitution and bylaws.

### **New Business**

#### Changes to the Guidelines for Membership Recruitment and Retention

Tammy presented the wording for the guidelines. All changes were related to format or grammar. No board action needed.

#### Committee Meeting Times and Locations

Laura asked that the meeting times and locations for JCEP committees be sent to the JCEP membership email list to aid everyone finding the meeting locations when they are not meeting in Ag Admin Auditorium.

#### Membership and Elections

Kate brought up a discussion from the Membership and Marketing committee meeting. With the changed schedule of Annual Conference, they will affect the membership and election process. Executive committee will need to address this issue.

#### 2018 NAE4-HA Conference Request for Funding

Melinda Morrison, Treasurer for the 2018 NAE4-HA Conference, and Lisa McCutcheon, Co-Chair for the conference, asked for financial support. They requested a minimum of \$10,000 and asked if the Nate, as JCEP treasurer, could manage the funds. This will allow any unused funds to remain with Ohio JCEP. Nate indicated he was comfortable with that role. Laryssa moved and Pam seconded to refer this request to the development committee. Discussion included that there would also likely be a request from NACDEP for the Cleveland conference. Some also wondered what level of support was given to NAEFCS when they hosted several years ago. Motion passed. Lisa then mentioned that the 4-H National Conference is in the campus campaign with fund #315727.

**Announcements** – Annual Conference dates are January 23-25<sup>th</sup>.

**Adjournment** - Laura moved to adjourn, Christy seconded. Meeting adjourned.

#### **Upcoming Meeting Dates:**

May 22, 2017 Zoom (10:00 am – 12:00 noon)

June 19, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

September 11, 2017 Zoom (10:00 am – 12:00 noon)

October 16, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

January 23-25, 2018 Annual Conference

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

## Ohio JCEP Board Meeting Minutes May 22, 2017

Attending the meeting by webinar were: Rob Leeds, Pam Montgomery, Laryssa Hook, Kate Shumaker, Kathy Green, Shannon Carter, Tammy Jones, Jacqueline Kowalski, Kathy Bruynis, Christy Clary, Beth Boomershine, Nikki Conklin, Doug Foxx, Cassie Anderson, Amanda Osborne, Cindy Bond, Meghan Thoreau, Mary Griffith

**Call to Order** – Rob Leeds, President called the meeting to order at 10:00 AM

### Officer Reports

- **President:** Rob Leeds – Rob reminded us that a decision about Central State and handling membership will need to be determined by this fall membership drive. He requested all committee chairs send him an email with their June meeting time and location so that an email message can go out to all JCEP members prior to the meeting date.
- **President Elect:** Kate Shumaker – no report
- **Past-President:** Pam Montgomery – Pam reminded us to start thinking about election of officers and who would be good candidates for positions.
- **Secretary Report:** Laryssa Hook – The minutes of the March meeting were emailed prior to the meeting. Cassie Anderson moved and Pam Montgomery seconded to approve the March minutes. Motion passed.
- **Treasurer's Report:** Doug Foxx reviewed the finance report submitted by Nate. There is \$129,491.21 in checking funds, and total available JCEP funds are \$150,519.25. Doug reported that funds are in overall good shape. We expect upcoming expenses for the National Conferences. Pam Montgomery moved to accept the report, Cassie Anderson seconded. Motion passed.
- **Annalist Report:** No report

**Retiree/Life Member Report** – Nikki Conklin reported that she and Karen Bruns met with the past chairs, Nikki Eyre and Becky Cropper, to obtain past files and information. The 2017 Emeriti event is scheduled for September 11 at Beck's Hybrids in London, Ohio. Roger Rennekamp is scheduled to meet with the group, and it was confirmed that Rob Leeds will represent JCEP at the event. They plan to have Jera Oliver come for a program and discussion of opportunities for Emeriti charitable giving to support Extension initiatives with an emphasis on professional development.

### Committee Reports

- **Global Relations** – Jacqueline Kowalski reported that a couple committee members have recently gone on global trips. She went to Senegal to work on a USAID funded fruit production project, and Harold Waters recently went to the Ukraine.
- **Marketing** – Mary Griffith reported that they are working on a one-pager and a

video clip to send to new members.

- **Membership Recruitment & Retention** – Tammy Jones reported they sent 14 mid-year membership requests and 5 have joined thus far. They have until May 31<sup>st</sup> to join.
- **Personnel** – Kathy Bruynis – no report
- **Professional Development** – Christy Clary – no report
- **Public Issues** – Laura Fuller - no report
- **Resource Development & Management** – Doug Foxx reported that he sent out a message to encourage donations through Campus Campaign. The committee will look at the 2018 National conference funding requests and will work to get details, such as the amount of funds available in the conference endowment. 4-H made their request at the March meeting. NACDEP has does not yet have a formal request, but is looking at asking JCEP to fund their planning retreat. We do not yet have an estimate on that cost.
- **Scholarships, Grants and Recognition** – Beth Boomershine reported the scholarship recipients' final reports have been coming in. The grant subcommittee is still working on guidelines for grants. Award form applications and information should be posted to the website soon.

### **State Presidents Reports**

- **ANROP** – Myra Moss – no report
- **ESP** – Cindy Bond shared that 2017 National Meeting is October 8-12 in Wilmington, NC. Travis submitted the ESP National Chapter of Merit application and Membership Achievement application. Several Ohio members submitted applications for appointment or reappointment to National committees. Ohio officers have submitted their votes for Regional and National awards selections.
- **NACDEP** – Amanda Osborne reported the national meeting is in Big Sky, Montana in June. They are working on the 2018 national conference in Cleveland. She pointed out you do not have to be a member to attend and encouraged Extension staff in other program areas to attend in 2018. The 2018 theme is Communities that Rock.
- **NAE4HA** – Cassie Anderson shared that there are 19 acceptances know to date – 8 posters and 11 sessions – for the 2017 conference. Planning is going well for the 2018 conference.
- **NEAFCS** – Shannon Carter reported NEAFCS' new management company is now operational and has a process to accept new mid-year memberships. NEAFCS Annual Meeting is at Omaha, NE in October. Lodging is available for reservation. Conference registration should be available June 1. Conference presentation applicants have been notified. Regional or National award winners have not yet

been announced.

- **NACAA** –Amanda Douridas reported the summer meeting is June 7-9 at Geneva on the Lake. Roger will give an update and Administrative Cabinet will also meet there so that RD's can join the Ag meeting. There will be a speaker on Hot Topics and Controversial Issues. There are three national communications award winners:
  - Personal Column Winner- Tony Nye
  - Bound Book Winner- Gary Gao and team
  - Audio Recording Finalist- Ed Lentz

### **Old Business**

#### Revised Job Descriptions

Rob reminded committee chairs to work on job descriptions and timelines for their committee. A few chairs that have submitted these to him. Please have them done by the end of the year so they can be used in 2018 by the incoming chairs.

#### NAEPSDP Becoming Part of Ohio JCEP

Suzanna was not in attendance. Rob will follow up with her to find out their interest in joining JCEP.

### **New Business**

None

**Announcements** – Remember to send Rob your committee meeting time and location for the June meeting so he can send out a notification to the membership.

**Adjournment** – Christy Clary moved to adjourn, Pam Montgomery seconded. Meeting adjourned at 10:30 PM

#### **Upcoming Meeting Dates:**

June 19, 2017 Ag Admin Auditorium (Committees 10-12, Lunch with AD's, Meeting 1-3)

September 11, 2017 Zoom (10:00 am – 12:00 noon)

October 16, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

January 23-25, 2018 Annual Conference

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

## Ohio JCEP Board Meeting Minutes June 19, 2017

Attending the meeting in Ag Admin Auditorium were: Nate Arnett, Cindy Bond, Beth Boomershine, Karen Bruns, Shannon Carter, Doug Foxx, Laura Fuller, Kathy Green, Mary Griffith, Laryssa Hook, Jacqueline Kowalski, Rob Leeds, Dan Lima, Pam Montgomery, Myra Moss, Curtis Young. Guest: Suzanna Windon

**Call to Order** – Rob Leeds, President called the meeting to order at 1:10 PM in the Ag Admin Auditorium.

### **Officer Reports**

- **President:** Rob Leeds – Rob reported he had the opportunity to meet the new CAFES Dean at several events including the Patterson lecture and the State Extension Advisory Committee. Dean Kress talked about the future of Extension and she believes the golden age of Extension is ahead of us. She is working on her schedule and getting out to counties and fairs.
- **President Elect:** Kate Shumaker – no report.
- **Past-President:** Pam Montgomery asked all State Association Presidents to have two to three individuals identified that they have spoken with who are willing to go on the ballot as for vice president of their association by the September 2017 JCEP Board webinar. All board members are asked to contact one person who they think would serve the organization well in the role of president elect and share the name and contact information at the September Board meeting. All board members also need to think about individuals to serve in the role of treasurer elect and secretary. The current secretary was asked to explore whether or not she would be willing to be reelected in the role.
- **Secretary Report:** Laryssa Hook – The minutes of the May meeting were provided. It was moved by Beth Boomershine and seconded by Laura Fuller to approve the May minutes. Motion passed.
- **Treasurer's Report:** Nate Arnett reviewed the finance report and noted the major expenses in the past month were PILD scholarships. There were 13 new members that joined in the mid-year membership drive, bringing the total membership number to 331. Current checking account balance was \$109,658.59. Total available funds are \$147,899.99. Laura Fuller moved to accept the report, Beth Boomershine seconded. Motion passed.
- **Annalist Report:** Michelle Treber – no report.

**Retiree/Life Member Report** – Karen Bruns reported she and Nikki Conklin are beginning to advertise for the picnic on September 11 at Becks. She mentioned that the network for retirees is strong and with the help of Joyce Smith, word gets out quickly to them. Please share what you hear locally about any retirees with Nikki, Karen or Joyce.

## Committee Reports

- **Global Relations** – Jacqueline Kowalski reported today's committee meeting included guests from the college, who talked about their international work, long term and short term projects. Extension personnel can participate in some of these projects. Opportunities exist beyond Ag, and all program areas can participate. The committee discussed the survey, which will be used to find out who is interested in international involvement. Sometimes global opportunities come about quickly, so making connections between those that have an interest and those putting together a trip will help increase Extension personal international involvement.
- **Marketing** – Mary Griffith passed out the one page flyer and asked for feedback. It was suggested to refer to Extension employees in general instead of A&P or faculty. This will make the flyer still apply if CES combines with JCEP in the future.
- **Membership Recruitment & Retention** – Kathy Green reported we are up 6 in new membership numbers from last year. Tammy Jones had sent notice the committee was not meeting in June and would have a conference call in late August to prepare for the fall membership drive.
- **Personnel** – Kathy Bruynis – no report. Rob highlighted he had conversation on succession planning in several counties as well as discussion on re-organization.
- **Professional Development** – Curtis Young reported the committee is almost done with the survey they have planed. There are a couple decisions they still need to make such as, where it will be housed, which web page, etc. The committee is working on a checklist for CED's to use with new employees. Cindy Torpa was present and talked about transitioning to a new format for the CED position. They are looking at multiple people taking on various tasks of the CED role. The discussion is in early stages at this time.
- **Public Issues** – Laura Fuller reported the committee is now working on branding the products they have produced. They are also working on statewide evaluation tools so that they can make data available to our public partners. Laura enquired about how to put in a budget request to have someone from their committee, such as the chair elect, annually attend PILD. It was discussed the committee should put it in their 2018 budget request.
- **Resource Development & Management** – Doug Fox reported that the committee met to discuss the donation requests regarding the 2018 national conferences for NACDEP and NAE4-HA. NACDEP requested \$6500 to \$8000 for their planning retreat. NAE4-HA requested \$10,000. Doug moved to provide \$10,000 to NAE4-HA and up to \$8000 for NACDEP. The funds would come primarily from the conference endowment earnings. Curtis Young seconded the motion. Motion passed.

Doug moved to donate \$100 to National ESP in honor of our past president, Lisa Barlage, and to donate \$250 as a general chapter donation to National ESP. Cindy Bond seconded the motion. Motion passed.

The committee conducted a spot check on the treasurer records and all is in good order. They also discussed who to consider for the treasurer-elect position.

- **Scholarships, Grants and Recognition** – The committee did not meet. Beth Boomershine reported they are working on getting award forms on the website.

### State Presidents Reports

- **ANROP** – Myra Moss reported the Ohio study tour went well. In May, Dave Apsley led a tour in Jackson Co. to see a bourbon maker made of oak and tour the Vinton experimental forest. Lee Beers in Trumbull County will be the President Elect.
- **ESP** – Cindy Bond reported that the 2017 national meeting is October 8-12 in Wilmington, NC. The early bird registration is open through August 15. Ohio has five National award winners that will be recognized at the National meeting:
  - Continued Service – Jeff King, OSU Leadership Center
  - Mid-Career Service – Eric Barrett, Mahoning County ANR
  - Visionary Leadership – Greg Davis, Community Development AD
  - Diversity Multicultural (Individual) - Angie Holmes, Erie County 4-H
  - Diversity Multicultural (Team) - Sue Hogan, Franklin County 4-H
 Two members received National ESP scholarships:
  - Angus PD Scholarship – Travis West \$500
  - PILD Scholarship – Amanda Osborne \$600
- **NACAA** – Dan Lima reported on the recent summer retreat. Roger Rennekamp provided an update on his vision for Extension and Andy Londo did the same for ANR Extension. JJ Jones, with the Center for Food Integrity, spoke to the group about consumer trust and the best ways to interact with clientele to share our unbiased and fact driven information. Break out sessions included retirement planning for 10 years or less, career path planning for 5+ years and new educator in-service for less than 5 years.

Thursday they spent the day touring agriculture businesses around Ashtabula and Trumbull counties. Stops included Bissell Maple Syrup, a fish farm, miscanthus farm and production of compostable paper products and a brewery and winery.

Friday, Adam Ward discussed the Educator's role in public policy. Representative Patterson also joined the discussion and provided pointers on how to develop relationships with our representatives. The retreat concluded with a marketing panel made up of Educators, and a motivational send-off by Andy Londo.

- **NACDEP** – Laura Fuller reported the national meeting was in Big Sky, Montana in June. Ohio had 10 presentations and 1 poster session. Three officers from Ohio were installed: Nancy Bowen-Ellzey, Treasurer; Brian Raison, North Central Rep; and David Civittolo, President. Brian was awarded three national awards and Eric Romich one. They have been working on promotion for the 2018 Cleveland conference and people seem receptive. For Ohio staff, this is a local conference, so even if you're not a part of NACDEP, you might want to think about coming and presenting. Next in-service is September 20 in Cleveland and they are going to spend some time working on the potential tours. Communities that Rock! is the conference theme. They also asked for people outside the association to join the planning process and got some volunteers.

- **NAE4HA** – Laryssa read to NAE4-HA report from Jessica Rockey. To date, they are aware of 28 proposals by Ohio 4-H professionals that have been accepted for 2017 national conference in Indianapolis. Registration for Indy opened last week, with early bird deadline of July 31. States Night Out plans are nearly finalized, and registration will be forthcoming. Planning for NAE4HA 2018 in Columbus continues. Ohio will have a display booth and poster session in Indy promoting the conference. Committees met in-person in April at the Hyatt venue for a tour of facilities. The need for volunteers (from all program areas!) continues – expect detailed requests coming later this year
- **NEAFCS** – Shannon Carter shared registration is now open for NEAFCS Annual Meeting in Omaha, NE, October 16-19. The reservation form for State’s Night Out dinner on Wednesday, October 18 will be coming out this summer. National presentations and award recipients have been notified by national organization.
- **NAEPSDP** - Suzanna Windon (guest) reported that they have contacted Nate and have paid their national fees. The Ohio chapter now has 13 members. The chapter is not currently part of JCEP. They do want to pursue becoming part of Ohio JCEP and the executive committee will need to meet and address this request.

## Old Business

### Revised Job Descriptions

Rob reminded all committee chairs to work on job descriptions. He requested these be done by the end of the year so they can be used in 2018 by the incoming chairs.

### NAEPSDP Becoming Part of JCEP

The executive committee will need to meet about NAEPSDP, and also address the election time line with the annual conference date change to January.

## New Business

### CES joining JCEP

Rob reported that CES is interested in joining JCEP. Their current dues are \$25, so that will need addressed. Executive committee can start those discussions. Doug asked about creating a “class” of membership that is different since the aspects of their membership could be different. Perhaps “associate member” could be considered. Curtis posed the question on what benefits they would get that they don’t have now. Pros to adding them would be it creates an inclusive organization of Extension professionals. If there is a different membership price – do they get scholarships? Rob asked the board if we should explore this. Nate suggested to start a conversation to see what they want and their goals for joining. Doug Fox moved to have exploratory discussion. Laura Fuller seconded. Motion passed.

### Professional Development Question

Pam Montgomery posed a question that was asked of her by a sub-committee of the professional development committee. They asked if it would be acceptable for non-members to attend committee meetings prior to becoming members, so they can learn about the association and ask questions.

Several board members stated it would be ok to let them join a committee to participate, but they cannot vote.

**Announcements** – Roger can tentatively come to the October meeting for dialogue.

**Adjournment** – Shannon Carter moved to adjourn, Curtis Young seconded. Meeting adjourned.

**Upcoming Meeting Dates:**

September 11, 2017 Zoom (10:00 am – 12:00 noon)

October 16, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue 1-2, Meeting 2-4)

January 23-25, 2018 Annual Conference

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

## Ohio JCEP Board Meeting Minutes September 11, 2017

Attending the web meeting: Nate Arnett, Beth Boomershine, Kathy Bruynis, Shannon Carter, Christy Clary, Nicole Debose, Laryssa Hook, Tammy Jones, Dan Lima, Pam Montgomery, Myra Moss, Amanda Osborne, Jessica Rockey, Kate Shumaker. Guest: Suzanna Windon

**Call to Order** – Kate Shumaker, President-Elect called the meeting to order at 10:02 AM

### Officer Reports

- President: Rob Leeds – Rob was attending the Extension Retirees Picnic and had no report.
- President-Elect: Kate Shumaker – no report.
- Past-President: Pam Montgomery will be making connections to work on the ballot for next year's board positions.
- Secretary Report: Laryssa Hook – The minutes of the June meeting were sent out prior to the meeting. A correction was made to the membership report. There were 16 new members in the mid-year membership drive. It was moved by Beth Boomershine and seconded by Christy Clary to approve the corrected June minutes. Motion passed.
- Treasurer's Report: Nate Arnett reported actual income is currently \$39,730.20 and expenses are \$30,921.81. Nate asked chairs to consider budget requests at the October committee meetings and send him the requests. Kathy Bruynis moved to accept the report, Tammy Jones seconded. Motion passed.
- Annalist Report: Michelle Treber – no report.

**Retiree/Life Member Report** – No report – The retiree picnic is taking place today.

### Committee Reports

- **Global Relations** – Kate read an emailed report from Jacqueline Kowalski. Jacqueline has been in contact with a number of companies who specialize in International Ag study tours, particularly Explorations by Thor (they manage the NACAA International Study Tours). However, most recommended tours are in the Caribbean, and after Hurricane Irma last week all tours to that region are on hold.
- **Marketing** – Mary Griffith – No report.
- **Membership Recruitment & Retention** – Tammy Jones reported the committee met via Zoom on August 28<sup>th</sup> to make plans for the upcoming membership drive.

Kim Showalter will create the message that will go out in early October to current and potential members. She will send out a test message to committee members prior to the October release.

There was some discussion about how to handle Central State University during our upcoming membership drive. Tammy sent a message to Tara Marlow with CSU to see if there is any interest in CSU Extension staff joining any of the national organizations. Tara is the Extension Program Manager and has not replied to date.

Tammy has been sending out a welcome email to all new hires since our mid-year membership drive in May. This message contains a link to our website, brochure, and marketing video. The email lets them know they will have an opportunity to join JCEP in October.

Tammy is currently collecting national dues information for our upcoming membership drive. Committee members are to gather current info and report to Tammy.

The committee will meet on October 16 at 10:00am in room 45E in the Ag Admin Library just prior to the JCEP board meeting.

- **Personnel** – Kathy Bruynis – no report.
- **Professional Development** – Christy Clary reported the committee is continuing work on the onboarding documents and will be looking into how these documents will be housed and used by HR.
- **Public Issues** – Laura Fuller emailed a report. Jackie Wilkins is moving forward planning Phase 2 of the critical conversations piece with teams meeting next month. They are still looking at options for getting a 2-way communication in place between county offices and Government Relations for contact with local/state/national officials.
- **Resource Development & Management** – Doug Fox – No report.
- **Scholarships, Grants and Recognition** – Beth Boomershine reported the committee updated all of the applications so that they are all completely online now. The new online applications were sent out the first week of September and they are due by October 2.

#### **State Presidents Reports**

- **ANROP** – Myra Moss reported the Ohio study tour went well. In May, Dave Apsley led a tour in Jackson Co. to see a bourbon maker made of oak and tour the Vinton experimental forest. Lee Beers in Trumbull County will be the President Elect.
- **ESP** – Travis West was not able to make the meeting and email the following report for the minutes. A new online membership system is being rolled out by National office that will require the Ohio ESP President to work with Membership Chair and Treasurer “behind the scenes” to makes things seem smooth on the surface but we are confident that it can be a seamless transition for 2018 dues moving from Ohio JCEP to National ESP.

- **NACAA** – Dan Lima reported they are working with WVU Extension for a multi-state retreat. Initial planning is in progress and no dates have been set.
- **NACDEP** – Laura Fuller reported through an email that they are going to Cleveland at the end of the month for the CD in-service to finalize some of the planning for next year's NACDEP conference. There is a joint meeting with the NACDEP board for their fall retreat. Planning is going well, and they are starting to get teams in place to make sure everything goes smoothly.
- **NAE4HA** – Jessica Rockey reported the national conference is Indianapolis, November 12-17. State's Night Out will be the 14<sup>th</sup> at Punch Bowl Social. Registration info coming via Qualtrics will be out this week. They currently have received notification of 30 accepted proposals, several which are board-supported for task forces led by Ohio members. Several members are receiving awards and will be recognized in Indianapolis:
  - 6 Regional Communicator Award Winners
  - 1 National Communicator Award Winner: Educational Piece-Team – Lucinda Miller & Team, Dog Resource Handbook
  - 7 Regional Specialty Award Winners

The State 4-H Professionals in-service is coming up in late October. The NAE4HA Regional Director Diane Baker from Illinois is on the agenda.

Ohio 4-H Foundation annual fundraiser "Ohio Wine & Food" – Saturday, October 21<sup>st</sup> at 4-H Center...could still use silent auction items if any counties are interested!

- **NEAFCS** – Shannon Carter reported they are gearing up for NEAFCS Annual Meeting in Omaha, Nebraska October 16-19. State's Night Out information was sent out last week.
- **NAEPSDP** - Suzanna Windon (guest) reported they have 2 new members. She has been in contact with the national organization, and wants to put together President and President-Elect position descriptions. Danae Wolfe will be the President-Elect. The organization will have a national conference in December this year.

## Old Business

### NAEPSDP Becoming Part of JCEP

Laryssa reported that she and Rob meet to review the constitution and by-laws. Adding NAEPSDP to the board is a by-law change, which can be done at a board meeting. If CES and/or Central State want to be part of JCEP, that is a constitution change. Rob will set up an executive committee web meeting to discuss it further and have a recommendation for the October board meeting.

## New Business

### Joining National Associations

Shannon had been asked if it was possible for someone to join a national organization now to get the reduced rate for national conference. Nate

responded that they can join individually and must do it through the national organization's website.

#### Organizational Change

Nate reminded us of the recent email asking for feedback on Extension re-design and organizational change. Comments are due today. He encouraged that if we need more information about an impact area description to say that in the comments. We are also encouraged to ask questions in the comment sections. Several members of the board are on the restructuring team and they want our feedback.

**Adjournment** – Kathy Bruynis moved to adjourn. Meeting adjourned.

#### **Upcoming Meeting Dates:**

October 16, 2017 Ag Admin Auditorium (Committees 10-12, Dialogue - tentatively 1-2, Meeting 2-4)

January 23-25, 2018 Annual Conference

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

## Ohio JCEP Board Meeting Minutes October 16, 2017

Attending the meeting in Ag Admin Auditorium were:

Cassie Anderson, Nate Arnett, Cindy Bond, Beth Boomershine, Karen Bruns, Kathy Bruynis, Christy Clary, Amanda Douridas, Doug Foxx, Mary Griffith, Laryssa Hook, Tammy Jones, Jacqueline Kowalski, Ashley Kulhanek, Rob Leeds, Myra Moss, Amanda Osborne, Jessica Rockey, Michelle Treber, Travis West. Guest: Suzanna Windon

**Call to Order** – Rob Leeds, President called the meeting to order at 1:00 PM in the Ag Admin Auditorium.

### Officer Reports

- **President:** Rob Leeds – Rob reported he went to a state Farm Bureau meeting. Central State was there with a presentation on what they are doing. Roger was there and answered their questions. Rob also attend the retiree picnic in September. They had a lot of interest in the re-structuring.
- **President Elect:** Kate Shumaker – no report
- **Past-President:** Pam Montgomery – no report
- **Secretary Report:** Laryssa Hook – The minutes of the September meeting were provided. It was moved by Chrisy Clary and seconded by Mary Griffith to approve the September minutes. Motion passed.
- **Treasurer's Report:** Nate Arnett reported that the new fiscal year started in October. The report provided closes out the fiscal year. Income for 2017 was \$45,372.97 and expenses were \$31,521.81. Total funds available are \$126,559.15. The University funds listed on the report are up-to-date except that \$7500 has been used to support the NACDEP conference which has not yet been posted so it is not reflected in the balances. Kathy Bruynis moved to accept the report, Cassie Anderson seconded. Motion passed.
- **Annalist Report:** Michelle Treber – no report.

**Retiree/Life Member Report** – Karen Bruns reported the picnic on September 11 went well. They switched to having a catered event and it was successful. The co-chairs for next year will be Rose Fisher Merkowitz and Gwen Wolford.

### Committee Reports

- **Global Relations** – Jacqueline Kowalski reported the committee meet. Chris Igodan joined the meeting and shared updates regarding Internationalizing OSU Extension. Stephen Brady attended the Global 4-H Summit in Ottawa, Canada. The conference is held every four years and the next one is in 2020 in Tanzania, Africa. Fact sheets remain in progress and a website is expected to launch in early December. A group visited from South Africa (Eastern Cape South Africa Department of Rural Development and Agrarian Reform & African Footprints of Hope Organizations) in September to study the Ohio State University Extension

system. The objective of the partnership is to find ways that the groups can collaborate in rural development, 4-H, and business development. OSU will be signing an MOU with these groups Nov. 4-7. Funding will be the driver. USDA & USAID will be the funding sources and possibly Fulbright. Candace Heer will be the 2018 committee chair.

- **Marketing** – Mary Griffith reported that the 2018 chair will be Michelle Treber. And vice-chair is Sue Hogan. Cheryl Buck will take over the JCEP website pages. It was suggested each committee chair look at the page(s) that pertain to their committee and work with Cheryl to update the site.
- **Membership Recruitment & Retention** – Tammy Jones reported they met in person and by Zoom. The membership email with the survey link went out last Wednesday. 89 members have joined so far. Reminder emails will be sent on 10/19, 10/26, and 10/31. October 31<sup>st</sup> is the last day to join. Tammy reached out to 11 Central State Extension staff regarding their interest in joining a national organization. So far, four have contacted her with interest. Kathy Green will be the chair for 2018.

The committee discussed the need for the mid-year membership drive. Forty-four new hires were given the opportunity to join JCEP in May and 17 joined for a total of 39%. Many newer educators have expressed their appreciation of being able to join mid-year.

- **Personnel** – Kathy Bruynis reported they discussed re-structuring. Roger will be connecting with all regions on October 18, 19, and 20. The committee discussed some of the items listed on the “feedback opportunity” provided for input on restructuring options. There were over 250 pages of written text as feedback. Current field specialist positions bring in funding, however, do not have direct contact with many counties or provide support to counties.

Committee discussed the program areas verses impact areas. Concerns were expressed on going away from program areas (as our core) because of developing and maintaining funding. There is potential for more of a challenge to secure funding if trying to obtain staffing based on impact areas which are supported by multiple individuals instead of funding by program areas.

There was discussion on how to support program areas and support new educators. The questions and discussion included:

- Would it be helpful to have a program specialist – perhaps ½ time – per EERA? Some mentors are doing a great job while others are not really helpful.
- Need to give support staff opportunity for training – even if we have to cover the office so they can attend training.
- There needs to be a transition plan for all positions – educators and support staff.
- Counties with small staffing. Particular areas of concern are with FCS and ANR – how are calls answered, how are offices kept open with only having a ½ time support staff?

Other committee discussion included:

- Promotion system – what are the plans for promotion opportunities for 2018? People are waiting to see what they need to do? What are the criteria?
- Communication – what do we receive on a regular basis? How are we communicating and being connected with the rest of campus, particularly with OSU Administration?
- What are the dates for 2018 committee meetings?

Rhonda Williams will be the 2018 chair.

- **Professional Development** – Christy Clary reported the committee met in person and through Zoom. Amanda Bennett will be the 2018 Chair, Tim Malinich will be chair elect. The onboarding document developed by the committee is in use by RDs and will be shared with CEDs. It is on a u.osu.edu blog and the committee is looking at long term housing. The supervisor checklist is on hold until more is known about restructuring. Remainder of discussion was around mentoring, specifically over the functions of mentors and what role they play with onboarding. They also discussed the needs of PD at different stages and the roles mentors play. Cindy Torppa will take this discussion to cabinet.
- **Public Issues** – Amanda Osborne reported she has taken over for Laura Fuller and will continue as the 2018 chair. The new Critical Conversations resources will be shared with Adam Ward and posted to the website. Government Affairs is looking at ways to increase communication between legislators and the county offices.
- **Resource Development & Management** – Doug Foxx reported that the committee reviewed the finances since the June meeting and reviewed the budget for the upcoming year. The budget includes \$12,000 for scholarships and grants to be used by the membership. Dennis DeCamp will be the 2018 chair.
- **Scholarships, Grants and Recognition** – Beth Boomershine reported the committee met and discussed award applications. All applications were online forms this year. The sub-committees for Team Teaching, Creative Works, and Special Chapter awards are still working on selecting the winners. The Excellence in Extension and Friend of Extension deadline is November 1. Plans are progressing for the awards program that is scheduled to happen on January 23.
- **Executive Committee** – Laryssa reported that the Executive Committee met by Zoom on October 5<sup>th</sup> to discuss changes to the by-laws and constitution. Laryssa summarized the changes recommended by the Executive Committee and provided copies of the proposed changes in an email to board members on October 6<sup>th</sup>. The by-law change will address adding NAEPSPD to JCEP. The change in the constitution will open the door to be more inclusive as the discussion between CES and JCEP further develops in 2018. It will also allow the board to include Central State in the future. Board action on these recommendations is on the agenda under old business.

### State Presidents Reports

- **ANROP** – Jerry Illes reported they are working on a slate of officers. Their national biennial meeting will be this April in Biloxi, MS.

- **ESP** – Travis West reported that six people attended the national meeting in October. Our Alpha Eta Chapter received the Bronze Award for Achievement on Chapter Membership and received the Platinum Award for Chapter of Merit Award.

There will be some challenges with online membership, but he and Cindy will manage that transition this year. Most of the work will be for new members. They are working on a president-elect for the ballot.

- **NACAA** – Amanda Douridas reported an in-service conference with West Virginia is moving forward and will likely take place the first week of June. She also reported that Ohio was #5 overall at the NACAA AM/PIC in July in number of new members.
- **NACDEP** – Amanda Osborne thanked JCEP for donation of conference funds, which helped with conference plans and overlapped with the National Board retreat.
- **NAE4HA** – Jessica Rockey reported the national conference will be November 12-17 in Indianapolis. States Night Out will be at Punch Bowl Social and over 90 have registered.

Presentations:

- Ohio professionals involved with 22 seminars and 11 posters
- Ohio is involved with 23% of all presentations
- Overall acceptance rate for proposals was 38%

Awards:

- 6 Regional Communicator Award Winners
- 1 National Communicator Award Winner: Educational Piece-Team – Lucinda Miller & Team, Dog Resource Handbook
- 7 Regional Specialty Award Winners

Two Outgoing National Officers:

- Mark Light (VP Member Services)
- Katie Feldhues (interim VP Programs)/Nadine Fogt (VP Programs)

State 4-H Professionals In-service coming in late October – NAE4HA Regional Director Diane Baker from Illinois will be on the agenda.

Ohio is continuing to meet monthly and plan for 2018 conference being hosted in Columbus; we are helping Indiana by volunteering throughout conference, and they will reciprocate next year.

- **NEAFCS** – Shannon Carter emailed a report as they are currently at the NEAFCS Annual Meeting in Omaha.
  - 25 members attending (2 retired); 4 family members
  - 5 concurrent sessions (4 competitive, 1 committee)
  - 6 awards, including 2 DSA, 2 CE

### National Awards:

- Distinguished Service Awards: Marie Economos & Dan Remley
- Continued Excellence: Shannon Carter & Barbara Hennard

### Regional Awards:

- Dean Don Felker Financial Management Award  
2<sup>nd</sup> Place Central Region Winner – Melinda Hill and team, Central, Ohio
- Communications Awards: TV/Video  
3<sup>rd</sup> Place Central Region Winner – Katie LaPlant and team, Central, Ohio

### Presentations:

- Extension's Role in Chronic Disease Prevention and Management Education In the Next 100 Years: A View from Agents/ Educators, Faculty/Specialists, and Administrators - Dan Remley and team
  - Smarter Lunchrooms - Beth Stefura, Melanie Hart
  - Writing a Winning Proposal - Pat Brinkman, Jami Dellifield
  - Gluten Free Eating - Shannon Carter
  - Enhancing Extension's Readiness to Implement a "PSE" Approach to Positive Youth Development for Health - Carol Smathers and team
- **NAEPSDP** - Suzanna Windon (guest) reported that they have 13 members. Their national meeting will be in December and they have a few members that will be presenting. They are working on a job description for their President and President-elect positions.

## **Old Business**

### Revised Job Descriptions

Rob reminded all committee chairs to work on job descriptions. He requested these be done by the end of the year so they can be used in 2018 by the incoming chairs.

### Constitution Changes

Rob highlighted the suggested changes to the Constitution as proposed by the Executive Committee. References to OSU Extension A&P staff and faculty were replaced with Ohio Extension staff. This allows for CES and Central State to pursue joining JCEP. Christy Clary moved to take the suggested changes to the next JCEP Annual Meeting for vote by the membership. Amanda Douridas seconded. Motion passed.

### By-Law Changes

Rob reviewed the suggested changes to the Constitution as proposed by the Executive Committee. The changes allow NEASPSD to officially be part of JCEP. Doug Foxx moved to accept the changes as presented. Christy Clary seconded. Motion passed. Suzanna was officially welcomed to the board.

## **New Business**

### 2018 Board Meetings

The meeting schedule is set by the President-elect. Kate will likely be setting those dates soon after she returns from national conference. It was noted that since annual conference is in January, the first board meeting of the year could be moved to February.

**Announcements** –Nate reminded everyone to complete their annual reports to send to Kate for the annual meeting.

**Adjournment** – Kathy Bruynis moved to adjourn. Meeting adjourned at 2:10 PM.

**Upcoming Meeting Dates:**

January 23-25, 2018 Annual Conference

Respectfully submitted:  
Laryssa Hook  
Ohio JCEP Secretary