

Ohio JCEP Board Meeting Minutes February 18, 2019

Attending the meeting in Ag Admin Auditorium were: Lisa Barlage, Kelly Coble, Kathy Goins-Tutt, Marianne Guthrie, Sue Hogan, Laryssa Hook, Candace Heer, Janessa Hill, Melinda Hill, Jacqueline Kowalski, Pete Lane, Elliott Lawrence, Erika Lyon, Emily Marrison, Greg Meyer, Laura Rohlf, Kate Shumaker, Gwynn Stewart, Michelle Treber, Elizabeth Varanese, Kyle White, Danae Wolfe, Beth Young, Adam Ziadeh.

Call to Order – Lisa Barlage, President called the meeting to order at 1:10 PM.

Officer Reports

- **President:** Lisa Barlage – Lisa asked everyone to do an introduction since it is the first meeting of the 2019 board. She also expressed appreciation for everyone who sent in lunch counts and meeting locations.
- **President Elect:** Chris Zoller – No report.
- **Past-President:** Kate Shumaker – Kate thanked all those on the Annual Conference Planning Committee and the work they put it to pull off that day.
- **Secretary Report:** Laryssa Hook – Laryssa asked everyone to send a summary of the report they give at the board meeting to her email at hook.26@osu.edu. Laryssa presented the October minutes, which were sent with the meeting notice. It was Kathy Goins-Tutt moved to approve the October minutes. Seconded by Adam Ziadeh. Motion passed.
- **Treasurer's Report:** Melinda Morrison Ryan – Melinda sent the report to Lisa prior to the meeting. All national dues are paid. Lisa tabled approving the emailed report until the April meeting.
- **Annalist Report:** Michelle Treber – No report.

Retiree/Life Member Report – Pete Lane reported about 75 people attended the Retiree Picnic last year. The 2019 picnic will be September 9th at Beck's. Joyce Smith continues to send correspondence and updates to retirees.

Committee Reports

Global Relations – Elizabeth Varanese reported the committee met to discuss prior year's activity, and their goals for this year. Last year they met with Roger and Ken Martin regarding the implementation of opportunities for international activities for extension educators and field specialists. The committee held several additional meetings during the year to complete work to prepare for the end of year and the upcoming year's activities.

Other committee activities from the previous year include creating a document on the benefits of international extension engagement, interpreting survey responses on international Extension work sent out to Extension personnel by the offices of International Programs in Agriculture and International Extension Programs, creating a document to gather information from Extension personnel with previous overseas experience in order to facilitate the development of a process for overseas travel, and staffing a table presentation with a map and information on the committee at the Annual Extension conference in January, 2019.

Plans for this year include creating more awareness of the Global Relations Committee mission; working to put a structure in place for Educators to have the opportunity to work overseas and to apply this work-travel experience to the improvement of community well-being in their county; and to arrange for a group of individuals to take part in an overseas trip designed for first-time overseas travelers. The committee discussed subcommittees and came up with: Farm Science review presentation committee (present the purpose, goals, and activities of JCEP's GRC, gain interest), Extension annual conference presentation committee (Gather information on the purpose, goals, and activities of JCEP's GRC throughout the year, write proposal, and present at Extension Annual Conference in 2020), communications (website and quarterly updates) committee (Add committee activity content to websites, write and disseminate quarterly committee updates to JCEP, other), Pilot International experience for new travelers committee (Design an international immersion experience to take place this year for first-time international travelers), and Funding and grant research committee (Explore funding opportunities, research, write, and submit grants for travel, work with Extension to identify and commit to funding streams).

- **Marketing** – Sue Hogan reported the committee met and discussed having a closed Facebook group for JCEP in general. It could inform members of meeting information and general announcements. They also discussed other ways to communicate within the organization. The committee also wants look at updating the video.
- **Membership Recruitment & Retention** – Kathy Goins-Tutt reported we have 337 full membership for JCEP and 43 affiliate members. This year they want to update the brochure. The committee also considered doing only one membership drive a year. Last year only 5 joined the mid-year drive. There was discussion that some would want to join national organizations for the annual conference discount. Most national associations allow direct registration, but it was noted that NACAA does not.
- **Personnel** – Greg Meyer reported Jeff McCutcheon was a guest at their meeting. Discussion included:
 - The need for improved organizational communication. Area Leader talking points should be shared by administration with everyone so the message delivered is consistent. JCEP needs to push administration to improve communication with county staff.
 - Area Leaders and their roles were discussed. A job description for the Area Leaders should be available for county educators to review. Evaluation of Area Leaders by county staff was discussed.
 - The new salary adjustment for transferring from A&P to faculty was discussed.
 - Travel reimbursements and the desire for quicker payment was discussed.

- The issues with OCIO were discussed, including slow service and the amount being charged to county units.
- Opinions were shared that the Community Engagement Conference was not the best format to hold Extension's annual conference and administration should consider separating the two events again.
- **Professional Development** – Tim Malinich – No report.
- **Public Issues** – Heather Gottke – No report.
- **Resource Development & Management** – Lisa noted the committee needs a chair.
- **Scholarships, Grants and Recognition** – Emily Marrison reported the committee reviewed the flow chart of awards. Chair-elects were identified for all sub-committees. The grants program will be going out by email to all Extension soon, with a deadline of March 1. Scholarships will also be sending out the application soon and the deadline is March 15. Emily noted that some awards did not have nominees or applicants in 2018, and she wants to make sure we reward as many as possible for their good work.

State Presidents Reports

- **ANROP** – Erika Lyon – They are working on their goals for the year. With a membership drive they are now up to 24 members. They are looking at July for a Stone Lab tour.
- **ESP** – Melinda Hill – The Alpha Eta annual report was submitted to National ESP to report Ohio activities. National Extension Leadership conference was held in San Antonio Texas in 2019 and attended by 11 Ohio JCEP members and 5 gave presentations.

There are a few dates to keep in mind:

- National ESP conference is October 14-17, 2019 and proposals are open till March 15, 2019. Remember that there are stipends paid for chosen presentations.
- If you'd like to serve on a national committee, ESP committee applications are open till April 1, 2019.
- Ohio awards will be forwarded on to the appropriate ESP National Award competition.
- There are \$1,000 mini grants available for professional development and Melinda will work with the professional development committee to solicit ideas to bring forth to the board.
- **NACAA** – Jacqueline Kowalski reported they plan to conduct a needs assessment to provide feedback to Dean Kress. They are planning for the summer retreat. March 15 is the deadline for national award applications.
- **NACDEP** – Meghan Thoreau stated while they operated a bit causally as they were getting the organization started, this year they plan to be more strategic and promote more national organizational opportunities. Ohio had 4 regional award winners last

year. This year they want to take advantage of grants and other professional opportunities.

- **NAE4HA** – Laura Rohlf reported that the national organization is looking at re-branding and each state is to provide input. The national conference is in November at the Greenbrier in West Virginia.
- **NEAFCS** – Candace Heer reported that 2019 is the 85th Anniversary of NEAFCS and Ohio will have a committee to identify ways to celebrate. The NEAFCS Annual Session is September 30 – October 3, 2019 in Hershey, Pennsylvania. Ohio submitted 15 abstract proposals. Ohio, along with University of Florida Extension, submitted the most proposals. They are currently working on awards submissions.
- **NAEPSDP** – Danae Wolfe – The 2019 NAEPSDP Annual Conference will be December 3-5 in Savannah, Georgia.
- **CES** – Beth Young – CES thanked those that donated to the silent auction. They made about \$700. Mississippi State will host the fall TERSSA Conference.

Old Business

OSU Extension Annual Conference & JCEP Annual Meeting

Lisa asked for feedback on the conference. Most agreed it was not the best Extension conference and would prefer to separate the Extension part of the conference out of the Community Engagement Conference. It was felt that Extension lost its identity, and needs our own event. However, there is also a need to reach out to establish relationships and collaborate with the larger university. Lisa will work with the officers to schedule a meeting with Jared and Roger to plan for this year.

New Business

Website Updates

Thanks to Cheryl Buck for updating the OJCEP pages with the 2019 chairs and board members. Lisa asked each committee to look at their website pages and see if there is any other information that needs updated. Website pages are at <https://extension.osu.edu/about/ohio-joint-council-extension-professionals>

Policy Committee

Lisa provided a brief history of OAEP and ESP merger and the current JCEP format. Under OAEP, there was a policy committee who had the role of updating constitution, bylaws, and committee guidelines. The last few years have had several changes to these documents. Sue Hogan moved to pursue the need to a policy committee. Erika Lyon seconded. Motion passed. Lisa stated we will look at this and report back in April.

Announcements

Next year's Community Engagement Conference will be in conjunction with the University's sesquicentennial.

- a. January 28, 2020 – Sesquicentennial Academic Summit – The Urban-Serving Campus
- b. January 29, 2020 – Community Engagement Conference – Theme TBD

The April meeting will include Dialogue with Roger at 12:45 PM.

Upcoming Events

Meeting dates:

April 22 - Board and Committees at Ag Admin Auditorium

June 17 – Board and Committees at 4-H Center Auditorium

August 19 – Board Meeting via Zoom

October 21 – Board and Committees at 4-H Center Auditorium

Adjournment – Greg Meyer moved to adjourn. Candace Heer seconded.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

Ohio JCEP Board Meeting Minutes April 22, 2019

Attending the meeting in Ag Admin Auditorium were: Lisa Barlage, Eric Barrett (via Zoom), Ed Brown, Marianne Guthrie, Candace Heer, Melinda Hill, Sue Hogan, Laryssa Hook, Jacqueline Kowalski, Erika Lyon, Greg Meyer, Gigi Neal, Christine Olinsky, Amanda Raines, Laura Rohlf, Melinda Ryan, Carol Smathers, Michelle Treber, Kathy Tutt, Elizabeth Varanese, Danae Wolfe, Beth Young, Adam Ziadeh, Chris Zoller.

Call to Order – Lisa Barlage, President called the meeting to order at 1:30 PM.

Officer Reports

- **President:** Lisa Barlage – Lisa met with Roger and addressed communication about open Extension positions, new hires, position changes, and retirements. We used to get these communications by email from Extension HR. Under the college HR, we are not getting these notices. Roger plans to check on this.

This year Extension Annual Conference will be in December, separate from the Community Engagement Conference which will still be in January. Lisa committed JCEP to help, and we will be working with Jared Morrison to plan. They are holding the dates of December 16-18, and the conference will be two of these three days.

In March, Lisa went with Ohio Farm Bureau to Washington, D.C. It was a great opportunity to discuss many issues.

- **President Elect:** Chris Zoller – Chris noted concerns he has heard from counties about the transition to OCIO for IT support and the associated costs.
- **Past-President:** Kate Shumaker – no report.
- **Secretary Report:** Laryssa Hook – Laryssa presented minutes as emailed, and read a correction to the Global Relations committee report. Candace Heer moved to approve the February minutes as presented with the verbal correction. Seconded by Jacqueline Kowalski. Motion passed.
- **Treasurer's Report:** Melinda Morrison Ryan – Melinda presented a current financial report. Available Checking Account funds are \$135,919.85, and the total of the program account funds is \$151, 145.27. Total available JCEP funds are \$174,006.47. Adam Ziadeh moved to accept the financial report and Laura Rohlf seconded the motion. Motion passed.

Melinda stated she is currently the only signer on the checking account. It was suggested that Chris Zoller be the second signer since he is President-Elect and will be on the board for a couple more years. Melinda moved to add Chris Zoller to the checking account and Melinda Hill seconded the motion. Motion passed.

Melinda stated the president is currently paying for lunch out of pocket and then getting reimbursed. She checked into getting a debit card and it is allowable. Michelle Treber moved to get a debit card for the JCEP checking account. Adam Ziadeh seconded. Motion passed.

- **Annalist Report:** Michelle Treber – Michelle reported John Ruoff, 79, passed away on March 26. He was a 4-H educator in Clermont County, a district 4-H program specialist, and 4-H educator in Auglaize County.

Retiree/Life Member Report – Chris Olinsky stated she will coordinate with Michelle on death notifications. The 2019 picnic will be September 9th at Beck's and save the date notifications will be sent out soon. Invitations will go out early July. Guest speakers will be from OSU Advancement and a speaker about retirement.

Committee Reports

Global Relations – Elizabeth Varanese reported the committee met to work on a presentation for Farm Science Review, a presentation for Annual Conference, and to set forth plans for a study tour. The committee is putting together a database to find those employees who have international experiences and those who are multi-lingual.

- **Marketing** – Sue Hogan reported the committee is creating a closed Facebook group for JCEP and will work with the membership committee to send it out. During the meeting today they filmed interviews of various members and committees for footage in the new video.
- **Membership, Recruitment & Retention** – Kathy Tutt reported that the committee met and discussed the proposed changes to the Ohio JCEP Membership brochure, including CCS and Affiliate membership information. The proposed brochure changes were agreed upon and given to Debby Lewis for her to update the brochure. In addition, the group discussed proposed changes to the Ohio JCEP Web page to include CCS and Affiliate membership information. The proposed web page changes were agreed upon and will be forwarded to Cheryl Buck for updating.

Kathy Tutt and Beth Young will present JCEP membership information at Support Staff conference on May 30th. The committee is asking for those who have attended conferences, received awards, or scholarships related to Ohio JCEP to share their story with a picture. Send pictures and information to Kathy. The information will be used in a slide show and highlighted on the Ohio JCEP Facebook page.

Debbie Lewis indicated she no longer can support the mid-year membership drive. The committee decided to discontinue the mid-year membership drive. New employees are encouraged to join directly through their national organization for any discounts associated with that membership, and then join Ohio JCEP during the annual drive in October.

- **Personnel** – Greg Meyer reported the Personnel Committee met with Jessie Buxton, Fiscal Officer for County Operations, to discuss changes to the structure of

the Extension business operations. The former Extension business office has been replaced by the FAES Finance Service team (processes financials) and Extension Operations (handles fiscal questions and serves as the point person for questions). It was recommended that Extension Operations send an email to All Extension detailing the new changes. Additional discussion included issues with OCIO and problems with the vendor payment system.

- **Professional Development** – Danae Wolfe reported for Tim Malinich. The committee reviewed the new 8-week onboarding plan proposed by LOD. They discussed the pros and cons of having it run through ACEL.
- **Public Issues** – Carol Smathers reported for Heather Gottke. The committee met and discussed ways to provide updates of public policy to JCEP members. They also discuss ways to do work collaboratively with CFAES Public Affairs (Adam Ward's office). Adam would like to have streamlined information and develop an "issues calendar". The committee also wants to explore how to make PILD more effective for those members who attend.
- **Resource Development & Management** – Lisa noted the committee needs a chair. She will recruit a chair from the JCEP membership.
- **Scholarships, Grants and Recognition** – Laryssa Hook reported for Emily Marrison. All subcommittees met and each subcommittee is working on updating their duties and responsibilities for the SGR Manual. The scholarship committee reported that of the 12 scholarship submissions in the last round, 5 were awarded. The next scholarship deadline is May 1 and the application will now be electronic.

The grants subcommittee reviewed 10 submissions and 2 were selected to receive \$500 each. The committee would like to increase the amount requested in next year's budget from \$2000 to \$4000 for these grants. This will provide more opportunity to support fantastic ideas and encourage cross programming efforts. There are two rounds of applications, roughly April 1 and October 1 deadlines. Currently the committee is awarding \$1000 per round.

State Presidents Reports

- **ANROP** – Ed Brown reported they are planning for a fall study tour to Stone Lab
- **ESP** – Melinda Hill reported the National ESP conference is October 14-17, 2019 in Colorado Springs and they are starting to get proposal acceptances out. Travis West is on the national board as a VP North Central Region.

There are professional development mini grants available and Melinda will work with the professional development committee to solicit ideas to bring forth to the board.

We have 38 new member certificates that were sent after Annual Conference and Melinda is considering how to distribute them.

Melinda noted that when it is time to renew membership in the fall it will be important to communicate that those that want to join ESP will need to select it on the

membership form. Area leaders and mentors could help make new employees aware that ESP is necessary to be eligible for some of the awards.

- **NACAA** – Jacqueline Kowalski reported the annual meeting submissions are due soon. The conference is September 8-12 in Fort Wayne. Fifty-four communication awards were submitted from Ohio, and we were the 2nd highest state. They are planning for the summer retreat, which is June 5 & 6 at Deer Creek State Park.
- **NACDEP** – Meghan Thoreau – No report.
- **NAE4HA** – Laura Rohlf reported the national conference is in November at the Greenbrier in West Virginia. They have selected the Ohio award winners that will move on to regional competition. Lisa McCutcheon and Sally McClaskey were guests to the meeting and they provided a financial summary of the 2018 national conference (attached). The conference total income was \$54,675 and the summary included an expenditure plan for the profits. It was suggested that these funds used for first-timers would off-set the 4-H first timer awards in the JCEP budget.

Amanda Raines spoke briefly about her PILD experience. She noted that the information sent from the public affairs office ahead of the conference did not include Extension. Most of the information was on the water quality initiative. JCEP sends many of the attendees to represent Extension. There may need to be some communication with Adam Ward to clarify the goals of the trip, and how the goals fit Extension programming.

- **NEAFCS** – Candace Heer reported the NEAFCS Annual Session is September 30 – October 3, 2019 in Hershey, Pennsylvania. Ohio submitted 15 abstract proposals for peer review. Nine presentations were accepted (4 Concurrent Sessions and 6 Showcase of Excellence/World Café/Ignite). Eight competitive award and 2 Distinguished Service awards were submitted to NEAFCS.
- **NAEPSDP** – Laryssa gave a report sent to her by Danae Wolfe. The NAEPSDP committee met and discussed goals for 2019. Our 2019 goals include the following:
 - Market our association to Area Leaders, who we believe will find benefit in the professional learning opportunities offered at the national level.
 - Develop some verbiage for committee positions, mission, vision, goals, etc.
 - Identify 2-3 professional learning opportunities for our members
- **TERSSA** – Beth Young – University of Maine Extension has joined TERSSA and they are up to 10 states in the association. Mississippi State will host the fall TERSSA Conference.

Old Business

Possible Policy Committee Discussion

Lisa asked for feedback on the idea of adding a policy committee. Laryssa stated having a committee that looks at issues of policy could provide consistency. Board members turn over in one or two years, and by the time you understand how the board operates, most terms are over. Lisa expressed having a parliamentarian could be a useful task of this committee as well. Laryssa moved to have the president appoint a policy task group

in the interim of pursuing adding a policy committee in the bylaws. Kathy Tutt seconded. Motion passed. Chris Zoller offered to lead the task group this year. Lisa will send an email to seek membership for interest in joining this group.

New Business

OSU Extension Annual Conference Meeting Dates

The meeting will be two days of the three days in December on hold for the conference, which are December 16 -18. It will likely not be in Columbus and could be at a state park lodge.

Announcements

Next year's Community Engagement Conference will be in conjunction with the University's sesquicentennial.

- a. January 28, 2020 – Sesquicentennial Academic Summit – The Urban-Serving Campus
- b. January 29, 2020 – Community Engagement Conference – Theme TBD

Upcoming Events

Meeting dates:

June 17 – Board and Committees at 4-H Center Auditorium

August 19 – Board Meeting via Zoom

October 21 – Board and Committees at 4-H Center Auditorium

Adjournment – Greg Meyer moved to adjourn.

In May, CES emailed a request to use their funds. On May 7, Lisa Barlage sent the following message to the board:

Please vote by email by May 10 to approve or not approve the following motion by Board member Beth Young, 2nd by Adam Ziadeh –

- Ohio JCEP would provide \$250 to the Support Staff Conference to be held on May 30, 2019 from the CES Support Staff Association Fund. This would cover expenses for the OSU Branded Folders for participants and supplies for a community service project (Project Linus: No Sew Fleece Blanket Kits).

Note – this money is not part of the regular Ohio JCEP Budget – but is carryover from TERSSA/CES that they use to sponsor awards and cover other expenses. There is over \$20,000 total in their accounts.

The afternoon of May 10, Lisa notified the board that the motion passed 22 in favor – 0 against. TERSSA/CES will work with Melinda to figure out which way they want to go with that funding.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

2018 NAE4-HA Conference Ohio JCEP Board Report / Request

Conference net income \$169,837.15
Ohio 4-H Professional's share \$74,918.58

Expenditure Plan:

- 33 conference co-chairs given \$475 for 2019 conference registration
Total: \$15,675
We will ask the 2019 conference hosts to provide a registration code that will only apply to early-bird registration fees.

- Active committee members given \$100 toward 2019 conference registration
Total: \$9000
Committee co-chairs will be asked to provide the names of committee members who were active throughout the planning process and during the week of the 2018 conference. This benefit will also apply only to early-bird registration. No more than 90 people.

- Support for OSU Collegiate 4-H to host a future regional or national conference
Total: \$10,000

- Support fund for new 4-H professionals, in their first three years of employment, to attend their first NAE4-HA conference. \$200 each / one time only.
Total: \$10,000 (will support 50 individuals)

- \$10,000 in a fund for Ohio to host a future conference (e.g., National Conference on Volunteerism).

Grand total: \$54,675

Two additional recommendations:

- Cover the expense of Ohio's State's Night Out dinner at the 2019 NAE4-HA national conference to celebrate the success of hosting the 2018 conference. Require attendees to pay \$20, with the balance being paid from the 2018 conference proceeds.

- All remaining funds are to be deposited into the JCEP 4-H program fund for use as directed by 4-H state officers.

Submitted by Sally McClaskey and Lisa McCutcheon,
2018 NAE4-HA Conference co-chairs
4/22/19

Ohio JCEP Board Meeting Minutes June 17, 2019

Attending the meeting in 4-H Center were: Lisa Barlage, Shannon Carter, Candace Heer, Melinda Hill, Laryssa Hook, Pete Lane, Elliott Lawrence, Emily Marrison, Laura Rohlf, Kate Shumaker, Meghan Thoreau, Kathy Tutt, Elizabeth Varanese, Adam Ziadeh. Guest – Morgan Miller, intern.

Call to Order – Lisa Barlage, President called the meeting to order at 1:10 PM.

Officer Reports

- President: Lisa Barlage – Lisa reminded us the August meeting is a Zoom meeting and in October we will again be in the 4-H Center.
- President Elect: Chris Zoller – Lisa reported for Chris. He is still working on the 2020 meeting dates. Ag Admin remodel will not be finished for the winter meetings, and the 4-H Center may not be an option. Ag Econ and ACEL have space but are not big enough. Chris is looking for meeting site suggestions. Meghan Thoreau suggested the STEAM area at OSU and she will get him information.
- Past-President: Kate Shumaker – no report
- Secretary Report: Laryssa Hook –Kathy Tutt moved to approve the April minutes as presented by Laryssa. Seconded by Adam Ziadeh. Motion passed.
- Treasurer's Report: Melinda Morrison Ryan – Lisa reported that Melinda was unable to attend the meeting. Melinda has ordered the debit card and it should be arriving soon.
- Annalist Report: Michelle Treber – Lisa read the following report provided by Michelle.

John Ruoff, 79, passed away on March 26, 2019. He was a 4-H educator in Clermont County, district 4-H program specialist and 4-H educator in Auglaize County.

Edwin "Ed" Brubaker, 85, died April 8, 2019. He was an Assistant Professor, Southwest District Specialist in Community Development.

Tina Marie Secrest, 60, died on April 9, 2019. She worked at the Belmont County office.

Ruby Sells, 84, died on April 14, 2019. She was involved with Cooperative Extension Service and 4-H programs in Ohio and received many international and national awards.

Dr. Peter Spike, 78, died on April 17, 2019. He was an Assistant Professor, Dairy Extension Specialist and area agent.

William "Bill" Schnug, 93, passed away on April 27, 2019. He was an Associate Professor working with the Ohio Cooperative Extension Service, working with farmers and 4-Hers across Ohio.

Edward Clime Fladt, 89, passed away on May 6, 2019. He was an Agricultural Agent in Clinton County.

Jim Dayton, 70, passed away on May 31, 2019. He retired as a systems engineer at Comm Tech.

Retiree/Life Member Report – Pete Lane stated the Extension Director and representatives from the college will attend the 2019 picnic will be September 9th at Beck's. They need \$250 for the food, which was in the approved JCEP budget. Pete will follow up with Melinda Ryan to obtain the funds.

Committee Reports

Global Relations – Elizabeth Varanese reported the committee has worked on becoming more visible. They are submitting a proposal for an FCS conference session and will be at Farm Science Review in September. The committee also plans to send out email communications about upcoming international Extension opportunities and international opportunities within the college.

Elizabeth passed out two handouts. One included the purpose of the committee and highlighted the results of a survey sent to Extension professionals in 2018. The other provided information on a trip they are planning to Choluteca, Honduras.

Elizabeth briefly shared the survey results, which indicated high interest from Extension personnel about having international experiences. However, personnel are concerned about leaving work and family for long blocks of time.

The trip to Honduras is tentatively planned for 2020, and they are looking for partnerships to work with to create more opportunities while they are there. One group they have reached is World Gospel Mission, of which Larry and Angie Overholt are employed. Larry received his PhD from CFAES in 2018.

The committee would like to request \$4000 to help with this trip, and then annually have an amount in the budget allotted to this committee. Their goal is to have a sustainable project offered each year and have consistent funding. Because this request is for 2020, it was suggest the committee put this request to the Resource Development & Management committee for inclusion in the 2020 JCEP budget.

- **Marketing** – Kathy Tutt reported for the committee. They are still working on the closed Facebook group for JCEP. The group is created, but the link has a glitch and is not active for members to join the group.
- **Membership, Recruitment & Retention** – Kathy Tutt reported that Debby Lewis is working on a brochure. Debby will also work on the membership enrollment survey and the committee plans to test it prior to sending it out in early fall. The committee presented at the support staff conference to answer questions about joining CES and the affiliate JCEP level.
- **Personnel** – no report
- **Professional Development** – Tim Malinich stated the committee did not meet, however they are working on narrowing their focus as a committee to have measurable and achievable goals. They are looking at the top three things members want from the committee. Initial feedback was all over the place, so they are considering ways to narrow down the ideas.
- **Public Issues** – no report
- **Resource Development & Management** – no report

- **Scholarships, Grants and Recognition** –Emily Marrison reported on the following sub-committees:

Scholarship

Awardees for the 2nd Round of the JCEP Scholarships:

Total awarded \$2968

Amy Stone	International Society of Arboriculture
Cheryl Spires	Restaurant, Hotel-Motel Show
Danae Wolfe	BugShot Ecuador
Katie Feldhues	Volunteerism
Gary Kuhn	BugShot Ecuador

The next deadline for scholarship consideration will be September 1, 2019

Grants

OJCEP will provide grant funds to provide incentive and expense support for current JCEP members in creating or expanding programs, research projects, or other outreach or educational opportunities.

Recently \$500 grants were awarded to the following:

Project: “OSU Extension Junior Farmers Market Program”

*Applicant: **Marcus McCartney and Team:** Amanda Bohlen, Cindy Styer, Pam Montgomery, Katie Marks, Tom Fagan, Heather Warner, and volunteers*

Project: “Mental Health Awareness and Education Teen Retreat”

*Applicant: **Amanda Raines and Team:** Jami Dellifield, Justin Bower, Misty Harmon, and the 4-H Healthy Living Design Team*

The next deadline for grant consideration will be SEPTEMBER 1, 2019

Recognition

Announcement about opportunities will be emailed to JCEP/ESP members on July 1 and August 1.

Applications will be available on September 1 and due on October 1.

State Presidents Reports

- **ANROP** – no report
- **ESP** – Melinda Hill reported that of the ten North Central Region ESP award categories, we won seven of the award categories. Hopefully, most of them are able to attend the conference in Colorado Springs to accept their award in person. The list of winners is:
 - Continued Excellence Award - Judy Villard-Overocker
 - Early Career Service Award - Samuel Custer
 - Visionary Leadership Award - Jami Dellifield
 - International Service Award - Dustin M. Homan
 - Diversity Multicultural - Individual - Jaqueline Kowalski
 - Diversity Multicultural - Team - Hannah Epley and Sally McClaskey
 - Distinguished Team - Jami Dellifield, Misty Harmon, Colleen Fitzgibbons, Lorrissa Dunfee and Heather Gottke

Early-bird registration is open for the national conference through August 31st. The 2020 conference is in Rochester, NY.

- **NACAA** – Laryssa read the following report from Jacqueline Kowalski.

NACAA Annual Meeting/Professional Development Conference is in Fort Wayne, IN, September 8-12, 2019. This meeting is at an unusual time (Sept) for NACAA. We are not sure how this will affect Ohio participation. We had several regional and national finalists for Communication Awards

JCEP is not holding the annual mid-year membership drive for a couple of reasons, and we have been advised to tell interested parties to join NACAA via the national chapter. However, NACAA doesn't normally allow this and we have been given permission to get the ANR folks signed up via national for this year only.

Agriculture and Natural Resources program area held its annual retreat June 5th to 7th at Deer Creek State Park. We had excellent participation at all levels. Dean Kress and Director Rennekamp both joined us at different times. On June 7th, we toured the Ohio Department of Agriculture to meet new staff, hear updates, and learn more about the work that they do and how it intersects with The Ohio State University.

- **NACDEP** – Meghan Thoreau reported they recently returned from national conference in Ashville, NC. Fifteen members attended. They had three national winners:
 - Brooke Beam –
 - Meghan Thoreau –
 - Becky Nesbit – Distinguished Service Award
- **NAE4HA** – Laura Rohlf reported they are trying to gather a list of who was accepted as a conference presenter for the November conference at The Greenbrier. The list of award winners is not yet out.
- **NEAFCS** – Candace Heer reported the NEAFCS Annual Session is September 30 – October 3, 2019 in Hershey, Pennsylvania. Ohio won six national awards and seven regional awards to be handed out at the NEAFCS Annual Session. Award winners along with presenters will receive scholarship money towards registration.
- **NAEPSDP** – no report
- **TERSSA** – Adam Ziadeh stated the annual conference will be in November, hosted by Mississippi State. The exact date is not finalized, and they should have more information after July 15. They wanted to thank the JCEP board for the email vote after the last meeting for the approval of funds for the Ohio Support Staff Conference held at the 4-H Center. There were some great sessions offered during the conference. The next CES meeting is September 10th.

Old Business

Policy Committee

Lisa plans to send an email to seek interest from JCEP members in joining this committee.

OSU Extension Annual Conference Meeting Dates

There is not an update. The exact dates and the location are not yet determined. The meeting will be two days of the three days in December on hold, which are December 16 -18.

New Business

There were no items of new business.

Other Items

Meghan Thoreau brought up a brief discussion on scholarships and helping fund those attending national conferences. Historically, Extension administration provided \$300 per presentation to help those attending a national conference. Those funds are no longer offered. Melinda stated ESP offers a discount on conference fees to presenters. Meghan, who chairs the scholarship sub-committee, stated that scholarship funds could be used to help pay with conference fees, but the current rubric takes points off for using the funds in this way. Several members of the board suggested that points should not be taken off for attending these conferences. Meghan will take this feedback to her sub-committee for discussion.

Announcements

Lisa reminded us that next year is the University's sesquicentennial.

Upcoming Events

Meeting dates:

August 19 – Board Meeting via Zoom (10 AM to 12:00 noon)

October 21 – Board and Committees at 4-H Center Auditorium (Committees 10-12, Dialogue 1-2; Meeting 2-4)

Adjournment – Emily Marrison moved to adjourn.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

Ohio JCEP Board Meeting Minutes August 19, 2019

Attending the web meeting were: Lisa Barlage, Ed Brown, Heather Gottke, Candace Heer, Melinda Hill, Laryssa Hook, Emily Marrison, Greg Meyer, Tim Malinich, Chris Olinsky, Heather Reister, Melinda Ryan, Amanda Rysz, Meghan Thoreau, Michelle Treber, Elizabeth Varanese, Adam Ziadeh.

Call to Order – Lisa Barlage, President called the meeting to order at 10 AM.

Officer Reports

- **President:** Lisa Barlage – Lisa met with Beau Ingle with CFAES Govt Affairs regarding the preparation our members receive prior to attending PILD. He also wanted feedback on ways their office can better support county educators. He plans to attend the October committee meetings to chat informally with various committees. They brainstormed about doing targeted Zoom meetings, having a session at Annual Conference, and finding ways to reach out to JCEP committee members. He wants to know when we will know who will be attending the PILD conference. This is determined after the election, and will be announced at the JCEP annual meeting.
- **President Elect:** Chris Zoller – No report. Lisa will reach out to him on scheduling 2020 meeting.
- **Past-President:** Kate Shumaker – Kate will be working with the nominating committee to get names for the 2020 ballot. She asked that we think of who might be interested in running for VP positions. The secretary and annalist positions are also up for election.
- **Secretary Report:** Laryssa Hook – Eric Barrett moved to approve the June minutes as emailed by Laryssa. Seconded by Kate Shumaker. Motion passed.
- **Treasurer's Report:** Melinda Morrison Ryan – Melinda reported we have \$139,773.23 in checking. Total available funds are \$162,634.43. She needs to make connections with Chris Zoller to add him as a second signer on the account. He has already been approved by the board to be added. Melinda has obtained the debit card and can now pay for expenses with the card. It was noted that the treasurer's report does not need to be voted on for approval and that the report is to be filed for audit.
- **Annalist Report:** Michelle Treber – Michelle reported the following death notices:

Lorin Sanford, 95, passed away on June 21, 2019. He retired as an Associate Professor of Extension and Animal Science Departments. He was also a District Animal Science Specialist.

Emerson Shimp, 75, passed away on June 24, 2019. He was a 4-H agent and later Natural Resources and Community Development agent in Washington County.

Edward Vollborn, passed away on October 22, 2018. He was an Ag Educator in Jackson and Gallia Counties. He also served as the South Center Grazing Program Leader.

Retiree/Life Member Report – Christine Olinsky reported their sincere thanks for the \$250 contribution toward the annual retiree luncheon. A “Save the date” email was sent about June 1 with two follow up emails sent in July and August with registration details. Snail mail invitations were sent to 60 retirees without email. Several of those were returned which has enabled Cheryl Buck and Joyce Smith to update the retiree contact roster.

As of August 18, 45 people have registered. Guests include Lisa Barlage (JCEP President), Trish Preston (CFAES Development), Meg Teaford (OSU Retiree Association President), and either Jackie Wilkins or Cheryl Buck (Administration).

The luncheon is Sept. 9, 2019. Their goal is 75, so they hope to receive additional registrations by the end of the month.

Committee Reports

Global Relations – Elizabeth Varanese reported the committee will be at Farm Science Review with a table display to raise awareness of global programs. The committee also will submit a proposal for Annual Conference.

The trip to Honduras dates are set for August 9-15, 2020, and will have 12 participants. The committee will be working on creating other partnerships and marketing the trip. They will request JCEP funds for the 2020 budget for help with this trip.

- **Marketing** – Sue Hogan – No report.
- **Membership, Recruitment & Retention** – Lisa read a report emailed from Kathy Tutt. Debby Lewis asked for a description on the Policy Committee so that she can add it to the brochure and the survey for the fall membership. The fall membership survey is expected to go out in October and members of the Membership, Recruitment and Retention committee will test it prior to October. Kathy has drafted an email with the intention of providing a clearer explanation to the Ohio JCEP and ESP membership decisions. Melinda Hill will look it over to see if she thinks it provides enough clarity about the membership drive. Kathy plans to send the email out in September prior to the survey going out to everyone.

Lisa shared the draft of the policy committee description, which will be added ad hoc committee on the membership drive committee choices. The description is, “The committee monitors and updates the Constitution and By-Laws on an annual basis. The committee shall monitor decisions of the Board to verify compliance with existing constitution, by-laws, other items and association policy decisions, for inclusion in constitution and by-laws.” Melinda Hill moved to add Policy as an ad hoc committee to the 2020 membership drive. Kate Shumaker seconded. Motion passed.

- **Personnel** – Greg Meyer reported that he and Lisa Barlage have been added to a committee started by Jackie Wilkins to look at the finances in Extension. Jackie is recruiting a diverse group to look at how educator positions are billed, the budgeting process, and county finances. Greg and Lisa represent the JCEP Board on this committee. Greg commented that it will be good to look at Extension finances and that this will provide more transparency about the finances.
- **Professional Development** – Tim Malinich stated there has not been much recent activity. A sub-committee will be working on the survey they conducted, but the committee has not yet moved this task forward.
- **Public Issues** – Heather Gottke reported the committee met with Adam Ward earlier in the year. They planned to have further discussion with Adam, but he often gets called away

from the meetings that were planned. The committee also plans to connect with Beau Ingle.

- **Resource Development & Management** – no report

Scholarships, Grants and Recognition –Emily Marrison reported that sub-committees are updating forms and they should be placed on the web soon. She plans to send an announcement out in a week. Applications will be available on September 1 and due on October 1. One question Emily is working on is the first-timer scholarship 4-H is providing with the profits from hosting national conference and how those fit into the scholarship process.

State Presidents Reports

- **ANROP** – Ed Brown reported that their study tour to Stone Lab is tomorrow.
- **ESP** – Melinda Hill reported that the award winners were sent out to the JCEP/ESP membership. They are preparing for the conference in Colorado. There are a couple of teams presenting at the conference. She will be reaching out to the voting delegates by the end of the month.
- **NACAA** – Jacqueline Kowalski reported the annual meeting is in September in Fort Wayne, IN and they have a lot of new members attending. NACAA is letting 7 new members join mid-year for this year. The lack of the Ohio JCEP mid-year membership drive creates an issue for our new employees joining NACAA, and they will need to work on a solution for next year. They voted to sponsor \$1000 of the ANR fund held by JCEP to help pay for membership to attend annual conference and this needs to be approved by the JCEP Board. Jackie moved to have \$1000 of the ANR fund used for annual conference sponsorships. Greg seconded the motion. Motion passed.
- **NACDEP** – Meghan Thoreau reported they recently had their annual state meeting at Stone Lab. They discussed how Greg taking on Ken Martin's position as Department Chair affects CD.
- **NAE4HA** – Amanda Raines reported they are gearing up for the conference at The Greenbrier. There are 23 Ohio presenters and 5 national award winners.
- **NEAFCS** – Candace Heer reported the NEAFCS Annual Session is September 30 – October 3, 2019 in Hershey, Pennsylvania. They are working on States Night Out details and looking at a dessert event.
- **NAEPSDP** – Amanda Rysz reported the annual conference will be in December in Savannah, GA.
- **TERSSA** – Beth Young stated the annual conference will be November 18-20 at Mississippi State. The exact date is not finalized, and they should have more information after July 15. They wanted to thank the JCEP board for the email vote after the last meeting for the approval of funds for the Ohio Support Staff Conference held at the 4-H Center. There were some great sessions offered during the conference. The next CES meeting is September 10th.

Old Business

Policy Committee

This item was addressed in the membership committee update.

OSU Extension Annual Conference Meeting Dates

Jared Morrison has moved to a new job in the college. ShaLise Simmons was recently hired as the new event planner. Lisa sent an email to her on who was involved in planning the conference in past years. They still do not have a location and are now looking at the Hyatt Regency or Convention Center in Columbus . Cheryl Buck is looking at the RFP process. There is a planning meeting set for September 5 at Ag Admin.

New Business

Food at October Meeting

Lisa brought up the cost of food at the 4-H Center for meetings. It is important to get an accurate count. Some tell both their committee and the person coordinating the program area lunch. She plans to do a Qulatrix survey for the next meeting.

Upcoming Events

Meeting dates:

October 21 – Board and Committees at 4-H Center Auditorium

Jackie Wilkins needs to start the dialogue session a little early. The schedule for the day is:

10 AM Committees

12:45 PM Dialogue

1:45 PM Board Meeting

Adjournment – Heather Gottke moved to adjourn. Melinda Hill seconded. Meeting adjourned.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

Ohio JCEP Board Meeting Minutes October 21, 2019

Attending the meeting in 4-H Center were: Lisa Barlage, Eric Barrett, Ed Brown, Shannon Carter, Heather Gottke, Marianne Guthrie, Candace Heer, Melinda Hill, Laryssa Hook, Jacqueline Kowalski, Emily Marrison, Greg Meyer, Amanda Raines, Melinda Ryan, Kate Shumaker, Michelle Treber, Kathy Tutt, Elizabeth Varanese, Beth Young, Adam Ziadeh, Chris Zoller. Several guests joined through Zoom.

Call to Order – Lisa Barlage, President called the meeting to order at 1:53 PM.

Officer Reports

- **President:** Lisa Barlage – Lisa attended the retiree luncheon on September 9th at Beck's. The event had 66 retirees and 6 guests. Jackie Wilkins and a few others from campus gave presentations. Next year it will take place September 14, 2020. Gary Wilson and Ron Overmyer will represent the retirees on the board next year.
- **President Elect:** Chris Zoller – Chris asked for all reports from the Annual Report be sent to him by Friday, November 8th. The 2020 meeting dates are February 10, April 20, June 29, August 17, and October 19. February and April meetings will be in Ag Admin. The August meeting is via Zoom. The June and October meetings are tentatively at the 4-H Center. They will resume the Ag Admin remodeling during the summer and fall, so need to find a location.
- **Past-President:** Kate Shumaker – The nominating committee has been notified by email to get Kate names for the ballot. Nominees are needed for President Elect, Secretary, and State President for each program association. She would like each person nominated to send a bio stating why they are interested in taking on the position and a little bit about themselves by November 8th.
- **Secretary Report:** Laryssa Hook – Shannon Carter moved to approve the August minutes. Seconded by Adam Ziadeh. Motion passed.
- **Treasurer's Report:** Melinda Morrison Ryan – The checking balance is \$137,515.71, and unallocated funds available are \$124,039.48. Melinda reported that NAE4-HA has not yet paid the profits from hosting the conference last year, in the amount of \$74,918.58. However, conference payments are due at this time and those who served on committees last year are receiving support from the profits toward this years fees. Eric Barrett moved to pay approximately \$10,000 in conference fees. Gigi Neal seconded the motion. Motion passed. Melinda also noted that members are needed for this committee. The financial statement will be filed for audit.
- **Annalist Report:** Michelle Treber –Michelle reported that Riley Dougan, 95, passed away on August 29, 2019. He was a professor for OSU Extension, and the Assistant Director of Community and Natural Resource Development. He retired in August 1980 and was a 70-year football season ticket holder. Other areas of work included Agricultural Economics; Farm Management, Public Affairs, and Farm industry.

Retiree/Life Member Report – Lisa gave their report as part of her President's report.

Committee Reports

- **Global Relations** – Elizabeth Varanese reported the trip to Choluteca, Honduras will be August 9-15, 2020. The committee will have a poster about the trip at the FCS conference later in the week. The committee requested \$4000 in the 2020 JCEP budget to help with this trip. They look to establish partnerships with global groups and do international trips on a biennial basis.

The committee is looking into hosting a series of webinars, and having a panel of Extension speakers with international experience talk on topics such as water, youth development, and other topics.

- **Marketing** – Shannon Carter reported for the committee. The committee met on 10/21/2019 and are working on two projects: a closed Facebook group for Ohio JCEP and a marketing video. The Facebook group can be used for meeting reminders, award and proposal deadlines, Annual Conference information, etc. Marketing Committee will be inviting all Committee Chairs, Ohio Association Presidents and Ohio JCEP Officers to post on the page. The marketing video footage recorded in the spring will be edited into 45-second video clips to be used as a link (to Extension You Tube page) for recruitment, membership drives, etc.
- **Membership, Recruitment & Retention** – Kathy Tutt reported the committee met and discussed the status of the proposed changes to the Ohio JCEP membership brochure to include CCS and affiliate membership information. Debby Lewis is continuing to work on the brochure. They discussed needing to add the policy committee to both the website and the brochure. They will work with Cheryl Buck to update the Ohio JCEP web page.

The 2020 membership drive numbers as of the morning of 10/21/19 is:

Full Membership – 246	NAE4-HA Membership – 97
Affiliate Membership – 32	NEAFCS Membership – 40
ESP Membership – 214	ANREP Membership – 13
NACAA Membership – 68	NAEPSDP Membership – 11
NACDEP Membership – 18	CES/TERSSA Membership – 41

They are working with Central State University to coordinate the membership drive with their employees and working out the details to join Ohio JCEP.

We do not have a “life member” membership for Ohio JCEP, and there has been a request. The committee plans to investigate adding this membership level.

Jacqueline asked if the committee could revisit the decision not to have the mid-year membership drive. NACAA does not allow direct membership, so new hires do not have an opportunity to join until the Ohio JCEP membership drive. NACAA made a one-year allowance for 2019.

- **Personnel** – Greg Meyer reported the committee met with Dr. Greg Davis to discuss his vision and plans in his new appointment as the Department Chair within Extension. The committee also discussed a calendar of professional development opportunities, and organizational communication.
- **Professional Development** – Tim Malinich stated they are working on annual conference. LOD is doing a survey on professional development needs within the organization. It is bigger than what they first planned and will go out in March. Tom deHaas is the 2020 chair and Danae Wolfe is chair-elect.

- **Public Issues** – Heather Gottke reported that Beau Ingle and Adam Ward joined them for the meeting. There are three areas of interest: Workforce Development, Early Childhood Education, and Water Quality. The Ohio General Budget shows increases for this year and positive potential for 2021. Adam hopes to send out a monthly (or semi-regular) update to all-extension to help us know about issues/topics. Adam and Beau (Ingle.14) encourage everyone to reach out if there is something of interest you think they should know.

The new vice-presidents will attend PILD and the dates are April 5-8th. The committee would like to meet with PILD planning committee to offer help in preparing the attendees for the conference.

- **Resource Development & Management** – Melinda stated that budget requests are due by Friday, November 8th.
- **Scholarships, Grants and Recognition** – Emily Marrison reported the committee is working on awards for the upcoming conference. There were 180 creative work submissions. Team teaching and special chapter awards each had submissions in all categories except the Ruby award, in which no one met eligibility requirements.

There were 5 scholarship winners in the most recent round, and a total of \$3000 awarded. One grant was awarded funds. February 15th is the deadline for the next scholarships. The committee will include in their budget request to have scholarships awarded quarterly instead of three times a year. They are asking for \$12,000 for scholarships, \$4000 for grants, and \$2500 for awards.

State Presidents Reports

- **ANROP** – Ed Brown reported that they conducted the study tour to Stone Lab this summer.
- **ESP** – Melinda Hill reported 18 members from Ohio participated in the National ESP Meeting in Colorado Springs, Co. Travis West is our North Central Region VP. Ohio was well represented for presentations and awards:

2 Posters Timothy McDermott

Sue Hogan

2 Concurrent Sessions

Lisa Barlage, Pat Brinkman, Jami Dellifield, Tammy Jones, Beth Stefura, & Michelle Treber

Steve Brady

7 Awards Continued Excellence

Judy Villard Overocker

Early Career

Sam Custer

Visionary Leadership

Jami Dellifield

International Service

Dustin Homan

Diversity- Individual

Jaqueline Kowalski

Diversity- Team

Kayla Oberstadt, Hannah Epley, Sally McClaskey

Distinguished Team

Amanda Raines, Jami Dellifield, Misty Harmon, Colleen Fitzgibbons, Lorissa Dunfee & Heather Gottke

Melinda reminded us that ESP pays presenters to attend the conference. Concurrent sessions receive \$250 and posters receive \$100. Those on the national committee receive \$200. Last year our chapter received \$1,850 (voting delegates \$600, workshops \$500, posters & sessions \$750). In the JCEP budget we allotted \$750 to be sent to National ESP, and we are getting our value back in stipends paid to our members. Melinda passed out a handout with information about the scholarships and grants available through ESP.

The Leadership Conference is in San Antonio – February 12-13. The request for presentations is due October 3rd. PILD is April 5-8 with a submission deadline of November 17th. The Philippines Travel Study Tour is March 4 -14, 2020.

- **NACAA** – Jacqueline Kowalski reported that 42 members attended the NACAA Annual Meeting/Professional Development Conference in Fort Wayne, IN, September 8-12, 2019. Several first time members attended. DSA was Amanda Bennett. Next year the meeting will be back to the normal time of year and will be July 19-24, 2020 in Virginia Beach, VA.
- **NACDEP** – no report
- **NAE4HA** – Amanda Raines reported the state 4-H in-service is tomorrow (10/22) and the national conference is in two weeks. The association is considering a name change and they will find out more about the potential new name at the conference. They have 23 presentations/posters and 5 national winners.
- **NEAFCS** – Candace Heer reported The NEAFCS Annual Session was September 30 – October 3, 2019 in Hershey, Pennsylvania. Forty-one individuals were in attendance, which included 31 members, 2 first timers, 3 life members, 2 administration (Pat Bebo – included as a member and administration; David Civittolo) and 6 guests. Ohio received six national awards and seven regional awards along with 2 Distinguished Service Awards. Ohio members gave ten presentations (4 Concurrent Sessions and 6 Showcase of Excellence/World Café/Ignite).
- **NAEPSDP** – Danae Wolfe reported their national conference will be December 3-5 in Savannah, GA. Early bird registration just ended. She reminded us that any program leader can join this association and it is of benefit to those working in any way with professional and staff development.
- **TERSSA** – Beth Young stated the annual conference will be in November and four from Ohio will attend. At the conference, Christina Byrd will run for Vice President of TERSSA. In 2020 the conference will be in North Carolina and will be in Ohio in 2021. They will be working on updating information on the Extension web pages for CES. Mariann will contact Melinda Ryan regarding the transfer of funds that was approved this summer.

Old Business

OSU Extension Annual Conference Meeting Dates

Lisa provided an update on the plans. The meeting will now be three days, December 16 -18, at the Hyatt Regency in downtown Columbus. The draft agenda has it the conference starting at 11 AM on Monday with the JCEP meeting and then professional association meetings. Tuesday will be the keynote speaker, breakout sessions, a panel discussion at lunch, poster sessions, and the Innovation speaker with dinner. On Wednesday, Provost McPherson will attend, and the day will have more breakout sessions and the awards luncheon. No breakfasts are included. There will be all day beverage service. Registration fees will be by the day or full registration.

We are asked to provide \$4000 of JCEP funds to help with the conference budget. Chris Zoller moved to donate \$4000 for the conference. Kate Shumaker seconded. Lisa conducted a hand vote and it passed unanimously.

New Business

There were no items of new business.

Announcements

Lisa reminded us to turn in candidate bios for elections to Kate, and reports to Chris by November 8. Chris also asked for association conference dates for 2020 for the report.

Lisa thanked everyone for the work and service they provide to this organization. Ohio is well respected and it is because of the service each of us provides to this organization.

Adjournment – Emily Marrison moved to adjourn.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary