

Ohio JCEP Board Meeting Minutes

March 22, 2021

Attending the meeting via Zoom: Laryssa Hook, Gigi Neal, Chris Zoller, Jenny Lobb, Allen Gahler, Amanda Bennett, Brooke Beam, Carol Wagner, Cheryl Spires, Chris Comden, Christy Clary, Danae Wolfe, Dawnn Brown, Doug Foxx, Gary Wilson, Godwin Apaliyah, Gwynn Stewart, Janessa Hill, Jackie Kowalski, Jared Morrison, Jen Hubert, Kay Kramer, Kelly Coble, Marianne Guthrie, Marcus McCarthey, Mark Badertscher, Melinda Ryan, Nate Arnett, Pam Montgomery, Patty Corfman, Dr. Gupta, Sabrina Schirtzinger, Vickie Snyder

Call to Order – Laryssa Hook, president, called the meeting to order at 2:00 PM.

Officer Reports

- **President** – Laryssa Hook – Laryssa and Gigi met with Jackie Wilkins to discuss co-branding and the Dialogue with Director time prior to board meetings. Jackie met with CSU leadership; they would like about 15 minutes each for updates and then time for questions. Jackie said that co-branding is a work in progress and to work with Cheryl Buck. Cheryl sent a template to use for now while they are working on approvals for equal co-branding. We cannot use the Ohio outline JCEP logo that was created several years ago. The current branding is to be placed at the bottom of the page, as seen in the Hallway Conversation flyer and today's agenda.

Laryssa met with the marketing committee to discuss having a JCEP Microsoft Team. Laryssa changed the board's MS Team to a general one for all of JCEP and made the board a closed channel within the team. The meeting folders have been moved to the board's channel. For board business, use the channel. For items you want to market to all of JCEP, post files and notifications to the general team channel.

- **President-Elect** – Gigi Neal – no report
- **Past President** – Chris Zoller – no report
- **Secretary** – Jenny Lobb – updated the February board meeting minutes with appropriate co-branding for OSU and CSU and uploaded them to this meeting folder in the channel for the JCEP board. Requested that everyone giving a report upload their report summary to that folder OR send a report summary to lobb.3@osu.edu by Friday for inclusion in the minutes.

Christy Clary motioned to approve the February board meeting minutes. Gigi Neal seconded. Motion passed.



THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES



EXTENSION

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OHIO STATE UNIVERSITY EXTENSION AND CENTRAL STATE UNIVERSITY EXTENSION

- **Treasurer** – Melinda Ryan – report is available in this meeting folder in the channel for the JCEP board. The total available funds are \$186,713.37 and the checking account balance is \$90,791.60. ANROP funds are finally out of the red. Working with Jesse Buxton to get updated figures for the campus accounts (reports are slightly delayed as she has not had direct access since the transition to Workday). Changes to the checking account since the February meeting include money paid for PILD registrations and NAE4-HYDP dues.
- **Annalist** – Lorrissa Dunfee – Betty Jean Richter Reese, age 80, of Athens, died February 5, 2021. She received her bachelor's degree from Wichita State University and her master's degree from Michigan State University. She was employed at the Cooperative Extension service with The Ohio State University. She was a volunteer at The Dairy Barn Arts Center and the Ohio University Kennedy Museum of Art.

Robert Duane Plymale, age 77, of Jackson, Ohio, passed away unexpectedly March 3, 2021 at home on his family farm. Duane worked for 35 years as a 4-H Youth Extension Specialist for the Ohio State University. He mentored thousands of children, youth, and adult volunteers over his decades of employment. His influence on youth leadership and the 4-H program in Ohio cannot be quantified. Duane was an avid hunter, fisher and college sports enthusiast. He loved cheering for his favorite teams, BYU and Ohio State! Duane loved developing and improving his Angus cattle and worked tirelessly to establish a top-notch and nationally respected, Angus herd. He loved helping both new and established farmers to grow their own herds, and many of the genetic lines he cultivated are prevalent in herds around the country.

George Sherer passed away March 19, 2021. He graduated from Green Springs High School and Ohio State University with B. S. and M. S. degrees. He was first employed by the Ohio Farm Bureau and then the Ohio State Cooperative Extension Service in Perry and Morgan Counties, where he retired after 25 years of service. His passion was his quarter horses. George liked attending sporting events when his grandchildren and great grandchildren were competing and playing pinochle with family members. In Florida he kayaked on the Rainbow River and bicycled for miles. He was a member of the Ohio Farm Bureau and volunteered at the Morgan County Handicapped Rider Therapy.

- **Retiree/ Life Member Report** – Gary Wilson – annual luncheon is still scheduled for September 13, 2021 at the Beck's facilities in London, OH.

Committee Reports

- **Global Relations** – Godwin Apaliyah – The committee met this morning and had 15 members in attendance. The following sub-committees are moving forward with plans and activities:
 - The Domestic Global Engagement Initiative – a new subcommittee established to learn more about cultural and ethnic groups in Ohio to partner with and promote Extension.
 - Grants – will convene a meeting sometime in the next month to brainstorm funding opportunities and possibilities.
 - Farm Science Review - will need volunteers for the actual event. Will have a table in the main area with some sort of activity and could have a poster in the Small Farms area.

Tom Darrah from Navajo Nation was a guest on a zoom call last year. He is digging wells and Brad Bergefurd is working on a project training farmers. A needs assessment is being

done by Mary Rodriguez which may reveal needs outside of ANR (there could be opportunities for FCS, 4-H and/or CD).

The four program areas have state organizations. The question of whether to reach out and try to partner with them came up. An example is the Ohio Agribusiness Association. Myra will investigate associations that have international activities for CD. The upcoming webinar from ESP on F2F engaging in international work was noted. Additionally, the suggestion was made to invite Purdue to a meeting to talk about engaging in international work as they are working on a West Indies project.

- **Marketing** – Janessa Hill – Laryssa joined the meeting to discuss the organization of the JCEP Microsoft Team. The committee reviewed and updated the schedule of social media posts for the next couple of months. The committee reviewed the cobranding update from Cheryl Buck.
- **Membership** – Mark Badertscher - The committee discussed how they plan to make use of Microsoft Teams.

An email was sent to Cindy Folck, Associate Director for Agriculture and Natural Resources at Central State University to ask for CSU representation on the committee.

The committee suggested that a link be provided to CSU to allow for a JCEP portal on their website, and that the marketing committee update both the [JCEP brochure](#) and the [JCEP video](#) to make sure they are up to date and include CSU.

The committee plans to switch from Lime to Qualtrics survey for the annual membership drive. Jennifer Hubert will assist Debby Lewis with coming up with a Qualtrics survey to meet this need and they will work with Jesse Buxton to make sure that this survey functions with Workday.

Reasons for using the October 31 deadline for JCEP membership were discussed. The committee decided to keep this deadline for 2021 because of the time needed to collect dues and transfer them to the appropriate organizations. If a member would like to join their national professional organization at a later date on their own doing, that would depend on the organization's rules. It was also decided that a mid-year membership drive for JCEP would not be practical, as in the past it has only yielded a few members.

The committee recommended that the JCEP Executive Board come up with a formal process for membership sponsorships in the event that a new or existing JCEP member is unable to join the organization because of budget constraints. There could also be a procedure for a neighboring county to help out with sponsorship if needed.

- **Personnel** – Allen Gahler – the committee met this morning to discuss the area leader structure of leadership currently being used, including the evaluation metrics being used by area leaders to evaluate employees, as well as metrics being used by administration to evaluate area leaders. The committee began preparing a list of questions, concerns, and suggestions for discussion with Extension administration and will try to schedule Jeff McCutcheon for a zoom conversation in May on this topic.
- **Policy** – Pam Montgomery – the committee met this morning and reviewed the constitution and by-laws for inclusivity of both Ohio State University and Central State University. The committee will work to propose new language and draft potential changes to share with the board later in the year.

The committee also discussed the question raised by the personnel committee at the February meeting about its membership and a possible change to the duties of annalist.

- **Professional Development** – Danae Wolfe – The first Hallway Conversation event was hosted on March 17 and 30 people attended. Given the success of the event, the committee plans to offer hallway conversations every 6-8 weeks.

The committee reviewed Extension Annual Conference evaluation data and provided reflections on format and structure. Many people feel we need to create more opportunities for connection. The committee will continue to think of ways to accommodate this need both virtually (for now) and face-to-face (in the future).

The committee is planning to work with the LOD unit to create a comprehensive organizational survey to determine professional development needs. This was something LOD had planned to conduct last spring (2020) but was put on hold due to COVID.

- **Public Issues** – Doug Foxx – Adam Ward presented an update on the state and federal budget processes. He explained that at the state level OSU Extension experienced only a 5% cut in our state appropriation. He is currently working to get us back to flat funding based on the original 2021 budget allocation of about \$25 million. He would like to recruit more Council on Agriculture Research and Teaching (CARET) Delegates (there are currently three) to represent us at meetings in Washington DC.

Ward welcomed colleagues from Central State University and reported that he is working with administration on a new memorandum of understanding between OSU Extension and CSU Extension.

Ward plans to resume regular ZOOM updates again soon, which were not held throughout the past year due to all of the things he was managing related to COVID. Ward now has Ellen Essman on his team who will help to coordinate these updates, along with developing basic and intermediate trainings on government affairs.

Ward is also going to work on clarifying the role and duties of the legislative stewards. He is looking to involve them in engaging with legislators and legislative staff, hopefully in-person this summer. A Congressional Staff Tour will likely be held in August during congressional recess. No specific dates or locations have been named yet, but they are looking at trying to utilize several of the OARDC research stations around the state.

The recommendation was made to name diversity, equity, and inclusion representatives among the legislative stewards to respond quickly and speak in an informed manner on these topics when issues arise related to Extension programming.

At least two PILD delegates will be representing Ohio JCEP at the PILD Conference.

During a meeting this past Friday with Dr. Wilkins, she explained some of the history of the JCEP Public Issues Committee and suggested the constant turn-over from year-to-year of leadership and committee members could be a challenge for this committee and others. Wilkins suggested considering two-year terms in the future that could be renewable for a second term to provide more stability and leadership to the committee, and to enable projects to move from discussion to completion before new leadership takes over.

Discussion: Laryssa recommended that each committee consider terms and whether it would be beneficial to transition to two-year terms. Right now, the membership committee is the only one with a two-year term for its chair. An alternative to allowing each committee to

set its own terms would be for the policy committee to make a blanket policy for all committees.

- **Resource Development & Management** – Nate Arnett – the committee has continued working with the finance office and treasurer to move the JCEP fiscal system within OSU. All our typical transactions have been vetted and processes or tools exist to manage our needs. The committee is exploring CSU fiscal options also.

The committee will look at 2022 JCEP dues during the June meeting to see if they propose any changes.

The committee will be needing a Chair-Elect and Treasurer-Elect by the end of the year, so avoid the rush and sign up early!

- **Scholarships, Grants, & Recognition** – Travis West – no report

State Presidents Reports

- **ESP** – Jacqueline Kowalski – national conference is still scheduled to take place October 25 – 28 in Savannah, GA. Scholarship funds are available, especially for first time attendees. The deadline to apply is May 1. The 2021 webinar series begins on March 30.
- **ANROP** – Sabrina Schirtzinger – registration is currently open for the virtual conference May 24-26.
- **NACAA** – Marcus McCartney – national conference will be held virtually July 6-9 instead of in person in Philadelphia, PA. 54 award applications were submitted by the March 15 deadline.

The ANR retreat will be October 6-7 at the 4-H Center in Columbus, OH. A survey sent to ANR professionals indicated preference for an in-person retreat later in the year versus a virtual retreat in the summer, though a hybrid option will likely be made available for anyone not comfortable or able to travel.

Marcus McCartney, NACAA president, attended the virtual Extension Leadership Conference in February. Amanda Bennett, NACAA President-elect, will virtually attend PILD in April.

Jacquelin Kowalski and Gigi Neal continue to work on putting together the NACAA President's handbook, since the original has gone missing.

- **NACDEP** – Gwynn Stewart - Ohio NACDEP hosted a virtual gathering with CSU CD staff on February 25.

Ohio submitted state award winners to NACDEP for national consideration.

The Ohio NACDEP President attended the 2021 JCEP Leadership event.

The February NACDEP Webinar Wednesday was presented by OSU's Kenzie Johnston.

Kyle White & Gwynn Stewart are launching the Purdue Extension Beginner's Guide to Grant writing in Ohio with a Pilot program training for Extension staff on March 19 and April 16.

OSU CD Staff had items published in the Winter NACDEP newsletter which is edited by OSU's Thomas W. Blaine.

Registration is now open for the 2021 NACDEP Conference which will be held virtually May 17-19. The cost is only \$105 for members. <https://www.nacdep.net/2021-nacdep-conference>

- **NAE4-HYDP** – Kelly Coble - The 2021 National Conference is still scheduled to be held in-person November 16-18 in Memphis, TN, but the conference planning committee is working on a virtual/in-person mix. Awards have been submitted and are currently in review. Due to the cost savings associated with last year's virtual conference, scholarships were increased from one member to two for both the JCEP leadership conference and PILD. Ohio was able to send two people to each conference.
- **NEAFCS** – Cheryl Barber-Spires – The annual session is still scheduled to be held in-person November 2-5 in Grand Rapids, MI. 19 Ohio award applications were forwarded on for regional and national consideration.

Margaret Jenkins and team submitted a proposal for an NEAFCS endowment grant and were awarded the requested \$3000. The funding provided over 2 years will be used to create an Ohio Alliance for Family and Consumer Sciences modeled after the American Association of Family and Consumer Sciences National Partnership for Recruiting, Preparing, and Supporting FCS Educators by embracing and activating Ohio's statewide people-centered network of organizations and supporters.

Tammy Jones, Ohio-Affiliate President-Elect, will be attending PILD representing FCS.

- **NAESDP** – Jared Morrison – the annual conference is still scheduled to be held in-person November 30 – December 2 in Ft. Lauderdale, FL., but the preference of members seems to be to hold a virtual conference due to funding constraints.
- **TERSSA** – Carol Wagner – Debby Lewis spoke to members on February 9 to clarify membership levels. Jeff McCutcheon will be speaking on March 30. The in-person annual conference that would have been held September 21-24 in Kitty Hawk, NC has been canceled, so the organization is exploring virtual options.

Old Business – nothing to discuss

New Business

Laryssa will meet with Nate and Melinda and the executive committee to discuss the membership committee's recommendation that we offer membership scholarships to new or existing members who may not join due to budget constraints. Nate suggested there might be funds in the budget to cover Ohio JCEP membership dues, but not national organization dues.

Adjournment

Carol Wagner motioned to adjourn at 3:18 pm; Nate Arnett seconded. Meeting Adjourned.

Meeting minutes respectfully submitted by Jenny Lobb, Ohio JCEP Secretary.