

# Ohio JCEP Board Meeting Minutes

June 7, 2021

**Attending the meeting via Zoom:** Laryssa Hook, Gigi Neal, Chris Zoller, Jenny Lobb, Allen Gahler, Ashley Kulhanek, Amanda Bennett, Becky Barker, Brooke Beam, Carol Wagner, Cheryl Spires, Christy Clary, Danae Wolfe, Dawnn Brown, Eileen Gundelfinger, Elizabeth Varanese, Ron Overmyer, Godwin Apaliyah, Gwynn Stewart, Kay Kramer, Kelly Coble, Lorrissa Dunfee, Marcus McCartney, Mark Badertscher, Melinda Ryan, Nate Arnett, Pam Montgomery, Sabrina Schirtzinger, Steve Brady, Vickie Snyder, Travis West

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

## Officer Reports

- **President** – Laryssa Hook – the officers met to discuss JCEP membership sponsorship as requested by the membership committee during the March board meeting and sought feedback from Jeff McCutcheon, Director of Operations. Guidelines proposed by the officers were sent to the membership committee for their review and discussion.
- **President-Elect** – Gigi Neal – encouraged members to consider running for a JCEP or national association officer position later this year when open positions are named.
- **Past President** – Chris Zoller – represented JCEP during a Sales Force meeting. Sales Force is a customer relations management program currently being used with Master Gardener Volunteers and may have some applicability for JCEP with respect to membership lists, awards, etc. in the future.
- **Secretary** – Jenny Lobb – uploaded the March meeting minutes 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](mailto:lobb.3@osu.edu) by Friday for inclusion in the minutes.

Gigi Neal motioned to approve the March board meeting minutes. Mark Badertscher seconded. Motion passed.

- **Treasurer** – Melinda Ryan – report is available in this meeting folder in the channel for the JCEP board and is up to date as of May 31. The total available funds are \$185,928.08 and the checking account balance is \$90,044.92.
- **Annalist** – Lorrissa Dunfee – Kenneth A. Wheeler, age 71 of McConnelsville, Ohio, died March 29, 2021. Ken was a 1971 graduate of The Ohio State University where he earned a Bachelor of Science Degree in Agriculture. He was employed by the Ohio State University Extension Office in Morgan County, and he retired from the State of Ohio Division of Weights and Measures. He was associated with The Way International and was a member



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of the Noble County Genealogical Society and the Noble County Historical Society. He was a 4-H leader in Morgan County for several years, a volunteer at Morgan High School and a member of its Athletic Boosters Club. Ken enjoyed doing photography for weddings and proms, and he loved gardening both flowers and vegetables.

- **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 is planning to host a table at Farm Science Review to create awareness of international opportunities and experiences, share information on the Global Relations Committee and an interactive game to engage youth in international agriculture discovery.

The committee discussed barriers to participation and interest in future opportunities to tour, teach, and engage globally. This will be re-examined as the pandemic gets under control globally. JCEP had committed \$4,000 to the Honduras pilot trip; it is unknown if this is still available for a future trip.

The committee has connected with the Office of International Affairs to learn more about the Fulbright Program. Godwin suggested connecting to OSU Alumni and Extension Alumni to explore potential connections and support for global experiences.

- **Marketing** – Becky Barker – the committee discussed updating the marketing video and continuing to post on Facebook and Microsoft Teams.
- **Membership** – Mark Badertscher - The committee plans to switch from Lime to Qualtrics survey for the annual membership drive. They hope to pre-populate fields in the JCEP membership survey to make it function easily with Workday accounts.

The committee looked at where the Ohio JCEP Membership Recruitment and Retention Committee Guidelines are housed on the OSU Extension website and discussed if these committee links and other JCEP information would continue to be housed on the OSU Extension website or in another domain to be inclusive.

The committee recommends that the marketing committee work on recording a new JCEP video the next time there are in-person meetings in Columbus to include Central State University JCEP members. The committee also recommends that the Marketing Committee update the JCEP brochures. The committee desires representation from CSU but has yet to successfully recruit any members. Laryssa recommended reaching out to regional specialists within CSU who could encourage staff to join in 2022.

The committee reviewed the plan proposed by the JCEP officers for providing support to counties who may need financial assistance paying JCEP dues. Mark brought questions/comments from the committee to the board which were discussed during the business portion of the meeting.

- **Personnel** – Allen Gahler – the committee hosted Greg Davis for a meeting last month to talk about career mapping, the P&T process and more, then hosted Jeff McCutcheon to discuss the area leader evaluation process.

The committee will host a session at annual conference on retirement planning.

- **Policy** – Pam Montgomery – the committee is continuing to review the constitution and bylaws for inclusivity of both Central State and Ohio State – doing the best they can without representation on the committee from CSU. Laryssa recommended reaching out to regional specialists within CSU for review of the document.

The committee is planning to submit proposed changes to the bylaws to the board in August to be voted on in October. The committee is also planning to submit proposed changes to the constitution in October for a vote by all membership at annual conference.

Questions the committee raised this morning: Is there a protocol on which university is to be listed first? Alphabetical – CSU then OSU? Any progress on the position description for treasurer – what happens if someone from CSU holds the position of treasurer in the future? Nate Arnett does not think it would be a challenge for someone from CSU to hold the position of treasurer and work with someone at OSU to pull reports from Workday and keep accurate accounts.

- **Professional Development** – Danae Wolfe –the committee will host another Hallway Conversation event on Wednesday, September 8 at 9am.

T McCoy offered an update on the new CART evaluation system for OSU Extension and discussed the future focus of the Extension keys work.

The committee discussed how to strengthen connection across professional development opportunities in Extension (professional associations, LOD, Central State, etc.). Moving forward, the committee will support the development of a career roadmap that aligns professional development with specific positions in Extension.

- **Public Issues** – Doug Foxx – no committee meeting this month. Working with Adam Ward to re-start the monthly government affairs updates for legislative stewards on the first Thursday of every month starting on July 1.
- **Resource Development & Management** – Nate Arnett – the committee is continuing to work with the finance office and treasurer to move the JCEP fiscal system within OSU. A new spreadsheet was created and the committee is getting reports from Workday now.

The committee determined there are ample funds in the budget for membership sponsorships or lower JCEP dues for 2022.

The committee is in need of 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 – The deadline for the Ohio JCEP first-timers award has been extended to August 1 given the uncertainty of 2021, and because the committee did not receive any applications by the original deadline. Additionally, the committee determined that members are eligible to apply for the award to attend their first in-person conference even if they previously attended a national Extension conference virtually.

Five state ESP award winners were selected as National ESP awardees.

Two grant applications were awarded in Round 1.

Applications for the 2021 Ohio JCEP awards will open August 15 with a deadline of October 1. The awards manual was edited to be more inclusive of CSU applications. Subcommittee chairs are waiting on branding guidance for creative works and will review award applications for inclusivity.

The committee is working on a plan for a ceremony during EAC that would provide “value and honor” for those being recognized as Friends of Extension.

### **State Presidents Reports**

- **ESP** – Steve Brady – Ohio ESP national winners represented almost half (5/11) of all award winners in the North Central Region. Winners will be recognized during the ESP national awards program during the National ESP Conference in Savannah, GA October 25-28.

Distinguished Service Award - Travis West  
Continued Excellence Award - Gregory Davis  
Early Career Service Award - Amanda Raines  
Visionary Leadership Award – Tie - Eric Barrett  
Diversity Multicultural Individual - Kayla Oberstadt

Ohio also accounted for 27% (11/42) of the presentations accepted this year. Accepted Ohio ESP member presentations include:

- An Educator's Tool to Understanding and Teaching Temperament - Lisa Siciliano-Miller
- Extension as an Anchor in Times of Challenge and Change- Shannon Carter and Marilyn Sachs
- The Adaptability of County 4-H Professionals to an All-Digital Setting During the Remote Work Period Based on Change Style Preferences - Mark Light and Jeff King
- Effective Strategies to Connect with Teleworking Staff - Kathy Bruynis and Chris Bruynis
- Enhancing Collaborations by Implementing a Community Engagement Model: Making a Difference! - Dennis DeCamp and Treva Williams
- Strategies to Engage At-Risk Youth by Creating Positive Learning Environments - Jessica Adams, Alisha Barton, and Amanda Bennett
- Camp Exploration Kits Engage Youth at Home - Jo Williams, Erin Dailey, and Kristy Watters
- Building a Foundation to Strengthen the Organization- Gregory Davis, Patricia Bebo and Kirk Bloir
- Equity and Inclusion: How to Apply Cultural Intelligence in Your Local Programming - Steve Brady
- Using Program Area Collaboration to Deliver Fresh Farm to Table Content - Jenny Lobb and Timothy McDermott
- Balancing Digital Distractions in Work/Family Life - Jason Hedrick and Mark Light

Melissa Rupp was awarded the Richard R. Angus Professional Development Scholarship of \$1,000.

- **ANROP** – Ashley Kulhanek – National conference was May 24-26 with 11 Ohio members in attendance, including 1 CSU member. The 2022 conference will be June 1-3 in Kalamazoo, MI.
- **NACAA** – Marcus McCartney – National conference originally scheduled to be held in Philadelphia, PA will now be held virtually July 6-9. The deadline to register is June 30. There will be no State's Night Out since the conference is virtual and members will be meeting as a group October 6-7 for the ANR Retreat at the 4-H Center in Columbus. The retreat will be face-to-face and will focus on team building, employee morale, and networking with specialists, researchers, and professors with an extension appointment.

Each state was encouraged to donate an item representing the state and valued around \$40 for a silent auction coinciding with the national conference. Ohio's donation will be chocolate (two dozen buckeyes, made by a local farmers market vendor) and flowers from a commercial organic cut flower farm/producer – a strengthening relationships themed gift basket valued at \$60.

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

- **NACDEP** – Gwynn Stewart – the following Ohio JCEP members presented posters at the 2021 NACDEP May 17-19 Virtual Conference:
  - Brooke Beam, PhD, James Morris, B.S. and Gigi Neal, M.S.- Southern Ohio Farm Show: Extension Education Through Television and Digital Media
  - Brian Raison - Our Future Online: Improving Practice for Engaging Audiences
  - Gwynn Stewart and Nancy Bowen-Ellzey in partnership with Purdue University Extension CD - Rural Economic Development Innovation (REDI) Planning Effort Supports 8-county Region in Southeast Ohio
  - Meghan Thoreau - The Pandemic is Forcing Women out of the Workforce and How Extension's Workforce Development Programs Can Respond
  - Kyle White - Sparking Entrepreneurship: What would you do with \$100,000? Check out Small Business Innovation Research Grants through USDA

**Ohio JCEP members won the following awards:**

- North Central Region Winners - "Leadership Briefs" and "Moving Online: 2020 NACDEP National NACDEP National Conference" – Brian Raison
- National Runner-up, North Central Region: Appalachian Byway of Ohio – Gwynn Stewart
- National Winner, Southern Region: "Food for a Long Life: Partnering to Improve Community Food Access" – Jenny Lobb in partnership with Virginia Tech CD colleagues

Nancy Bowen-Ellzey was honored by the NACDEP Board of Directors for her tenure as Treasurer of the Board and Brian Raison was honored for his tenure as the North Central Region Representative.

- **NAE4-HYDP** – Kelly Coble – registration for the national conference, scheduled November 16-18 in Memphis, TN with a hybrid option, opened and filled same day as in-person registrations were capped at 500. A waitlist is available, and members have been advised to add their names to it.

- **NEAFCS** – Cheryl Barber-Spires – NEAFCS is cautiously optimistic that Annual Session will be in-person in November in Grand Rapids, MI with a virtual participation option. State Affiliates are surveying their members on their current thoughts on attending in-person.

Ohio NEAFCS has two national award winners and nine Central Region award winners for 2021. We cannot announce names at this point, but the winners have been notified.

Tammy Jones represented Ohio NEAFCS members at PILD as the State Affiliate President-Elect.

- **NAESDP** – Jared Morrison – no report
- **TERSSA** – Carol Wagner – The in-person annual conference that would originally have been held in Kitty Hawk, NC in 2020 and was postponed to 2021 has been postponed another year, so Ohio will now host the annual conference in 2023 instead of 2021.

#### **Old Business** – membership dues assistance –

The proposed plan reviewed by the membership committee included the provision of financial assistance on a county level when an Area Leader determines that it is necessary with help from Jeff McCutcheon. Support would be provided to everyone in the counties, not on an individual basis. \$2000 would be set aside in the budget for this purpose. \$45 of JCEP dues sponsorship would be available if needed; however, \$20 would need to be paid by the individual as currently sponsorships are not available for affiliate memberships. Criteria to determine eligibility could include counties in which the budget only covers salaries, minimal supplies, and travel budget is very limited. Assistance would be only for Ohio JCEP membership fees.

Question raised by the membership committee: Why is the initial \$20 or partial support not provided for JCEP affiliate memberships? The committee wants to make sure support staff feel welcome and supported to join JCEP either as an affiliate or full member.

Kay Kramer shared that within CES there are scholarships available for the affiliate membership if assistance is needed, and historically there have been more scholarships available than applications received. Carol Wagner suggested offering \$10 in assistance to those only interested in affiliate membership. Laryssa summarized that the dollar amount is less important than the philosophy of making options available to all.

Nate Arnett motioned to approve financial assistance for JCEP dues as presented during the meeting:

- Up to \$2000 set aside in the budget to assist counties with limited funds.
- The sponsorship is \$45 for the full JCEP membership fee (members pay \$20). The sponsorship for affiliate fee is \$10. Support staff are highly encouraged to join at either full or affiliate level.
- Eligibility for the assistance is determined at the county level. Everyone in a county that is eligible for the assistance may use it. Individual requests will not be honored.
- Area leaders with help from Jeff McCutcheon will determine which counties are in need of this assistance. Criteria to determine eligibility can include counties in which the budget only covers salaries, minimal supplies, and travel budget is very limited.
- This assistance is ONLY for Ohio JCEP membership fees.

Carol Wagner seconded. Motion passed.

**New Business** – nothing to discuss

**Adjournment** - Godwin Apaliyah motioned to adjourn at 3:33 pm; Pam Montgomery seconded. Meeting adjourned.

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