

OHIO STATE UNIVERSITY EXTENSION

Ohio JCEP Board Meeting Minutes April 20, 2020

Attending the meeting via Zoom: Chris Zoller, Laryssa Hook, Lisa Barlage, Jenny Lobb, Melinda Ryan, Michelle Treber, Elizabeth Varanese, Shannon Carter, Sabrina Schirtzinger, Dan Lima, Tom deHaas, Andrea Rees, Ed Brown, Eric Barrett, Gigi Neal, Kyle White, Amanda Raines, Amanda Rysz, Jami Dellifield, Carol Wagner, Jessica Adams, Candace Heer, Carol Smathers, Kay Kramer, Ann Chanon, Cheryl Spires, Heather Reister, Stephanie Knight, Rachael Fraley, Jason Hendrick, Alisha Faudie, Kelly Royalty, Dennis DeCamp, Margaret Jenkins, Marianne Guthrie, Beth Stefura, Katie Schlagheck, Rhonda Williams, Kelly Coble, Janessa Hill, Cassie Dietrich

Call to Order – Chris Zoller, president, called the meeting to order shortly after 1 pm.

Officer Reports

- **President** – Chris Zoller – no report
- **President-Elect** – Laryssa Hook – no report
- **Past President** – Lisa Barlage – no report
- **Secretary** – Jenny Lobb – sent February meeting minutes to the JCEP board listserv. Requested that everyone giving a report send a report summary to lobb.3@osu.edu by Friday for inclusion in the minutes.
- **Treasurer** – Melinda Ryan –As of 3/31/2020 the checking account balance is \$141,240.22 and the unallocated funds available still total \$95,315.49. See attached report.
Motion for audit made by Kyle White, seconded by Amanda Rysz. Motion carried.
- **Annalist** – Michelle Treber – No report (good news, that means there were no deaths since the last meeting!)
- **Retiree/ Life Member Report** – No report

Committee Reports

- **Global Relations** – Elizabeth Varanese – no committee meeting today. Trip to Honduras in August has been canceled.
- **Marketing** - Shannon Carter - Committee met this morning via zoom with 14 members present. They updated the social media calendar and planned which committee members will post certain announcements and events into early July. They want to use the Ohio JCEP Facebook page to share ideas of successful programming and helpful training during COVID. They plan to share templates and branding tips for making OSU Extension Facebook posts on the JCEP page with JCEP committee chairs and association presidents.
- **Membership** - Sabrina Schirtzinger – The committee has been advised by Jackie Kirby-Wilkins and Jesse Buxton not to hold a mid-year membership drive in May. This is due to future budget restrictions that counties may be facing in 2020.

The committee is working with the LOD group and Teresa McCoy to figure out how to use Qualtrics for the membership drive. Using a new format would have advantages: the membership chair would not have to rely on someone else for the data and running the drive, and the data and membership drive information could be passed on from chair to chair.

The committee will be updating the membership brochure and contacting new hires about JCEP and its benefits to them.

- **Personnel** – no report
- **Policy** – Dan Lima (vice chair, Pam Montgomery is chair) – Committee is looking at bylaws to establish a 2-year chair term. Also looking at article 6 and will be contacting committee chairs for updates to vote on at the October meeting
- **Professional Development** - Tom deHaas – Committee met this morning via zoom with 29 members attending. The committee reviewed and agreed upon committee guidelines for the JCEP website.

Seven of the eight sessions in the first onboarding series have been completed. The first session was held in person, then the cohort switched to an online format with two hours in the morning and two hours in the afternoon to prevent Zoom fatigue. There are 22 participants this time and 25 are registered for the fall. LOD will evaluate the program over the summer and make revisions for the next offering.

An interview list has been created for the next step in the needs assessment (which started in the fall with the nominal group technique activity conducted at the road shows) by randomly pulling from a cross section of positions, levels, and experience. The interviews will be delayed, though, as folks are not in the right mindset to respond in the current pandemic environment.

- **Public Issues** – no report
- **Resource Development & Management** – no report
- **Scholarships, Grants, & Recognition** - Andrea Rees – Committee is expecting an increase in award submissions this year, especially in the area of Creative Works. Will work to make sure categories encompass all the different applications that may be submitted. Will create a table or spreadsheet of examples to assist those who would like to submit to make sure they are going into the right category.

The scholarships sub-committee discussed that if colleagues were awarded in the first round and the PD events were cancelled/rescheduled/held virtually, they should be given precedent in reapplying for funds.

Andrea Rees motioned to increase the scholarship cap from \$200 per person to \$500 per person with a total of five scholarships. Seconded by Laryssa Hook. Motion carried.

The grants sub-committee pushed their deadline out from April 1 to May 15.

Travis West, Emily Marrison, and Laryssa Hook revamped the awards manual to be more concise and user friendly for committee chairs.

The committee ended their meeting with a general discussion about Extension Annual Conference. Andrea Rees will be submitting feedback to ShaLise Simmons and Jared Morrison before the next planning committee meeting in May.

State Presidents Reports

- **ANROP** – Ed Brown – National meeting scheduled for May has been canceled with plans TBA. National winners were announced last week.
- **ESP** – Eric Barrett – Chapter report due May 1. Promoting grants for professional development to Tom deHaas and Teresa McCoy to see if this will work for the partnership that is already in progress. Promoting scholarships for attending the National ESP Conference in Rochester, NY, this fall. Although we do not know about travel at that point, applications should still be submitted if members are interested. There are also some national committee positions available for ESP.
- **NACAA** – Gigi Neal – National meeting postponed to September with new agenda to come. June state association meeting has been canceled, looking to reschedule for fall.
- **NACDEP** – Kyle White – national meeting will be held virtually June 1-2, cost to attend is substantially less (\$105).

Ohio NACDEP Award Nominations for 2020:

- Cross Program, Team: Amanda Osborne
- Cross Program, Individual: Meghan Thoreau
- Educational Materials, Team: Eric Romich
- Educational Materials, Individual: Brian Raison
- Educational Technology: Joe Lucente
- Excellence in CD, team: Gwynn Stewart
- Excellence in CD, Individual: Meghan Thoreau
- Excellence in Teamwork: Kenzie Johnston
- Innovation and Creativity, Individual: Brian Raison
- Innovation and Creativity, Team: Brooke Beam

CD has been holding monthly virtual meetings. The most recent was on April 16 and included presentations from CD Educators across the state, including a presentation by Brooke Beam and Kenzie Johnston on 360 Video Creation & Editing for Online Programs.

- **NAE4-HYDP** – Amanda Raines – Operating as if annual conference in December will happen.
- **NEAFCS** – Jami Dellifield – Operating as if annual conference in September will happen. There were 19 proposal submissions from Ohio. Seven concurrent sessions and two showcases of excellence were accepted.

Ohio NEAFCS Award Nominations for 2020:

- Communications Radio or Podcast Award: Lorrissa Dunfee, Emily Marrison
- Communications Written Media Award: Amanda Bohlen, Lorrissa Dunfee
- Community Partnership Awards: Whitney Gherman

- Distinguished Service Award: Beth Stefura
- Continued Excellence Award: Margaret Jenkins, Dan Remley
- Dean Don Felker Family Resource Management Award: Emilee Drerup & Team
- Innovation in Programming Award: Lorrissa Dunfee & Team
- Innovative Youth Development Programming Award: Jami Dellifield
- Mary W Wells Memorial Diversity Award: Whitney Gherman

FCS is holding weekly virtual check-ins (Mondays at 3 pm).

A book study on *The Gifts of Imperfection* by Brene Brown will take place on April 28 at 2:30 PM. All are invited to register and participate:

<https://osu.zoom.us/meeting/register/uZEtdempqTlpr4WAaHBL9PpSEtMdRNkYFg>

- **NAESDP** – Amanda Rysz – Operating as if annual conference in December will happen.
- **TERSSA** – Carol Wagner – An administrative professionals virtual conference hosted by Auburn University is taking place this week. Operating as if annual conference in September will happen. Ohio is hosting the 2021 conference. CES meeting May 12 via zoom.

Old Business

- Changes to JCEP website have been made.
- **JCEP Leadership conference** – Amanda Raines, Jami Dellifield, Ed Brown & Gigi Neal attended. Good conference. States night out at San Antonio rodeo.
- **PILD** – Cheryl Spires participated along with several others. Conference was virtual this year – a day and a half of zoom sessions. Not an ideal format for a conference with a keynote speaker, cap note speaker and panels in between, but it came together nicely on such short notice. Jackie met with Ohio attendees beforehand to prep them for the conference.

New Business

Extension Annual Conference is being planned for December 7-8. Input is being sought as to whether it will be virtual, in-person or a hybrid. Please send thoughts and items for consideration to Chris Zoller so he can pass them along to the planning committee.

Tom deHaas offered a few points to consider from the Professional Development Committee:

- If we have a face-to-face conference, would people feel comfortable attending? Need to consider high-risk and vulnerable individuals who work for Extension.
- If we meet in person and people get sick, would the university be liable?
- Regional meetings might be an option rather than a single state-wide meeting.

Andrea Rees said it would be easiest from the point of the awards committee to go one way or the other – either make the conference virtual or in-person - rather than a hybrid of the two. If virtual, perhaps break it up so it's not 2 consecutive days of all-day zoom meetings.

Shannon Carter offered that there are a lot of reasons not to meet including the safety of individuals and trying to be frugal with our budgets. Some counties may be able to afford to send individuals to annual conference more easily than others.

Michelle Treber suggested a Qualtrics survey where all potential attendees could share their opinions. Those not participating in a JCEP meeting today may not know this is a topic of discussion. The survey could be a litmus test to see who would attend or not attend due to health concerns and budget concerns.

Amanda Rysz is also on the Annual Conference planning committee and she stated it may be too early in the planning process to conduct a survey. Chris offered to follow up with Jackie and ask if she can mention this topic in her next update.

Upcoming Meeting Dates:

- June 29 – ZOOM (Board)
- August 17 – 4-H Center (Committees & Board)
- October 12 – 4-H Center (Committees & Board)

Adjournment – Melinda Ryan motioned to adjourn; Eric Barrett seconded.

Respectfully submitted by Jenny Lobb, Ohio JCEP Secretary