

OHIO STATE UNIVERSITY EXTENSION

Ohio JCEP Board Meeting Minutes August 17, 2020

Attending the meeting via Zoom: Chris Zoller, Laryssa Hook, Lisa Barlage, Jenny Lobb, Melinda Ryan, Michelle Treber, Gary Wilson, Elizabeth Varanese, Shannon Carter, Sabrina Schirtzinger, Pam Montgomery, Tom deHaas, Doug Foxx, Allen Gahler, Andrea Rees, Eric Barrett, Gigi Neal, Kyle White, Kelly Coble, Jami Dellifield, Nate Arnett, Steve Brady, Adam Ziadeh, Gwynn Stewart, Amanda Raines, Amanda Rysz, Ashley Kulhanek, Carol Wagner

Call to Order – Chris Zoller, president, called the meeting to order at 1:00 PM.

Officer Reports

- **President** – Chris Zoller – asked the group whether they would like to have Jackie provide updates at the next meeting. Response: If there are updates to be provided, they would be welcome! Some staff throughout the state miss this portion of JCEP meetings which were historically open for all to attend.

Motion to approve June meeting minutes made by Kyle White; seconded by Eric Barrett.

- **President-Elect** – Laryssa Hook – trying to set dates for the 2021 meetings but having trouble finding association conference dates on their websites. Asked association presidents to send her their conference dates if known. The following were provided in the chat box:

JCEP Leadership conference - Feb. 10-11

PILD - April 11-14

NACDEP - May 16-19

ANREP - May 23-26

NACAA - July 4-8

ESP – October 25-28

NEAFCS - November 2-5

Laryssa reminded board members to submit their reports for the 2020 Ohio JCEP annual report to her by November 1. She shared a link to the 2019 annual report that board members can use as an example: <https://extension.osu.edu/about/ohio-joint-council-extension-professionals>

- **Past President** – Lisa Barlage – time to start thinking about nominating officers for next year. Please all or email her (barlage.7) with suggestions.
- **Secretary** – Jenny Lobb – sent June meeting minutes to the JCEP board listserv last week. 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 – sent the treasurer's report summary to the JCEP board listserv on 8/16. Not much change: \$165 paid to NAE4-HYDP, one correction made, interest has come in. The summary is current as of 8/16 with the caveat that she has not been in the office to receive the July bank statements. As of 8/16/2020 the total available funds are \$188,737.39, the checking account balance is \$141,570.12 and the unallocated funds

available total \$94,002.31. The ANROP balance is negative because the funds collected through event were never deposited into the account. Working with Jesse Buxton to correct.

- **Annalist** – Michelle Treber – no report (good news, that means there were no deaths since the last meeting!)
- **Retiree/ Life Member Report** – Gary Wilson – retiree's lunch for 2020 was canceled. Planning a retiree's lunch for September 2021.

Committee Reports

- **Global Relations** – Elizabeth Varanese – committee met in June just after the last board meeting. Recap from the June meeting minutes: Joanna Kukielka-Blaser and Margo Lipps of the International Partnerships program within the Office of International Affairs joined the meeting. They explored how they might assist in the initiation of international partnerships and spoke about the university's international strategic plan. Also discussed was the success and ongoing activity of the 4-S (4-H) program in Zamorano, Honduras.

The committee identified the cultivation of partnerships and the promotion of the committee as the main goals of the year. All scheduled activities are intended to advance the mission to provide international opportunities for Extension professionals.

The committee discussed how to proceed for the second half of the year under pandemic conditions. Ideas for possible priority activities include researching and reaching out to possible international partners, working on a promotional video of committee members and goals, finding a validated cultural competence survey tool that meets our needs, writing grants for teaching opportunities, and a presence at Farm Science Review.

The committee is looking for a chair for next year.

- **Marketing** - Shannon Carter - the committee met this morning via zoom with 13 members in attendance. They discussed updates to the social media calendar for making Facebook posts, events, and reminders for National Professional association conference deadlines, state conference dates and deadlines and JCEP dates and deadlines. Please contact Shannon if there is something you would like to have posted.
- **Membership** - Sabrina Schirtzinger – the committee met this morning via zoom and discussed the membership drive issue that will be addressed in new business. Debby Lewis will still be using Lime Survey for the 2021 Membership drive that will begin on October 1. The committee will contact new hires by email and phone to encourage them to join JCEP and their National Associations.

The group will also be working with the marketing committee to improve the information on the JCEP webpage.

- **Personnel** – Allen Gahler – the committee met this morning via zoom and had a Q&A session with Jeff McCutcheon. The majority of the discussion centered on the \$15/hr minimum wage increase across the university. Jeff indicated it would take effect in September and that anyone currently making between \$15 and \$16/hr would be bumped to \$16. No other adjustments were planned, and despite the concerns and the large economic impact to many county budgets, this was a university decision and has already been put into action. Student and temporary positions are exempted. Jeff indicated that cabinet will be

discussing the impact on county budgets and it was advised from our group that all county commissioners be notified personally of any further information on this process rather than through their association.

Other major topics of discussion were (1) evaluation of the area leader structure, and (2) the hiring process for educators. Jeff indicated that in fall 2020 everyone should get a complete evaluation of their area leader with a 360-degree review to be completed every other year.

To discuss career mapping and promotion/tenure, Greg Davis will be invited to prepare some information and participate in the next committee meeting.

- **Policy** – Pam Montgomery – a copy of the committee section of the by-laws was sent to the JCEP board listserv last week. There are not a lot of changes – the committee added the policy committee to this section and made a slight change to the description of the professional development committee. The board must receive the changes at least 10 days in advance of a meeting for a vote, so we will vote on these changes in October.
- **Professional Development** - Tom deHaas – the committee met this morning via zoom and discussed the onboarding program (the second cohort just started), mentoring, and proposal review for Annual Conference. The RFP will come out in September with proposals due October 5. Video submissions will be requested to help assess capacity for virtual engagement of presenters. “Engage in 5” sessions will replace poster and Ignite sessions. Debby Lewis will adjust the RFP scoring to accommodate virtual presentation and the committee will review proposals.

Tom asked the area leaders on the JCEP board (Eric Barrett, Kyle White, Shannon Carter and Pam Montgomery) to speak to whether area leaders or educators are responsible for finding mentors. Response: area leaders are responsible for finding mentors for new employees. They consider various factors when looking for a match including who is willing to mentor, whose county might be similar in regard to size or funding, etc. Tom reiterated that there needs to be minimum expectations for mentoring relationships with some flexibility for area leaders to find the best match.

- **Public Issues** – Doug Foxx – the committee has not met recently but is looking to schedule a meeting with Adam Ward before the next board meeting in October. Please let him know if you have questions or issues for Adam to address.
- **Resource Development & Management** – Nate Arnett – no report aside from the membership drive issue that will be addressed in new business
- **Scholarships, Grants, & Recognition** - Andrea Rees – subcommittees are preparing award applications for annual conference and planning for a virtual awards session. One question discussed is for the awards that receive plaques, how will those be delivered to the award winners this year? A Qualtrics survey will be developed for all JCEP members to provide feedback on whether to go a different route with those awards (for example, gift cards instead of plaques this year), whether to provide paper or pdf copies of award certificates this year, etc.

State Presidents Reports

- **ANROP** – Ashley Kulhanek – 2020 national conference postponed to 2021, which worked out because it is typically held bi-annually anyway.

- **ESP** – Eric Barrett – The national ESP Conference registration is now open at <https://espnational.org/2020-ESP-National-Conference>. A blanket approval should be coming from Jackie soon for all who would like to attend. The event will take place October 6-8 and fees are \$100 for regular members before September 7.
 - Ruby Lecture and Awards Program ONLY - Free registration for this session to ESP Members who register by September 7.
 - Steve Brady and two other delegates will represent Ohio at the delegate events.
 - Ohio has four seminar presentations and one poster presentation at the conference.
 - Ohio's five award winners and Ohio's award winning team will receive their accolades during the awards program and Ruby Lecture to be held on Wednesday, October 7, from 11:30am-1:15pm. Consider joining this session for FREE to support your Ohio colleagues!
- Steve Brady (current VP) is starting the process of recruiting candidates to run for the VP position for 2021.
- National Dues for 2021 remain the same at \$55 per person.
- Work continues on updating the national website to make it as user friendly as possible, including a new real-time membership data page.
- We are working with Travis West and Melinda Hill to come up with a list of duties for the two officers that we will share with JCEP to help reflect delineation of duties for National ESP. One example is our need to ensure national gets a list of new members that is not detailed in the current membership list they receive.

- **NACAA** – Gigi Neal – virtual conference September 28 – October 1. Registration has not yet opened but there will not be a fee. Anyone who registered for the in-person conference will be refunded. The 2021 conference will take place in Philadelphia over the 4th of July holiday.

- **NACDEP** – Kyle White – virtual conference was held June 1-2 with over 200 people in attendance. There were several presenters from Ohio:
 - Myra Moss: National Extension Climate Initiative
 - Eric Romich & Peggy Kirk-Hall: Utility Scale for Solar Energy Production
 - Cindy Bond: Building a Bridge to Solve Issues

Eleven NACDEP members won State Awards and four either won or were a runner up in National Awards.

National NACDEP award winners:

NACDEP Educational Technology Awards - Individual Winner

Scholastic High School Drone Racing League Program, Meghan Thoreau, Pickaway County

NACDEP Educational Materials Awards - Team Runner-Up

Produce Perks Toolkit for Farmers' Markets Amanda Osborne, Cuyahoga County

NACDEP Cross Program Award Individual Winner

Virtual Reality Programing, Brooke Beam, Highland County

NACDEP Distinguished Career Award

Becky Nesbitt, Jackson County

The 2021 conference is scheduled for May 16-19 in Coeur D'Alene, Idaho.

- **NAE4-HYDP** – Amanda Raines – the 2020 conference has gone virtual. All sessions will be pre-recorded versus live.
- **NEAFCS** – Jami Dellifield – NEAFCS dues will remain \$100 for 2021
- **NAESDP** – Amanda Rysz – the national conference RFP just closed and the conference will be virtual the first week of December. The call for awards will remain open through the end of the month.

The NAESDP President-elect left OSU Extension, so Amanda is searching for both a president for 2021 and a president-elect for 2022. Please contact her if you have ideas and/or encourage NAESDP members to step up!

Amanda shared the need to better connect with the CSU staff within the association. There are two members but no real participation. She asked the board whether CSU staff participate in any other committees or associations? No response. Melinda offered to share a list of CSU members with their emails.

- **TERSSA** – Adam Ziadeh – national officer team will remain the same through 2021. Christina Byrd (an office associate in Franklin County) will serve as national president in 2022 and the national conference will be in Ohio that year.

Old Business – nothing to discuss

New Business

- A proposed draft agenda for annual conference was shared with the board. No comments or concerns.
- A request was made to the Resource Development and Management Committee to review our 2021 dues and see if there is any relief that could be found. In consultation with Melinda Ryan, Debby Lewis and Jesse Buxton, it was confirmed that we have ample funds available and can use a similar process for dues collection as previous years.

The Resource Development and Management Committee recommends the following:

1. For those paying Ohio JCEP state dues in 2020, their membership would roll over at no cost for 2021 (both full and affiliate). Those new hires or those not selecting Ohio JCEP membership in 2020 would have the option of joining for the full (\$65) or affiliate (\$20) fee.
2. For national organizations, we propose that Ohio only charge for the national membership rate and not collect any state organization dues above that amount. Any state organization fiscal needs could be addressed through Ohio JCEP funds or existing organizational balances.

Discussion:

The membership committee asked what if the offices of new hires do not have the funds to pay their membership dues? Sabrina has a list of 55 new hires from October 2019 – April 2020 who would be eligible for new membership this year. CSU may also have staff wanting to join this year. The membership committee proposed offering JCEP memberships for new hires at a discounted rate or offering scholarships for new hires to lessen the burden on counties for 2021.

Lisa Barlage suggested offering new membership at a reduced rate (\$20-\$30) for this year and Ashley Kulhanek suggested keeping the full rate (\$65) but offering a hardship scholarship if the county cannot afford the dues - area leaders would help communicate to those eligible that the scholarship is available. Nate reminded us that there could be employees aside from new hires who are not currently members that might want/need to join.

Gigi Neal pointed out that there are two separate issues being proposed and discussed here: the Ohio JCEP dues and the state association dues. She is not comfortable making a decision on the association dues without speaking with her membership first, especially as she anticipates Ohio being asked to help support the next national conference which is being held within the north central region. Lisa Barlage and Amanda Raines suggested that NEAFCS and NAE4-HYDP could forgo collecting state association fees this year.

Decision was made to only vote on the Ohio JCEP fees at this time. Nate asked the state association presidents to consult with their membership and let him know by the end of the month whether they have decided to collect dues above the national requirement for the coming year. A motion was made by Doug Foxx to roll-over the Ohio JCEP dues for existing members for next year and was seconded by Gigi Neal. The motion passed.

If the cost of membership is a hardship for new educators or those wanting to join (or re-join) in the coming year, those cases can be addressed on an as-needed basis.

Upcoming Meeting Dates:

- October 12 – Committees & Board

Adjournment – Gigi Neal motioned to adjourn at 2:19 PM; Jami Dellifield seconded.

Respectfully submitted by Jenny Lobb, Ohio JCEP Secretary