

Ohio JCEP Board Meeting Minutes October 15, 2018

Attending the meeting in Ag Admin Auditorium were:

Cassie Anderson, Nate Arnett, Lisa Barlage, Amanda Bennett, Cindy Bond, Chris Bruynis, Linda Good, Heather Gottke, Marianne Guthrie, Laryssa Hook, Candace Heer, Melinda Hill, Jacqueline Kowalski, Rob Leeds, Clifton Martin, Rose Fisher Merkwowitz, Melinda Morrison, Sabrina Schirtzinger, Kate Shumaker, Michelle Treber, Elizabeth Varanese, Rhonda Williams, Danae Wolfe, Beth Young.

Call to Order – Kate Shumaker, President called the meeting to order at 2:05 PM.

Officer Reports

- **President:** Kate Shumaker – Kate reported that after membership renewal started she received emails regarding splitting of JCEP and ESP membership. We may need to revisit this and she will bring it up under new business. In reflection, Kate felt communication to the membership was not ideal and she accepted responsibility for the lack of communication. She also suggested forming a policy ad hoc committee.
- **President Elect:** Lisa Barlage – Lisa reported the 2019 JCEP meeting dates are set. They are listed under new business on the agenda. Ag Admin is undergoing renovation in the spring, so the later meetings will be at the 4-H Center. They are waiving the fee, but due to the food policy there will be a higher lunch cost.

Lisa requests each committee chair send their annual report to her by December 3rd. Send them to barlage.7@osu.edu.

- **Past-President:** Rob Leeds – The nominating committee will operate on the same timeline as last year. The voting ballot will come out the first week of December. ANROP will be added to the ballot this year. He asked for opinions on how long to run the ballot, noting that results are needed by middle to end of December. Chris Bruynis noted that the Public Policy committee would like the results closer to mid-December so they can begin working with those elected for their attendance at PILD conference.
- **Secretary Report:** Laryssa Hook – Laryssa presented the August minutes as previously sent. It was moved by Rhonda Williams and seconded by Rob Leeds to approve the minutes. Motion passed.
- **Treasurer's Report:** Nate Arnett – Nate reported that we have reached the end of the fiscal year, so this report is also the annual fiscal report. Current income is \$45,511.85. Expenses are \$37,136.64. Available Checking Account funds are \$139,306.72 and total Available JCEP funds are \$163,213.60. Nate noted that the

miscellaneous line is where we covered NACDEP, so that is about \$8000 off from what was budgeted. NAE4HA expenses will be in the 2019 fiscal year and are not part of this report. Chris Bruynis moved to accept the report and Clifton Martin seconded the motion. Motion passed.

- Annalist Report: Michelle Treber – No report.

Retiree/Life Member Report – Rose Fisher Merkowitz reported about 75 people attended the Retiree Picnic. Jackie Wilkins gave a presentation. The 2019 picnic is September 9th at Becks in London. Chris Olinsky and Pete Lane are the 2019 board contacts.

Committee Reports

- **Global Relations** – Candace Heer reported the committee met and set a goal to further connections with the college regarding international coordination. They hope to use a more systematic approach to making Extension personnel aware of global opportunities. Elizabeth Varanese will be the 2019 committee chair.
- **Marketing** – Michelle Treber reported the committee met and discussed several strategies, one of which they tried today prior to the committee meetings. Shannon Carter was available the entrance of the Ag Admin building to greet people, answer questions and direct people to committee meeting locations. It is hoped this welcoming effort will help new employees feel more comfortable when attending the meetings. The person working this position needs to know in advance where committees will meet. They plan to have a question box next time.

The committee discussing having a closed Facebook group for JCEP in general. It could inform members of meeting information and general announcements.

The committee plans to work with the Membership committee to have a table together at Annual Conference to promote JCEP.

The committee wants to work on short (45 second) videos about each committee, and why to get involved in their committee's work.

The committee also wants to reach out to Area Leaders to find new employees and encouraging folks to join OJCEP. New hires should be encouraged to look at the "Why I should join JCEP video" listed on the Ohio JCEP website.

Sue Hogan will be the 2019 committee chair.

- **Membership Recruitment & Retention** – Sabrina Schirtzinger reported they have 186 complete membership so far: 157 were for full membership for JCEP; 149 of those also joined ESP; and 11 for affiliate level. This is likely about half of the expected membership numbers. Membership is due by the end of the month. There is a statement in the confirmation email on how to make changes, which will help those who might be confused about ESP being separate this year. Kathy Goins will send out a reminder about funding requests and approval. If there are any new staff since October 1st, notify Debby Lewis so she can send them the membership email.

- **Personnel** – Rhonda Williams reported they met with Cindy Torppa to express concerns. Some of the goals of the committee are to revisit salary adjustments, and review how having a Bachelor's Degrees vs Master's Degrees for educator positions is working. Rhonda asked a question of policy regarding their chair-elect. If Area Leaders are considered administrators, then according to by-laws they cannot be on the personnel committee. This affects the person who would be the 2019 chair. Since they supervise personnel, it was determined area leaders would not be able to service on the personnel committee. The 2019 chair will be determined later.

Note: On October 31st, Rhonda reported by email that Greg Meyer will serve as the 2019 chair.

- **Professional Development** – Amanda Bennett reported the committee identified three things they want to accomplish:
 1. Identify one central web page for professional development information
 2. Send a survey for professional development needs for 2019
 3. Identify available JCEP funds for professional development.OJCEP scholarship and grant opportunities were mentioned as funds currently available to members, and Lisa Barlage mentioned ESP National has professional development funds available as well.

Tim Malinich will be the 2019 committee chair.

- **Public Issues** – Chris Bruynis reported the committee met with Adam Ward to look at strategies for working to communicate and interact with government officials regarding Extension. He asked that the committee and JCEP specifically look at the following three (3) areas:
 1. Recruitment of Community Influencers.
 2. Training to prepare staff for working with government officials to both help with ease and comfort as well as streamlined representation and expectations.
 3. Gathering input on previous Statehouse visits (and what should be done for the future).

The committee explored ways to look at current issues to share with the rest of the state in a way that is concise and effective, ensuring we prepare our colleagues for any number of scenarios that might come their way.

Plans for the PILD training and Legislative Luncheon will be priority for this committee in the near future.

- **Resource Development & Management** – Dennis DeCamp reported the JCEP checking account was reviewed and all funds balanced for the 2018 fiscal year. They thanked Nate for his efforts as Treasurer and welcomed Melinda Morrison, who will assume the role of Treasurer for 2019. It has been a positive year for the committee. They believe all accounts are in positive condition as they move into the 2019 fiscal year. Chris Zoller is the 2019 chair.

Nate reported they are working on incorporating CES into the 2019 budget. If

committees have budget requests, please communicate those as soon as possible. Also, a request for reimbursement for a 4th voting delegate for attending ESP National Conference will be brought up under new business.

- **Scholarships, Grants and Recognition** – Clifton Martin reported the committee is moving forward with awards. The window to apply for awards is now closed. The committee decided to re-open nominations for Special Chapter Awards to get additional submissions. The goal for next year is to get the grants sub-committee underway. Emily Marrison is the 2019 chair.

State Presidents Reports

- **ANROP** – Lee Beers – No report.
- **ESP** – Cindy Bond reported the 2018 Epsilon Sigma Phi National Conference was October 1-4, 2018 in Manhattan, Kansas. Ohio contributions included:
 - Six members of the Ohio ESP Chapter attended. Other than the host Kansas, Ohio had largest delegation in North Central Region.
 - Three concurrent sessions- Judy Villard, Travis West, and Treva Williams and Dennis Decamp
 - National Committee Member- Membership Recruitment and Retention Committee, Travis West
 - North Central Region VP- Travis West elected for two year term
 - For the first time Ohio had Four voting delegates – Travis West, Ohio Chapter Past President; Cindy Bond, Ohio Chapter President; Melinda Hill, Ohio Chapter President Elect; and Denis Decamp
 - Four awards- Distinguished Service, Brian Raison; Early Career, Michelle Treber; Administrative Leadership, Jeff McCutcheon; and Diversity/Multicultural Team, Dennis DeCamp and Treva Williams
 - Merits of Achievement were awarded to the states from bronze (beginning level) through platinum (highest level) using a fifteen-questionnaire rubric. Three states were recognized who received the highest Merit of Achievement Award of Platinum. In addition, Ohio was recognized as having the highest score.
 - Recognition for Endowment Contributors- special mention to higher than \$1000 to Alpha Eta Chapter Ohio; Clarence Cunningham, Life Member; and Gwen Wolford, Life Member

At the meeting it was voted to increase dues, effective 2020. The 2019 conference for 2019 will be October 14-17th in Colorado Springs, Colorado.

Cindy also reported that Travis West created a chart to help members understand the differences in the benefits of membership to OJCEP and ESP. There was brief discussion about service awards listed on the chart, as several organizations have awards by that title. A notation was added to the chart in this regard.

- **NACAA** – Jacqueline Kowalski reported that Gary Wilson was inducted in the Hall of Fame. They are currently soliciting applications for the Steve Ruhl award. She asked about how Central State members could join. Other groups have had them join directly through the national organization. Jacqueline as reported that Dan will soon be back from his tour in the service.

- **NACDEP** – Amanda Osborne reported that Meghan Thoreau is the 2019 State President.
- **NAE4HA** – Cassie Anderson reported there were over 950 registered for the national conference, which Ohio hosted in October. Ohio had 123 participants attend. She is working on recruiting for the upcoming election.
- **NEAFCS** – Candace Heer reported over 40 from Ohio attended the NEAFCS conference in San Antonio, Texas. Ohio received many awards.
- **NAEPSDP** – Danae Wolfe – No report.
- **CES** – No report.

Old Business

OSU Extension Annual Conference/JCEP Annual Meeting and Awards

Kate shared that planning is coming along. There is another web meeting later in the week. Proposals are currently under review by the committee. There will be 3 break-out times with 6 sessions offered each time. The Global Relations committee asked if they could set up an informational table. Kate will ask at the upcoming Zoom meeting.

New Business

2019 Meeting Schedule

Lisa shared the 2019 meeting dates, noting that some of the meetings are in Ag Admin and some will be at the 4-H Center. Kate asked for opinions on what to do during the time between committee meetings and the board meeting. Specifically, should we offer both lunch with AD's and the time with the someone from Administration. When we have both, then the board meeting is pushed back to 2 PM. Some board members need to leave the meeting prior to adjournment due to county commitments. The result is a lack of quorum and the board cannot vote on motions. Lisa may consider having one or the other, and not both at the 2019 meetings.

The 2019 meeting dates are:

- February 18 – Board and Committees at Ag Admin Auditorium
- April 22 - Board and Committees at Ag Admin Auditorium
- June 17 – Board and Committees at 4-H Center Auditorium
- August 19 – Board Only Zoom
- October 21 – Board and Committees at 4-H Center Auditorium

Consider appointment of a Policy Committee to review Constitution and By-laws

Kate suggested the creation of an ad-hoc committee to address some of the policy issues that came forth this past year. By-laws allow an ad-hoc committee to be appointed for up to 12 months. Under the old OAEP structure before JCEP, there had been a policy committee. In the last couple years there have been several policy items that the executive committee has handled. Kate handed the suggestion over to Lisa to address as the 2019 president.

Resource Development & Management Expense Request

Nate asked for approval to support a 4th delegate for the 2018 ESP Conference, due to having an additional voting delegate for the amount of up to \$1200. Cassie Anderson moved to approve the expenditure. Rhonda Williams seconded. There were not enough members who remained present at the meeting to take a final vote. It was decided Kate would send an email vote after the meeting.

Upcoming Events

Community Engagement Conference

Wednesday, January 23 and Thursday, January 24, 2019

OSU Extension Annual Conference

Thursday, January 24 and Friday, January 25, 2019

Adjournment – Cindy Bond moved to adjourn.

Respectfully submitted:

Laryssa Hook

Ohio JCEP Secretary

Two items of business happened after the October 15th meeting:

Resource Development & Management Expense Request

The motion on the October 15th meeting was to support a 4th delegate for the 2018 ESP Conference for the amount of up to \$1200. Cassie Anderson moved to approve the expenditure. Rhonda Williams seconded. On November 5, Kate reported 14 vote to approve the motion, 0 votes against the motion, and 11 who did not vote. Motion passed.

Extension Annual Conference Financial Donation

On November 15, Kate requested a special vote of the board via email on an issue of JCEP Board business related to Annual Conference. An immediate vote was needed to determine the registration fee and allow registration to open on schedule.

Lisa Barlage, on behalf of the Annual Conference Planning Committee, made a motion to make a \$2000 donation from the ESP Endowment Fund towards the support of OSU Extension Annual Conference. Nate Arnett seconded the motion through email.

*Rationale: Since JCEP actively pursued moving forward with an Annual Conference planned by JCEP it is a show of good faith that our organization also puts some funds towards the program.

Kate reported 19 people voted to approve the motion and 0 votes against the motion. Motion passed.