

Ohio Association of Extension Professionals  
January 7<sup>th</sup>, 2008

President Cindy Shuster called the meeting to order at 10:15 and welcomed everyone to the first meeting of 2008.

Introductions were made. Cindy asked the group to think of a 30 second speech of “Why OAEP?” Comments were: Represent colleges, Import concerns, provide opportunity for service and growth, Keeps connectivity to organization, opportunity for professional development, recognition, support each others efforts, enables us to work together across program areas and multiply our efforts.

Cindy distributed “Top Ten Ways You Benefit by Being Involved in OAEP”

### **Orientation to Board:**

Meeting Dates: Please see page 45 in the Annual Report. Note for the February meeting, it will be on the 11<sup>th</sup> and in the 4-H Center. Note the committee meetings. Committee Chairs are to meet during scheduled dates or conference call. There are also three Administration Team meetings scheduled. Cindy along with other association presidents meet with the Administration Team in March and September.

Meeting Cancellation Policy: There is no formal policy. Board agreed that one person per region contacts the region members. Contact Reps are:

NC – Julia Woodruff, SE – Dave Dugan, W - Sylvia Altenburger, S – Kathy Lechman, Officers – Cindy Shuster. At times you will need to use your best judgment with the differences in weather across the state.

Letterhead currently used by Teresa Johnson is a word file and needs to be looked at.

Board/Committee Roster Update: Cindy passed around the board roster and information for review and corrections if needed. The current change is to State Reps. Kathy Lechman is the 1<sup>st</sup> VP State and 2<sup>nd</sup> VP, State is Terri Gustafson. Committee lists were developed from the membership forms and listed in the annual report.

Board Appointments: The board yearly appoints members to three leadership positions. Steve Foster has agreed to be Webmaster through January 2008. Laura Jane Murphy moved to appoint Jill Stechschulte as Newsletter Editor, Lisa McCutcheon as Membership Chair, and Steve Foster as Webmaster, seconded by Sheila Maggard, motion passed.

2007 Annual Report: Hope all got to review the information.

Constitution and By-laws: Need to be reviewed closely.

Officers and Committee Responsibilities: Please review committee roles and responsibilities. Co-chairs are to be secretary to their committee. There has been some issues of information being passed to the next chair. Be sure to change this. Save information on disks/CD to be passed to next Chair.

Committee Meeting: During February meeting determine dates for future meetings and types.

Committee Action Plan: Cindy would like committees to put together an Action Plan at their February meeting. Recognition committee did this in 2007 and it worked well.

Reimbursement Procedures: Teresa will have them posted on the Web. Everyone must fill out forms. There is a separate form for courtesies. Courtesies information is spelled out on form.

Secretary Report (Becky Barker): October minutes distributed. Jo Williams moved to approve the minutes as distributed. Seconded by Maurus Brown. Motion passed. Annual Meeting Minutes – Sheila Maggard moved to

approve with corrections of Kathy Lechman replacing Beth Flynn for 1<sup>st</sup> VP, State. Seconded by Lisa McCutcheon. Motion Passed.

Treasure Report: Teresa Johnson presented the report. Additional items: Utzinger Award donation was not received and reflected in Recognition Actual Expenses going over budget. State Extension Advisory Committee to pay toward Buckeye Bounty. Scholarship awarded in 2007, will be paid in 2008. Need to appoint finance committee to include Treasurer, President Elect, and two board members. Laura Jane Murphy and Jennifer Hartzler volunteered. Typically one conference call is needed. Also need to appoint audit committee (President appointed). Board approved Jim Lopshire and Bruce Clevenger on Audit Committee.

President Report: Cindy has spent most of her time getting organized and going through information. She is seeking a current copy of the policy handbook. She is looking forward to the year.

Membership Report: Lisa McCutcheon distributed report. She has updated the membership list serve with new memberships and email addresses. The data base is prepared to track national association years of service. Need to ask if National Associations have current data.

Retiree Report: Cindy read an e-mail from Ella Mae Bard that she was on vacation and will report next time.

### **Old Business:**

Buckeye Bounty Report (Jo Williams/Don Ordaz): The door prizes seemed to be a big hit! Ross County gave a sun catcher and advertised County Commissioner Days in 2008. Laura Jane Murphy's Master Gardeners did a great spouse program.

Annual Conference Evaluation (Tricia Callahan): The committee has not met to look at the evaluation closely. Some general responses are that the evening events were good, bringing us together; OAEP meeting space was too small, and class numbers from registration were off. It was expressed that a committee is needed with a mission and purpose. Thanks to those that pitched in, especially Terri Gustafson for all of the registration details.

Lunch break 12:07 PM

Meeting reconvened at 1:04 PM

### **Old Business Continued:**

Tax Exempt Status (Cindy Shuster): The firm out of Putnam County can longer help us with the process. We were seeking 501 C6 status. Group discussed need for the status. Donations and tax exempt purchasing rights were two reasons. Group decided not to seek status.

Logo Development: Board discussed current logo, quickly created for awards certificates etc. Jo Williams tried Comm tech to help. Expense was an issue. Dave Dugan moved to approve current temporary logo as permanent. Seconded by Kirk Bloir. Motion passed 12 in favor, 6 against. More discussion took place. Tricia Callahn moved to have public relations committee bring logo samples to February meeting. Motion died without a second.

Dave Dugan moved to rescind his previous motion to approve current temporary logo as permanent. Kirk Bloir rescinded his second. Motion rescinded.

Dave Dugan moved to appoint a committee to investigate a new logo, committee members are Jennifer Hartzler (Committee Chair), Maurus Brown, Teresa Johnson, Kathy Lechman, and Don Ordaz. Dave Marrison seconded. Motion Passed.

OAEP Representatives to Other Organizations (Cindy): See page 48 in Annual Report. State 4-H Horse Committee Representative will be Sherry Nickles. Need an Ohio Sheep Improvement Foundation Rep. Lisa McCutcheon will e-mail the membership for interested parties.

Other – Recognition Committee received list of award recipients during day of award presentation at annual conference. These were due several weeks in advance. Board agreed that this was not the fault of the recipients and awards/plaques would be given. Cindy Shuster will check with Nancy Recker to get the awards.

Lisa McCutcheon asked that board members should check to see if their dues had been paid.

### **New Business:**

JCEP and PILD: Teresa Johnson will work with those going..

ANR Vacancy Concerns (Mike Hogan): The concerns are the amount of vacancies and the candidate pools. The concern has been brought to Keith's attention last year. Steve Prohaska and Joann Kickrack have a great interest in the topic and are already looking at the problem and possible solutions. Kathy Lechman shared that she is working on piloting Exit Interviews. Other members discussed that they felt it was an issue across all program areas. Board agreed to form a committee to aid in the results. With Steve and Joann as co-chairs, the following other board members will serve, Mike Hogan, Laura Jane Muphy, Lisa McCutcheon, Dave Marrison, Deb Angell, Jim Wiedenheft, and Kathy Lechman.

Policy Handbook: Needs revised and updated. Additions include plan of actions and mileage increase.

Policy Issue (approval from immediate supervisor for association office): Not many were aware of this policy. Board recommended that it not be a policy.

Policy Issue (Tracking National Association Years of Membership vs. OAEP years): Recommended that the 1<sup>st</sup> VP's contact their National Association to see if there is a data base of years.

Reinstate scheduled lunch time with Ads: Several individuals expressed this opportunity. The next opportunity is February 11th from 12 noon to 1 PM. It is up to the 1<sup>st</sup> and 2<sup>nd</sup> VPs to set the meeting up.

State Extension Advisory Committee Meeting Dates: January 29<sup>th</sup>, June 10<sup>th</sup>, and October 21<sup>st</sup>.

Garee Ernest joined meeting. He expressed that Human Resources is always open to dialogue. He passed out a handout titled "Annual Conference Planning Committee Proposed Structure". Worked on by Vicki Swartz from recommendations. Administration does not want to Chair conference. This is an opportunity for educator leadership. It was recommended that the current chair serve on the committee as past chair. It also was recommended that it be put on Web site for reference.

County Commissioners Days are in Ross County, August 19 & 20<sup>th</sup>, Buckeye Bountly is December 9<sup>th</sup>, and Galaxy III Proposals are due January 15<sup>th</sup>.

Other – Mike Hogan discussed his involvement in University Senate. The current topic is Tuition Wavers. He finds that he is constantly sharing about who we are.

Next meeting is February 11<sup>th</sup> in the new 4-H Center.

Meeting Adjourned.

Respectfully Submitted,

Becky Barker

Secretary

# Ohio Association of Extension Professionals

February 11<sup>th</sup>, 2008

10:00 – 12:00 Noon Committee Meetings held.

12:00 – 1:00 PM Dialogue with Program AD's

1:06 PM, President, Cindy Shuster called the meeting to order.

Secretary minutes from the last meeting were distributed. Jim Wiedenheft. moved to approve the minutes as distributed, second by Lisa McCutcheon. Motion passed.

## **Treasure's Report/Financial Update – Teresa Johnson (See Report)**

Additional information: Dollars were spent since last meeting for new checks, bonding fees, Buckeye Bounty, courtesies and JCEP reservations. Don Ordaz will check with Gwen Wolford about paying for part of Buckeye Bounty. Teresa mentioned that she has the reservation forms for PILD.

## **Membership Chair Report – Lisa McCutcheon (See Report Below)**

Additional information: Lisa is still receiving memberships. She reported that NACDEP can provide years of service for our tracking purpose. She is still trying to find out if other national associations have the data.

Current Association Numbers... (as of February 9, 2008)

### OAEP Members

OAEP	297	(314 members in 2007)	95%
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### National Association Memberships

NACAA	78	(86 members in 2007)	91%
NACDEP	41	(40 members in 2007)	102%
NAE4-HA	116	(120 members in 2007)	97%
NEAFCS	76	(71 members in 2007)	107%

The Following OAEP Membership Tasks Have Been Completed...

Employment Changes... / Resignations... / Retirements....

Office Address / E-Mail / Phone Number Changes...

Forwarded announcements and requests to list serve from officers and committee contacts

Provided email lists to committee chairs.

Membership forms were processed (304 forms to date)

Up-to-date reports distributed during OAEP Board meeting to officers and program area vice presidents.

CD Awards presented during Annual Conference were added to member database.

Updated OAEP membership email list serve.

Updated NAE4-HA database.

Provide NAE4-HA database usernames / password for members.

Still In The Process...

Continue to process membership materials as they are received.

Will need to solicit national association years of service for members—database is prepared to track.

## **Webmaster**

Cindy reported that Teresa Johnson has agreed to be the OAEP Webmaster. They were looking at the web site this morning and the possible changes and items that needed revised. Send all your information to Teresa through e-mail.

## **OAEP Newsletter**

OAEP Newsletter information due dates are April 11<sup>th</sup>, June 13<sup>th</sup>, and November 7<sup>th</sup>. Send the information to Jill Stechschulte.

## **President's Report – Cindy Shuster**

Cindy has been trying to catch courtesies and sending condolences. She received a thank you note from Lois Clark. With the listing of those individuals receiving promotion she will send congratulations cards. Cindy was asked to speak at the Extension Education class 630. She spoke on professional development and OAEP. At a State Extension Advisory Committee meeting “Engaging your Extension Advisory Committee” was the topic. One of their goals is for them to be more in touch and engaged. Cindy was invited to go to the National Farm Bureau Meeting, March 12 – 14. She has other commitments, but Mike will go in her place.

## **Retiree Report – Ella Mae Bard**

Ella Mae reported that her e-mail address is [bard1@cfaes.osu.edu](mailto:bard1@cfaes.osu.edu). The retirees do have a mailing list if we need to communicate with the group. There are some retirees gathering in Florida for a “Snow Bird Conference”. The Fall Picnic is September 8<sup>th</sup> and she invites/encourages Cindy to attend as well as someone from ESP and Administration. About 60 individuals attend.

## **Committee Reports:**

### **Policy Committee Meeting**

#### **WebEX**

Present: Kathy Lechman, Lois Clark, Greg LaBarge, Scott Kleon, Rob Leeds and Bruce Clevenger

Began meeting by reviewing the goal of the OAEP Policy committee then opened for discussion.

- Before committing to an action plan, the committee members who were present felt that there should be a discussion with the OAEP Board to assess where we are one year after the merger.
- The board should discuss whether our current committees and committee structure is the right one for the merged organization. It was suggested that committees may need to be adjusted to better reflect the needs of the membership and that there should be a study to see if committees adequately represent all members or if they are Educator focused.
- It was also recommended that there be an addition to the By-laws indicating the existence of committee guides, which the policy committee is responsible for updating.
- We discussed Chris Olinky's question regarding seeking permission of Regional Directors for those who are running for office and those who were present decided that having a notation on forms that people who are running for office sign indicating that they should touch base with their supervisor was sufficient and not an issue that should be in the Constitution or By-Laws.
- A concern that was brought up for the board to discuss was the feeling that we (OAEP) don't have as much of a working relationship as we have had in the past, there is limited involvement in policy development or the direction of the organization.

- There is a sense of a growing division between Administrative Cabinet and the organization (OAEP) - whose role is it to bridge more of that gap and how
- Frustration and concern about not knowing where the organization (OSU Extension) is headed how to put the mission statement into practice is foggy and getting more difficult
- What is administrations' plan for technology-updating
- A check for years of service check does not provide assurance-want tangible things that help people do their job better
- It was also suggested that we all look at the strategic plan web site and select one of the critical areas to work on so that our voices are heard. The web address is <http://extadmin-cms.ag.ohio-state.edu/leadership/osu-extension-strategic-plan/strategic-plan-home-page/>.

### **OAEP Public relations Committee Meeting – Don Ordaz**

In Attendance: Barbara Carder, Jamie Good, Jennifer Hartzler, Sally McClaskey, Don Ordaz, Jo Williams, Demetria Woods

Items Discussed:

- Reviewed 2007 committee activities: County Commissionaire's Days, Buckeye Bounty format change (County Commissionaire's Annual Conference), OAEP logo development, and OAEP Table top display at Extension Annual Conference.
- Discussed the following items as part of our committee's action plan for 2008
- County Commissionaire's Days will be in Ross County this year, August 19<sup>th</sup> and 20<sup>th</sup> at Chillicothe/Christopher Conference Center. Don will contact the county office to ask how we can help them with the event.
- Discussed the continuation of using purchased door prizes for Buckeye Bounty. Based on the 2007 response (very positive) the group decided to repeat the door prizes. We also discussed the planning of two "spouse sessions" for the conference.
- The group also discussed the need for an official photographer for OAEP events throughout 2008. It was suggested that we should solicit the committee for a several volunteers to act as team of photographers. Don will email the committee for volunteers and will remind them throughout the year as photographic opportunities present themselves.
- The group discussed the new OAEP logo development process and reviewed the final choices. Once the logo is finalized the committee will start the process of developing a new table top display. Don will email the committee for volunteers to start this process.
- The group discussed the possibility of the new OAEP display or other promotional materials that incorporate the new logo be available for the all Extension meeting on May 15<sup>th</sup> in Columbus.
- The OAEP board requests each committee submit a small article for each edition of the OAEP newsletter in 2008. Several members volunteered to submit an article:  
Sally McClaskey – April 11 deadline – topic: new OAEP logo, photo contributions for the new OAEP display

Don Ordaz or volunteer? – June 13 deadline – topic: County Commissionaire’s Days

Jo Williams – November 7 deadline – topic: Buckeye Bounty

Article submissions to Jill Stechschulte (stechschulte.23@osu.edu)

- The group overwhelmingly decided that we would try to meet via technology (webex or skype) for the March 10<sup>th</sup> and June 9<sup>th</sup> meetings. We will tentatively schedule a face to face meeting on October 20<sup>th</sup> as we plan for Buckeye Bounty.

### **Recognition Committee Report - Submitted by David Dugan, Chair and Allen Auck, Co-Chair**

The Recognition Committee met on Monday, February 11<sup>th</sup> at the Nationwide and Ohio Farm Bureau 4-H Center.

The meeting began with introductions of committee members. The discussion during the meeting dealt with building an archived table for all awards that the committee was responsible for. The feeling of the experienced members was that the process would be easier in the future as a result of such a table. The table will consist of several things including: when each award should be presented, who presents the award, previous winners, and other details. Nancy Recker will be in charge of putting together a rough draft of the archived table for the next meeting. The committee is requesting input from any previous committee members who may be able to provide information to Nancy. Nancy’s e-mail address is [recker.22@osu.edu](mailto:recker.22@osu.edu)

Another topic that was addressed concerned the Annual Conference. Discussion centered around space for the awards presentation, the timing of specific award presentations, the desire of the group to have to “outside” awards presented during a time when more members were present during the conference, and the possibility of avoiding awards being presented in one room, while departmental meetings were in session.

Courtesies were also discussed by the group. Teresa Johnson was nearby and informed the group that the form would soon be available on the web for any OEAP member to download.

The next Recognition Committee meeting will be on March 10<sup>th</sup> in Agricultural Administration Building with a conference call option being available. The next face to face meeting will be in October.

### **Professional Improvement Committee Pamela M. Montgomery Co-Chair OAEP Professional Improvement Committee**

The OAEP Professional Improvement Committee meeting was called to order by chair, Sherry Nickles, at 10:05 a.m.

Introductions were made by all individuals present. Members present:

Lisa Barlage

Carolyn Belczyk

Judy Conrad

Melanie Hart

Jerry Mahan

Pam Montgomery

Sherry Nickles

Nancy Snook

Cassie Turner

Brenda Young

Chair, Sherry Nickles, discussed the accomplishments of the committee in 2007 and the needs listed in Annual OAEP report from committee. The needs listed are: assistance in the promotion process, balancing work and family, encouragement of educators to write vita, and need to communicate use of calendar on OSUE website.

Members of the committee voiced concerns regarding new employees. Members suggested that new employee training include more information on program development, URS process and professional organizations. The mentor system was addressed. A few members of the committee indicated that they had been through the new training. Sherry Nickles will contact Graham Cochran and invite him to update the committee on new employee training and the mentor program at the March committee meeting. Sherry will ask members to forward questions to her for Graham if he is able to attend the meeting.

Lisa Barlage has agreed to chair the scholarship sub-committee once again in 2008. The committee discussed the First Timer Scholarship and concerns that new employees did not get the opportunity to apply for the scholarship. The deadline for the scholarship was discussed. The committee voted to take a request to the OAEP board to have two separate deadlines; first one of June 1<sup>st</sup> for all national conferences being held in June, July and August, and second deadline of September 1<sup>st</sup> for all national conferences being held in September, October and November.

The committee discussed the Professional Improvement Scholarship. A motion was approved to make request at the OAEP Board meeting that all applications be sent to the Scholarship sub-committee chair of the Professional Improvement Committee.

The difficulty finding the OAEP website and the lack of links from the Extension website and the HR website were noted by a number of members.

Committee members shared questions for the Chair to ask at the March 2008 OAEP Board meeting when Keith Smith, Vice President/Director of Extension, attends the meeting for dialogue. The first issue is a request for clarification on our last budget. A second issue of concern is the problems with webcast to the organization. The broadcast frequently cuts out or the image and sound are off. A third and final issue is whether OAEP will be involved in the Spring Conference May 15<sup>th</sup>. Chair, Sherry Nickles, will share the concerns/questions at the OAEP broad meeting to follow the committee meeting.

Respectfully submitted,  
Pamela M. Montgomery  
Co-Chair OAEP Professional Improvement Committee

**Program Committee Meeting - Chair – Tricia Callahan Co-Chair – Randall Reeder**

**Members Present** – Sharon Mader, Rory Lewandowski, Tracy Winters, and Gwen Soule

**Purpose:** create opportunities for the free flow of programming ideas between members of the association; encourage feedback to administrators on statewide programming issues.

I. Introductions

II. Discussion of Programming Idea Needs

- a. Participants were asked to name some areas of need. The following were needs identified in the discussion.
  - Needs for mentoring
  - Gaps between Educators and Specialists; having a contact list for Specialists
  - General opportunities to discuss program ideas
  - Overview of Extension programs – don't know much about programs outside your area
  - Where do I find things on the OSUE websites?



- What do Centers do?
- County Director support
- Help with marketing – help from professionals
- Technology
- Programs that cross program areas (how to do unified programs locally)

### III. Identifying the top three areas to focus in 2008

- a. Each person identified which they thought were the two most important.
- b. Three main goals emerged – unanimously
  - i. Identify where resources are on the web (ideas below)
    1. Create a 2 page brochure/fact sheet/pamphlet helping professionals identify important sites.
    2. Information distributed via Communiqué, OAEP website & newsletter, etc.
  - ii. Connection with Extension Specialists (ideas below)
    1. Create a list of specialists in each program area with a little blurb on their area of focus, current research projects, contact information, and location.
    2. List distributed via Communiqué, OAEP website & newsletter, etc.
    3. Using list schedule 1 WebEx each month for approximately one hour focusing on a specialist or group of specialists. Having someone interview them including having them share information as listed above. Leave time at the end for Q & A. Recording these sessions and posting them for view of individuals who weren't available at the time.
  - iii. Providing opportunities for professionals to share program ideas (networking)
    1. Hold a networking in-service (ideally one in each of the corners of the state). Have each professional bring 1-2 programs, ideas, etc for sharing or collaboration. The morning would be spent separated by program area allowing each program area to have round table discussions revolved around sharing programming ideas and gathering resources. No one program would be focused on, everyone would have an opportunity to share with one another. The afternoon would be spent for cross-program collaborations. This would be a great time for county offices who have good cross-programmatic ideas to share them with others. Many offices are looking for ways to do programming as a team.

### **Old Business:**

**Logo:** The committee met and came up with three final designs. Board proceeded to vote. Logo selected. Thanks to the committee for their work.

**OAEP Representatives:** E-mailed Roger High about Ohio Sheep Improvement Foundation, Cindy has not heard back from him. Gary Wilson or he thought Rory Lewandowski maybe interested.

JCEP and PILD: 1<sup>st</sup> VP's and 2<sup>nd</sup> VP's need to talk to Teresa about going.

**Extension Vacancy Concerns:** Steve Prohaska soliciting concerns and issues. A timetable is established. Their goal is to have a proposal for OAEP approval by April. Several board members had concern for lateness associated with strategic plan.

**Galaxy Proposals:** 759 Proposals have been submitted.

## **New Business:**

**Resignation of Past President:** With his job responsibilities Andy Merritt can not fulfill his duties on the OAEP Board. Cindy and Mike have asked Dave Marrison (he has agreed) to chair the nominating committee. Region and State Representatives also serve on the nominating committee or seek someone serve.

Presidents' Association meeting is March 31<sup>st</sup>.

## **Other:**

For the next meeting region/state representatives should seek questions for Administration.

The next opportunity for dialogue with the AD's is June and October.

NAE4HA Report – Update on Membership Activities – Lisa McCutcheon:  
2007 Annual Conference (December)

Membership Meeting / Update  
Appointment of Contacts / Contact Elects

State 4-H In-Service (February 4-5, 2008)...

Membership Meeting / Update  
Fundraising Effort: \$1,800.00 toward Presidential Reception  
    Silent Auction / Live Auction / Dollar Auction / Betty Bags  
    Personal Donations  
Fundraising Effort: \$250 scholarship for OMK Camp  
    Silent Auction

2008 Galaxy III—Indianapolis...

Many members submitted proposals for consideration.  
Notification will be received by April 15th.

“Betty Bash” - NAE4-HA President, Betty Wingerter  
Fundraising underway. Committees will be established.

Allen Auck serving as Galaxy III Co-Chair.  
Ohio delegation has been recruited to assist in facilitation process.

State's Night Out to be held jointly with other Professional Associations  
    NACAA / NEAFCS / NACDEP / ESP  
    Location to be determined soon.

Ohio NAE4-HA Recognition Reception to be held during Galaxy.

NAE4-HA Award Applications are due March 1, 2008

Kathy Lechman encouraged all of us to complete the Diversity Survey recently sent through e-mail.

Deb Angel moved to adjourn, second by Lisa McCutcheon.  
Respectfully Submitted, Becky Barker, Secretary

## Minutes of the March 10, 2008 OAEP Board Meeting

Board members in attendance: Maurus Brown, Lisa McCutcheon, Jo Williams, Andy Kleinshmidt, Sherry Nickles, Jennifer Hartzler, Don Ordaz, Mike Hogan, Cindy Shuster, Randal Reeder, Allen Auck, (online) David Marrison, Deb Angell, Jim Wiedenheft, John Barker, Julia Woodruff, and Sylvia Altenburger

**Cindy Shuster**, OAEP President, called the board meeting order. Roll call was taken. Thank you to Lisa McCutcheon for opening the room. Thank you to members of the Extension Administration for attending and also, to Don Ordaz for helping opening the room.

Invited Guests: Ken Martin, Linda Kutilek and Gwenn Wolford were present for the meeting. Gwenn attended the meeting via conference call. Keith Smith submitted comments.

**Gwenn W. → Question:** What happened with last budget hearing? What do you perceive happened with last year's budget?

**Answer:** Gov. Strickland's budget team looks over every line item. Somebody on team lifted the money allocated for the Extension line item, without Extension's knowledge. Historically, OSU Extension does not lobby. Extension is now changing in terms of the lobby effort. Budget was sent to the General Assembly. The General Assembly views the OSU Extension budget as being too small for the to consider as a single line item. The Governor's Team views the OSU Extension budget as being too large for governor to work with Extension's comments. Looking for an increase in the 2<sup>nd</sup> year of biennium.

**Cindy →** Is there anything we (OAEP) can do to avoid this problem?

**Gwenn →** We need to clarify Extension's efforts with members of General Assembly.

**Linda Kutilek →** There is a fine line on the budget increase.

**Gwenn** → We may be frustrated with OSU and portion, but we did receive an increase. We need to stay positive. We were not held in negative funding amount, same as Higher Education.

**Mike Hogan** → Was this message on the budget outcome shared in counties?

**Gwenn** → No, and now that dust has settled we could share this information in the counties.

**Gwenn** → Signed off

**Linda K.** → Linda provided an update of the promotion process for Extension Educators on the A&P track over the last three years. Twenty-one people successfully promoted to Educator III, 17 were successful in promotion to Educator IV, 12 applied in 2007, 12 applied in 2006, and 18 applied for promotion in 2005.

**Ken M.** → A faculty update was provided by Ken Martin.

Three names were considered for transfer to faculty status in the Extension Department in 2003-2004. Ted Gastier retired before being promoted to Associate Professor with tenure. Four people have been promoted, with tenure through this process. Five people were promoted to Associate Professor, and one person was promoted to Full-Professor in the Extension Department. Chris Igodon request to transfer his tenure to the Extension Department was approved. In 2006-2007, five people transferred from A&P to Assistant Professor. One person in 2007 transferred to Assistant Professor from the rank of A&P.

**Sherry Nickels** → Is it your hope to see this number of people transfer increase?

**Ken M.** → It is our hope to have those individuals that hire in at A&P Level 2 will promote through the A&P track and then, transfer over to faculty.

**Linda K.** → Proportion of people transferring to faculty are a high number.

**Ken M.** → Individuals wanting to transfer must do the work to be successful. There are 120+ people in the faculty rank, with three full-professors in the Extension Department. We could certainly use more full-professors to evaluate new full-professor candidates.

**Lisa Mc.** → Provide targeted encouragement to help individuals to pursue promotion and tenure.

**Linda K.** Director of Regions & County Directors should help promote the idea of County Extension Educators transferring to faculty track. Regional Directors are also Associate Chairs and should help to promote with county educators.

**Ken M.** → Community Development Educators conducted a workshop at the January 2008 retreat using the faculty vita structure to help focus on specific programs.

**Linda K.** → 4-H has done something similar looking promotion and tenure.

**Ken M.** → As a busy schedule allows, Ken Martin plans to go out to visit with A&P Level 3 & 4 County Educators & Associate Professors to help encourage more participation in the promotion and tenure process. Ken is hoping to put visits together in the near future.

**Mike Hogan** → Mike mentioned that other colleges and schools use the Clinical Faculty track along with the traditional tenure track faculty, noting that the colleges of Business and Medicine have moved this direction.

**Ken M.** → Clinical track has not tenure. The Research track is offered in the College of FAES is similar. West Virginia has moved to the Clinical Track and is not committed to requirements and responsibility of maintaining positions for faculty with tenure. A&P promotion system would be very similar to that found with Clinical faculty track.

**Ken M.** → A Master's student stopped to visit with Ken one day and appeared to be very excited about the potential opportunities to be in Extension.

**Linda K.** → Tom Archer would like to encourage more Educators to use program impact assessment and Team assessment. URS program offers area in which Educators can download programs and areas that other Extension personnel are working on.

**Ken M.** → In general, Extension Educators are encouraged to use more EEETs (3-5) per year. There needs to be a pattern of EEETs used to evaluate group teaching. The EEET instrument is used to evaluate Extension teaching and the SEI is used to evaluate classroom instruction. Each faculty member is expected to have 1-2 Peer Evaluations completed each year. A Peer letter system was implemented in 2004, and a colleague should be asked to evaluate your performance in front of an audience.

The Logic Model should be used to lay out program or output documents (short term and long term evaluations each year.) Support from legislators can be

developed from the URS data output. Faculty that write Peer evaluations letters are suppose to address the letter to the vita author and letters are placed in document by the candidate.

**Linda K. → Question:** Some counties are not able to receive training web casts in their counties?

**Sherry N. →** Some counties have a picture with no sound. CommTech is supposed to monitor the access over broadband. A note should be sent to CommTech.

**Don O. → Question:** Pod cast technology would be a good way to download web cast. The cost of the ipod is less than a trip to Columbus.

**Deb Angell→** Broadcasts freeze up in Huron County Extension office.

**Linda K. →** We do want to make electronic information useful.

**Linda K. → Question:** What is being done on the issue of evaluating new Extension employees?

HR is working on developing Core Competencies and new employees will be train & evaluated on those competencies. No large changes will occur until Core Competencies are completed within the next one-two years.

**Linda K. → Question:** What is being done to assist counties with potential budget cut backs?

One county reported that the county commissioners were looking at placing them on a levy ballot. Three County Directors have gone through the levy ballot process and are helping the county that is being impacted. Keith is willing to help by visiting with commissioners that are considering cutting local Extension budgets. CommTech is also to help by providing media support for County Directors by showing impacts in the county. Counties need to determine what specific programs will be impacted in the county when being forced to cut their budget.

**Ken M.→** The Marketing team has also met with County Directors to assist and work directly with local legislators and talk with local county leaders. A strategic planning effort must be implemented to secure local support. The sustainable funding committee is working to help address local budget cuts. Keith is open to advice from other Extension services in other states. Some budget models have been shared from states that have gone through similar funding cut backs.

**Linda K.** → Assistant Directors from other states are discussing at Regional meetings what funding strategies are being adopted. Structure of funding is different in each state. Consistent messages have been helpful to get information out to County Commissioners and/or legislators.

**Linda K.** → **Question:** Is the Extension Cabinet considering change?

The Extension Cabinet is looking at staffing changes, marketing, and funding resources. Committees are recommending specific changes. The four program areas will be maintained. Funding and focus on priorities will change.

**Linda K.** → Extension will need to be more efficient with shared efforts. Core programs will be promoted. We don't want to reinvent the wheel when it comes to educational programs.

**Ken M.** → Travel costs are increasing. External program resources will be important.

**Cindy** → What response have you seen from the Pulse Survey?

**Linda K.** → There has been a 50-58% response normally. In the last month (February 2008) there was a 48-49% response rate. The feedback has been shared with cabinet immediately in order to go over what was shared in the Pulse Survey. Extension Administration is committed to the Pulse Survey as a method to get information from Extension staff.

*Question and Answer session with Linda Kutilek and Ken Martin was concluded.*

**Cindy** → Secretaries Report (see report from Teresa Johnson). Sherry Nichols made a motion to accept the treasurer's report (blue) and Jennifer Hartzler 2<sup>nd</sup> the motion. Motion carried to accept secretary's report.

**Lisa** → Money received by 4-H at the February In-service has not been deposited to the OAEP account. Lisa will check on the deposit.

**Cindy** → The March budget report will be filed for audit.

**Lisa McCutcheon** → OAEP membership is up to date. Very small changes made. No update sheets were printed off for 1<sup>st</sup> and 2<sup>nd</sup> Vice Presidents. They may request the reports as needed from Lisa. There were 2-3 people that did change with respect to national membership. NACDEP has provided has provided a membership list and Lisa will ask other national associations for a membership list.

**Don O.** → Don will check on the reimbursement that is due from the State Extension Advisory Committee for door prizes that were given out at the December 2007 County Commissioners Annual Meeting.

**Deb Angell** → There was no email response from Putnam. Teresa had on treasurer's report.

**Cindy** → An update was given on the OAEP web page. The pdf files were removed from the web page. January and February minutes have been posted. Scholarship information has also been posted. All items to be posted on the OAEP web page should be sent to Teresa Johnson. Be sure to check out the new website.

**Cindy (Jill Stechschulte)**→ All newsletter items need to be into Jill before the April 11<sup>th</sup> and June 13<sup>th</sup> deadlines.

**Cindy** → Courtesies

Teresa can help individuals post information to the OAEP web page. Mike Hogan will be traveling with Ohio Farm Bureau to Washington D.C.

**Cindy (Ella Mae Bard)**→ Elle Mae is traveling and is planning on attending the May OAEP Board meeting.

**Andy (Kathy)** → There was no report for the Policy Committee. A conference call will be held in June.

**Don O.** → Public Relations committee met on March 10 to discuss developing a new flyer and using the new OAEP logo. Prices are being obtained for the purchase of a new display board. Plans are being made for the 2008 County Commissioner's Days and the 2008 Buckeye Bounty for the County Commissioner Annual Meeting in December. Don will be following up on obtaining the reimbursement for door prizes.

**Alan Auck – (Nancy Recker)** Recognition Committee met and discussed the need for a document to be developed that shows who buys awards and who could receive them. There was discussion on the next Annual Conference. Will the conference be a 3-day conference? Some thought that the pre-day workshops should be moved to earlier in the year. The committee will be checking on the status of the Utzinger award that is given in honor of Dr. Utzinger. Dates for the Annual Conference are scheduled for Dec.17–Dec.18, and Dec. 16 is the pre-conference.



**Sherry Nickles** → Sherry provided a report for the Professional Improvement committee. Graham Cochran **Mid-career** (late/early). Cindy is going to get a list of new people who could join. Tony Bahnsen can send a list of new employees. Judy Conrad - June 4 is the next conference call. Lisa B. (scholarship) information will be sent out.

**Cindy S.** - Personnel Committee had not report.

**Randall Reeder** - Program Committee did not meet. The next meeting will be by phone conference on Monday morning.

**Lisa McCutcheon** – Lisa provided the 1<sup>st</sup> VP report for 4-H. A newsletter is being sent out to all members. Committee will work with National contact. JCEP report was sent out to 4-H members. Jo Williams will be attending the 2008 PILD conference in Arlington, VA. All four national associations, plus ESP will be meeting at Galaxy in Indianapolis in September. A States Night Out is being planned.

**Deb Angell** – Deb provided the 1<sup>st</sup> VP report for FCS. The JCEP conference was a good experience. There were 17 award applicants for 2008. There will be a vote on who will go on to be judged at the national level.

**Dave Marrison** – David provided the 1<sup>st</sup> VP report for ANR (See handout). Award entries are due in by March 15. Steve Baertsche will be retiring at the end of March. Don Breece will be assuming the duties of Interim Assistant Director for ANR on April 1. The new e-newsletter has been started to help inform the NACAA members in Ohio of the latest news from national.

**Maurus Brown** – Maurus provided the 1<sup>st</sup> VP report for CD (See handout). Award entries were due into Jim Wiedenheft (2<sup>nd</sup> VP) by March 1. All award winners must be submitted to NACDEP by March 15. JCEP conference was very successful with presentations given on developing programs and working with technology that impact individuals across generations. There were less than 8 Community Development professionals that attended the NACDEP session. Plans are being made for Galaxy, and CD professionals will be encouraged to attend since there will be no National meeting in 2008.

**Cindy** → Old business was discussed.

Committee Actions Plans

Rory Lewandowski has agreed to serve as the OAEP representative to the Ohio Sheep Improvement Foundation.

The 1<sup>st</sup> and 2<sup>nd</sup> Vice Presidents attending JCEP or PILD conferences should submit their reimbursement forms to Teresa Johnson as soon as possible. Every

attempt will be made to submit to the National Associations to receive reimbursement for travel.

**Mike Hogan → Question:** What is being done about Extension Vacancies?

Steve Prochaska and Joanne Kick-Raack chaired an Ad Hoc committee and were originally asked to include all four program areas in the discussion. We could not possibly have fairly represented other program areas.

**Steve P. →** The Committee felt that it was not possible to have fairly represented all four program areas based on the make up of the personnel on the committee. The committee was asked to submit a document that addresses the issue of ANR vacancies. There are three counties around his county (Crawford County) that are without an ANR Educator. Work on this committee is ongoing. Why are there vacancies in ANR? What is immediate impact? The Action plan is to try to fill the positions. The committee focused on the reports from Battelle & the Fisher College of Business. Need to develop 1) Some type of Agent Training Model and 2) Revamp Extension Education. The committee feels that we need to target bench marks that offer solutions to the problem that can be submitted to OSU Extension Administration.

**Steve P. →** Agent in training would work with existing Educator and afterwards would be qualified to apply for open Extension Educator positions.

**Dave Marrison** – Previously OSU Extension hired in Agents-In-Training with a Bachelors degree and train them for specific needs in the Extension Department.

There will be an impact of programs in counties if nothing is done. The quality of programs must be maintained. There must be a core area of expertise and educational programs provided must be taught using research-based information. Needs assessments are weak in counties. Must look at the Fisher College of Business report to help determine what changes are needed.

**Cindy →** Can this model be duplicated for FCS, 4-H and CD?

**Steve P →** Steve submitted a report to OAEP of the work that was done by the committee. There needs to be key changes made to the way Extension recruits and hires new Extension Educators. Steve reviewed several points (3<sup>rd</sup> part of the report) he referenced in the report. He refers to areas of specifications and teams. What will happen if there is no county support - give the county a list. We have to show impact and our relevance. He defines output beyond county lines in the document. He says it's a document that is constantly changing. Essentially, if we lose these positions, we will lose clientele.

**Allen Auck** → Galaxy III update -- Allen said more than 800 proposals were under review. Room reservations will be online.

Dave Marrison asked whether a Regional Board member needs to either select someone to serve on the nominating committee, or do this themselves.

Southeast Region 4-H looking for new representative to replace Laura Jane Murphy, who has resigned from OSU Extension.

The September meeting has been changed to the September 22. The question was posed as to whether it could be done electronically. Cindy and Don will check.

Jo Williams motioned to adjourn.

Meeting adjourned.

***Respectfully submitted by Becky Barker, Maurus Brown and Jo Williams***

# Ohio Association of Extension Professionals

May 12<sup>th</sup>, 2008

9:15 AM, President, Cindy Shuster called the meeting to order through Webex Conferencing. Thanks to Don Ordaz for setting up the Webex. Also thanks to Mike Hogan for sending a “Thinking of You” flowers to Keith Smith.

Secretary minutes from the last meeting were e-mailed prior to Webex. Thanks to Maurus Brown and Jo Williams for filling in for Becky Barker with health emergency. Sherry Nickels moved to approve the minutes as e-mailed, second by David Dugan. Motion passed.

## **Treasure’s Report/Financial Update – Teresa Johnson (See Financial Report at end of minutes)**

Additional information: Income is up since last report, due to three more memberships. FCS has 10 more memberships and ANR has 1 membership pending. Teresa is waiting for reimbursement for PILD and JCEP. PILD is lower than budgeted because not all program areas attended. JCEP is higher due to California location. The 4-H Account went to a positive due to dollars brought in at State 4-H In-service silent and live auctions. Dollars will be used at Galaxy.

## **Membership Chair Report – Lisa McCutcheon**

Current Association Numbers... (as of May 6, 2008)

### OAEP Members

OAEP	303	(314 members in 2007)	96%
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### National Association Memberships

NACAA	82	(86 members in 2007)	95%
NACDEP	42	(40 members in 2007)	105%
NAE4-HA	116	(120 members in 2007)	97%
NEAFCS	77	(71 members in 2007)	108%

The Following OAEP Membership Tasks Have Been Completed...

Employment Changes... / Resignations... / Retirements....

Office Address / E-Mail / Phone Number Changes...

Forwarded announcements and requests to list serve from officers and committee contacts

Membership forms were processed (308 forms to date)

Updated OAEP membership email list serve / NAE4-HA database.

Provide NAE4-HA database usernames / password for members.

Still In The Process...

Continue to process membership materials as they are received.

Will need to solicit national association years of service for members—database is prepared to track. (NACAA / NAE4-HA / NEAFCS) . NAE4-HA and NEAFCS have been contacted—response pending.

Additional Comments: Membership as of today is increased to 310. Lisa was not sure whether NACAA has been contacted.

## **Webmaster – Teresa Johnson**

The old information has been transferred to the new look. If you’re looking for reimbursement as a board member, it is under the “Board Tab” Keep sending all your information to Teresa through e-mail. The web

address is <http://oaep.osu.edu> It was suggested that a committee look at posting links to our site on various WebPages, such as the main Extension page and Human Resources page as well as others.

### **OAEP Newsletter**

OAEP Newsletter information due dates are June 13<sup>th</sup> and November 7<sup>th</sup>. Send the information to Jill Stechschulte.

### **President's Report – Cindy Shuster**

Cindy has been working with Jill Stechschulte to get the newsletter posted on the Web Site. As new members are added, she also suggested we wait until fall to put them on committees.

### **Retiree Report – Ella Mae Bard**

Ella Mae reported that she had contacted several new retirees to begin receiving e-mails.

### **Question for Membership – Kathy Dodrill**

Kathy questioned the board on their input and experience with a guideline that was brought to her attention through a reprimand. According to Kathy she was reprimanded for working a second job during the hours of 8:00 AM and 5:00 PM utilizing flex time. When she uses vacation time it is permissible. The board members questioned the policy and much discussion was had of other Educators possibly facing this policy. Mike Hogan suggested the policy be brought up at the Faculty Meeting scheduled for after the all Extension In-Service on May 15<sup>th</sup>. It was also suggested to bring up questions of this policy at our next OAEP meeting and dialog with Administration. Cindy will invite Garee Ernest.

### **Committee Reports:**

#### **Policy Committee – Kathy Lechman and Andy Kleinschmidt**

Nothing major to report. They are working on turning in their Action Plan. It was suggested that one item on the Action Plan be to work on the Policy Handbook.

#### **Public Relations Committee Meeting – Don Ordaz and Jennifer Hartzler**

Everyone was e-mailed a draft of the new brochure. Jennifer is still working on it. She needs to get clarification on some capitalization. Jennifer is going to look into a display for the state in-service.

#### **Recognition Committee Report - David Dugan and Allen Auck**

Dave reported that Nancy Recker is working on a chart of OAEP Awards. Dave questioned the Utzinger Award and its specifics. Cindy recommended Dave talk to Randal Reeder.

#### **Professional Improvement Committee – Sherry Nickels & Pam Montgomery**

They talked with Graham Cochran about OAEP information being part of New Staff Orientation. The 1<sup>st</sup> Timers Scholarship is due June 1<sup>st</sup>.

#### **Personnel Committee – John & Shelia**

No Report.

#### **Program Committee - Tricia Callahan & Randall Reeder**

No Report

#### **Nominating Committee – Dave Marrison**

The nominating committee met on Friday, May 2 via conference call. The committee's charge is to secure nominations (two each) for the open positions on the board. The following areas are open this year:

AG&NR-President-Elect, 2<sup>nd</sup> VP, NC Region Rep and Southeast Region Rep.

FCS-President-Elect, 2<sup>nd</sup> VP, West Region Rep and State Rep.  
4-H-President-Elect, 2<sup>nd</sup> VP, North Central Region Rep and Southeast Rep.  
State-President-Elect, 2<sup>nd</sup> VP, FCS Rep, CD Rep and one State Rep.

There were some questions on where the Center specialist “belong” now? It was believed that the water quality specialists were now under the State AD for ANR and that Sea grant was under the State AD for CD. The committee would like clarification on this.

The group will use the next six weeks to have each program area to meet and secure nominations for each program areas. The committee will meet via conference call in later June to develop the slate. The nominating committee is:

**4-H Region Reps**

Heather Niekirk  
Sylvia Altenburger  
Jo Williams

**ANR**

John Barker  
Andy Kleinschmidt  
Dave Dugan

**FCS**

Jennifer Hartzler  
Tricia Callahan  
Pam Montgomery

**CD**

Sharon Strouse  
Joe Lucente  
Sheila Maggard

**State**

4-H Allen Auck.  
ANR Randall Reeder

FCS- Kirk Bloir  
CD Don Ordaz

Board Discussion of Report: The board discussed individuals with a state appointment and wording of Constitution and Bylaws for President Elect. It was a general consensus to not exclude them from the ballot for President Elect. There should be at least 2 people for each slate.

**1<sup>st</sup> Vice Presidents Reports:**

**4-H Youth Development**

**Current Membership...**

We currently have 116 paid and active NAE4-HA members.

**JCEP and PILD Conferences**

JCEP (February)

Lisa McCutcheon

Review of participation distributed through March 6<sup>th</sup> member newsletter.

PILD (April)

Jo Williams

Review of participation to be distributed to membership in upcoming newsletter.

**Regional Awards Announced...**

Connie Goble is currently serving as Contact for Member Recognition. She announced on May 5<sup>th</sup> the following individuals and teams had been selected as Regional Award winners. These award recipients will be recognized during the NAE4-HA Regional Breakfast on Thursday, September 18<sup>th</sup>. Their applications have moved on to consideration for national recognition.

Personal Column

Brian Raison

Air Force Recruiting Salute

Vicki Schwartz

Educational Technology (team)

Tricia Callahan, Jerold Thomas, Rick

McCann, Steve Lichtensteiger, Theresa Ferrari, Graham Cochran, David Boulay,

Excellence in 4-H Club Support (team) Cassie Turner, Tracey Winters, Travis West

Excellence in Camping (Individual) Connie Goble

Excellence in Camping (team) Erin Dailey, Jo Williams, Connie Goble, Nadine Fogt, Laura Jane Murphy

### **Galaxy III Activities...**

- State Recognition Gathering (Date / Time to be determined)
- State Night Out Dinner / Reception (Tuesday, September 16)
- NAE4-HA Regional Breakfast (Thursday, September 18)
- NAE4-HA Presidential Reception (Thursday, September 18)

### **2008 State Committee Contacts for Ohio NAE4-HA...**

Diversity	Minnie Taylor and Ed Werner / Connie Goble
Member Recognition	Connie Goble / Jessica Rockey
News & Views	Barbara Carder / Sally McClaskey
Policy & Resolutions	Scott Kleon / Julie Herron
Professional Development Programs	Laura Jane Murphy / Travis West
Public Relations & Information	Ann Golden / Joy Sharp
Research & Evaluation	Ken Lafontaine / Beth Boomershine
	Kristi Lekies / Penne Smith

### **Ohio Members Serving in National Leadership Role...**

- Betty Wingerter – NAE4-HA President
- Niki Nestor-McNeely – North Central Region, Director
- Nikki Eyre – Professional Development Committee, Chair
- Ryan Schmiesing – Member Recognition Committee, Chair
- Allan Auck, - Galaxy III Conference Committee, Co-Chair (NAE4-HA)

### **Respectfully Submitted...**

Lisa D. McCutcheon, OAEP 1<sup>st</sup> VP for 4-H Youth Development  
Jo Williams, OAEP 2<sup>nd</sup> VP for 4-H Youth Development  
May 12, 2008

### **Family Consumer Science**

Deb Angell reported that 20 members are attending Galaxy, 12 presentations accepted, and FCS had 22 award applicants. The winners for awards have not been posted.

### **Agriculture & Natural Resources**

#### **Current Membership:**

We currently have 82 paid and active NACAA members. Two more ANR positions are vacant with Dr. Randy James retirement in Geauga County and Zach Rinkes's resignation from Ottawa.

#### **Steve Baertsche Celebration**

A wonderful reception was held for Steve Baertsche, long time Assistant Director for Agriculture & Natural Resources on April 11, 2008 at the new 4-H Center. Thanks to all who pitched in to help at this event.

#### **Ohio Already Winning Big at NACAA AM/PIC in July, 2008**

Ohio will be represented well at this year's NACAA conference in July. Ohio has had host of individuals accepted to present posters and presentations. Ohio had nine North Central Region Finalists (Jonah Johnson, David Marrison, Marrison Mullet, Andy Kleinschmidt, Alan Sundermeier, David Goerig and the Ohio Ag Manager Team) and two national winners in NACAA Communications contest. All will be recognized in July

at the conference. David Marrison has won the NACAA Communications Contest for Published Photo and Marissa Mullet was a National Finalist for Computer Generated Graphics. The Transition Team has been named as a National Finalist for the Search for Excellence Award in Farm and Ranch Financial Management Award.

### **Galaxy**

NACAA members are also gearing up for Galaxy and will be challenged to juggle this conference with the events at the Farm Science Review.

### **State Committee Leadership for Ohio NACAA**

4-H & Youth:	Chris Penrose
Administrative Skills Development:	Jeff Fisher
Ag Economics & Community Development:	Barry Ward
Agronomy & Pest Management:	Alan Sundermeier
Animal Science:	Glen Arnold
Communications:	John Yost
Early Career Development:	Mike Gastier
Extension Programs:	Andy Kleinschmidt
Horticulture & Turfgrass:	Gary Gao
Membership:	David Marrison
Natural Resources/Aquaculture/Seagrass:	Mark Landefeld
Professional Excellence:	Jim Hoorman
Public Relations & Agricultural Issues:	Chris Zoller
Public Relations:	Greg Labarge
Recognition & Awards:	Ted Wiseman
Scholarship:	Chris Bruynis
Sustainable Agriculture:	Alan Sundermeier
Teaching & Educational Technologies:	Jeff McCutcheon

### **Respectfully Submitted**

David L. Marrison, OAEP 1<sup>st</sup> VP for Agriculture & Natural Resources

Julia Woodruff, OAEP 2<sup>nd</sup> VP for Agriculture & Natural Resources

### **Community Development**

Maurus Brown reported that CD Educators had submitted for 3 awards and 2 were awarded. Also if you missed the news, Nancy Kukay resigned.

### **Old Business:**

**Committee Action Plans:** Teresa is posting these on the web site. Plans are needed from Recognition, Policy and Personnel Committees.

**Feedback from Presidents' Association Meeting:** Mike stated that there were a lot of positive comments made about the newsletter and web site.

**ANR Vacancy Concerns – update on meeting with Keith:** Mike Hogan reported that himself, Steve Prochaska, Greg LaBarge, and Gary Wilson met with Don Breece, Garee Ernest, Keith Smith, Linda Kutilek, and Ken Martin. The meeting went well. He felt administration was surprised of the impact, difficulty and time commitment it is to cover other counties. Keith can not allow Educator positions with Bachelors Degrees. The other ideas he was willing to look at or are being covered in the Strategic Plan. One idea was to hire similar to the past concept of “Agent Training”. Keith suggested another meeting.

**Galaxy Update:** Deb Angell mentioned that there is a form available to pay through T number.



**Other:** Lisa McCutcheon and Jo Williams are working on finding a replacement for Laura Jane Murphy. Jo is filling the nominating committee role.

**New Business:**

**September Meeting:** After much discussion it was decided to have our September Meeting on the 8<sup>th</sup> through Webex.

**Other:**

Vita Change: OSU is changing its reporting system to OSU Pro. Those working on a Vita and in their 4<sup>th</sup> year are required to utilize the new program. There is a problem with the new program in that Extension has no where to report their information. Ken Martin is checking how to report Extension information. Mike suggested we add this topic to the discussion with Administration at the next meeting.

Jennifer questioned if we should respond to the Six Performance Goals. Kathy Lechman felt that the goals were created from all the committees involved.

Meeting Adjourned at 11:38 AM

Respectfully Submitted, Becky Barker, Secretary

# OAEP Financial Report 2008

10/2/07 - 5/9/08

## OAEP

Income		Budget	Actual
OAEP Dues	290 @ \$55	\$15,950.00	\$16,555.00
Utzinger Award Donation			\$500.00
<b>TOTAL OAEP INCOME</b>		<b>\$15,950.00</b>	<b>\$17,055.00</b>

## Expenses

	Budget	Actual
Accounting/Bonding Fees	\$200.00	\$182.99
Buckeye Bounty Public Relations	\$250.00	\$370.01
Marketing	\$1,000.00	
Courtesies	\$250.00	\$207.83
Directors Expenses	\$400.00	\$474.20
Membership Expenses	\$100.00	\$72.36
Donations	\$250.00	
Emeritus Activities	\$200.00	
JCEP (1st VP's)	\$1,500.00	\$3,372.09
PILD (2nd VP's)	\$4,500.00	\$2,708.72
Printing Annual Reports	\$100.00	
Recognition Awards	\$3,500.00	\$3,541.74
Scholarships	\$3,400.00	\$1,500.00
Misc	Galaxy States Night	\$300.00
<b>TOTAL OAEP EXPENSES</b>	<b>\$15,650.00</b>	<b>\$12,729.94</b>
<b>Net Gain/Loss</b>	\$300.00	\$4,325.06

## ACCOUNT BALANCES

<b>OAEP Checking Account</b>	<b>\$17,791.98</b>
<b>Checking Account Liabilities</b>	
AG Acct Fund	\$1,734.32
FCS Acct Fund	\$1,232.57
4-H Acct Fund	\$1,732.95
<b>Available OAEP Checking Account Funds</b>	<b>\$22,491.82</b>
<b>OAEP Savings CD</b> (15 months @ 5.25%)	<b>\$16,314.14</b>
Principle: \$ 15,000    opened 12/4/07	
<b>American Funds Money Market</b>	<b>\$10,506.20</b>
Principle: \$10,000    opened 6/21/06	
<b>OSU Development</b>	<b>\$187.00</b>
<b>Total Available OAEP Funds</b>	<b>\$49,499.16</b>

### Membership Chair Report – Lisa McCutcheon (See Report Below)

Additional information: Lisa is still receiving memberships. She reported that NACDEP can provide years of service for our tracking purpose. She is still trying to find out if other national associations have the data.



## **Ohio Association of Extension Professionals**

June 9th, 2008

Committee meetings held from 10:00 AM to 12:00 PM

12:00 PM, President, Cindy Shuster called the meeting to order.

Pam Montgomery moved to approve the minutes, second by Deb Angell. Motion passed.

### **Treasure's Report/Financial Update – Teresa Johnson (Financial Report posted)**

Believe all expenses from JCEP and PILD. Courtesies are up. Ag and CD memberships are all paid.

### **Membership Chair Report – Lisa McCutcheon**

There is very little change since the last report. NAE4-HA can not give exact numbers for years of service. Members will have to self report. FCS can give a join date but not most accurate, may need to go to the membership.

### **Webmaster – Teresa Johnson**

The minutes and scholarship winners have been posted.

### **OAEP Newsletter**

OAEP Newsletter information due dates are June 13<sup>th</sup> and November 7<sup>th</sup>. Send the information to Jill Stechschulte. Committee chairs are responsible for putting articles together for the newsletter.

### **President's Report – Cindy Shuster**

Working on Strategic Plan questions and questions for Administration Team. Cindy participated in a conference call for the Annual Conference. Marcia Jess is looking for a keynote speaker. The theme is "Now is our Time". The conference is scheduled for December 16, 17, 18 at the Ramada Plaza Hotel.

### **Retiree Report – Ella Mae Bard**

Ella Mae is traveling today. The retirees are getting together June 17<sup>th</sup> at the 4-H Center.

**Meeting suspended at 1:10 PM to meet with Administration Team.**

**Meeting resumed at 2:15 PM.**

### **Committee Reports:**

#### **Policy Committee – Kathy Lechman and Andy Kleinschmidt**

The action plan is done for their committee. They are reviewing the constitution and by laws and will be digitalizing the historic paper work.

#### **Public Relations Committee – Don Ordaz and Jennifer Hartzler**

OAEP PR Committee Meeting minutes – June 9, 2008 (Via WebEx)

- Revised OEAP Brochure printed (500 copies).
- OAEP Display and brochure were available at May 15<sup>th</sup> strategic plan meeting.
- Marketing Budget \$1000, spent \$305 so far.
- Pursue purchase of new display board:

<http://www.siegeldisplay.com/catalog.aspx?catid=tabletoptradeshowsdisplays>

Two possibilities:

Display In A Case Table Top Display - EZ56 \$280

<http://www.siegeldisplay.com/productdetail.aspx?id=ez56-28405>

Compact Classic Table Top Trade Show Display - EX3C \$550

<http://www.siegeldisplay.com/productdetail.aspx?id=ex3c-28403>

Most folks in attendance thought the second choice was better – OSU colors, reversible, has lights, was not sure on the weight and ease of transport. It was suggested to purchase a matching table drape/cloth for a professional look. Committee members with an opinion liked the Scarlet/Gray display (\$550).

- Promotional items – USB flash drive with new OAEP logo for distribution to new employees or limited give – a ways. Seeking pricing. Other suggestions – laser pointers.
- To speak with Extension HR for distribution of new brochure in new employee packet and OAEP link on their website.
- June OAEP newsletter article – Don will do article.
- 2008 County Commissionaires Days – Ross County  
OAEP will provide funds to pay for refreshments for the county office to purchase.
- OAEP event photography – have a digital camera?
- 2008 County Commissionaires Annual Conference December 7-10<sup>th</sup> in Columbus, will ask committee members to purchase door prizes which they will be reimbursed.

### **Recognition Committee Report - David Dugan and Allen Auck**

Met by conference call. They are working on the awards and certificates report, checking with the Utzinger Award, and discussed annual conference.

### **Professional Improvement Committee – Sherry Nickels & Pam Montgomery**

OAEP Professional Improvement Committee

June 4, 2008: Conference Call

The OAEP Professional Improvement Committee meeting was called to order by chair, Sherry Nickles, at 10:06 a.m.

Members present on conference call:

Lisa Barlage  
Steve Brady  
Judy Conrad  
Regina Kuhn  
Jerry Mahan

Pam Montgomery  
Sherry Nickles  
Carolyn Wilson  
Brenda Young

Chair, Sherry Nickles, noted that she was glad that Cindy Long had agreed to take the March minutes. She asked if everyone had received the minutes and reviewed them. No additions or corrections were made to the minutes from the March meeting.

The first agenda item was an update from the scholarship sub-committee. Lisa Barlage noted that she had received a number of applications for the Professional Improvement Scholarship. The sub-committee has awarded six \$250.00 scholarships. Two applicants will be awarded a minimum of \$250.00 during the fall scholarship cycle. A number of the applicants had applied for Galaxy III. The sub-committee members noted that it is rare to award a Professional Improvement Scholarship for a National Conference. To date only one individual as applied for the First Timer Scholarship for conferences held in June, July and August. Lisa Barlage reported that she would check to make sure no other individuals had applied. If no one else has applied, she will award the \$100.00 scholarship to the individual. She anticipates a number of applicants for the First Timer Scholarship for national conferences held in September, October and November and the second cycle of Professional Improvement Scholarship.

The second agenda item was discussion and review of Graham Cochran's visit to the committee in March 2008. Sherry Nickles provided an overview of the discussion with Graham and asked the committee members if any additional action needed to be taken at this time. A key issue for the committee was to insure that the County Director was involved in the mentor program process. Graham highlighted with the committee the transition to a competency based performance review. The committee members have asked that Sherry Nickles, chair, to ask Graham Cochran for an update.

Annual conference and preconference was the third agenda item for the June 4, 2008 meeting. Judy Conrad noted that the theme for the conference is NOW: Now is Our Time. President Gee will attend the conference on the 2<sup>nd</sup> day. The planning committee is currently working on a keynote speaker. The location for annual conference for the next 5 years is the Ramada Inn Conference Center at Sinclair and Interstate 71. Judy noted that on the annual conference planning committee conference call there was discussion related to the lack of sites available to accommodate OSUE Annual Conference in the Columbus area due to the large number of break-out sessions and large meeting space requirements. The annual conference planning committee addressed the concern that the dates for annual conference were too close to the Christmas Holiday. A reason for the late date is availability of the state specialists. Pam Montgomery reported that she is chair of the education sub-committee for annual conference. The sub-committee would like to have the call for proposals out in the month of June. The topics for presentations and poster sessions still need to be determined. The sub-committee would like them to be related to the strategic plan.

The May 15<sup>th</sup> Strategic Plan Spring Conference for all staff was the fourth topic on the agenda. Committee members noted there has been a lot of discussion related to the Strategic Plan. There appears to be some confusion on the signature programs, working across program lines and interdisciplinary programs. The discussion centered around the idea that the signature programs do not lend themselves to across program area efforts. It was noted that at best, two program areas could be identified for the majority of the signature programs. A special note was made of the lack of opportunity to include a youth component in the majority of the signature programs. In general there appears to be a lot of confusion related to interdisciplinary programs and signature programs. Steve Brady noted that in a recent meeting with Ken Martin, he shared that the signature programs would change over time as priorities shift. Members noted that it might not be easy to stop offering signature programs if they are successful and well received in the county. Pam Montgomery has agreed to formulate questions related to the issues discussed and submit them to Cindy Shuster for the OAEP Board meeting's question and dialogue session with the Administrative Team on June 9, 2008. It was noted that there was not a lot of new information presented at the Spring Conference and that the facility had poor acoustics.

The final agenda item was other areas of interest or need. The next Professional Improvement Committee meeting is scheduled for October 20, 2008 at the Agricultural Administration Building Auditorium from 10 a.m. to 12 noon. Lisa Barlage noted that the final rounds of scholarship applications are due before the next meeting. She will email or mail her sub-committee members the applications to review. Sherry Nickles adjourned the meeting.

Respectfully submitted,  
Pamela M. Montgomery  
Co-Chair OAEP Professional Improvement Committee

#### **Personnel Committee – John & Shelia**

The committee encouraged all counties and staff to attend the HR Road Shows. They discussed recruiting and posting jobs on websites. There was also a discussion on flex time.

#### **Program Committee - Tricia Callahan & Randall Reeder**

No Report

## **1<sup>st</sup> Vice Presidents Reports:**

### **4-H Youth Development**

Nothing to report

### **Family Consumer Science**

See NEAFCS Report distributed.

### **Agriculture & Natural Resources**

See Agriculture and Natural Resources Report distributed.

### **Community Development**

Maurus Brown reported that Greg Davis and John Conglose are searching internally to fill the Community Development Assistant Director position.

## **Old Business:**

**Status of Conflict of Commitment Issue brought before OAEP Board in May** – The issue has been addressed. Board felt there were more questions and would like information in writing.

**4-H Rep. for Southeast Region** – Jo reported that Jessica Rockey is the new representative.

**Committee Action Plans** – Recognition, policy and personnel working on them.

**ANR Vacancy Concerns** – Still many concerns. A recent ANR hire took another job making \$14,000 more.

**Galaxy Update** – Registration is due June 15<sup>th</sup>. If you are interested in the “States Night Out” contact Lisa McCutcheon. It costs \$45.00 and is due Aug. 15<sup>th</sup>.

**Changes in Promotion** – Faculty are working on it.

## **New Business:**

### **Nominating Committee – David Marrison**

Met the end of June. Committee will be seeking nominations for Treasurer and President Elect.

### **OAEP Friend of Extension –**

Mike Hogan will be coordinating the award. 1<sup>st</sup> VP's will choose award winner.

Presidents' Association meeting will be held June 30<sup>th</sup>.

The September meeting will be held on the 8<sup>th</sup>.

Meeting Adjourned at 3:10 PM

Respectfully Submitted, Becky Barker, Secretary

# OAEP Financial Report 2008

10/2/07 - 5/9/08

## OAEP

Income		Budget	Actual
OAEP Dues	290 @ \$55	\$15,950.00	\$16,555.00
Utzinger Award Donation			\$500.00
<b>TOTAL OAEP INCOME</b>		<b>\$15,950.00</b>	<b>\$17,055.00</b>

## Expenses

	Budget	Actual
Accounting/Bonding Fees	\$200.00	\$182.99
Buckeye Bounty Public Relations	\$250.00	\$370.01
Marketing	\$1,000.00	
Courtesies	\$250.00	\$207.83
Directors Expenses	\$400.00	\$474.20
Membership Expenses	\$100.00	\$72.36
Donations	\$250.00	
Emeritus Activities	\$200.00	
JCEP (1st VP's)	\$1,500.00	\$3,372.09
PILD (2nd VP's)	\$4,500.00	\$2,708.72
Printing Annual Reports	\$100.00	
Recognition Awards	\$3,500.00	\$3,541.74
Scholarships	\$3,400.00	\$1,500.00
Misc	Galaxy States Night	\$300.00
<b>TOTAL OAEP EXPENSES</b>	<b>\$15,650.00</b>	<b>\$12,729.94</b>
<b>Net Gain/Loss</b>	\$300.00	\$4,325.06

## ACCOUNT BALANCES

<b>OAEP Checking Account</b>	<b>\$17,791.98</b>
<b>Checking Account Liabilities</b>	
AG Acct Fund	\$1,734.32
FCS Acct Fund	\$1,232.57
4-H Acct Fund	\$1,732.95
<b>Available OAEP Checking Account Funds</b>	<b>\$22,491.82</b>
<b>OAEP Savings CD</b> (15 months @ 5.25%)	<b>\$16,314.14</b>
Principle: \$ 15,000    opened 12/4/07	
<b>American Funds Money Market</b>	<b>\$10,506.20</b>
Principle: \$10,000    opened 6/21/06	
<b>OSU Development</b>	<b>\$187.00</b>
<b>Total Available OAEP Funds</b>	<b>\$49,499.16</b>

### Membership Chair Report – Lisa McCutcheon (See Report Below)

Additional information: Lisa is still receiving memberships. She reported that NACDEP can provide years of service for our tracking purpose. She is still trying to find out if other national associations have the data.





# Ohio Associate of Extension Professionals

## Meeting Minutes

### September 8, 2008

**OAEP board members attending:** Mike Hogan, David Marrison, Maurus Brown, Deb Angell, Jo Williams, Pam Montgomery, Randall Reeder, Lisa McCutcheon, Don Ordaz, Teresa Johnson, Alan Auck, Andy Kleinschmidt and Marcia Jess

**Meeting Called to Order** - President-Elect Mike Hogan called the meeting to order at 10:00am. President Cindy Shuster was attending an OSU Extension alumni function with Ella Mae Bard, OAEP Retiree Representative.

**Secretary's Report** - Mike stated that Becky Barker would be absent and that Maurus would be taking minutes of the meeting. Mike encouraged board members to review the minutes of the June board meeting submitted by Becky. Mike asked for approval of the minutes. Jo Williams moved to approve the minutes, second by Deb Angell. Motion passed.

#### **Treasurer's Report/Financial Update – Teresa Johnson**

The financial report has been posted to the web site: <http://oaep.osu.edu/>  
County Commissioner's expenses were \$100 for snacks and apples presented by Don Ordaz. OAEP has not been reimbursed for the snacks given at the 2007 County Commissioners' Days. Teresa asked Don to look into securing a reimbursement for the expenses.

Courtesies for 2008 are up. JCEP and PILD reimbursements for 2008 are current.

Marissa Mullet and Susan Colbert received funding as 1<sup>st</sup> timers to their respective national organization meetings. Deb Angell purchased corsages for the national meeting and FCS funds should be used for the reimbursement.

Teresa reported a total of \$18,092.62 and the following amounts for each respective account: AG = \$1,734.32; FCS = \$732.54; 4-H = \$2,022.95; and OAEP = \$16,734.00 and the American Fund = \$10,885.00.

Mike mentioned that the Ag account received additional funding of ½ of \$25,000 from a surprise donor to the 2006 NACAA national meeting hosts (funds were split between Ohio and Kentucky).

Randall Reeder would contact Mrs. Doris Utzinger to see if the Utzinger Family would continue to sponsor the Dr. James Utzinger award.

Lisa McCutcheon moved to accept the Treasurer's Report, seconded by Jo Williams. Motion passed.

#### **Membership Chair Report – Lisa McCutcheon**

Membership report: 308. Report to be completed end of September. October 31, 2008, deadline. Teresa – 301 members plus 7 = 308 paid memberships.

#### **Current Association Numbers**

##### **OAEP Members**

OAEP	307	(314 members in 2007)	97%
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## **National Association Memberships**

NACAA	83	(86 members in 2007)	97%
NACDEP	42	(40 members in 2007)	105%
NAE4-HA	116	(120 members in 2007)	97%
NEAFCS	78	(71 members in 2007)	109%

## **The Following OAEP Membership Tasks Have Been Completed...**

Employment Changes... / Resignations... / Retirements....

Office Address / E-Mail / Phone Number Changes...

Forwarded announcements and requests to listserv from officers and committee contacts

Membership forms were processed (312 forms to date)

Updated OAEP membership email listserv / NAE4-HA database.

Provide NAE4-HA database usernames / password for members.

## **Still In The Process...**

Will need to solicit national association years of service for members—database is prepared to track.

Membership renewal forms will be mail at the end of September (following Galaxy) and will be due by October 31.

## **Webmaster's Report – Teresa Johnson**

The website is up to date. Mike asked Teresa if she would continue on as the web master and she agreed.

## **Newsletter Editor Report and Deadlines – No Report**

## **President's Report – No Report**

## **Retiree's Report – No Report**

## **Committee Reports:**

### **Policy Committee**

No report.

### **Public Relations Committee – Don Ordaz**

County Commissioners' Days went well. Don will be asking for donation to Buckeye Bounty.

### **Recognition Committee - David Dugan**

The committee will meet in October. A box of Recognition Committee information was returned to the OAEP Recognition Committee and Nancy Recker is working on updating files.

### **Personnel Committee**

No report.

### **Program Committee**

No report.

## **1<sup>st</sup> Vice President Reports:**

### **FCS – Deb Angell**

**Membership** – There are 77 Active Members and 37 Life Members.

Punam Ohri-Vachaspati, Cuyahoga County resigned. Cynthia Renn – removed from membership list and Kara Newby added to national list.

### **Galaxy III Attendees and Presenters –**

At this time there are 23 NEAFCS members planning to attend Galaxy III. Those attending are involved with around 30 presentations.

#### **NEAFCS Award Winners:**

**Marcia Jess-** Continued Excellence

**Barbara Brahm-** Continued Excellence

**Cynthia Shuster-** Distinguished Service

**Susan Zies-** Distinguished Service

**Cindy Oliveri & Team** Healthy Lifestyles Education Grant - Encouraging Fruit and Vegetable Consumption  
Team Members: Maurus Brown, Kathy Jelly, Sheila Maggard, Monadine Matthey, Lucinda Miller, Treva Williams, and Mary Gulas

Award: Central Region Winner

**Cindy Oliveri & Team** Educational Publication - Dining with Diabetes - An Ohio Initiative  
Team Members: Bonnie DeArmitt, Kathy Dodrill, Marie Economos, Shari Gallup, Beth Gaydos, Sheila Maggard, Monadine Matthey, Dan Remley, Susan Zies, Lydia Medeiros, Nancy Schaefer

Awards: 3<sup>rd</sup> Central Region Winner & 3<sup>rd</sup> National Winner

**Beth Gaydos & Team** Radio - February is Heart Health Month: Food Safety for Fruits and Vegetables

Team Member – Bill Cassler

Awards: 1<sup>st</sup> Central Region Winner & 1<sup>st</sup> National Winner

**Margaret Jenkins** Television - Homemade in the Heart of Clermont

Awards: 2<sup>nd</sup> Central Region Winner & 3<sup>rd</sup> National Winner

**Tricia Callahan & Team** Marketing Package Award - Move It Miami County

Team Members: Susan Couser, Linda Good, Lisa Goodall, Tim Fine, Melissa Hudelson and Demetria Woods

Award: Central Region Winner

### **4-H - Lisa McCutcheon**

#### **Current Membership...**

We currently have 116 paid and active NAE4-HA members.

#### **National Awards Announced...**

We are thrilled to announce that Connie Goble has been selected as a national award winner for NAE4-HA in the category of Camping Excellence (Individual). Connie will be recognized during the awards banquet to be held during Galaxy III on Thursday, September 18, 2008 in Indianapolis.

#### **2008 State Committee Contacts for Ohio NAE4-HA... (updated)**

Diversity	Minnie Taylor and Ed Werner / Connie Goble
Member Recognition	Connie Goble / Jessica Rockey
News & Views	Barbara Carder / Sally McClaskey
Policy & Resolutions	Julie Herron
Professional Development	Travis West
Programs	Ann Golden / Joy Sharp
Public Relations & Information	Ken Lafontaine / Beth Boomershine
Research & Evaluation	Kristi Lekies / Penne Smith

#### **Ohio Members Serving in National Leadership Role...**

- Betty Wingerter – NAE4-HA President
- Niki Nestor-McNeely – North Central Region, Director
- Nikki Eyre – Professional Development Committee, Chair
- Ryan Schmiesing – Member Recognition Committee, Chair
- Allan Auck, - Galaxy III Conference Committee, Co-Chair (NAE4-HA)

#### **Service Awards to be Presented during Galaxy III...**

- Achievement in Service Award (ASA): Paul Kuber, Minnie Taylor and Jo Williams
- Distinguished Service Awards (DSA): Kathy Booher, Theresa Ferrari, Brian Raison

- Meritorious Service Award (MSA): Julie Dalzell
- 25 Years of Service: Jim Jordan

**Galaxy III Presentations Involving 4-H Professionals...** (self-reported)

**4-H & ATV Safety (Poster)**

Presenter(s): Regina Kuhn, Sheila Chaconas, David White, Sharon Pahlman, Donielle Innskeep, Ann Sherrad, Angela Freel, Jerene Gilliam, Mike Klump, Donna Patton

**4-H Animal Science Resource Handbooks Enhance Project Learning (Poster)**

Presenters: Paul S. Kuber, Lucinda B. Miller, and Masa Doig

**Academic Development for Extension Professionals (Roundtable)**

Presenter(s): Scott Scheer, Amy Harder, Nick Place

**Ag. Reality (Poster)**

Presenter(s): Becky Cropper -Nikki Eyre, John Grimes, David Dugan

**ATV (Poster)**

Presenters; Becky Cropper and Regina Kuhn for the National ATV Team

**Balancing Work & Family: Quick stress-relieving tips you can use today! (Roundtable)**

Presenters: Steve Brady, Brian Raison (and other task force members)

**Bridging the Gap Between Episodic Volunteerism and Service-Learning (Session)**

Presenters: Ashley Krogel, Nate Arnett and Kim Catchpole

**Celebrating 4-H Food Camp Success (Poster)**

Presenters: Joyce Shriner and Barbara Carder

**College 101: Program Evaluations Indicate Positive Impact (R&E Report)**

Presenter: Brian Raison

**Delivering Extension programming with blended e-learning tools. (Session)**

Presenters: Tricia Callahan, Jerry Thomas, Graham Cochran, and Myra Moss

**Efficacy and satisfaction of Web 2.0 tool usage by Extension professionals. (Session)**

Presenters: Jerry Thomas, Greg Davis, Graham Cochran, Myra Moss, and Tricia Callahan

**Llama and Alpaca 4-H Project Curriculum (Poster)**

Presenters: Sarah Jane Lindsey & Ann Mumaw

**Local Foods: Idea Sharing for Community & Economic Development Practice (Roundtable)**

Presenters: Brian Raison, Matt Cox

**Measuring the Positive Impacts of 13 Ohio 4-H Camps (Poster)**

Presenters: Jason Hedrick and Jeff Dick

**Online Teen Social Networks: New Research Provides Insight for Inclusion (R&E Report)**

Presenters: Annie Davis, Nadine Fogt, Mark Light, Brian Raison

**Premier Skillathon: Premier Kids (Poster)**

Presenter(s): Joy E. Sharp

**Preparing teens for the 21st century workforce: Work-based learning as a strategy to bridge their skills gap. (Poster)**

Presenters: Graham Cochran, Nate Arnett, Niki Nestor McNeely, and Theresa Ferrari

**Positive Peer Programs: Teens as Teachers (Poster)**

Presenter: James L. Jordan

**Tools for Thriving and Surviving as an Extension Professional (Roundtable)**

Presenters: David Marrison, Deb Angell, David Civitollo, and Lisa McCutcheon

**Youth Food Animal Quality Assurance Curriculum Kit (Poster)**

Presenters: Paul S. Kuber, Lucinda B. Miller, and Masa Doig

**CD – Maurus Brown**

**Community Development Membership: 69**

Jeff Shaner – retired

Joe Konen – retired

Nancy Kukay – resigned

Jim Wiedenheft - resigned

North Central Region Representative -[David Civittolo](#)

2009 NACDEP National Conference – April 20-22

Creating Sustainable Communities in a Changing America

- Save The Date!
- At A Glance
- Agenda - Quick Look
- Sessions 1 2 3 4 5 6
- Speakers - Keynote & Capnote
- Register or Download Form
- Dollar Auction - Donation Form
- Where to stay/Conference Hotel - Double Tree Hotel, San Diego Mission Valley Discount Rates available through March 29, 2009
- What to see

<http://nacdep.net/confs/2009/Conf2009.htm>

JCEP – North Central/West – San Diego, CA – Feb. 18-20, 2009

PILD – Key Bridge Marriott, Arlington, VA - April 27-29, 2009

New Community Development Journal:

Name: Journal of Community Engagement and Scholarship

Housed: The University of Alabama – Community Affairs

Type: Research Journal

<http://www.nacdep.net/JCESFlyer.pdf>

### **ANR – David Marrison**

We are very proud of the achievements of its Extension Professionals who participated in the 2008 Annual Meeting & Professional Improvement Conference for the National Association of County Extension Professionals. The NACAA Conference held in Greensboro from July 13-17 was filled with outstanding achievements from OSU Extension Agriculture & Natural Resource Extension Educators.

### **Journal of NACAA**

A new electronic journal was started this year by NACAA and four Ohio Extension professionals made history by being published in this new journal. Each journal article was reviewed by three professional peers from across the country.

Nineteen papers were accepted this year with three from Ohio. Please visit the new journal site at

<http://www.nacaa.com/journal/> Congratulations to:

#### **Ohio Grape & Labor Management Study**

David L. Marrison & Maurus V. Brown

#### **Soil Quality Comparison of Organic and Conventional Farming Systems in Northwest Ohio**

Alan P. Sundermeier

#### **Street Tree Resource Evaluation and Education Trust (STREET)**

Steven C. Prochaska & Melinda Hoffman (OSU Student)

### **NACAA Search for Excellence Awards**

Congratulations to three OSU Extension teams for receiving a NACAA Search for Excellence Award. The winners were:

- "The Agriculture Reality Store" program was selected as the national winner in the Search for Excellence in 4-H Youth category. Team members are John Grimes, Becky Cropper, David Dugan, and Nikki Eyre.

- "Building for the Successful Transition of Your Agricultural Business" was selected as a national finalist in the Search for Excellence in Farm and Ranch Financial Management awards program. Team members are David Marrison, Chris Zoller, Don Breece, Chris Bruynis, Jeff McCutcheon, Barry Ward, Julia Woodruff, and Mike Gastier.
- The Soil Quality Workshop program won the Search for Excellence in Sustainable Agriculture for the North Central Region. Team members are Bruce Clevenger, Jim Hoorman, Chris Bruynis, Rafiq Islam, and Alan Sundermeier.

#### **Life Members**

Congratulations to Elmer Olsen who has served as the Chair-Elect for the past year for NACAA Life Members. Elmer will serve as the National Chair for 2008-2009. Elmer lives in London, Ohio. Congratulations to Elmer for his national leadership for NACAA life members!

#### **NACAA Communications Awards**

Ohio once again showed its strength as nine Ohio entries advanced to the National competition for the NACAA Communication Awards program as North Central Winners. This is an amazing accomplishment considering there are only 14 categories and 12 states in our region. Region winners were:

Category 1: Radio program	Jonah Johnson
Category 2: Photo & Caption	David Marrison
Category 3: Presentation	Marissa Mullet
Category 6: Feature story	Alan Sundermeier
Category 7: Individual Newsletter	David Marrison
Category 8: Team Newsletter	Andy Kleinschmidt
Category 9: Video/TV	Alan Sundermeier
Category 10: Factsheet	David Marrison
Category 13: Learning module	Alan Sundermeier

We are pleased to announce David Marrison was selected as the National Winner for Published Photo and Marissa Mullet was a National Finalist for Computer Generated Graphics. Congratulations to David and Marissa.

#### **Distinguished Service Award Winners**

Congratulations to Randy Zondag (Horticulture Extension Educator in Lake County) and John Grimes (Agricultural Extension Educator in Highland County) for being selected as NACAA Distinguished Service Award Winners. The purpose of the Distinguished Service Award is to recognize the outstanding service of NACAA members with at least 10 years of service. Ohio is eligible to nominate two members each year.

#### **Achievement Award Winner**

Congratulations to Harold Watters (Agriculture & Natural Resources Extension Educator in Champaign County) for being selected as a NACAA Achievement Award winner. The purpose of the Achievement Award Program is to encourage and recognize excellence for NACAA members with less than ten years of service. Congratulations to Harold for being Ohio's recipient.

#### **National PRIDE Winner**

Congratulations to Mark Mechling, Extension Education in Muskingum County for being the national winner for the Public Relations in Daily Efforts (PRIDE) competition. The PRIDE award recognizes NACAA members or team of members for outstanding use of public relations in improving the understanding of agriculture in their communities. Congratulations Mark!

#### **2008 NACAA SARE Fellow Award**

Mike Gastier from Huron County has been selected as a 2008 NACAA/SARE Fellow representing the North Central Region of NACAA. This is a great honor as only four individuals are selected for this two year program. Mike will attend seminars in the spring and fall of each year. This award includes air travel, meals, and lodging. Mike will also receive a complete USDA SARE library courtesy of the Sustainable Agriculture Network (SAN) in Washington, DC and a \$1,500 stipend to be used for program support, materials or hardware. Congratulations to Mike!

#### **Ohio Leaders in NACAA**

Ohio has always been very active as leaders for the NACAA national committees. The following members have provided leadership this past year and/or will provide leadership for the upcoming year (see next page). Thanks to each of these members for keeping our organization on the move.

### **2007-2008 National Committee Leadership**

Mike Hogan: Council Chair for NACAA Program Recognition Council  
Presides over the 4-H & Youth, Communications, Extension  
Programs, Professional Excellence, Public Relations,  
Recognition & Awards & Scholarship Committees

Chris Bruynis: National Chairman for Scholarship Committee

Chris Penrose: North Central Region Vice-Chairman for 4-H and Youth Committee

Gary Wilson: North Central Region Vice-Chairman for Communications  
Committee

### **2008-2009 National Committee Leadership**

Mike Hogan: Council Chair for NACAA Program Recognition Council  
Presides over the 4-H & Youth, Communications, Extension  
Programs, Professional Excellence, Public Relations,  
Recognition & Awards & Scholarship Committees

Chris Bruynis: National Chairman for Scholarship Committee

Gary Graham: North Central Region Vice-Chairman for Natural Resources  
Committee

David Marrison: North Central Region Vice-Chairman for the Agricultural  
Economics & Community Development Committee

Mark Mechling: North Central Region Vice-Chairman for Public Relations  
Committee

Chris Penrose: North Central Region Vice-Chairman for 4-H and Youth Committee

Alan Sundermeier: North Central Region Vice-Chairman for Scholarship Committee

Gary Wilson: North Central Region Vice-Chairman for Communications  
Committee

### **Scholarly Presentations**

The following Educators were accepted for scholarly presentations at the 2008 NACAA AM/PIC.

#### **Agriculture Reality Store**

David Dugan, John Grimes, Becky Cropper, and Nikki Eyre.

#### **Balancing the Political Demands of a County Extension Director Position**

Chris Bruynis

#### **Creating a Better Understanding of Agriculture in your Community**

Mark Mechling

#### **Identifying Programmatic Opportunities for Extension Through Focus**

Howard Siegrist

#### **Impact of Teaching Soil Quality Concepts in a Hands-on Workshop Using Post-Event Multimedia Technology**

Alan Sundermeier, Bruce Clevenger, Jim Hoorman, Chris Bruynis, and Rafiq Islam

#### **Technological Solutions to Problems Associated with Application of Pesticides**

Dr. Erdal Ozkan

#### **Tri-State Organic IPM Video Series**

Alan Sundermeier

### **Poster Presentations**

Ohio had 16 posters accepted for this year's competition. 110 posters were exhibited at this year's conference (63 in the Extension Educational division and 47 in the Applied Research Division). Ohio had three national winners in the Extension Education division (1<sup>st</sup>, 2<sup>nd</sup>, North Central Region Winner). The following Educators presented poster presentations at the 2008 NACAA AM/PIC.

#### **Seeing is Believing with Pesticide Applicator Training**

Erik Draper, David Marrison & Randy Zondag (**National Winner for Extension Education**)

#### **Enhancing Ohio Dairy Profitability with Artisan Cheese**

David Marrison, Terry Kline & Abbey Averill (**National Runner-up for Extension Education**)

#### **Ohio Farm Women Learn Skills to Improve Communication within Farm Family Businesses**

Julia Woodruff & Doris Herringshaw (**North Central Region Winner for Extension Education**)



### **Conducting a Soil Quality Workshop**

Alan Sundermeier, Chris Bruynis, Bruce Clevenger, Jim Hoorman & Rafiq Islam

### **Determining the Economic Impact of the Ohio Grape & Wine Industry**

David Marrison

### **Educating Producers on the Benefits of Growing Primocane Fruiting Blackberries**

Maurus Brown, Shawn Wright, & Steve Prochaska

### **Establishing the “Why Trees Matter” Program**

Jim Chatfield & Erik Draper

### **Higher Input Prices Result in Greater Economic Incentives for Precision Agriculture**

John Barker

### **Master Gardener School Grant Program: Providing “Seed” Money for Classrooms**

Mark Mechling

### **Measuring Pasture Growth in Ohio**

Jeff McCutcheon

### **On-Farm Trials, Increasing Corn Populations with Twinned Rows in Ohio**

Harold Watters, Steve Foster, Andy Kleinschmidt, Gary Prill, & John Yost

### **Renovating Equine Exercise Lots to Reduce Soil Erosion and Nutrient Runoff**

Gary Wilson & Jim Hoorman

### **The Effect of Cover Crops on PSNT Levels and Corn Yields in Wyandot County, Ohio**

Chris Bruynis & Jim Hoorman

### **The Effect of Field Edge Habitat on Soybean Insect Predator Population**

Alan Sundermeier

### **Wages & Benefits for Farm Employees- A Summary of Ohio Farm Operators**

Chris Zoller & Barry Ward

## **Old Business**

### **Annual Conference – Marcia Jess**

The OSU Extension Annual Conference will be held on December 17-18, 2008, with OAEP, ESP, and Administration serving as hosts for the meetings.

Location of the 2008 OSU Extension Annual Conference will be held at the Ramada Inn Conference Center, Columbus. Committee members are Tricia Callahan, Judy Conrad, Teresa Johnson, Don Ordaz, David Dugan, Pam Montgomery, Lisa McCutcheon.

The committee is working on setting up a two-year contract arrangement with the Ramada Inn. The pre-conference date (Dec. 16) has been cancelled; however Dr. Paul Kuber will be holding an Animal Science training for ANR and 4-H Educators to provide an update on livestock issues.

A call for proposals was sent out by Pam Montgomery. Please send in via email. Extension Educators and Specialists can also log onto the ESP website for information on submitting proposals.

Early Bird Registration will be in November. The Annual Conference committee is trying to hold the cost of the conference down. There is interest in having Extension Educators and Specialists submit proposals and give programs related to the Signature Programs.

Dr. Gee will be visiting our Annual Conference on Thursday, Dec.

### **Galaxy State’s Night Out – Lisa McCutcheon**

The price for States Night Out at Galaxy is \$45.00/person, and the estimated cost is \$41.98/person. There are 9-10 people yet to pay and will be dropped from the list on Thursday, September 11 – if not paid. Others wishing to join maybe able to do so and should contact Lisa. At present, there are 110 members planning to States Night Out.

**Nominating Report – David Marrison**

The goal of the committee was to have two people listed on the ballot for each elected position. Randall Reeder declined to be considered as a candidate for President-elect. Additional names are being sought for the CD positions. Candidates must have a CD appointment, be active members in OAEP and be members of NACDEP.

Following report presented:

The nominating committee has been working over the summer to develop a slate of officers and regional board representatives for the next year. The committee split into program area sub-committees to develop potential candidates. The committee met via conference call last Thursday. The existing slate is:

President-Elect (must be a state appointment per constitution for 2009 President elect)

Kathy Lechman

Treasurer

Jeff McCutcheon

1st Vice President for CD (fill out term of Jim Wiedenheft)

Nancy Bowen–Ellzey

2<sup>nd</sup> Vice President for 4-H

Jeff Dick

Mark Light?

2<sup>nd</sup> Vice President for ANR

Gary Gao

Alan Sundermeier

2<sup>nd</sup> Vice President for CD

Mike Lloyd

2<sup>nd</sup> Vice President for FCS

Rose Fisher Merkwowitz

2<sup>nd</sup> Vice President for State

Cindy Torrpa

The following are the nominations for the regional reps to the board. These elections will be conducted by the outgoing representative.

Section 3: Election of Program Representatives shall take place as determined by the Executive Committee. The determined voting procedure will be held under the direction of current Program Representatives. The term of office shall coincide with the membership year as stated in Article II, Section 1 of the By-Laws. Program Representatives shall be elected as follows:

<b><i>Term Begins on Odd Numbered Years:</i></b>	<b><i>Term Begins on Even Numbered Years:</i></b>
North Central – ANR, 4-H	North Central – FCS, CD
West – FCS, CD	West – ANR, 4-H
South East – ANR, 4-H	South East – FCS, CD
State – FCS, CD	State – ANR, 4-H
State – Member-at-large	

North Central ANR Region Rep

Troy Cooper

Southeastern ANR Region Rep

Robin Stephenson

West Region CD Rep

Joe Lucente

State CD Rep

Myra Moss

Julie Fox

West Region FCS Rep

Barb Brahm?

Carol Chandler?

Pat Brinkman?

State FCS Rep

Donna Brown

North Central 4-H Region Rep

Mary Beth Albright

Brenda Young

Southeastern 4-H Region Rep

Connie Goble

Joy Sharp

State –Member at Large

Randall Reeder

Kara Newby

**Committee Action Plans – Mike Hogan**

Recognition Committee – David & Allen

Policy – Kathy & Andy

Send all information to Cindy Shuster.

**Other Old Business:** None

**New Business**

**OAEP Appreciation – Mike Hogan**

Five applications were received for this award. Mike asked the 1<sup>st</sup> Vice Presidents for 4-H, FCS, ANR and CD to review the applications. Deb Angell agreed to lead a conference call of 1<sup>st</sup> VP's to go over the applications.

**Annual Report – Mike Hogan**

All information to be included in the 2008 Annual Report must be submitted by the October board meeting.

**Questions for Next Association Leadership Meeting – Mike Hogan**

If any OAEP board members have questions that they wish to submit to the Keith, please do so ASAP so that the questions can be put on the agenda.

**Other New Business:** None

*The next OAEP Board Meeting will be at 10:00am on Monday, Oct. 20 in Ag Admn.*

**Adjourned:** Mike Hogan adjourned the meeting at 11:00am.

***Note: This meeting was conducted by conference call.***

Ohio Association of Extension Professionals  
October 20<sup>th</sup>, 2008

Members Present: Cindy Shuster, Mike Hogan, Teresa Johnson, Becky Barker, Dave Marrison, Deb Angell, Lisa McCutcheon, Maurus Brown, Jo Williams, Jessica Rockey, David Dugan, Randall Reeder, Sheila Maggard, Sharon Strouse, Don Ordaz, Pamela Montgomery and Kirk Bloir

President Cindy Shuster called the meeting to order at 12:25 PM

Minutes e-mailed prior to the meeting and distributed as needed. Thanks to Maurus Brown for filling in for Becky Barker. Lisa McCutcheon moved to accept the minutes as presented, seconded by Maurus Brown. Motion passed.

Treasurer's Report – Teresa Johnson

Comments about 10/2/07-10/15/08 OAEP Financial Report: The fiscal year ends in October. You will see in Expenses that Buckeye Bounty, Courtesies, Accounting/Bonding Fees, Directors Expenses, JCEP, and Recognition Awards are up, while Marketing, Membership Expenses, Emeritus Activities, PILD, Printing Annual Reports, and Scholarships are down. All Program area accounts should be up to date. Scholarships will still need to be taken out and we did receive the Utzinger Award Donation for \$1000. Kirk Bloir inquired about savings account CD and Money Market funds. Teresa reported that they both are insured and the Money Market Fund could be taken out at any time. Kirk suggested looking into starting a college scholarship with the dollars.

Membership Report – Lisa McCutcheon

In 2008 there are 315 members. With the new membership forms just out Lisa didn't have a chance to see the new numbers. There was a mistake on the original membership form mailed out. NEAFCS dues were incorrectly noted at being \$67. An email was sent to correct this mistake. Lisa will follow up with any members who don't submit the appropriate amount. The question of "Do we track OSUE or OAEP years of service?" resurfaces. If OEAA years = OAPE and we have that information, why are we tracking years in Extension? Do we need this? There was a question of "What is the objective of the awards?" Also State Professionals joining the Association and years for involvement discussed. It was suggested to possibly extend the deadline previously decided. Cindy referred this to the Policy Committee. Lisa also commented that members need to do a better job at checking their years in Extension or OAEP.

Webmaster Report – Teresa Johnson

A new membership form is on the web site as well as the last meeting minutes and treasurer's report.

Newsletter – Jill Stechschulte (Cindy Reporting)

All information is due to Jill by November 7<sup>th</sup>. All committee's should send reports. Cindy will be putting in "10 reasons you should join OAEP".

President's Report – Cindy Shuster

Cindy welcomed Jessica Rockey to the board. Thanks to Mike Hogan for presiding over the October meeting, while she attended the Retirees Picnic. Cindy commented how she enjoyed seeing everyone at the picnic and reported how very interested in the happenings of Extension and that the retirees care about our future. Cindy also reported that she attended the Association Presidents' meeting (Agenda and discussion distributed) and will be attending the State Extension Advisory Committee Meeting tomorrow.

Retiree Report – Ella Mae Bard

No Report

Committee Reports:

Policy – Kathy and Andy

No Report

Public Relations – Don and Jennifer

Don reported that the committee provided snacks for County Commissioner Days. They are gearing up for Buckeye Bounty at the County Commissioners Association Annual Meeting and they are going to get door prizes again. The committee had decided to cancel the spouse program held over the years at the event.

Recognition – Dave

The committee worked on the awards and recognition chart. The plaques and certificates will have the new logo. At the annual conference the national award winners will stand to be recognized and state awards will be recognized on stage. Multi county educators need to designate one county as of October 1 for award purposes. Past president award will now be a rotating award with name plates added. With educators taking on multiple program areas awards will be given before the entire group.

Meeting suspended at 1:10 PM for dialog with Extension Administration, Keith Smith, Ken Martin, and Linda Kutelic present.

2:20 PM OAEP Business Meeting Resumes

Professional Improvement - Pam Montgomery

\$250 in scholarships were not utilized this spring. Pam made a motion to utilize these dollars this fall.

Seconded by Lisa McCutcheon. Motion passed. The committee has been talking to Graham Cochran about the competency based model to be used.

Personnel – Sheila Montgomery

The committee has discussed clustering. County Directors need to give input.

Program – No Report

1<sup>st</sup> Vice Presidents Reports:

Family & Consumer Sciences – Deb Angell

See Report highlighting NEAFCS Award Winners and presenters

4-H Youth Development – Lisa McCutcheon

See full report posted. Lisa also included the financial reports for GALXY III State's Night Out, the Reception Member Recognition, and the NAE4-HA Presidential Reception. She reported a profit made from State's Night Out of \$528.97. Lisa made a motion the split the profit five ways to NACAA, NACDEP, NAE4-HA, NEAFCS and ESP giving them \$105.79 each. Seconded by Maurus Brown. Motion passed.

Community Development – Maurus Brown

See full report posted. NACDEP is seeking reviewers for 2009 Conference tracks.

Agriculture & Natural Resources – Dave Marrison

See full report highlighting award winners and presenters. The nomination process for the Steve D. Ruhl Agriculture & Natural Resources County Extension Award closed on October 15<sup>th</sup>. An Endowment Fund has officially been opened from which this award will be funded. The name of the fund is "OSU Extension Agriculture and Natural Resources Educator Professional Improvement Fund" and the Acct. No. is 312761. Dave reported that OAEP Committee Chairs will be updated during the next month and congratulations to Julia Woodruff and her husband Sam for the birth of their daughter, Kara Faith on October 14.

## Old Business

Annual Conference – ESP is taking the lead. Marcia Jess is working on the schedule. More information is needed about the schedule and when awards are given.

Galaxy III – States Night Out – Cindy commended Lisa McCutcheon for all her work.

Nominating Committee (Dave Marrison) - The nominating committee has been working over the summer to develop a slate of officers and regional board representatives. The existing slate is:

President-Elect (must be a state appointment per constitution for 2009 President elect)

Kathy Lechman

Randall Reeder

Treasurer

Ted Wiseman

1st Vice President for CD (fill out term of Jim Wiedenheft)

Nancy Bowen–Ellzey

2<sup>nd</sup> Vice President for 4-H

Jeff Dick

Mark Light

2<sup>nd</sup> Vice President for ANR

Gary Gao

Alan Sundermeier

2<sup>nd</sup> Vice President for CD

Mike Lloyd

Treva Williams

2<sup>nd</sup> Vice President for FCS

Rose Fisher Merkwowitz

Pat Brinkman

2<sup>nd</sup> Vice President for State

Cindy Torppa

Once the slate is accepted at the October board meeting (any further nominations are requested by this meeting), we will ask the candidates for a brief bio and conduct the election via Zoomerang in November.

The regional representatives are conducting the regional representatives. Kirk Bloir developed a wonderful ballot that many of the representatives. The program elections that will be conducted include:

John Barker is conducting the election for the North Central ANR Region Rep

Candidate is Troy Cooper

Dave Dugan is conducting the election for the Southeastern ANR Region Rep

Candidate is Robin Stephenson

Maurus Brown will conduct the West Region CD Rep election

Candidate to be announced

Don Ordaz is currently conducting the election for the State CD Rep  
Candidates are Myra Moss and Julie Fox

Pam Montgomery or Tricia Callahan will conduct the West Region FCS Rep election  
Candidate is Carol Chandler

Kirk Bloir has already conducted the State FCS Rep election.  
Candidate is Donna Brown

Heather Niekirk will conduct the North Central 4-H Region Rep election  
Candidates are Mary Beth Albright & Brenda Young

Jo Williams will conduct Southeastern 4-H Region Rep election.  
Candidates are Connie Goble & Joy Sharp

Kirk Bloir has already conducted the State –Member at Large election.  
Candidates were Kara Newby & Randall Reeder

### **2008 Nominating Committee**

#### **4-H Region Reps**

Heather Niekirk  
Sylvia Altenburger  
Jo Williams

#### **ANR**

John Barker  
Andy Kleinschmidt  
Dave Dugan

#### **FCS**

Jennifer Hartzler  
Tricia Callahan  
Pam Montgomery

#### **CD**

Sharon Strouse  
Joe Lucente  
Sheila Maggard

#### **State**

4-H Allen Auck.  
ANR Randall Reeder

FCS- Kirk Bloir  
CD Don Ordaz

OAEP Appreciation Awards (Mike Hogan) – Deb Angell along with the 1st and 2<sup>nd</sup> Vice-Presidents reviewed the applicant and have selected 3 award recipients.

#### **New Business:**

Recruiting/hiring: Faculty Educators – Cindy reported that on September 11, 2008 a proposal to hire or have established at least one faculty position in each county was approved.

OPERS Purchasable Service Credit (H. B. 600) – Cindy reported the purchase service change.

HCRD & Extension Departments – Administration is in the process of adding the Agricultural Education department to Extension. This is comprised of 5 to 6 employees.

Ohio 4-H Foundation Board Appointment – Lisa McCutcheon's appointment is up and needed to be filled. Kirk Bloir is to continue his appointment. Nate Arnet has expressed interest. Jo Williams moved to appoint Nate to the Ohio Foundation Board, seconded by Pam Montgomery. Motion passed

Annual Conference – Dr. Gee – “Bow Tie Welcome” – Chris Olinsky suggested we do a Bow tie welcome for Dr. Gee. The board suggested center pieces, encouraging people to wear their own, and letting ESP decide what can be done.

Annual Report/Reports are due to Mike Hogan by November 1<sup>st</sup>.

Board and Meeting Dates for 2009 – Mike would like to know your feelings on board meetings, committee meetings, meeting with AD’s and Keith. Positive comments were made from the group about committee meetings being held on days that either we would meet with the AD’s or Administration.

At this time there is no need for a November meeting.

2009 Budget: Teresa discussed the 2009 budget to be presented at the annual meeting. She recommended adding \$500 to income for the Utzinger Award and under expenses take out the printing annual reports and emeritus activities and increase Buckeye Bounty to \$350, courtesies to \$300, and director expenses to \$500. Jo Williams moved to accept the recommendations, seconded by Maurus Brown. Motion passed.

Meeting adjourned.

Respectfully Submitted,  
Becky Barker  
Secretary



**December 17, 2008 -- Meeting Minutes –**  
***Ohio Association of Extension Professionals***

President Cindy Shuster called the third Annual OAEP meeting of the 87th Annual Meeting of Extension Professionals to order. The meeting was held at the Ramada Plaza Hotel and Conference Center Columbus, Ohio beginning at 5:20 p.m.

Jessica Rockey led the Pledge of Allegiance; Cindy asked that all past presidents and retirees stand to be recognized. Jerry Mahan led the inspiration reminding us during this holiday season to remember its true meaning. Jack LaMuth presented a song that the 1992 Annual Conference Spirit Committee created. Teresa Johnson will add it to the website.

The secretary's report for the 2007 OAEP Annual meeting had been posted on the website and begins on page 9 of the annual report. Maurus Brown moved to approve the report as presented, seconded by Chris Bruynis. Motion passed.

Teresa Johnson gave the 2008 Treasurer's Report. She stated with scholarship payments turned in since the October meeting the organization broke even. Teresa reported that the State's Night Out actually made \$500 to be split among the program areas the next report will reflect this. She mentioned that new brochures and a new display came out of the money market fund. Also mentioned the OSU Development fund was started with a donation.

The 2009 OAEP Budget was presented to members for approval. Julie Dalzell moved to approve the budget. Jerry Mahan seconded the motion. Members voted to approve the 2009 OAEP Budget.

President's Report: Cindy highlighted the many opportunities, experiences, and how much she enjoyed the opportunity to serve the organization. She commended the members for all their hard work and especially for asking the tough questions when needed. The organization is only as strong as we make it. She has professionally and personally grown as an individual through this leadership role.

Committee Reports: Reports are posted on the OAEP website in the annual report.

Personnel: Please read report

Policy: Please read report

Program: Please read report

Professional Improvement: Pam Montgomery wanted to remind the organization how important new educator mentoring is for educator success. Please read complete report.

Public Relations: Jennifer Hartzler highlighted the adoption of a new logo, successful buckeye bounty at County Commissioners Annual Conference and the purchase of a display and brochures.

Recognition: Dave Dugan reported that Nancy Recker compiled all recognition committee information onto a flash drive. Also Dave reported the need for multi county educators to establish a home county as of October 1 of each year for award purposes.

Recognized individuals with 5 years, 10 years, and 15 years of Extension service. Please cash your award checks.

Recognized individuals for Regional Achievement Awards for 2-10 years and 10 years and over.

Old Business: None

New Business: None

Recognition of outgoing OAEP Board members by Cindy Shuster and assisted by Nancy Recker. Thank you for your contributions to the new OAEP organization.

OAEP Election Results: Dave Marrison, Committee Chair reported the results on pages 37, 38, and 39. Dave recognized the committee. He also stated that the ANR State position will need to be filled and the 4-H West position is vacant.

Results – Installation of OAEP Board by Cindy Shuster held:

President	Mike Hogan
President-Elect	Randall Reeder
Treasurer	Ted Wiseman
2 <sup>nd</sup> VP, AGR	Alan Sundermeier
2 <sup>nd</sup> VP, FCS	Pat Brinkman
2 <sup>nd</sup> VP, 4-H	Jeff Dick
2 <sup>nd</sup> VP, CD	Treva Williams
2 <sup>nd</sup> VP, State	Cindy Torppa

This group joins:

Past-President	
Secretary	Becky Barker
1 <sup>st</sup> VP, AGR	Julia Woodruff
1 <sup>st</sup> VP, FCS	Dan Remley
1 <sup>st</sup> VP, 4-H	Jo Williams
1 <sup>st</sup> VP, CD	Nancy Bown Ellzey
1 <sup>st</sup> VP, State	Teri Gustafson
4-H West Rep	Vacant
4-H SE Rep	Connie Goble
4-H NC Rep	Mary Beth Albright
4-H State Rep	Allen Auck
CD West Rep	Susan Holladay
CD SE Rep	Sheila Maggard
CD NC Rep	Sharon Strouse
CD State Rep	Julie Fox
ANR West Rep	Andy Kleinschmidt
ANR SE Rep	Robin Stephenson
ANR NC Rep	Troy Cooper
ANR State Rep	Vacant
FCS West Rep	Carol Chandler
FCS SE Rep	Pam Montgomery
FCS NC Rep	Jennifer Hartzler
FCS State Rep	Donna Brown

Cindy turned the meeting over to new president, Mike Hogan. Mike and the organization recognized Cindy for all her hard work and dedication with a rotating plaque.

2009 OAEP President Mike Hogan Plans for 2009: Mike announced the new committee roster starts on page 42. With new membership added he will repost it again. On page 40 of the annual report is a listing of all meeting dates. Mike added the importance of attending face to face meetings, the opportunities to meet with the Assistant Directors, and Administrative Cabinet especially in these times of financial difficulties. Everyone's input is needed. Plans for 2009 include working with Randall to recruit state staff to be more involved, reenergize our organization, be part of possible change and help Administration to move us forward. Mike mentioned attending a Farm Bureau County President's trip and how proud they were of all their educators and the good work they are doing.

Lisa McCutcheon mentioned that membership forms were available if needed.

Brian Raison moved to adjourn the 2008 Annual OAEP meeting. Jill Stechsulte seconded. Meeting adjourned at 6:30 p.m.

Respectfully submitted by OAEP Secretary Becky Barker