

District 4 Staff Meeting

May 12, 2010 – 9:30 a.m.
Harrison County Extension Office

Welcome/Announcements

*Thank you Harrison County Staff!

*Special Guest – Melinda Lewis
Independent Marketing – KACO
Insurance Representative

- State Budget

- Performance Evaluation
 - [Performance Appraisal Document](#)
 - [Evidence of Competencies and Skills](#)
 - [Expectations for the Agent](#)
 - [Rating Scale for Agents](#)
 - [Performance Appraisal Rating Option](#)
 - Complete Rating Option Form TODAY
 - Review competencies/expectations

- County Budgets

- 09-10 MOA Payments

- Masters completion

- Plan of Work/Affirmative Action

- [District 4 Interns](#)

- District 4 Secretary Training
June 2 – Natural Bridge State Park
Committee: Luci Hockersmith, Kathy Clark, Jamie Dockery,
Pat Joines, Susan Campbell, Kendra Hockensmith
- New Staff Planning Committee
Kim Adams-Leger
Ashley Jenkins
Chris Jeffcoat
Ray Tackett
- Personnel – Field Staff
-Length of Vacancies
-[Field Staff Review](#)
- Specialist Survey
- Snap-Ed Commitment
-Average hours per agent – 98+
-High 379; Low 6
- NEP Program

-08	326,328 (Number of Kentuckians reached; Grant 2.747 million)
-09	813,417 (Number of Kentuckians reached; Grant 4.006 million)
- [Financial Report Form](#)
-List of Grants, Gifts, Contracts
-Send one copy to District Director – July 15
- [Equipment Inventory Form](#)
-County owned
-Value over \$300
- Expiration of Unused Vacation Leave – June 30, 2010

- Ineligible Dependents for Health, Dental, or Eye
-Open enrollment (April 26-May 14)

- [4-H](#)

- [ANR](#)

- [HORT](#)