



District 7 Staff Meeting

Agenda

Wednesday, March 9, 2011
UKREC – Princeton

- Welcome
- County Budgets
- State Fair Assignments
- Incident Report Form – online
- SNAP-Ed Commitment Hours – handout (2)
- Support Staff/Staff Assistant Work Credit Form – Due April 1st, to be emailed Thursday to counties
- Supporting Military Families Workshop – UKREC April 8th
- “Strengthening Community Agrosecurity Planning” - handout
- Cell Phone Reimbursements
- CEDIK Report
- Career Ladder
- Tax Exempt Status – deadline March 15th
- Bidding Process – new regulations in EDB Handbook
- Presidential Forums
- Federal Budget/Smith-Lever Funding
- Youth Protection Guidelines – make sure updates & screen volunteers

- Agent Multi-State Report
- Civil Rights Review – info needed for SNAP-Ed & EFNEP
- Communications Conference – Bowling Green March 31-April 1
- Benefits Open Enrollment – April 25-May 13
- Intern Orientation – April 28th in Lexington
- Annual Leave Days – use by June 30th or loss
- TDL to Vacation Conversion – April 1-30th
- Shared Leave Pool Donation – May 1-31st
- Reporting Emergency Leave
- State Extension Council
- West Kentucky 4-H Camp Work Day – Friday, March 25th 9-3 p.m. and Saturday, April 2nd 9-3 p.m.
- AG & HES Alumni
- Online Evaluations
- IT Update – Rich Phelps