

Minutes
11/11/09

Matt Fulkerson, District 7 Director introduced Kathy Wimberley the new County Agent for Horticulture in McCracken County.

Multi-State Programming, Margie passed around a sheet to report any multi-state programming that had occurred.

Performance Appraisals will be sent out November 16th. These are the evaluations that Karen did before she left. Matt did sign them.

The Fulton and McCracken Counties 4-H positions have been posted. They will be open for 3 weeks. There are now 23 vacancies in the state. Eight of the positions are stop-gap funded. It will take 12-14 months to fill them.

There is a handout on emergency closings. Call Matt on his cell phone or email him if offices need to close. He has to report this to UK.

Nancy Kelley had a report about marketing. In the first 2 months \$12,000 of merchandise has been ordered. It is recommended to order marketing materials from the new site instead of having local work done so that copyright trademarks are not violated. There is a phone number listed if you have trouble with the new site. They are coming out with wrinkle free shirts soon. A handout was given out "Marketing Web Store Report".

There is a freeze information website-

<http://ces.ca.uky.edu/cesrc/FreezeInformation>

The Regional Coordinator put the website together with information all in one place. All pubs listed together by program area. It may be a good idea to print them all off and put in one place in case of emergency type weather and power outages so that you can get to them for distribution to clientele/public.

The Career Ladder/Masters Degree Approval has changed. You can find the document in the UK Agent Resources on the District 7 website. A form has to be filled out outlining the study plan and it has to be approved before obtaining a Master's Degree. The changes made to the ladder are-when trying to go to a level 3 the last 3 of the 4 years of evaluation has to be a least a 3. The changes are highlighted. The in-service training hours required has to be directly related to your program area.

December 24th Holiday- if everyone wants to take off the office can be closed.

Electronic Pay Stub-as of January you won't receive the paper stub anymore. Go to My UK, sign in, click on pay stub. This will affect everyone in the College of Ag even support staff.

Soil Tests-the price is going up to \$5.00 they have been \$4.00.

EXTENSION TODAY-Report to the People-send in ASAP if possible send in the next few weeks. December 1st, deadline to be judged.

Rich Phelps gave an IT Update and Ag You Tube Site-

<http://www.youtube.com/use/UKAgriculture>

- A professional quality video can be uploaded to YouTube. UK Ag will shoot a video. Some counties have done their own and posted on their own page.
- Extension IT Twitter Portal
<http://twitter.com/UKAGExtensionIT>
Rich will post things there.
- PTTM-Old Computers and/programs retains SSN of the farmers. Rich needs to clean/wipe the old computers.
- Rich has a list of things to look for in emails to determine if it is a phishing email.

- You can suppress names in an email distribution list.
- Windows 7 is available now if you are getting new computers. Everyone will move to Windows 7 as new computers are bought.
- Computers with NEERS and Martech needs XP on the computer
- December 2010 DELL can no longer put XP on new computers
- Headers on county web pages will be changing
- 2 counties will be testing pages with a calendar feature on their web page
- Google Analytics-this will be done quarterly and it is a code that tracks hits on a county web page. The number visits and the number page views.
- Rich's cell phone 266-1838, voice.google.com it is free
- Moodle, extension ID-allows you the advantage of Moodle
- Darryl Strode-social media, November 16 1-3pm Eastern

State Extension Council Delegates Needed in Trigg and McCracken Counties. Hotel and travel will be reimbursed. February 2nd and 3rd will be the State Extension council meeting. Wilford Davenport will be McCracken Counties' delegate.

Food Stamp Contract/Hours-year funs 10/1/09-9/30/10. New contracts will be signed sometime the first of 2010. Sign contracts usually in February but don't start reporting on those until October of that year. If contracted hours aren't met it will be reflected in performance appraisals.

- When an agent leaves the other agents need to try to make up for that vacant positions contracted hours.
- If you have trouble reporting hours contact Liz Buckner.

Randall Barnett Award-November 15-it is not too late to apply it is on the advisory council webpage.

Staff Assistant/Program Assistant Training will be Tuesday, November 24th from 8:30-3:00 at the Kentucky Dam Village for all assistants. A copy of your driver's license is needed to be able to tour the Dam. Some have still not paid.

ESP-Laura Wilson, Paula Jerrell, and Debbie Temple gave an update.

- ESP is no longer a fraternity it is now an Extension Professional Organization. You have to have worked in Extension for 5 years or more to be eligible for membership.
- It is the opportunity to interact with agents of all disciplines. There are scholarship opportunities, recognition, leadership opportunities, newsletters, PILD conference in April, Washington DC-professional development opportunity. These are all reasons to become involved with ESP. Pay dues or renew by December 1st. Your name goes in a drawing for free registration at the ESP meeting. There is a new national web address ESPnational.com this is a change from .org.
- Dr. Henning is the state membership committee chairman. Scholarship applications deadline January 11th.
- State website link on UK internal page. March 23rd in-service and annual meeting, the in-service would use county mileage and the meeting could use professional improvement money.
- The in-service is from 9am-4:30pm and the speaker's topic is intergenerational programs. The in-service is open to anyone and the cost has not been determined yet. The location is Bowling Green, University Plaza Holiday Inn.

Retirement Plan Vesting Introduced for New Employees-starts January 1, 2010. Must complete 5 years of service to receive UK's part.

Professional Improvement Meeting-Sheena Thomas-Brown reported it would be Monday, December 7th at Patti's in Grand Rivers. 11:15 lunch.

Grants-When writing a grant for \$5000 or more it must be approved. Contact Matt.

Upcoming Trainings

- Mentor training-November 13th
- Social Media-November 16th
- The Different Faces of Substance Abuse-January 26-27 Lexington (a handout was given)
- Use of Soil Data-January 14 UKREC
- Supervisor Training for Agents-March 9th in Marshall County. This will take place of regular staff March 10th.
- Kentucky Tennessee Institute for Sustainable Development-April 20-22, Paris Landing State Park contact Alison Davis 859-257-7260 or Alison.davis@uky.edu let Matt know if you are interested. He has a handout.

Chuck Stamper will do a training in January on blogging etc... it is on the in service catalog. It will be at the UKREC.

January Staff is for fiscal agents but everyone is encouraged to attend, especially if you have worked 5 years or less.