



**New Committee Officers and Key Contacts**  
**September 1, 2017 – August 31, 2018**  
*(See submission instructions at end of document)*

Committee Name	Middle Managers	Submission Contact Name:	Dee Cooper – OSU
Chair	Dee Cooper – Oklahoma State	Submission Contact E-mail	<a href="mailto:Dee.cooper@okstate.edu">Dee.cooper@okstate.edu</a>
Vice-Chair	Sharon Reynolds – U of Arkansas	Submission Contact Phone	580-233-5295
Secretary	Blake Lanford – Clemson	Date of Submission	August 2017
PLC Representative 1862	Lonnie Johnson – Virginia Cooperative Extension	PLC Representative 1890	Gerald Jones – Alcorn State University
1862 Advisor	Doug Steele – Director, Texas A & M AgriLife	1890 Advisor	Carolyn Williams – Associate Admin; Prairie View A & M University

**Annual Plan of Work**  
**September 1, 2017 – August 31, 2018**

Item to Accomplish	Responsibility (Names of people assigned to item)	Key Contact (Person who will serve as a key contact for item)	Goal Date (Anticipated completion date)	Completion Date (to be filled in when completed)
Enhance productivity of MM by providing a quarterly newsletter with pre-established topics to be determined.	Eric Simonne, State Point Persons	Eric Simonne	Quarterly	
Develop webinar series on Management Development/best practices topics to be held in off-years of MM conference. Seek input particularly from new MM. Look to the MM Best Practices Document for topics.	Jeff Ripley, Lonnie Johnson, Sheri Schwab, Jeff Young	Jeff Ripley	August 2018	

Promote and Support_NUEL activities throughout the year.	Sheldon Hammond, Brenda Rogers	Sheldon Hammond	August 2018	
Motivating plateau/auto-pilot mid-spectrum performing employees to “step up” their game; meets expectations, but not lighting the world on fire. Organizational Development tools Motivating agents to achieve/reach their full potential.	Dan Goerlich, Danny Peek, Dee Cooper, Sheri Schwab	Dan Goerlich	August 2018	
Collaborate with SR-IT Committee to identify helpful IT/technology tools for MM to work more productively, simply, faster, get internal input/feedback, communicating effectively. Present resources no later that SRPLN 2018.	Courtney Owens, Jim Stewart, Blake Lanford	Jim Stewart	August 2018	
Collecting each state’s Performance Appraisal tools for Agents and County Coordinators/Directors and posting on SRMM webpage as a resource/tool.	Dee Cooper, State Point Persons	Dee Cooper	January 2018	
Develop a plan to collaborate with Community Development Committee to create/deliver internal training on CD principles to SRMM	Sheri Schwab, Blake Lanford, Carolyn Williams, Sharon Reynolds, Jeff Johnson	Sheri Schwab	January 2018	
Reviewing and sharing our recruitment efforts. Work with HR Professionals to identify and develop best techniques and tools. Modify as necessary for Extension application.	Tom Obreza, Jeff Ripley, John Thompson, Sheldon Hammond, Lonnie Johnson, Jerry Clemons, Anna Smith	Tom Obreza	February 2018	

Quarterly Conference Call Schedule: (Dates/Times – Please indicate time zone)

2<sup>nd</sup> Thursdays – 10:00 am Eastern / 9:00 am – Central

October 12, 2017  
February 12, 2018  
April 12, 2018

June 14, 2018  
July 12, 2018