



**2017 Southern Region Joint Meeting
Program and Staff Development Committee**

August 21-24, 2017

MINUTES

Call to Order – Melissa Cater, 10:30pm CST

Members Attending:

Celeste Allgood (GA)
Nancy Calix (KY)
Scott Cummings (TX)
Amy Harder (FL)
Todd Hurt (GA)
Kenneth Jones (KY)
Karen Vines (VA)
Donna Maria Vigil-King (NC)
Nick Place (FL)
Vernon Jones (OK)

Diane Mashburn (AR)
Donna Peterson (MS)
Vonda Richardson (FL)
Julie Robinson (AR)
Meredith Weinstein (NC)
Kristi Farner (GA)
Thelma Barnes (MS)
Barbara Boand (NC)
Marina Denny (MS)
Vanese Singleton (AL)

Tuesday, August 22, 2017

Administrative Advisors

VERNON JONES - 1890

Vernon Jones: 1.) Take back reporting discussion to AEA. 2.) AEA's have been through NIFA reviews lately. 3.) Accolades to the VSS. Big retirements in AEA, trying to fill the position. 4.) Every 2 years AEA hosts a research symposium, looking to join 1890 and 1862 host a joint symposium. Looking for more ways to work together. 5.) House and Senate suggesting level funding for 1890, Cornerstone to help advocate. 6.) Committee on Legislation and Policy will be meeting about the upcoming Farm Bill. 7.) Vernon Jones rotating off of eXtension board.

NICK PLACE - 1862

1.) ECOP director stepped down, they are currently searching for a replacement and hope to fill the position by January 2018. 2.) There have been several southern region administration changes. 3.) Rachel Wellborn is leading the effort to create curriculum on civil dialogue on race relations. 4.) New ECOP chair is working on ways we can work as a system across the U.S. 5.) NUEL continues to grow. 6.) USDA/NIFA are conducting calls to conversation to find out what NIFA should be focusing on with funding, programming, and resources.

Review of Agenda

REPORT/DISCUSSION	
Melissa Cater asked for any discussion regarding the agenda. Melissa Cater suggested looking at discussion questions for keynote speaker during the officer reports. Amy Harder suggested that we move keynote discussion points to the end of the agenda so that it can spill over into supper/committee night out.	
MOTIONS, RECOMMENDATIONS, & FOLLOW-UP	A motion was made and seconded to approve the agenda.

Review of Minutes and Approval from the July 19, 2017 PSD Committee Meeting

REPORT/DISCUSSION	
Changes or corrections to the minutes from the July 19, 2017 PSD call were requested. No changes or corrections were made.	
MOTIONS, RECOMMENDATIONS, & FOLLOW-UP	Scott Cummings moved that the minutes be accepted. Celeste Allgood seconded the motion. The minutes were accepted by the committee.

Overview of Committee Events for the Week

COMMITTEE EDUCATIONAL TOUR – DIANE MASHBURN
Diane Mashburn shared about our educational tour at Cook Children’s Medical Center. Meet in lobby 8:30 to begin shuttling.

COMMITTEE NIGHT OUT – SCOTT CUMMINGS
Scott Cummings has arranged for supper at Mexican restaurant - Mi Cocina. Meet in lobby at 5:40 to walk to the restaurant.

Officer Reports

Chair - Melissa Cater

REPORT/DISCUSSION
No report.

Vice Chair - Donna Peterson

REPORT/DISCUSSION
No report.

Secretary - Julie Robinson

REPORT/DISCUSSION
No report.

State Reports

STATE REPORT
Brief reports were shared from each institution attending.

POW Updates

EXTENSION EDUCATOR COMPETENCY MODELS – AMY HARDER			
Compiled organizational core competency frameworks into an Excel spreadsheet. Post directory on SR-PLN PSD Committee website. Continue to identify common and unique competencies across those models.			
ACTION ITEM	Amy Harder compiled organizational core competency frameworks.		
PERSON RESPONSIBLE	Amy Harder and Matt Bengé	GOAL DATE	August 2017

AREAS OF EXPERTISE – MELISSA CATER			
Add areas of expertise to current SR-PLN PSD directory based on responses received to-date. Posted directory on SR-PLN PSD Committee website.			
ACTION ITEM	Directory will be made available on the SRPLN-PSD Committee website.		
PERSON RESPONSIBLE	Melissa Cater	GOAL DATE	August 2017

PROGRAM AREA EVALUATION NEEDS ASSESSMENT – MELISSA CATER			
Conduct needs assessment with CRD, FCS, 4-H, and ANR Committees to identify a high priority evaluation need within each group.			
ACTION ITEM	Contact program area personnel to continue working on this item.		
PERSON RESPONSIBLE	Melissa Cater	GOAL DATE	August 2017

SOUTHERN REGION STATE LEADERSHIP PROGRAMS – MARINA DENNY			
An inventory of southern region internal state leadership programs was completed. The inventory will be posted on the committee's SR-PLN website. Share inventory of southern region state leadership programs in collaboration with other interested universities.			
ACTION ITEM	Inventory is available on the SRPLN-PSD Committee website.		
PERSON RESPONSIBLE	Marina Denny	GOAL DATE	August 2017

VIRTUAL SUMMER SCHOOL – JULIE ROBINSON			
Third year of VSS in conjunction with NAEPSPDP completed August 7-10, 2016. One hour-long session each day on career advancement. Report distributed. Link to webinar archive website will be added to SRPLN-PSD Committee website. It was suggested that the VSS be hosted earlier in the year and marketing efforts be increased.			
ACTION ITEM	Continue to think about topics for next year.		
PERSON RESPONSIBLE	Rich Poling, Julie Robinson, and Ken Jones	GOAL DATE	August 2017

Report from PLC Representatives

CELESTE ALLGOOD – 1890			
Rotation has changed. We will be in New Orleans in 2019. Celeste will find out if there will be a yearly bid process. Is the structure of the conference still relevant and still work for interstate cooperation and networking? If it is or is not, please include in your evaluation.			
ACTION ITEM	Continue to think about committees for collaboration. Continue regular progress on Plan of Work items.		
PERSON RESPONSIBLE	Celeste Allgood	GOAL DATE	August 2018

Finalize Accomplishments, Information, and Action Items 2016-2017

FINALIZE ACCOMPLISHMENTS, INFORMATION, AND ACTION ITEMS FOR 2016-2017
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Reviewed 2016-2017 Plan of Work items. Committee contact information sheets were passed around for members to make edits and updates.

Wednesday, August 23, 2017

PROFESSIONAL DEVELOPMENT TOUR – COOK’S CHILDREN’S HOSPITAL

The group heard from the coordinators of several volunteer and community outreach programs conducted by the hospital. Hospital representatives also gave a tour of the hospital’s educational wing.

Special Topics

VIRTUAL MULTI STATE WORKING GROUPS – RACHEL WELBORN

Rachel Welborn presented an opportunity to the committee about how to help virtual teams communicate and be more successful. The group presented multiple suggestions for best practices. Discussion revolved around what is already being done. Provide a list to Rachel of materials that already exist. Julie Robinson will find out more information and get back to the group.

SERA47: LOCAL FOOD SYSTEMS – MEREDITH WEINSTEIN

Four teams working to develop learning communities. Learning communities include: working with new and small farmers, computerized repository of local foods information, measuring impacts of local foods, and organizational structures and how to best form teams and groups focusing on local foods in Extension. If anyone is interested, please talk to Meredith.

eXTENSION – TERRY MEISENBACH

eXtension has rebranded their iThree Issues Corp. Hoping to increase number of Extension personnel served across the country.

Finalize Accomplishments, Information, and Action Items

FINALIZE ACCOMPLISHMENTS AND ACTION ITEMS

Accomplishments and action items were reviewed and revised by the committee members. One action item was submitted regarding the USDA-NIFA reporting changes that are going into effect. The report was submitted to Rachel Welborn via email at 3:03pm on August 23, 2017.

Thursday, August 24, 2017

FINALIZE 2017-2018 PLAN OF WORK

The 2017-2018 Plan of Work was finalized. All members approved the plan. The plan of work was submitted to Rachel Wellborn via email at 9:31am on August 24, 2017.

ELECTION OF PLC REPRESENTATIVES

Celeste Allgood was nominated to serve as the 1890 PLC Representative term. Celeste was unanimously elected as the 1890 PLC Representative. Meredith Weinstein volunteered to complete the remaining 1 year term vacated by Rich Poling’s retirement. Meredith was unanimously approved to serve as the 1862 PLC Representative.

ELECTION OF SECRETARY

The nature of the Secretary position was explained. Nancy Calix was nominated for the position and accepted the nomination. Nancy Calix was unanimously elected as the new Secretary.

MEETING DATES

Meeting dates were established for the upcoming year: January 17, April 18, and July 18. All meetings will be held via Zoom at 1pm CST/2pm EST. Discussion was held regarding format of meetings. Zoom meetings will add a focus on a topic of interest/relevance to the group. The group decided to forego the educational tour next year as a way to shift standard agenda items earlier, thus allowing for time to begin work on POW items that could continue on Thursday morning.

Todd Hurt motioned to adjourn and Celeste Allgood seconded 9:25 am.
The meeting was adjourned at 9:25am EST on Thursday, August 24, 2017.