



New Committee Officers and Key Contacts
September 1, 2012 – August 31, 2013
(See submission instructions at end of document)

Committee Name	FCS	Submission Contact Name:	Krystal Smith
Chair	Krystal Smith (WV)	Submission Contact E-mail	smithkr@wvstateu.edu
Vice-Chair	Paula Threadgill (MS)	Submission Contact Phone	304-552-2598
Secretary	Jacquelyn White (TX)	Date of Submission	August 23, 2012
PLC Representative 1862	Anne Sortor (AR)	PLC Representative 1890	Kristopher Grimes (KY)
1862 Advisor	Shirley Hastings (TN)	1890 Advisor	Gina Eubanks (LA)

Annual Plan of Work
September 1, 2012 – August 31, 2013

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)
Foster and strengthen Extension education programming throughout the Southern region by promoting multi-state cooperation				
Facilitate FCS spring meeting in DC during the BoHS meeting to discuss progress and issues	Chair and Vice-Chair	Krystal Smith	2/28/2013	2/20/2013
States submit annual reports to SR-FCS-PLN	FCS state program leaders	Jacquelyn White	7/15/2013	7/20/2013
Meet at NEAFCS annual meeting for FCS administrators in Columbus, OH as SR-FCS to discuss collaboration	FCS State program leaders	Krystal Smith	9/29/2012	9/27/2012
Manage multistate proposal/grant writing	Committees: Childhood obesity, Obesity,	Shirley Hastings, Kris	8/31/2013	On-going

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teams in the region/cross committee work Expand Food Safety/ServSafe survey	Skills training, Aging and Caregiving	Grimes, Debbie Murray, Jatunn Gibson, and Elizabeth Address		
Update FCS Listserv for PLN to easy collaboration among members	Secretary	Jacquelyn White	8/31/2012	8/22/2013
eXtension FCS module development	Secretary	Jacquelyn White	8/31/2012	On-going
Anticipate emerging program issues and needs and implement action processes to address them in a timely manner				
Host a Webinar on AFRI grants and multistate programs	Chair talks to NIFA	Krystal Smith	8/31/2013	Spring 2014
Convene quarterly FCS conference calls to discuss progress on action items and program issues and needs	Chair and Vice-Chair: Smith & Threadgill Committee members	Krystal Smith	8/31/2013	5/9/13
Succession for FCS positions. Discuss alternatives to address this issue	All members, invite FCS retirees and present program leaders to serve as mentors/advisor (Alumni group)	Gladys Shelton, Jorge Atilas, Kasundra Cyrus	8/31/2013	On-going
Survey on national Extension indicators from FCS perspective. States share their economic indicators and qualitative feedback on the value of FCS	Committees, State Program leaders	Krystal Smith	8/31/2013	Done
Administrative/procedures for PLN				
Update SR-FCS-PLN webpage	Secretary and Chair	Smith & White	On-going	On-going
Forward Minutes to SRDC office	Secretary	Jacquelyn White	8/31/2013	8/31/2013
Plan/Conduct 2013 Meeting	Chair, Vice-Chair and Officers	Krystal Smith	8/31/2013	8/31/2013
Submit Annual Plan of Work to PLN	Chair and Vice-Chair, committee	Krystal Smith	8/24/2012	8/23/2013
Prompt members to send nominees for national and regional awards, NEAFCS, BoHS, APLU-Extension (adopt state process to assure participation)	All program leaders	Krystal Smith	8/31/2012	Done
Maintain Caring Hands account	Program leaders contribute.	Paula Threadgill	8/31/2013	Done