



**2014 Southern Region Joint Meeting  
 Program and Staff Development Committee**

**April 14, 2014**

---

*MINUTES*

Call to Order – Kenneth Jones, 2:01 pm

Members Attending:

Kenneth Jones (KY)  
 Celeste Allgood (GA)  
 Laura Downey (MS)  
 Scott Cummings (TX)  
 Vernon Jones (1890 Advisor)  
 Amy Header (FL)

Chris McClendon (AL)  
 Joseph Donaldson (TN)  
 Julie Robinson (AR)  
 Sara Baughman (VA, eXtension)  
 Joyce Martin (OK)  
 Rich Poling (AR)

**Review of Agenda**

REPORT/DISCUSSION	
Ken Jones asked for any discussion regarding the agenda.	
MOTIONS, RECOMMENDATIONS, & FOLLOW-UP	There were no changes or additions.

**Review of Minutes and Approval from the January 14, 2014 PSD Committee Quarterly Meeting**

REPORT/DISCUSSION	
Celeste Allgood asked for any changes or corrections for the minutes from the January 14, 2014 PSD quarterly conference call meeting. There were no changes or corrections.	
MOTIONS, RECOMMENDATIONS, & FOLLOW-UP	Chris McClendon moved to accept the minutes. Laura Downey seconded and the motion passed.

**Officer Reports**

**Chair – Ken Jones**

REPORT/DISCUSSION	
Ken Jones requested suggestions for names to fill the incoming secretary position.	

**Vice Chair – Laura Downey**

1 SPLN-PSD Committee Meeting: April 14, 2014

<b>REPORT/DISCUSSION</b>
No report.

### Secretary – Celeste Allgood

<b>REPORT/DISCUSSION</b>
No report.

### POW Updates

<b>Staff Directory – MARCIE SIMPSON</b>			
Marcie Simpson was not available but Ken Jones provided an update. Marcie Simpson indicated that she was making some progress on the staff directory, but did encounter some technical difficulties.			
<b>ACTION ITEM</b>	Recreate directory and locate a site to house it.		
<b>PERSON RESPONSIBLE</b>	Marcie Simpson	<b>DEADLINE</b>	TBD

<b>SHARING EDUCATIONAL RESOURCES – DEBRA DAVIS AND VIRGINIA MORGAN WHITE</b>			
Ken Jones reminded the group about a previous discussion on where to house the resources. Debra and Virginia recommended that we use the “Create” site of eXtension to post and house our program and staff development resources. This would give us more ownership of the materials.			
<b>ACTION ITEM</b>	Further work needed.		
<b>PERSON RESPONSIBLE</b>	Debra Davis and Virginia White	<b>GOAL DATE</b>	TBD

<b>TRAINING SESSIONS/EXCELLENCE IN EXTENSION TEACHING SERIES – KAREN BALLARD</b>			
Ken Jones asked if the sessions were just for the PSD PLN group or were we going to partner with NAEPSPD or another group. Scott Cummings stated that we will probably need to wait until August to give further discussion for this item. Ken Jones agreed and it will remain on the plan of work for August.			
<b>ACTION ITEM</b>	Develop training sessions/excellence in extension series.		
<b>PERSON RESPONSIBLE</b>	Karen Ballard, Scott Cummings	<b>GOAL DATE</b>	August 2014

### PLC Representatives

<b>SCOTT CUMMINGS - 1862</b>			
PLC is focused on the August meeting in Fort Worth at this time. It will start Tuesday morning with a three hour workshop. Committee time will occur after the morning session. Ken Jones asked about registration availability and Scott stated it will be available any time now. Hotel reservations were available.			

<b>GAIL LONG – 1890</b>			
-------------------------	--	--	--

Ken Jones spoke with Gail Long who was not available. Her term is ending this year and a new person will need to be selected. Ken asked Johnnie Westbrook about assuming the position. Celeste indicated that a person at Fort Valley State may be interested.

## Administrative Advisors

### **VERNON JONES - 1890**

Vernon Jones stated that he attended the joint meeting between ASRED (Association of Southern Region Extension Directors) and AEA (Association of Extension Administrators) in South Carolina where plans for the Morrill Act celebration were discussed. He discussed an AEA project launched last fall related to PSD with topics such as program evaluation and impact statements. The project was targeted to new Extension employees.

### **NICK PLACE - 1862**

Ken Jones asked Amy Header if Nick Place was receiving the email notices for the meetings. She stated that he was not receiving the emails. Ken will add him to the listserve.

## Other Business

### **PLN MEETING - FORT WORTH, TEXAS**

Ken Jones and Scott Cummings communicated through email regarding possible outings. Scott stated there are two that he is pursuing at the time. He is looking at the Fort Worth Livestock Show and Rodeo and Texas Motor Speedway, given the large number of volunteers they use and manage. Possibly an arboretum tour will be the third option if the first two do not work. Scott asked for any other suggestions from the group. The Fort Worth Zoo was suggested as a possibility.

Ken Jones asked the group to begin thinking about potential plan of work items in order to move the process along when meeting in August.

### **NAEPSDP NATIONAL MEETING**

The dates are December 9-11, 2014. Scott Cummings said that the conference is coming along nicely. The hotel is confirmed with the room blocks. It is on the Riverwalk. The Call for Proposals is being finalized.

## Upcoming Conference Calls

### **JULY 16, 2014**

Ken Jones reminded the group of the upcoming conference call on July 16, 2014.

### **CLOSING REMARKS**

Ken Jones asked for any final items for discussion or comments. There were none.

The meeting was adjourned at 2:28 pm.