

District 5 Staff Agenda

February 13th, 2019

Taylor County Extension Office

Registration: Russell Co. - Refreshments: Clinton & Cumberland

COOPERATIVE EXTENSION



Celebrations

Christan Miracle, Marion CEA for ANR, awaiting arrival of Baby #1 this week!

Jordan Crain, Green CEA for FCS, due with Baby #2, February 2019

TJ Adkins, Pulaski CEA for ANR, preparing for Baby #2, June 2019

Elijah Wilson, Cumberland CEA for 4-HYD, preparing for Baby #1, August 2019

Rachel Selvidge, Wayne Support Staff, due with Baby #2, August 2019

February Birthdays

Rachel Selvidge	2/2
Pat Hardesty	2/4
Elijah Wilson	2/13
Marla Stillwell	2/13
Susan Martin	2/19
William Rogers	2/21
Fran Hodges	2/24
Jessica Vincent	2/25
Lisa Musgrove	2/25

UK Health & Wellness LIVEWELL Check-Ins

- Screenings in J. Mitchell Horn Room
- Complete process takes approximately 30 minutes
- Participant Rebate = \$100.00

District 5 Vacancies

- ANR – Casey & Washington; FCS – LaRue, Russell & Wayne; 4-HYD – Marion, Nelson & Pulaski; FCS/4-HYD – McCreary
- Washington 4-HYD – Melissa Schenck accepted offer – Start date: March 11th, 2019

Personnel Updates

- *Clara Samuels, District 3 Administrative Support (STEPS)*
- *District 3 & 4 Administrative Support Staff – positions pending posting*
- *2/1/19 – TJ Adkins transfers from Pulaski 4-YHD to Pulaski ANR*

NEP Updates – Sara Talbott, Area NEP Agent & Jann Knappage, NEP Food Systems Initiative

Program Area Reports

Dayna Fentress, Hardin CEA for FCS
 Amy Aldenderfer, Hardin CEA for HORT
 Laura Rogers, KSU Small Farms Area Agent

Kindra Ewing Jones, Grayson CEA for 4-HYD
 Ricky Arnett, Green CEA for ANR

IGNITE Sessions

- “Springfield Green Festival” – D. Morgeson (Washington HORT) & C. Buckman (Washington FCS)
- “Grayson County Beef Reproductive Management Program” – W. Carman (Grayson ANR)
- “Community Strategic Planning (3051)” – E. Wilson (Cumberland 4-HYD)

GENERAL REMINDERS

- Affirmative Action Plan – Rough Draft to DD by May 15th
- Barnhart Fund for Excellence – Applications due by March 18th
- Chi Epsilon Sigma – April 10th – 12th in Bowling Green, KY
- County Off-Set Voucher is Past Due – Feb 1st
- County Quarter Payment – April 10th
- County Reviews Scheduled for D5 Counties
- Extension Review Update – Dr. Gary Palmer
- LC and LT AgHES Alumni Updates
- Leave Requests and Balances
- Secretary Training Update
- Staff Meetings Date Reminders
- Status of County Offices (new address, building, additions, etc.)

DISTRICT CALENDAR REMINDERS

<u>Month</u>	<u>Specific Item</u>	<u>Procedure/Note</u>	<u>Deadline/Due Date</u>	<u>District Office</u>
February				
	County Offset Vouchers	Signed original to DD	2/1/2019	
	District Staff Meeting	Taylor Co.	2/13/2019	
	Verified Volunteers Webinar & Recording	<p align="center">Meeting URL: https://sterlingts.zoom.us/j/230384385 Dial: 408 638 0968 Meeting ID: 230 384 385 Dates: 2/25/19 @ 3:00pm-4:00pm EST 2/27/19 @ 10:00am – 11:00am EST</p>		
	State Extension Council Meeting	Meeting @ Embassy Suites - Newtown Pike, Lexington, KY	2/26/19 - 2/27/2019	
March				
	Verified Volunteers Webinar & Recording	<p align="center">Meeting URL: https://sterlingts.zoom.us/j/230384385 Dial: 408 638 0968 Meeting ID: 230 384 385</p>	3/1/19 @ 12:00pm – 1:00pm EST	
	District Staff Meeting	Taylor Co.	3/13/2019	
	Barnhart Fund for Excellence	Submit applications to Megan Lucy in Dean's office	3/18/2019	
	ESP Annual Meeting	Nelson Co. Extension Office	3/19/2019 – 3/20/2019	
	CES Budget Plan "Rough Draft"	Submitted to DD	TBD	

April				
	Status of County Offices	New addresses, new building, additions, etc.	4/1/2019	Send info to DD
	3rd Quarterly County Payment	Send payment to Dr. Young's office - Copy to D5 office	4/10/2019	
	District Staff Meeting (Tentative)	Taylor Co.	4/10/2019	
	Chi Epsilon Sigma	Holiday Inn University Plaza - Bowling Green, KY	4/10/2019 - 4/12/2019	
	District Board Budget	Counties submit DRAFT budget to Co. Judge Exec w/ budget finalized and forwarded in June.	Fiscal Court by 4/15/2019	Copy to DD
	EFNEP Statewide Training	EFNEP 50 th Anniversary Celebration – Lexington	4/23/2019 – 4/25/2019	

ADMINISTRATIVE STAFF & EFO Updates

PowerPoint will be uploaded to district webpage Thursday 02/14/2019



