

District 6 Staff Meeting Agenda

Warren County Extension Office
Bowling Green, Kentucky
December 11, 2019

Welcome**Extension ~~10~~ 10****Extension Transition Update****NEP Update** – Mary Higginbotham**CAFÉ Financial Team Update** – Jeremy Teal**State Extension Council**

- We need a new representative to replace David McKinney whose term will be ending in December.

Reminder - QuickBooks Online Trainings are Thursday and Friday

- Mammoth Cave Area Counties - Thursday, December 12th at the Warren County Extension Office. Training begins at 9:00 a.m.
- Green River Area Counties - Friday, December 13th at the Henderson County Extension Office. Training begins at 9:00 a.m.
- Each county should bring one laptop to work on as a group.
- Lunch will be on your own.

Performance Evaluation System is Now Open for Bi-Weekly Employee Self-Evaluations

- Self-evaluation help is available at:
 - <http://www.uky.edu/pe/selfeval>

Extension Diversity Award

- Nomination forms are due to Mia Farrell by January 10th.
- For more information, please refer to email from Dr. Laura Stephenson on November 4th.



Career Ladder Applications

- Hard copy originals must be received in District 6 Office by noon on January 9th.
- <http://ces-manuals.ca.uky.edu/content/career-ladderprofessional-promotion>

Mid-Year Visit Update

- All mid-year visits have been scheduled.
- Starting times will vary by each office.

Program Areas

FCS

4-H

ANR and HORT

- Dr. Craig Wood wants to meet with ANR & HORT Agents in January or February. What date would be best?