

# District 7 Staff Agenda

Wednesday, September 18, 2019  
KY Soybean Association Building – Princeton

- Welcome – Christian & Lyon Hosts
- Administrative Update – Matt Fulkerson
- NEP Update – Denise Rennekamp
- Financial Operations Update – Jeremy Teal
- ESP Update – Paula Jerrell
- Extension Transition – Agent Transition Team – Jill Harris & Kelsey Chadwick

## Administrative Topics

- Personnel Update
- Community Assessment Reports
- UK Branding – Wildly Possible
- Report to the People
- Agent Graduate Studies
- Survey Studies
- Online Masters Update
- IT Update
- KSU Update
- Camp and Field Trip Insurance
- Employment Posters
- New Employee Orientation
- Blue and White Cards
- Harassment Training
- Extension Vacancies
- Human Resources Tech
- UK Wellness
- CAFE Office of Diversity Update
- Political Activity in County Offices
- Urban Extension Director
- Financial Operations Update
- Program Area Updates

## Reminders

- Audits – FY 17-18/Christian & Crittenden
- County Program Review 6 month Follow ups – Crittenden/Calloway-December
- State Extension Council Delegates – No replacements until December 2020
- Two Extra Bonus Days in December (23-24)
- D7 Staff Dates – November 13<sup>th</sup> at 4H Camp & December 11<sup>th</sup> at McCracken County
- UKREC/UK Grain & Forage Center for Excellence – RIBBON CUTTING 19<sup>th</sup>

## Upcoming Deadlines

- Final Accounting 2019 – Due October 1, 2019
- Motor Vehicle/Watercraft Tax Form – 10/1 to DD & DLG
- 2<sup>nd</sup> Quarter Payment to UK – 10/10 to Dr. Laura Stephenson
- Property Tax Rate Request Form 62A3000 (4/19) – 10/15
- County Extension Council – names to County Judge - 11/1
- State/County Equipment Inventory
- Report To The People – due to DD before Thanksgiving Break
- District Board Members Appointed – 12/15
- Audits – FY 18-19/Caldwell, Carlisle, Christian, Fulton, Hopkins, Livingston, Lyon, McCracken & Todd
- Success Stories – due every quarter/5 total for the year per agent