

District 2 Staff Meeting
February 12, 2020
Leslie County Extension Office

10:00 AM

Welcome

New Agent Introductions

- Kim Hornsby-Jackson County 4-H Agent

District 2 Agent Vacancies (in no particular order)

- *Owsley County 4-H Agent*
- *Leslie County ANR Agent*
- *Laurel County 4-H Agent*
- *Lee County 4-H Agent*
- *Rockcastle 4-H Agent*
- *Whitley County 4-H Agent*
- *Whitley County Horticulture Agent*
- *Leslie County FCS Agent*
- *Jackson County FCS Agent*

Kentucky Extension Diversity Award Recipients

- ***Perry County (Reda Fugate)***
- Metcalfe County (Lynn Blankenship & Heather Shaw)
- The recipients will be recognized at the State Extension Council Banquet

NEP Update

- Amy Singleton-District 2 Area NEP Agent

Administrative Update PPT

Extension Business Operations Update

- Ty Back-College Business Analyst

Breakout Sessions

- ANR/Hort- David Coffey-Jackson County ANR Agent
- FCS- Kayla Watts-Breathitt County FCS Agent
- 4-H- Jessica Morris-Wolfe County 4-H Agent
- FA- Cortney Moses- Whitley County Fine Arts Agent

Bi-Weekly Evaluation

- Supervisors review make comments and send to DD for review and comments before meeting with staff to review.
- All Face to Face Meetings done by February 28th, 2020 and signed off.

KERS Reports

- Reminder to get reports into KERS by the 10th of the following month

Success Stories

- 3rd due by April 10th, 2020
- 4th and 5th due by July 15th, 2020

ESP

- Matti Cornelius and Crystal Osborne
- Annual Meeting –March 18th with In-service on March 19th at the Scott County Extension Office.

KVF

- February 13-15th, 2020
- Hyatt Regency and Lexington Convention Center -Lexington, KY
- Asking for 100% participation from each county in the state
- D-2 KVF Planning Committee: Jessica Morris, Alissa Ackerman, Dora Centers

CHIES Annual Meeting

- April 15-17, 2020 at the Embassy Suites Lexington, KY.

Mountain Ag Week-RCARS

- Mountain Ag Week: September 8-12th, 2020
- Kickoff Event -RCARS Farm to Fork Dinner: September 3rd, 2020
- Pumpkin Days: September 9th and 10th, 2020 (Wednesday and Thursday)
- Youth Environmental Science Day: September 11th, 2020 (Friday)
- Field Day: September 12th, 2020 (Saturday)
- D-2 Committee Members: Lora Davidson, Reed Graham, Jan Gibson, Jessica Morris, Ryan Spicer, Amy Singleton, Kayla Watts, Heather Graham

End of Year/W2 Related Reminders

- The UK Benefits Office will be mailing the 1095 benefits forms to applicable employees.
- Your 2019 W-2 tax form is now available online through the [myUK Employee Service portal](#). For instructions on how to access and print your online W-2 form, [view our online guide](#).
- ITS recommends using Chrome or Firefox browsers for the best viewing experience, although most browsers may be utilized.
- If you have questions, please contact Payroll Services at (859) 257-3946 or ukpayroll@uky.edu.

MLK Day

- If you worked MLK Day, then you need to make sure you request that holiday soon and use it.

Barnhart Fund for Excellence

- The Charles E. Barnhart Fund for Excellence was created to honor Dr. Barnhart, dean of the College of Agriculture from 1969-1988. The Barnhart Fund supports activities that enhance excellence in College of Agriculture, Food and Environment programs.
- The committee is currently seeking proposals for projects to occur during fiscal year 2021, which is July 1, 2020- June 30, 2021.
- For the 2021 fiscal year application and a list of prior awards, please see <http://administration.ca.uky.edu/barnhart-fund-for-excellence>
- **Applications are due by 5:00 ET on March 2, 2020.**

I-9 Training Schedule

- Q1 - 03/19/20 10AM-11AM
- Q2 – 05/07/20 10AM-11AM
- Q3 – 07/24/20 10AM-11AM
- Q4 - 12/04/20 10AM-11AM

Logic Model Trainings

- Wednesday March 4th at 9:30 ET via Skype
- Wednesday March 4th at 3 pm ET via Skype

Employee Resources - Employee Discount Program

- Visit the CAFE Employee Resources page for information on the Employee Discount Program and many other resources: <https://cafebusinesscenter.ca.uky.edu/content/employee-resources>

Upcoming Deadlines:

- Please see Extension Calendar for what is up and coming:
https://districts.ca.uky.edu/files/ext_annual_calendar_19.20_8.22.19.pdf

District Staff Meeting Schedule

- March 11th, 2020 – Breathitt County Extension
- April 8th, 2020 – No Meeting (Hold Date)
- May 13th, 2020 – Clay County Excel Building
- September 9th, 2020 – RCARS Auditorium-(Possibly Online)
- November 11th, 2020 – RCARS Auditorium

Transition Update

- Charles May-Perry County ANR Agent
- Hayley Pierce- Extension Marketing Manager

