



**National Association of Community Development Extension Professionals Board/Committee Chairs**

**AGENDA Friday April 11, 2014**

**PHONE #: (605) 477-2100 / Passcode: 1069284#**

**Use this web connection: <https://umconnect.umn.edu/nacdep/>**

**START TIMES: 9 am (PACIFIC & AZ) / 10 am (MOUNTAIN) / 11 am (CENTRAL) / noon (EASTERN)**

**Voting Participants:**

Joshua Clements, North Central Rep.  
Kenyetta Nelson-Smith, 1890 Rep  
Michael Darger, President  
Alison Davis, President-Elect  
Notie Lansford, Treasurer  
Stacey McCullough, Southern Rep.  
Kelly Nix, Northeast Rep.  
Michael Wilcox, Past President

**Non-Voting Participants:**

Peter Metsker  
Michael Dougherty  
Minnie Mitchell Bishop  
Susan Kelley  
Mary Emery  
Scott Loveridge  
Kevin Andrews

**Welcome / Call to Order / Introductions**

Michael Darger

**Approval of the agenda:** Michael Darger opened the meeting with approval of the agenda. Notie moved approval. The agenda was approved as presented.

**Review & Approve February 14, 2014 minutes:** A draft has been sent out but is still incomplete. Approval deferred until May meeting.

**Treasurer's report:** Notie indicated that the financial reports were distributed to the Board. Membership renewals are coming in. We received final payment from Galaxy, which will be credited to 2013 financial statements. Cash on hand is roughly \$120,000. The April Treasurer's report will be filed for audit.

**Committee/Liaison Reports**

**Natl. Institute of Food & Agriculture (NIFA) - Brent Elrod**

Brent sent his report by email:

1. Beginning Farmer and Rancher Development Program RFA will be released very soon.
  - Watch <http://www.nifa.usda.gov/fo/beginningfarmerandrancher.cfm> for the release or subsequent announcements I'll send to NACDEP leadership & CRD lists.
  - More info at <http://www.nifa.usda.gov/funding/bfrdp/bfrdp.html>
  - Informational webinars are tentatively scheduled for 1:30-3 EST 30 April (general) and 6 May (special populations).
  - Recall that there is a new 5% set aside to fund proposals that engage military veterans.
  - If you are not a potential applicant/party but are interested in being considered as a potential reviewer, please send an email message with your contact information and area(s) of expertise to: [bfrdp@nifa.usda.gov](mailto:bfrdp@nifa.usda.gov)
2. I met with combined members of NACDEP and ANREP attending PILD on 8 April and shared the attached overview of the NIFA Community & Rural Development portfolio and related interests.
3. The RRDC Directors are scheduled to deliver a Building Brief for NIFA and select USDA/federal partners on **Thursday, 29 May** from 11-12 EST. I will explore the possibility of having this broadcast so that NACDEP membership can view remotely.
4. We are engaged in active negotiations with HHS SAMHSA to offer a Phase II to the Community Assessment and Education to Promote Behavioral Health Planning and Evaluation (CAPE) initiative.

5. Thanks for all that you do and please keep me in the loop!

**Regional Rural Development Centers Rep. - Scott Loveridge**

- USDA Rural Development is beginning to emphasize bioeconomy, community development and opportunity ladders in its programs. Recommend that each land grant touch base with their state USDA/RD office
- Southern Rural Development Center search is still in process
- RRDC-led community health project looking good for renewal (CAPE)

**2014 Annual Conference Committee Alison Davis / Dave Ivan**

Conference Registration is live  
Conference agenda/schedule is being finalized. Program will hopefully be completed by April 18  
Please send out special edition of regional newsletters announcing conference registration open

**Membership Services Committee Minnie Mitchell / Mary Martin**

Met March 28 (*see committee minutes*)  
Scholarship Application is online, available for Annual Conference  
Requesting submissions for door prizes for Conference (fundraising)

**Communications and Website Committee Susan Kelly / Brian Raison**

Marketing Committee	Rebekka Dudensing
Logo contest is up and running (announcement included in Newsletter that went out April 10)	
Finance Committee	Nancy Bowen-Elzey
No report	
Journal of Extension	Mary Emery
Surveying JOE authors	
Recruiting Reviewers	
Editor is retiring at end of 2015; 2015 will be transition year	
PILD Conference	Charlie Vavrina / Rose Merkowitz
Review was that it was a good event	
No NACDEP Board members present	
JCEP Leadership Conf. 2015	James Barnes
No report	
Recognition Committee	Michael Dougherty
All reviews completed	
Some categories may be duplicative, may require revisions	
Some review/ranking criteria may need to be revised as not well reflect award intent	
Big increase in number of submissions and awards over the previous year	
2015 Annual Conference	Stacey McCullough

**Updates from the Regions & Partners (15 minutes)**

**Northeast Kelly Nix**

- Report submitted online:
- Worked with Vermont to answer questions regarding joint conference in 2016. Received their proposal by deadline, April 9<sup>th</sup>.
  - Worked with NE awards committee and have submitted final scores to Michael Dougherty. All five proposals will be submitted to National. Daniel Eades will represent our region nationally.
  - NE Email Newsletter will go out in the next couple days.

**North Central Josh Clements**

- Report submitted online:
- I have been fielding inquiries from members in the North Central Region regarding the Annual Conference, predominately when the agenda will be posted and registration will open. I have been forwarding what I know, and shared the hotel reservation information widely the week of March 25.
  - I attended a conference call of the Missouri NACDEP State Affiliate organized by Richard Proffer (previous NC Rep) on March 31.
    - There were 8 – 10 folks online.

- I provided a 5-minute overview of the last Board going-on
- I provided the latest news on the Conference
  - People were becoming anxious over not hearing anything about conference agenda or program, other than the little that is online.
- Regional award reviews completed on April 10<sup>th</sup> (three days late) and forwarded to the Awards Committee. There were 25 award submissions. Each category but two yielded recommendations for regional award and forwarded for National consideration.
- With the CDS Conference being held in Dubuque, IA (my new home base) I have been pulled into assisting with coordination of Tours as well as off-agenda social events.
- ISU is making a push to increase NACDEP membership in Iowa. We have several new CED colleagues, and pledge of financial support for first years' NACDEP membership dues. Conference attendance is encouraged, with preference for financial support given to those presenting or provided other formal service.

**Southern**

**Stacey McCullough**

Report submitted online:

- Responded to follow up questions from members regarding awards.
- Regional award winners have been selected and forward to Michael Dougherty. Eleven nominations from 6 states were received for consideration in 6 of the 15 award categories.
- Participated in March SR-PLN CRD conference call.
- Engaged with regional community, local and regional foods system working group representing multiple disciplines focused on information sharing, collaboration and development of common evaluation measures to better communicate the impact of Extension's efforts in this area.

**1890**

**Kenyetta Nelson-Smith**

**Western**

**Mark Apel**

Report submitted online:

- \* Our first webinar to be co-hosted with the WRDC will be on May 1 at 11:00 am Mountain Time. The webinar is titled: "How Extension Educators Can Help Communities Prepare for Disasters" and will be presented by Dr. Susan Kerr from Washington State University. See attached flyer.
- \* The Western Region completed its annual regional NACDEP awards and submitted our results to MiDo.

**1994/FALCON**

**no rep.**

**Joint Council of Extension Professionals (JCEP)**

**Michael Darger/Michael Wilcox/Alison Davis**

JCEP Board retreat is in June (Maine); MiDa, Wilcox and Alison will attend  
 "We may be small but we're being heard (increasingly)"  
 Leadership Conference will be in Las Vegas in 2015 & 2016

**Update from PAR**

**Peter Metsker**

**Old Business**

**Update on Member Sharing Portal that launched 3-11-14 Susan Kelly**

Went live about a month ago  
 About 12% of members have completed profiles – Regional Reps follow up with members  
 408 total profiles online right now (12% completed); who have been members at any point in 2013-14.  
 Susan and Peter Metsker have been working with members

**Bids for 2016 Joint Conference with ANREP**

**Kelly Nix**

Bid from Vermont  
 Deadline was April 9  
 Follow-up will now take place with both NACDEP and ANREP with questions of the proposal/host  
 Concerns:  
 Cost of attendance. However, Park City was perhaps comparable costs and attendance/feedback was generally good.  
 Do not know if the hotel quotes have been negotiated (probably not)  
 Might be able to fly into another (larger) airport and drive or shuttle

Discussion: Do we have May or June conference? May might be lower costs for flights and hotels (off-peak), but UVM could be in session and thus use of dorms would be out (as potential low-cost option). June would mean people could take families for a vacation, but this has not been an active emphasis of NACDEP (as it has for Ag).

We've had our conferences at conference hotels – what about having conference on campus?

Mixed bag. Facilities might not be centralized, inconsistent. Difficult to coordinate. Might be lower cost. Housing might be difficult with people staying in a variety of places, then transportation to/from.

Josh: UVM Conference facility banquet hall / ballroom would not have sufficient capacity (~200, seated; we need ~600 with joint conference).

Could we go with host conference hotel, with dorm option? Yes, we could look into that arrangement. Those who want and can afford hotel “would likely” go that route; having dorm option might expand our attendance.

Unanimous decision to move forward with Vermont

Committee will continue to investigate hotel, with dorm option. Sheraton appeared to have edge (as it is by campus) rather than Hilton (downtown, about a mile away).

### **Sustaining the momentum for Initiatives create at board retreat – standing items**

- **State affiliate initiatives** **Alison/Michael Darger**  
Darger will have policy proposal for Board in Grand Rapids
- **Awards/Recognition** **Alison/Michael Dougherty**  
Number of states receiving awards increased from 14 to 20.  
Total number of submissions increased from 32 to 34.  
Increase visibility of awards at conference, perhaps in conference program
- **Regional Engagement with RRDCs** **Mark**  
Mark has education webinar set up
- **Strengthening NACDEP's Committees** **Stacey**  
Committees are doing “pretty well” right now  
Stacey will try to assess if there are any outstanding needs regarding committees
- **Revenues** **Darger (for Notie)**  
Note: We do not cover costs for NACDEP leaders to attend conferences

### **New Business**

#### **Report from exploratory committee with CDS**

**Michael Darger**

- Joint committee thought the only option for a joint NACDEP-CDS conference would be 2017- if it would be in the Western Region (Montana? Portland or Seattle were also mentioned by CDS). CDS looks for “hub” cities for international members to make travel easier and attract them.
- Paul LaChepelle, a joint NACDEP-CDS member, has already volunteered to host in Montana.
- Do we want to consider doing collaborative conference at that time?
- North East and West are hardest places for us to have conference, so if financials are sound and conference structure is good to preserve our culture, we can leverage larger group to make the conference work.
- This would allow some of our members that are dual members to save costs.
- Mary: In the past, CDS “takes a bath” whenever it hosts a conference in the West (not a lot of members in that region).
- Suggestion: Create survey to NACDEP membership to assess their interest the possibility of joint conference
- Peter: Most people will not know how to respond to this potential, unless they've attended CDS conferences in the past.
- Josh: Having CDS and NACDEP hosting conferences in the same region (North Central) and same year seems to be effectively splitting attendance with people (that I've heard from) that can only attend one conference due to time or expense. Hosting a joint conference in a region that each organization has few members may be a way to increase likelihood of good attendance and overall success.
- Discussion regarding a full membership survey, which could include question of joint conference with CDS. Stacey willing to assemble this survey. Josh will work with Stacey.

#### **Discussion with historian volunteer – Kevin Andrews**

**Michael Darger**

Other

**Next Board call is May 9<sup>th</sup>**

**Adjourn**

Submitted April 16<sup>th</sup>, 2014  
Joshua Clements  
North Central Region Rep

DRAFT