**TESA Spring Board Meeting May 1-2, 2018**

**Call to order at 1: 20 PM**

Attending: Kay Ledbetter, Joaquina Kankam, Monty Dozier, Joe Mask, Philip Shackelford, Will Keeling, Julie Gould, Greg Kaase, Steven Klose, Dean McCorkle, Janet Hurley and joining by phone Rafash Brew

Monty Dozier called the meeting to order and asked members of the group to introduce themselves and if there were any additions to the agenda.

Monty Dozierappointed Joe Mask as parliamentarian.

Minutes from Previous Meeting – taken by DeDe Jones, sent out to membership for review on January 28, 2017

* Julie Gould made a motion to accept and adopt was seconded by Joe Mask all were in favor and no discussion

Review & revise agenda – additions added to new business

Correspondence: none

Standing Committee Reports

1. Financial – Kaase reported that there is $9,730.62 in the TESA Checking account, and $8,559.00 in the TEEFI account (where we collect credit card funds), plus our Certificates of Deposit gives us $34,103.00 in total funds. (see attached PDF for full accounting balance)

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| --- | --- |
| **Income** | **Amount** |
| Ag Conf Social Registration | 0.0 |
| Annual Meeting Registration | 0.0 |
| Membership Dues | $ 360.00 |
| Sponsor donations | 0.0 |
| Interest | $ 8.87 |
| Total Income to Date 2017 | $ 368.87 |

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| --- | --- |
| **Expense** | **Amount** |
| Uncategorized (refund for annual conference) | $ 0 |
| Ag Conf Social | $ 0 |
| Annual meeting Costs | $ 1,248.75 |
| Board Expense | $10.00 |
| Chapter meeting | 0.0 |
| Professional Development | 0.0 |
| Awards Recognition | $ 0.0 |
| Scholarships – 2 students | $0.0 |
| Support – Mask 4-H Foundation | $ 0.0 |
| Total Expenses for 2017 (to date) | $1,258.75 |

1. Membership – Kaase
   * 23 paid members (2 paid while we were at the meeting) 6 new members = 29
   * Joaquina will host a meeting at Prairie View and the Board will pay $50 towards the meeting for refreshments and Michelle Payne will attend at the TESA representative.
2. 4-H Foundation
   * Raise your hands campaign – TX is 7th but if we lead then we can raise cash for 4-H
   * Scholarship program interviews coming up
     1. $10,000 scholarship from Whataburger – still looking for donors
     2. Sarah at Foundation is looking for donors to help increase funds for programs
3. Nominating – Klose
   * The slate officers for 2018/2019 are as follows:
     + President: Dean McCorkle
     + President Elect: Joe Mask
     + Historian/Website: Michelle Payne
     + Treasurer: Greg Kaase
     + Secretary: Janet Hurley
     + 4-H Foundation: Joe Mask
     + Retirement Liaison: Billy Warrick
     + Sponsorship: Jackie Smith
   * Ballots will be sent out via email in June and returned to Steven Klose for tabulation for the summer meeting.
4. Audit – McCorkle
   * Rebekka Dudensing and John Robinson conducted the audit in July – all was okay
5. Awards – Ledbetter
   * All awards submitted (see supplemental report by K. Ledbetter)
   * Hutchinson Award – will require some input from AgriLife Leadership
   * Action item - work with Michelle Payne to update awards page for 2017 winners
6. Scholarship - Coker
   * not present no report
7. Professional Development – Shackleford
   * Phillip reported about the scholarship we developed for employees who need help to travel to the state meeting.
     1. To date no applications, but the annual meeting was just announced will keep Board apprised during the summer
     2. Grant review committee – deadline June 1, 2018
   * Professional Development Scholarship
     1. J Hurley will report at annual meeting in July on scholarship project
     2. Philip will work on 2018 application have it updated to July 1, 2018 and get this sent out soon.
8. Retiree – Warwick
   * not present sent his report to Dozier and Hurley
   * No deaths to report and will check with Billy on the new retirees
   * Janet did check with Billy and we have 125 Lifetime Members no new additions and no deaths of lifetime members as of 5/10/18
9. Industry Liaison – No report
   * Mac Young has reached out to Jackie Smith – they are working on donor information
10. Website/Historian (Payne)
    * Michelle was not present, Janet with work with her to update the website

New Business

1. 2018 Annual Meeting – McCorkle
   1. Reviewed the agenda (see attached)
   2. Meeting notice needs to be added to the website, but dues and meeting are live on the website
      * Janet will send out notice to TESA members and retirees via listserv
2. 2019 Annual Meeting – McCorkle
   1. Cruise ship research continued from last meeting – Royal Caribbean leave out of Galveston
   2. Need to poll the TESA membership to see the interest
      * Joaquina question about justification for work cruise expense – due to limited expenses – we discussed the limitations of Extension employees having the ability to travel to annual meeting
      * Could use a cost comparison between cost of cruise VS meeting in San Antonio
      * Dean will also look at La Torreta and Port Aransas just in case the cruise option doesn’t work out.
      * Dates for 2019 are the week of July 22nd.
3. Chapter Directors & Support – Ledbetter
   1. Monty suggested that maybe we have a meeting with Chapter Directors at the annual meeting
      * Suggested starting at 1 for new members and then start Board Meeting at 1:30 – host a via Webex meeting
      * Remind chapter directors of the $50 to help promote the meeting or offer refreshments.
4. Recognition and remembrance – nothing to report
5. Life Members – Warrick not present
   1. Greg will work with Billy to make sure we have all the right lifetime members
6. Discussion of support to State Meeting – Dozier
   1. $1,500 Scholarship for members to attend annual meeting – discussion about how much we should offer people $250, $500 per person – if we give out $250 we could sponsor 6 people instead of 3 with $500. The Executive Board has decided
      * Klose made motion to allow the professional development committee to use their discretion to award as many people as possible with the $1,500 budget for scholarships to travel to the summer annual meeting. Ledbetter seconded the motion, and all were in favor
7. Questions for Extension Administration
   1. Requesting some guidance regarding IT support for off campus members
8. Board Meeting Expenses –
   1. Motion made by Hurley, second by Mask to cover board meeting expenses. Group discussed this and approved by all.
   2. 5 members staying at the Flagship and 4 members staying at Lodge
9. Additional items
   1. Awards – change of wording to include PVAM on nomination forms
   2. Clarify if only external members can be nominated for John Hutchinson Award and we need to expand the nomination form – pending administration approval
   3. Klose may have past information on these nominations when they were updated over a decade ago, we need to have some specific information for each award – who is eligible – table discussion for wording once Klose finds the old file and is able to share.
      * Action Item – place award applications on the summer Agenda
   4. Ledbetter – has concerns about the support staff award nominations – one-person vs the team – Kay’s concern is that we have a nomination this year for both a team and individuals. Can we select one each? Kay needs some guidance – discretion up to committee depending on merit and if funds are available
      * Joe moved and McCorkle 2nd category support staff to give individual and/or team based on their discretion – all in favor
   5. Ledbetter – award recipients in the past have not been able to receive the awards – Kay is asking if these awards recipients could attend our meeting. Will we pay for a hotel room night and dinner for the winners.
      * Kay is asking for more support by our group to have more cohesive plan to receive the award
      * Motion made by Ledbetter and Gould second to allow the Board to present awards at association meetings for Agents, but if they don’t go to their meeting, then they come to our meeting and we will cover expenses for dinner and one night. All if favor
        + 2018 TCAAA Annual Meeting July 8-11, in Denison
        + 2018 National Extension Association of Family and Consumer Science Conference September 24-27, 2018 San Antonio Marriott Rivercenter
        + 2018 TAE4-HA Conference August 7- 10, Drury Plaza Riverwalk
   6. Greg - $500 budgeted for awards
      * The group discussion is that the consensus is pay more money on the plaque for Hutchinson Award if administration approves this award because of the exclusiveness which is for outside Agency support.

Suspend Meeting at 4:40 PM until after general assembly on Wednesday

Reconvened Meeting after General Assembly at 10:45 AM

* Question to the administrative staff had to do with IT issues for specialists who were caught between department and center policies. Some have agency computers so should go through FirstCall but work for departments which use HelpDesk, and they can’t figure out who handles their IT. Been some real issues according to Julie Gould. Dr. Rosson said he had the same issue, coming from the AgEco and going upstairs to AgriLife. He’s trying to get the issues worked out and will take it up for the specialists.
* J. Hurley brought up the issue of the Dallas Center to remind them that Extension still needs Agency Support at this location so that outreach educational programming can be hosted at the Center, and not off site. Extension understands we have construction, but we should be able to still have programs here.
* J. Kankam brought up the topic of how woman of color can advance within the PVCEP and AgriLife Extension Service. Drs. Rosson and Green both explained how the Agency works very hard to be inclusive, but they too realized after the Vision 2020 meetings that our Agency employees don’t represent the people of this state and it’s something we will keep working on.

Meeting Adjourned at 11:15 AM

General Assembly meeting with Leadership

**Dr. Parr Rosson, Interim Director for Extension**

Introduced himself to group, he has been the Department Head for Ag Economics since 2012. While he is the Interim Director for Extension, he stated this is not “placeholder” position, he is here to work and fulfill his responsibilities as Director of Extension.

One of the first things he will begin to work on is filling Specialist positions. We are going to work to meet the needs of the Agency but operate within the budget constraints.

The work of our Agency during the emergency management of the natural disasters of 2017 (Harvey and Wildfires in Panhandle) has moved our Agency into a spotlight. Extension is better positioned now than we have been in a long time. We have some political power.

* Chancellor Sharp may not know who we are, but he knows what we can do.
* The Board of Regents may not have understood the network we have, but they do now after Harvey.
* The Governor and state legislative leadership knows what we can do. This is the first time that we know of that a sitting Governor knows what our Agency can do for the Citizens of Texas.

Our Agency response has come at a cost. For some individuals, a direct cost. But our response was tremendous. 4-H was a good part of the story when the clubs took care of the displaced animals. Through our County offices we were able to supply volunteers and youth to help support those who were impacted by Harvey. We are a critical component of the land grant mission. I believe in the land grant system – all three legs. Now that we are in the spotlight, what do we do about it? We have been talking about doing to the legislators to bolster our funds to put in place a group of people who are ready to deal with these natural disasters. That would free up our other resources to meet critical demands we know exist around the state. We have been working to get some other exceptional items in place. The leadership questions in the legislature are still unsettled, so we will wait and be poised to move in any direction we need to – we are going to anticipate a lot of different outcomes. Part of the success of this Agency is to be nimble so that we can respond to the State’s needs quickly.

**Dr. Bob Whitson, Interim Associate Director – State Operations – Extension**

Dr. Whitson introduced himself to the group and explained where he came from (dryland wheat farming as a kid in the panhandle) and where he worked up to this point. Dr. Whitson Emeritus Professor former Department Head of Rangeland Ecology and Management. He has a background in Economics and Agriculture. He has worked in extension, led an experiment station, and served as a department head and dean, plus worked at Frost National Bank in San Antonio for 12 years. He is committed to the land-grant mission of teaching, research, and extension-outreach, and he recognizes how important it is to our state to be on the cutting edge in agriculture education, research and science. Most recently he worked with Dr. Mark Hussey and the livestock industry to do some strategic alignment and was in the right place at the right time to be asked to step into this position. His philosophy is “What more can I do.”

**Dr. Jeff Ripley, Associate Director – County Operations**

Vision 2020 process and career ladder were top issues this past year. The 2020 project was to develop a set of guiding principles when we work on staffing at the county level. Starting salaries for agents weren’t competitive. Since then we’ve increased starting salaries, but that created a compression which affects veteran county agents versus new agents, this has created some challenges. The good news is that we are aware of the salary differences and are working to address those shortfalls. After Hurricane Harvey we realized that we need maintain a presence in 252 counties as we are now. We are committed to that idea.

Prior to Harvey w had considered establishing groups of agents to serve multiple counties – one Ag, FCH, 4-H, etc. agents for a four-county area – but Harvey made it very clear we must have someone in every county. But we cannot be all things to all people. That one is going to be more challenging. We’ve managed through vacancies up to this point, but we know if we continue and have higher salaries, we can’t stay the same. We asked all the district administration to tell us how they would look without some positions and the regional teams have reported back with many different thoughts. There’s going to be some piloting of some ideas that we will look at. Where we have the opportunity to do something different across the state, then we might try piloting this new model. In some cases we might have someone come in and only do community health work or row crop work to assist agents that primarily work with our youth. This “individual” would have specific responsibilities and would allow the other agents in the county to focus on 4-H and youth development. This is just one of the ideas that came out of this 2020 process and we are still talking with Leadership on how best to pilot this and move forward and stay active in our communities. We will continue to hold a few positions open with the idea we will work toward filling them if we have the funding resources next year or after.

The Agent career ladder changes from Dossier to a more uniform approach that matches monthly reporting and allows agents to put forth a more comprehensive packet for promotion has been well received by the Agents, RPLs, and DEAs. Nobody knows the Agents performance better than our leadership. We found the regional team didn’t get stuck on minutia, so now we are using those folks before bringing it to College Station. There won’t be a peer review unless there’s a concern. With this new promotion format Dr. Ripley said this was the most promotion applications he has seen from the Agents in a long time, this is a good thing as it means more agents feel they can complete the promotion packet and advance in the system.

**Dr. Courtney Dodd – Assistant Director 4-H & Youth Development**

Vote for Texas 4-H by May 15. We are in 7th place – behind Ohio. This is a campaign put on my the National 4-H Council to help raise awareness and bring in scholarship money into the state. Courtney asked everyone to please go vote and make a push on social media, newsletter listservs to get people to vote for Texas.

Roundup Registration is open. Courtney indicated that her group is looking at different ways to engage youth in Texas, she said they are not banging on our door, so we must go to them. She and her team are looking at ways to have quality experiences for youth, not quantity of activities. One of the highlights that will be coming out soon is 4-H Champions School Pilot Program – Corinth Elementary (Denton County) has 4-H clubs that are hosted by teachers.

In January she held focus groups with parents to get their input on how 4-H can be better. From these meetings, that they need to be able to access information on the website easier (clunky), that communication within the Chapter and from the state is poor, and the enrollment needs to be easier 4-H Connect is not user friendly.

Finally, they will be hiring a marketing communications specialist for 4-H to help with telling the 4-H and youth stories in Texas, for Texas.

The 2018 Texas 4-H Virtual Summit is scheduled for Wednesday, August 22nd and will be conducted via WebEx.

**Dr. Steven Green, Assistant Director Family & Community Health**

In his role he will now be supporting the Healthy Texas Initiative as it expands throughout the state. With this expansion and developing and delivering health based programs, they will be working on developing common evaluation tools to use statewide for adults and youth. By collecting standardize data from similar programs we can aggregate this information, so we can tell effective stories about our work. We are analyzing all our programs and revamping some, as well as developing new, innovative programs. This includes programs like Walk Across Texas (20+ years) and others that might need improvement or changes to fit the times.

Family and Community Health (FCH) unit have roughly 200 online courses people can take now. In January 69,000 course completions, annually it averages around 200,000 course completions. These online courses which is basic content, has freed up Specialists and Agents to conduct additional training, but more importantly has generated revenue for his department.

Finally, Dr. Green shared with the group the process that has been looking at a learning module system that would be uniform across all departments and Agency, rather than our current online content that is hosted of several platforms and not easy to share. Canvas, Blackboard and D2L (Desire 2 Learn) presented to several groups in April. The Leadership team is reviewing the presentations and comments from AgriLife Extension employees who participated in the demonstrations and hope to have something in place by summer.

**Lara Burhenn, Marketing and Communications Manager**

* Innovation Task Force – desire to have some standardized agency marketing materials. Fill-in-the-blank types of marketing pieces.
* Online store for branded merchandize. Bringing that back.
* County websites – some of them do well and keep them up to date and others haven’t been updated for two years. We are coming up with ideas on that.
* Publications in development (help us prepare for legislative session)
  + Agency Annual Report – 10 to 12 pages with updated program information
  + Economic Impact Briefs – these documents help show the value of what we do (thank you Ag Eco for the support)

Lara also reminded us that she and Trey Rice are there to help support you and your program, if you need help with marketing or other ways to help promote your program remember they are here to help you.