

Unit 27 Council Meeting
 September 24, 2020
 11:00a.m. – 1:00 pm
 ZOOM meeting

MINUTES

The meeting was called to order by County Director Johnson at 11:23 a.m. Council members and staff present introduced themselves via ZOOM meeting and gave a brief background of themselves.

Council members present:

Alexander/Pulaski	Johnson	Massac	Union
Anganetta Terry Shawna Rhine Josie Eason	Zach Garrett Jonathan Voelz	Cheryl Vanderford Megan Henderson Pearl Meadows	Greg George Margarita Bartolo

Staff present: County Director Johnson, Sarita Sawyer, Monica Reid, Patsy Bishop, Tami Crest, Vickie Taylor, Brenda Hileman, Erin Garrett, Shannon Pulliam, Kristi Stout.

Meeting minutes from May 14, 2020 were reviewed. Motion made by Jonathan Voelz and seconded by Cheryl Vanderford to approve prior minutes. Motion carried.

○ **Elect Officers**

- Nomination made by County Director Johnson for Phyllis Webb to serve as President.
- Nomination made by County Director Johnson for Anganetta Terry to serve as Vice-President.
- Nomination made by County Director Johnson for Chris Boyd to serve as Secretary.
- Nomination made by County Director Johnson for Pearl Meadows to serve as Financial Reporter.
- Motion made by Jonathon Voelz to approve all nominations, seconded by Pearl Meadows. Motion carried.

President	Vice-President	Secretary	Financial Reporter
Phyllis Webb	Anganetta Terry	Chris Boyd	Pearl Meadows

○ **Proposed Check Signers**

County Director Johnson gave a brief explanation of the in/out checking accounts maintained by each County office and the purpose of dual check signers. Motion was made by Pearl Meadows, seconded by Jonathon Voelz for the following individuals to serve as check signers at the specified County office. Motion carried.

The Motion was initialed seconded by Zach Garrett, but it was decided best that he abstain as his wife, Erin Garrett, is one of the nominated check signers.

Alexander/Pulaski	Johnson	Massac	Union
Jody Johnson Sarita Sawyer Dena Wood	Jody Johnson Tiffney Stewart Erin Garrett	Jody Johnson Vickie Taylor Norma Korte	Jody Johnson Erin Garrett Lindsey Sadler

- A quick review of the campus holiday schedule was conducted by attendees to be aware of anticipated office closures.
- Extension Board - County Director Johnson explained that each County Board needs to appoint 1 person from each county. At this time, no appointments have been made. County Director Johnson will be contacting the local board for future action.
- **County Director Report**

- Plan of Work / New issues or concerns in community –
County Director Johnson did a brief overview of the Unit’s POW and advised council members that this Plan is fluid, evolving and constantly changing. County Director Johnson further invited Council members to reach out with any ideas or suggestions on the needs, wants or expectation that Extension needs to consider.

- Budget – Updated account balances were provided and discussed with no worries or concerns offered. County Director Johnson expressed thanks to County Commissioners and the County Boards in their continued payments during hard financial times. County Director Johnson praised Harry Clore, Associate Director of Budget and Finance, for his generosity in budgeting and assistance to Unit 27. Harry Clore has indicated that Extension has a 2-year carryover to sustain Extension in the drastic event that zero money was received from any sources. Director Nichols is still hopeful in obtaining money from the State of IL for unpaid funds during the two- year period that Illinois did not pay due to the lack of an approved state budget. Josie Eason asked about the timeliness of receiving money from the State and the option of individuals or organizations making donations to Extension and the process of doing so was explained.

- Civil rights trainings – staff previously went thru Navigating Differences training and the University continues to provide trainings to help keep staff sensitive to current issues. The ACES Diversity Committee has offered multiple trainings and presentations on racial diversity and campus has offered professional development by way of a webinar series titled “Race Matters”.

- General updates (Facilities, vacancies, and other)
Offices hours and work schedules were discussed, some staff are in person, some are working from home and others are using a hybrid schedule of both scenarios. All offices have reopened under strict guidelines. Safety Management Plans, cleaning and COVID guidelines are being followed for all in-person events.

Union County office is under new ownership with no significant changes to the daily operations for Extension. Shawnee College is providing an office location for free to allow Extension a

presence on campus. This office is staffed by Kristi Stout. The other three offices, Johnson, Massac and Pulaski/Alexander are owned by non-profit groups.

Robin Mizell has left Extension and his vacant EPC position is being advertised as an Environment and Energy Stewardship EPC instead of the prior role as a 4-H EPC. Shannon Pulliam was hired and started this week to fill the Union County SNAP-Ed Community Worker position. A full-time Office Support position is currently being advised for the Pulaski/Alexander secretary position. Once this position is filled the office in Mounds will reopened full-time as opposed to M-TH, 8-12, only.

County Director Johnson advised he is working the Creating Bridges initiative to strengthen rural industries. This is a very new venture and the first meeting is next week.

County Director Johnson is also working with One Shawnee, a non-profit seeking to revitalize the Ohio River and Shawnee National Forest regions of Southernmost Illinois. County Director Johnson advised that State Representative Patrick Windhorst is a member of this organization, but it is not a political organization. Zach Garrett is also a member from Johnson County. Pearl Meadows advised County Director Johnson that she would like to be on a focus group and help with this initiative.

- **Unit Reports**

- Erin Garrett- ANR Environment and Energy Stewardship Educator

Erin is staying incredibly busy with Zoom meetings and webinars. In cooperation with her EES team they have created a webinar series with overwhelming success, over 200 people regularly attend the webinars and the series will now be offered monthly. When COVID arrived, Erin was in the process of Master Naturalist training but was placed on hold, and then resumed virtually, due to guidelines. With safeguards in place a hike and graduation will be held next week. In conjunction with a co-author, Erin's Master's research thesis was published in the Journal "sustainability". Not only was it published but was selected to be featured on the cover of the journal issue. In conjunction with Chris Evans, Erin is hosting a virtual week-long webinar series, Southern Illinois Conversation Workshop. Jonathan Voelz advised that he has been attending the webinar and gave Erin and Chris a thumbs up on the presentation and education being offered.

- SNAP/INEP - Patsy Bishop, Shannon Pulliam, Lindsey Sadler, Sarita Sawyer, Tiffney Stewart

Sarita and Patsy spoke briefly on behalf of the SNAP staff. Sarita talked of the difficulties in providing programming when face-to-face meeting weren't possible. The staff are seeking more adults and adult programs to provide virtual training where possible. Patsy commended campus on the increased amount of technology training being provided while time is available during this lull in programming availability. SNAP staff are still staying very business despite their in-person action. Some programming has begun with school children via virtually technology versus in-person teaching models.

- 4-H Youth Development -Kristi Stout, Vickie Taylor, Dena Wood

Kristi advised the that annual pumpkin decorating contest will continue this year with the help of some creativity and local nursing homes and facilities. National 4-H Week begins in October 5

and will be recognized by local 4-H by way of the 1st annual mailbox decorating contest. Awards will be given by judging and by way of a social media award following photo submissions. CANstruction will be held again this year at Shawnee College and by photo submission with all food donations going to the five counties in Unit 27. Despite COVID closures, local 4-H fairs were held this year by virtual attendance. Participation was decreased by at least 50% of the youth participated which resulted in several state fair delegates

- Other information

Tami Crest advised that Unit 27 is offering pressure canner gauge testing for free. Lids can be dropped off at local offices and testing will be done in Massac County.

County Director Johnson advised that Extension and Unit 27 offer many webinars virtually and all events can be found on our website at <https://extension.illinois.edu/ajmpu/events>

Dates and Times of future council meetings

- December 17, 2020 - - via ZOOM - - 11am-1pm

Motion to adjourn made by Pearl Meadows and seconded by Josie Eason. No objections, Motion carried, and meeting adjourned at 12:49 p.m.

Respectfully submitted:

Monica Reid

Unit 27 - Office Support Associate

For Unit 27 Unit Council secretary, Chris Boyd