

University of Illinois Extension – Serving Christian, Jersey, Macoupin, and Montgomery Counties
Extension Council Minutes
Hybrid Call due to COVID-19
March 17, 2022

Call to Order:

The meeting was called to order at 7:00 pm by Chair Connor Ashlock

Those in attendance from Extension Council: Connor Ashlock, Connie Beck, Tiffany Blasa, Paige Cox, Mark Dugger, Jerome Epplin, Caleb Grover, Sandy Hefner, Vicki Joiner, Venise McWard, Dennis Rahe, and Terry Trader. Staff in attendance: Lisa Peterson, Sara Marten and Amanda Cole.

Everyone introduced themselves, their roles and the county they represent.

Minutes, December 16, 2021 Presented. Sandy Hefner motioned to approve minutes as presented. Terry Trader seconded the motion. All in favor. Motion carries.

Fiscal Report: FY22 December, January and February Trust & Revolving Reports presented by Amanda Cole. For February 67% of its budget. And the income is actually at 88%, and below with only 56% of budgeted expenses. The overage in income is due to the state of Illinois paying back owed County Board Match. Amanda briefly went over the incomes sources and expenditures related to the Unit's revolving account. Explaining this is where 4-H program fees, Master Gardener funds, and other programming income and expenses are paid. Reports placed on file.

OLD BUSINESS

Staffing Updates:

- *SNAP-Ed, Community Worker:* Lisa Peterson shared that the offer to an acceptable candidate that was made in December was declined. Reason was pay. We will wait and reopen this position after the new contract is approved, hoping the starting pay will increase helping to make the position more competitive.
- Discussion on hiring of summer extra-help occurred.
- No other staffing changes are planned at this point in time.

Community Partners Award 2022:

The 2022 Community Partners Awards were presented. Applications are as follows: Jersey County – Peace United Church of Christ, Macoupin County – Macoupin Historical Society, Montgomery County – The Journal News, and Christian County – Northside Vet. After discussion, a motion to approve as presented was made by Mark Dugger, seconded by Connie Beck, all in favor, motion carried. Amanda will notify Cassie O'Connell, unit 18 marketing and communications staff member to schedule dates to present the awards in each of the four counties with the staff members that nominated the recipients to be present.

Open Meetings Act Training

The official website is back up. And email was sent earlier with directions on how to complete the training online. It is a once in a lifetime training at this point. Council members are just asked to shared a copy of their certificate of completion once earned. The training takes 45-60 minutes to complete and requires internet access. Arrangements can be made at a local office if needed for computer access.

New Business

Review of 2018-19, 2019-20 and 2020-21 Program Participate REG Data vs. Parity

Amanda presented the program participant data for 2018-19, 2019-20, and 2020-21, broken down by program area and by race, ethnic and gender (REG) identification. She explained this is the new format that campus is presented the data in, with three-years analysis compared o the most recent census data. The goal of reaching parity is to reach 80% of the target audience identified. If the data isn't broken down, it is due to the fact that less than 50% of the program participants disclosed the REG data. We, Extension, are required to solicit for the REG data, but participants are not required to provide it. The reports are very telling of the impact that COVID-19 had on programming numbers, due to stay at home orders, some partner sites not letting us in person, and a switch to 100% virtual programming and the limitations within unit 18 for audiences to attend that way. We are still working to recover from the loss in numbers but understand it might take more than a year to get there. Parity analysis is for state and federal civil rights compliance.

Status Update of 2021 Unit 18 Impact Report

We have received the digital version and have shared that out. Once we receive the printed version we will mail to our stakeholders including Extension Council Members, County Boards, Foundations, etc.

2022 4-H Fairs

Sara Marten shared the planning is in full swing. As of this point in time, all fairs will return to pre-COVID formats, which means 100% in person and no mask or size limitations. We are currently fully staffed and the additional help that the summer extra-help will provide will make for another successful year.

FY23 Unit 18 Extension Council Agreement

Amanda presented the FY23 Unit 18 Extension Council Agreement for \$8,000.00. This is for unexpected matchable funds received throughout the year. By having this in place, the funds can then get matched with the county board match (state funds). Amanda takes care of securing these funds, if the unit is short in it's goals funds can be pulled from the unit 18 gift account to cover, and are considered 100% matchable. Funds secured in the unit 18 gift account, come from when campus solicits and individuals and/or business selected their donations to go to a to support a county extension program within unit 18. Sandy motioned to approve as present, Connie seconded the motion. All in favor, motion carries.

Educator Reports

Educator reports given throughout and available for additional questions of council if needed.

Next meeting is Thursday, June 16, start time 7 pm, at the Jersey County Extension office, Jerseyville.

Sandy motioned to adjourn at 8:05 pm, Terry seconded. All in favor, motion carries.

APPROVED December 15, 2022