



August 5, 2011

### Administrative News from Glen:

It has been a long, hot, confusing summer in Washington DC, following a divisive and conflict filled spring. Now that an agreement on deficit reduction and budget balancing has been reached, I am hoping for more clarity on the impact of federal deficit reduction on our extension funding. I expect a reduction in our Smith Lever and other capacity funds, but at this point do not have any detail on what the budget impacts may be. I am expecting a report from our governmental affairs firm in Washington any time now. As soon as I know anything with relative certainty, I will share.

This is a busy time of year. I hope the summer horticulture/crop/4-H youth/field research/family reunion/maybe even vacation season is going well for you. Thank you for your hard work and service to our clientele. I hope they are thanking you too. Maybe I'll see you at state fair.

Safe Travels! Glen

### Staff Development/Federal Relations News from Susan:

#### Professional Development News

**EPIC 2011 – Mark your calendars and reserve November 1 – 4 (Tuesday – Friday), 2011 in Evanston.** The planning committee will be finalizing plans this month. Members include: Dawn Sanchez, Tansey Sussex, Kellie Chichester, Denise Smith, Mindy Meuli, Barton Stam, Tara Kuipers, Brian Mealar, Tina Russell, Whit Stewart, and Duane Williams.

**CES New Employee Training will be held September 12 – 15, 2011 in Laramie. All new employees should block these dates.**

#### Civil Rights Tip

With the passage of the Americans with Disabilities Act of 1990, emphasis has been introduced which lead to greater accessibility to CES programs.

**Program Accessibility** - Programs and services are the heart of CES. With creative planning, programs can be made accessible to all individuals by:

- Selecting accessible program location and facilities
- Providing auxiliary aids and services
- Involving persons with disabilities in program planning
- Contacting disability organizations such as Easter Seal affiliates, rehabilitation facilities, or independent living centers for assistance in identifying potential barriers
- Utilize CES resources such as the AgrAbility program

### Personnel News:

**Farewell to Tory Vanderpool-Mobley**, part-time 4-H Educator in Weston County. Tory started in her position in February 2010, and moved to her current benefited position in November 2010. Tory secured a full time teaching position in Upton and will be leaving CES August 18<sup>th</sup>. We thank her for her contributions to the Weston County 4-H program and wish her the best in her teaching career.

**Farewell to Lisa Colson**, Wamsutter Community Development Coordinator. The Wamsutter Community Project was a temporary position ending on June 30, 2011. We want to thank Lisa for her outstanding five years with Extension and wish her the best in her new adventures.

**Welcome David Keto**, who will begin August 31, 2011 as the Producer/Director based in our CES Communications and Technology Department. David is currently working on a Master of Fine Arts degree in Science and Natural History Film at Montana State University (MSU) in Bozeman. Graduation is expected in December 2011. He received his B.S. degree in Biological Sciences with emphasis in Fish & Wildlife Management, also from MSU in May 2007. David grew up in Cheyenne, Wyoming and brings experience directing, producing, and editing films for MSU Extension. David will be a great addition to CES helping educators and specialists create videos to enhance educational efforts.

**Weston County 4-H Educator, position #4145.** The Weston County Commissioners have reinstated support for the 4-H position; this position is based in Newcastle; this is a full time University Extension Educator, non-extended term track position. A bachelor's degree is required. Upon completion of master's degree, demonstrated excellent performance, and availability of funds, promotion to extended term track extension educator is possible. Close date for applications is September 2, 2011.

(continued on page two)

**(cont'd) Staff Development/Federal Relations News:****Reporting Tip**

**CES Fiscal Year 2011 On-Line reports** which gather data on time and contacts for October 1, 2010 – September 30, 2011 **need to be completed for ALL Extension Employees** (field educators and state specialists) **by October 7, 2011**. The system we use has to be manually rolled over to the new Fiscal Year October 1st – to facilitate this, we are allowing employees a few days into October to complete these reports. I would encourage you to schedule time prior to the deadline to work on these reports. Remember – departmental support funds for specialists are tied to these reports.

**We still have some individuals who are reporting “0” contacts. You must scroll down after entering your time and program data to enter contacts. Contact data is used in a variety of reports, but is used for Civil Rights documentation for all employees.**

**If you have questions, please contact Susan.**

**If you need help with how to do reports, contact James Ackerson in our C&T department.**

**Customer Service Tip**

October 3 – 7 is National Customer Service Week; this is also National 4-H Week. What a great time to recognize and thank our Extension customers and volunteers! Reflect, Recharge, Reconnect is the national theme. A great topic for a staff meeting would be how to deliver better customer service. Brainstorm ideas to show appreciation to clients and volunteers alike.

**Cent\$ible Nutrition Program News from Mary Kay:**

The Cent\$ible Nutrition Program is currently advertising for three vacancies in Goshen, Big Horn, and Carbon counties. They are all Cent\$ible Nutrition Program Assistants and will be 10-month, 30 hours per week with benefits. They are advertised on the UW Human Resources site <http://www.uwyo.edu/HR/> and the Cooperative Extension site <http://www.uwyo.edu/ces/jobs/index.html>.

If you know of anyone who may be interested, please encourage them to apply.



UNIVERSITY OF WYOMING

**Summer hours end Friday, August 19<sup>th</sup>**

**Regular hours (8:00 am to 5:00 pm) will officially resume on Monday, August 22, 2011 with the University of Wyoming fall semester.**

**Personnel News:**

**Northwest Area Extension Educator, Profitable and Sustainable Agriculture Systems, position #1180.** This position will be based in Washakie County, Worland, WY. This is an extended term track position. A master's degree is required with at least one degree in agronomy, crop science, plant sciences or cognate field. This position serves a five county area including Big Horn, Park, Hot Springs, Washakie, and Fremont counties. In this position CES will be partnering with NRCS. The last search closed June 1; after review of applications, extension administration closed the search. We are re-advertising with a September 2, 2011 close date. We are specifically looking for a candidate with degrees and background in agronomy, irrigated crops, and knowledge of crop systems in NW Wyoming. Please encourage qualified candidates to apply.

**The following open positions will be advertised in the fall.**

**CNN Area Community Development Education Educator, position #0286.**

This position will be based in Natrona County, Casper, WY. This is an extended term track position.

**Northwest Area Extension Educator, NFS or CDE – this position is based in Fremont County.** This is an extended term track Extension Educator.

**West Area Extension Educator, SMRR – this position will be based in Sublette County.** This is an extended term track Extension Educator position.

**CNN Area Extension Educator, PSAS or SMRR – this position will be based in Natrona County.** This is an extended term track Extension Educator position.

**REMINDER – when there are county staff changes (administrative assistants or others) please send a note to Cathy Shuster so phone lists and other correspondence can be updated.**