

NEWS BRIEFS



UNIVERSITY OF WYOMING
Cooperative Extension Service

November 11, 2011

Administrative News from Glen:

Well, it appears we all survived the wintery EPIC travels. I thought it was one of our better annual conferences in recent years. Congratulations to Susan James, the EPIC planning committee and the Uinta County staff. A special thanks to Annie Erickson and Suzy Holmes for keeping us well fed. I also want to congratulate all the award recipients and again mention the UW Extension Award winners. Special congratulations to Kentz Willis the recipient of the Newer Employee Recognition Award, Stan Skrabut, the recipient of the Creative Excellence Award, and Alex Malcolm, representing the 4-H Association, the recipient of the Jim DeBree Excellence in Extension Award. Thanks to you all for your hard work and excellence!

During the administrative update at EPIC, Dr. Galey talked about the University's biennial budget request to the legislature and the possibility of a salary increase. If you missed his remarks, the short of it is that there is a salary increase built into the University's request. If you want to learn more about it, there is a detailed explanation on the UW Academic Affairs Web site. This is the link: http://www.uwyo.edu/acadaffairs/files/docs/Fact_sheet_Raise_FY2013-14.pdf. I think there is reason for optimism regarding funding for a raise for University employees but it is still less than a sure thing.

Thanks to all for making a successful EPIC; those who planned or taught as well as those who, like me, attended and learned.
Best Regards, Glen

Staff Development/Federal Relations News from Susan:

Professional Development News

EPIC 2011 –Many thanks to the EPIC Committee and entire Uinta County staff for all the work to make the conference **in Evanston such a success**. *Connecting People and Programs was an appropriate theme for this year's conference* as we learned about effective meetings, how to conduct focus groups, and a variety of methods to reach clientele through media, impact statements, and marketing. We had over 120 participants from across the state.

In-Depth Training – 2012. In 2010 an administrative decision was made to alternate EPIC (non-specific subject matter) with subject matter in-depth training. 2012 will be In-Depth training in Laramie. We hope to announce the specific dates in early December. Questions often arise about dates for our “all employee conferences”. Though there is no perfect time of year that works for every employee; we take into consideration national professional association meetings, major work events (National 4-H week) and administrator schedules. The Extension Administrative Team will make the final decision on dates.

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Personnel News:

Farewell to Kelli Kilpatrick, 4-H Educator in Teton County. Kelli and her husband Josh welcomed twins this past August. She has decided to stay home with her young family. Kelli joined CES five years ago; her resignation was effective November 4th. We thank her for her contributions to the Teton County 4-H program. Best wishes to Kelli and her family in the future.

Welcome Stacy Madden, who will be joining the **Weston County** Extension

Team as the **4-H Youth Educator** January 4, 2012. Stacy received a B.A. in Women's Studies and Criminal Justice from UW in December 2007. She has been employed with the UW School of Pharmacy as an Office Associate for Experiential Education for the past three years. She is currently working on a master's degree in public administration at UW. A 10 year 4-H alumni, Stacy first became involved with 4-H in Sidney, Nebraska when she was five years old as a Pee Wee member. She will bring great enthusiasm and energy to the youth program.



Theresa Chavez will be joining the Communications and Technology team as a **Computer Support Specialist**, November 30. She has over 10 years of computer support experience with the State of New Mexico Juvenile and Family Services Division as a help desk responder, computer systems analyst, and data management analyst. Theresa has also developed and delivered software trainings to state employees throughout New Mexico.

Ann Tanaka has accepted the position as Extension's new **Web Designer/Developer**. Ann has 14 years of experience as an HTML programmer and Web master. She is very skilled in database development -- building online registrations, photo galleries, and project libraries. Ann's start date will be November 28.



Staff Development/Federal Relations News from Susan: (cont'd)**Civil Rights Tip**

UW Cooperative Extension received several recommendations as a result of the Federal Civil Rights Review held in June. One recommendation which needs to be addressed is to assure that outreach materials, program titles, and club names are gender neutral and do not create a barrier to participation in clubs or associated programs. Even targeted programs, or activities traditionally associated with one sex must be open to both sexes. Examples of club names that **are not gender neutral** are *Cowboy 4-H'ers* or *Get Along Girls*. Educators have a responsibility to counsel clubs to select gender neutral names.

Reporting Tip

If you struggled with your annual summary or impact statement this year, here is a suggestion as we start FY12. Develop file folders for each heading in the annual summary – throughout the year file examples of work that fits those categories. It can be difficult to remember everything you did during the year, a good filing and calendar system can be useful.

Customer Service Tip

From our EPIC keynote speaker, Dr. Steve Daniels on running effective meetings: Remember these two important action steps.

There must be a linkage to the Goal Clarity:

BTTWLWWH – by the time we leave, we will have.....

X by Y on Z decisions

X is the outcome/action

Y is the deadline

Z is the consequence for non-performance

Cent\$ible Nutrition News from Mary Kay:

The Cent\$ible Nutrition Program training provided by Linda Melcher at EPIC was very beneficial in helping us learn how to recruit customers for our program. We learned to focus on benefits of the Cent\$ible Nutrition Program rather than features while establishing rapport with our customers. Reaching our target audience can be challenging, however, this past year we reached over 14,300 adult and youth through our series of lessons and one time educational programming. We also had indirect contact with 463,200 people through radio, newspapers, health fairs, and television throughout the State. The Cent\$ible Nutrition Program is making a difference for low income families across Wyoming.

Personnel News: (cont'd)

The following open positions will be advertised this fall/winter:

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, 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/ Small Acreage—Horticulture – this position will be based in Natrona County. This is an extended term track Extension Educator position.

Northwest Area Extension Educator, Profitable and Sustainable Agriculture Systems, (Crops). This position will be based in Washakie County, Worland, WY. This is an extended term track position.

Teton County 4-H/Youth Educator. This position is based in Jackson; a full time University Extension Educator, non-extended term track.

Crook County 4-H/Youth Educator. Based in Sundance; this is a full time University Extension Educator, non-extended term track 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.



UNIVERSITY Thanksgiving Holiday Closure

OF WYOMING Thursday, November 28 & Friday, November 29