

February 7, 2014

## Administrative News from Glen:

Though “good” news is relative and the recent past news on the budget front has been either bad or uncertain, I have some good news on the federal budget to report. The approved FY 2014 budget restored the cuts to the FY 2013 budget associated with the Sequester and actually added a small increase over the FY 2012 budget for Smith Lever funds. The House and Senate passed a compromise version of a Farm Bill which solidifies the SNAP and SNAP-Ed programs and authorizes funding for the SNAP-Ed program going forward. Both of these are positive outcomes for the UW Extension and the Cooperative Extension System.

Now the bad news-

It is with some sadness that I report that Dr. Duane Williams has decided to step away from his duties as Associate Director and begin service as an Extension Community Development Specialist in the Department of Agricultural and Applied Economics. Duane joined UW Extension in 2002 as a Senior University Extension Educator and Associate Director. It has been my pleasure to work with Duane on the UWE administrative team. I look forward to continuing our association in his specialist role. Community Development Specialist is not a new role for Duane. He has served with similar responsibilities as state and regional specialists in Kansas and Missouri. I believe Duane will make great contributions to Community Development Education in Wyoming. I wish Duane the best in his new duties.

So where do we go from here? Duane has expressed a willingness to continue in his Associate Director duties until September 2014. I am hopeful that there might be some service overlap with Duane’s successor in the Associate Director role. There will be more from me in the next few weeks on our plans to fill the soon-to-be-vacant Associate Director position.

Safe travels - it's wintery out there. Glen

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## Personnel News:

**Natrona County, 4-H and Youth Development Educator – Position #0401, based in Casper.**  
**This is a non-extended term position. Screening is underway and interviews will be held March 31<sup>st</sup>.**

**Washakie County, PSAS – Position #1180, based in Worland. This is an extended term track, Assistant UEE position. Interviews have been conducted and an announcement will be made soon.**

**Big Horn County, PSAS – Position #0404, based in Greybull. This is an extended term track, Assistant UEE position. Interviews have been conducted and an announcement will be made soon.**

**Carbon County, NFS – Position #1281, based in Rawlins. This is an extended term track, Assistant UEE position. Screening will begin March 31, 2014 and continue until a suitable candidate is identified.**

**Sheridan County, 4-H and Youth Development Educator – Position #0191, based in Sheridan.**

***This is a non-extended term position. This position search will open soon.***

**Wind River Reservation, 4-H and Youth Development Educator – Position #6660, based in Ethete. This is a non-extended term position. This position search will open soon.**

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

### **Professional Development News**

**In-Depth Training** – 2014 will be held **November 3–6, 2014**. Please block these dates on your calendars now. Initiative teams and CNP will be working on training topics. We will use the Hilton Garden Inn and UW Conference Center for the training in Laramie. Initiative Team Representatives serving on the planning committee include: Tom Foulke (CDE), Stacy Madden (4-H), Jossy Ibarra and Jen Jacobsen (NFS), Windy Kelly (SMRR), and Kellie Chichester and Chris Hilgert (PSAS). Mindy Meuli will represent CNP.

**UW Extension – New Employee Training** will be held **September 8–11, 2014** in Laramie. All new employees hired since October 1, 2013 should reserve these dates.

**ESCAPE – Extension Secretaries Conference, a Professional Event** – will be held in Thermopolis, September 23-26, 2014.

### **Reporting Tip**

The impact statements selected for publication are at the printers as this goes out. A few tips on writing an effective impact statement. The audience is Extension Stakeholders – including county commissioners, state and federal legislators, upper administration at UW, advisory members – all busy people. Impact statements should be brief (600 words or less). We are most interested in the difference or results for Extension clients. I am very willing to provide training on writing impact statements – this can be done by area or initiative. Contact Susan if there is interest.

### **Civil Rights Tip**

Extension has been very fortunate over the past 10 years to see many new county offices with meeting space providing accessibility for our clientele. Remember the American Disability Act (ADA) is by federal law, one of the components of civil rights compliance. To ensure that our programs are open to everyone, we must show a reasonable effort to hold educational events and meetings in locations with handicapped signage for parking, accessible buildings and restrooms that could accommodate an individual who is in a wheel chair. Keep this in mind when planning programs or scheduling meetings. All organizations, agencies, etc., who receive federal funds must comply with ADA guidelines.

### **Customer Service Tip**

Phone Tip – When you have a program or event coming up, make sure the person who answers your office phone (and each office in your area) knows all the details. Give your support staff a flyer for all programs, a map to the meeting place if applicable, and a sign-up page. Develop cross-promotional tools such as flyers for colleagues to publicize each other's events. This is critical for successful area programming.

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

On February 7, President Obama signed into law the Agriculture Act of 2014. We have a new five-year Farm Bill. This law leaves SNAP-Ed at the existing funding levels outlined in the Healthy Hunger-Free Kids Act (HHKA). For Cent\$ible Nutrition, this means we can lift our hiring freeze and fill some vacancies. For the long-term, the HHKA formula cuts SNAP-Ed funding to Wyoming incrementally from 2014 to 2018, approximately 7-9% each year. We will continue to focus, streamline, and seek supplemental resources as we provide our high quality educational service to families and communities.



# eXcellence in eXtension

A cash prize for the best utilization of eExtension.org capabilities!

\$500 for 1<sup>st</sup> place

\$250 for 2<sup>nd</sup> place

**Share your existing materials and programming nationwide, lead a Community of Practice (CoP), answer “Ask-an-Expert” questions, offer webinars, adapt programming from other states and more!**

**Nominations, including self-nominations, will be accepted through March 31, 2014. The form is available at the UWE homepage under “Employee Login, Professional Development.”**

*Technical details:*

Award will be determined by the Administrative team based upon eExtension reporting, nomination process, and assessment of effectiveness. Incentive will be paid by June 1, 2014, so get started using eExtension now. Got questions - contact Stan Skrabut or Milt Geiger.



## eXcellence in eXtension Award

The use of eExtension can strengthen our ability to serve clientele in Wyoming and improve UW's standing among our land-grant university peers. The award will recognize UWE staff, educators, and specialists who effectively engage the resources of eExtension.org. Potential activities include:

- Prompt and accurate responses to Ask an Expert (AaE) inquiries;
- Sharing of webinars via Learn;
- Participation and/or leadership in a Community of Practice (CoP)
- Sharing curriculum and content for Resource Areas;
- Adapting curriculum found on eExtension for use in Wyoming;
- Other creative and productive uses of eExtension.org!

The award winners, with the associated cash prizes, will be selected by the UW administration team from all nominated individuals or teams. Leaders of the eExtension Institutional team are not eligible. All nominations must be submitted by March 31, 2014, with the winner announced by June 1.