
Administration News from Glen:

Those of us on campus can feel the excitement of the students' return. There is a bandstand with amplifiers and speakers set up about 75 feet from my office window. They are checking the equipment now. I am confident my productivity will increase when the band starts to play.

I particularly enjoyed my time at State Fair last month. I enjoyed enthusiastic children and visiting with clients and Extension folks. It was an encouraging celebration in the face of the hard times around the state.

I don't have any new information regarding the budget. The various colleges and other units of the university are working on their plans to accommodate the FY18 cut imposed last spring. That is certainly true in our college. Dean Galey has appointed a small committee to advise the budget planning process in the college. The Extension mission is well represented on the committee with Warrie Means, Ben Rashford, Brian Mealor, Brant Schumaker, Christine Wade, Dan Levy, Melanie Murphy and Kelly Crane serving.

The follow-on to the FY18 cuts will be the development of an institution-wide strategic plan. As I understand, the strategic plan for the university will be developed first. This will allow colleges and departments to develop their plans within the context of the over-arching university plan. So I expect to be starting the development of an Extension strategic plan sometime in the spring.

More concerning are the newspaper reports and casual conversations with local leaders that suggest there may be some additional budget cuts coming before end of the biennium. I really hope that isn't the case.

Last night I noticed that the aspens in the Laramie Range are beginning to turn. This signals that the meeting season is upon us. New Employee Orientation, ESCAPE, and the Wyoming Association of County Officials meetings are in September. More follow. Be safe in your travels.

Regards, Glen

Personnel News

Park County, 4-H Youth Development – Position #0789, based in Cody or Powell. This is a non-extended term track, Assistant UEE position. Screening is in process.

Hot Springs County, 4-H Youth Development – Position #4188, based in Thermopolis. This is a non-extended term track, Assistant UEE position. Screening will begin September 2nd.

Teton County, 4-H Youth Development – Position #4440, based in Jackson Hole. This is a non-extended term track, Assistant UEE position. Screening will begin September 2nd.

Staff Development/Federal Relations News from Kim:

Reporting Tips:

Training Plan Update - A separate training plan is no longer required as part of the documentation for evaluation purposes. We do encourage you to include identified training needs in your Annual Statement of Goals. Please don't hesitate to contact your supervisor or Kim Reaman if you have questions about this change.

UW Online Reporting gathers two types of contacts for Extension programs: Direct Contacts and Indirect Contacts. Both types of contacts are used to complete the annual reports required by NIFA as well as for publication on the University of Wyoming web sites and in materials distributed to county, state, and federal legislators. It's an important part of how we share the full extent of our outreach through Extension programs.

Direct contacts are those contacts in which you can identify an individual's gender and ethnicity. Typically direct contacts are generated through face-to-face workshops/presentations, individual consultations, farm visits, office visits, etc. Contacts made via phone, e-mail, or direct mailings can be counted as direct contacts **IF** you can know the gender and ethnicity of the individual(s) with whom you are corresponding. Reporting direct contacts is also part of our managerial responsibility for Civil Rights Compliance (see the Civil Rights Tips for more information).

Counting direct contacts is easy if you think about it in terms of what's being taught. The same individual can be counted each time they participate in a new educational program or teaching. An example would be if you offered a full day workshop and you taught three different topics during the day, you could count that one individual three times. If it's a multi-day workshop, such as a camp, you could also count the same individual as a direct contact each day. If you co-teach with a colleague, each of you can report those direct contacts.

Persons attending fairs and exhibitions are not counted as direct contacts unless they view a demonstration, stop and personally talk with you at a booth, or actively participate in another way of learning. If they are idle spectators walking by, they are not counted.

Indirect contacts are contacts in which we cannot visibly determine race or sex. These contacts are generally made through media outreach: TV, radio, website, social media, e-mail, newspaper, etc. Some of the media outreach is easy to document because there are analytical programs associated with them. For instance, you can track the number of "likes" or "shares" on a Facebook post or the number of hits on a web site or blog. In media outreach like TV, radio or newspaper articles, it would be unrealistic to believe that the entire potential audience heard or read your piece. For consistency in reporting, please document 25-30% of the potential audience when you do not have exact statistics.

Civil Rights Tip:

Gathering demographic information for **direct contacts** is the method by which we report gender and ethnicity in Extension work. It can help demonstrate our success in reaching underserved audiences. These contacts must be documentable and defensible in a civil rights audit. There are a couple of ways this demographic information can be collected: on a sign in log, registration information, personal observation, etc. It is important to note that the demographic information provided by individual(s) is always voluntary and any sign in log or registration form should include a statement such as "*This registration serves as data collection for equal opportunity and civil rights compliance. Completion of this data is voluntary and will not affect your opportunity for participation and/or services*".

Professional Development News:

Virtual EPIC, November 7-9th, 2016 – I will be the first to tell you, it was a little daunting to be handed the challenge of conducting EPIC in a virtual format. But the planning committee has really stepped up to the challenge. It's been exciting to have lively, creative brainstorming and discussion about how it could look. It will be a combination of pre-recorded sessions, interviews, live discussion with Q&A, and fun ice-breakers to help engage your office right off the bat. Can you imagine, virtual ice-breakers....you'll want to be on-line just to see what that might be!

You won't be asked to sit in front of a web camera all day but the expectation is that you will be present and in front of the web camera when sessions are being conducted. It would be great if your

office has a meeting space where the employees in your office could participate as a group. The tentative EPIC schedule will include a two hour block of time in the morning, lunch break, and another two hour block of time in the afternoon on all three days. The “off” time each morning and afternoon could be used for events that normally occur during EPIC but don’t involve everyone. For example, the meeting between Extension Administration and Association Officers will be scheduled on the 9th so association meetings could be held during any of those “off” times on the 7th or 8th. For that matter, since it’s virtual, an association could decide to schedule their meeting any time even before EPIC begins.

If your office needs a web camera, please let your supervisor and/or C&T know so that one can be provided for your office. We do want to see your faces during the Virtual EPIC.

Cent\$ible Nutrition Program News from Mindy:

We are pleased to announce our new Coordinator, Senior in Campbell County, Beth Chapell. Beth started on August 29th with training in Casper and will be starting in the Gillette office on September 6th. Beth has a strong background in training and curriculum and has worked with USDA food programs. We are excited to have her on board to develop community partnerships and implement multi-level approaches in Campbell County that can be used throughout the state.

September 12th through 14th we will be conducting “Visioning” which will help with strategic planning for our programming. We hope to devise a plan that will help us address changes in the SNAP-Ed Guidance and funding. Changing from a focus on individual direct education to community environmental setting interventions will be a major shift in our programming.

In October we will be launching our new Grazing with Marty Moose curriculum. It has been revised to include school environmental changes in addition to the direct education. This will be a great opportunity to partner with income qualifying schools on gardening, local foods, the US Healthier Foods School Challenge, and farm to plate interventions.

We are holding an all CNP training in Laramie, October 3rd through 6th. We will be introducing the new Marty Moose curriculum and conduct PEARS (Program Evaluation and Reporting System) training which is a SNAP-Ed reporting system.

This new grant year will be exciting as we transition to our changing role of continuing to provide low income nutrition and physical activity education to also include community interventions that benefit the low income population.

Cheers!
Mindy
