

WAAESD Fall Meeting
Tuesday, October 2, 2018
8:00 – 10:00 AM
Embassy Suites, Lincoln, NE

Agenda

Agenda Item	Time	Topic	Presenters
1.0	8:00 – 8:05	Welcome and Introductions	Glenda Humiston
2.0	8:05 – 8:15	Approve agenda, Summer Meeting minutes	Glenda
3.0	8:15 – 8:25	Budget Report	Sarah Lupis
4.0	8:25 – 8:50	Western Agenda Updates <ul style="list-style-type: none"> • WGA Report • WA Implementation Team Update • WA Marketing • ESA Letter Update 	Mike Harrington Bret Hess Mike John Tanaka
5.0	8:50 – 9:20	Regional Funding Opportunities	Mike
6.0	9:20 – 9:40	National Issues Update/ESS Business Meeting Prep <ul style="list-style-type: none"> • CMC • NRCS • NRSP Ballot Review 	Sarah (for Steve Loring) Mike Mark McGuire
7.0	9:40 – 9:50	Future Meetings Review <ul style="list-style-type: none"> • APLU—New Orleans, LA • Spring--California • Summer—New Mexico 	Mike Glenda Natalie Goldberg
8.0	9:50 – 10:00	Passing of the Gavel	Glenda & Chris Pritsos

Consent Agenda Items:

- ED Q3 Report- Mike Harrington
- AD Q3 Report – Sarah Lupis

Agenda Item 2.0: Approve Agenda, Summer Meeting Minutes

Presenter: Glenda Humiston

Action Requested: Approve Agenda, Summer Meeting Minutes

Background:

WAAESD Fall Meeting Agenda

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Consent Agenda Items:

- ED Q3 Report – Mike Harrington
- AD Q3 Report – Sarah Lupis

2018 Summer Meeting Minutes: http://www.waaesd.org/wp-content/uploads/2018/08/WAAESD2018SummerMeeting_MINUTES_DRAFT_20180709.pdf

Agenda Item 3.0: Budget Update

Presenter: Sarah Lupis

Action Requested: For information only

WAAESD Budget and Actuals, FY17-FY19

*****Corrected 9/4/2018*****

Description	FY2017		FY2018		FY2019	
	Budget	Actual	Budget	Actual to 12/31/2017	Approved Budget	Actual to 9/30/18
Personnel						
ED Salary	\$196,471	\$196,471	\$196,471	\$98,235	\$201,383	\$50,346
ED Fringe	\$49,904	\$48,925	\$49,904	\$27,113	\$56,790	\$14,198
<i>ED Sub-Total</i>	<i>\$246,375</i>	<i>\$245,396</i>	<i>\$246,375</i>	<i>\$125,348</i>	<i>\$258,173</i>	<i>\$64,544</i>
AD Salary	\$70,555	\$70,555	\$72,319	\$36,159	\$74,127	\$18,532
AD Fringe	\$17,921	\$17,427	\$18,369	\$9,980	\$20,904	\$5,226
<i>AD Sub-Total</i>	<i>\$88,476</i>	<i>\$87,982</i>	<i>\$90,688</i>	<i>\$46,139</i>	<i>\$95,031</i>	<i>\$23,758</i>
Hourly/Contract	\$0	\$0	\$0	\$0	\$0	\$0
CSU Fringe	\$0	\$0	\$0	\$0	\$0	\$0
<i>Hourly/Contract Sub-Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Misc.						
CSU Rent	\$7,800	\$7,800	\$7,800	\$7,800	\$7,800	\$0
MSU Accounting	\$3,500	\$3,500	\$3,500	\$3,500	\$0	-
NC-FAR Membership	\$500	\$500	\$500	\$500	\$500	\$0
<i>Misc. Sub-total</i>	<i>\$11,800</i>	<i>\$11,800</i>	<i>\$11,800</i>	<i>\$11,800</i>	<i>\$8,030</i>	<i>\$0</i>
Operating Expenses						
Office supplies	\$650	\$111	\$650		\$650	\$0
Copy/Print	\$2,000	\$1,015	\$2,000	\$1,130	\$2,000	\$607
Telephone/Videoconference	\$1,250	\$1,370	\$1,250	\$581	\$1,250	\$178
Mail	\$100	\$1	\$100	\$0	\$100	\$0
Equipment	\$250	\$180	\$250	\$0	\$250	\$0
Incidental	\$500	\$554	\$500	\$339	\$500	\$148
Computer hardware/software	\$1,500	\$323	\$4,500	\$2,905	\$1,500	\$0
CSU computer support	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$0
Empl. Recruit & Moving	\$0	\$0	\$0	\$0	\$0	\$0
<i>Operating Sub-Total</i>	<i>\$8,250</i>	<i>\$5,554</i>	<i>\$11,250</i>	<i>\$6,995</i>	<i>\$11,250</i>	<i>\$933</i>
Travel						
ED Travel	\$29,000	\$34,072	\$25,000	\$11,611	\$27,730	-
AD Travel	\$7,500	\$20,280	\$15,000	\$9,866	\$15,000	-
ESS Leadership Award	\$0	\$0	\$0	\$0	\$0	-
<i>Travel Sub-Total</i>	<i>\$36,500</i>	<i>\$54,353</i>	<i>\$40,000</i>	<i>\$21,477</i>	<i>\$42,730</i>	<i>\$6001</i>
TOTAL	\$386,570	\$405,084	\$400,113	\$211,719	\$412,484	\$95,236

Assessments and Income

	FY18	APPROVED FY19
NRSP-1	\$6,000	\$13,125
W-106 (67.5% in FY18)	\$231,942	\$270,076
AES Assessment (held flat in FY18)	\$141,196	\$141,196
APS Assessment (held flat in FY18)	\$7,431	\$7,431

WAAESD Expenditures Summary, FY2013-FY2017

	FY 2013 2012-2013	FY 2014 2013-2014	FY 2015 2014-2015	FY2016 2015-2016	FY2017 2016-2017
Budget	\$378,035	\$383,701	\$384,192	\$384,836	\$386,570
Expenditures	\$335,484	\$375,379	385,932	\$392,160	\$405,084
Difference	\$42,551	\$8,322	(\$1,740)	(\$7,324)	(\$15,156)
*ED Salary + Benefits	\$227,411	\$230,768	\$241,352	\$246,375	\$241,544
AD Salary + Benefits	**\$68,455	\$78,737	\$83,340	\$86,742	\$88,476
Hourly/Contract + Benefits	\$1,537	\$831	\$1,892	\$0	\$0
CSU Rent	\$7,800	\$7,800	\$7,800	\$7,800	\$7,800
MSU Accounting	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
NC-FAR Membership	\$500	\$500	\$500	\$500	\$500
Operating Sub-Total	\$5,793	\$12,772	\$5,821	\$7,323	\$5,554
Travel Sub-Total	\$20,488	\$40,471	\$41,728	\$39,919	\$54,353

*According to the Association MOU, salary increases (if any) are based on the average increase across the region. The Directors chose to increase the ED salary as indicated.

**Reflects mid-year increase: Sarah was promoted Oct 1, 2013 to Assistant Director with a 5% increase (annual=\$64,890), commensurate with her qualifications and responsibilities.

Budget Narrative/Background

The FY17 and FY18 budgets reflected the Directors' desire to keep assessments level rather than the actual cost of running the Association; overspending was expected. From FY16-FY18, the Association was able to use surplus funds at Montana State University to cover overspending in travel due to responsibilities associated with hosting the ESCOP chair in the Western Region.

The proposed FY19 budget reflects the actual cost of running the office. The proposed travel budget of \$40,000 reflects the existing 5-year trend in travel spending (2013 is an exceptional year where travel was reduced due to Mike's illness; 2017 was exceptional because the West had ESCOP Chair responsibilities). In FY19 there are no planned expenditures for equipment as laptops were replaced in FY18. In FY19, the WDO will receive an additional \$7,125 from NRSP-1 off the top-funds to support AD salary and fringe. It is possible for the Association to increase the office budget without increasing assessments and continue to spend down surplus funds (\$70,877 as of 7/1/16).

Finally, in FY18, the AD brought in a total of \$6,300 to the Special Account at Montana State University which will be applied to professional development.

Going forward, the Western Director's Office will continue to provide the Executive Committee quarterly budget and actual spending figures to increase fiscal transparency.

***On 9/4/2018, ED travel budget was increased by \$2,730 to rectify accounting errors in the original budget. Budget was increased after consultation with Gene Kelly, incoming WAAESD Treasurer, and Jessica Fuentes, CSU CFO for AES. At the time of the correction, assessments had already gone out and many had been returned that were calculated on the overall budget total of \$412,484 and increasing the travel budget by this relatively small amount was deemed a better solution than attempting to issue refunds.

WESTERN DIRECTORS' ASSOCIATION ANNUAL ASSESSMENTS

FY 2019

FY20

FY19

Invoice Date 6/19/2018 Invoice # WAAESD 19 FY2019 (July 1, 2018--June 30, 2019)

		WESTERN DIRECTOR AT LARGE ** per 3/26/18 spring meeting minutes; Directors agreed to keep FY18 assessment flat for FY19					WESTERN DIRECTOR ACADEMIC PROGRAMS					
FY2019 BUDGET		\$ 412,484.00					\$ 20,624.00					
FY2019 AES ASSESSMENT		\$ 141,196.00					\$ 20,024.00					\$600 territories
STATE	MRF 2017	% OF	EQUAL SHARE	VARIABLE SHARE	Per exec committee call 7/25/16 distribute AZ share evenly across all non-territories	TOTAL AT LARGE	EQUAL SHARE	Per exec committee call 7/25/16 distribute AZ share evenly across all non-territories	Total APS	GRAND TOTAL	Paid? 9/30/2018	
	BASE	MRF TOTAL	\$ 70,598.00	\$ 70,598.00		AES ASSESSMENT	\$ 20,024.00		Assessment	AES + APS ASSESSMENT		
Alaska	AK	193,340.00	0.01714	5,042.71	1,209.89	880.00	7,132.60	1,430.29	110.02	1,540.31	8,672.91	yes
Am Samoa	AS	-	-	-	-	-	1,000.00	200.00	-	200.00	1,200.00	
Arizona	AZ	1,022,277.00	0.09061	5,042.71	6,397.24	(11,439.95)	-	1,430.29	(1,430.29)	-	-	
California	CA	219,884.00	0.01949	5,042.71	1,376.00	880.00	7,298.71	1,430.29	110.02	1,540.31	8,839.02	
Colorado	CO	1,538,864.00	0.13641	5,042.71	9,629.95	880.00	15,552.66	1,430.29	110.02	1,540.31	17,092.97	
Guam	GU	165,547.00	0.01467	5,042.71	1,035.97	880.00	6,958.68	1,430.29	110.02	1,540.31	8,498.98	yes
Hawaii	HI	518,387.00	0.04595	5,042.71	3,243.98	880.00	9,166.69	1,430.29	110.02	1,540.31	10,707.00	
Idaho	ID	805,979.00	0.07144	5,042.71	5,043.68	880.00	10,966.39	1,430.29	110.02	1,540.31	12,506.70	
Micronesia	FM	-	-	-	-	-	1,000.00	200.00	-	200.00	1,200.00	Yes
Montana	MT	902,647.00	0.08001	5,042.71	5,648.61	880.00	11,571.32	1,430.29	110.02	1,540.31	13,111.63	
Nevada	NV	494,221.00	0.04381	5,042.71	3,092.75	880.00	9,015.46	1,430.29	110.02	1,540.31	10,555.77	yes
New Mexico	NM	543,762.00	0.04820	5,042.71	3,402.77	880.00	9,325.48	1,430.29	110.02	1,540.31	10,865.79	
Northern Marianas	MP	-	-	-	-	-	1,000.00	200.00	-	200.00	1,200.00	Yes
Oregon	OR	1,278,449.00	0.11332	5,042.71	8,000.32	880.00	13,923.03	1,430.29	110.02	1,540.31	15,463.34	yes
Utah	UT	996,646.00	0.08834	5,042.71	6,236.84	880.00	12,159.55	1,430.29	110.02	1,540.31	13,699.86	Yes
Washington	WA	1,881,357.00	0.16676	5,042.71	11,773.22	880.00	17,695.93	1,430.29	110.02	1,540.31	19,236.23	yes
Wyoming	WY	720,183.00	0.06384	5,042.71	4,506.78	880.00	10,429.49	1,430.29	110.02	1,540.31	11,969.80	yes
Total		11,281,543.00	100.00%	70,598.00	70,598.00	(0.00)	144,196.00	20,624.00			164,820.00	

*FY2008 -31200 (MRF)
 *NOTE: formula used subtracts American Samoa, Micronesia and N. Mariana's assessment
 Variable share is computed by using the percent of Regional Research money allocated to each state as a percentage of the total regional allocation
 No assessment for the Western Directors Special Account for FY2003, FY2004, FY2005, FY2006, FY2008, FY2009, FY2010, FY2011, FY2012
 FY2010 two assessments given that we have not received the FY09 1088 allocation
 FY2012 assessment based on FY2010 1088 allocation given that we haven't received the FY2011 1088 allocation
 Per WAAESD 8/20/96 decision American Samoa, Micronesia and N. Mariana are to be invoiced the fiscal year \$600 only past due amounts are not to be included.
 Per 6/3/2015 WAAESD decision American Samoa, Micronesia and N. Mariana are to be invoiced the fiscal year \$1000 only- past due amounts are to be collected.
 July 2016- Arizona notified no longer member in good standing; per 7/25/16 WAAESD Executive Committee conference call, AZ portion of assessment will be distributed evenly across all other non-territory members

Opportunities for regional grant proposals aligning with Western Governors' Initiatives and Priorities.

There are three excellent opportunities for regional collaborations around water, invasive species/pest management and rangeland and forest health. There are active regional committees related to each of these areas (See listing below). Keys, if not *the* keys to convening groups will likely be existing collaborations (e.g. regional projects), alignment of faculty interests with funding agency priorities as well as the level of funding available. The NIFA Sustainable Agriculture Systems program appears to be the lowest hanging fruit but also may have the most intense competition due to award size (\$10M/project). Note that this program also requires 100% match. In addition to [Grants.gov](https://www.grants.gov), the Code of Federal Domestic Assistance (<https://beta.sam.gov/>) is another resource for possible funding leads. Searches with the topic areas revealed a number of other programs (e.g. NSF, Interior, EPA) offering lower levels of funding that may be more appropriate for individual investigators. In addition, there are programs specifically targeting Native American Tribes.

Accessing Foundations, a work in progress, will likely be more difficult. There are 100's of small family foundations but few that make large awards and even fewer that make awards that apply to areas identified in the Western Agenda.

RANGE AND FOREST HEALTH

Regional Projects

WERA1008	Rangelands West
W2012	Enhancing management, production, and sustainability of grazing ruminants in extensive landscapes
WCC1003	Coordination of Western Regional Extension Forestry Activities

Possible granting agencies and programs

NIFA-AFRI - Sustainable Agricultural Systems (SAS)

\$80 M program. \$10M award cap, 100% match, LOI required

NIFA-AFRI - Foundational and Applied Science Program

\$182 M program, \$1 m award cap, LOI not required

NIFA Pest Management programs

INVASIVE SPECIES

Regional Projects

W4185	Biological Control in Pest Management Systems of Plants
W4186	Variability, Adaptation and Management of Nematodes Impacting Crop Production and Trade
WERA1017	Coordination of Integrated Pest Management Research and Extension/Educational Programs for the Western States and Pacific Basin Territories
WERA89	Potato Virus and Virus-Like Disease Management
W3147	Managing Plant Microbe Interactions in Soil to Promote Sustainable Agriculture
W1193	Locoweed and its Fungal Endophyte: Impact, Ecology, and Management
WERA1008	Rangelands West
WERA1021	Spotted Wing Drosophila Biology, Ecology, and Management
WERA20	Virus and Virus-Like Diseases of Berries, Fruit and Nut Trees, and Grapevines.
WERA77	Managing Invasive Weeds in Wheat

Possible granting agencies and programs

NIFA-AFRI - Sustainable Agricultural Systems (SAS)

\$80 M program. \$10M award cap, 100% match, LOI required

NIFA-AFRI - Crop Protection and Pest Management - Weed Science

\$8.1 program, \$1.15M award cap, 100% match

NIFA-WA Potato Commission \$2M program, 100% match

NIFA-SCRI, specific to a specialty crop, CAP projects 4 yrs., \$2m/year max, 100% match, \$50k planning grants

WATER

Regional Projects

WERA103	Nutrient Management and Water Quality
W3190	Management and Policy Challenges in a Water-Scarce World
WERA102	Climate Data and Analyses for Applications in Agriculture and Natural Resources
W3128	Scaling Micro irrigation Technologies to Address the Global Water Challenge
W3188	Soil, Water, and Environmental Physics Across Scales
W4133	Costs and Benefits of Natural Resources on Public and Private Lands: Management, Economic Valuation, and Integrated Decision-Making
WERA1022	Meteorological and Climate Data to Support ET-Based Irrigation Scheduling, Water Conservation, and Water Resources Management (from WDC18)
WERA1012	Managing and Utilizing Precipitation Observations from Volunteer Networks
W3170	Beneficial Reuse of Residuals and Reclaimed Water: Impact on Soil Ecosystem and Human Health (formerly W2170)
W3009	Integrated Systems Research and Development in Automation and Sensors for Sustainability of Specialty Crops

Possible granting agencies and programs

NIFA-AFRI - Sustainable Agricultural Systems (SAS)

\$80 M program. \$10M award cap, 100% match, LOI required

NIFA-NSF - Innovations at the Nexus of Food, Energy and Water Systems

\$34 M program, \$2.5 M award cap

Biosecurity and Bioterrorism

After the events of September 11, 2001, ESCOP undertook an initiative aimed at addressing perceived threats to the US Agriculture and Food system through the creation of a task force. The group worked to raise the awareness of the vulnerabilities of the food and agriculture system. The committee met with Department of Justice officials, a CIA anti-terrorism expert, White House and USDA officials and many others. The committee had intelligence relative a credible threat of soybean rust, which although not intentional did, in fact, occur. The Committee recommended and formed the National Institute for Agricultural Security the following purposes:

- Organize, as appropriate, meetings of experts to gather and organize scientifically sound information on agricultural security issues;
- Facilitate identification of critical research needs;
- Provide scientific support for law enforcement and intelligence committees, including classified threat assessments, possible interventions, and appropriate training activities;
- Produce targeted briefings, policy recommendations, and other information on agricultural security issues; and
- Support and facilitate the exchange of information on major agricultural security trends and development

Unfortunately, the group was ahead of its time, as nearly everyone believed that the agricultural production and food system were secure. However, recent discussions of the need for a secure agricultural production and food system have arisen in the context of USDA tactical science initiatives. Other than supporting the Food and Ag Defense Initiative and the National Diagnostic Lab Network, there are still few resources available to meet this need.

With the broad array of crops grown in the region, one might argue that western agriculture could be especially vulnerable to bioterrorism. The scientific expertise in the WAAESD and the State Agricultural Experiment Station System (SAES) can provide the skills needed to identify, prevent, mitigate, or eliminate domestic and foreign threats to U.S. agricultural production and food systems.

As part of our activities for the Western Agenda, it is crucial that we again advocate for resources for these types of programs

Agenda Item 6.0: National Issues Update/ESS Business Meeting Prep

Presenters: Sarah Lupis (for Steve Loring), Mike Harrington, Mark McGuire

Action Requested: For information only

Background:

See agenda briefs: http://escop.info/wp-content/uploads/2017/10/ESS_AGD_BRIEFS_2018.pdf

- CMC
- NRCS
- NRSP Ballot Review

Agenda Item 7.0: Future Meetings Review

Presenters: Mike Harrington, Glenda Humiston, Natalie Goldberg

Action Requested: Discuss spring meeting schedule, desire for a field trip.

Background:

APLU Annual Meeting, New Orleans, LA, Nov 11-13, 2018, <http://www.aplu.org/meetings-and-events/events/2018-aplu-annual-meeting>

WAAESD/WEDA Spring Meeting, San Diego, CA, Mar 30-April 5, 2018, see schedule below

Western Region Joint Summer Meeting, Albuquerque, NM, July 8-11, 2019

2019 WAAESD/WEDA/WRPLC Joint Meeting
TENTATIVE SCHEDULE

MONDAY			
Time	Description	#ppl	Needs
3pm - 5 pm	WAAESD Executive Committee	10 people	board room or u-shape with power strips
Dinner on your own			
TUESDAY			
7am- 8am	WAAESD Breakfast	20 people	depending on location, access to outside food vendors and cost, could make breakfast on your own
8 am - 5 pm	WAAESD Business meeting	20-25 people	U-shape, projector, screen, conference phone, power strips AM/PM break, lunch as well
6pm - 9 pm	WAAESD/WEDA/WRPLC Joint Reception	50-65 people	
WEDNESDAY (very tentative)			
7am - 9 am	MRC Meeting	12 people	u-shape or board room with power strips
9:30 AM - 5 PM	WAAESD/WEDA Joint Meeting WEDA/WRPLC Joint Meeting WEDA business meeting WRPLC business meeting		Three rooms, all u-shape, with projectors, screen, conference phones, and power strips. One room to hold joint meetings ~40 people; other two to hold ~25 each. I'm still sorting the details of when each group will be doing what so for now, I just know the room requirements for the day. AM/PM Breaks and lunch Possible field trip in the afternoon (meetings end at noon again)
THURSDAY			
7am- 8am	Breakfast	40 people	depending on location, access to outside food vendors and cost, could make breakfast on your own
8am - 3pm	WEDA/WRPLC Joint and separate meetings	40 people	Two rooms, all u-shape, with projectors, screen, conference phones, and power strips. One room to hold joint meetings ~40 people; other to hold ~25.

Executive Director Report: April - June, 2018

Presenter: H. Michael Harrington

For information only

I. REGIONAL ACTIVITIES

IMPACTS

- Continue to nurture relationship with the Western Governors' Association (WGA) through regular conference calls with Bill Whitacre. Assisting with the identification of participants for WGA Invasive Species and Biosecurity workshops.
- If recommendations from the meetings are realized, the NRCS effort will be a landmark step forward in coordinating LGUs and NRCS activities.

WAAESD

Executive Committee: Participate in monthly conference calls to address immediate business of the association.

Western Agenda Marketing

- Met with Ajay Menon and Gene Kelly to discuss engagement of the College of Business in assisting with a marketing plan. Joe Cannon (marketing dept.) has agreed to provide some assistance possibly and a class project. Dr. Menon has also contacted the developer of the "Got Milk" campaign.
- Working to reconstitute the Western Agenda Implementation Team
- Working with NCFAR on logistics for a Lunch and Learn seminar

Western Governors Association

- Continued to meet biweekly with Bill Whitaker and Lyla Houglum to discuss WGA initiatives. Listened to the Lake Tahoe workshop, Sept 17- 18. Invited to and will participate in the Cheyenne and Hawaii workshops.

Funding Opportunities

- Continue to survey federal programs and foundations for large funding award opportunities applicable to the region and consistent with the Western Agenda and WGA priorities. The lowest hanging fruit appears to be the NIFA Sustainable Ag Program which has \$80 M and funds \$10 M proposals. I've queried the water group (W3190) about interest (no response as yet, but will be meeting with them on October). There may be interest from now terminated water quality group.

Meeting Support and Logistics

- **Joint Summer Meeting:** Worked with Glenda Humiston, Sarah Lupis and the Executive Committee to finalize WAAESD agenda. Worked with Lee Yudin, Annie Santos and Jessie Rosario and others overall planning and logistics. Coordinated attendance of NIFA, Cornerstone and Regional Center representatives. Coordinated attendance of Cornerstone and NIFA representative
- Worked with Glenda, Sarah and Executive Committee to finalize fall meeting agenda.

Committee Activities

- **Western IPM Center:** I serve as the Western Directors' representative on the Center Steering Committee. Wrote letter of support for the Center's renewal proposal which was funded, participated in several conference calls
- **Southern Rockies LCC:** Serve on the Science Committee, distributed relevant information on RFAs, webinars, etc. to Directors.

1862 Technical Assistance Workshop on Guam: Served as a resource and invited speaker at the workshop after the Joint Summer Meeting.

II. NATIONAL ACTIVITIES

ESCOPE

IMPACTS

- Identified western participants for joint ESCOP-ECOP-NIFA-NRCS discussion partnerships to be held in Ft Collins in August.
 - Attended joint meeting with NRCS
- Assisted Greg Perry finalizing presentation on AES funding models at the ESS Annual Meeting
- Provided significant leadership for the Strategic Realignment Initiative

Committee Activities

- **CES-ESS-NRCS Joint Planning:** The Natural Resources Conservation Service (NRCS) and Land-grant University Extension Services and Experiment Stations have worked collaboratively for decades on issues important to natural resource conservation, profitability of agricultural and natural resource enterprises and quality of life. Leaders from these three organizations from across the country met in Fort Collins, Colorado on August 14-15 to discuss potential strategies for how future collaboration can be even stronger. Meeting participants identified natural resource issues and functional and organizational initiatives to improve local, state and national partnerships across these three organizations. Deb Hamernik (ESCOPE Chair-elect) and Chuck Hibberd (ECOP Chair) noted that, "Building on a rich history of collaboration between Land-Grant Universities and NRCS, this meeting brought leaders from both groups together to identify priorities for future programs and generate new ideas to more effectively leverage resources, minimize duplication of effort, and continue to provide high-quality programs and services to people that rely on this information." Jimmy Bramblett (NRCS Deputy Chief) stated; "Land-grant Universities and the Natural Resources Conservation Service have a long history of positive collaboration. The Cooperative Soil Survey is one great highlight of this positive partnership. Looking forward, our renewed commitment to an enhanced partnership will result in valuable research that will have positive impacts for most Americans, and many citizens around the world, as we face the collective challenge of increasing agricultural productivity while improving the quality of our natural resources."

The inter-institution planning committee (Robin Shepard, CES-EDA Team; Jeff Jacobsen, ESS; Sharif Barnham, NRCS, and Amanda Schaller, NRCS) will be organizing the notes from the August meeting for guidance and feedback from representatives from the three organizations who participated in this meeting. The goal is a proposed action plan by 10/1/18.

- **2018 ESS Annual Meeting Planning Committee:** Working with Gary Thompson, Deb Hamernick (meeting host) and EDs to finalize agenda and identify topics of interest. Participated in frequent of the organizing committee
- **2019 ESS-CES Annual Meeting Planning Committee:** Working with Robin Shepard, Chuck Hibberd, Marianne Klein, Sandy Ruble, Rick Klemme, George Hopper, and Eric Young on plans for the joint meeting in 2019.
- **Chair's Advisory Committee:** Participate in monthly conference calls

- **ESCOP Budget and Legislative Committee:** Support Chairman Ernie, Minton as the Executive vice Chair on this important committee.
 - With Ernie, develop draft agendas
 - Organize monthly calls.
 - Continue to track 2019 budgets and Farm Bill
 - Participate in ECOP B&L Calls
- **BAA-Budget and Advocacy Committee:** Support B&L Chair, Ernie Minton and participate in monthly conference calls
- **Communications and Marketing Committee:** Serve as back up to Rick Rhodes, participate in calls of the joint committee.
- **Impact Database Project:** Serve as ex-officio member

Policy Board of Directors

- **Strategic Realignment Ad Hoc Committee:** provide support to Ernie Minton Chair
 - With Rick Klemme (ECOP ED), provide support for the strategic realignment committee
 - Maintain communications with Committee
 - Developed analysis budget lines including funding history, review processes, IDC and the relationship between the Presidents Budget Requests and Appropriations over a 10 year period.
 - Developed the 12 line proposal
 - At the Joint Cops meeting in Guadalajara, presented the final strawman draft proposal with 12 lines to ACOP, ECOP and ESCOP, AHS Executive Committee
 - Assisted with modification of the committee plans and timeline including webinars to accommodate input from Regional Associations and COPS
 - Developed webinar outline and communications on new timeline
 - Organize and participate in conference calls
 - Develop talking points and FAQs

Summary of Travel, July to September

- Western Region Joint Summer Meeting, Tumon Guam, July 7-13
- Joint COPS, Guadalajara Mexico, July 14-18
- Joint ECOP-ESCOP-NRCS meeting Fort Collins, August 14-15

Consent Agenda Item: Assistant Director Q3 Report, June - September, 2018

I. REGIONAL ACTIVITIES

WAAESD

Support to the ED, Chair, and Organization

- **Executive Committee:** Participated in monthly conference calls and maintained records of decisions.
- **Association Budget/Finances:** Reconciled purchases, managed the ~\$412,000 Association budget, and coordinated account consolidation with fiscal officers at Montana State University and Colorado State University. Tracked incoming assessments and emailed receipt confirmations to Directors in each state. Coordinated with the Office of Sponsored Programs to develop a new MOU between CSU and WAAESD. Coordinated with the CSU College of Ag business service office to create new accounts for WAAESD funds.
- **Travel:** Facilitated travel approvals and reimbursements for Mike Harrington and myself.
- **Outreach/Communication:** Maintained the WAAESD website and Twitter account, and updated regional listservs.
- **Western Agenda:** Coordinated the reestablishment of the Western Agenda Implementation Team, made initial inquiries for an NC-FAR Lunch and Learn.
- **Multistate Research Fund:** Assisted administrative advisors and committee members with the proposal submission process, participant registration, and annual report submission. Helped Chris Pritsos and Brian Higginbotham with proposal narrative for W507, the Wild Horse and Burrow initiative, and assisted with participant recruitment.

Key Impact(s): Ensured that Association operations functioned smoothly and effectively.

Meeting Support and Logistics

- **Fall Meeting:** With the Executive Committee, developed and distributed the WAAESD meeting agenda, and compiled and distributed agenda briefs.
- **Summer Meeting:** Participated in this event and subsequently compiled and distributed minutes of this meeting.
- **USDA Insular Areas Technical Workshop:** Worked extensively with Maggie Ewell and Cynthia Montgomery, from NIFA, and Jessie Rosario, from UOG, to ensure successful delivery of this event in Guam. Attended sessions and delivered a revised version of the “Big Impact” powerpoint to approximately 30 participants.
- **2018 ESS/SAES/ARD Meeting:** As a member of planning committee, helped to distribute the final agenda and meeting information.
- **2019 Summer Meeting:** Continued to work with Steve Loring and others at New Mexico State University to lay the groundwork for a successful event, including contract review and initial arrangements for a pre-meeting W-APS workshop on workforce development.
- **2018 WRAOM:** Supported University of Alaska-Fairbanks hosts in finalizing the agenda and distributing information about this event to administrative officers throughout the region. Served as principal liaison with NIFA to arrange for a videoconference to kick off the event.

- **2020 NERAOC:** Coached and advised Dave Lebovitz and Rick Rhoades of the Northeastern Region in their ultimately successful efforts to secure a host university and location for the 2020 National Extension and Research Administrative Officers Meeting.

Key Impact(s): Used extensive meeting/event planning experience to improve meeting outcomes for participants and reduce the cost of hosting seasonal and regional meetings.

Committee Activities

- **WAAESD Executive Committee:** Participate in monthly conference calls; prepare meeting agendas and record decisions.
- **Western Agenda Implementation Team:** This committee did not meet this quarter.
- **AD Mentoring Committee:** This committee did not meet this quarter.

Western Academic Programs

- Supported monthly conference calls
- Initial coordination of pre-meeting workshop for 2019 Summer Meeting on workforce development

I. NATIONAL ACTIVITIES

ESCOPE

Committee Activities

- **ESCOPE Budget and Legislative Committee:** Support Chairman Ernie Minton (KState) as the Assistant Executive Vice Chair on this important committee. Facilitate monthly conference calls and record decisions.
- **NRSP1:** As Program Director for the Multistate Research Fund Impacts Program, I am responsible for all aspects of this program from vision and strategy to payroll, a ~\$93,000 budget, and employee supervision (1.25 FTE for two employees). See attached brief for FY18 program highlights.

Independently, I work with Chris Hamilton and our Clemson web/database development team (and NIMSS admins nationwide!) to identify and address emerging issues with the NIMSS.

- **Communications and Marketing Committee:** Participate on this important joint AHS, CES, ESS committee that works with kglobal and Cornerstone to facilitate high priority impacts to those who need to understand what we do. Participated in regular conference calls and provide strategic communication support to AgIsAmerica's SNAP-ED campaign with the creation of a MRF Impacts video on this subject (<https://www.youtube.com/watch?v=GebMiBCFrhE>)
- **ESCOPE/ECOP Impact Database Subcommittee:** Active member of this subcommittee that has been working to improve the quality of impact statements submitted to www.landgrantimpacts.org. In this quarter, we continued to advance plans to review impact statements as they are submitted to the database. Have worked closely with Bill Brown and Faith Peppers to ensure a smooth transition to the updated database/website, facilitate training for inputters and reviewers, and plan for a strategic release/implementation of this pilot process.
- **Diversity Catalyst Committee:** Participated in regular conference calls.

Association for Communication Excellence

I serve as vice chair for the Leadership and Management Learning Community. Our mission is to provide a rich and supportive environment to all ACE members interested in developing leadership skills and to learning and sharing management expertise. In this quarter, I participated on regular conference calls, attended the ACE annual meeting, and co-led the Leadership and Management Learning Community session.

Key Impact(s): I contributed strategic communication, process development, leadership, and organizational skills to initiatives that will increase the visibility of land-grant agriculture research with decision-makers and influencers at the national level to ensure continued funding and support.

III. PROFESSIONAL DEVELOPMENT

Completed “Mindset for Supervisors,” and “Rules of the Road, “ two mandatory classes for all CSU staff who supervise others. Course descriptions below.

Mindset for Supervisors: develop an understanding of who you are as a supervisor, by exploring your strengths. Build your knowledge of team dynamics, and explore how your team contributes to the mission of the institution.

Rules of the Road: highlights aspects of the CSU employee/employer relationship including equal opportunity employment laws, reasonable accommodations, leave management, confidentiality guidelines, and employee rights and protections.

III. SUMMARY OF TRAVEL

- July 8-16, 2018: Western Region Joint Summer Meeting and Insular Areas Technical Workshop, Guam
Delivered one impact reporting workshop to 30 participants
- August 14-20, 2018: Western Region Administrative Officers Meeting and Impact Reporting Workshop, Fairbanks, AK
Presented an impact reporting workshop to UAF faculty and staff.

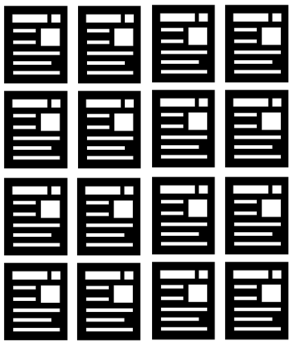


WE SHARE THE IMPACTS

October 1, 2017 - September 15, 2018

To sustain American agriculture, consumers and policymakers must understand its importance and value—and the impact of the research and Extension programs that support it. The Multistate Research Fund promotes agricultural innovation by providing federal funds to collaborative land-grant university research and Extension projects. We communicate the importance and value of these projects to the American people and give researchers and Extension specialists the skills and knowledge to share their science.

IMPACT STATEMENTS

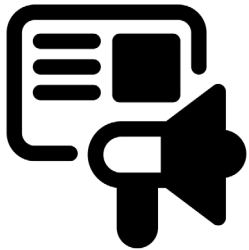


16

Impact Statements written, designed, and distributed. That's over 1 per month!

“Your skills made the project impact come to life.”

—Adel Shirmohammadi, NE1335 Administrative Advisor and Director of the Maryland Agricultural Experiment Station



11

Impact Statements featured in **USDA-NIFA** and/or **AgIsAmerica** newsletters, blogs, and/or social media.

“Sara, this is really awesome...We’ll amplify the message and share with the Secretary’s office and with the White House.”

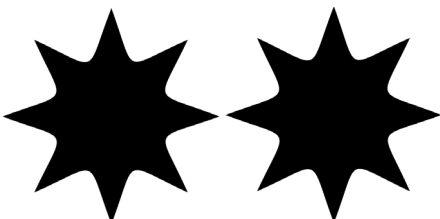
—Sonny Ramaswamy, former USDA-NIFA Director

Project participants used Impact Statements to:

- Write an **article** for *Irrigation Times*
- Prepare for a **presentation** at the 2018 USDA Outlook Forum
- Make **website news bulletins**

“I use the Impacts Statements for the NIFA weekly newsletter...and to highlight specific states for Congressional Testimony. [They] have been well-received by a national audience.”

—Falita Liles, USDA-NIFA Communications



2

Special feature impact stories

- • • • **Article** about a project on ecosystem services will be featured in *Rural Connections*, Fall 2018. This magazine directly reaches over

800 readers.

- • • • **Topical Impact Statement** about Extension's Impacts on Nutrition.

SOCIAL MEDIA



Over the past year, our social media stats have been **on the rise**, with steady improvements in key areas each quarter!

650 views of the *Extension's Impacts on Nutrition video* on YouTube and Facebook

 **141** shares, likes, and other engagements

This was one of our **highest performing** posts on Twitter and Facebook.

4,640 visits to mrfimpacts.org since the site was launched in February 2016

Visitors typically spend over 2 minutes on the site. **That's enough time to read an Impact Statement!**



408 likes **150** retweets

219 clicks on links to view/read the Impact Statement

197 tweets since October 1, 2017

102,917 people received our tweets in their timelines or search results



20 posts on Facebook in the past month

479 likes, shares, and other engagements

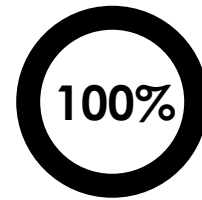


In just one month, our **Instagram** gained **47 followers** and **10-22 likes per post**.

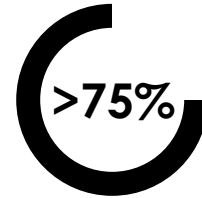
WORKSHOPS

20+

workshops for **4 Multistate Research Projects** and **8 land-grant universities**, reaching over **600** research faculty, Extension specialists, staff, and students



of surveyed participants **satisfied** with the workshop and **presenter knowledge**



of surveyed workshop participants improved their **level of knowledge**

"I run a leadership program and was stuck in the mindset that Impact Statements had to be program wide. Now, I understand I can narrow it to a specific event or seminar, and describe the impact more clearly and with more punch."

"I am...drafting the final report for a 7 year \$5 million project. I will definitely use what I learned here to shape the report."

"Sara is very thoughtful and accommodating. Liked your unassuming approach and simple way of presenting the subject matter."

OUR TEAM



SARA DELHEIMER
Impact Writer



SARAH LUPIS
Program Director



SUNDAY MILLER
Social Media

Visit us at mrfimpacts.org or @MRFimpacts



Multistate Research Fund
IMPACTS