

**Minutes
EMT Meeting,
Wednesday, September 13, 2006 9:30 AM
Pic-tel – sites: Taylor Hall, NHTI, Grafton, Newport, Coös, and Rockingham**

Present:

NHTI: Paul Bonaparte-Krogh, Deb Cheever, Sumner Dole, Dan Reidy
Taylor Hall: David Foote, Don Black, Wendy Brock, Bob Edmonds, Ann Hamilton
Coös: Larry Barker
Grafton: Kathy Jablonski
Sullivan: Karna Williams, Nancy Bradford-Sisson, Lauren Bressett
Rockingham: Lynn Garland

Paul Opened the meeting with a review of the agenda, and a review of the planned schedule for the County visits by John and Jim. It is anticipated they will meet with staff @ 2PM, followed by a dinner break with staff and the council, meeting that evening.

Sumner Suggested development of 3-4 questions for the council to seek their input.

County Reports:

Merrimack: They are just beginning the budget process - anticipate some savings from reduced pic-tel charges
Belknap: 4% budget increase for the September submission; completing support staff evaluations
Hillsborough: Just started budget year on July 1; new 4-H educator beginning Oct. 30, Michael Koski; will be purchasing a new copier this year, and coordinating with the County Bus. Office and other departments who also need copiers.
Grafton: Returned some funds to the county from last budget year; Ginny D. will be leaving Extension; anticipate similar savings in pic-tel as Merrimack Co.; CC II went well; hired a 3rd support staff person.
Coös: Just starting to look @ budget for next fiscal year, and anticipate a normal budget year; they have a new Nut. Conn. Staff person, Heather Carter; re: 4-H educator search Larry feels we also need to “sell” Extension to the candidates, as much as they need to “sell” themselves; they are gearing up for their CC II.
Sullivan: Budget process begins in January; Karna will be retiring May 1. Chuck Hersey will become co-COA with Seth Wilner - neither were available today.
Cheshire: Nancy Bradford-Sisson begins as COA October 1; county budget proposed @\$207,079, a 1% increase; delegation and commissioners are settling on a new county jail site; re: the Jim and John road-show - can we get a downloadable logo - need something of quality; new staff October 2: Steve Roberge, Extension Educator, Forest Resources.

- Strafford: Not much change anticipated in next budget; expect to move by year end - new space is good size with universal access; Geoffrey Njue becomes COA in January; anticipating the county fair.
- Carroll: Budget in process - currently with the finance committee, increasing by \$4050 - includes a \$7000 equity increase for support staff - proposed budget of \$222,500 - council votes on it next week; Wendy Scribner starts as Extension Educator, Forest Resources October 23.

Some discussion took place on hiring process and concerns about secrecy regarding chosen candidates. Larry Barker was pleased that the Nut. Conn. hiring included council and staff participation.

Wendy Brock explained the need to keep the chosen candidate private till there is acceptance.

Multi-state criminal checks are being completed on all 4-H nominees. This may apply to all hires in the future.

- Bob: There is an opening to be advertised for Darrel's Extension Specialist position, since his appointment as the new Program Leader for Forestry and Wildlife.
- Paul: Working on new staff orientation
- Lauren: Should be name tags and business cards available on first day for new staff
- Bob: Suggested office keys and brief case of some type on their desk as well, as well as enclosure slips, etc.
- Paul: Talked about assignment of mentors, who may in fact not be in the same office
- Bob: There is a mentor guide, developed about 2 years ago
- Larry: Suggested having a menu of programs available in the county
- Wendy: Cautioned about not giving everything at once
- Paul: Discussed the CC II's, in particular the Hillsborough County Event including the MOU program (Sept. 25) and the Coös event with participation of the Carsey Institute.
- Paul: Discussed county council's and training
- Jim: Talked about training for "older" staff who might want training on promotion, the Extension mission, civil rights, campus interaction, grant prep, possibly done quarterly in modules.
- Lynn: Suggested a survey for Council members on high-priority needs.
- Sumner: It should be on-going - for use in training; leadership opportunities for council members beyond their council term, possibly parliamentary training; we can use former council members as trainers, possibly do trainings regionally.
- Larry: Have the councils organize the training, and remember Youth as Partners (YAP).

Paul: State wide annual report coming in December; will include a pocket in the back for county report.

Paul: Encouraged using the on-line meeting planning tool - could be set up for others counties also

Jim: Provided an update on the status of LEAP Program and staff. Suzann Knight has been working tirelessly to extend beyond Sept. 30.

Next meeting Dec 7th planned as a meeting for COAs and all county support staff. Will be in Manchester at UNHM and will visit FHGEC

Submitted by: Dan Reidy