

Family & Youth Development Advisory Team
March 27, 2002
Minutes of meeting via PictureTel

Attending: Charlene Baxter, Wendy Brock, Nancy Berry, Becky Levesque, Thom Linehan, Catherine Violette, Paula Gregory

Excused Absence: Gail Kennedy

The draft agenda for the April 18 staff meeting was reviewed. Wendy commented on several Comm Tech items and discussed how Faye would utilize the presentation time she had requested. The 4-H web team has developed some questions and we added additional ones. It's necessary to discuss the protocol for deciding content of the web, and also to discuss county web pages. Wendy will have further discussions with Dave and Faye prior to the meeting to refine the topics that will be addressed. A reminder was issued that a bulleted page of instructions is essential from Dave for use of PictureTel by staff as the encouragement is building to use the technology to the greatest extent possible.

Granite State Youth Mentors is on the agenda and Paula is the point person with Mimi Bergere. Also, Wendy will let Charlotte know about a short time frame for talking with staff about hosting legislators that attend the Adolescent Institute. Charlene will facilitate the lunchtime recognition for Mary.

In the afternoon session of April 18 specialists will meet in smaller groups with staff to work on developing and refining the tools and the language by which we measure and describe impact. Charlene is tracking down some "excellent examples" of impact statements on the CSREES web site and these will be used for overall discussion – what makes a good impact statement? We proposed two 45-minute discussions so those specialists can focus on specific areas of their program responsibilities with staff working in those areas. A short report-back session will follow. Wendy will provide a framework from the 4-H state staff after they meet on March 28

Nancy raised the question of whether we should be addressing the results of the Team New England reports at this meeting. In actuality we are because much of the agenda is driven by what we learned from staff on the surveys and what staff indicated it was important to work on as an overall program area. Charlene and Wendy will drive this theme home throughout the day as various parts of the agenda are introduced.

As a result of the March 8 Family Development staff meeting, it was decided that we will provide some information to attendees on April 18. This will include the purpose and function of the Advisory Team, who the members are, what the selection process is, and how to get items on the agenda.

The annual Extension conference in June offers an opportunity for displays and exhibits. Cheryl Smith is coordinating this aspect of the conference. All staff are being encouraged

to plan exhibits and Wendy and Charlene especially encouraged Family and Youth Development staff to carefully consider how they can convey the strength and impact of the programs they are delivering statewide and in their counties.

Charlene and Wendy provided an update on positions. There has been an approval to fill the Hillsborough County Family Development position. A search committee has been identified and Charlene will hold the first meeting in April. There is anticipation that the Human Development Specialist position will be approved to fill and a search process can begin early in May. Wendy is working with the Rockingham County Council to assess needs for the Youth Development position. There was a suggestion that we use the Annual CYFAR conference as an opportunity to recruit for these NH positions.

Charlene mentioned the upcoming event to mark Mary Temke's retirement. Invitations will go out shortly.

Wendy facilitated a discussion about developing a protocol for determining which satellite programs to downlink. Who will make such decisions and what are the budgetary limitations? There was consensus that it goes back to the specialist in the subject area of the conference to make a recommendation to the program leaders. We would like to have a set of criteria developed for the specialists and program leaders to utilize for this purpose. We would recommend that the Comm Tech team begin to develop a set of guidelines and Wendy will have a discussion with Jeff Schloss who chairs that team.

Paula updated the team on the State Strengthening Project which is going into year 5. The next cycle of projects will focus on Community Projects without a state capacity building component. These will focus solely on local community efforts. The current projects are focused on sustainability – Claremont is already sustained and the other two (North Haverhill and Boscawen) are directing their efforts toward this goal. Paula did provide some insight into the future of this funding although NH will have a one-year moratorium from the funding once the fifth year of the current project is completed. It was suggested we keep this as a regular agenda item for our future meetings as it is an important element of our programming in Family & Youth Development. Paula will also provide more extensive information to interested staff at the State Strengthening Team retreat on April 30 and will invite non-state-strengthening staff to participate for this part of their agenda.

To gain more involvement from staff, we will send out our draft agendas to all staff asking them for input on any of the topics listed. We will also post the minutes of these meetings on line with a link in the Biweekly Update so staff have the opportunity to review meeting proceedings.

An additional meeting was discussed for June and Wendy and Charlene will confer to make a decision about whether this should be scheduled. Additional scheduled meetings for 2002 are: Sept. 6 in Laconia, and Nov. 15 either by PictureTel or in Newport. All meetings are 9:00 – noon.