

## **2019 County Area Directors Meeting**

**March 6**

**12:00 pm – 1:00 pm Lunch provided**

**1:00 pm – 1:15 pm Welcome and Introductions**

**1:15 pm – 2:45 pm Task Force Updates and Discussion**

- **PLT Update – PRU Funding and Direction/ Program Reporting**
- **Faculty Status Committee Update *Mark Platten and others***
- **Salary Task Force Update *Eric McPhail***
- **Digital Measures *Darrin Goodman***

**2:45 am – 3:00 pm Break**

**3:00 pm – 4:30 pm New Staff Orientation and Mentoring**

- **On Campus new staffing structure including HR and fiscal**
- **Interns and new positions**

**4:30 pm Networking and Relationship Building**

**5:30 - 6:30 pm – Double Tree Managers Reception**

**Dinner on Your Own**

**March 7**

**8:00 am – 8:10 am Introduction to Your Day**

**8:10 am – 10:15 am *Who's Got My Back?* – *Lori Bates, Jana Smilanich, Jean Glowacki, Ashley Stokes, MG Coordinator,***

- **Chain of Command – Who is your team of Support?**
- **Family Medical Leave, Leave Policies and Benefits.**
- **Supporting 4-H within your County Office**
- **Personnel and legal issues**
- **Hiring and Firing procedures: approved reason to terminate volunteers**
- **Master Gardener Program Direction, *Alison O'Connor***
- **Confidential Questions**

**10:15 am – 10:30 am Break**

**10:30 am – 12:00 am Fiscal Issues/Policy**

- Review of Financial Policies and Procedures - Jana Smilanich
- Imputed Apparel and the Special Earnings Form – Jana Smilanich
- Managing Donations and Grants
- Separation of fairboards and Extension
- MOU's
- Hiring practices and alternatives to a full out search

12:00 pm – 1:00 pm Lunch

1:00 pm – 2:00 pm Administrative and DAC Update – *Lou Swanson/ Ashley Stokes*

- Strategic Planning and Doing Update *Ashley Stokes*

2:00 pm – 2:15 pm Break

2:15 pm – 2:45 pm Professional Development

2:45 pm – 3:15 pm Performance Appraisal System

3:15 pm – 4:15 pm Regional Directors' Panel Discussion:

- So! What are you Afraid to Ask? *CJ, JoAnn, Bill and Ashley*

5:00 pm Lou's reception

**March 8**

8:00 am – 8:30 am Drought/ Emergency Management Task Force

8:30 am – 9:15 am Return on Investment: Overview

- Communicating with County Commissioners
- Advisory Boards
- Community Assessments

9:15 am – 10:00 am Marketing Update – Something Hit the Press!

10:00 am – 10:15 am Break

10:15 am – Personnel and Legal Issues/Performance Management:

*Jannine Mohr, Office of the General Counsel*

12:00 pm (Lunch on your own) / Adjourn