



Minutes of the Board of Directors of the Iowa Extension Council Association

April 23, 2020

The Board of Directors of the Iowa Extension Council Association met via video conference on April 23, 2020. President Michael Ryan called the meeting to order at 6:30 p.m. Board members present include Michael Ryan, Mary Greiman, Joy Prothero, Pam Olerich, Peggy Sparrgrove, Bruce Clark, Bryan McNulty, Lori Donahoe, Al Ralston, Connie Casson, Jamie David, Kelly Jared, Jayne Lupkes, and Amy Eden. Also present were John Lawrence, Andrea Nelson, Terry Maloy, and Julie Baumler.

Mary moved to approve the agenda. Al seconded the motion. The motion carried.

Mary moved to approve the minutes from March 9, 2020. Joy seconded the motion. The motion carried.

Lori Donahoe gave the treasurer's report. We have a balance on hand of \$11,420.21. The county EAP payments have all been received. The following bills were presented: Conference Services, \$30 cancellation of food order from our January meeting; Lori Donahoe, \$11 for stamps; Employee & Family Resources, \$36 for additional covered employees (not included in our first payment). Joy moved to approve the bills. Connie seconded the motion. The motion carried. Mary moved to approve the treasurer's report. Peggy seconded the motion. The motion carried.

An ISU Extension & Outreach Update was given by Dr. John Lawrence, Vice President for Extension and Outreach. He gave appreciation to councils for quick movement regarding the office closings and staffing pattern changes due to COVID-19. At this point, all offices are closed to the public. Decisions regarding summer in-person programming will be made with information from Public Health in the individual counties or zones of the state.

The revised MOU was sent out on April 15 to council chairs and to regional directors. There are three addendums to the MOU – one for each of the model options. The goal is to have MOUs signed by councils and returned to campus by June 1. The curriculum review process and housing state specialists are both items that continue to be reviewed and those documents will be updated as soon as available.

Two committees have been formed to look at the pandemic. The first is the COVID-19 Recovery Task Force. The members are exploring Extension and Outreach's role in helping lowans once the state reopens. They will identify how can we continue to help families now and also once things get moving again in the state. They are thinking about the needs of lowans and what 6-10 items might we want to do statewide. A second committee is the Virtual Lessons Learned Committee. They are looking at what is going well and what's not going well. And asking how we can share best practices in the short-term as well as what technology and delivery platforms might we adopt for the future to be able to better position our organization.

Terry will retire on April 30. A search committee has been formed. It includes board members Joy Prothero, Connie Casson, and Charles Ertzinger as extension council representatives as well as Donovan Olsen (regional director) and Lori Mannel (county director). John asked board members to share the position announcement with potential candidates. Bob Dodds will be serving as the interim executive director until the new person is hired.

A County Services update was given by Andrea Nelson, Assistant Vice President for County Services. Ann Torbert has been hired as the new Region 15 Director serving Dallas County. Two Directors of Field Operations were named: Gene Mohling and Bryan Whaley. They will be supervising and training the regional directors. Regional Director interviews in vacation regions are happening now.

Andrea report that there have been questions from counties regarding the Families First COVID Response Act and unemployment claims.

Carryover analysis training has been happening to help counties project their carryover funds. They have also developed a document to help councils determine if/when it is appropriate for agricultural extension funds to be used for community support activities.

Open enrollment for county employee health insurance will take place between May 4-29. Flexible Spending Accounts (FSAs) are now available for county employees through ISU. There is risk is with the medical FSAs in the event that an employee uses their medical flex money at the beginning of the year and then resigns, the employer is still responsible for those funds. Also, there is a benefit if an employee does not use all of their flex money, the forfeiture of those funds return to the employer. These funds can be administered centrally where campus would take on the risk and the potential gains from the forfeitures or each county could administer their own. Andrea and John will be putting together a committee to review this to see what path forward makes the most sense.

Once regional director hiring is complete, an RFP for housing the regional director will be sent to counties, allowing interested counties to submit a proposal.

John and Andrea have recorded an 8-minute video with updates for council members for the upcoming month.

Jamie moved to approve the following proposed IECA Bylaw amendment to be voted upon by the full membership of IECA.

A. In Article 2, Section 1 SELECTION OF DIRECTORS, add the following sentence: "Administrative regions may be combined, electing one director to represent the combined counties." and "or multi-region grouping."

B. In Article 2, Section 1 SELECTION OF DIRECTORS, strike "three" and insert "two"

Pam seconded the motion. The motion carried. Julie Baumler will prepare the ballots to be send to all extension council members.

Lori moved to approve the following transition plan for board elections contingent upon the by-laws being passed by the membership.

- Election in 2020: Regions 1, 2, 4, 5, 7, 9, 10, 13, 15-16-17, 21, 22, 24, 25, 26
- Election in 2021: Regions 5, 6, 8, 14, 11,18, 19, 23
- Election in 2022: Regions 1, 3, 12, 13, 15-16-17, 20, 25, 27
- Election in 2023: Regions 2, 4, 7, 10, 9, 21, 22, 24, 26

Jamie seconded the motion. The motion carried.

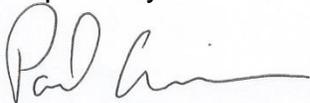
Mary moved to clarify the legal services policy to state: "Each county may receive 1 hour of legal consultation every 2 quarters (6 months) with terms starting at the beginning of the fiscal year on July 1. This should be re-evaluated at the fall 2020 board meeting." Additionally, The IECA board should consider raising dues in 2021-22. A decision should be made by January 2021. The legal services policy should be communicated to counties via the dues letter (under the membership benefits received for annual dues). Regional directors and county directors should receive notification of this change once dues invoices are sent. Lori seconded the motion. The motion carried.

Al moved to set the Date for 2021 Extension Council Conference for March 13. Jamie seconded the motion. The motion carried.

No additional county concerns or issues were brought forth.

Joy moved to adjourn the meeting. Mary seconded the motion. The motion carried and the meeting was adjourned.

Respectfully submitted,



Paul Gieselman, Secretary

