

## Steering Committee Meeting - September 8, 2021

Attendees: Sabrina, Melissa, Paul, David, Jennison, Ros, Tracy, Wendy, Deb

### ACTION ITEMS

- **Deb/Wendy:** Post resource list on Connect Extension and NECI website; create a way for people to submit resources for review and possible posting.
- **Sabrina & others(?):** Call Mark Megalos to discuss the EDEN climate panel and NECI content.
- **Sabrina:** Set up liaison SOP doc and sheet.
- **Ros:** Send a poll to membership about reworking membership meetings and committee interest/leadership.
- **Ros:** Clarify NECI's role in administering ECOP funds.
- **Paul:** Draft position description for post-doc coordinator.

#### 1. Climate Resources - NECI Website

- Resource list compiled by Wendy will be posted to both the Extension Connect site and NECI website.*
- Create a field on the website and on Connect for people to submit resources for review (by Wendy) and possible inclusion.*
- Post disclaimer about resources and their use by members/visitors.*

#### 2. Communications Subcommittee

- Discuss communications committee leadership
- Should be connection between communications plan and liaisons - how we link these processes
- Discuss current Connect Extension settings. From Aaron: Content in the NECI subgroup is only viewable to those that are logged into Connect Extension. If NECI wishes to make their subgroup content viewable publicly (not requiring a login to view it), that can be done. Going back through my notes to last year when this subgroup was created, that was not the request at that time.
  - These items were not fully discussed and will be tabled for a future meeting.*
  - One item discussed: two questions will be added to the poll sent to membership (see #4 below): list six proposed committees and "Mark all the committees you are interested in participating with." and "Are you interested in leading any of these committees?"*

#### 3. Liaison Roles - NUEL, EDEN

- Sabrina was asked to be on the EDEN climate panel, but then realized it was in-person, and I neither want to travel to a meeting nor can use CA funds to go to NC. I confirmed Mark Megalos, an active NECI member and Extension forester at UNC, to go, and to say a few words representing NECI.

- i. Sabrina wil call Mark Megalos to discuss NECI content in his presentation.
- ii. Sabrina will be at the meeting virtually and may be able to contribute to the presentation.
- iii. Do we have some standard NECI info slides? Yes, they are on the Drive.
- b. Is it time for bylaws or more formal organizational structure docs?
  - i. Sabrina set-up SOP (standard operating procedure) doc and sheet for everyone to list who they are affiliated with to keep track of potential liaisons and orgs we want to be in touch with. That sheet is here:
    - [📄 NECI Connections](#)

#### 4. Monthly meeting procedures/protocols

- a. Create standards for marketing and measuring engagement.
- b. Monthly member meetings should have more structure and consistent content. Ideas include:
  - i. Create a well-defined process agenda that every meeting will follow.
  - ii. Create standards and expectations for guest presenters, i.e. presentation length.
  - iii. Have a “Plan B” in case of absence/tardiness of guest presenter.
  - iv. Begin with a land acknowledgement - presenter, members could sign up to do this. Idea: share this website in the chat and invite members to share in the chat on what land they are guests - <https://native-land.ca/>
  - v. Make time and space to acknowledge current climate-driven events/trauma/anxiety and/or if members are experiencing push-back regarding climate change work.
    - 1. More discussion is needed on this: How much time do we allow for this? Where in the meeting do we make time for this - beginning, folks can stay on at the end? Invite people to share verbally or in the chat? Who leads this - moderator, presenter?
- c. Do we need to have two separate member meetings?
  - i. Administrative meeting and a professional development meeting? Jennison proposed hosting these 1 week apart - PD meeting preceding administrative meeting.
    - 1. Education in the PD webinars.
    - 2. Administrative meetings can be reflection on webinar materials, discussion of how action items are progressing, discussion on trauma/self-care.
    - 3. Send a poll to membership asking how they feel about rewiring the membership meetings in this way.

#### 5. Partnership Building

- a. Table this item for an upcoming meeting.
- b. Some things to consider:
  - i. Since this builds on liaisons, we should see how that comes together first.

ii. What does NECI want out of partnerships?

## 6. ECOP Priority Action Team Updates (Ros)

- a. Funding news
  - i. Submitted for some more administrative funds - still waiting on response to see if it will be approved. Need to be very clear about what NECI's role is in administering these funds. Ros will clarify with ECOP
- b. Position (Job description available here:  
<https://extension.org/2021/08/27/new-climate-partnership-and-development-assistant-position/>)
  - i. Over 50 applications were received. One of us will be invited to be on this selection committee.
- c. Sept. 9<sup>th</sup> ECOP stakeholder Climate Priority Action Team meeting.

### Goals:

- 1.1 Provide some information on the future structure of the Climate Priority Action Team
- 1.2 Review core themes for Priority Implementation Teams for Climate. Do these categories align with: Extension mission, stakeholder needs, funding opportunities, and faculty/educators interests?
- 1.3 Discuss potential leaders for the Priority Implementation Teams for Climate.
- 1.4 Identify potential Extension participants and partners for the Priority Implementation Teams for Climate. Who should/wants to participate on the Implementation Teams around the priority areas? [See the priority list created out of the 8/6/2021 Meeting here.](#) Some of the priorities may cross/cut theme areas.

### What are the climate themes to be addressed?

At the Aug 6th meeting, it was concluded with a vote on some themes. The next week, a potential partner asked for some themes regarding Extension and climate with an immediate deadline. After reviewing the feedback from the meeting, I (Jason H.) had put down the following themes. The themes emerged in two buckets: themes that were programmatic that could be separated (communities vs agriculture) vs those that are vital, but cut across all themes (DEI, partnerships, literacy, etc.). As a result, what are your thoughts on a matrix format that is grouped into 3 themes with subtopics within them for organizational purposes. We will discuss whether this is the most appropriate grouping or not. Below are three themes that emerged:

- *Climate-Smart Agriculture – Cooperative Extension can support the adaptation, mitigation, and resilience of U.S. agriculture to climate change. Helping farmers, ranchers and landowners develop and adopt climate-sensitive practices on working lands will improve the profitability and sustainability of plant and animal systems in rural and urban environments. These practices will maintain adequate and safe food systems as supply chains strain under shifting climate conditions. In addition, Extension programs can help expand a climate sensitive workforce in U.S. communities.*

- *Climate-Resilient Communities – Cooperative Extension can work with rural and urban communities to develop climate sensitive community plans to support the resilience of communities to climate change. The plans will focus on the development of strategies that communities can deploy to strengthen the adaptation, mitigation, and resilience to climate change. In addition, these plans would also focus on supporting communities as they develop risk management plans surrounding natural disasters – fires, floods, rising temperatures, and increased incidence of extreme weather events.*
- *Ecosystem services – Cooperative Extension supports the protection and preservation of natural areas and resources amid changing climates. Translational research and Extension programs focused on adaptation, mitigation and resilience can help reduce atmospheric greenhouse gas emissions from agriculture and forest production. In addition, climate sensitive management practices for our forests, waterways, and other natural habitats can reduce the negative impacts of climate change. Mitigation practices can include efforts such as carbon markets and alternative energy development to sequester carbon and reduce greenhouse gas emissions.*

*All of the themes could have a couple of priorities embedded in them. First, each priority could include Diversity, Equity and Inclusion (who we support, who we hire to serve, how we make our organizations open to all, the science we have must be broadly available and appropriate, how do we insure our programming does not create inequities) to make sure that we reach all US residents in rural and urban communities, especially those in underserved locations. Second, partnerships with private and public entities has been a cornerstone of Extension’s success for more than a century and could be a foundation of these initiatives. Third, climate literacy could be embedded in each of the themes focusing on appropriate and specific audiences including community leaders, farmers, ranchers, agricultural business, landowners, families and youth. But there are other concepts to discuss as well – adult/youth, urban/rural, etc.*

### ***What is a Program Action Team and Priority Implementation Teams?***

*The Program Action Team (25 members) will have the goal to identify potential partners, build collaborations, and resources for national Extension programs surrounding climate. This team will involve Extension Directors, Extension specialists, and outside collaborators such as federal government agencies and philanthropic organizations. The Program Action Team will meet quarterly to discuss emerging opportunities for Extension in climate and to help identify potential partners.*

*Priority Implementation Teams (3 teams, 10 members) would be composed of Extension specialists from across the nation with the task of identifying Extension programs that are ready to be scaled up and funded at the national level. You could think of them as sub-committees of the Action Team. The first task of the Priority Implementation Teams is to develop a foundational letter of intent that would be available to adjust when different funding opportunities arise. This document could be used by APLU during funding discussions or by members of the Program Action Team. The Implementation Teams would serve as Extension’s partnering group regarding national climate initiatives for their theme. The implementation team would also be responsible for developing letters of intent or submitting large grants on behalf of ECOP. A second task of the Priority Implementation Team would be to provide content to further*

development the advocacy toolkit for climate, mitigation, resiliency, and adaption <https://advocacy.extension.org/#climate>. Initially, these teams would meet monthly.

**7. NEES+NSS Climate Session** (Jennison)

- a. *Session is Tuesday, October 5th.*
- b. *Met with the planning committee yesterday - committed to in-person presentation. Requested ours be virtual.*
- c. *Working on agenda*
- d. *Working on communications with accepted speakers - should happen today.*
- e. *David will send an email to Dave giving a nudge on speaker communications.*
- f. *Identified venue for networking social afternoon of October 5*

**8. NTAE Funded “National Extension Climate Action Team”** (Ros, Paul, Chuck)

- a. Draft the position description: Post-doc Coordinator
  - i. *Paul will do a first draft on this. He can get a draft for everyone in the next few weeks.*
- b. Draft the position description: Administrator
  - i. *Tabled for a future meeting*
- c. Discuss Jennison’s contributions to this project (Jennison)
  - i. *Tabled for a future meeting.*

**NEXT STEPS:**

**September 24th Meeting, 1-2:30pm ET**

9-8-21 agenda items tabled for future meetings

- Communications Subcommittee
- Partnership Building
- “National Extension Climate Action Team” - administrator position description
- “National Extension Climate Action Team” - Jennison’s contributions