

## Steering Committee Meeting - October 13, 2021

Attendees: Betsy, Deb, Jennison, Sabrina, Wendy, Melissa, Chuck, Paul, Rick, David, Megan, Ros, Chris (CEO of Extension Foundation, joined for first part of meeting)

### Action Items from today's meeting:

- **Melissa & Sabrina** - SOP document by the beginning of 2022.
- **Paul** - send SC summary of new initiatives survey.
- **All** - follow up on Chris' comments and subsequent discussion.
- **All** - Should a communications SOP be the subject of a future SC meeting or should a subcommittee be formed to work on this so SC meetings can be freed up for other agenda items?
- **All** - follow up on discussion, instigated by Jennison, about the structure of the SC (and inclusion of Eric) and if there needs to be an outside advisory committee.
- Add missed 10/13 agenda items - in RED below - to a future meeting(s), if needed.

### 1. Chris joined the meeting at the beginning to discuss the 10/5/2021 "Climate Change in Extension: Priority Actions, Federal Steps Taken, and Prioritizing"

- On the meeting recording, some of Paul's comments (at 1:05:30 on the recording) were deleted.
- Chris expressed regret and offered apologies for this and her part in approving it. She noted that we are all working together for the same goal and wants us all to be on the same page moving forward and conversations can be positive and proactive.
- SC comments include:
  - i. Ros -It's ironic that we were censored at this meeting when our own research shows that Extension personnel are censored by administration. Specialists and other people on the ground need to be able to communicate research-based information. Paul - Our gold standard is integrity, hearing both the good and the bad. David - We can use this to strengthen our identity. Wendy - What is the cost of inaction, of doing nothing? This must be verbalized and taken forward. Jennison - strive for transparency and inclusivity.
- Takeaways:
  - i. Have thoughtful and strategic conversation ahead of time among NECI, the Foundation and ECOP
  - ii. Know who we are communicating to (i.e. funders, directors) and their different communication styles. Create strategic communication for working with directors.
  - iii. Must be thoughtful about how things are said and how they are heard - "we want to be heard the way we want to be heard."

### 2. Action Items from previous meeting - Updates

- **Melissa or Sabrina**: - please confirm which one of you is taking the lead on this action item - Write SOP for future meeting/webinar presenters/presentations

- i. Both are very busy right now. We will continue to piece this together until we have our new hire; we can have something by the new year. Melissa will use the “workflow” section from a previous document to create the new SOP.

- 3. **NSS Climate Session Review** (Jennison, Ros, Paul, and/or Megan [if in attendance])
  - o “Climate Change in Extension: Priority Actions, Federal Steps Taken, and Prioritizing”
  - o Virtual session held on Tuesday, October 5, 2021 - 2:30 - 4:30 PM (ET)

#### 4. **November NECI Membership Meeting**

- o Who is facilitating this month’s membership meeting?
- o Agenda items
- o Guest speaker - confirmed, announcements, etc.
  - i. Sabrina hosting November. She is the contact, will send email to listserv and will create the blog post. Deb will post to the website. Sabrina will facilitate the presenter part of the meeting.
  - ii. Who facilitates the agenda items other than the guest presenter? Paul and Jennison can tag team on this.
  - iii. Who will handle marketing on meetings going forward? There is a communications intern that may be able to handle the marketing on the monthly meetings. Possible post-doc tasks - that position description is being revised.
  - iv. Sabrina wants more authors on the Connect site so it would be good to have monthly hosts write the blog post.
  - v. Future presenters:
    - 1. Jennison will invite the Nature Conservancy for either January or March and Sabrina will invite Scott for the other.
    - 2. February is Black History Month so find someone working with vulnerable or BIPOC populations? Dr. Antwi Akom from UCSF and Dr. Marshall Shepherd (on tracking sheet have been mentioned.
  - vi. For now, tell presenters they will have about 45 minutes for their presentations and Q&A.
  - vii. Keep adding potential presenters to Google Docs tracking sheet.

#### 5. **NECI Membership Survey** (current due date is 10/18)

- o Number of responses to date
  - i. 47 responses to date
- o Interesting details from responses to share at this time?
  - i. Deb sent SC the excel spreadsheet with all respondent information.
  - ii. Paul will send bullet points to SC this week.

iii. Survey results need to guide some decisions - we can make these over email.

**6. ECOP Climate Priority Action Team (PAT) (Ros)**

- PAT - October 5th meeting (see #2 above)
- PITs - Program Implementation Teams
- Other items

**7. NOAA Climate Smart Communities Proposal (Sabrina, Ros, Jennison, and/or Betsy)**

- As of September 24<sup>th</sup> it is in Kristin Olson's capable hands for coalescing, condensing, and drafting the proposal

**8. Website (Deb)**

- Calendar
- Other items

**9. NECI Protocols (Paul)**

**Meeting Chat**

*From Megan Hirschman to Everyone: 09:02 AM*

*Chuck looks like he is in a tractor cab.*

*From Western Rural Development Center to Everyone: 09:04 AM*

*Ros is in a USU Extension professional development meeting and will be joining soon.*

*From Western Rural Development Center to Everyone: 09:11 AM*

*Today's meeting minutes available here*

*<https://docs.google.com/document/d/1UA5mTbeX4Qqc9Ls-rxO37nsg2v57yjdTdmBiTh0aBw4/edit>*

*From Roslynn McCann to Everyone: 09:18 AM*

*Ultimately, I hope this can be seen as a huge growth opportunity. It's unfortunate it happened, I'm glad it was brought to light, and this is a chance to strengthen our strategy as David said so well*

*From Jennison Kipp (she/her) to Everyone: 09:19 AM*

*Excellent point, Wendy. The cost of inaction is huge and very few people are talking about this with real data and science.*

*From Jennison Kipp (she/her) to Everyone: 09:25 AM*

*"The biggest problem with communication is the illusion it has taken place." George Bernard Shaw*

*From David Kay to Everyone: 09:25 AM*

*There are two key issues at stake here IMO. One is communication strategies, but even more fundamental is different theories of change.*

*From Jennison Kipp (she/her) to Everyone: 09:27 AM*

*Oh no, Sabrina - I am so, so sorry!*

*From David Kay to Everyone: 09:34 AM*

*"Calling out" - if you identify as a social justice activist, you might be interested in an online course I'm currently taking. Calling In the Calling Out Culture in the Age of Trump*

*<https://lorettajross.com/online-courses/calling-in-the-calling-out-culture/calling-in-the-calling-out-culture-5jwbh>*

*From Melissa Ocana to Everyone: 09:36 AM*

*Can someone please share the agenda again in the chat - presumably it's in the notes doc? Thanks!*

*From Jennison Kipp (she/her) to Everyone: 09:37 AM*

*Today's meeting minutes available here*

*<https://docs.google.com/document/d/1UA5mTbeX4Qqc9Ls-rxO37nsg2v57yjdTdmBiTh0aBw4/edit>*

*From Western Rural Development Center to Everyone: 09:38 AM*

*The agenda is included in the minutes for today's meeting and located here*

*<https://docs.google.com/document/d/1UA5mTbeX4Qqc9Ls-rxO37nsg2v57yjdTdmBiTh0aBw4/edit>*

*Sabrina, is it this one*

*[https://docs.google.com/document/d/1lhZNB4DAz-nyWu2qall\\_7wCo7Kai80WeyEW5g4ptwol/edit](https://docs.google.com/document/d/1lhZNB4DAz-nyWu2qall_7wCo7Kai80WeyEW5g4ptwol/edit)*

*From Jennison Kipp (she/her) to Everyone: 09:43 AM*

*We have 'NECI Protocols' as Item #9 on today's agenda (Paul) - can we continue this discussion to address this item?*

*I have one additional comment and question related to SOP to share (that has come up since our last SC meeting)*

*Rick: Thank you so much for joining us again today - please feel free to chime in on all of this - your insights are super valuable!*

*From Melissa Ocana to Everyone: 09:45 AM*

*[https://docs.google.com/document/d/1ElKnpt15gqpojCRmPs0drm55Y\\_h1cs4sIVd8sYDxPcc/edit?usp=sharing](https://docs.google.com/document/d/1ElKnpt15gqpojCRmPs0drm55Y_h1cs4sIVd8sYDxPcc/edit?usp=sharing)*

*From Western Rural Development Center to Everyone: 09:47 AM*

*This is a fantastic start, Melissa. Thank you.*

*From Roslynn McCann to Everyone: 09:52 AM*

*Yes, thank you Melissa!*

*That's the next agenda item! 8 minutes...*

*From Megan Hirschman to Everyone: 09:54 AM*

*All, I have to hop off for another meeting. Thank you!*

*From Melissa Ocana to Everyone: 10:01 AM*

*It sounds like we need to have future conversations on speaker timing depending the outcomes of the surveys!*

*From David Kay to Everyone: 10:02 AM*

*I have to sign off momentarily.*

*From Western Rural Development Center to Everyone: 10:02 AM*

*Thank you, David. Great to see you today.*

*From Wendy Hamilton to Everyone: 10:02 AM*

*Eric belonging is an example of the FUTURE of Extension. He is a very valuable member.*

*From Jennison Kipp (she/her) to Everyone: 10:03 AM*

*I agree 100%, Wendy!*