

NECI Steering Committee Meeting - December 8, 2021

Attendees: Jennison, Betsy, Megan, Melissa, Wendy, Rick, Sabrina, David, Katy, Cynthia, Hans, Travis, Paul

Action Items from today's meeting:

- DONE>>Betsy - Send PD and Engagement meeting descriptions to Deb so she may update online platforms (awaiting final review from Ros to changes made during today's SC meeting)
- DONE>>Betsy - Create Zoom links for 2022s: PD Meetings, SC Meetings, Engagement Meetings
- Betsy - Send calendar invitations to SC for: PD Meetings, SC Meetings, Engagement Meetings
- Deb - Update website, calendars with the new meeting schedules
- Jennison-Agenda item for January 2022 engagement meeting: how to access the Zoom links for PD and Engagement meetings - join the listserv!
 - Jan. 2022-Engagement Meeting - Agenda item (as per Jennison and Sabrina) - Adding PD and Engagement meetings to your own calendar
- Recurring item on SC Meeting agenda: who is hosting this month's engagement
- Deb-Remove any Zoom links and do not post future Zoom links to NECI Facebook from today forward
- Deb-Please do not post recording links to Facebook but instead post a link to the NECI web page for that PD Meeting's recording - goal is to drive traffic to the NECI website
- Wendy - reach out to Climate Exchange about potential guest speaker
- Jennison - inviting future guest speakers for PD meetings
- David - brief summary/blog post of his experience at COP26 and general takeaways for US Extension Service - share via NECI listserv too
- Sabrina-Send notice to NECI listserv of upcoming Global Change Research Programs climate assessment workshops for Jan-Feb 2022
- David - explore interest in COP26 panel for March PD Meeting
- ??? - Sabrina suggested we consider a one-day Climate Action Forum - April 2022
- Ros/Betsy - List for SC of current staff support/funding for NECI: WRDC-funded support for Deb Albin through June 2022; 0.50 FTE Post-Doc funded through Extension Foundation; Comms Intern; funds set aside for NEES+NSS 2022 (climate session and travel stipends)
- Betsy/Paul/Melissa - Continue drafting outline of [NECI SC SOP protocols and procedures](#)

1. Welcome and Introductions - New Steering Committee (SC) Members (Wendy)

- Hans Schmitz at Purdue Extension - North Central Climate Collaborative, affiliate of the State of Indiana Climate Office, and a farmer

2. Updates on Action Items from Previous SC Meeting (Betsy)

- **Betsy/Paul** -Continue developing operating protocols/processes; Melissa will join them in this work beginning in January 2022.
- **Deb** - Update the NECI "About Us" web page to include the new SC members
- **Ros/Jennison** - DONE>>Look at poll results concerning new meetings schedule and send recommendations to the SC.
- **Ros** - DONE>>Create short descriptions for member and professional development meetings. See below number 5 in this agenda for the descriptions.
- **Paul** - DONE>>Draft a response to APLU regarding lack of climate crisis content.
- **Paul** - Send emails to folks interested in serving on committees.

3. NECI Meetings - PD, SC, Engagement Effective January 2022 (Betsy)

- Through email discussions last week between Paul, Ros, David, and me and based upon membership polls and survey results, and if no major objections from any of you, it has been decided that effective January 2022:
- See small edit below to clarify when we'll get updates on committees and action agenda.
- Make sure we ID who is attending and facilitating the engagement meetings
 - i. **Professional Development (PD) Meetings**
 1. First Wednesday of each month at 3PM ET - one hour/60 minutes - effective February 2, 2022. No meeting in January.
 2. The first Wednesday in January will be the second day back to work for most people so consider NOT conducting a PD meeting in January and instead using the month to schedule upcoming speakers and promote the new schedule and February's PD meeting
 - ii. **Steering Committee (SC) Meetings**
 1. A return to meeting for 60 minutes **ONCE** each month on the second Wednesday of each month at 11AM (ET)
 2. The next SC Meeting will be held on Wednesday, January 12, 2022 at 11 AM (ET)
 - iii. **Engagement Meetings**
 1. Formerly known as "membership" meetings - third Wednesday of each month at 3PM ET - one hour/60 minutes
 2. The next Engagement meeting will be held on Wednesday, January 19, 2022
 - iv. **Zoom links for 2022 Meetings**
 1. Betsy will create three sets of Zoom links and send them to the SC. One Zoom link for each: PD Meetings, SC Meetings, Engagement Meetings
 2. Betsy will send a calendar invitation for SC Meetings only.
 - a. Please take responsibility for your own calendar and add the recurring monthly meetings to your calendar:
 - i. PD (first Wednesday of each month beginning Feb. 2022)
 - ii. Engagement meetings (third Wednesday of each month beginning Jan. 2022)
 3. All Zoom meetings are created using the NECI Zoom account purchased through the WRDC. If you want access, please contact Betsy.
 4. Zoom links: one link for EACH of the three meetings:
 - a. PD Meetings will have its own Zoom link used for 12 months (Jan-Dec 2022)
 - b. SC Meetings will have its own Zoom link used for 12 months (Jan-Dec 2022)
 - c. Engagement Meetings will have its own Zoom link used for 12 months (Jan-Dec 2022)
 5. Note: can download calendar link from Connect Extension
 6. **Make this an item to discuss at first engagement meeting**

4. Meeting links pulled from website - fear of meeting bombing (Tracy)

- Deb asks: Also remove Zoom links from social media sites?
 - i. Yes remove from Facebook
 - ii. Leave on Connect Extension

- iii. Let Communications Committee pick up this conversation to id audiences and purposes for our various comms channels
- iv. Continue to post recordings but have link to NECI website (not direct to recording)

5. SC Protocols and Process

- o Working on this in the SOP doc
- o Calendar year commitments for SC members starting in Jan
- o But anyone is welcome to come to SC meetings to voice opinions
- o Any geographical requirements?
- o We will share out our drafts and feel free to go into the doc to make comments
- o Determine process for co-chairs as well
- o New SC members:
 - i. This time 11AM (ET) is very early for Katy's time zone! tbd
 - ii. Cynthia, Rick comfy with serving for 12 months January-December 2022

6. Announcements or Items to Share with SC (All)

- o US Global Change Research Program is hosting a series of public engagement workshops in January and February as part of its Fifth National Climate Assessment “to solicit feedback on climate change-related issues that are important to the public.”
<https://www.globalchange.gov/nca5>
 - i. Sabrina will do blog post on this for Connect Extension (DONE-thank you!)
 - ii. Allison Crimmins at Global Change Research Program - Guest presenter in March or other month?
- o ECOP Program Implementation Team Meeting Updates
 - i. This month's meeting time was dedicated to outlining Climate Corps at the invitation of NIFA - two-page document due to them next week and is being submitted on behalf of Cooperative Extension by Extension Foundation
 - ii. Climate Resilient Communities, Climate Smart Ag & Food Systems, Ecosystem Services
 - iii. Theme of Extension and Climate Corps engagement with workforce development efforts came up with all groups.
- o David - Cornell sent approximately 26 people to COP26 and they had a debrief today.
- o Jennison - Joint Council of Extension Professionals (JCEP) Public Issues Leadership
 - i. Development (PILD) Conference April 3-6, 2022: <https://www.jcep.org/pild>
 - ii. Call for proposals:
<https://docs.google.com/document/d/1YgR6O1YJ5Y9v2LVcn6LEwyORdcBVxEiu/edit#heading=h.gjdgxs>
- o Sabrina - Announcements of urban extension meetings - National Urban Extension Conference will be May 23-26 at Rutgers -
<https://sites.google.com/msu.edu/nuec22/home>
 - i. And the international The Nature of Cities Festival will be 29-31 March 2022
<https://tnoc-festival.com/wp/>
- o New hire: Adi Leigh Brown - Extension Foundation Climate and Partnerships Coordinator

7. NECI Projects/Efforts for 2022 (Betsy)

- o Begin to brainstorm ideas of major projects/efforts NECI can focus on during 2022
 - i. NECI Committees work - get the committees up and running
 - ii. National Extension Climate Action Team

- iii. ECOP PAT/PITs
- iv. Collaborative funding proposals and opportunities
 - 1. NECI positions like the PostDoc
- v. Conference sessions
 - 1. National Extension Energy Summit & National Sustainability Summit (NEES+NSS) <https://www.nationalextensionsummits.com> at Penn State May 15-18
- vi. Do we want to do another NECI Action Forum around Earth Day?
 - 1. Maybe 1 day instead of 3 day
 - 2. More specific teeing up what's next and updates in last year

Descriptions for PD and Engagement Meetings - finalized and confirmed Dec. 2021:

Professional Development Meeting

Our monthly NECI Professional Development (PD) meeting will take place the first Wednesday of each month. The one-hour PD meeting framework is: brief updates and an introduction from one of our NECI steering committee members (5 minutes), a featured speaker sharing about climate change science, research, and/or communication for Extension educators (40 minutes), and a question/answer and discussion session (15 minutes). Full meeting recorded. Shared on the NECI website, here: <https://nationalextensionclimateinitiative.net/monthly-meetings/>

Members Engagement Meeting

Our monthly NECI Members Engagement meeting will take place on the third Wednesday of each month. This one-hour meeting is intended to serve as a safe space to share ideas, obstacles, and solutions to advance climate change outreach in Extension through casual, facilitated discussion. We will also use this space to share updates and discuss progress on our [Extension Climate Change Action Items](#) and work from the Committees (Diversity, Equity, Inclusion; Communications, etc.). These meetings will NOT be recorded and will begin with a reflection on the last Professional Development meeting and member ideas for how to incorporate content into our Extension programming, followed by member sharing of ideas, obstacles, and solutions to advance climate change outreach in Extension.