**WAAESD/WEDA/WRPLC Joint Spring Meeting**  
**March 27-29, 2017**  
**Kona, HI**  
**WAAESD/Joint AGENDA**

**Monday, March 27**
- 8:00 am – 3:00 pm  
  Multistate Review Committee Meeting
- 3:30 pm – 5:30 pm  
  WAAESD Executive Committee Meeting
- 6:00 pm – 8:00 pm  
  Joint Opening Reception

**Tuesday, March 28**
- 7:00 am – 8:00 am  
  Joint Breakfast
- 8:00 am – 10:00 am  
  WAAESD Business Meeting
  1. Approval of agenda and minutes of Sept. 2016 meeting  
     Milan Shipka
  2. Chair’s Report, interim actions, executive Committee Report  
     Milan Shipka
  3. ESCOP Chair visits in Washington DC  
     Bret Hess
  4. Western Agenda update/prep for joint meeting with WEDA  
     Milan Shipka, Bret Hess
- 10:00 am – 10:15 am  
  Joint Break
- 10:15 am – 12:00 pm  
  WAAESD/WEDA Joint Session
  J1. Cornerstone Report (via phone)  
     Jim Richards
  J2. NIFA Update (202-401-4926)  
     Luis Tupas
  J3. Climate Hubs  
     Mark Walker, Jim Hollyer
  J4. Advancing the Western Agenda  
     Fred Schlutt, Brett Hess
     J4.1 Use of 1-page message pieces  
     All
     J4.2 W506 status/recommendations  
     John Tanaka, Terry Messmer
     J4.3 WGA initiatives  
     Mike Harrington, Lyla Houglum
     J4.4 Next steps for WRJSM  
     All
- 12:00 pm – 1:00 pm  
  Joint Lunch
- 1:00 pm – 4:00 pm  
  WAAESD Business Meeting
  5. MRF Update  
     Sarah Lupis
  6. ARS Update  
     Tom Shanower
  7. NRSP1 Proposal/budget overview  
     Steve Loring
  8. NRSP feedback to committee members  
     Steve Loring
  9. Treasurer’s report  
     Charles Boyer
  10. WAAESD Budget report  
     Sarah Lupis
  11. ED’s Annual/1st quarter report  
     Mike Harrington
  12. AD’s Annual/1st quarter report  
     Sarah Lupis
  13. Executive Session
- 4:45 pm – 8:30 pm  
  Joint Luau Dinner
Wednesday, March 29
7:00 am – 8:00 am  Joint Breakfast

8:00 am – 10:00am  WAAESD Business Meeting
14. Revisit WAAESD Strategic Plan (vision, mission, etc.)
   13.1 Meeting strategy  Milan Shipka
   13.2 Mission and vision statement updates  Jim Moyer
   14 Best Practices Discussion Prep  All
      (what questions are we interested in, what information do people need to bring)
   15 Regional Grants Proposal  Mike Harrington

10:00 am – 10:30 am  Joint Break/ WAAESD departs for tour (see below)

Briefs from ESCOP: http://www.escop.info/Docs/ESCOP%202017%20Spring%20Meeting_Agenda&Briefs_20170224.pdf

WAAESD Field Tour
10:15 am  Leave the King Kamehameha Hotel in our rental cars and vans (Sarah, Mike and I are renting vans). The morning break starts at 10:00, so grab and go!
10:45-11:45  Visit to Greenwell Farms, an active and historic coffee farm and processing facility in Kealakekua, just south of Kona - http://www.greenwellfarms.com/
11:45-1:15pm  Scenic drive to our college's Mealani Research Station in Kamuela (cattle, pasture management, tea, blueberries, and agroforestry)
1:15-3:00  Lunch (provided) and tour of Mealani Research Station – http://www.tasteofthehawaiianrange.com/about-taste-of-the-hawaiian-range/mealani.html
3:30-4:30  Tour of Kawamata Farms in Waimea, producer of prized Kamuela Tomatoes and largest tomato grower on the island - https://www.youtube.com/watch?v=ki4CyGnQWe0
5:30-5:45  Return to King Kamehameha Hotel
Agenda Item 1.0: Agenda and Minutes approval
Presenter: Milan Shipka
Action Requested: Approve minutes from September 2016 and agenda for this meeting.
Background:

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<thead>
<tr>
<th>Agenda Item</th>
<th>Description</th>
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<td>Regional Grants Proposal</td>
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<td></td>
<td>Field Tour (see below)</td>
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5:30-5:45 Return to King Kamehameha Hotel
# Agenda

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<td>1.0</td>
<td>Welcome and Introductions</td>
<td>Jim Moyer</td>
<td>The participants introduced themselves:</td>
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<td>- Jim Moyer</td>
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<td>- Sarah Lupis</td>
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<td>2.0</td>
<td>Approve agenda, <a href="https://example.com">Summer Meeting minutes</a></td>
<td>Jim Moyer</td>
<td><em>Agenda and corrected minutes from Summer Meeting were unanimously approved.</em></td>
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<td>3.0</td>
<td><a href="https://example.com">Treasurer’s Report</a></td>
<td>Charles Boyer</td>
<td>American Samoa is now current. The next round of assessments have gone out—AES and APS have been combined to increase efficiency.</td>
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<td>4.0</td>
<td><a href="https://example.com">NRSP Review Committee update</a></td>
<td>Bret Hess</td>
<td>See brief.</td>
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<td>5.0</td>
<td>Western Agenda Updates</td>
<td>John Tanaka</td>
<td><strong>W506:</strong> The W506 committee met in August in Park City. Pat Deibert from USFWS (national sage grouse coordinator) attended and shared information about how USFWS is shifting their focus to sagebrush ecosystems. There were also representatives from Governors offices in Wyoming and Utah. Made lots of progress on the group’s first objective with a series of recommendations coming to WAAESD and WEDA soon.</td>
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<td>- W506 Report</td>
<td>Bret Hess</td>
<td><em>Leadership Team:</em> Following the summer meeting, Bret has had conversations with AHS, APS, and WEDA. In order to move the WA forward, representation from all entities on a task force is needed. Charles</td>
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<td>- Leadership Team Report</td>
<td>Mike Harrington</td>
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Boyer (AHS), Fred Schlutt (WEDA), Dave Shintani (APS), and Dina Chacon-Retzil (CARET) will participate on an Implementation Task Force with Lyla Hoglum, Mike Harrington, and Sarah Lupis and a few communications professionals who have been highly involved since the 2015 WRJSM. This group will focus on develop and implement a strategy for communicating the WA and increasing the visibility of Western Region issues and initiatives.

During the summer meeting, AHS and CARET recommended that the existing one pager is so global that it wouldn’t be effective in targeting a key issue. Topic specific white papers are needed.

Other high priority products are a postcard with web address and few key points, video on key topics, new one pagers that are topic specific. Goal is to have several items prepared prior to the AHS/CARET meetings.

Sarah Lupis and Steve Loring will follow up with WRDC Board to ensure that they have received the WA.

There was some discussion about how to better organize information about faculty/specialists so that it is readily accessible for the WDO, etc.

**WGA Report:** See the ED Q3 Report for details. The kick-off meeting for the WGA Forestry/Rangeland initiative is happening this week in Billings and is very forestry-focused. We only learned of it last week. Mike has also met with John Hayes recently. John Hayes proposed a forestry initiative during the BAA meeting.

**WGA Next Steps:** Mike will get in touch with Troy (WGA leader of this initiative) and Christy Maszco (UWyo). Post-election push to introduce new governors to the WA/LGUs.

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<th>6.0</th>
<th>WAAESD Strategic Planning</th>
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<td><strong>Meeting Structure</strong></td>
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<td><strong>Subcommittee Report</strong></td>
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<td>6.2</td>
<td>Next Steps – Plan for Spring Meeting strategic planning session</td>
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<td>6.3</td>
<td>Draft vision/mission statement</td>
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<th>Milan Shipka</th>
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<td>Jim Moyer</td>
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**Meetings Next Steps:** Gather information from other groups between now and the Spring Meeting so that recommendations can be acted on during that event.

There was discussion about the pros/cons of holding meetings in a central location.

There was also some discussion about how to address operational topics that are relevant to all. How can we better solicit agenda topics from Directors.

Between the Spring and Summer meeting, the goal will be to find time to devote to WAAESD –specific issues, develop long-term plans for the association,
Sarah and Mike will follow up with UH about the possibility of doing a field tour during the 2017 Spring Meeting.

Spring Meeting Strategic Planning Next Steps: Take the Spring Meeting report and draft a narrow set of topics that the association can make some progress on and those will be the focus of the Spring Meeting. Out of that will come some action items or initiatives, as appropriate.

A Draft mission/vision statement will be drafted and reviewed by the EC, with the hope of having something by the Spring Meeting for the group to work on.

**7.0 Other – fill as needed**

Land Grants Modernization Stakeholder Liaison group. The Western Region needs to nominate 3 administrative or business staff for this group. American Samoa has volunteered a staff member. Bret Hess (UW) and Steve Loring (NMSU) will identify a representative.

Anticipated ESS Business meeting votes were reviewed. See ESS agenda and briefs for details.

Mike thanked Sarah for her work on this Joint Meeting.

**8.0 Changing of the Guard**

Jim Moyer & Milan Shipka

Jim thanked Mike and Sarah for their support during his tenure as Chair.

Jim passed the gavel to Milan.

**9.0 Adjourn**

Milan adjourned the meeting.

Consent Agenda Items:

- [Executive Director 3rd Quarter Report](#)
- [Assistant Director 3rd Quarter Report](#)
Outline of ESCOP Chair Notes from Strategic Alliance Visits

USDA REE
- Keenly interested in addressing the system’s infrastructure issue
- Illustrate how capacity funding returns on investment for the system
  o Provide citations of examples – two citations discussed during our meeting were shared with Dr. Bartuska
    ▪ (Also see ERS refs and others)
- Suggestion was to amplify the national impact database effort
  o Supplement with photos and videos
  o Joint press releases with REE
  o Connect communications working group with NIFA communicators
- Need to regularly share Multistate Impacts with REE office and/or get them in the hands of the undersecretary - link sent to Dr. Bartuska with a question as to how best to share with REE (Sara D to add Under Sec to mailing list)
- Seemed interested in the Healthy Forest initiative
- Agreed capacity funding permits rapid mobilization of resources to address emerging issues; we have the authority to respond and be nimble
- Interested in specialty crops opportunities in the next Farm Bill
- Dr. Bartuska plans to encourage the next Chief Scientist to integrate the current REE Action Plan into whatever plan a new Chief Scientist would prepare.
  o Timeline depends on confirmation of the Secretary then his appointment

NRSC
- Point for ESCOP to plug in
  o Partnership Liaison position for the Soil Health Division after hiring freezes lift
    ▪ Should this person be invited to participate with ESCOP?
- The Science of Soil Health Project
  o Core staff at the National level to make sure recommendations are correct
  o Now infusing science into soil health
    ▪ Shared NIMSS website with Bianca Moebious-Clune, Director of Soil Health Division
    ▪ 3-day training soil health training for certified staff
    ▪ Striving for identifiers and methods of determining biological and physical constraints to develop better conservation plans
      ▪ Indicators and methods to be applicable across the nation
    ▪ Looking for USDA perspective before reaching out externally
    ▪ Forming a national committee to set priorities and will be using the committee for guidance and direction (National Technology Consortium)
Concern is that NRCS are using technical service providers who may not be using the most current land-grant research or, perhaps worse yet, using ‘non-science’ or overextrapolation of research results

- Vernie Hubert and Jeremy White arranged for Fred and I to meet with Chairman of the House Committee on Agriculture, Congressman Conaway’s staff to discuss NRCS this issue and mission creep
  - ESCOP should be prepared to provide suggestions on how to involve LGU/Public University scientists in the development of the Science of Soil Health Project etc.
    - Possible Farm Bill language for CLP
- Interest in ecological site descriptions & state and transition for cropland converted back to natural ecosystems
  - Pathway to make transition for conservation

DOE Energy Efficiency & Renewable Energy

- Interested in proposals to expand research and outreach in rural communities
- Scoping data on residential manufactured housing, pre-1980
  - Can we survey our colleagues to learn what might be available in terms of upgrading energy efficiency in manufactured homes?
- Ag Space and Rural Development (public service sectors)
  - Focus likely to be on electrical efficiency and upgrades
  - Energy audits for industries
    - Not farms/extraction industries, but more on the processing side
    - The system would be well served to inventory what states are doing centered around high-energy points
      - More evidence of the need to get high quality impact reports into the National Impact Database; this time on curriculum and research projects related to energy efficiency
- Bret sent the educational material on solar electric power developed jointly by Wyoming and Ohio State University
- Fred sent ERS’ 2011 “Impacts of Higher Energy Prices on Agriculture and Rural Economies” ERS noted pages on Biofuels, Natural Resources, and Rural data may most interesting.
- DOE Responded with the following information
  - You can see the map / list of the Industrial Assessment Centers (IACs) locations at: [https://energy.gov/eere/amo/locations-industrial-assessment-centers](https://energy.gov/eere/amo/locations-industrial-assessment-centers). I think you will note quite a bit of overlap.
  - The funding opportunity announcement (FOA) for extending IACs to underserved areas is posted at: [https://energy.gov/eere/amo/articles/funding-opportunity-announcement-no-de-foa-0001704-extending-industrial-assessment](https://energy.gov/eere/amo/articles/funding-opportunity-announcement-no-de-foa-0001704-extending-industrial-assessment). The application deadline is March 14th.
• Mike’s comment Oregon State had a specialist who was doing energy audits of ag facilitates.
  o Check with Lyla Houglum

SoAR
• Intrigued by the “One Ask” concept and understood the argument for capacity funds
• Passionate advocates for increasing competitive funding for Ag Research
  o 501 c3 of SoAR charter is strict focus on AFRI
• Interested in moving towards line consolidation then leave to the Director to distribute to the various institutions, similar to NIH
• Currently drafting initial priorities for the Farm Bill
  o Mostly structural focus
    ▪ Clear leadership in NIFA AFRI programs with clear direction
    ▪ Mandatory funding for Ag research
      • Need affective coalitions, including commodity groups and scientific societies
• What is the common core ask?
  o 2nd Edition of Taking the Field to be released March 2
  o Need to develop the scientific rationale
    ▪ National Academies Study - Breakthroughs 2030
      • Attempt to bring together the best science
      • Is the economic argument of 1:10-30 too high?
• Policy vision
  o Gauging Congress
  o Inevitably chasing an increase in mandatory funding
• Retaking the Field
  o First edition included stories from known sources
  o 2nd edition is more political with specific targets, similar to the blessed states approach; all funding sources are recognized; do our own people recognize the contributions from their own experiment station; what can we do to ensure they do?
  o Interested in ESCOP passing along stories that include AFRI funding
    ▪ Would eventually like to create a map to highlight where certain work is being done, depending on where a decision maker resides
      • Mike pointed out that NIFA has this, see: https://nifa.usda.gov/data-gateway-congressional-district-map-highlights
• Follow-up items
  o WAAESD sent Ag is America link
  o WAAESD sent Impacts Database link
WAAESD sent kglobal contact

ERS
- Cannot hire any foreign national personnel trained at LGUs
- Ag Scholars program
  - Designed to train their next generation of staff
  - MS-level students with excellent analytical skills plus agriculture interests
  - Reduces training time of new staff
    - Invited to share the call for applications with Wendy Fink
- Quick scan resource
  - Charts of Note (www.ers.usda.gov/ChartofNote)
- Greg Pompelli, Associate Administrator and Mary Bohman, Administrator provided ERS’ 2011 “Impacts of Higher Energy Prices on Agriculture and Rural Economies” in regards to our question about rural energy use.

FNS
- Have an internal and external research portfolio
  - Office of Partnership, Pam Phillips
    -Requested to have ESCOP on the list to push funding opportunities out to a broader audience
    - Explore how to share research and Extension activities that may be of interest to FNS
    - Learn how ESCOP may be able to access/plug into FNS research

NAS
- BANR is in the process of developing the rules for operation and structure of a Roundtable on the Balance of Public and Private Agricultural Research
  - Potential participants include funding agencies, foundations, companies/industries, ESCOP, possibly others affected but probably not commodities
    - Examples: USDA, NSF, DOE, NIH, FFAR, Noble Foundation, Gates Foundation, Research Institutes, Novus, DOW, DuPont (funders of research), NGOs
    - Possibly 15 members at $25,000/yr for each of 3 years
      - Exploring different membership levels and non-paying members
      - 2 closed-session Roundtables per year plus 2 workshops per year
      - Expects to take .5 FTE to staff
  - Will need to receive approval from NAS after BANR develops
- ESCOP should respond to BANR’s call for scientists to participate on Breakthrough 2030
  - Expected structure is a collection of science jamborees/forums
Looking for big picture, grand ideas, and visionary leaders in food and agriculture research

APLU
- The Institute of Antimicrobial Resistance
  - Convened a small community of experts to pull everything together in a collaborative manner via development of a RFP
    - Virtual Institute vs. Hosted Institute
- Commission on Innovation, Competitiveness, and Economic Prosperity (CICEP) and Commission on Engagement and Outreach (CEO)
  - ESCOP may want to explore participation as innovation relates to research & technology transfer
    - CICEP, June 25-28, 2017 (audience of Presidents)
  - Is there a need to explore or highlight Experiment Station and Cooperative Extension’s role in Innovation & Economic Prosperity (IEP) University Project?
      - CEO/USU, July 20-21, 2017 Atlanta (Case study based investigation through empathy and understanding)
- Coalition of Urban Serving Universities
  - Priorities
    - Health (ideas for research center around food choices – intersection of learning and cultural conditioning)
    - Health care availability
    - Cradle to career
    - Strengthening communities (Urban Sustainability- water security/quality, greenspace, resilience)
    - Family success
  - APLU Convergence of Interests
    - Food Security, Access & Choices
      - Student poverty
      - Completion grant programs
      - Urban agriculture
        - Food deserts
      - Food & culture

NASDA: http://www.nasda.org/File.aspx?id=4120
- Numerous opportunities to align the system’s priorities and initiatives
  - Call to Action 2020: Advancing Agriculture Through Enhanced Partnerships
    - Renewed commitment to Cooperative Federalism
• A robust partnership and role for states in federal policymaking
  o Legitimately interested in enhancing efforts to engage in Farm Bill and appropriations
  o Priorities for the next Farm Bill
    ▪ Trade promotion – Market Access Program increase from $200M to $400M
    ▪ Conversation - substantial investments in voluntary locally-driven, flexible and efficient conservation programs.
    ▪ Address water quality challenges and face regulatory pressures
    ▪ Specialty Crop Block Grants
  ▪ Invasive Species
    • Additional tools
    • Increase funding for Plant Pest and Disease Management & Disaster Prevention
    • Increase funding for National Clean Plant Network
    • Enhance funding and coordination under the direction of USDA Office of Pest Management Policy
  ▪ Animal Diseases
    • Expand authorized level for the National Animal Health Laboratory Network
  ▪ Research, Education and Economics
    • Robust funding for agricultural research and extension programs, and infrastructure, particularly within agricultural colleges and universities.
    • Farm Bill funding for research on the safety and security of the food system and improving and protecting our natural resources.
  ▪ Food Safety
    • Federal assistance is needed to implement the Food Safety Modernization Act
  o Pest Eradication Activities and Research (PEAR) Program
    ▪ NASDA Research Foundation (501c3)
      • Enhance education and outreach
      • Host a national pest eradication symposium
        o Existing resources and efforts to combat invasive species
        o Identify critical tools to protect against invasive species
  o Requested/Encourage repeated contact while in DC

AGree
• A time-bound initiative organized by Meridian Institute
Foundations funded to convene someone experienced in the supply chain

Research & Innovation
- Ask what should we be doing then go lobby for change
  - Platform with a set of ideas and concepts
  - Develop a set of principles

Rural Development
- The last Farm Bill included a clause to understand the impact (RIO) of rural development with no authorization
  - Would be helpful to understand effective changes in a longer term perspective
  - How does a community reach decisions on development
  - How does a community approach securing resources to attain whatever they’ve identified as an area of development
  - Approaches to recovery following disasters
  - A clearer definition of rural is needed (<20,000 in one program and <35,000 in another)
    - Should ESCOP support authorization of $1M/year in the next Farm Bill?
    - Considering upping Regional Rural Development Center budgets $1M/each to develop a grants program?

kglobal
- Spent four years building the network, now moving towards deployment through a series of call to action videos
  - Very short clips will start with education then explain how to act to move the dial
  - Videos will be emotionally compelling
  - Produced to have a long life span
  - Start in May, complete in October
    - Schedule a webinar with ACE
  - Engagement of communication experts in the blessed states is 80%

Cornerstone
- NRCS – change the Farm Bill to external permit partnerships?
  - Met with Representative Conaway’s staff to explain the concern about the “Science” of Soil Health Project
    - Encouraged the agency to engage external partners in advance of developing a set of national methods and indicators
    - Unnecessary duplication of effort
- Mandatory research in the Farm Bill?
  - Only if new money; not supportive if displacement of funding from other programs
NACo

10 Policy Steering Committees that drive America’s Policy Platform

- WIR in Sun Valley, ID May 22-24
  - Public lands, expanding transportation, health care, community development
- Poverty is a big issue
- CARET has a national liaison; should there be a regional liaison?

USFWS

- Opened the door to begin exploring how LGU science can be used in T&ESA decisions
  - Very curious about the socioeconomic aspects of decisions
- Landscape Conservation Cooperatives
  - Provides a “shared table” for partners to increase their collective science and management capacity.
    - Common conservation priorities
    - Develop strategies that are spatially specific to their landscapes
    - Provide science and support tools to inform communities and decision makers
- ESCOP may want to consider a follow-up with Darin Schroeder, Partners and Intergovernmental Affair Specialist to learn how to better engage

USDA-ARS

- Current direction is to recognize existing partnerships then explore opportunities for future partnerships
- Interested in attacking Grand Challenges in a less siloed fashion
- Working toward a global database
  - LATR data available @ NAL
  - Previously archived data being digitized
  - GXEXM
    - Improved data management for interoperable applications
- Supportive of improvements in infrastructure where co-located
- Interest in participating in national meetings
  - Assessment of partnerships throughout the nation

FFAR

- Up for renewal in the next Farm Bill
  - Does ESCOP support work in the “pre-competitive space” with the match requirement from non-federal sources?
  - Interested in the Alternative Funding Sources session being planned for the next ESS meeting
NIFA IBCE
- Need to get the science road map and WP/WA to Luis Tupas
- Question about future hires to be aligned with future directions
  - Possibility of influencing research directions through regional input; possibly through better engagement of liaisons

NIFA IFSN & CIP
- Explore opportunities for grant writing workshops, particularly including Extension
- Concerned about the quality of Hatch proposals
  - Better descriptions and more appropriate methodologies
  - Better documentation of impacts
- Need to take reporting on Hatch projects more seriously across the system
- Need to change the Assurance Form for Human Subjects
  - Documentation of IRB Exemptions
- Relevance to agriculture is often missing

NIFA IFPS
- Documentation of multiple IACUCs

NIFA IYFC
- Evidence-based youth development opportunities
  - What research can be done in this area?

NIFA PARS
- Continuing to implement recommendations of the Panel of Experts
  - POW platform integration with REEport
- Responding to OGC’s question on rigor of capacity funding
  - Relevance (are we investing in the right things?)
  - Quality (are we getting a good return on investments?)
  - Performance (are we approaching it correctly?)
    - Will be critically evaluating how projects move the dial
      - Problem (what is the issue?)
      - Action (what was done?)
      - Outcome (what changed? Who benefitted?)
        - Knowledge
        - Action
        - Condition
- Is there a possibility of using the communications experts to help on reporting the 9 areas identified annually in NIFA’s portfolio?

NIFA Communications
- What is the audience of the national impact database?
- Basically need to rewrite the stories.

**NIFA OGFM**
- Working on more joint programming with LGU administrative officers
  - Time and effort checkpoints
- Capacity under the OGC’s microscope
  - Expect more desk audits in person
  - Use of funds and termination dates

**NIFA Director**
- Sonny suggested meeting with Nora Hawkins in OMB related to DOE discussion
- Inquired about match requirements on HEC program on behalf of ACOP
  - Difference in interpretations
- Invited NIFA to engage with ESCOP
  - State liaison program – should provide mutual benefit
  - Rejuvenating CSREES reviews

**NIFA Leadership (Meryl Broussard and Bob Holland)**
- Reiterated the need for NIFA to be more actively engaged
  - Liaisons at all levels
  - PARS, OGFM, and communications

**NC FAR**
- Would appreciate better communication up front
- Is it possible to send a transcript of Jay Akridge’s testimony before the House Agriculture Committee?
- NC FAR will be organizing a summit on integrated activities to advance American agriculture this summer (likely June or July) to possibility influence the next REE action plan
  - Would welcome ESCOP’s participation
  - It will be a look to the future
- We need to explore ways to engage earlier in the process to send a common message
- We have great partnerships with states. How do we get support from stakeholders, commodities, and others?
  - NASDA is gaining interest in influencing the research title of the Farm Bill
- We should reconnect more regularly
  - Were invited to participate in the March 29 board meeting
    - Hardcopies of ESCOP Priorities and Chairman’s Initiative were left
    - Requested e-copies of the “One Ask” material

**Common Threads and Possible Actions**
- National Impacts Database
Scrubiny of capacity funded projects
  - There is need for better documentation of benefits /more compelling arguments
  - Improved web presence/utility
  - How should we engage the communication experts?

• ESCOP Science Roadmap
  - Review and update needed ASAP
  - Representation on Breakthroughs 2030
    - Does ESCOP want to chip in?
  - Representation on NC FAR's summit
  - Eventual representation on NAS roundtable

• Consider Farm Bill language to encourage NRCS to engage APLU scientists
• Consider authorizing language in the Farm Bill USDA Rural Development to spent $1M/region to study the impact of rural development or on the appropriations side increase regional rural development budgets by $1M/year for competitive grants?
• Align appropriations asks with NASDA, NACo, SoAR, NC FAR
  - If nothing else communicate to identify common areas to support
    - Should we seek liaisons or embed ourselves?
• Inventory the system to identify point-sources for electrical energy efficiency improvement and manufactured housing efficiency improvement.
• Do we support FFAR and if so an increase in authorization?
• Should ESCOP encourage participation on APLU Commission on Innovation, Competitiveness, and Economic Prosperity (CICEP) and/or Commission on Engagement and Outreach (CEO)?
**Agenda Item J4.2: W506 – Using Science Based Solutions in Conservation of Threatened and Endangered Species: Sage-grouse Case Study Status and Recommendations**

**Presenter:** John Tanaka and Terry Messmer

**Action Requested:** Approve/accept Recommendations

**Background:**

The W506 was created by the Western Association of Agricultural Experiment Station Directors and Western Extension Directors Association to develop a process to enhance land grant university (LGU) scientist collaboration and participation in providing and assessing the best available science related to threatened and endangered species status reviews. The W506 Committee met once in 2016 in Park City, UT and once in 2017 in Tucson, AZ with representatives from the Governors offices of Utah and Wyoming at the initial meeting and with the U.S. Fish and Wildlife Service (USFWS) at both. In 2017, there are now 1,652 species listed as threatened or endangered in the U.S. compared to 1,264 in 2005.

**Key Stakeholders in ESA Decisions**

The W506 identified several key stakeholders pertinent to the implementation of a LGU best available science ESA species status review process These included the Western Governor’s Association, the USFWS), the National Oceanic and Atmospheric Administration Fisheries (NOAA), the Bureau of Land Management, U.S. Forest Service, US Geological Survey, state and territorial fish and wildlife management agencies, and the Western Association of Fish and Wildlife Agencies.

**Key Facts**

Because of the dynamic and time sensitive nature of the USFWS/NOAA ESA process, the nature of LGU scientist faculty appointments and the limited funding currently available to support emerging ESA research needs, most LGU scientists have not been fully engaged in ESA issues that may affect their states. However, the LGU scientists are frequently asked to peer-review other scientists’ results by scientific journals, federal review boards, and other types of external reviews. Furthermore, the diversity of scientific disciplines found at a LGU (biological, economics, and sociology) offer ESA stakeholders ready access to scientists who can address questions regarding species ecology and the social and economic impacts of a listing decision.

**Recommendations for Improving LGU Scientists Involvement in the ESA Process**

1. Each LGU should create a dynamic, searchable database of research including information about faculty/specialist ESA expertise and capabilities.
2. Each LGU, including AES and CES should encourage and facilitate scientists and leadership to develop professional relationships with key ESA stakeholders.
3. AES and CES should promote their capabilities based on the Western Perspective and Western Agenda document.
4. AES and CES Directors should work with key ESA stakeholders to create a process to recognize and insert LGU contributions early in the species status review process.
5. AES and CES Directors should allocate resources to inter-disciplinary collaborations that structure social science activity into multi-state, large-scale research efforts.
6. AES and CES Directors should discuss, coordinate, and decide actions to expand resources and create minimum consistency to support faculty to participate in regional/multi-state efforts.
7. AES and CES Directors should establish ESA-initiative(s) across the Western Region to coordinate region-wide ecological and socioeconomic science and policy efforts.
Agenda Item J3: Climate Hubs
Presenter: Mark Walker and Jim Hollyer
Action Requested: See suggested action items

Background:

Briefing Paper: Building a regional network to promote and support land grant university involvement in climate change programming

2017 WAAESD/WEDA/WRPLC Joint Spring Meeting
March 27—29, 2017: Kailua-Kona, HI

Mark Walker: Interim Director/Associate Dean, University of Nevada Cooperative Extension
Jim Hollyer: Associate Director for Extension, University of Guam

This briefing paper discusses opportunities for integrating climate change in land grant university research, education and Extension activities in the context of the Western Agenda, Extension’s relationship with the U.S. Department of Agriculture (USDA) Agricultural Research Service’s (ARS) Climate Hub initiative, recent Extension hires focused on climate change and community sustainability and options to increase the land grant system’s involvement in climate change throughout the region.

Extension professionals from the region included in the Agricultural Research Service’s (ARS) Southwest and California Regional Climate Hubs (SW/Cal Climate Hubs) concluded at a workshop held in December, 2016 that:

a) Extension has a responsibility to develop locally relevant programs to meet needs for information related to climate change, including topics related to adaptation and mitigation,
b) Extension should focus on the implications of climate change for audiences involved in major program areas rather than focusing on the science of climate change as a primary topic,
c) Extension professionals are interested in sharing resources across the region to maximize the return on the regional investment in climate change programming, and
d) This effort should include the Western Region’s Agricultural Experiment Stations and the Academic Programs.

Next steps in SW Climate Hub region include developing a regional network, developing a proposal for a Western Extension/Education Research Activity (WERA), sharing products from individual efforts within
Agenda Item J3: Climate Hubs

Presenter: Mark Walker and Jim Hollyer

Action Requested: See suggested action items

Background:

states, and working closely with and supporting the SW Climate Hub to provide resources and technical information to meet the needs of mutual stakeholders.
Agenda Item J3: Climate Hubs
Presenter: Mark Walker and Jim Hollyer
Action Requested: See suggested action items

Background:

1. Climate change: An overarching theme in the Western Agenda

   The Western Agenda (Hess, B., B. Frost, B. Allen-Diaz, 2015)\(^1\) identifies major activities and opportunities for research, education and outreach in Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, the Pacific Islands and Territories (American Samoa, Guam, Micronesia, and the Northern Marianas), Oregon, Utah, Washington and Wyoming. The Agenda, developed as a consensus document by the Western Association of Agricultural Experiment Station Directors (WAAESD) and the Western Extension Directors Association (WEDA), identifies change in the western region’s social and physical environments as an opportunity to apply the responsiveness and relevance of the land grant university system. The Agenda identifies climate change\(^2\) as an overarching theme that affects the primary programs managed by the region’s agricultural experiment stations and Extension systems. These include sustainable food, forestry and horticulture production systems; natural resources (water, wildlife, wildfire, invasive species, pests, diseases, ecosystem services); energy; community and economic development (youth development; science literacy); and nutrition and health.

2. The A.R.S. Regional Climate Hubs: resources and initiatives

   The Climate Hubs were established in February of 2014 to deliver science-based knowledge, practical information and program support to farmers, ranchers, forest landowners, and resource managers to support climate-informed decision-making. Cooperative Extension has been a key partner in this effort throughout the United States, receiving funds from the Climate Hubs for outreach. The Climate Hubs are located at an Agricultural Research Service (ARS) or Forest Service (FS) location. ARS and FS provide leadership and support for the ten (10) Regional Climate Hubs, four (4) of which serve the Western Region (the Pacific Northwest, the Northern Plains, the SW/Cal Climate Hubs (see Figure 1)).

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\(^2\) Excerpt from The Western Agenda: Climate Change: Climate change is an overarching theme that affects agriculture, natural resources, and the quality of life for the citizens of the Western Region. A combination of factors, including climate change, population growth, water availability, technological change and global demand will accelerate changes in the type and distribution of agricultural crops grown in the Western Region. Projected changes in temperature, rainfall and snowpack will result in geographical shifts in crop locations. Climate change will affect the quantity, quality and availability of water, primarily through expected reductions in snowpack and increased variability in the timing and amount of rainfall. Climate change has been implicated in the increase in Western fire occurrence and magnitude and is predicted to contribute to rapid expansion of fire prone species like cheatgrass and medusahead in the Great Basin. Hawaii and the Pacific Islands and Territories have keen interests in issues regarding climate change because the potential rising of oceanic water levels projected to result from climate change may completely cover most low lying atolls and cause salt water inundation into active farmlands.
Agenda Item J3: Climate Hubs  
Presenter: Mark Walker and Jim Hollyer  
Action Requested: See suggested action items  
Background:

The U.S. Department of Agriculture’s (USDA) Climate Hubs offer tools, strategies, management options, and technical support to farmers, ranchers and forest land owners to help them adapt to climate change. The Hubs rely on partnerships with governmental and private sector groups that support programs focused on climate-informed management. The Hubs rely on global and regional modeling projections and trend analysis. Using this information and data on past trends, the Hubs provide periodic regional assessments of risk and vulnerability in the agriculture and forestry sectors to help land managers better understand the potential direct and indirect impacts of a changing climate.

The Climate Hubs recognize the importance of outreach, especially with respect to meeting the needs of stakeholders. The Hubs, especially the California, Southwest and Northern Plains Hubs, engaged Extension in the Western Region to design and deliver programs related to climate change in the Western Region. Sponsorship from the SW/CAL Climate Hub started a regional (CA, AZ, NM, NV, HI, Guam) Extension initiative to develop a multi-state and regional partnership to incorporate climate change in Extension programming.

*Figure 1: the Western Land Grant University Region (green outlines) and associated U.S. Department of Agricultural Research Service Climate Hubs*
Agenda Item J3: Climate Hubs
Presenter: Mark Walker and Jim Hollyer
Action Requested: See suggested action items

Background:

3. Extension investment in climate change outreach and education

Extension in the SW and California Climate Hubs (Arizona, California, Hawaii, Nevada, New Mexico, Utah and the Pacific Islands and Territories) has been exploring ways to work collaboratively and regionally with Climate Hub support. Participants in meetings held between 2014—2016 (Western Regional Meeting, Lake Tahoe, NV, 2014; Extension’s approach to preparing our audiences for climate change: Beginnings of a regional effort ³ (Davis, CA, 2015), the Southwest Climate Change Workshop⁴ (Tucson, AZ, 2016)):

- Acknowledged Extension’s responsibility to address climate change,
- Considered sharing resources from the Hub and other sources throughout the region, and
- Recognized the need to expand efforts to Extension’s audiences beyond those identified by the SW Climate Hub (those involved with agriculture and forestry).

Five (5) of the Extension systems in the SW/Cal Climate Hub regions hired or had on staff specialists to develop programs related to climate change between 2014—2017. These include:

- Utah State University: Dr. Roslynn Brain—Sustainable Communities Extension Specialist in the Department of Environment and Society, College of Natural Resources at Utah State University.
- California: Dr. Ted Grantham—assistant Cooperative Extension Specialist, University of California Berkeley; Dr. Tappan Pathak, Extension Specialist in Climate Adaptation in Agriculture
- Nevada: Dr. Kerrie Jean Ormerod—Program Leader, Cooperative Extension in Water, Climate, & Drought Hazards
- Arizona: Dr. Michael Crimmins—Climate Science Extension Specialist, University of Arizona; Christopher Jones leads the Association of Natural Resources Extension Professionals’ Climate Science Initiative.
- Hawaii: Dr. Clay Trauernicht—Assistant Specialist Wildfire Management Extension, Department of Natural Resources and Environmental Management, University of Hawaii, Manoa

Apart from Dr. Crimmins (Arizona) Extension faculty members in California, Nevada, Hawaii and Utah are developing new climate change programs. This relatively recent investment offers an opportunity to identify themes that could become a regional effort, supported by effort and resources, especially those available from the SW and California Climate Hubs.

³ https://www.unce.unr.edu/programs/sites/drought/files/pdf/WhereWeEndedUp.pdf
⁴ https://swclimatehub.info/swext
4. Recent Extension workshop involving states and territories in the Southwest Regional Climate Hub

The National Institute for Food and Agriculture (NIFA), the SW Climate Hub and all of the Extension systems in the SW and California Climate Hub region sponsored a workshop for Extension professionals in Tucson, AZ (Dec. 6—8, 2016). The workshop affirmed Extension’s interest in and sense of responsibility for incorporating concepts related to climate change in a wide range of Extension programs (e.g. community development, health and nutrition, youth development, agriculture, horticulture, natural resources). Fifty nine (59) participants felt that this is a very appropriate way to work with the topic of climate change, rather than focusing directly on climate science. This means integrating climate science into Extension programs and forming a regional partnership through new Extension hires with a focus on climate change.

Extension directors from all states in the SW Climate Hub demonstrated tremendous support for participants to attend—contributing an approximately 2:1 match for NIFA’s award. University of Arizona’s Climate Adaptation Science and Solutions (CCASS) program hosted the workshop and provided significant support, including nine (9) graduate assistant note-takers and logistics assistants, who video-recorded the event and provided comprehensive notes from the break-out session.

Participants discussed:

- Climate projections and uncertainties,
- Challenges associated with communicating with audiences, including political and technical implications,
- Barriers, solutions, and opportunities in incorporating climate science into Extension work,
- Actionable science,
- Program successes and lessons learned,
- Climate communication, and
- A path forward for a regional partnership.

Participants represented Extension programs in Arizona, California, Nevada, New Mexico, Utah, Hawaii and the U.S.-affiliated Pacific islands, as well as some USDA Climate Hubs, Department of the Interior Climate Science Centers, and Sea Grant programs.

Products will include a printed proceedings, a video proceedings and videos posted on social websites. Participants also developed a Logic model for next steps (please see Figure 2, below).
**Agenda Item J3: Climate Hubs**

**Presenter:** Mark Walker and Jim Hollyer

**Action Requested:** See suggested action items

**Background:**

5. **Conclusions and Suggested Action Items**

**Conclusions:**

- The SW/Cal Climate Hubs and others serving the Western Region have invested in outreach through Extension.
- Extension systems in this region have also invested in faculty and staff focused on climate change. In aggregate these investments are substantial for individual states.
- The investments could also be combined to address the major issues identified for the region in the Western Agenda.
- These investments are also recent, which suggests an opportunity to promote a regional approach to climate change before programs fully mature.
- The SW/Cal Climate Hub partnership with Extension has helped to define approaches to Extension programming in climate change adaptation and mitigation and has helped to identify the need for a regional effort.

**Suggested Action Items:**

- Expand the working group to other states and the Experiment Stations and Academic Programs in the Western Region,
- Form a working group to propose a Western Education/Extension Research Activity (WERA) focused on integrating climate change in regional Extension, research and classroom programming,
- Support regional activities with shared resources, similar to the Sage Grouse Rapid Response Program,
- Develop training opportunities for land grant faculty and staff (including those with Extension and research and teaching responsibilities) who want to be involved in a regional approach, and
- Pursue NIFA and other opportunities to support regional approaches to climate change research, extension and classroom education.
Agenda Item J3: Climate Hubs
Presenter: Mark Walker and Jim Hollyer
Action Requested: See suggested action items
Background:

Figure 2: Preliminary Logic Model for Developing an Approach to Western Regional Climate Science Education

Program: Western Regional Climate Science Education - Logic Model
Situation: Extension specialists and county agents need to mainstream climate science. This is a contentious issue that has the potential to ignore the message at the expense of the messenger. We can combine our resources and experiences to successfully address this challenge. We need to understand local needs, to make this relevant to our clients.

Assumptions:
- Continued administrative support for climate science education
- Sustained client demand and concern
- Adequate funding to support regional partnerships

External Factors:
- Change in federal emphasis on climate science

Inputs

- 2015 Davis, CA meeting outcomes
- Climate Hub and state Extension system support
- Regional Climate Workshop
- Resources available from recent climate science efforts

Activities

- Intramural training
- State specialists with climate responsibilities, county agents, partners Climate Hubs, USGS, NOAA, state climate offices
- Increased regional capacity within Extension, logic specific training
- Functioning network within Extension and with partners
- Curricula and programming examples that include climate science
- Multi- and cross-disciplinary perspectives on locally relevant, actionable climate science education
- Mainstreamed climate science in Extension's programming

Participation

- Regional coordination
- Establish WERA to support interstate projects, link to Western Agenda
- Funding to support team approach to climate science education
- Multi-state climate science projects
- Increased local-level climate science literacy

Outputs

- Short
- Medium
- Long
Agenda Item J4.3: WGA Activities

Presenters: Lyla Houglum and Mike Harrington

Action Requested: For information

Background:

We hold regular bi-weekly calls with Bill Whitaker at the WGA. To date we have provided over views of our organizations, the Western Perspective and Western Agenda. We provided a listing of faculty who have expertise for the WGA Invasive Species Advisory Group (Five representative were added to the group.)

We regularly talk about the Chairman’s initiatives including:

- Endangered Species initiative including the activities of W506
  - WGA will be working on recommendations
- Healthy Forests and Rangelands. We connected Scott Reed with Troy Timmons who is the lead for the WGA. Also connected WGA staff with John Hayes who is helping to lead the BAA/BANR Healthy Forest Initiative
- Recently learned that the next Chairman’s (Daugaard, SD) initiative will likely focus on Workforce Development.

Upcoming WGA meetings:

Summer meeting will be held June 26-28, 2017 in Whitefish MT Info [here](#)

Winter meeting will be held December 1-2, 2017 in Phoenix AZ
Agenda Item 6.0: ARS Report  
Presenter: Tom Shanower  
Action Requested: For information  
Background:  

ARS REPORT (Western)  
March 2017  

ARS AREA ORGANIZATIONAL STRUCTURE  

AREA LEADERSHIP  

Pacific West Area  
- Area Director: Robert Matteri (2 April 2017)  
- Associate Area Director: Tom Shanower  
- Associate Area Director: Hao Tran  
  - Arizona, California, Hawaii, Idaho, Nevada, Oregon, Utah, Washington  

Plains Area  
- Area Director: Larry Chandler  
- Associate Area Director: Bryan Kaphammer  
- Associate Area Director: John McMurtry  
  - Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, Wyoming
Agenda Item 6.0: ARS Report
Presenter: Tom Shanower
Action Requested: For information
Background:

BUDGET

FY 2017 President’s Budget

Salaries and Expenses: ($000s)

**Increases:**
- FY 2017 Pay Cost: 11,203
- Program Initiatives:
  - Combating Antimicrobial Resistance: 22,312
  - Climate Change: 19,000
  - Safe and Abundant Water Supplies: 15,000
  - Foreign Animal Diseases: 7,000
  - Avian Influenza: 3,000
  - Subtotal Program Initiatives: 66,312

**Decreases:**
- Proposed Redirections: (12,418)
- Proposed Terminations: (47,582)
- Subtotal Decreases: (60,000)

**Total Salaries and Expenses:** 1,161,340

Buildings and Facilities:
- Fort Detrick, MD: Foreign Disease-Weed Science Lab: 64,300
- Salinas, CA: Agricultural Research Technology Center: 30,200

**Total Buildings and Facilities:** 94,500

FY 2017 House Appropriations Committee Mark

- ARS Salaries and Expenses: $1,152 billion
  - Compared to FY 2016 appropriation: $8 million increase
  - Compared to FY 2017 President’s Budget: $9.3 million decrease
- ARS Buildings and Facilities: $99.6 million

FY 2017 Senate Appropriations Committee Mark

- ARS Salaries and Expenses: $1.178 billion
  - Compared to FY 2016 appropriation: $34.1 million increase
Agenda Item 6.0: ARS Report
Presenter: Tom Shanower
Action Requested: For information
Background:
- Compared to FY 2017 President’s Budget: $16.7 million increase
- ARS Buildings and Facilities: $64.3 million

FY 2017 Second Continuing Resolution through April 28, 2017
- Curtails agencies to 57.53% of FY 2016 funding levels

NEW LEADERSHIP AND VACANCIES

Arizona
- U.S. Arid Land Agricultural Research Center, Maricopa
  - Pest Management & Biocontrol Research Unit, VACANT (Colin Brent, Acting Research Leader)

Colorado
- Center for Agricultural Resources Research (CARR) in Fort Collins, Daren Harmel new Center Director
  - Water Management and Systems Research Unit (WMSRU) (vacant, Greg McMaster, Acting RL)
  - Soil Management and Sugar Beet Research Unit (SMSBRU) (vacant, Jorge Delgado, Acting RL)

Hilo
- Daniel K. Inouye U.S. Pacific Basin Agricultural Research Center, Hilo
  - Tropical Crop & Commodity Protection Research Unit, Nicholas Manoukis, new Research Leader

New Mexico
- Range Management Research Unit, Las Cruces, Brandon Bestelmeyer, new Research Leader

Utah
- Forage and Range Research Unit, Logan, VACANT (Jack Staub retired, Jim Pfister acting Research Leader)
- Poisonous Plants Research Unit, Logan, VACANT (Kip Panter retired, Tom Monaco acting Research Leader)

Wyoming
- The High Plains Grassland Research Station Rangeland Resources Research was moved to Fort Collins, CO making the Cheyenne location into a worksite. Justin Derner remains the Research Leader. The name of the new research unit is the Rangeland Resources and Systems Research Unit.
## NRSP 2017 - 2018

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1% of Hatch $2,437,010 $2,437,010

**Difference** $465,494 $383,836

### Off-the-Top Funding Summary

1 Assuming an acceptable midterm review, all NRSP budgets were approved for the duration of their current, five-year cycles.

## Summary of NRSPs

<table>
<thead>
<tr>
<th>Project Number</th>
<th>Project Name</th>
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<td>Enabling Pesticide Registrations for Specialty Crops and Minor Uses</td>
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<td>NRSP-6</td>
<td>The US Potato Genebank: Acquisition, Classification, Preservation, Evaluation and Distribution of Potato (Solanum) Germplasm</td>
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<td>NRSP-9</td>
<td>National Animal Nutrition Program</td>
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<td>NRSP-10</td>
<td>Database Resources for Crop Genomics, Genetics and Breeding Research</td>
<td>2014-2019</td>
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Project Number:  NRSP1

Project Title:  Multistate Research Information Management and Impact Communications Program

Requested Duration:  October 1, 2017 through September 30, 2022

Administrative Advisors:  Steve Loring, Jeff Jacobsen, Keith Owens, Adel Shirmohammadi

NIFA Representative:  Bart Hewitt

STATEMENT OF ISSUES AND JUSTIFICATION:

NRSP1 serves two critical functions for the State Agricultural Experiment Station (SAES) System. First, it supports the National Information Management and Support System (NIMSS). NIMSS was designed to facilitate the management of multistate research and Extension activities supported by the Hatch Multistate Research Fund (MRF), from proposal conception to project termination. NIMSS is a web-based application allowing: (1) online submission of proposals, peer reviews and progress reports, (2) management of participants, (3) scheduling of annual project meetings, and (4) ready access to this information. An automated e-mail notification function prompts users to take action and sends out notifications for meetings and report deadlines. Researchers, Extension educators, stakeholders, and other cooperators can review and keyword search NIMSS for relevant and timely information related to multistate research projects. In addition, the public has access to research project outlines and impacts. NIMSS is now serving all of the 1862 and 1890 Land-grant institutions, allowing them to manage, in a paperless environment, their multistate research portfolios. The U.S. Department of Agriculture (USDA) National Institute of Food and Agriculture (NIFA) also uses NIMSS to download and integrate some data into its management dashboard and pre-populate federal forms.

Following a successful three-year NIMSS redesign, hosting, and maintenance contract that transformed NIMSS into a modern, secure work-flow database, the Experiment Station Section (ESS) wishes to continue its work with Clemson University ITT by renewing the project for another five years, from October 1, 2017 through September 30, 2022. This renewal would allow for the continuation of critical multistate research support services, as well as improved system efficiency, continued security enhancement, daily data back-ups, and continued correction of legacy system data integrity. Moreover, Clemson developers and the regional NIMSS system administrators (RSAs) will work together with stakeholders to continue to cooperatively identify and develop new system features.

The second important function that NRSP1 serves is the communication of impacts from multistate research and Extension activities to decision-makers and stakeholders. The impact communications component of NRSP1 enhances the visibility of Land-grant institutions and the success of multistate research projects. Impact statements are prepared by a communications specialist and shared with Administrative Advisors (AAs), project participants, Regional Association offices, NIFA representatives, and kglobal (the communications and marketing firm contracted to support ESCOP and ECOP along with AHS/ACOP efforts). The statements are
often shared with partner trade associations, elected officials, regulatory organizations, college leadership, and other stakeholders. The impact statements are also posted on the Multistate Research Impacts website (www.multistateresearchimpacts.org), featured on Regional Association websites, and entered into the NIMSS database and the National Land-grant Impact Database (http://www.landgrantimpacts.org). Impact statements are posted in multiple locations in order to reach a variety of audiences and serve different purposes. For example, visitors to NIMSS are largely internal participants in the Multistate Research Program, so impact statements are uploaded to this database for mostly archival purposes. The National Land-grant Impact Database makes impact statements accessible to NIFA and communicators. The Multistate Research Impacts website is devoted to Multistate Research Program impact statements and information and presents both in a public-friendly format, making it an appropriate site to link to with social posts (the communications specialist shares impact statements on social media using the hashtags #MRFImpacts and #NIFAImpacts). This website is the only one of the three that showcases the final design of the impact statements.

Impact statements are used by NIFA staff to prepare reports, blog posts, speeches, and responses to Congressional and other inquiries. kglobal features impact statements in the “Why Ag Matters” newsletter and on Ag Is America social media feeds. Through the distribution efforts of the impact communications specialist and kglobal, the collective social media reach of any given impact statement is over 35,500 individuals.

The communications specialist also works with kglobal to turn impact statements into press releases. These press releases typically earn around 200 media hits (how many times the press release was repurposed by a news outlet) and 20 million to 91 million impressions (how many people potentially saw the press release as measured by a news outlet’s circulation/website traffic). Some impact statements are further highlighted in feature stories and op-ed pieces in traditional media. Going forward, we also propose to share impact statements using trending formats to reach a broader audience.

Feedback from SAES directors universally points to the need for additional faculty/staff training on how to write impact statements. A cursory examination of annual reports in NIMSS supports this notion. While many groups complete the section on impacts, few truly answer the essential questions “So what?” and “Who cares?” Articulating the impact and public value of multistate work is essential to maintaining support for this program and leveraging multistate activities.

Since 2013, the impact communication workshops have been given (in-person and by webinar) to a variety of groups—from individual multistate projects to faculty at a particular college to participants at national meetings like the National Extension and Research Administrative Officers Conference to NIFA’s communications staff. Workshops give participants the tools and knowledge they need to craft better reports and to recognize strong impact statements and then parlay them into other communication pieces (e.g., social media posts, press releases, infographics, etc.). Demand for workshops is increasing. This proposal offers solutions for addressing the critical need for improving impact reporting capabilities nationwide.

The impact communications component of NRSP1 has been in place since June 2012 and has been extremely effective and well received within the Land-grant University system, NIFA, its
public and private partners, its stakeholders, and the public in general. Collectively, the NIMSS database system and the impact communications program provide for open and transparent systems that enhance compliance and accountability for SAES.

IMPLEMENTATION:

Objectives and Projected Outcomes

Objective 1: Maintain and enhance the effectiveness, functionality, and utilization of NIMSS.

Objective 2: More effectively document and communicate impacts of multistate research and Extension activities.

Objective 1 Outcomes:

As we proceed into the next five year cycle for NRSP1, the NIMSS lead RSAs; currently Christina Hamilton (NCRA) and Sarah Lupis (WAAESD) will continue to solicit system enhancements from our stakeholders, some of whom include federal and state partners, producers, commodity groups, foundations, and foreign scientists. The lead RSAs will work closely with the Clemson developers via email and regular calls to implement these improvements, making NIMSS workflows more efficient, secure, and effective for as many users as possible, basing project and proposal functions consistently on the national ESCOP Guidelines for Multistate Activities.

Separately, Clemson ITT will continue to regularly administer and develop NIMSS at the system level. First, the developers will consistently monitor the NIMSS server to ensure that the applications running NIMSS are kept up-to-date and work well together, allowing the system to operate at peak efficiency and avoid slow page loading. Second, security systems, access, and error logs will be continually monitored and new software installed as it becomes available. Because the NIMSS application has been online for many years, it is subject to hundreds of attempted attacks every day, which renders regular assessment of risks and updates to security systems’ software absolutely critical to prevent another breach. Review of error logs also will help correct bugs introduced into the system as applications and code are updated. Coupled with security improvements, developers will periodically check the accuracy of server and data file locations, while also performing regular backups of NIMSS’ data and code in multiple locations. In the unlikely event of a system crash, NIMSS users can be confident that no data or work will be lost. In addition, modern database administration (DBA) services will be employed and updated as new database search techniques are developed, keeping access to NIMSS’ data efficient and system resources low.

Moreover, while most of the legacy NIMSS data issues have been corrected, developers will continue to monitor and correct errors as they appear. As the original NIMSS system fell into disrepair, many fundamental database management practices were overlooked or violated and resulted in the need for the developers to manually correct issues in order to provide a consistent experience to NIMSS users. Finally, our developers will routinely review and update NIMSS’ code to maintain system efficiency. These changes will be documented and records maintained
for the life of the project. All codebase versions will be stored in a Git repository, which is a versioning storage system that allows easy access to previous code.

The new NIMSS budget will also allow developers to continually improve user interfaces as technology advances, so as to provide a more professional and aesthetically pleasing system. Part of this process will include updating the system to provide responsive layouts, so that users will be able to effectively use the NIMSS system from any device available, including mobile interfaces. Finally, developers will improve the application program interface (API) to allow for better data transactions with NIFA’s REEport and REEIS. API improvements will automate data transfer across systems, thus reducing or eliminating the staff workload required to share reporting data from state AES offices to NIFA partners.

Overall, we envision NIMSS continuing to serve as an effective communication tool for sharing research data and easing the burden of multistate project management for years to come. An effective and secure database will ease the application of new discoveries and technology transfer supporting and advancing agricultural research. Continual process and development improvements, as described above, are critical as a best practice to maintain an effective national system.

Objective 2 Outcomes:

The impact communications component of NRSP1 will continue to generate high-quality impact statements in diverse formats and designs that will be useful to a variety of audiences and easily repurposed by Land-grant University communications personnel, kglobal and the NIFA communications staff, among others. Depending on the quality of annual reports submitted by multistate committees, the kglobal editorial calendar, and the volume of terminating projects in a given year, the communications specialist will continue to produce approximately 10-15 impact statements per year. The communications specialist will work with kglobal to ensure that at least four impact statements are translated into press releases. The communications specialist will also work with kglobal and NIFA throughout the year to flag important projects for possible op-eds, feature stories, newspaper articles, and other communication pieces. The goal will be to pitch at least two such pieces. Printed briefs will be distributed to stakeholders, industry groups, university leadership, decision-makers, and others as needed or requested. Going forward, we also propose to explore sharing impact statements using trending formats to reach a broader audience.

To meet increasing demand for impact communication workshops, we propose changes to the travel budget to accommodate more in-person workshops and make them accessible to all regions. Workshop participants will complete evaluations so that we can gather feedback and measure success. We also propose that the communications specialist travel to an array of conferences for professional development.

The communications specialist will continue to ensure that each finalized impact statement is uploaded to the NIMSS database, the LGU Impacts Database, and the Multistate Research Impacts website. Our impact communication efforts will continue to include social media posts via kglobal’s @AgisAmerica Twitter account and the @MRFimpacts Twitter account. In recent
years, most of the social media work was left up to kglobal. However, since kglobal/@AgisAmerica does not share every impact statement we produce, nor do they exclusively represent the Multistate Research Program in social media engagement, we propose increasing the @MRFimpacts social media presence. Going forward, our social media efforts will ensure that each multistate research and Extension impact statement is shared via the @MRFimpacts Twitter account and that the Multistate Research Program is represented in relevant social media conversations. This proposal to bolster our social media efforts to reach a wider audience and provide a way for audiences to engage with our content.

Effective social media and database use requires constant monitoring and updating. To ensure that these tasks are given the attention they need, we propose an additional part-time employee focused on maintaining the databases and the @MRFimpacts account. A position dedicated to these tasks would ensure that this work is done in a more timely, comprehensive, and meaningful manner. This position, imagined as a part-time student employee, would be responsible for:

- Composing tweets about each recently finalized impact statement
- Creating graphic content to supplement social media text
- Keeping track of trending topics on social media
- Composing tweets highlighting multistate research projects that fit trending topics
- Daily engagement on social media (retweeting, liking, sharing, friending, following, etc.)
- Entering finalized impact statements into the NIMSS and Land-grant Impacts Database within one week of finalization.

We will establish benchmarks to measure the success of social media efforts during the first year with the student employee. While we are currently proposing social media engagement via the Twitter platform, we acknowledge that social media is an evolving outlet. Expansion or shifting to emerging platforms will be evaluated regularly. See the business plan below for details on the management and budget for this position.

**Management, Budget, and Business Plan**

General oversight, policy development, proposal preparation, and budget recommendations will be provided by a Management Committee composed of: four AAs, representing each of the four SAES regions; an ARD Administrator; a Cooperative Extension Director; the four Regional System Administrators; two director's administrative assistants who use NIMSS routinely; and two communicators/writers to advise the impact reporting program. NIFA will assign one or more non-voting representatives to the Committee.

Funding for NRSP1 will be provided through an off-the-top allocation from the Hatch Multistate Research Fund. The annual range of NRSP1, combining NIMSS and the Impact Communications Effort, runs from $213,023 to $234,826 (Table 1). The five year grand total investment is $1,116,517 for NRSP1. NRSP1 will provide important administrative support services to research administrators and staff, project participants and other users of NIMSS, and the impact communication efforts. Funding for NRSP1 is seen as an administrative expense and alternative sources of funding are not anticipated.
Objective 1:

NIMSS is managed by each of the Regional Associations serving the SAES. The RSAs from NCRA and WAAESD will serve as the primary leads with routine interactions with Clemson ITT. All RSAs handle the day-to-day tasks related to updating the system and answer queries from their regional users. Funds for continued development and maintenance of NIMSS will be transferred by NIFA to Clemson University AES, for distribution to the Information Technology Team (ITT) at Clemson’s Youth Learning Institute. The annual budget ranges from $126,980 in FY2018 to $142,730 in FY 2022 to reflect for increases in technology, salary, and fringe rates (Table 2). As a point of reference, years two and three for the NIMSS redesign project were $128,500.

To accomplish system administration and development, the NRSP1 budget for NIMSS would accommodate a part of the salary and fringe of multiple technical professionals who would be responsible for maintaining, updating and developing new features as needed or requested for their particular programmatic areas. Technical professionals are needed for UI / Front End Development and Administration, Application Development and Administration, Database Administration, System Administration and Security, QA/QC, and Project Management. For those interested, specific job duties and justifications for these positions are found below. Within the software development community, the term ‘development’ is commonly used to reflect the on-going and dynamic nature of a continually changing environment.

User Interface/Front End Development and Administration
User Interface (U/I)/Front End Development is the process of designing and developing interfaces that an end user interacts with when they are using the NIMSS system. It is necessary to invest time in User Interface /Front End development during the initial development phase as well as in the maintenance phase of the development cycle as web applications do not live in a static environment. Users must access web-based applications through a web browser. There is currently no standard that all web browsers must adhere to and, as such, bugs are introduced from the user/client side on a continual basis. Our UI/Front End Developer is responsible for staying informed of the changing web environment and works to ensure that all users are able to access and interact with the NIMSS system with minimal front-end issues.

Application Development and Administration
Application development, in the case of NIMSS, is the process of developing code utilizing the Laravel framework to gather information collected by the UI/Front End Developers that interfaces and manipulates/stores that information in databases designed and maintained by a database administrator (DBA). This person is also responsible for creating and maintaining system features as well as adapting the current system to work with new technologies that are currently available as well as to proactively redevelop sections in the NIMSS system to take advantage of these new technologies.

Database Administration
Database administration refers to the tasks in NIMSS that are centered on saving and retrieving information from our relational databases. Server environments must periodically be updated to avoid falling too far behind modern technology and the services provided by a DBA helps to
mitigate these issues and ensure that resources that are allocated to the database are being used effective and efficiently. Data backups and recovery are also critically important for system reliability. Both making sure that data is stored in multiple locations and that data stores contain valid and recoverable data are aspects of what must be done to ensure work is not lost due to hardware or software issues. Another critical task for a DBA is database security. Databases are often targets for hackers and must be reasonably protected. In all cases, security measures must be managed proactively to minimize the risks of system access from unwanted agents, who are constantly changing their approaches and finding new exploits to gain access to systems. Database administrators will regularly track system access logs to look for possible injections into the database as well as to review possible slow queries.

**System Administration and Security**
Much of what is accomplished by system administration is similar to database security in technique and purpose. The main difference between these two areas is that system administration refers to securing the server, whether physical or virtual, from unwanted access. This is done by keeping track of trends in security and intrusion techniques and patching them as soon as is possible.

**QA/QC**
This refers to quality control and assurance of the NIMSS product. It is a best practice to employ a non-developer to review and test the system and write test cases for automated testing. It is this person’s responsibility to make every effort to eliminate bugs or other issues from the system before it is made available to our end users. This person also coordinates larger alpha and beta testing groups and serves as a bridge between the various developers and the stakeholders.

**Project Management**
This person coordinates the resources available in order to execute the project. In the case of NIMSS, this person would review newly developed code to make sure it meets the standards set forth by the initial development. They would monitor the timeline of the project to make sure all areas of development and administration are working together effectively. They oversee documentation of the project and provide reports to stakeholders and partners to ensure all parties are satisfied with the process. The NIMSS technology costs in the budget would cover the server expenses, ownership of the domain name, hosting, SSL (secure sockets layer; a technology that maintains system security by encrypting the connection between the user and the NIMSS site), email systems server and all data backups.

**Objective 2:**

The impact communications effort is managed by the WAAESD Office (WDO) under the guidance of the RSA/WAAESD Assistant Director. Funding for the impact communications effort will be transferred by NIFA to Colorado State University (CSU) AES for distribution to the WDO. The overall proposed budget for the communication of multistate impacts varies from year to year and ranges from $86,043 in FY2018 to $92,096 in FY2022 (Table 3).

To accomplish effective communication for the multistate research program, the NRSP1 budget for communications would support a part-time Program Director, one full-time Communications
Specialist, and one part-time Social Media Specialist. In addition, the budget supports travel and infrastructure needed to maintain this program.

**Program Director**
The part-time Program Director provides overall strategic vision for the impact communications project, supervises staff, and is responsible for higher-level coordination of activities with other ESCOP initiatives including ESCOP/ECOP Communications and Marketing Committee activities and the National Land-grant Impact Database, and coordinates with the host institution at CSU (human resources, travel authorizations/reconciliations, and budget).

**Communications Specialist**
As detailed above, the full-time Communications Specialist is responsible for execution of the overall communications strategy. As detailed above, responsibilities include:

- Creation of impact statements about multistate projects
- Distribution of impact statements to a wide audience
- Maintenance of a dedicated Multistate Research Impacts website (www.multistateresearchimpacts.org)
- Strategic coordination with communications and marketing partners at kglobal
- Development and presentation of impact communication workshops
- Direct supervision of part-time social media specialist

**Social Media Specialist**
The part-time student employee would also be based at CSU in the WDO and would report to the NRSP1 communications specialist. Hiring a student offers workforce development opportunities to CSU students majoring in Agricultural Business or Education with a focus in Journalism and Media Communication to get hands-on, real-world experience. As detailed above, this individual will be responsible for:

- Sharing impact statements via social media
- Creating graphic content for social media
- Keeping track of trending topics on social media
- Composing posts highlighting multistate research projects that fit trending topics
- Daily engagement on social media (retweeting, liking, sharing, etc.)
- Entering finalized impact statements into the NIMSS and Land-grant Impacts Database

**Salary and Fringe**
The proposed budget includes salary and fringe for a part-time Program Director, a full-time Communications Specialist and one part-time student employee. Salary for the full-time Communications Specialist is set to meet market standards and FLSA minimum requirements. A cost of living increase is also factored in. Fringe is budgeted at the CSU’s FY16 rate of 25.4%.

**Printing/Copying**
Under special circumstances printed materials may be needed to support the overall communications strategy. Special circumstances might include promotion of ESS special initiatives, timely events and regional promotions. Creation and production of printed material
will be done in consultation with the NRSP1 Management Committee and partners at kglobal and Cornerstone Government Affairs, so that these products are prepared and distributed when it is most beneficial to overall national efforts and supports national priorities.

**Computer Hardware/Software**
We propose to replace the communication specialist’s laptop in FY18. At that time, it will be necessary to also obtain a yearly site license for the Adobe Creative Suite. In addition, the budget includes funds for an external speaker/microphone/camera for conducting webinar workshops. This would also make the existing laptop available for use by the student-employee.

**WAAESD Support**
The WDO provides coordination, editorial oversight, and physical space to the impact communications component of NRSP1. With the communications specialist reporting directly to the WAAESD Assistant Director (i.e., Program Director of the Impact Communications Project), this provides salary support. The WDO also provides coordination between this effort and the ongoing efforts of ESCOP and ECOP (i.e., with kglobal, Cornerstone Government Affairs, the Communications and Marketing Committee, and the National Land-grant Impacts Database Project). The WAAESD Assistant Director serves on the ESCOP/ECOP Communications and Marketing Committee and the National Land-grant Impact Database Committee and is thus able to ensure that multistate communications efforts are taking place in concert with overall national efforts and are in line with and supportive of national priorities.

**Travel**
To meet increasing demand for impact communication workshops, we propose a travel budget that accommodates multiple in-person workshops and expands access to all multistate regions. Workshops would target faculty, specialists, and other multistate project participants.

In addition, travel funds are provided for professional development. Professional meetings may include (but would not be limited to) the annual Association for Communications Excellence meeting, the National Association of Science Writers annual meeting, the International Federation of Agricultural Journalists, and the U.S. Ag Media Summit. In FY18, the budget would support attendance at the 10th World Conference of Science Journalists in San Francisco, CA.

**Integration and Documentation of Research Support**
NRSP1 was developed to facilitate the management and communication of the impacts of integrated research and Extension activities supported by the Hatch Multistate Research Fund. It supports all 1862 and 1890 Experiment Station and Cooperative Extension participants. The program can also accommodate integrated education activities as the need arises.

**Outreach, Communications and Assessment**
Input from SAES administrators and scientists on issues of policy, planning, and management of NRSP1 is an essential element in sustaining it as an effective support system. The approval of this NRSP provides the mechanism to support the representation of user interests and provide a
forum to assess the effectiveness of the outreach of the NRSP1 programs.

The four NIMSS RSAs will serve as the primary contacts and source of information and training for university administrators, program managers, investigators, business officers, and station staff using NIMSS. The lead RSAs will provide quarterly updates on new NIMSS developments during NRSP1 meetings will collect feedback from AAs and NIFA on user comments/experiences, as available. Lead RSAs may also send out short surveys to the user community and/or conduct ad hoc interviews during conferences such as NERAOC in order to gain improved understanding of user needs.

The WDO will serve as the primary contact and source of information on the impact communications component. The NRSP1 Management Committee with representation from regional associations, staff from director’s offices across regions, NIFA and the AAs will serve as stakeholder representatives in addressing assessment issues and to help evaluate the effectiveness of outreach efforts. The representatives will be responsible for collecting information from the institutions in their respective regions or associations to reflect the effectiveness of the NIMSS and the impact communications programs in meeting their needs and objectives.

**PROJECT PARTICIPATION:** All 1862 and 1890 Land-grant Institutions

**LITERATURE CITED:** N/A

**BUDGET:**

Table 1. Combined NRSP1 Five-Year Project Budget FY18-22.

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Table 2. NRSP1 Objective 1: NIMSS System Administration and Development Budget FY18-22.

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Agenda Item 9.0: Treasurer’s Report  
Presenter: Charles Boyer  
Action Requested: For information  
Background:

WESTERN DIRECTOR EXPERIMENT STATION  
FINANCIAL STATEMENT  
FY2017  
6-Mar-17

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Total: $168,376.13 $148,145.90 $91,106.82

CSU Payments
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10/27/16 First Quarter $58,211.24 $111,300.46
1/26/17 Second Quarter $20,193.64 $91,106.82
Third Quarter $91,106.82
Fourth Quarter $91,106.82

Total: $168,376.13 $148,145.90 $91,106.82
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NOTE: 2008 Grant workshop net from regional workshop plus interest ($0.00)
## WESTERN DIRECTOR ACADEMIC PROGRAMS

### FINANCIAL STATEMENT

#### FY2017

6-Mar-17

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**Assessment Total** $ - $ - $ - $ - $ - $

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**Total** $ - $ - $ - $ 732.63

6-Mar-17
**Agenda Item 10.0: WAAESD Budget Report**

**Presenter:** Sarah Lupis

**Action Requested:** Approve FY2018 budget

**Action Taken:**

**Background:**

WAAESD Budget, FY2016-FY2018

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Assessments and Income

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WAAESD Expenditures Summary, FY2010-FY2016

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*According the Association MOU, salary increases (if any) are based on the average increase across the region. The Directors chose to increase the ED salary as indicated.

** FY 2012 Assistant salary (+benefits) reflects short overlap between Sarah ($60,000) and Harriet ($67,104).

***Reflects mid-year increase: Sarah was promoted Oct 1, 2013 to Assistant Director with a 5% increase (annual=$64,890), commensurate with her qualifications and responsibilities.

Budget Narrative/Background

The FY16 and FY17 budgets reflected the Directors’ desire to keep assessments level rather than the actual cost of running the Association; overspending was expected. In FY16, the Association was able to use surplus funds at Montana State University to cover overspending in travel and salary categories that totaled $7,324. In FY16, $4,831 in salary and fringe for the Executive Director was provided by CSU, in the form of a 2% raise (effective July 1, 2015) that was not approved/authorized by the Association. The Western Director’s Office has documented evidence that we discovered the error and sought to correct it at that time. However, apparently the reversal paperwork was never finalized by CSU and the issue subsequently went unnoticed.

The proposed FY18 budget reflects the actual cost of running the office. The proposed travel budget of $40,000 reflects the existing 5-year trend in travel spending (2013 is an exceptional year where travel was reduced due to Mike’s illness). In addition, a temporary, one-year increase in computer hardware/software spending ($4,500) is proposed for FY18 in order to facilitate the replacement of laptops that are 5-6 years old and in decline. It is possible for the Association to increase the office budget without increasing assessments and continue to spend down surplus funds ($70,877 as of 7/1/16).

Going forward, the Western Director’s Office will provide the Executive Committee quarterly budget and actual spending figures to increase fiscal transparency. Finally, we recommend that the Association create a seat on the Executive Committee for the Host Institution or allow the host institution to permanently hold one of the at-large seats.
2016 was a busy year for our office as well as myself. With Ben West, we worked to facilitate discussions on the future of the Association, its mission, vision as well as the role and expectations of the Western Directors Office. It’s clear from Ben’s report that the Western Directors Office plays an essential role in supporting the members. In addition, there a ways that the WDO could possible provide more services. In all, the Association is in good shape.

In spite of successes there are many new faces in the group with relatively short tenure (< 3 years) in their positions. Serving as AES Director is a full time job and it takes some time to understand all of the responsibilities that come with the position. This points to a continuing need for new Directors orientations. We have held orientations at the 2015 Breckenridge summer meeting and again at the joint 2016 ESS-NEDA meeting. Making these sessions informative and useful to Directors is essential. Due to retirements, peer to peer mentoring provided by experienced Directors has also been reduced. The Association has moved away from field trips during both its meetings. Such events are quite effective in enhancing interactions among fellow Directors and other colleagues as well as gaining an overview of member state issues and practices.

The interactions with the Western Extension Directors have improved greatly with clear understanding of the need for joint initiatives, particularly due to the development of the Western Agenda document. Care is needed to not let this effort sit on a shelf.

Our interactions with the Western Governors Association (WGA) continue to improve.

There were major disruptions in “the force” too as there always emerging needs. For example, collecting and summarizing Farm Bill input from some 70 respondents. In addition, planning for the Joint ESS-NEDA meeting in Jackson, WY took an inordinate amount of effort and there were 11th hour requests for changes to the agenda.

Effective with the ESS meeting in September, our office assumed responsibility for providing support to Bret Hess during his tenure as ESCOP Chair. In addition to assisting with conference calls and agendas, I have spent considerable time working with Bret, Fred Schlutt and extension colleagues on what is termed the ESCOP-ECOP Strategic Alliance and a series of joint meetings.

Regional Activities
WAAESD meetings continue with stimulating discussions on timely issues that are relevant to the Directors. There is significant value added in meeting with the Western Extension Directors Association leading to enhanced mutual understanding as well as identification of mutual priorities.

Actions/Impacts:
- The prior approval process for special equipment purchases was revised up to $150,000 making purchasing less onerous.
- Better sense of what regional office does and could do in support of the Association and its members.
- All member institutions participated in the Sightlines Facilities Study.
- Clear messaging from members regarding payment of association assessments.
- Development of a different funding model that increases the off the top contribution via W-106.
Streamlined assessment process reducing transaction costs.

Discussion initiated on the mission, vision and expectations for the WAAESD

Agreed with WEDA to meet in the same location each year, with extended WAAESD-WEDA joint sessions on an alternating year basis.

**WEDA Interactions**

Lyla Houglum, Sarah and I facilitate regular conference calls with WAAED and WEDA leadership. Lyla and I hold biweekly conference calls with Bill Whitaker at the WGA.

**Western Perspective - Agenda**

The final documents have been distributed and an implementation committee is working toward gaining support from others outside the Western LGUs including the WGA.

**Impacts:**

- All Western LGU Colleges of Ag have ownership in the Western Perspective-Agenda.
- Represents the first real partnership around common issues and problems.
- The WGA and many Governors are aware of the documents.
- One pagers highlighting facets of the Agenda will available for the AHS-CARET meeting.

**Western Governors Association**

With Lyla Houglum, I continue to work to enhance the interactions with the WGA. I also attended the summer meeting of the WGA (see report).

**Specific impacts include:**

- Developing trusted relationship with the WAAESD and WEDA being sought for information and expertise.
- Inclusion of John Tanaka and others as participants of the W506 project in WGA forums.
- Invited presentation of the Western Perspective-Agenda to the WGA senior staff council.
- WGA staff, Governors’ Senior Staff and some Governors of the Western Perspective-Agenda
- Initiation of regular conference calls with WGA staff.
- Interest from the WGA staff in the developing Healthy Forest Initiative.
- WGA request for members of an invasive species advisory committee.

**Multistate Program**

We continue to work to assure accountability in the multistate program including timely submission of annual reports and the collection of impact statements.

**Impacts:**

- The NIMSS is more user friendly and does not allow annual meeting authorizations when reports are missing.
- Worked with two on my regional committees WERA1020 and W3122 on project renewal submissions.
- One of my regional committees, W3122 "Beneficial and Adverse Effects of Natural Chemicals on Human Health and Food Safety", won the region award for Excellence in Multistate Research and was 2nd at the national level

**W-SARE**

I represented the WAAESD as a respected member on the Advisory Council (AC) for 15 years and served as the AC Chair for the last 2 years. Exclusive of Chair duties, this responsibility required approximately 10% of my time.
to review research/education, graduate student proposals and attend several required meetings. The W-SARE AC has adopted new policies and procedures as a result of my leadership.

**Impacts include:**
- Acknowledgement that transgenic organisms (GMO) may provide solutions for sustainable agriculture
- Development of graduate student grants program and increase in funding from $100,000 to $200,000
- New rules for AC and executive committee membership
- Implementation of a “W-SARE Pioneer” award recognizing leadership to the program
- Improved communications program
- Standardized RFAs and review procedures
- Regular AC and Executive Committee conference calls
- Formal evaluation process for the Regional Coordinator and PDP Coordinator

**Western Academic Program Directors**
Supported the revitalization of the WAPD through regular conference calls to assure progress on initiatives. Facilitated name change to Western Academic Programs Section (WAPS)

**Impacts:**
- WAPS held its first conference in several years at the Bozeman summer meeting, plans are underway for a conference at the summer meeting in Portland
- Several Western region non-land grant Colleges of Ag are regular participants in WAPS

**NATIONAL ACTIVITIES**

**Support for ESCOP Chair:** As Executive Vice Chair I provide support to Bret Hess including drafting communications, memos, appointments and agendas, calendaring meetings,

**ESS Annual Meeting Planning Committee.** Work with ESCOP Chair and other colleagues to develop program and sessions for the meeting.

**Impacts:**
- First joint meeting between the ESS and NEDA (National Extension Directors Association in Jackson WY. Follow up evaluations indicated an interest in holding future joint meetings
- Planning is underway for the 2017 ESS meeting in Philadelphia. Theme: A Question of Balance

**ESCOP Budget and Legislative Committee (BLC)** previously chaired by Gary Thompson (Penn State) and now Bill Brown (Univ. of TN).

**Actions/Impacts:**
- Initiated joint BLC meetings with ECOP
- The NIFA prior approval process for special equipment purchases was revised up to $150,000 making purchasing less onerous.
- Concerns expressed over the tentative Time and Effort reporting requirements.
- Surveyed all Directors to obtain Farm Bill priorities; based on robust response rate, developed rankings and crosswalk with Extension priorities.
- I maintain a trusted working relationship with members of the Cornerstone team and NIFA staff.
- Support BLC Chair on the BAC and CLP

**Pest Management Working Group**
Worked with the group over several years to create formal structure and rules of operations, etc.
Impact: This group, National IPM Coordinating Council” is now a standing subcommittee of the ESCOP Science and Technology Committee and has a formal status for providing input on pest management programs.

**SUPPORT FOR POLICY BOARD OF DIRECTORS**

**Water Working Group**

At the request of the Policy Board of Directors, Robin Shepard and I met with NIFA personnel on two occasions to reiterate essential elements of the work group paper in preparation for the 2017 budget release.

- **Impact:** NIFA has appointed a water working group

**New Initiative Process**

In 2015, at the request of Policy Board Chair Jay Akridge, I wrote the initial draft of a paper detailing the steps that the BAA entities should use in developing and communicating new initiatives.

- **Impact:** This process is now in use for the Healthy Foods Initiative and the Healthy Forests Initiative.

**ADVOCACY**

**Regional**

- Established excellent contacts and liaison relationship with the Western Governors Association
- Memo to Ian Maw/Jay Akridge re Appointment of Bill Boggess and Bill Payne to the BAA Infrastructure Committee
- Provided overview of the Western Perspective and Agenda to the WGA Senior Staff Council
- Memo on behalf of Jim Moyer to Shane Burgess re WAAESD Membership
- Memo on behalf of the WAAESD to Sonny Ramaswamy re Prior Approval for Equipment
- Several memos and emails to Bob Holland and Bill Hoffman seeking funding for western 1994 representatives to attend of Joint Summer Meeting in Bozeman
- Memo to Meryl Broussard, Bob Holland and Cynthia Montgomery re change in W-106 off the top funding allocation
- Memo on behalf of the WAAESD to Shane Burgess re Decline Nominations for the WGA Invasive Species Advisory Committee

**National**

- Memos to Bob Holland and Bill Hoffman seeking support for 1994 travel to Western Region Joint Summer Meeting in Bozeman
- Memo on behalf of Gary Thompson to Sonny Ramaswamy re Prior Approval for Equipment
- Drafted the competitive grants section of the Infrastructure Committee Report
- Memo to Cynthia Montgomery and Maggie Ewell urging collaboration on time and effort reporting requirements
I. REGIONAL ACTIVITIES

WAAESD

Support to the Chair and Organization

- **Executive Committee**: Participate in monthly conference calls to address immediate business of the association. Developed several budget scenarios for discussion and consideration.
- Maintain regular communications with Directors on matters of importance.
- **Annual Report and Evaluation**: Submitted annual report for the calendar year 2015 to the evaluation committee. Worked with David Thompson and Jim Moyer facilitate the evaluation process.
- **Assistant to the Director Evaluation**: Distributed Sarah Lupis’ 2015 annual report; developed evaluation instrument and draft results summary and evaluation for the Executive Committee.
- **REEport Issues**: Worked with Bart Hewitt (NIFA) on behalf of Directors who were having trouble with timeliness and/or responses to Hatch proposal reviews.
- **Memoranda**:
  - Drafted memo for Jim Moyer to Shane Burgess detailing the actions taken by the Association at the summer meeting.
  - NIFA Equipment Policy: Drafted memo on behalf of the association to Sonny Ramaswamy regarding prior approval of equipment.
  - Drafted memo on behalf of the association to Shane Burgess indicating the reasons that the Association would not be recommending his nominations the WGA Invasive Species AC.
  - Drafted memo to Dr. Robert Holland and Cynthia Montgomery at NIFA indicating the increase in off the top assessment for W-106.
  - Drafted memo to Cynthia Montgomery and Maggie Ewell urging collaboration with business officers in creating time and effort reporting standards.
- **CSU Research Centers Conference**: Participated in this annual conference in January.
- **Meeting Support and Logistics**
  - **Joint WAAESD- WEDA Spring Meeting**: Worked with Dave Thompson, Sarah Lupis, Jim Moyer and Executive Committee to finalize agenda.
  - **Joint Summer Meeting**: Worked with Jim Moyer, Sarah Lupis, Ben West and Executive Committee to finalize WAAESD agenda. Also worked unsuccessfully Charles Boyer attempting to get NIFA support for appropriate 1994 faculty/staff to this meeting. With Charles Boyer, Jeff Bader and their assistants, Sarah and Lyla Houglum to address logistics and overall agenda.
  - **2017 Joint Summer Meeting**: Working with Oregon State staff to organize this meeting.

Western Governors Association

- Worked with Bill Whitacre and WGA staff members to provide contact information for faculty with interests in modeling drought, invasive species and fires. Worked with Bill Whitacre and WGA staff members to get an early release of objectives for the Forests and Rangelands Initiative.
- Attended WGA summer meeting in Jackson, WY and made invited presentation on the Western Agenda Western Perspective effort to the Senior Staff Advisory Council. (See attached report)
• Met with Holly Probst (WGA Policy Director) to discuss the WGA needs in a liaison relationship. Specifically, the WGA wants a “single go to person” who will assist in providing information and linking the WGA with LGU expertise.
• At WGA request developed a listing of potential members for an Invasive Species Advisory Committee
• Visited WGA offices with John Hayes to introduce the Forest Health Initiative that is being advanced by the BAA and BNR
• Hold bi-weekly conference calls with Bill Whitaker and Lyla Houglum

Multistate Program: Our office provides overall support for the multistate program including project submission, MRC review/revisions, meeting authorizations, annual accountability and terminal reporting.
• Multistate Review Committee: I provide leadership and serve as the chair of this committee. Chaired spring meeting and provided primary reviews for 6 proposals.
• Excellence in Multistate Research Awards Program: Our office facilitated collection and review of nominations and forwarded Western Region winner to the ESCOP Science and Technology Committee. One of my committees (W-3122) was selected as the Western winner.
• NIMSS: Continue to work with Jeff Jacobsen, Chris Hamilton and Sarah Lupis to address problems in the NIMSS as needed.

Single Ask for NIFA budget: Organized two regional wide conference calls to discuss the BAC proposal and collected feedback for submission to Cornerstone. Provided overview to Western Academic Programs Section.

Committee Activities
• WAAESD Executive Committee: Participate monthly conference calls, assist with call agenda formulation.
• WAAESD Meeting Structure Committee: Participated several calls with Milan, Sarah and others to discuss how meetings could be structured. It was also recognized that other groups need to be involved in these discussions especially for the joint summer meeting.
• Western Agenda Steering Committee: I serve on the critical committee with Bret Hess, Fred Schlutt, Charles Boyer, Sarah Lupis, Lyla Houglum and communications staff from several universities. This committee is taking actions to bring issues enunciated in the Western Agenda documents to the attention of various audiences.
• Western SARE Administrative Council: I served as the Western Directors’ representative on this group and as the Council Chair.
  o Conducted review of the PDP Coordinator, communicated results to Glen Whipple.
  o I was principal/secondary reviewer for six Chapter 1 Research and Education grant proposals and reviewed all Chapter 1 proposals submitted.
  o Provided reviews for 30 graduate student proposals.
  o Chaired the Administrative Council meeting, Feb 24-26 in Salt Lake City during which funding decisions for 2016-7 were made. Appointed a subcommittee to develop policies and procedures on how new AC members will be identified and vetted, as well member terms.
  o Participated in the applications review and selection of new communications team
  o Participated in a listening session with the National Sustainable Agriculture Coalition (NSAC) to develop ideas for enhancing support for SARE in the NIFA budget; to enhance communication between the regional programs and NSAC; and to look for potential obstacles (policies and timing) in the application process. W-SARE has an excellent record of supporting non-profits but
they may not be NSAC members. (The regional data provided indicates that non-profits have been effective in winning grants when they apply.)

- Chaired meeting in San Luis Obispo CA July 25-29. Stepped down from Advisory Council but will serve as an alumni resource as needed.

- **Western Rural Development Center Board:** I serve as the Western Directors’ representative on this activity. Serve as the recruiting chairman responsible for identifying new board members. Did not attend meeting due to illness; but do participate in quarterly conference calls.

- **Western IPM Center:** I serve as the Western Directors’ representative on this committee. Did not attend annual meeting due to schedule conflict; however, I do participate in conference calls.

- **Southern Rockies Landscape Conservation Consortium:** Serving on the Science Committee and participate on the Steering Committee meetings as time permits. Continue working with Science Committee on science needs, distribute to RFA (when they occur) to Directors and other pertinent information, particularly to AZ, CO, NM, and UT.

II. NATIONAL ACTIVITIES

**ESCOP**

**Support to the Chair**

- Worked with Shirley Hymon-Parker and Gary Thompson (B&L Chair) to facilitate discussions of joint budget initiatives with Extension.

- Effective September, support Bret Hess as Executive Vice Chair. Assist with communications, meeting agenda development, planning and logistics. (see below)
  - Drafted several committee appointment memos.
  - Participated in several joint calls with Bret, Fred Schlutt, Jane Schuchardt, Sandy Ruble, that resulted in identification of some three dozen desired meetings for Bret and Fred.
  - Arranged agendas and call for ESCOP Chair’s Advisory Committee

**Committee Activities**

- **ESS Annual Meeting Planning Committee**
  - **2016 ESS-NEDA Joint Meeting Organizing Committee:** With Bret Hess as the incoming ESCOP Chair, the West will host first joint national meeting of experiment station and extension directors at Jackson Lake Lodge, September 19-22, 2016. As might be expected considerable planning efforts are going into the general meeting structure as well as individual sessions to make this meeting a success.
  - Worked with Jane Schuchardt, Vernie Hubert and Greg Bohach on a session designed to discuss selected priorities for the next Farm Bill
  - Worked with Eric Young, Jane Schuchardt, Mike O’Neill, Celvia Stovall, L Washington Lyons, Nancy Bull, Delbert Foster and Sandy Ruble to develop an orientation session for new Directors.
  - **2017 ESS Meeting Committee:** Currently working with Gary Thompson, Penn State staff, regional representatives and ED colleagues to plan sessions the ESS annual meeting in Philadelphia.

- **Chair’s Advisory Committee:** Organize and participate in monthly conference calls

- **ESCOP Budget and Legislative Committee:** Support Chairman Gary Thompson (Penn State) and effective September, Bill Brown (Tennessee), as the Executive Vice Chair on this important committee. Coordinate ESS input on priorities, facilitate monthly conference calls, draft agenda briefs and meeting notes.
o Arranged joint meetings between ESCOP and ECOP Budget and Legislative Committees March 7 and Sept 20, 2016.

o Developed and distributed extensive Farm Bill Survey of ESS members and summarized results for B&L Chair Gary Thompson/Bill Brown for meeting presentations.

o Communicated Farm Bill Survey results to Greg Bohach CLP Chair and to Extension partners.

o Developed a cross-walk of AES and CES priorities.

o Drafted ESS input for the ESCOP BL Committee including justification of an increase in capacity funds.

o Developed memo to Bob Holland and Cynthia Montgomery (NIFA) expressing concerns about the implementation of prior approvals for equipment purchases.

o Work with Doug Steele, Rick Klemme and Robin Shepard on joint budget initiatives with Extension.

o Continue to track 2016, ‘17 budgets

o Participate in ECOP B&L calls

- **Single Ask for NIFA budget:** Developed agenda and discussion points used by all EDs for regional conference calls.

- **BAA- Committee on Legislation and Policy:** Supported Gary Thompson and Bill Brown on this committee with background information on the ESS Farm Bill priorities. Participate in monthly conference calls.

- **APLU-BAC one-pagers:** Worked with Cornerstone to finalize all one-pagers for FY 2017 that were distributed for the AHS-CARET Hill visits.

- **NIMSS Oversight/NRSP-1 Committee:** With our office role in assisting the NIMSS upgrade, I work with the other EDs but primarily Jeff Jacobsen (NCRA ED) Chris Hamilton and Sarah to facilitate the NIMSS update. Sarah and Chris have worked closely with a users’ group from around the country and programmers at NC State to bring the new system on-line. Sarah and Chris have also done heroic work ferreting out and correcting problems inherent in the old NIMSS system and database.

- **National Impact Writing Project:** Our office oversees a full time writer (Sara Delheimer) funded by NRSP-1 who is responsible for writing impact statements as well as press releases about the multistate projects. Sara has been receiving glowing compliments from virtually every committee as well as Sonny Ramaswamy for these statements. The annual performance review by the NRSP-1 Committee indicated that Sara is doing an excellent job. Both Sarah and Sara have made invited presentations on impact writing.

- **System Communications and Marketing Project:** Participate on this important joint AHS, CES, ESS committee that works with kglobal and Cornerstone to facilitate communications of high priority impacts to those who need to understand what we do. Participated in the March 6 face to face meeting and participate in group conference calls. Distribute quarterly reports to Deans and Directors. I serve as back up to Dan Rossi/Rick Rhodes and also participate on the Joint Committee with Extension and the Deans

**Policy Board of Directors**

- **National Initiative on the Improvement of U.S. Water Security:** At the request of Policy Board of Directors Chair, Jay Akridge, Robin Shepard and I met with NIFA officials, January 13, to discuss status of the water security initiative. We emphasized the integrated planning, organization details and funding initiatives detailed in report. A second follow up meeting was held on March 7 during the AHS- CARET meetings with Meryl Broussard Associate Director NIFA, Jay Akridge PBD Chair, Alan Grant BAC Chair, Robin and myself. Robin and I will continue to work with a NIFA committee that includes Jim Dobrowolski, Jeanette Thurston, Parag Chitnis and Luis Tupas.
• **APLU/BAA & NIFA/AS Deferred Facility Maintenance Strategy Committee**: Recently appointed to this task force which also include 20 distinguished LGU, ARS, NIFA, and NAS leaders. The charge is to “thoughtfully design proactive strategies that can be used at various levels – institutional, state, and federal – to secure the funding to systematically address deferred maintenance”. Drafted section on competitive grants program for facilities. Distributed western region institution data to Deans and Directors.

• Successful at getting Bill Bogguss and Bill Payne appointed to this committee

**NIFA**

• Invited participant at special meeting with 1862 and 1994 representatives entitled “Engagement and Success of Land-Grant Universities and Colleges - Respecting Sovereignty, Serving the People and the Land.”
  
  o Provided funding background
Western Governors’ Summer Meeting Report
June 11-14, 2016
Jackson, WY

At the request Holly Probst (WGA Chief of Staff), I met with the WGA Staff Council on Sunday morning (June 12) to provide background and summarize the Western Agenda-Western Perspective (WA-WP). I provided copies of the one page summary as well as the complete document. The discussion was scheduled for 10 minutes but stretched to almost 20 minutes due to comments and questions from the Governors’ senior policy advisors.

I had two follow up discussions with Holly Probst in which we discussed the WGA desires in a liaison relationship. She reiterated the need to have a “single go to person” who would make further contacts when additional expertise was needed. This effort would likely involve weekly phone calls and require the ability to maintain privileged information.

I met with Jim Ogsbury (WGA Executive Director) who had read the WA/WP documents and was quite complimentary.

Tim Macklin and I reviewed how the NRCS arrangement was working now that he is no longer co-located at the WGA Denver offices and other topics of mutual interest. Their conference call arrangement is working well.

I met with Bill Whitacre, whom you may recall, had been charged with scoping the feasibility of developing a decision support tool that would incorporate fire, drought and invasive species. According to Bill this project is beyond the capability of the WGA at this time.

Prior to the meeting Frank Galey, who was on the program to speak on biosecurity, requested WA/WP document and copies of the one pager. The latter were distributed to the Governors. Frank spoke briefly about the WA-WP in the context of biosecurity AES/CES partnerships. According to Frank, the Governors were aware of the WA/WP effort, perhaps via the Staff Council members.

Governor Mead (WY) gave a progress report on the status of the ESA initiative during which he spoke to the importance of research and education in decision making. Governor Bullock (MT) new WGA chair, announced his Chairman’s Initiative focused on improving Forests and Rangelands management.

I met with Robert E Goodman (Chairman), William Sun (Deputy Secretary General) and Dr. Athena Liu (Vice Chairman) all of the Sino American Partnership Association. There is strong interest in arranging for Chinese undergraduate students to come to the US to study agriculture. At this point they hoping to make suitable arrangements and are interested in Universities in our region. (I have their cards and contact information if anyone is interested.)

Finally, attendance at WGA meetings increases visibility while offering valuable networking opportunities and ready access to state and federal officials. The value and importance of these interactions cannot be understated.
III. Summary of Travel - January-December 2016

Jan 12-13: Water security program meeting with NIFA staff
Jan 25-27: W-SARE Technical Grant Review Panels, Salt Lake, UT*
Feb. 22-24: W-SARE Advisory Council meeting Salt Lake City, UT*
March 6-7: Washington, DC meetings
  • CMC Meeting
  • Joint ESCOP/ECOP B&L Committee Meeting
  • ESCOP Meeting
  • AHS-CARET Meeting
  • Water security program meeting with NIFA staff
March 8-9: SARE National Listening Session with National Coalition for Sustainable Agriculture*
April 29-April 1: WAAESD-WEDA Spring Meeting Santa Fe
May 18-19: WERA 1012, Estes Park
May 24-26: Washington DC
  • Deferred Maintenance Committee Meeting
  • Wrote section of competitive grants approach to funding new construction
  • NMCC (EDs) Meeting
July 11-14: Western Region Joint Summer Meeting, Bozeman, MT
July 18-20: Joint COPs, San Antonio, TX
July 25-28: W-SARE Advisory Council, San Luis Obispo, CA*
September 19-22: Joint ESS-NEDA Meeting Jackson, WY
Sept 22-23: Engagement and Success of Land-Grant Universities and Colleges - Respecting Sovereignty, Serving
  the People and the Land (Invited participant to special NIFA meeting) Jackson, WY
Oct 2-4: Committee on Legislation and Policy Meeting, Washington, DC
Oct 4-7: W-3122 Annual Meeting, Portland, OR
Nov 11-15: ALPU Annual Meeting, Austin, TX
  • BAC meeting
  • ESCOP Executive Committee
  • BAA meeting

*No cost to WAAESD
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<th>Goals/Objectives - 2017</th>
<th>Status</th>
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<tr>
<td>Regional</td>
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<tr>
<td>Provide support to the Association Chairs, the Executive Committee, and MRC</td>
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<td>Provide oversight and general supervision of WDO Staff.</td>
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<td>Provide oversight and assistance to the MRC as appropriate</td>
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<td>Develop regional program for supporting team grants proposals</td>
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<td>Assist with meeting planning and logistics for WAAESD, WAPD, W-AHS and summer meeting hosts</td>
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<td>Provide support for the Western Agenda and Perspective effort</td>
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<td>Continue to foster development of impact statements for multistate projects.</td>
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<td>With Sarah continue to develop plans for communicating the successes and impacts of regional partners</td>
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<td>Assist with the collection and analysis of data relative to the President’s proposed 2017, ‘18 budget and to other issues of interest to the WAAESD</td>
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<td>Continue to nurture relationship with Western Governors’ Association</td>
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<td>Assist WAPD as appropriate and with planning as needed.</td>
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<td>Continue long range planning efforts</td>
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<td>Work with the WEDA and Lyla Houglum as appropriate</td>
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<td>Provide support to the W-AHS as needed</td>
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<td>Continue state visits as schedules permits, especially American Samoa, Federated States of Micronesia</td>
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<td>Advocate for at least two Farm Bill field hearings in the West</td>
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<td>Complete other duties as required</td>
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<td>National</td>
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<td>Provide support to Bret Hess ESCOP Chair, as Executive Vice Chair</td>
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<td>Facilitate relevant meetings with USDA agencies (USFS, RD, ERS, ARS, NRCS, etc.), OMB, Cornerstone, DOE, DOD, NSF, NAS, NCFAR, SOAR, AFRI Coalition, USGS, and others for Bret Hess and Fred Schlutt (ECOP Chair)</td>
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<td>Provide support for the ESCOP Budget and Legislative Committee and to Bill Brown, Chair; serve as Executive Vice Chair of the committee</td>
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<td>Work with ESCOP and ECOP BL Committees, the BAC, The CLP and Cornerstone to further ESS Priorities including Water Security, Healthy Foods and the Farm Bill</td>
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<tr>
<td>Serve of Budget and Advocacy Committee</td>
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<td>Serve on Committee of Legislation and Policy (Farm Bill)</td>
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<td>Serve on the System Communications and Marketing Committee</td>
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<tr>
<td>Support Sarah and Sara in the National Multistate Impact Writing Project</td>
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<td>Promote relevant interactions with NIFA leadership</td>
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<td>Promote relevant interactions with other EDs and regions.</td>
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<tr>
<td>Continue to meet and develop relationships with ARS, APHIS, NIFA staff, NASDA and others.</td>
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Agenda Item 11.0: ED’s Annual/1st Quarter Report
Presenter: Mike Harrington
Action Requested: For information
Background:

Executive Director Report, January – April, 2017
H. Michael Harrington

I. REGIONAL ACTIVITIES

WAAESD

Support to the Chair and Organization
- **Annual Report and Evaluation**: Submitted annual report for the calendar year 2016 to the evaluation committee. Worked with Jim Moyer to facilitate the evaluation process.
- **Assistant to the Director Evaluation**: Distributed Sarah Lupis’ 2016 annual report; revised evaluation instrument and drafted results summary and evaluation for the Executive Committee.
- **WEDA Executive Director Annual Evaluation**: Developed evaluation assessment for Lyla Houglum
- **Meeting Organization Subcommittee**: Participated in several calls on the meeting structure. Some of the recommendations have been implemented for the 2017 Spring and Joint Summer Meetings
- **CSU Research Centers Conference**: Participated in this annual conference

Meeting Support and Logistics
- **Spring Meeting**: With the Executive Committee and Sarah developed the agenda for the March meeting.
- **Joint Summer Meeting**: Working with Oregon State on overall agenda and meeting logistics.

Committee Activities
- **WAAESD Executive Committee**: Participate in monthly conference calls
- **Western Agenda Steering Committee**: Participate in regular calls with this group that is working to advance the Western Agenda and Perspective. Drafted one pager on workforce needs
- **Western Joint WAAESD-WEDA Leadership Committee**: Participate in regular calls with the association Chairs, Lyla Houglum and Sarah Lupis
- **Western Governors Coordination**: Lyla and I meet biweekly with Bill Whitaker (WGA liaison) to discuss how our organizations can work more effectively together.
- **Western Rural Development Center Board of Directors**: I serve as one of three WAAESD representatives on this group and chair the membership committee. Participate in regular conference calls.
- **Southern Rockies Landscape Conservation Consortium**: Serving on the Science Committee and participate on the Steering Committee meetings as time permits. Continue working with Science Committee on science needs, distribute to RFA (when they occur) to Directors and other pertinent information particularly to AZ, CO, NM, and UT.

Western Academic Programs
- Participate in monthly conference calls, updated white paper on programmatic opportunities for Dave Shintani (ACOP Chair)

II. NATIONAL ACTIVITIES

ESCOP

Committee Activities

- Support for ESCOP Chair Bret Hess:
  - With Bret, organize monthly conference calls and agendas of the Chairs Advisory Committee
  - Organized some 31 meetings (with Jeanette Thurston, NIFA) for Bret and Fred Schlutt during two week period at the end of February and early March. Meetings included Acting USDA Under Secretary, NIFA Director, Associate Directors, all Institute Deputy Directors and staff, Planning and Accountability, Communications, ARS, NRCS, ERS, Rural Development, APLU staff, Cornerstone, kglobal, DOE, Food and Nutrition Service, US-FWS, National Academy of Sciences, AGree, FFAR, NASDA, NCFAR, SoAR, and NACo

- ESCOP Budget and Legislative Committee: Support Chairman Bill Brown (U-TN) as the Executive vice Chair on this important committee. Coordinate ESS input on priorities, facilitate monthly conference calls, draft agenda briefs and meeting notes. Arranged joint meeting between ESCOP and ECOP Budget and Legislative Committees March 6. Bill and I also participate in the monthly ECOP BLC calls.

- Budget and Advocacy Committee: Support Bill Brown on this BAA committee. Drafted ESS input for the ESCOP BL Committee including justification the single ask for the NIFA budget. Contributed to the FAQs that address the single ask concept. Participate in monthly conference calls.

- National Impact Writing Project: Our office oversees a full time writer (Sara Delheimer) funded by NRSP-1 who is responsible for writing impact statements as well as press releases about the multistate projects. Sara has been receiving glowing compliments from virtually every committee as well as Sonny Ramaswamy for these statements. The annual performance review by the NRSP-1 Committee indicated that Sara is doing an excellent job.

NIMSS Oversight/NRSP-1 Committee. I work with the other EDs but primarily Jeff Jacobsen (NCRA ED) Chris Hamilton and Sarah to facilitate the NIMSS update. Sarah and Chris have worked closely with a users’ group from around the country and programmers at NC State to bring the new system on-line. Sarah and Chris continue to do heroic work ferreting out and correcting problems discovered in the old NIMSS database.

- System Communications and Marketing Project: Participate on this important joint AHS, CES, ESS committee that works with kglobal and Cornerstone to facilitate high priority impacts to those who need to understand what we do. Participated in the March 5 face to face meeting and participate in group conference calls. I have been
distributing quarterly reports to Deans and Directors. Serve as backup to Rick Rhoades in support of this committee.

Policy Board of Directors

- **Single Ask Concept:** Facilitated conference calls for Western region members to discuss the single ask concept and collect any unanswered questions. Developed communication for Ian Maw to Deans and Directors urging them to contact their CGA representatives and other appropriate university officials to raise awareness of the Single Ask.
- **Infrastructure Needs:** Convened a group to map approach for getting the LGU infrastructure needs into the pending federal process. Working with Glenda Humiston, PBD, BAC, CLP, ESCOP and ECOP Chairs Ian Maw and Cornerstone to develop a one pager on the infrastructure needs. Working with Vernie Hubert (Cornerstone) to incorporate needs into Jay Akridge testimony.

III. Summary of Travel  January-March 2015

Jan 12-13: CA state visit. Met Glenda Humiston, the Deans, Associated Deans at Berkeley, Davis and Riverside. Toured campus facilities at each.

Feb 1-2: Washington, DC meetings
- Agree Farm Bill Session
- Meetings with NIFA staff

March 5-9: Washington, DC meetings
- CMC Meeting
- Joint ESCOP/ECOP B&L Committee Meeting
- ESCOP Meeting
- AHS-CARET Meeting
- Diversity and Inclusion Training
- Meetings with Meryl Broussard, Bob Holland, and Institute Deputy Directors and staff
Narrative Self-Assessment & Summary of Key Activities

This report outlines progress and achievements during 2016. I am pleased with progress made on the 2016 objectives, as detailed in this report. Below I highlight some accomplishments of particular distinction for the past year.

Western Perspective: In 2016, I played a key role in coordinating the ongoing WAAESD-WEDA-WAPS-WAHS Western Perspective/Western Agenda joint initiative. Behind the scenes of the 2016 WAAESD/WEDA Joint Spring meeting and the 2016 WRJSM, I helped to develop agendas to guide discussions, arranged for facilitation and helped facilitators to develop appropriate processes to achieve meeting objectives, and compiled information needed to move the process forward. These efforts have resulted in a series of successful working joint meetings and continued regional focus and advancement of the Western Agenda by WAAESD and the other regional associations.

In 2016, I coordinated a Western Agenda Implementation Task Force made up of Western Agenda leaders and regional association chairs to improve coordination, accountability, and communication regarding association activities to implement the Agenda.

In early 2016, I coordinated with communications specialists from across the region to develop a summary of the western agenda that was distributed for use at March Hill Visits (I completed final edits and designed the product); was responsible for incorporating final edits and formatting the final product. In late 2016, I again began coordination with communication specialists to develop a series of messaging pieces about key western agenda issues (e.g., wildfire, endangered species, nutrition and health, workforce development) that will be used for 2017 Hill Visits. Overall, the impact of these activities and products is to increase the visibility and appreciation for issues important to western region stakeholders and boost the appreciation of decision-makers for the role that western region AES plays in addressing regional needs.

Worked closely with John Tanaka and Terry Messmer manage and coordinate the activities of Western Region Rapid Response Multistate Project W506, “Using Science-Based Solutions in Conservation of Threatened and Endangered Species: Sage-Grouse Case Study.” In 2016, W506 members held an initial conference call and met in Park City, UT during Q2. I co-facilitated this meeting with USU’s Lorien Belton, helped John Tanaka complete the annual report for the group, and kept the members of this group informed about relevant meetings related to sage grouse conservation and the developments of the Western Governors Association’s Endangered Species Act initiative. Because of this effort, Western Region LGUs have improved relationships with USFWS, a greater understanding of how LGU science is used in ESA decision-making, and a set of recommendations that, if implemented, will improve the ability of western region LGU scientists to inform states and the USFWS on ESA decisions and conservation and management of endangered species.

NIMSS: The National Information Management Support System is an online database and website used by all Agricultural Experiment Stations and Cooperative Extension offices in the country to manage the portfolio of multistate projects. In 2014 I was appointed to co-lead (with Chris Hamilton, NCRA) the development of a new National Information Management Support System (NIMSS) database and website. In 2015, we launched the New NIMSS. Throughout 2016, I continued to work with the Clemson development team and Chris Hamilton to transform the
outdated NIMSS into a newer, safer, more reliable system. We continued to work out bugs in the new system, including adding sorting options, refining the proposal approval process, and blocking meeting authorizations when there is no prior year report on file. In 2016, we held 3 webinar training sessions to orient NIMSS users with the new system. My efforts to improve this regularly-used foundational system has resulted in a more robust, efficient, secure, and accurate database that is currently saving NIMSS administrators at all Agricultural Experiment Stations time, facilitate better reporting, and improve the experience of participating in multistate activities.

**Promoting the LGU System:** As the director of the National Multistate Impact Reporting Project, I have, since 2012, been responsible for implementing the National Multistate Impact Reporting strategy, including developing, maintaining, and reconciling the NRSP-1 Impact Communication effort budget and expenditures and supervising the Impact Communication Specialist (Sara Delheimer). I am also responsible for overseeing the coordination of the multistate impact reporting effort with the national Communications and Marketing strategy. The NRSP-1 project supports this effort, including a $6,000 contribution to my salary.

In 2016, I worked with Sara Delheimer to expand the training programs offered through this program. Sara Delheimer provided a training webinar to new NIFA communications staff and multistate programs. I was a featured speaker at the 2016 Annual 1890 Communications Summit (see attached). I also presented on impact reporting with Faith Peppers (UGA), Frankie Gould (LSU), and Scott Cummings (TAMU) at the eXtension conference. As part of our efforts to expand training opportunities, I spent significant time in 2016 negotiating a training program for all NIFA staff for early 2017.

In 2016, Sara and I also updated the format of the impact statement PDFs produced about terminating and award-winning multistate projects. We expanded the formatting options to include more info-graphic styles. We continue to work with our partners at kglobal to refine and hone the style of products we offer to best meet communications needs for a variety of audiences and users increasingly digital world.

I provided key edits and content to the 2016 Cornerstone/APLU briefing materials used by AHS/CARET members during hill visits. Contributions helped to improve the overall look of these documents and provide key content to custom sections for briefs on the Hatch Act and AFRI.

**ESCOP/ESS Support:** In 2016, I culminated 2+ years of planning and coordination with the University of Wyoming and Extension Committee on Organization and Policy (ECOP)/National Extension Directors Association (NEDA; esp. Jane Schuchardt and Sandy Ruble) with the 2016 ESS/CES-NEDA Meeting held in September in Grand Teton National Park outside of Jackson, Wyoming. This event took, at times, and especially as the meeting approached, 75% of my time, which did force me to put other tasks on the back burner. However, the impact of these efforts was a compelling, engaging, and extremely well-attended joint meeting. Post-meeting surveys indicated that participants felt the event was worthwhile and worth repeating in a few years (but not in a year when it comes to the western region 😊).

Regional Activities

WAAESD Office: I supported activities of the WAAESD office through various ongoing activities, including maintaining electronic mail lists for various groups; developing, maintaining, and reconciling WAAESD budget and expenditures; creation and processing of financial and travel documents; inventory and stocking of office supplies; and maintenance and replacement of office equipment as necessary.

Multistate Research Portfolio:

- I added new users to NIMSS, added and updated participation for multiple faculty, specialists, and non-LGU participants; and fielded countless questions and requests from NIMSS users.
- I facilitated the annual proposal review for new/renewing multistate projects (11 projects) and the mid-term review process. I communicated results of each to project Administrative Advisors, AES/CES Directors in the Western Region, and NIFA.
- I coordinated the reassignment of numerous Administrative Advisors and provided training/support to new AAs on the Multistate Research Program and the use of the National Information Management Support System (NIMSS).
- I coordinated the collection and review of Western Region nominations for the Excellence in Multistate Research Awards Program and provided editorial comments, as needed. I then forwarded final nomination to the ESCOP Science and Technology Committee.

Western Region Meeting Support and Logistics:

- I collaborated with Mike Harrington, Lyla Hoglum, Dave Thompson, Steve Loring, John Boran, the WAAESD Executive Committee, and NMSU AES staff to develop the agenda and arrangements for the 2016 Joint Spring Meeting in Santa Fe, NM, including coordination of continued work on the Western Agenda initiative. I compiled and distributed pre and post-meeting materials, including joint meeting notes and follow-up items.
- I collaborated with Mike Harrington, Charles Boyer, Jeff Bader, Nora Smith, and others at MSU to develop an agenda and arrangements for the Summer Meeting in Bozeman, MT, including coordination of a Western-Academic Programs Section special session on meeting the needs of indigenous students and provided facilitation for the group discussion portion of that event.
- I collaborated with Mike Harrington, Lyla Hougum, Ken Grace, and Kelvin Sewake to develop a schedule and arrangements for the 2017 Joint Spring Meeting in Kona, HI.
- I collaborated with Dan Arp, Joyce Loper, Scott Reed, Penny Diebel, Mike Harrington and others to develop a tentative agenda and make arrangements for the 2016 WRJSM in Portland, OR.
- I advised Bryan Arnell, Dora Brunson, and others at Utah State University on meeting planning (logistics, agenda, etc.) for the 2016 Western Region Administrative Officers Meetings, held in Park City, UT in fall of 2016.

The National Information Management Support System (NIMSS): The NIMSS is an online database and website used by all Agricultural Experiment Stations and Cooperative Extension offices in the country to manage the portfolio of multistate projects. In 2014/15, I co-led (with Chris Hamilton, NCRA) the development of a new NIMSS database and website, working with the Clemson development team to transform the outdated NIMSS into a newer, safer, more reliable system. In 2016, we continued to work out minor bugs in the new system (to be expected with any new technology), including adding sorting options, refining the proposal approval process, and blocking meeting authorizations when there is no prior year report on file. In 2016, we held 3 webinar training sessions to orient NIMSS users with the new system. My efforts to improve this regularly-used foundational system have resulted in a resulted in a more robust, efficient, secure, and accurate database that is currently saving NIMSS administrators at all Agricultural Experiment Stations time, facilitate better reporting, and improve the experience of participating in multistate activities. In addition, I provided daily ongoing support to western region administrative advisors, NIMSS administrators, and
NIMSS users (project participants, etc.), helping to troubleshoot and solve issues with participant registration, meeting authorization, report submission, proposal submission, etc..

**WAAESD Web Site:** In 2016, I continued to maintain the WAAESD website, updating information in the Directory and posting information about upcoming meetings.

**Social Media:** In 2012, I established a WAAESD presence on social media through the creation of a twitter account, @WAAESD. We currently have approximately 236 followers (up from 213 followers reported last year), including several association colleges and universities, national organizations, government partners, and others. The Twitter account has been used in support of the national Ag is America communications and marketing effort to help promote stories about AES research from western region institutions to influential decision-makers. We also use it to advertise available positions at western region institutions, announce and live-tweet events, and share relevant information and stories.

**Western Region Administrative Officers Meeting:** Serve as the ex-officio member of the WRAOM planning committee. In 2016, I advised Bryan Arnell, Dora Brunson, and others at Utah State University on meeting planning (logistics, agenda, etc.) for the 2016 Western Region Administrative Officers Meetings, held in Park City, UT in fall of 2016. I facilitated a wrap up session at the end of this event.

**Impact Reporting:** I continued to supervise the activities of the National Impact Writer, Sara Delheimer. The impact writing program continues to produce excellent impact summaries that are shared with AES Directors, CES Directors, NIFA leadership, and others via email and social media. In 2016 I delivered a workshop to the 1890s Communication Summit; Ms. Delheimer gave a webinar to new NIFA staff, and an in-person workshop at the National Research and Extension Administrative Officers Conference (NERAOC).

At my direction, Sara Delheimer launched a new website to house all of the multistate impact statements. This website has consolidated all impact statements into one place, making distribution and promotion through social and traditional media more efficient and effective.

I also worked with Sara Delheimer to explore new and creative formatting for the impact statement PDFs. 2016 impact statements include more info-graphic formats, were shorter, and were designed with a digital viewing audience in mind. We continue to work closely with partners at kglobal to create impact statements with the greatest utility for national communications and marketing efforts that also serve the needs of multistate committees.

**ESS Leadership Award:** Coordinated Western Region Leadership Award process. Coordinated with other regions to select awards and recognize winners at APLU meeting in Austin, TX. Facilitated travel reimbursement for Western Region award recipient, Barbara Allen-Diaz.

**Western Academic Programs Section:** For most of 2016, assumed most of the responsibilities of the W-APS Secretary, including scheduling of monthly conference calls and meeting secretary. I worked with Penny Diebel and Dave Shintani to coordinate a special session for the 2016 WRJSM on the needs of indigenous students and provided facilitation for the group discussion portion of that event. Helped Dave and Penny to develop the agenda for the W-APS Separate Association Meeting at the WRJSM, including conducting a cross-walk of the “things that should be done” lists from last year’s summer meeting to spark joint-session agenda items. Coordinated a vote on changing the name of this association to Western Academic Programs SECTION (vs. Directors). Worked with Penny and Mary Holtz-Clause to develop monthly agendas.
National Activities

**NRSP1 Management Committee:** I serve on the NRSP001 Management Committee that oversees NIMSS implementation. The committee had quarterly conference calls during the reporting period. As detailed above, I serve as the director of the National Multistate Impact Reporting project. In this role, I also coordinate the budget for the impact writer with CSU and provide regular budget updates to the committee. In 2016, I continued to co-lead the NIMSS redesign effort, as detailed above. In 2016 I worked extensively with Jeff Jacobsen, Chris Hamilton, and Sara Delheimer to craft a renewal proposal for the NRSP-1 project. As part of this project, I met several times with this team to come to consensus on a long-term vision for this program that continues to expand and capitalize on the success we’ve had thus far with effectively communicating multistate project impacts and improving impact reporting through educational workshops. This proposal is currently under review by the regions.

**NERAOC Coordinating Committee:** I serve as the ESCOP representative on the Coordinating Committee for the annual National Extension Research Administrative Officers Conference (NERAOC) and helped to develop the 2017 conference agenda during 2016. At the 2016 meeting, I delivered a session on NIMSS, which was very well received. In addition, I organized a session on Impact Reporting and effective presentations. I continue to work with Tim Nesbit to ensure that the Guidelines we spearheaded in 2014/2015 are followed and adapted to the evolving needs of the NERAOC partnership between LGUs and NIFA. In 2016, I also helped Colorado State University, the likely 2019 host institution, explore venue options.

**LGU Impact Database Committee:** In 2014, I was appointed to the LGU Impact Database/Website Planning Committee. In 2016, I continued to participate in regular conference calls and offer advice and support to improve this database and website.

**ESCOP/ECOP Communications and Marketing Committee (CMC):** As a member of this committee, I regularly participate in conference calls and in-person meetings. I have continued to work directly with kglobal and Sara Delheimer to ensure that multistate project impact statements are relevant and useful to our national education efforts. In addition, I provide direct support and engagement in select kglobal campaigns. In 2016, I worked with Faith Peppers to collect a directory of communication contacts at every institution in the country to facilitate rapid and effective coordination between kglobal and institutions.

**ESCOP Budget and Legislative Committee:** I support Mike Harrington and Gary Thompson (PSU, B&L Chair) and serve as the recording secretary.

**NRSP Review Committee:** In 2016, I transferred responsibilities for the Review Committee to the southern region, but continued to support the committee by creating the NRSP Summary and entering an NRSP proposal into NIMSS.

**ESCOP Diversity Adhoc:** Member of this committee. Have worked directly with Chair Jeff Jacobsen to brainstorm a vision, goals, and work-process for this group and collect resources and reference material. Edited briefing documents and committee proposals. Helped to recruit committee members. Have also helped Chris Hamilton to explore online applications (basecamp, SLACK, etc.) that might expedite communications and coordination within this team. Summary report that will be shared at the upcoming Joint COPS meeting. I provided extensive edits to the committee’s summary report.

**2016 Joint meeting of the Experiment Station and Cooperative Extension Sections:** Worked closely Bret Hess, Joanne Newcomb and the entire Conference Planning Committee to coordinate and organize the 2016 Joint Meeting of the Experiment Station and Cooperative Extension Sections in Grand Teton National Park. I created and helped to maintain a
conference budget. In coordination with the Jackson Lake Lodge, I created and maintained detailed (and constantly evolving!) event schedules. I met in person and by phone with and met with CSU event planners and Jackson Lake Lodge event planners to make the detailed arrangements necessary for a successful event (meals, transportation, etc.). I provided extensive support to the University of Wyoming regarding the contracting and logistics for this meeting including website development, budgeting, registration services, and menu selection. I supported the Meeting Planning Committee by scheduling calls, drafting agendas, compiling information about sessions, providing facilitation planning for select sessions, and working with ESS and CES leadership to address schedule requests, changes, and concerns. I communicated registration and room reservation information to ECOP leadership, resolved room reservation and registration issues, communicated with conference participants, and coordinated printing and meeting packet compilation with CSU Conference Services. In support of the Farm Bill session, I helped Mike Harrington and other EDs to craft a survey that was distributed to all AES Directors in the nation and administer that questionnaire via Survey Monkey. I served as the facilitator for the Farm Bill Session. I created a facilitated processes for the One Voice session (a Fish Bowl style of facilitation that Bret Hess moderated). I also crafted talking points for speakers in various sessions. During the meeting, I was one of the main points of contact for all things—from ensuring functional A/V to fixing the weather, to resolving registration issues, to pointing out where the bathrooms are located.

### Status of 2016 Goals and Objectives

<table>
<thead>
<tr>
<th>Activity</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Western Region</strong></td>
<td></td>
</tr>
<tr>
<td>Facilitate WAAESD operations and serve as recording secretary</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Produce minutes of meetings and conference calls for WAAESD, WAAESD EC, WAPS, and others</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Maintain WAAESD web site</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Evaluate visitation and use of the WAAESD web site to improve functionality and usefulness</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Serve as a liaison with USDA/NIFA, AES Directors, other college of agriculture leaders in region/nation</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Maintain electronic mail lists for various groups</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Develop, maintain, and reconcile WAAESD budget and expenditures</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Create and process financial and travel documents in support of WAAESD transactions and activities</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Train new administrators, members of the MRC and others in the use of NIMSS, host/lead at least 3 formal training events for the new NIMSS</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Advocate for and work towards the creation of a single set of national guidelines to govern the multistate program (rather than having 4 regional systems, each with unique policies and procedures)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Provide oversight for the Western Region Project Portfolio—proposal submission and approval, mid-term reviews, and regular reporting and project maintenance</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to serve on the WRAOM Planning Committee; encourage inclusion of AES-specific topics at the regional meeting; finalize WRAOM Meeting Guidelines</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Promote Western Region research and integrated activities through various communication outlets including social media sites like Twitter, etc.</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Advance the Western Agenda and related initiatives including W506, the WGA liaison, and online curriculum for rangeland management degree</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Activity</td>
<td>Status</td>
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<tr>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
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<tr>
<td>Coordinate the ESS Leadership Excellence award process and nomination review committee</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Support Western Region nominees for the ESS Excellence in Multistate Research Award and promote regional winners</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Collaborate with Charles Boyer and AES staff at MSU to develop an agenda and make arrangements for the 2016 summer meeting in Bozeman, MT</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Collaborate with the New Mexico State University to develop an agenda and make arrangements for the 2016 spring meeting in Santa Fe, NM</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Collaborate with the host institution to develop an agenda and make arrangements for the 2017 spring meeting, host/location TBD</td>
<td>Accomplished</td>
</tr>
<tr>
<td><strong>National</strong></td>
<td></td>
</tr>
<tr>
<td>Continue to serve on the NRSP001 Management Committee</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to co-lead the NIMSS Redesign process, advise and troubleshoot issues with Chris Hamilton and the Clemson team; provide formal and informal training and support to all NIMSS users</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to provide oversight, support, and guidance to the national, NRSP001, impact reporting effort</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to supervision of the impact reporting specialist position; expand delivery of impact reporting workshop to new audiences</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Develop issues and position paper drafts to increase awareness of important western region issues, positions, policies, and opportunities and/or respond to other regional or national initiatives affecting the region and funding</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Support national-level communications and marketing efforts in coordination with the ESCOP Communications and Marketing Committee, kglobal, and Cornerstone LLC</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Promote widespread dissemination and viewing of the workshop, “Research reporting: Why it matters and how to do it well,” and advocate for improved reporting to enhance our ability to communicate effectively to decision makers and key stakeholders</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Liaison with USDA NIFA on REEPort issues</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to serve on the NERAOC Planning Committee; encourage inclusion of AES-specific topics at the national meeting; implement the new National Guidelines</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to serve on and contribute to the ESCOP/ECOP Joint Communications and Marketing Committee</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Provide support to ESCOP when Bret Hess becomes Chair in September, 2016</td>
<td>Accomplished</td>
</tr>
<tr>
<td>Continue to support planning for the 2016 Joint Experiment Station Section-Cooperative Extension Section Meeting</td>
<td>Accomplished</td>
</tr>
</tbody>
</table>

**Summary of Travel/Meetings Attended**

March 5-7, 2016: ESCOP CMC Meeting
March 9-10, 2016: Western Governors Association ESA Workshop, Denver, CO
March 22-24, 2016: eXtension Conference, San Antonio, TX
March 28-April 1, 2016: WAAESD/WEDA/WRPLC Joint Spring Meeting, Santa Fe, NM
April 24-28, 2016: National Extension and Research Administrative Officers Conference, Philadelphia, PA
June 13-16, 2016: Association of Communications Excellence Annual Meeting, Memphis, TN
Professional Development Activities

Creating Inclusive Excellence Program (CIEP): The CIEP seeks to develop awareness, knowledge, and skills around issues of diversity and inclusion at Colorado State. It is a 6 session (20 hour) certificate program sponsored by the Office of the Vice President for Diversity’s and facilitated by many skilled diversity practitioners on campus. The goal of the CIEP is to create diversity and inclusion practitioners who impact the climate and culture of Colorado State University towards Inclusive Excellence. The program’s mission follows the university’s diversity strategic plan to create a campus where all members feel welcomed, valued, and affirmed and to enhance a multicultural competent workforce. I received my certification in 2016.

Association for Communication Excellence (ACE): I maintained my membership in the Association for Communication Excellence in 2016 and attended the 2016 meeting in Memphis, TN where I had the opportunity to attend insightful sessions and network with western region communications specialists, which has been critical to successful communication of the Western Agenda.

2017 Plan of Work

Western Region

- Facilitate WAAESD operations and serve as recording secretary
- Produce minutes of meetings and conference calls for WAAESD, WAAESD EC, WAPS, and others
- Maintain WAAESD web site
- Evaluate visitation and use of the WAAESD web site to improve functionality and usefulness
- Serve as a liaison with USDA/NIFA, AES Directors, and other college of agriculture leaders in region/nation
- Maintain electronic mail lists for various groups
- Develop, maintain, and reconcile WAAESD budget and expenditures
- Create and process financial and travel documents in support of WAAESD transactions and activities
- Train new administrators, members of the MRC and others in the use of NIMSS
- Advocate for and work towards the creation of a single set of national guidelines to govern the multistate program (rather than having 4 regional systems, each with unique policies and procedures)
- Provide oversight for the Western Region Project Portfolio—proposal submission and approval, mid-term reviews, and regular reporting and project maintenance
- Continue to serve as an ex-officio member of the WRAOM Planning Committee; encourage inclusion of AES-specific topics at the regional meeting; finalize WRAOM Meeting Guidelines
- Promote Western Region research and integrated activities through various communication outlets including social media sites like Twitter, etc.
- Advance the Western Agenda and related initiatives including W506, the WGA liaison, the WGA healthy forests and rangelands initiative and the new workforce development initiative; support the Western Agenda Implementation Task Force; and, serve as a liaison, coordinator, writer, and editor for Western Agenda communications efforts
• Support and participate on the Western Region Leadership Team
• Coordinate the ESS Leadership Excellence award process and nomination review committee
• Support Western Region nominees for the ESS Excellence in Multistate Research Award and promote regional winners
• Collaborate with Dan Arp and others at OSU to develop an agenda and make arrangements for the 2017 summer meeting in Portland, OR
• Collaborate with Ken Grace and others at the University of Hawaii, WEDA to develop an agenda and make arrangements for the 2017 spring meeting in Kona, HI
• Collaborate with the host institution to develop an agenda and make arrangements for the 2018 spring meeting, host/location TBD
• Support W-APS in achieving their 2017 goals and objectives

National
• Continue to serve on the NRSP001 Management Committee
• Continue to serve as a primary system administrator for NIMSS, advise and troubleshoot issues with Chris Hamilton and the Clemson team
• Continue to serve as the director of the National Multistate Impact Reporting Project: provide oversight, support, and guidance; supervise of the impact communications specialist; expand delivery of impact reporting workshop to new audiences
• Develop issues and position paper drafts to increase awareness of important issues, positions, policies, and opportunities and/or respond to other regional or national initiatives affecting the region and funding
• Support national-level communications and marketing efforts in coordination with the ESCOP Communications and Marketing Committee, kglobal, Cornerstone LLC, and the Land-grant Impacts Database initiative
• Continue to serve on the National Land-grant Impacts Database committee and Content Subcommittee: participate in annual writing workshops, support and facilitate improvements to the quality of database submissions
• Promote the workshop, “Research reporting: Why it matters and how to do it well,” and advocate for improved reporting to enhance our ability to communicate effectively to decision makers and key stakeholders
• Liaison with USDA NIFA on REEPort issues
• Continue to serve on the NERAOC Planning Committee; encourage inclusion of AES-specific topics at the national meeting; implement the new National Guidelines
• Continue to serve on and contribute to the ESCOP/ECOP Joint Communications and Marketing Committee
• Support Bret Hess as ESCOP Chair: serve as recording secretary and coordinate meetings, materials and events when Bret Hess becomes Chair in September, 2016
• Continue to serve on the Diversity Catalyst Committee and various subcommittees and to advance the goals of this group
Agenda Item 12.0: Assistant Director Q1 Report, December- March 2017
Presenter: Sarah Lupis
Action Requested: For information
Background:

REGIONAL ACTIVITIES

WAAESD
- Served as the Recording Secretary of the WAAESD; produced minutes of meetings and conference calls.
- Maintained the WAAESD web site
- Maintain electronic mail lists for various groups (e.g., WAAESD, WAPS, WAHS, CARET, WCOOs, W-Admin Officers)
- Develop, maintain, and reconcile WAAESD budget and expenditures
- Created and processed financial and travel documents in support WAAESD transactions and activities
- Maintain WAAESD Twitter account, posting relevant stories about AES research, news, etc. and leveraging stories to national attention. Twitter account has 223 followers (up from 215 in Q1 2016)

Western Region Multistate Research Portfolio
Regular Support: Regularly provide support to Administrative Advisors and SAES staff on navigating the New NIMSS and interpretation of national and regional multistate guidelines. Added new users, helped to troubleshoot access issues, facilitated participation sign-up, corrected user station assignments.

2017 Renewing Projects: Currently facilitating the renewal of 12 projects and the creation of one new one, including reviewing proposals for completeness, troubleshooting data entry and access issues for proposal editors and reviewers, assigning reviewers, and issuing participation invitations.

Western Region Administrative Officers
Via the listserv, kept Western Region Admin Officers abreast of important developments and news related to AES operations and events, and facilitated collaboration and information sharing among members.

Provided logistical support, advice, and coordination to institutions preparing to host Western Region Administrative Officers Meetings in Washington (2017) and Alaska (2018).

Western Agenda Initiative
Coordinated a Western Agenda Implementation Task Force made up of WA leaders and chairs of all regional associations to improve coordination, accountability, and communication regarding association activities to implement the Agenda. Coordinated with communications specialists from across the region (especially Mike Janes-University of California, Jennifer Alexander-Oregon State University, Joanne Littlefield-Colorado State University, Juella Sparks-University of Alaska, and Steve Miller-
University of Wyoming) to develop a series of 1-page messaging pieces that summarize key western issues (e.g., wildfire, endangered species, water, energy, etc.) and illustrate how the western region contributes to the nation. Personally wrote 2-3 messaging pieces.

Worked closely with John Tanaka and Terry Messmer on the 2017 annual meeting for W506, “Using Science-Based Solutions in Conservation of Threatened and Endangered Species: Sage-Grouse Case Study.” AES and CES participants met in Tucson, AZ where recommendations for improving LGU engagement in endangered species decision-making were advanced and plans for subsequent whitepapers/publications were established. Group will publish 2-3 papers in the next year. Individuals from the USFWS attended the Tucson meeting, building on networking and relationship-building that began during the 2016 meeting in Park City, UT. Kept the members of this group informed about relevant meetings related to sage grouse conservation and the developments of the Western Governors Association’s Endangered Species Act initiative.

NATIONAL ACTIVITIES

NRSP001-NIMSS and the National Impact Reporting Project: Serve on the national Management Committee that oversees NIMSS implementation. Continued to serve as a liaison between NIMSS users (local system administrators, Directors, etc.) and Clemson team regarding existing bugs in the currently operating system and requests for improvements to the new NIMSS. In Chris Hamilton’s absence (medical leave) I have supported Jeff Jacobsen (ED) and Steve Loring (Chair), coordinating the upcoming quarterly conference call for this committee.

Have been responsible for implementing the National Impact Reporting Strategy, including developing, maintaining, and reconciling the NRSP-1 Impact Communication effort budget and expenditures and supervising the Impact Communication Specialist (Sara Delheimer) since the program’s inception. In this quarter, I worked with Jeff Jacobsen, Christina Hamilton, and Sara Delheimer to finalize NRSP-1 renewal proposal and 5-year budget that has now been submitted to regions for review and comment.

As part of that process, I worked extensively with Sara Delheimer to create a vision for the Impact Reporting Program for next 5 years, including expansion of training workshop opportunities for multistate projects, potential addition of student staff support, and adding new and innovative messaging products.

In this quarter, Sara Delheimer and I co-presented three 2.5 hour workshops for all NIFA staff in Washington DC, by invitation. As part of this effort, I completely re-did the powerpoint presentation and Sara revamped the handouts according to new branding style. We made substantive improvements to the powerpoint portion of the workshop, following principals for effective presentation design and delivery. See appendix A for a summary of this event.
Due to increased demand for training and workshops on impact reporting, I worked with Sara Delheimer to formalize

**National Extension and Research Administrative Officers Conference (NERAOC):** Serve as the ESCOP representative to the National Conference Coordinating Committee. Responsible for all NERAOC social media strategy and posts in support of the host committee at Texas A&M et al. Organized a session on impact reporting for the upcoming 2017 meeting in San Antonio, Texas. Helped the Host Committee vet and test the conference website.

Helped the 2019 likely hosts at Colorado State University evaluate potential conference venues in Denver and Keystone. Provided comments on an RFP for the 2019 meeting. Advised on typical NERAOC practices and decision-making processes/timelines.

**National Impact Database Committee & Content Committee:** The National Impact Database did not meet this quarter. However, I did participate in a 2-day writing retreat with the database content committee where I helped to write several impact stories and summary briefs on various topics. The group also produced an infographic video on LGU impacts. With Faith Peppers, I co-authored a White Paper on behalf of the Impact Content Team/Database Committee that summarizes the current status of this initiative and makes recommendations for improving the quality and quantity of content in the database.

**ESCOP Budget and Legislative Affairs Committee:** Provided logistical support to Mike Harrington (ED) and Gary Thompson (Chair) by coordinating conference calls and serving as the recording secretary, ensuring that committee business is accurately documented.

**ESCOP/ECOP Communications and Marketing Committee (CMC):** I represent the MRF Impact Writing Project on this committee. The full CMC did not meet during Q1. However, I did meet with members of the kglobal staff in Washington DC and Sara Delheimer to strategize about how to better integrate impact stories from multistate projects into the overall national communications effort. Also attended the in-person meeting of this committee during the AHS/CARET meeting.

**ESCOP Diversity/Inclusion Task Force:** Founding member of this committee. During this quarter, worked with Jeff Jacobsen (ED) and the rest of the committee to finalize reports and summary recommendation documents and prepare for in-person meetings in March. Preparations included identifying workshop participants and taking preliminary surveys. Participated in Intercultural Development Inventory workshop and Multicultural Organizational Development Workshop.

**ESS Awards:** Solicited nominations for the Excellence in Multistate Research award and Excellence in Leadership Award.

**ESCOP Chair Support/CAC:** Provided support to Mike Harrington (ED) and Bret Hess (Chair) for ESCOP CAC and Executive Committee activities. Organized and served as the recording secretary on monthly conference calls. Provided editorial support to Cornerstone in the development of the ESCOP messaging
piece for AHS/CARET. Co-created a statement of the Chair’s initiatives for 2017 with Bret Hess and helped the EDs to produce an ESCOP 1-page summary brief.

TRAVEL SUMMARY

- January 24-26, 2017: NIFA Impact Reporting Workshop, Washington DC*
- February 2-5, 2017: National Impact Database Writing Workshop, Mobile, AL*
- March 5-9, 2017: AHS/CARET/CMC/ESCOP Diversity, Washington DC
- March 26-31, 2017: Joint Spring Meeting, Kona, HI
Agenda Item 13.0: Revisit WAAESD Strategic Plan
Presenter: Milan Shipka
Action Requested: For information

Background:

The Future and Vision of WAAESD: A Facilitated Discussion

July 13-14, 2016 • Bozeman, Montana
Facilitated by Ben C. West, benwest@utk.edu

As a prompting question, I asked participants to brainstorm about the question “What impacts would occur if WAAESD was dissolved?” All responses were recorded.

- Less collaboration among states
- Less learning opportunities from peers
- Less help with multistate programs
- More difficulty speaking with one voice, as a group
- Less impact on national policy
- Greater budget savings (because of no assessments)
- Less collegiality and continuity
- Loss of institutional knowledge
- Less representation in regional and national committees and organizations
- Greater responsibility for multistate programs will fall to the states
- Less support for people in leadership positions (state and national; ESCOP is example)
- Directors would be less informed about issues of importance
- More responsibility for committee work among directors

As a prompting question, I asked “What benefits would occur if WAAESD was perfect?” All responses were recorded.

- Easy venue for exchange of ideas and information; collaborative communication
- Great connection to other regions
- Ample support to ensure involvement on key regional and national committee
- Tools would be readily available for faculty to make applying and managing research grants easier and less time consuming
- Would be a powerful voice in policy development
- Strong collaboration would result in greater synergy and impact
- Member institutions would be more successful in garnering BIG funding opportunities
- Good communication would lead to less reinventing the wheel at each institution
- New directors would receive helpful mentoring
- Productivity of multistate programs would be increased
- State programs would be well aligned to regional priorities and the Western Agenda
- Directors will have an easily-accessed network to learn how other states have dealt with issues
- We would have strong and effective impact statements, especially with regard to the Western Agenda
- We would have good teambuilding across state lines
- We would have strong collaboration with other organizations
- The time and expense of travel for WAAESD would be less minimized

I asked participants to brainstorm and prioritize the question “What are the most important and significant things WAAESD should do in the future?” Participants brainstormed ideas in small groups and submitted their top 3 items. Then, participants voted to identify the items believed to be most important and should be prioritized.

<table>
<thead>
<tr>
<th>Activity</th>
<th># votes</th>
<th>% of votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coordinate the pursuit of big, collaborative funding opportunities, including seed grant programs</td>
<td>11</td>
<td>28%</td>
</tr>
<tr>
<td>Manage multistate program portfolio</td>
<td>9</td>
<td>23%</td>
</tr>
<tr>
<td>Maintain strong relationships and communications with external groups</td>
<td>8</td>
<td>21%</td>
</tr>
<tr>
<td>Support national, regional, and local policy development</td>
<td>7</td>
<td>18%</td>
</tr>
<tr>
<td>Develop and market impacts, especially with regard to the Western Agenda &amp; Perspective</td>
<td>2</td>
<td>5%</td>
</tr>
<tr>
<td>Maintain resources and systems to detect emerging issues</td>
<td>1</td>
<td>3%</td>
</tr>
<tr>
<td>Develop and maintain clear communication channels among members</td>
<td>1</td>
<td>3%</td>
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<tr>
<td>Develop and manage mentorship program</td>
<td></td>
<td></td>
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<tr>
<td>Develop governmental affairs resources</td>
<td></td>
<td></td>
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<tr>
<td>Coordinate faculty expertise database</td>
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<tr>
<td>Conduct efficient and effective meetings</td>
<td></td>
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<tr>
<td>Develop and maintain list of expectations from members and communicate them, especially with new directors</td>
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Mike Harrington and Sarah Lupis provided an overview of their current annual activities and subsequent allocation of time.

**Mike Harrington**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Allocation of time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manage multistate research programs</td>
<td>40%</td>
</tr>
<tr>
<td>National support&lt;br&gt; <em>ESCOP, Farm Bill, budget and legislative issues, support of white papers</em></td>
<td>50%</td>
</tr>
<tr>
<td>Liaison with USDA</td>
<td>10%</td>
</tr>
</tbody>
</table>

**Sarah Lupis**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Allocation of time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manage multistate research programs</td>
<td>50%</td>
</tr>
<tr>
<td>Activity</td>
<td>Percentage</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>National activities</td>
<td>15%</td>
</tr>
<tr>
<td>Manage impact statement writing project</td>
<td>25%</td>
</tr>
<tr>
<td>Office management</td>
<td>10%</td>
</tr>
</tbody>
</table>
I asked small groups to brainstorm and discuss the Key Roles and Responsibilities of the WAAESD Executive Director’s office and list the top 3. Responses were recorded and, where appropriate, combined. The list below is not prioritized, but can be correlated to the list of desired WAAESD activities above to generate priorities of the Executive Director’s office.

- Identify and help create big funding opportunities. Develop teams and strategies to pursue these opportunities.
- Manage multistate research programs.
- Manage an orientation and mentoring program for new directors.
- Be involved in national activities as appropriate.
- Advance the Western Agenda & Perspective.
- Lead efforts in marketing the impact of the western region experiment stations.
- Inventory and track regional and national committee needs and assignments.

Next Steps

- Jim Moyer assigned a committee to discuss options to restructure WAAESD meetings to save time and money associated with travel. The goal is for the committee to develop some alternatives in time for discussion at the fall meeting.
- The executive committee and executive director’s office will consider using this information to craft a mission statement for WAAESD.
- The executive committee will review the input and discussion above and develop revised job descriptions and performance measures for each position in the WAAESD Executive Director’s office.