

WRAOM Fall Meeting

Virtual Conference Hosted by University of Idaho

October 12-15, 2021

<https://ucanr.zoom.us/j/98902108529?pwd=LzdseFZrdG5mbFdkb056NklEaStDQT09>

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2 DAY ONE: OCTOBER 12TH, 20201 ([CLICK FOR RECORDING](#))

Attendance: Barbara Petty, Bret Hess, Bryan, Carla Beier, Carrie Castille, Cathy Knockj, Cathy Knockj, Charity Buchert, Cheryl Izuka, Chrinia Fierro, Christine Nitta, Christine Visosky, Christopher Hanson, Connie Tadesse, Dan Brush, Daniela Nastase, David Nygaard, Dora Bruson, Elsie Lea, Eric Webster, Gayle Yamashita, Gifty Tork, Holly Waters, Jackie Thorsness, Jan Iron, Janelle Kohl, Janice Jones, Jaynee Hanson, Jennifer Tippetts, Jessi, Jessica Jackson, Jing Yu, Joanne Newcomb, Joaquin, Jody Barney, Joni , Rippee, Joyce Peters, Kallie Yielding, Kariann Irei, Katherine Palacios, Katherine Webb, Kathleen Nolan, Kathy Chase, Kimberly Lamar, Kit Alviz, Kristine Renee Bellmore, Leslie Nemeth, Leyla Marandi, Limin , Tjandajati, Linda Cambron, Lynn Khadiagala, Lynnet Higuchi, Margaret Kintol, Margarita Cardona, Mark , cGuire, Maru Fernandez, Mary Eseta, Matthew Faulkner, Michael Parrella, Michelle Hammer, Michelle , ammer Coffe, Odin Garces , Patty Coleman, Paul Lessick, Pete Reeves, Regina Verreos, Rennelle Toeaina, Ricardo Veracruz, Robyn Wakerfild, S. Asifoa, Sandy Cobb, Sandy Rahn, Sannon Tanguay, Sharena Soberano, Sherry Li, Tiffany Gillis, Trisha Dinh, Waits Raulerson, Wilfredo Abu, Winter Joy , ansen, Yanli Zhang

1. **Conference Kick-Off-**Charity Buchert welcomed members and reviewed meeting guidelines. Gift cards will be raffled off at the end of each day. An additional gift card will be raffled off to an attendee who has attended each day.
2. **Welcome and Opening Remarks-** Dr. Carrie Castille welcomed members and provided insight on how feedback from members is used by NIFA.

- a. Several projects have been made possible with feedback and input provided by partners: for example, WRAOM members. These projects include streamlining the reporting system, Project CAFÉ, transparent grant flowcharts, new webpages and a calendar for RFA's scheduled a year in advance.
 - b. All capacity grants were awarded by June 2021. All NIFA funds will be awarded by the end of the fiscal year. There was a 19-20% increase in grants awarded.
 - c. NIFA continues to increase staffing by focusing on the foundational pillars to ensure the critical pieces are in place. Full staff capacity is ~320-350, current staffing numbers are at 260. Currently there are 64 new employees this year.
 - d. Carrie encouraged open communication to ensure NIFA continues to improve.
3. **Dr. Michael Parrella, Dean, College of Ag and Life Sciences, University of Idaho-** Dr. Parrella shared his background and the differences and similarities between California and Idaho.
- a. Dr. Parrella reviewed University of Idaho College of Ag and Life Sciences statistics. The college is leading the university in undergraduate enrollment growth and the college is setting an example for the other colleges on campus.
 - b. Sandpoint Organic Agriculture Center- Donation from a private donor to establish a USDA certified organic center that produces 48 varieties of Heirloom apples.
 - c. NMCREEC Classroom & Outreach Facility- Located in Salmon Idaho and focuses on cattle.
 - d. Rinker Rock Creek Ranch- focusing on range cattle located near Hailey, Idaho.
 - e. Seed Potato Germplasm Facility on the Moscow campus. Groundbreaking Spring 2020.
 - f. Agri Beef Meat Science and Innovation Center- Identified as critical to the State. Located in the middle of campus.
 - g. Idaho Center for Plant and Soil Health- One of the largest projects. Serves all of Idaho agriculture. Funding came from 12 different communities along with state and university funds.
 - h. Idaho CAFÉ- Center for Agriculture Food and Environment- This complex focuses on the Dairy industry. Located in Rufford Idaho.
 - i. Dr. Parrella reviewed other facilities/capital projects and the importance of agriculture to the state of Idaho.
 - j. [Click here for complete presentation.](#)
4. **Dr. Barbara Petty, Associate Dean/Director, University of Idaho Extension**
- a. Dr. Petty shared the Idaho Extension mission, statewide presence, 5 areas of programming. Idaho farmers and ranchers reported nearly a \$6 million dollars return on investment from implementing practices they learned from Extension. Idaho Extension programming on community development includes entrepreneur classes, farmer's market management, rural partnerships, Eat Smart Idaho, programming classes including health and nutrition, personal finance education, Idah2Osmf, 4-H including mobile maker space labs that reach ~70,000 youth each year.
 - b. President Green has made it a personal goal to visit each county office and their faculty.
 - c. [Click here for complete presentation.](#)
5. **Dr. Mark McGuire, Associate Dean/Director, Idaho Ag Experiment Station.**
- a. Idaho is very diverse. Dairy is the # 1 and Beef is #2 for ag commodities in the state. The plant-based components of agriculture represent about 35-40% of the economic returns

to Idaho whereas animal agriculture is 60-65%. R&D centers are old and reflect more plant-based investments. Idaho is the #1 producer of potatoes, #1 in malt barley, #2 in hops, #1 trout production, #3 in Dairy, and produces a fair amount of dry peas and lentils.

- b. Over the past year, Idaho R&E Centers have transitioned to operational managers to generate better alignment and reporting structure versus faculty superintendents. This is an ongoing process.
 - c. Management of Grants- average \$18 million a year, 2020 was \$36 million. This was due to faculty submitting grants. There is a small grant management team. The pre- and post-award management group is made up of staff that manage over 500 grants and 950 accounts.
 - d. [Click here for complete presentation.](#)
6. **Introductions of Participants by University-** Margarita thanked attendees for their support and attendance.
7. **Overview of Partnership with NIFA, Description of Regions and National Organization, by Dr. Bret Hess.**
- a. Bret reviewed what was happening in the country in the Mid 1800's. Higher education opportunities were for the affluent and well connected. This was recognized by leaders in the United States, and it was determined that a lack of education would pose a threat to democracy.
 - b. Bret reviewed the progression of the partnership. In 1862 the Morrill Act was created to give each state 30,000 acres of Federal Land to establish a university for the education of the State citizens or the populace of the States in specific areas, such as agriculture and mechanical arts. At that same time the department of ag was created by President Lincoln who referred to the Agency as the people's department. The Hatch Act provided funding towards the creation of experiment stations. NIFA's earliest predecessor was created in 1888 with the USDA office of experiment stations to support the financing of ag experiment stations. In 1905 the creation of ESCOP took place. In 1914, the Smith-Lever Act created partnership between USDA and the state and counties within the state. The 1946 Research and Marketing Act led to the creation of the regional associations. The 1890 Capacity Research and Extension was created in 1977. 1994 tribal colleges and universities were welcomed to the Land Grant Families. 2008 the farm bill created NIFA.
 - c. Bret reviewed the different regional associations; each region manages the regional research portfolio. Bret also shared a map of NIFA Land-Grant Colleges and Universities.
 - d. The partnership initiated through provision of funds to the land grants with states matching the federal contributions has led to networking among state cooperative extension, agricultural experiment stations, and USDA staff. Meetings like this include opportunities to share and exchange current and relevant best practices, discuss policies, and share future issues pertinent to operating the land grant system.
 - e. [Click here for complete presentation.](#)
8. **USA Policy Guidance Update- Matthew Faulkner**
- a. Reviewed staffing structure. Building staff back up across the country has been done entirely by remote work. There is still more work to be done.

- b. Office of Grants and Financial Management (OGFM)- reviewed staffing structure and progress updates on project CAFÉ, RFA publication schedule and the budget and grants awarded, policy guides, stakeholder feedback, renewed membership with Federal Demonstration Partnership. See presentation for complete numbers.
 - c. [Click here for complete presentation.](#)
- 9. USDA Compliance Reviews/ Audit of Financial Assistance- Gifty Tork**
- a. No significant changes to compliance reviews, except the virtual visits due to COVID.
 - b. Gifty reviewed the improper payments detected. Recovery is in process. Gifty then reviewed the pros of virtual vs. on-site visits. Universities are overall favorable to the change. Gifty reviewed the findings including 4 areas such as land acquisition costs charged to extension funds, inconsistency in approval process, erroneous charges posted to Hatch funding, and conference meals.
- 10. USDA Allowability of Administrative Costs- Linda Cambron**
- a. Linda reviewed legislation on Capacity Grants and limitations on Indirect (Facilities & Administrative) Costs.
 - b. If you include the cost with your indirect cost, then it is considered administrative and unallowable.
- 11. USDA COVID Information- Waits Raulerson**
- a. Waits reviewed programmatic response and how COVID might be affecting existing grants.
 - b. CDC approached NIFA recognizing the value of the Extension network and NIFA's partnerships with land grant universities. A \$10 million dollar award was provided for vaccine education to rural Americans through the Extension network.
 - c. AFRI has funded over 30 projects on COVID, which cover topics such as: transmission research extending beyond human transmission; food supply chain resiliency; worker safety; both in dairy operations and a meat processing facility; and labor shortages that are related to COVID 19.
 - d. In the nutrition and food security area, NIFA supported about \$69 million in grants.
 - e. The question was asked if NIFA received supplemental funding from Congress and the short answer is yes. \$69 million dollars from the Gus Schumacher nutrition incentive program. Supplemental funding was received for the farm stress program and farming opportunities and training and outreach program.
 - f. Response on individual grantees: NIFA must follow the federal grant guidance from Office of Management and Budget (OMB). Most of the grant funds sunset in June 2020.
 - g. OMB put out a memo encouraging consideration of continued grants on a case-by-case basis. This might include no cost extensions. Waits recommended reaching out to your National Program Leader (directory on NIFA website) with questions. Secondly awards@usda.gov for competitive grants or capacitygrantquestions@usda.gov for capacity grants.
- 12. USDA Schedule Program Implementation from RFA to Award (SPIRA)-Susan Rice-** planning and implementation tool used by NIFA to help provide visibility and accountability of program, financial and policy staff from announcement to award.

- a. Reviewed scope of the SPIRA project. SPIRA dashboard, streamline timelines, identify unique program awards requirements with NIFA. Hoping for full implementation by FY2024.
- b. Able to provide a monthly calendar on website of anticipated RFA due dates for stakeholder planning.

13. Questions:

- a. **Would you please extend a little bit on the inconsistency in approval processes documents finding, and the time effort reporting most common issues?** Gifty responded that sometimes the grants were miss-charged, and a transfer is made, then the dean or program director is usually required to sign off.
- b. **What is the target timeline to fill your current open positions and what challenges do you anticipate would come along while those positions are hired?** Matthew responded that one of the biggest challenges was to get qualified people to come to Kansas City, NIFA has now made the location negotiable and work is being done remotely. Susan shared that Policy and Oversight has added additional staff and they are working on getting them trained and ready for the role they will take on.
 - i. Margarita followed up that at the University of Idaho they are also struggling with hiring staff and allowing people to work remotely because of the challenge associated with paying someone with state funding that lives out of the state.
- c. **Please elaborate on when a pre-approval from NIFA is required.** Linda commented that it is best to look at CFR 200.407. The list is inclusive, but if you have questions, please ask.
- d. **If I understand what's been presented the current policy guided here's just two CFR 200 Is that correct.** Susan responded that yes, that is correct.
- e. **Is there a specific NIFA mailbox for COVID related requests, or should we use our regular contact email in such cases?** Waits encouraged individuals to reach out to the NPL for this specific grant program because they are from the program side they are in tune with the grant purposes. You can also email awards@usda.gov for competitive grants or capacitygrantsquestions@usda.gov.
- f. Winners announced. Meeting adjourned.

3 DAY TWO: OCTOBER 13TH, 2021 ([CLICK FOR RECORDING](#))

Attendance: Kellie McFarland, Lynn Khadiagala, Charity Buchert, Margarita Cardona, Belinda Oden, Bret Hess, Bryan Arnell, Carla Beier, Carolyn Greeno, Jennifer Tippetts, Cathy Knock, Cheryl Izuka, Christina Fierro, Christine Viscosky, Christopher Hanson, Connie Tadesse, Darien Gibson, David Nygaard, Eric Webster, Esther Kruse, Gayle Yamashita, Jan Iron, Janelle Kohl, Janice Jones, Jaynee Hanson, Jennifer Gardner Smith, Jessi, Jessica Jackson, Joanne Newcomb, Joaquin Deleon Guerrero, Jody Barney, Joni Rippee, Justin Schaffer, Kallie Yielding, Katherine Palacios, Katherine Webb, Kathleen Nolan, Kathy Chase, Kimblerly Lamar, Kit Alviz, Leslie Nemeth, Leyla Marandi, Limin Tjandrajati, Lynnet Higuchi, Margaret Kintol, Maru Fernandez, Mary Eseta, , eghan Heineman, Michael Fitzner, Michelle Hammer, Odin Garces, Patty Coleman, Paul Lessick, Regina Verreos, Rennelle Toeaina-loa, Richardo Veracruz, Robyn Wakefield, Ruxin Liu, Sandy Cobb, Shannon , angway, Sharena Soberano, Sharon Sunia, Sherry Li, Tiffany Gillis, Wilfredo Abu, Winter Hansen,

Yanli Zhang, Tara Barbier, Trisha Dinh, Sandy Cobb, Dan Bush, Daniela Nastase, Dora Brunson, Elsie Lesa, Justin Schaffer, Kariann Irei

1. Program Reporting Update- Lynn Khadiagala

- a. Lynn covered the need for a new reporting system, and how it would tie resources together. REEport and several other legacy programs will be retired once fully transitioned.
- b. Lynn reviewed the core design policy, if it is required by law, regulation or if NIFA or LGUs have a use case. The goal is to reduce duplicative reporting and request for data.
- c. Reduced Plans of Work from ~80 pages to an average of 7-8 pages and reduced the annual reports of accomplishments from ~200 pages to 20-30 pages. Review times are reduced by ~50%.
- d. Projects that ended in FY2021 remain in REEport and will file final technical and financial reports in REEport. Projects that continue into FY2022 will report using the new forms as they become available. Working to meet April 01 deadline. Updates will be sent.
- e. Lynn finished by reviewing the six-month timeline. The Financial model is in the early design phase, it is going to be a challenge to complete, continuous details will be sent.
- f. [Click here to see complete presentation.](#)

2. Questions:

- a. I started a new McIntire-Stennis project yesterday and it looks like a lot of the classification options are not available any longer, it made it extremely difficult for my faculty member to classify his project. Lynn asked to be emailed directly with the classification they believe are missing so she could research further.
Lynn.khadiagala@usda.gov
- b. Is there any possibility that FY2021 progress and final reports will need to be entered in REEport and not NRS for this year if the new module can't be finalized in time? We want to give our PDs a heads up about whether or not the fields will be changing. Lynn responded that templates will be provided in the next several weeks. The goal is to simplify not to add more criteria.
- c. When can we expect to hear more about the Financial Report due February 1st? Lynn asked for a few weeks.
- d. Just want to confirm this reporting system is strictly for capacity funds and NOT competitive NIFA grants. Lynn confirmed that is correct. NIFA is in the process of building and will eventually start competitive grants, but for now they are working on capacity grants.
- e. Since Extension Projects are new, what are best practices? Can we have one umbrella project that cover all of our critical issues? Lynn recommended Extension initiate each program as a critical issue. One initiation covers one critical issue for best results.
- f. Seeing the templates for the progress/final reports would be great, when do you expect visuals to share? Lynn hopes for next week.
- g. Can you clarify that the Financial Report Due February 1st is now going to be done in this new system? Lynn shared that if the report is not done, information will likely be collected manually.

- h. How should we initiate multi state project participants while the integration with names is being completed? Lynn recommended making sure their objectives are included, and if you have a NIMSS number add it to the non-technical summary.
 - i. Can you clarify that the Financial Report Due February 1st is now going to be done in this new system? Lynn does not believe it will be ready in the new system and likely results will be collected manually.
 - j. Will the plan of work and annual accomplishment report be done in NIMS or confluence? Lynn is hoping for NIMS and requesting NIFA to separate the two due dates and allow for flexibility.
 - k. Are there any training opportunities planned while we transition in the new system? Webinars are available but if there are specific topics, please email Lynn, Katherine, or Bret.
 - l. I'd also be very interested in training opportunities on Extension reporting. Please email Lynn, Katherine, or Bret.
 - m. Please don't make it tedious. A spreadsheet would be awesome, like we input into REEport now. Can NIFA use the same template so the information is something that is already being generated. Lynn stated that can be considered but they are not that far in the planning process.
 - n. When is the estimated go live time for the financial module? Lynn reported that they are not far enough along to have an estimation. She will email more information as it comes.
 - o. If you wish to be added to the list serve, please email pow@usda.gov
 - p. Do you plan to include people responsible for financial reporting when you build out the financial module? Lynn stated a working group will be formed in the next month or two.
 - q. Joni asked if there is more data that we can get out of the system. It would be helpful to get similar information from HATCH. Lynn agreed to review and work with the group.
3. **Live Poll-** the purpose is to collect feedback for Friday's session.
4. **Brief presentation on UC experience with the new system-Katherine Webb**
- a. NIFA is hoping to get automatic notification back up very soon. They are looking to streamline new terms and conditions.
 - b. All users will need to complete Federal eAuthentication to submit reports starting March first.
 - c. New forms for project initiation, this started in May, and all capacity projects will now be using the new forms.
 - d. Katherine reviewed key FAQs for Project initiations including common deferral, closing out projects, project initiation assurances, graphics, character limits. Katherine reviewed the draft of the new results from questions. McIntire-Stennis Pending Items and financial reporting takeaways, reporting will be done in two places.
 - e. What is working well for UC ANR, including user interface PD's can see other faculty projects, and product management. Suggestions for improvement include the best browser, exporting, loading issues, accession # and other items.
 - f. [Click here to see complete presentation.](#)
 - g. **Questions:**
 - i. Margarita stated they are not planning on capturing the planned FTE, but using actual FTE, are they changing the data collection? Katherine stated that the

good news is that you don't have to report estimated. They were hopeful that you would not have to capture FTE, but that is not the case because it is needed for NIFA reporting. Updates to be related.

5. BREAKOUT ROOMS:

What's working well?

- NRS is easier to submit projects. Requires less information.
- Asked faculty to mirror information on downloaded report- ease of uploading.
- Easy to search and see status.
- Faculty can see peer examples.
- Annual accomplishment report will contain individual Hatch reports.
- Agile system seems to be working well.
- Being able to export into word.
- System has consolidated reporting requirements into one portal.
- Forms have been improved

Suggestions for improvement?

- eAuthentication- Federal Government staff not available.
- Export feature was not working well. Sent proposal instead of actual project.
- Change alphabetical listing of KA, SOI, FOS back to follow the classification manual (numerically captured for like areas).
- You have to scroll to see entire title, possibly make the font smaller or use wrap function.
- Like to edit the name of the project director. Name should match the eAuthorization.
- Export into pdf.
- Succession numbers being unique to NRS so you know where the project originated.
- Missed the automatic email notifications when a project is approved or deferred, rather than having to frequently log into the system and the authentication is an issue.
- The internal project code search field- when you are searching for a project that pops up for a minute, but then it disappears, and I don't know if it's a filter or that is just kind of quirky.
- Missing the quick guides that REEport had-screen shots that are easy to follow.
- No way to enter COQI.
- Project list is limited. Like how it was in REEport.
- Miss submitting project outlines and proposals.
- Want the ability to know timeline when report is submitted. How long it will take to be reviewed, and how follow up happens. Maybe add a quick tracker to show who is next in process.
- Some folks have extension separate from Hatch and some of the tools and trainings don't align with the needs.
- Separate committed trainings for extension and research.
- NRS reporting module--the ability to sort/export a list of projects that have annual or final reports due.

Key questions pending?

- What will the financial model look like?
- Will the SF425 reporting be tied in?
- It will be essential for editing of the annual accomplishment reports to tell the state story.

4 DAY THREE: OCTOBER 14TH, 2021 ([CLICK FOR RECORDING](#))

Attendance: Kellie McFarland, Jessica Creighton, Charity Buchert, Margarita Cardona, Paul Lessick, Bret Hess, Carla Beier, Carolyn Greeno, Cathy Knock, Cheryl Lzuka, Christie Nitta, Christina Fierro, Christine Viscosky, Christopher Hanson, Jennifer Tippetts, Darien Gibson, David Nygaard, Dominic Rodriguez, Dora Brunson, Drenda Williams, Gyle Yamashita, Janelle Kohl, Janice Jones, Jaynee Hanson, Jessica Creighton, Joanne Newcomb, Joaquin Delon Guerrero, Jody Barney, Joni Rippee, Katherine Palacios, Katherine Webb, Kathleen Nolan, Kathy Chase, Kimberly Lamar, Kit Alviz, Margaret Kintol, Maru Fernandez, Mary, Eseta, Sharon, Joyce, Meghan Heieman, Odin Garces, Regina Verreos, Rennelle Toeaina, Richardo Veracruz, Robyn Wakefiled, Ruxin LIU, Sandy Cobb, Sandy Rahn, Justin Schaffer, Sharena Soberano, Sharon Sunia, Jackie Thorsness, Trisha Dinh, Wilfredo abu, Winter Hansen, Yahli Zahang, Jan Iron, Jackie Thorsness, Kallie Yielding, Kariann Irei, Leyla Marandi, Margaret Kintol, Daniela Nastase, Jennifer Gardner Smith

1. Extension and Research Civil Rights Reviews- Jessica Creighton

- a. Jessica reviewed the process completed on 1862 and 1890 LGU's; NIFAs authority, the purpose and process.
- b. Jessica covered the statutory authorities and highlighted that the objective is to work together to ensure success.
- c. Changes include reviews of each recipient separately, programs reviewed separately, usually based on date of the last review conducted, on a 4-year cycle. This has been decreased from 7 years due to feedback received.
- d. Jessica reviewed the process and what to expect.
- e. Jessica went over each of the review areas in detail for Extension and research.
- f. Feel free to contact Jessica with questions: 816-266-6947, Jessica.Creighton@USDA.gov
- g. To join listserv or request posters: Lydia.cassell@usda.gov
- h. Trainings: <https://nifa.usda.gov/equal-opportunity-resources> Password: "EqualOpportunity"
- i. [Click here to see complete presentation.](#)
- j. **Questions:**
 - i. **What is the difference between written assurances of non-discrimination versus public notification of discrimination, so when you say written insurances is our internal policies and procedures on hiring?** Jessica responded that the written assurances are what you would have any sub recipients or partners that you are working with sign off on. If you are a recipient of federal funds and you extend funds to another entity, you are obligated to make sure

that that entity is not discriminating, and you can protect yourself by having them sign the form.

ii. **Would you provide examples of what is a sufficient internal compliance review in place, for example Extension?**

Jessica responded that for Extension, NIFA would want to see something similar to USDA reviews but on a smaller review scale. For example, if you visit a county office to ensure they have those items on hand. Do they have posters up, do they have reasonable accommodation notice on their materials? Is the staff trained?

iii. **No mention of title 7, but our findings show that we need to provide training on title 6 & 7.**

Jessica noted that NIFA enforces Title 6, but not Title 7. Under Title 6 there is a requirement that there not be discriminatory employment practices. If we join the listserv then will we receive communication when posters are updated. Jessica said yes.

iv. **What is a possible data summary of common compliance findings that we can all learn from?**

Drenda stated that a new management analyst was just hired and can assist. Once compliance reviews are completed, trends can be identified and incorporate additional technical assistance in specific areas. The approach is to be proactive. We do not want to put out a manual, recognizing that every state is a little different.

2. Ted Talk on Collecting and Analyzing Program Demographics- Paul Lessick

- a. [Click here to see complete presentation.](#) I reviewed statistics for the state of Nevada.
- b. There are 9 content review areas included on the AD-2016 form from the USDA. Examples of how REG data can be collected. Tips for analysis of data, how to do it properly. How to select the proper data set, consistent method to analyze, quick and easy output for review.

3. Extension and Research Civil Rights Review- Dr. Jeff Goodwin

- a. [Click here to see complete presentation.](#)
- b. **Alternative title:** How to eat an elephant? One bite at a time, just like civil rights.
- c. 40 years since last review. Reviewed civil rights data for Hawaii, which is a racially diverse state. 4 counties, with 6 islands, 30 agents and 20 specialists, travel is difficult between counties. Timeline for most states should be 6-9 months, COVID increased delay by 3 months.
- d. Borrow information from other states! Completely revise the civil rights reporting system. NIFA's goal is to help make this process simpler.
- e. **Questions:**
 - i. **What type of information was requested?** There were 26 different categories of information requested in total about 200-300 documents submitted.
 - ii. **Virtual or face-face process?** Due to COVID it was virtual.
 - iii. **What was your key takeaway from the review?** The review made Cooperative Extension in Hawaii a better program.
 - iv. **How did the site reviews go with the counties?** It was virtual, so they did not go into a county, contacted a few counties virtually, and it went well.

- v. **How have you modified the three required REG questions and possible responses?** When you look at state by state processes there is a wide variety of questions and answers. Jeff's goal was to stay as close to the question as possible and as simple as possible.
- f. **Jeff went into how Hawaii gathered Civil Rights REG data collection.**
 - i. They used a QR Code and Qualtrics to collect the data.
 - ii. Jeff recommends agents and specialist control their own data.
- g. **Please email Charity or Margarita with any questions that can be forwarded to Jeff Goodwin.** Charityb@uidaho.edu or Mcardona@uidaho.edu
- h. **Award winners announced, meeting adjourned.**

5 DAY FOUR: OCTOBER 15TH, 2021 ([CLICK FOR RECORDING](#))

Attendance: Annie Santos, Bret Hess, Carla Beier, Carolyn Greeno, Cheryl Izuka, Christina Fierro, Christine Visoky, Connie Tadesse, Dan Bush, Daniela Nastase, Darien Gibson, David Nygaard, Dora Brunson, Gayle Yamashita, Healthier Kawakami, Janice Jones, Janynee Hanson, Jennifer Tippetts, Jing Yu, Jody Barney, Joni Rippee, Kariann Irei, Kathy Chase, Kristine, Liin Tjandrajati, Margarita Cardona, Maru Fernandez, Michelle Hammer Coffey, Odin Garces, Regina Verreos, Rennelle Toeaina, Sandy Cobb, Sandy Rahn-Gibson, Shannon Tanguay, Sharena Soberano, Sherry Li, Tiffany Gillis, Trisha Dinh, Winter Hansen Cathy Knock, Holly Water, Joanne Newcomb, Kallie Yielding, Katherine Webb, Kathy Nolan, Kimberly Lamar, Katherine Palacios, Charity Buchert, Christie Nitta, Christopher Hanson, Eric Webster, Kit Alviz, Leyla Marandi, Mary, Eseta, Sharon, Joyce, Paul Lessick, Sharon Sunia, Charity Buchert, Christie Nitta, Kellie McFarland, Sherry, Dave Schramm, Wilfredo

1. **Welcome and breakout into round table discussions**
2. **Human Resources-** Paul Lessick
3. **Finance-** Janice Jones & Joni Rippee
4. **Contracts/Grants-** Kathy Nolan & Kim Lamar
5. **Becoming Better After Experiencing the Bitter- Post Covid Discussion- Dr. David Schramm**
 - a. Dave discussed affects of COVID on families and personal feelings. What brings happiness, and how happiness has changed in different counties.
 - b. Dave reviewed happy hacks.
 - c. Check out www.VIAcharacter.org it will identify your top 5 strengths.
 - d. [Click here for PowerPoint presentation.](#)
6. **Gift Certificate winners drawn and meeting adjourned.**