

# Structured for Success

## Meeting #5 Notes - January 22, 2019

Meeting was moved from Monday, January 21 to Tuesday, January 22 due to Martin Luther King holiday. Members present: Terry Maloy, Larry Tranel, Bob Dodds, Lori Donahoe, Jamie David, Molly Hewitt, Katharina Bain, Paul Gieselmann.

### Review beta test of questionnaire

- Larry Tranel used the Other State questionnaire with an acquaintance in West Virginia Extension before Christmas. One thing missing was how county extension was funded. Larry discussed it with John and questions were added to get at funding and specifically, how positions in the county are funded.
- Cheryl Heronemus used the revised questionnaire with a state program leader at Kansas State University Extension and with a state extension program leader in Minnesota.
- The committee reviewed the results of the three tests ahead of the meeting and discussed the results. The following modifications to the questionnaire will be made:
  - Gather demographic information about the county or region of the person you are interviewing for perspective. For example, population, predominately rural or urban, size of budget, etc.
  - Gather more information about staffing in the county, i.e., title, degree required, percent full time employees, percent funded by state, county or grant, percent of time on programming, administration, or office operations.
  - Ask the same questions of regional positions if there are regional offices, specialists, or directors.
  - Ask for the state law that guides extension in the state. For example, in Iowa it is Iowa Code Chapter 176A. That provides a source for information.
- For both Other State and In State questionnaire, there should be more open-ended questions to stimulate a richer response. For example: What works well? What is a challenge or concern? What recommendation would you have for other counties or states?

### Timeline for collecting and compiling input from questionnaire.

- Regional directors will be asked to conduct the In State questionnaire in February and March with staff and councils. They will get more details on the process at their January 30 face to face meeting on campus.
- The committee will ask for help from individuals that have contacts in other states to conduct the questionnaire in the coming weeks. John has some names from extension staff willing to assist. If you are interested in helping, please contact John.
- The committee plans to meet in late May to review the results gathered.

### Progress report at Annual Conferences

- ISU Extension and Outreach Annual Conference is February 28 and Iowa Extension Council Association Annual Conference is March 30. We will have a brief progress report from the committee at each of them.