

**National Urban Leaders Network
Semi-Annual Meeting
June 22-24, 2014
Sirata Beach Resort
St. Pete Beach, Florida**

The National Urban Leaders Network (NULN) hosted its semi-annual meeting for national urban extension leaders, administrators and directors, on St. Pete Beach, Florida. Twenty seven (27) individuals from 14 states attended the meeting which was facilitated by Ramona Madhosingh-Hector, Bushnell Endowed Regional Specialized Agent, Urban Environmental Sustainability, UF/IFAS, Pinellas Co. Extension.

This document summarizes the meeting proceedings and includes action items for the NULN Steering Committee. Additionally, summaries of flip charts and group activities were shared with members of the NULN core steering group.

Meeting Objectives

- To continue discussions that began in Pittsburgh to explore opportunities for NULN to raise the visibility of urban Extension on a national level
- To identify timeframes and member assignments for action plans that were created in Pittsburgh
- To develop a plan for future meetings and NULN products to enhance communication

Day 1 -

Charlie Vavrina, local host, welcomed everyone and indicated that the agenda would be crafted based on the outcome of Day 1 activities. Deno DeCiantis provided brief remarks on behalf of NULN. The meeting began with a large group activity wherein each participant introduced themselves and answered these questions.

- *“What is your reason for attending?”*
- *“What do you hope to be an outcome of this meeting?”*
- *“What are challenges and successes you face in urban Extension (organizational perspective)?”*
- *“What topics are successful in urban areas?”*
- *“What issues should urban Extension address? Barriers?”*

Responses to these questions (See Flip Chart Notes 6.22.14) were captured and used to plan the agenda for Day 2 activities which focused on integrating successes from other states and addressing action plans developed in Pittsburgh.

Participants were asked to reflect on the day’s activities using only 3 words – those responses are attached for review (See Reflections document).

Day 2 -

The morning session centered on *Extension Efforts in Other States* (See Flip Chart Notes 6.23.14) and representatives from Colorado, Ohio, Texas and Washington contributed to conversations that focused on urban extension successes from an organizational and content perspective.

Attendees were then asked to select one of the five (5) action plan areas they were interested in - Policy; Resources; Communications; Stakeholders; and Professional Development. Each group was then assigned the following tasks:

- Review the current action plan description to determine if additions, modifications, deletions were necessary to support the action plan as described
- Identify team leaders (2) and member assignments
- Determine deliverable timeframes – month/year
- Determine if additional tools and resources were needed.

Each action team reported to the larger group, was provided feedback, and then regrouped to improve and/or incorporate comments received.

Action Team Leaders (chair/co-chair):

Policy – Chris & Patrick

Resources – Joe & Ray

Communications – Kat & Deno

Stakeholders – Jeff Young, Bobby, & Rusty

Professional Development – Julie/Marie

Action Team Leader Responsibilities:

- Compiling notes from flipcharts
- Communicating with sub-members

The day concluded with a color assessment activity (See Reflections 6.23.14) – each participant was asked to reflect on day's activity using Red, Yellow or Green.

Day 3 –

The wrap-up session focused on discussions for the upcoming National Urban Extension Conference in Atlanta, outcomes of the June NULN meeting, and tasks to be completed by the restructured NULN Steering Committee. The action items for follow-up included:

- Action Team Leaders will submit summary narratives on flip chart notes by **July 10**
 - These will be sent to Brad, Deno, Joan and Marie
- Steering Committee members now include
 - Four region reps – Brad, Deno, Joan, Marie
 - Eight new reps – Julie (OH), Charlie (FL), Patrick (OR), Bobby (LA), Jody (MO), Jeff (KY), Steve (IN) and Chris (NJ)
- Tasks for Steering Committee
 - Schedule monthly conference calls. These will be facilitated by Mary Ann (Deno's assistant). **First one will be in July.**
 - Plan the next meeting tentatively scheduled for December 2 – 4 in San Antonio TX or New Orleans LA
 - Thought Speaker?
 - Finalize location
 - Determine plan of action for either introducing NULN or holding a track for MAY 2015 National Urban Extension Conference in Atlanta [**OCTOBER 1 deadline for Conf. planning committee**]. Leadership needs to consider options including but not limited to:
 - Workshop?
 - Admin track presentation? ... unlikely as program is essentially set
 - Cocktail reception
 - Targeted invitations
 - Space must be reserved with Sheldon (GA)

NOTE: A letter to be shared with staff/upper administration was written by Chris (NJ) and distributed electronically on June 24, 2014. Please follow up with delivery throughout your state where feasible.