



2020 ESCOP Executive Committee Meeting Agenda
October 27, 2020 (1:00 - 3:30 p.m. EDT)

Time	Agenda Item	Topic and Presenter(s)
1:00 p.m.	1.0	Call to Order – Moses T. Kairo, ESCOP Chair <ul style="list-style-type: none"> • Approval of Agenda • Approval of Minutes (November 11, 2019) • Interim Actions • ESCOP Priorities and Chair Initiatives
1:15 p.m.	2.0	ESS Assessment Discussion – Moses Kairo and Alton Thompson
1:30 p.m.	3.0	CMC – Steve Loring, Ryan McConaghy, Forbes Tate Partners and Rick Rhodes
1:45 p.m.	4.0	BLC Report – Glenda Humiston and Jeff Jacobsen
2:05 p.m.	5.0	Cornerstone Advocacy Update – Hunt Shipman, Jim Richards and Maggie Earle
2:15 p.m.	6.0	APLU Update - Doug Steele
2:30	7.0	Ag Research Infrastructure – Caron Gala, Jeff Jacobsen, and Alton Thompson
2:45	8.0	REReport Research Working Group – Bret Hess
3:15 p.m.	9.0	Other Committee Reports (new information only) <ul style="list-style-type: none"> • NIDB – Steve Loring, Karla Trautman and Rick Rhodes • ECOP Liaison Report to ESCOP – Chris Watkins and Caroline Crocoll • LEAD21 – Alton Thompson • DCC – Henry Fadamiro and Rick Rhodes • STC – Jody Jellison and Bret Hess
2:45 p.m.	10.0	Other Business, as needed
3:30 p.m.	11.0	Final Remarks and Adjourn – Moses T. Kairo

- **1.1 Approval of Agenda:** Upon a motion properly made, seconded and carried, the agenda was approved as presented.
- **1.2 Approval of Minutes:** Upon a motion properly made, seconded and carried, the minutes were approved as presented.
- **1.3 Approval of Interim Actions:** (1) Marty Draper, Kansas State University, was appointed to represent ESS on Strategic Realignment Implementation Committee and on the National IPM Coordinating Committee; (2) Bret Hess, WAAESD, was appointed as the ESCOP Liaison to ACOP; (3) Ulises Toledo, West Virginia State University, was appointed to represent ARD on the Strategic Realignment Implementation Committee; and (4) with the help of the EDs, Moses completed a NCFAR survey on how its stakeholders value USDA programs in the REE mission area and on NCFAR's overall value and effectiveness. Upon a motion properly made, seconded and carried, the interim actions were approved.
- **1.4 ESCOP Priorities and Chair Initiatives (page 2):** [Click here.](#)
- Moses will work with the EDs and the various ESS committees to develop metrics to operationalize these priorities and initiatives.
- **2.0 ESS Assessment Discussion** – Moses discussed the ballot in detail. *(The ballot is appended to the end of the minutes)*
- The ballots have been mailed out. Moses encouraged the directors, who had not returned their ballots, to do so by October 30, 2020.
- Moses noted that progress has been made on the unpaid accounts. Only eight universities had not paid their assessment totally \$11,481.00. Moses encouraged these directors to pay their assessments as soon as possible.
- **3.0 CMC**
- The CMC Agenda Brief begins on page 4 and the Forbes|Tate Strategic Communications Roadmap Plan Outline begins on page 6. *(refer to the above hyperlink).*
- In addition, Steve Loring encouraged the directors who have not voted to support the CMC request on the ballot, a very high priority for the CMC.
- **4.0 BLC (page 21 in the hyperlink).**
- In addition, Jeff Jacobsen characterized the first meeting as an orientation-type and reset meeting in that the BLC chairperson was new, and 5 of the 12 directors were new to the committee. In this meeting, they examined the BLC charge, the expanding and important role of the BLC chairperson, along with linkages to other ESS and BAA committees, the professional societies, the EDs, and other USDA agencies. The BLC membership was encouraged to look at the resources, ESCOP website and land-grant.org, and consider thinking of a few moonshot ideas that ESS should be focusing on.
- Finally, Jeff reported that, with the help of Doug Steele, \$600,000 of ESS funds has been transferred to TD Wealth, our management advisor, to be invested.

- **5.0 Cornerstone Advocacy Update:** Jim Richards reported that once the election is over next week, we will know what our current status is with respect to the House and Senate bills. We expect the Senate Appropriations Committee to release the Chairman's Markup that will be released in a report. Then, we'll be able to see what our numbers will be in their product.
- Once that's done, and we'll have to figure out who the winners and the losers are in the House and Senate, then the goal is to reconcile both the House and Senate bills and do an omnibus appropriations bill before this current continuing resolution expires in the middle of December.
- This is the goal from bi-partisan and bi-camera leadership in the House and Senate, but depending on what happens on Tuesday, you may see a scenario where this goal may change.
- So we won't really know the answer to that until such time as we see what happens in the election and see if people have a change of heart on how they want to finish up the year. Right now, there are lots of unknowns and lots of questions.
- **6.0 APLU Update:** Doug reported that the Strategic Realignment Implementation Committee (SRIC) held its first meeting, with Ernie Minton as the Chair. The SRIC plans to meet once a month for the next three or four months, with the intention to have a final recommendation on strategic realignment for the NIFA budget by March. The SRIC starting point will be the final recommendations from the last committee. One is the six lines which now include the 1994s; which will be about nine lines around capacity, plus competitive through NIFA; another one is about 15 lines that came out of major consolidation of all the accounts less than \$10 million under a unified theme.
- The SRIC is considering a third option with the help of Cornerstone. If you look at the NIFA budget and a lot of the report language, the language always talks about research, extension and teaching, which is what this language is known for.
- We are considering if there may be a way to organize around research, teaching and extension and then maybe a fourth category such as deferred maintenance or infrastructure.
- With respect to the capacity funding working group, the FANR has put this work on hold. The infrastructure initiative based on the Sightlines Study, the \$380 million COVID stimulus response and strategic realignment is about all the capacity FANR can handle.
- With respect to Communications and Marketing, FANR does not have a Plan B. We are all-in with this one approach based on the work that FANR has done for the past eight months. The Administrative Heads Section has already approved this assessment, which will help us move forward for two years. Once we get the results from ESS and CES, we'll make a final decision.
- One of the weaknesses that Forbes-Tate has identified is that our system is not prepared to make a quick, nimble move on any one topic because we don't have enough documentation in place to make this happen. Doug and his team are committing some time thinking about . . . For example, what do we need to do to show that we need more capacity money; what do we need to do to show that COVID has had a huge financial impact on our research and Extension capacity budgets; and what do we need to do to show that there's a huge broadband issue across rural America that needs addressing. Doug and his staff are trying to get this information together.
- No matter what happens, after November 4, we'll re engage the old team/leadership or engage the new team/leadership in reference to new committee assignments. Doug's staff is working very closely with the CGA and Cornerstone to identify what those transition teams would look like and to identify their lead people for agriculture and rural policies.
- Our engagement briefings will be some kind of a virtual of format. Doug's staff is working with the CGA members to identify the best practices for having a virtual meeting with congressional staff.
- APLU is working with the CGA on the AHS/CARET virtual meeting. They are looking at best practices for virtual visits.

- Prior to July 1, APLU will not host any face-to-face meetings. Soon after July 1, APLU will make a decision about the summer Joint COPS meeting.
- As part of AHS/CARET meeting, the incoming BAC Chair, Paul Patterson-Auburn University, is working with Cornerstone, and the CARET delegates to put together two workshops: (1) specifically for the administrative heads on how current delegates are selected and how do they get alerts. In addition, the expectations of CARET delegates will be discussed, including “what does a successful career delegate look like” and “how can you strengthen that relationship;” and (2) how does the CARET delegates work with the advocacy folks from their universities and the university leadership on sending forth the correct messages.
- Perhaps, in February, depending on what's taking place in the world, we will push strongly for our Infrastructure Initiative because it doesn't look like a stimulus package is going to have a targeted funding for infrastructure.
- The APLU annual meeting is November 9-11. There are separate registrations for the APLU meetings (\$35 registration fee) and the FANR meetings. 1001 persons have registered for the APLU meeting.
- **7.0 Ag Research Infrastructure:** Caron reported that our ag research infrastructure initiative is the biggest and most notable opportunity that the LGU system has had to really make a difference in the future of food and agricultural science Infrastructure. The FANR office is coordinating with the CMC because the communication effort is so important to highlight the needs and do it in such a way that doesn't shed light on vulnerabilities, but focus more on opportunities moving forward and how we can solve a lot of the pressing issues based on science and innovation.
- We're going to also be working with the CGA. We have a group of 30 to 40 really engaged folks who are so interested in this specific task and who want to work with you at your member institution to launch a campaign to support this request.
- In the next coming months, although a public rollout would happen until February, we want to reassure you that we will be working behind the scenes to prepare for that rollout in every month leading up to that point. The FANR office and the CGA will be working in coordination with Cornerstone, ESCOP and the BAA to put together tactical strategies to move forward the request in a stimulus or whatever vehicle that is moving and appropriate for this request. While the public rollout will not necessarily happen until February, there are going to be several touch points before then. Part of that includes getting key stakeholder advocates to socialize the request. We will be working with the CMC to develop a slide deck to give our large number of supporters in the community to help us advocate for this infrastructure proposal. We will be able to use this slide deck and other materials at the national, regional and local levels, and of course, at the member institutions. To make sure that our key stakeholder advocates understand our message and are ready to be activated at an appropriate time, we have outlined a series of phases. The draft plan is in Agenda Brief #7 (*page 23 in the hyperlink*) which outlines the seven phases.
- The Ag Research Initiative Advocacy (ARIA) Committee (i.e., Moses, Tom Coon, Glenda, Jeff, Alton, the Cornerstone team and a few others) will begin meeting in November, and on a regular basis to talk more about these phases and really develop a set of substantive and impactful materials to move this plan forward to effectively communicate this request..

- **8.0 REEport Working Group** (*Agenda Brief #8, page 24 in the hyperlink*).

- In addition, Bret reported that the NIFA leadership asked ESCOP for assistance in identifying and appointing members from each region to work on this working group. The purpose of this working group is to assist NIFA with developing a new reporting module for capacity research programs identified in the AREE Act of 1998.
- The request was for each region to appoint one director and one staff member with experience on the reporting requirements. The members of this work group are listed on page 24 of the agenda brief.
- In the initial meeting of this group, August 4, the working group was introduced to each other, to the NIFA team and to the team that NIFA hired from Booz Allen. In addition, Acting Director Parag Chitnis gave the committee its charge.
- One major point to note is that this work group will focus initially on capacity research programs specifically referred to in the AREE Act of 1998, that is, Evans- Allen, Hatch and Hatch Multi-state.
- This working group will meet every other week; the second meeting was held on September 15; the series of notes from the first three meetings are in the agenda brief.
- NIFA is starting to develop a new reporting module for research, similar to the efforts of the Extension working group. The new Extension module was officially released at the end of September. The current information in the project initiation REEport will serve as a foundation for discussions for the research working group, at least so far.
- NIFA's approach has been to work through the module and asked whether something that is currently being captured during the project initiation is required by law or policy and, if not, is there a reason to retain the field in the new project initiation module for the capacity research programs?
- NIFA reiterated the need to identify inefficiency and duplicative information requests.
- Critical issues will serve as the anchor across the different modules in the NIFA reporting system.
- NIFA is focusing on what is currently working for Hatch projects and asked the question, "what do you have in place in terms of internal processes for initially initiating a project?"
- The first action item for NIFA is to identify what is required by NIFA in proposals as the lack of standardization in proposal template is an inefficiency that needs to be addressed.
- NIFA is also exploring the possibility of integrating a data mining tool that will eliminate the need for supplying classification information. The work group believes the LGOs should be conducting the science reviews and that NIFA should be limiting their review to administrative reviews.
- The question came up whether or not NIFA needs FTE estimate information.
- A big challenge occurs when the PI enters their project during project initiation, the PI often has a difficult time translating their basic research into true outcomes or the benefits to public.
- There has been a couple of conversations about the methods Information section. It was noted that this field could be removed as methodology information is pasted directly from proposals; however, NIFA is checking into this section because it may be required for internal purposes.
- There is a tool that is likely going to be utilized for keywords. This information can be pulled directly through the new platform and those entering the project initiation would not need to input that information.
- There has been quite a few discussions about forecasting forestry and animal health component percentages. Many of the representatives mentioned that this information is essential to them because this might be the only place where this information is collected. As NIFA explores solutions, they are going to focus on three areas (1) improving the way forestry and animal health projects are identified and then efficiently handled so they're exploring how they can use yes/no checkboxes to streamline the spreadsheet; (2) focus on the tactical needs for every institution to have a list that touches everything that's related to animal health and then differentiate projects and percentage levels, and (3) continue leveraging the data gateway at the macro level to view total percentages of forestry and animal health.

- The integrated activity section that was developed for the Extension module will likely remain because one of the things that was discussed was there is sometimes a need to enter projects from both research and Extension to satisfy the integrated activities requirement by the AREE Act.
- Multi state activities are also part of the reporting or, project initiations, that have been discussed, but not in a lot of detail.
- Currently in REEport, the only thing that is pre-populated are the goals because the projects have already been approved by the region.
- NIFA will work with and has already begun to have conversations with the regional association representatives and the Clemson's programming team to work out best solutions for integration with the new reporting module.
- There was additional follow up discussions about the knowledge areas, subjects of investigation, and fields of science that are currently part of the REEport system. Again, NIFA believes that there is a way to streamline this process and collect this information through the platform they will be using.
- The questions about human subjects and vertebrate animal will remain in the assurance section in the new module.
- Finally, the new system will have an area where you can upload the full proposal.

• **9a. NIDB:** Steve Loring referred to Agenda Brief #9a, and stated that there was not any new information since his report on October 1st at the ESS business meeting. The next meeting of the NIDB will be on December 15th.

• **9b. ECOP Liaison Report to ESCOP:**

- Caroline noted that the Agenda Brief #9.2 (*page 31 in the hyperlink*) basically provided an overview of leadership changes. Caroline is now the Executive Director of CES and ECOP; Mark Latimore finished his chair opportunity at the NEDA meeting on September 24.
- Chris Watkins, Cornell University, is now the ECOP Chair, and Wendy Powers is the incoming chair for 2021- 2022 and will serve as the ECOP representative to ESCOP. CES has also provided information about the ECOP'S 2022- 2023 strategic directions. The links are available in the agenda brief.
- Programmatically, we focused a great deal through Extension on the COVID-19 resources available on health related issues on the Land O' Lakes American Connection Project where CES has worked closely with Land O Lakes and Microsoft, and others, as a part of the American Connection Project. The purpose of this project was to look at where hotspots are available across the United States, and mapping those, so that we can provide a map of access to broadband across the United States. 2300 Hotspot were identified, and half of those coming from Extension sources.
- CES has also focused on coming together for racial understanding and on racial equity issues over the past several months. CES provided ECOP'S strategic directions as well as the priorities and action plan for Chris Watkins for the coming year, with many parallels to what we're seeing with ESCOP'S strategic planning.
- Caroline expressed her appreciation to Moses and Alton for their collaboration in pulling together the information regarding the CMC request. CES and ESS had parallel opportunities to put that information out for a vote to both sections at the same time.

- **9c. Lead 21:** In referring to Agenda Brief #9.3, Alton noted seven highlights of highlights of this excellent leadership program. (*page 37 in the hyperlink*)
- (1) Rachel Sapp is the LEAD21 Program Director; she is doing an outstanding job.

- (2) Because of the COVID-19 pandemic, LEAD21 quickly adapted the curriculum to a virtual curriculum, using various innovative technologies.
- (3) The participants evaluated the virtual programming very positively as manifested most succinctly by the large number of rave reviews
- (4) The current class, Class 16 had 76 participants; the land grant system was well represented.
- (5) To date, LEAD21 has graduated over 1200 future leaders.
- (6) Applications are now open for Class 17; the deadline is November 30th.
- (7) The registration fee has not increased, \$9,750.00. Because of the virtual nature of the sessions, the tuition may be reduced for Class 17.

- **9d. DCC:** Because of a meeting conflict, Henry could only participate during the first hour of this meeting. Rick gave the report and noted that the Agenda Brief was in the packet of meeting materials (*page 43 in the hyperlink*). Rick, however, wanted to bring one item in the agenda brief to the attention of the Executive Committee that revolved around one of DCC's newest members, Drenda Williams. Drenda is the Director for Equal Opportunity and Civil Rights at NIFA. Drenda, during the most recent DCC meeting on October 13th, shared that NIFA would be showcasing exemplary diversity and inclusion programs. The DCC decided to submit a showcasing nomination, on behalf of this year's National Experiment Station Diversity and Inclusion Award winner --- the Department of Family, Youth and Community Sciences at the University of Florida. Thus, the DCC is pleased that its award winner will be the first showcase program, a fact goes right to the heart of the partnership that we have with NIFA.
- **9e.STC:** Jody noted that the STC Report is in the agenda briefs. (*page 44 in the hyperlink*) The agenda brief is a document that provides a review and discussion of some of the inputs that part of our network have submitted to the Federal Register in response to listening sessions on agricultural innovation.
- The STC has also specifically highlighted, not just our essentially summary of some of this input, but also some areas where we felt that additional input might be useful. Some of the salient points that have been highlighted by the group include the need for respecting the regional nature of many of our initiatives and the need to have regional representation in the RFP process, a consistent focus on resilience and reduction of environmental costs, and the importance of agricultural scale. Agricultural enterprises operate at numerous scales and if this can be reflected in the RFP, this would be advantageous to the entire enterprise technologies. Other salient points included the importance of social science, and the importance of integrating our efforts with both the Extension outreach component and with the private sector.
- A few of the gaps that are highlighted for additional consideration are the importance of biodiversity and ecological services habitat, and the possibility of looking more at the urban, rural interface. There is one edit that didn't make it into this document; Rick suggested under the urban, rural interface, we should also highlight the need for agricultural and food policies that promote local economic development at that particular interface and the funding of farm businesses and local food systems.
- Additional areas that the STC thought should be highlighted included the importance of food security beyond just the urban areas; rural areas also can experience significant food insecurity.
- The request of the STC is that the Executive Committee approve submitting this document, through Moses in his role as chair, to USDA for consideration as the agency moves into the next phase of their planning process.
- Upon a motion properly made, seconded and carried, the STC document was approved and will be submitted to USDA.

- **Moses introduced a special guest and requested that she give some remarks on behalf of NIFA.**
- **Deb Hamernik** joined NIFA at the end of July as Director of the Division of Animal Systems.
- About a year ago, NIFA was relocated to Kansas City, and at that time, of the 300 staff persons, less than 50 people actually made the move to Kansas City. Thus, there is a big gap in expertise that actually moved to Kansas City. NIFA has done a lot of hiring in the last year. NIFA now has slightly more than 200 employees in Kansas City, and that would include an additional 20 people in Washington, DC.
- NIFA is starting its last round of hiring NPLs, a few gaps remain. NIFA has hired a number of NPLs across the agency, and quite a few programs specialists are now in the queue to come on board. NIFA is trying to get everybody on board because there's almost always a hiring freeze right after a national election.
- Many of the new NPLs are actually faculty that came from land grant universities. They've had some experience managing AFRI grants at the research, teaching or integrated levels. What they probably lack is managing programs and large amounts of money at a higher, bigger picture level.
- NIFA's Policy Office and Communications Office are still very much understaffed; i.e., Faith Peppers has a staff of one person.
- NIFA's Awards Management Office is very well staff and very competent. Last fiscal year, they actually got more awards out of the door than they did the year before, which is really remarkable giving the transition in people and expertise.
- Since April, NIFA has invested a little over \$14 million in COVID-19 funding. The AFRI Applied Foundational and Applied Sciences RFA had a call for integrated research, teaching and extension projects. The AFRI Workforce and Development RFA also had a call for developing online program materials for the 4H clubs that couldn't meet, for the after school programs that couldn't meet and for remote learning. Those awards probably haven't been announced yet, but the panel has met and that funding will go out of the door soon.
- The small business innovative research program also has made a few investments for work in the private sector.
- Many of the review panels are ongoing. NIFA is still wrapping up a few panels from 2020 funding and the 2021-2022 RFA for AFRI has been released
- NIFA is almost finished with the Sustainable Agricultural Systems RFA, the \$10 million grants, large integrated research, teaching and extension grants in the Sustainable Development systems area. This RFA should be out soon.
- As a member of the REEport working group, Deb was really pleased to hear Bret's detailed report. She mentioned the great job that Lynn Khadiagala is doing in managing this process, building it around what the LGUs really need to administer this funding.
- NIFA is trying to streamline the information in the collection process, reduce administrative burden, and harmonize, when possible, all of the forms between research and Extension and the competitive process as well, more standardization of forms.
- Deb informed the ESCOP Executive Committee that NIFA is thinking about bringing back the state liaison process-- the process where state liaisons would review your plan of work and annual report of accomplishments, which was discontinued with the move to Kansas City because NIFA was so understaffed. Deb asked for our comments in that there has not been a lot of movement of bringing the liaisons back.
- NIFA is having regular quarterly meetings with the APLU leadership and the Research and Extension EDs which is an excellent way to communicate with NIFA, to share information, and to get feedback. Deb encouraged the directors to work with their EDs and bring their issues to NIFA's attention.

- Rick Rhodes asked Deb a question about the state liaisons and ask her to comment on regional liaisons.
- Deb responded that last month, NIFA made new assignments to ESCOP, ECOP, ACOP, ICOP as well as the regional associations. These assignments will be published in a future NIFA Update. These are Deputy Directors or Acting Deputy Directors or Division Directors, or other NIFA leaders who will be interacting with the regions.
- **With no ‘Other Business,’** before Moses adjourned the meeting, he encouraged the membership to celebrate the many accomplishments of our colleagues during the awards program tomorrow (Oct. 28). Moses recognized **Dr. Robert Godfrey**, Associate Director of the Agricultural Experiment Station and Professor of Animal Science, University of the Virgin Islands; **Dr. Marc Linit**, *retired* Senior Associate Dean for Research & Extension and Director of the Missouri Agricultural Experiment Station; **Dr. Steven J. Loring**, Associate Director, New Mexico Agricultural Experiment Station; **Dr. Alfred L. Parks**, Interim Executive Associate Director of the Cooperative Agricultural Research Center and Professor of Agricultural Economics and Agribusiness, College of Agriculture and Human Sciences, Prairie View A&M University; and **Dr. Adel Shirmohammadi**, *former* Associate Dean for Research and Associate Director of Maryland Agricultural Experiment Station and Professor, Department of Environmental Science and Technology.
- These individuals have led their institutions and provide the leadership personifying the highest level of excellence and enhancing the regional associations or experiment station in achieving the land grant mission.
- Upon a motion properly made, seconded and carried, the meeting of the ESCOP Executive Committee was adjourned at 2:26 p.m. Eastern Time.

Communications and Marketing Committee (CMC) Budget Request

Background:

- ✓ The Communications and Marketing Committee (CMC) engaged Forbes Tate Partners (FTP) to develop a process for future communications strategies, resulting in the Strategic Communications Roadmap. This document includes an overview of the plan objective, strategy, tactics, and best practices for the CMC to fully realize and execute the final plan to build a communications process. It was not intended to be the plan itself, but rather a guide to build a comprehensive, effective messaging effort that will support the Board on Agriculture Assembly (BAA) advocacy goals. **The report is available [here](#).**
- ✓ The CMC is currently an ad hoc committee of the BAA. The BAA Policy Board of Directors is currently developing a plan to designate the CMC as a standing committee of the BAA.
- ✓ At the 2020 ESS Business Meeting, Steve Loring, past CMC Chair, and Ryan McConaghy of Forbes Tate presented the highlights of this plan and answered questions.

Request:

- ✓ The CMC is requesting \$100,000 per section (AHS, CES, ESS) per year for a period of two years. The \$300,000 per year will support personnel (1.5 FTE salary and fringe) plus operating costs. The personnel, to be located at the APLU headquarters, will be responsible for implementing the Strategic Communications Roadmap over a two-year period. Each of the three sections had previously supported the CMC and its consultant (kglobal) annually at \$133,333.
- ✓ Per the ESS Rules of Operation, the expenditure of funds greater than \$5,000 requires approval of ESS by a direct vote during the year or a vote during the ESS budget approval process. The ESS budget would be reviewed and voted on annually at the ESS meeting.
- ✓ **Please indicate your vote below and return to your regional Executive Director, no later than **October 30, 2020**.**

BALLOT

Station or Institution (one vote): _____

Use ESS funds to support the Communication and Marketing Committee (CMC), a commitment of \$100,000 per year for a period of two years (CY 2021, 2022)

Approve _____ Reject _____ Abstain _____

(A simple majority of those voting is required for approval)

CMC Assessment – Reduction of Assessment

Background:

- ✓ The CMC Assessment is currently an on-going assessment of \$200,000. Over time, legacy actions created and additional partners (AHS, CES) increased ESS cash reserves as the CMC Assessment continued. The CMC Assessment contributed to the ESS share of the previous CMC project annually at \$133,333. ESS cash reserves created the nationally approved investment opportunity with TD Wealth Management starting with \$600,000. The \$600,000 is in a separate account and would incur a 1.03% fee and any market downturn losses (or gains) if it were needed for cash at any time.
- ✓ After contributing \$27,000 to Gordian for the Sightlines study refresh, the carry-forward at the end of CY2019 was \$92,277. An additional >\$120,000 carry-forward is projected at the end of CY2020, which is largely due to cancelation of the kglobal contract and reduced ESS operational expenditures throughout the COVID-19 pandemic.
- ✓ The CY21 ESS operational budget was nationally approved at \$70,000. Approval of CMC expenses aside, the balance of carry-forward is projected to total >\$142,227 (\$22,227 after CY21 budgeted expenses plus in CY21 carry-forward >\$120,000). The ESS operational budget for everything except CMC is anticipated to be \$70,000 for CY22.
- ✓ The COVID-19 pandemic impacts on state budgets are severe and on-going. Regardless of whether the CMC request of \$100,000 per year for a period of two years is approved, the current CMC assessment of \$200,000 annually is greater than annual operating expenses. Members of ESS have expressed the desire to reduce the annual assessment.

Request:

- ✓ Reduce the CMC assessment for two years. This 2-year assessment reduction reflects current pandemic impacts on our institutions. Support for the 2-year CMC effort would come from the reduced assessment of \$100,000 or from existing cash reserves or the invested funds. This 2-year change in assessment would be revisited during the fall ESS 2022 business meeting. **If one of the following actions is not supported by a 2/3 majority, the current annual assessment of \$200,000 will remain in force.**
- ✓ Per the ESS Rules of Operation, a two-thirds (2/3) majority of those voting is required for adoption of an assessment referendum.
- ✓ **Please indicate your vote below and return to your regional Executive Director, no later than **October 30, 2020**.**

BALLOT

Station or Institution (one vote): _____

Reduce the ESS assessment from \$200,000 to:

_____ \$100,000 for CY21 and CY22

_____ \$0 for CY21 and CY22

(A two-thirds majority of those voting is required for approval)

CMC Assessment – Name Change

Background:

- ✓ The assessment and reserves have been used for more than CMC efforts, i.e., the ESS annual budget for operations. Changing the name would more accurately reflect current and future ESS practices.

Request:

- ✓ Change the name of the annual assessment.
- ✓ Please indicate your vote below and return to your regional Executive Director, no later than **October 30, 2020**.

BALLOT

Station or Institution (one vote): _____

Change the name of the CMC Assessment to Annual Assessment

Approve _____

Reject _____

Abstain _____

(A simple majority of those voting is required for approval)