

Embassy Suites, 1801 Newtown Pike, Lexington, KY

March 7, 2018

7 pm ET

Present: Coy Higdon, Debbie Beehn, Kay Barton, Katie Taylor, Dawn Ovesen, Barry Allen, Patti Karn, Kellie Samuels, Kelli Rouse, Diane Dunn, Runita, Rice, Dana McKinney, David Gilland, and Jason Issacs.

Documents provided to begin meeting: Agenda 03/07/18, Statement of Revenue and Expenditures thru February 28, 2018, SEA Donations, and Membership Report as of 3/7/18. Minutes of last meeting were sent previously by email for review and comment.

President Kay Barton called the meeting to order. No alternates were present to be seated.

President Barton noted that the minutes from the last meeting on December 19, 2017, were previously sent for comment and review. No actions between meetings. Motion was made by Diane Dunn to accept minutes as submitted, seconded by Dawn Ovesen. All in favor with no opposition.

Financial Report was given by Treasurer, Patti Karn, with a noted ending checking account balance of \$17, 882.47. Motion made by Coy Higdon to accept the Financial Report as submitted, seconded by Diane Dunn. All in favor with no opposition.

Patti also presented a list of donations made thus far for SEA Rally. She noted this list would be used to send Thank You cards at a later date.

President Barton discussed scheduled meeting with the STC on Thursday (tomorrow). She noted that she had prepared a package of information that included handouts such as "What is NASCOE", 2018 SEA Rally info, and member benefit info. She suggested complimentary registration for STC members who attend the Rally. All were in agreement. She then went over what she would like discussed during the meeting and emphasized this first meeting would be only a "Meet and Greet" to introduce our employee association to the STC. The following was the planned speaking agenda:

Kay Barton will introduce the employee association and herself. Each director will then introduce themselves and their position with the agency and with KASCOE. Dawn Ovesen will discuss the upcoming 2018 SEA Rally. Coy Higdon will talk about NAFEC and invite them to be members. Debbie Beehn will discuss Associate membership and its benefits. Patti Karn will discuss general employee membership and its benefits. Kellie Samuels will discuss publicity and communications through our

facebook page and website. Runita Rice will talk about benefits available to NASCOE members and benefits available to our state only membership.

Next on the meeting agenda was discussion of National Convention delegates. 2018 National will be held in Sioux Falls, South Dakota, August 2-4, 2018. Diane Dunn stated that she and Gera (Ferguson) are planning to attend. No one else present at the meeting was planning to go at this time. Dawn Ovesen made the motion to send Diane Dunn and Gera Ferguson as KY delegates to the convention, seconded by Kellie Samuels. No opposition. Alternates delegates in the event they cannot attend will be named at a later date.

SEA Rally details and budget were discussed. It was noted by Katie Taylor that only 39 have registered thus far for the Tour. One bus will hold 44, we need 80 to register to need a second bus. After 3/28/18, the cancellation of the second bus will cost \$100. Discuss was that it was best to wait until closer to the event to decide whether or not to cancel the second bus, even if we are charged \$100.

Dawn stated that 108 people have reserved rooms and 80 have registered thus far. We have been asked to refund a registration by someone out of state who paid early but now cannot attend. Decision was that we will not refund registrations, however, we will permit the registration to be transferred to another attendee.

We discussed menu items for the Rally. Plate dinner of chicken was decided on instead of buffet due to the time it would take for everyone to get through a buffet vs. being served the plated dinner. The decision to serve a Lunch Buffet on Thursday was also decided. Due to traffic in Newtown Pike area during lunchtime, and the fact that we have an agreement for food purchases with our contract, the lunch buffet was a good solution. We will also have a cash bar on Thursday evening during the live scholarship auction and DJ that will count toward food purchase agreement. Georgia has stepped up to sponsor hospitality on Wednesday evening to promote their bid for 2020 National Convention, so we will not have to plan any activities for Wednesday after the Tour.

We then took a short tour of the hotel to see the meeting area.

Motion to adjourn meeting was made by Dawn Ovesen, second by Kellie Samuels, with no opposition at 8:30 pm ET. Next scheduled meeting: Wednesday, April 11, 2018 at 5 pm ET.

Respectfully submitted,

Dana McKinney, Secretary



KY State Office with State Committee – Lexington, KY

MARCH 8, 2018

Time: 11:30 AM EST

Persons present: Sharon Furches, Kenny Imel, Bart Peters, Brenda Paul, Tom Flowers and Brian Lacefield, Bob Finch, Debbie Wakefield, Debbie Beehn and Travis Chick

KASCOE Members: Kay Barton, Coy Higdon, Diane Dunn, Runita Rice, Dawn Ovesen, Kellie Samuels, Kelli Rouse and Patti Karn

This was the first meeting with the new State Committee. Introductions were made around the room with both the State Committee and representatives of KASCOE.

A packet had been prepared for each of the State Committee and SED with information, history and benefits of membership of the Organization.

Kay Barton, President, then made a presentation of the history and background of NASCOE Organization and KASCOE Organization. She 'Thanked' Brian and the State Committee for taking time to meet with the Organization. Then the following persons made a brief report on the following:

Membership Report was made by Patti Karn

Associate Membership Report was made by Debbie Beehn

Benefits and Scholarship Report was made by Runita Rice

SEA Rally Report and Discussion was made by Dawn Ovesen. The State Committee was given a Registration form with fees as 'complimentary' for their attendance.

NAFEC Report was made by Coy Higdon and encouraged all to join

Publicity through Facebook and Website Report was made by Kellie Samuels

Kay Barton then 'Thanked' them again for letting us meet with them for a few minutes in only their second meeting that they had.

Then there was a Questions/Answers session from both the State Committee and SED to KASCOE members.

The meeting adjourned at 12:15 PM EST.

Respectfully submitted,

Patti J Karn, Acting Secretary

KY Association of FSA County Office Employees

Embassy Suites, 1801 Newtown Pike, Lexington, KY

April 11, 2018

5 pm ET

Present: Dawn Ovesen, Kay Barton, Patti Karn, Debbie Beehn, Coy Higdon, Kellie Samuels, Adam Haggard, Lindsey New, Diane Dunn, Gera Ferguson, Katie Taylor, and Dana McKinney,

President Barton called the meeting to order. No alternates were seated.

This meeting was called primarily to cover any items needed to be accomplished for the SEA Rally.

State pictures will be added to the agenda to take place on Thursday at 4:30 immediately following adjournment.

Bryan Station High School has been contacted and agreed to present colors Thursday morning. Coy made the suggestion that a donation of \$100 be made to their membership. No one was opposed.

Pay Pal will be an option for silent auction payment. Lindsey will take care of this should anyone want to take advantage of this availability.

Funding the second traditional KASCOE scholarship (Slader Sullivan) was discussed. Unanimous among those present to fund it since we would be receiving enough from Rally proceeds to cover the cost.

There was discussion about recording the HR training presentation and providing a one-day registration for any local members who may like to be present for the training. Due to food numbers being so close will not be able to provide a one-day registration, however, email notification could be sent to employees letting them know they may attend but no lunch will be included.

Donations thus far should have costs coming out in the black for Rally costs. Recently additional monies have been received from former STO employee, Troy Myers \$100, South Carolina Association (SCASCOE) \$200, and a donation of \$100 to scholarship.

Discussion about reimbursing employees who had overnight stay the night before the meeting with STC recently in March. The motion was made by Lindsey New and seconded by Diane Dunn to reimburse lodging expenses for these employees when funds are available. (Mileage was paid by STO.) No opposition.

Motion was made by Lindsey New and seconded by Kellie Samuels for Kay Barton and Dana McKinney to serve as KY delegates for the SEA Rally. No opposition.

Motion to adjourn meeting was made by Dawn Ovesen, second by Coy Higdon, with no opposition at 5:50 pm ET.

Respectfully submitted,

Dana McKinney, Secretary



Kentucky Association of FSA County Office Employees

Embassy Suites, 1801 Newtown Pike, Lexington, KY

April 13, 2018

11 am ET

Present: SEA Membership with SEA Executive, Mike Mayfield presiding.

Committee Reports were given:

Amy Moore, Programs. Total nationally of 96 submissions to date, with 10 being from the SEA. Of the 96 submitted, 39 have been answered by the national office with some of that number being part of the negotiation process.

Julia Davidson, Awards and Scholarship. 34 scholarship applications received from the SEA. 13 were ineligible. During breakout session will discuss changing the deadline from January 1 to a later date, also a better way to submit documentation to attach to the scholarship (transcript, recommendation letters, etc.) A total of 7 Distinguished Service Award submissions from the SEA.

Neil Burnette, Legislative. Talked a lot about the PAC and the promotion PAC has going on currently. Sixteen new PAC contributors signed up at this Rally so far. We should be getting notification soon about money for temporary employees. Don't be surprised if the Farm Bill is extended a year. Each state should be keeping a spreadsheet of congressional contact relationship should it become necessary to reach out on short notice.

Glenn Thomas, Membership. Discussion in the breakout session about increasing SEA Dues. Currently dues are 25 cents per member. Propose increasing to \$1 per member. This is a fund used by the SEA Executive for emergency expenses that may arise at the Rally for example, copying training materials or VTC equipment costs. It is also used for donation to the Rally host. Updates have been made to the NASCOE website with the new Membership fact sheet and also a FB page for membership chairs. June 15th is the deadline for membership awards and submissions for the NASCOE memorial shown at the National Convention should be submitted by July 1st.

Clint Bain, Benefits. Currently updating Benefits directory with Benefits chair information. Plan on having a flyer specific for the SEA. One very important benefit we should be making our membership aware of is the 1 hour of free counsel with the NASCOE attorney.

Ashlee Dalton, Publicity. Planning a SEA newsletter in May. Send lots of pictures.

Sabrina Conditt, Negotiations. ARCPLC prepayment report in June will list all the payment errors at one time on the report. In September, 578's will maintain their data on recons. A lot of discussion at the negotiations meeting regarding unobligated funds on 848's.

New Business: Increasing SEA Dues amount from 25 cents per member to \$1 per member beginning in 2019. Glenn Thomas made the motion, seconded by Marcinda Kester. No opposition.

Candidacy Announcements: Donny Green announced Curt Houk would be seeking re-election as NASCOE Treasurer. Hugh Hunter announced Marcinda Kester would be seeking re-election as NASCOE Secretary. Wes Daniels announced that Brandon Wilson will be seeking re-election as NASCOE Vice-President. Dennis Ray announced that he would be seeking re-election as NASCOE President. Mike Mayfield announced that he would be seeing re-election as SEA Executive. Dawn Ovesen announced that she would be stepping down and not seeking re-election as SEA Alternate Executive. All candidacy nominations should be submitted to NASCOE Secretary, Marcinda Kester by May 14, 2018.

Tennessee announced that they would like to submit a bid to host the SEA Rally in 2019 in Nashville the second week of April, and would like to invite the SWA to participate in an All South Rally. Marcinda Kester made the motion, seconded by Coy Hidgon for Tennessee to host 2019 All South Rally. No opposition.

Meeting adjourned at 1:10 pm ET

Respectfully submitted,

A handwritten signature in blue ink that reads "Dana McKinney". The signature is written in a cursive, flowing style.

Dana McKinney, KASCOE Secretary

Elizabethtown USDA Service Center, Elizabethtown, KY

September 18, 2018

5 pm ET

Present: Diane Dunn, Eltrander Radford, Dawn Ovesen, Cindy Clark, Meghan Edwards, Kellie Samuels, Amber Riddle, Gera Ferguson, Kevin Whitaker, Kim Williams, Kay Barton, Patti Karn, Dana McKinney, Laura Howell, Katie Taylor, and Felicia Harper by phone.

Documents provided to begin meeting: Agenda 09/18/18; Statement of Revenue and Expenditures thru August 31, 2018; Membership Report as of 9/1/18; Minutes for meetings held 3/7/18, 3/8/18, 4/11/18, and 4/13/18; Travel Claim, KASCOE Guidelines and Policies; and KASCOE Constitution and By-Laws (with Amendments 30-34).

President Kay Barton called the meeting to order. Felicia Harper was present as Associate Director for Jenni Blandford, who declined the position due to her concerns with the transition of her position to an FPAC employee. She felt someone closer to State issues should serve in this position. Laura Howell was present for Fan KASCOE President, Barry Allen.

Welcome was given by President Barton. Everyone around the room introduced themselves and where they were from.

Secretary Dana McKinney brought to everyone's attention that KASCOE Guidelines and Polices and Constitution and By-Laws was part of our meeting packet. Briefly, attention was given to travel and leave policies. It was also brought up that an important duty as director is to keep your district informed, and if you are not able to attend a called meeting you need to contact your alternate so that your district can be represented.

Minutes for meetings held 3/7/18, 3/8/18, 4/11/18, and 4/13/18 were approved. Motion was made by Dawn Ovesen, seconded by Kevin Whitaker. No opposition.

Membership Report was given by Secretary. Membership currently is at 86%. Motion was made to accept the report as given by Diane Dunn, seconded by Kellie Samuels. No opposition.

Financial Report was given by Treasurer, Patti Karn, with a noted ending checking account balance of \$13,690.43. It was noted that we did not go in the "red" for the SEA Rally, we made about \$5000. Motion made by Dawn Ovesen to accept the Financial Report as submitted, seconded by Kevin Whitaker. All in favor with no opposition.

Committee Reports were given. Katie Taylor, Award Chair noted that sick leave awards had been mailed. Three were requested. Meghan Edwards, Scholarship Chair mentioned that there was discussion on moving the deadline to submit scholarships to January 15.

President Kay Barton began the election for new officers. She requested nominations for the office of President. Gera Ferguson nominated Diane Dunn. Meghan Edwards nominated Dawn Ovesen. Cindy Clark made the motion that nominations cease, seconded by Kellie Samuels. No opposition. Voting was held by secret ballot. Kay Barton, Patti Karn, and Dana McKinney left the room to count ballots. Upon their return, Kay announced that Dawn Ovesen would be taking over the office of President.

President Barton then asked for nominations for Vice-President. Dawn Ovesen nominated Diane Dunn, however, after review of the by-laws, it was noted Diane would not be eligible to serve another term as Vice-President. Diane Dunn nominated Gera Ferguson. Kevin Whitaker made the motion that nominations cease, seconded by Kellie Samuels. No opposition. Elected by acclamation.

President Barton then discussed the decision of Patti Karn, current treasurer, to step down and retire from treasurer after 12 years. Kay thanked Patti for the awesome job she has done. Patti said she would like to recommend Katie Taylor as treasurer to the directors, and she agreed help as much as needed to make the transition with Katie or whomever the directors choose. Diane Dunn made the motion for Katie Taylor to become treasurer with a second by Dawn Ovesen. No opposition. Elected by acclamation.

President Barton then opened the floor for nominations for secretary. Kevin Whitaker nominated Dana McKinney, seconded by Diane Dunn. No opposition. Elected by acclamation.

Disposition of Records was the next item on the agenda. Patti mentioned that there are many old KASCOE records that need disposing of. Kevin Whitaker made the motion, seconded by Dawn Ovesen, that records be disposed of as it is saw fit to do so. No opposition.

Diane Dunn gave a report of attendance at the 2018 National Convention. A total of 7 from KY attended the convention in Sioux Falls, SD. Three from KASCOE and 4 from FanKASCOE. She passed out notes she had prepared. Attention was brought to LincPass resets that should be available in every office, and the increase of SEA Dues from 25 cents per member to \$1 per member.

The next item on the agenda was discussion about the recent meeting with SED Lacefield. Kay told the directors that on September 6, 2018, that she, Dana McKinney, Diane Dunn, Vicky Askins and Juanita Ballman met with SED on behalf of the employee associations. SED Lacefield informed us that the ceiling was now 212, and that he no longer had to request approval for vacancy announcements that we could hire up to our ceiling. He stated that currently there are 14 CEDs fully eligible to retire, and within the next two years, an additional 6 would be eligible to retire. One third of our workforce in KY is currently fully eligible to retire, and an additional third in 5 years or less.

He spoke of four CO positions that would soon be advertised and wanted to ask if we felt that they should be PT positions or COT positions. After much discussion, it was our suggestion that 2 PT positions be advertised and 2 COT positions.

President Barton then asked Felicia Harper if she had anything to share. Felicia said that Debbie (Wakefield) would like to have some feedback on the recent retirement training. Everyone was in agreement that it was needed. There was discussion about needing this training during the first five years of employment, as well as the last five years. Felicia said if the budget holds out, that during the first quarter of 2019, retirement training is planned for employees 10-15 years from retirement. She also said that after the first of the year, training is planned for ADM PTs. She brought to our attention recent info bulletin by Debbie Beehn regarding AGI issues, and said to be following CRP and ARCPLC prepayment reports.

Laura Howell gave a short report for FanKASCOE, sharing with everyone that Joyce Logsdon received the Spirit of Rascoe Award at National Convention this year in SD. She encouraged everyone to attend National Convention and to become an Associate member of FanKASCOE.

President Barton then mentioned that with the formation of FPAC, and some positions in the STO moving under the FPAC umbrella, it would be necessary for us to consider amending our by-laws to include membership eligibility be for "FSA/FPAC employees". Everyone agreed this would be a good idea. Amber Riddle made the motion, seconded by Cindy Clark to amend the by-laws to include "FPAC" in the language. No opposition.

Motion to adjourn meeting was made by Diane Dunn, second by Kevin Whitaker, with no opposition at 6:10 pm ET. Next scheduled meeting: Tentatively December 2018.

Respectfully submitted,

Dana McKinney, Secretary

A handwritten signature in blue ink that reads "Dana McKinney". The signature is written in a cursive, flowing style.

Elizabethtown USDA Service Center, Elizabethtown, KY

May 28, 2019

5 pm ET

Present: Adam Haggard, Meghan Edwards, Kellie Samuels, Kim Williams, Cindy Clark, Kevin Whitaker, Amber Riddle, Dawn Ovesen, Dana McKinney, Katie Taylor, Gera Ferguson, Eltrander Radford, Maeci Carswell, Barry Allen, Felicia Harper by phone.

Documents provided to begin meeting: Agenda 05/28/19, Statement of Revenue and Expenditures thru May 24, 2019, Minutes of last meeting on 09/18/18, Actions between meetings 10/17/18, 02/04/19 and 03/04/19, Membership Report thru 05/2019, and Travel Claim for reimbursement.

President Dawn Ovesen called the meeting to order. No alternates were present to be seated. Introductions were made by each going around the room and stating names and office locations.

Minutes of the last meeting held on 09/18/18 and all actions in between meetings were approved. Motion by Kevin Whitaker, second by Cindy Clark. No opposition.

Financial Report was given by Treasurer, Katie Taylor, with a motion by Kevin Whitaker, second by Amber Riddle to accept with no opposition.

Membership report was given by Secretary, Dana McKinney. It was noted we are currently at 82% with 173 full members. Motion was made by Kevin Whitaker, seconded by Kellie Samuels to accept the report with no opposition.

There was discussion regarding members who are not updating their dues to current grades when promoted. The consensus was that probably most members did not realize this was not automatic. The result of our discussion was to remind members with our annual dues postcards of this need, and if there is a continued problem with a specific employee to send an individual letter to that member. We can also utilize Facebook and Kascoe emails to remind members.

Secretary discussed a request that had been made to submit retirees David Duke and Dennis Campbell for honorary life membership. Honorary Life Membership Criteria was shared with the directors. It was agreed that both meet the requirements. Kevin Whitaker made the motion, seconded by Kellie Samuels to approve the request, with no opposition. The required documentation will be completed and sent to National Membership Chair, Lynsey Brooks.

There was discussion about what we could do to encourage membership besides sending the membership packets. Buying cups with the KASCOE emblem was one suggestion, also koozies, and shirts. There was also mention by Kellie Samuels to do a state newsletter mailing. No decision was made, however, everyone liked the idea to do something as long as it was not too costly. It was agreed that we should put the efforts into reaching new employees.

A new method for selecting members for the two KY delegates to the National Convention was discussed. A form will be put onto the KASCOE website for interested members to submit their names to be drawn. This first year will be a small window with a June 30 deadline so that members can make travel arrangements. This opens the opportunity up to all full members and we hope will encourage attendance. Members who are selected will understand the requirements to attend all meetings while at

the National Convention. This opportunity is only for full members in good standing. Motion was made by Kellie Samuels, seconded by Amber Riddle, with no opposition.

President Ovesen discussed upcoming National Leadership Training. This is tentatively scheduled for October 2019 to last 2-3 days (this includes travel days) in Dallas, TX. New members will learn about association, with a mentor. NASCOE will cost share 50% on two attendees. The method to select candidates to attend was tabled for later.

We discussed upcoming opportunities for KASCOE at the Farm Bill trainings that have been scheduled. We will be sponsoring games at both the DMC and LDAP trainings, along with candy for each table. We discussed need for drinks and other food and determined to discuss with STO (Travis/Debbie) to see if there is a need and if so, we will supply what is needed within reason. Since the trainings are overnight we talked about hospitality, but decided to wait until more employees would be together since there are discussions of an all employee meeting in the fall.

The last item was the issues to be discussed with the STC on 5/29/19. Possible issues and concerns that were mentioned included:

- Why Eastern KY is being ignored? They receive no response when there is a request sent up to hire.
- Policy for Lead PTs when managing shared offices
- Policy for determining the HDQ when managing shared offices
- Why STC had reversed COC decisions for NOLs on NAP forage
- Review of NAP applications for payment and need to change Relative Feed Value for KY

President Ovesen told members that STO will be paying only mileage for officers to meet with STC without overnight arrangements. She had booked a room for herself, Gera, and Katie to share and asked if KASCOE would be willing to cover expenses for the room. Kevin Whitaker made the motion, seconded by Cindy Clark, with no opposition, to pay the expenses for the room in Lexington.

Motion to adjourn meeting was made by Kevin Whitaker, second by Adam Haggard, with no opposition at 6:50 pm ET. Next scheduled meeting to be determined.

Respectfully submitted,

Dana McKinney, Secretary

