

IEEA Emerging Opportunities Committee meeting agenda

November 18, 2022

Zoom: 10 am

Mission of the Emerging Opportunities Committee:

The Emerging Opportunities Committee works with Extension IT Specialists on current issues related to the technology needs of Extension such as office equipment, educational and AV equipment, software and programs, and other technologies used in engaging the clientele we serve. They also serve as liaison between field Extension educators and Extension IT Specialists and Administration on items related to technology and other opportunities. They also work with the IEEA Vice President to keep the IEEA website up to date.

1. Introductions: Name/County/program area – Kristi Whitacre, Christie Jacob, Scott Gabbard, Lois McCartney, Pat Williams, Phil Woolery, Sam McCollum, Molly Childers, Dallas Evans
2. Meeting Chair: Kristi Whitacre, Vice Chair: Todd Geiger, Secretary: Christie Jacob
3. Review/approve the minutes from our previous meeting. Minutes reviewed and approved.
4. Old Business
 - a. Representation from Areas around the state: Need at least 2 from each area- fill in document in Box folder and generate a list of names to fill in the empty spots.
 - b. Secretary – nominations were accepted for secretary but not filled. Several committee members could not attend meeting and nominations will be sought after meeting.
 - c. 2023 Chair: Todd Geiger, Vice Chair Christie Jacob
 - d. AV Equipment Survey Results – we had 22 responses to the survey. Please review and let Kristi know if you have any additions. This list will be added to the Hub as a resource and possibly the IEEA website.
5. New Business
 - a. Goals/Plan of work document for 2023- Brainstorm a list of ideas for objectives, narrow down list to 2-3. Be thinking of technologies that we use and what we want to be trained in to use more. Lily Morrissey is willing to partner with us to create tutorials. Kristi will start a document in the box for us to add ideas to. Discussion to continue at January meeting.
 - b. ADA on website – discussion on counties adopting accessibility tools on website. There is a “how to guide” but would like a walk through or training. Group decided to possibly have Lily Morrissey train committee, then committee could work to help counties in their area.

6. How often does the committee want to meet? Group discussed and decided to meet quarterly to keep momentum going on projects. Next meeting will be held in January.