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Research, Education, and Economics (REE)  
National Agricultural Research, Extension, Education, and Economics (NAREEE) Advisory Board

**Executive Committee Conference Call – October 4, 2022, Meeting Minutes**

**Executive Committee Members Present:** Dr. Kenrett Jefferson-Moore (Vice Chair), Ms. Donnell Brown, Ms. Liz Hobart, Mr. Richard De Los Santos, Dr. Mario Ferruzzi, Dr. Jane Kolodinsky and Ms. Tamba Stevenson – (7)

**Members Absent:** Dr. V.M. “Bala” Balasubramaniam and Dr. Edmund Buckner (Chair) – (2)

**NAREEE Board Staff Present:** Ms. Kate Lewis, NAREEE Board Executive Director/Designated Federal Officer (DFO)

**I. Welcome and Roll of EXECOM Members and Other Attendees, and Quorum Check**

DFO Lewis welcomed the group and gave the group a summary of what has been happening with the NAREEE Advisory Board and its current state. Attendance was taken of members and other attendees and a quorum was established amongst the EXECOM members.

A motion was moved and seconded, and the September 2022 minutes were approved by consensus.

**II. Remarks from the Chair**

Dr. Kenrett Jefferson-Moore (Vice Chair) made remarks on behalf of Dr. Edmund Buckner and extended her excitement on the work that will be done in the new fiscal year.

**III. Summary/next steps of discovery discussion with the Board on DEI and the Pollinator Subcommittee**

DFO Lewis is working earnestly to fulfill the priorities that Dr. Chavonda Jacobs-Young is establishing, she also stated that the Board’s priorities and work will transmit in a more seamless process going forward.

DFO Lewis also spoke about the six EXECOM members that met this past September with Ms. Elizabeth “Izzy” Hill the USDA Honey Bee and Pollinator Research Coordinator regarding the Pollinator Subcommittee. Thirty people applied to take part in the subcommittee and DFO Lewis and Ms. Hill presented sixteen applicants to Dr. Jacobs-Young. Subsequently, Dr. Jacobs-Young charged DFO Lewis and Ms. Hill with ensuring that the sixteen presented to her come from diverse backgrounds and audiences. Therefore, DFO Lewis and Ms. Hill are in the process of meeting with Dr. Jacobs-Young to present a new slate of candidates. DFO Lewis stated that her aim is to have all the subcommittee members decided upon by the end of 2022.



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**IV. Potential in-person Board meeting in December 2022 (Tues 12/13 – Thurs 12/15)**

DFO Lewis reported that there will be no in-person meeting in December 2022 because Dr. Jacobs-Young and all the REE Senior staff will be attending an in-person event the same week.

The next Board meeting is tentatively scheduled for February or March 2023 and there is no status on whether it will be in-person or virtual.

DFO Lewis did mention that all the Boards and Committees have asked for in-person meetings to reconvene in 2023.

**V. Continued discussion on potential Relevancy & Adequacy (R&A) project for the Board in FY23**

Dr. Jefferson-Moore asked for an update on the review of gaps in the 2020 R&A report. DFO Lewis reported that the process has not begun yet and it will start the week of October 24<sup>th</sup>. That week DFO Lewis is onboarding a temporary staff member from the USDA's National Institute of Food and Agriculture that will assist for four months (at a minimum) and will help with the gap analysis that is required for all the recent strategic high priority deliverables. The first gap analysis that will be worked on will be the 2020 Ag Climate Adaptation Report. The temporary employee will also complete a gap analysis on the 2020 diversity and inclusion letter approved by the Board in August 2022.

Dr. Jefferson-Moore stated considering the gap analysis is presented and provided that a report is compiled it would be nice to acknowledge that the Subcommittee was in the right place or do a comparison during that time vs. now and stating the USDA is on the right track based on those recommendation. Dr. Jefferson-Moore doesn't want the new fiscal year to get so far away that the Board is not able to move forward with the cooperative extension report.

In meantime she suggests that we consider creating a R &A subcommittee to review the report as it is presented and have the subcommittee create an addendum that updates the recommendations and in February bring it all together with the gap analysis. Dr. Jefferson-Moore than opened the floor for thoughts from the other subcommittee members.

One Board member stated that it seemed redundant and two other members understood that Dr. Jefferson-Moore wants to get ahead of any blockers or make alignments and ultimately not duplicate but raise high-level issues.

Dr. Jefferson-Moore will work with Dr. Buckner and DFO Lewis and have this issue addressed for



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the next NAREEE Board meeting. DFO Lewis will recirculate the 2020 Ag Climate Adaptation Report and Dr. Jefferson-Moore will spearhead a small committee that will re-review that the full board review and report back on the recommendations currently sound and is there anything new to add to the recommendations. The report, the updated addendum, and the gap analysis will be presented to the USDA for re-submittal.

**VI. Evaluation of land grant extension programs/ Update on submittal/response to the Diversity & Inclusivity Letter**

In the previous meeting it was agreed upon to table the discussion until after the 2020 R &A report is finalized.

DFO Lewis is trying to meet with Dr. Jacobs-Young and believes that Dr. Jacobs-Young may have 3-4 priorities for the Board to work on that will be useful to the USDA. The Board agreed to wait for further recommendations from Dr. Jacobs-Young.

The Board received a formal acknowledgement of receipt of the Diversity & Inclusivity letter which is the first stage in the process. The new temporary employee along with DFO Lewis will re- review the recommendations and answer the recommendations and present a way forward, etc. DFO Lewis admitted that she does not know what form this analysis will take but the process instituted will be presented to the Board before it is presented to Dr. Jacobs-Young.

Dr. Jane Kolodinsky asked, “if a National Advisory Board that is put together to represent a variety of constituencies, is it our job to find common ground with the USDA and the Office of the Chief Scientist or to bring constituents across the United States issues forward?”

Dr. Jefferson-Moore stated that this is supposed to be a two-way street, but at the same time there can be some internal input. The Board is to work as a sounding Board for who they represent. Dr. Jefferson-Moore stated that the Board should always ask the question “are we meeting the needs of the stakeholders and be considerate of what is needed for the USDA.”

DFO Lewis answered that the committee is not at the beck and call of the USDA and that “it’s a two-way street.”

**VII. Wrap-up/Adjourn**

DFO Lewis will send the 2020 Ag Climate Adaptation Report via Microsoft Teams.

A motion was entertained to adjourn the meeting. The meeting adjourned at 12:50 p.m.