

## **Southern District Resource Management Team (SDRMT)**

### **March 7, 2006**

In attendance: Dave Wachter, Tom Schmitz, Steve Kohlstedt, Peggy Compton, Lee Cunningham, Becky Gutzman, Jane Schaaf, Dick Pederson (Advisor). Guest: Dan Malacara.

The meeting was called to order at 9:20 am.

Approval of the January 27, 2006 meeting minutes-motion made by Steve and second by Tom. Motion passed unanimously.

#### General Discussion of Budget Issues:

- We reviewed what has happened since January 27<sup>th</sup> Resource Management Team meeting. Dick discussed potential retirements and their impact on the District's base funds and the charge to trim approx. \$36,000 from the District's base funds.
- We reviewed the outcomes of the February 21 CEAC meeting:
  - -one time funds can be used to "bridge" for a few months if the timing of a retirement doesn't occur soon enough to fit within the reduction window
  - -discussion of other district's plans to meet the budget reductions
- Dan Malacara reviewed the ways in which previous budget reductions were met (ie cuts of "opportunity" for example, a county's choice not to fill a position, so that position was lost). He then reviewed the current budget needs, including how we came to need to make \$500,000 in base savings (approx.\$36,000 for the Southern District).

#### Discussion and Ranking of Budget Reduction Strategies:

Based on the input from the counties and our discussion with Dan Malacara on what is within our realms to do (see updated table in Appendix A) the Resource Management Team ranked the strategies as "first" to implement down to least desirable options.

1. Retirement savings
2. Holding positions open longer
3. Professional development dollars
4. Eliminate one district meeting
5. Eliminate one department head meeting
6. Voluntary reduction to percentage of appointment
7. Floating vacancy
8. Revenue generation

Plan for continued sharing with the District:

- Dave sends e-mail to colleagues with ranking.
- Gather comments from colleagues through March 23
- Discuss strategies on March 27 District Wisline
- Final plan forwarded to Dick

### Discussion of District One-time Funds

We discussed allocating the current one-time funds, as well as the \$15,000 that was allocated for Latino needs during last year's Innovative Grants. It is the opinion of the Resource Management Team that the funds should be used for meeting the needs Latino audiences. This could include translation of written materials and/or use for translators at events and field days.

- About \$25,000 available
- Make \$1500 available to each of 15 units (14 counties and the Basin Educators)
- Each unit needs to request the funds via an invoice to the district by June 1. Funds will then be transferred to that unit for use. Documentation of use of funds will need to be sent back to the District Office.

A motion was made by Tom and seconded by Becky, to accept this as our draft plan for the use of the District one-time funds. Additional discussion followed. Details will be worked out via e-mail between Dick, Lee and others. Motion passed unanimously.

### Discussion of District Strategic Plan

A statewide Cooperative Extension plan will be developed over the next 2 years. Nominations for the statewide steering committee are open now. Some districts are undertaking strategic planning for the district. The Resource Management Team members felt this would not be a good time to begin a plan. It would be better to work towards having representation on the statewide steering committee.

### Discussion of September All-Faculty/Staff Inservice:

We had a short discussion on the time and location of the September All Faculty/Staff Inservice.

Resource Management Team members whose terms are expiring June 30<sup>th</sup> are: Steve, Jane, Becky and Lee. They are responsible for getting a replacement (or filling the term again themselves.)

A motion to adjourn the meeting was made by Tom; second by Jane. Motion passed unanimously.

The next meeting of the SDRMT will be held on Wednesday, July 12th, 2006 at the Dane County Extension Office at 9:00 am.

Respectfully Submitted,  
Peggy Compton  
Southern District Resource Management Team Secretary

APPENDIX A

Action	Who	Savings from	Estimated Savings for the SD	Feasibility/Discussion with Dan Malacara
Reduce the “new” promotion increase by ½ (save \$9,000) OR Reject promotion increases at this time (save \$18,000)	CEAC	Base	\$9,000-\$18,000	NO
Retirement savings: If you are going to retire by June 30, 2007 and are willing to share your intent then we can factor in salary savings towards meeting the goal of \$36,000 savings -strive for a \$10,000 savings of salary + benefits. That will be split \$6,000 District Savings and \$4,000 county savings; 2 retirements	District	Base	\$12,000-\$40,000	YES
Floating vacancy: One position in the district remains open until another is vacated (this would <b>not</b> work in conjunction with the “Hold positions open longer option” (ie represents one position open at all times	District	One-time funds	\$30,000	YES-risk with the county
Hold positions open longer before refilling (possibly 90 days) (this is an either/or with the floating position concept)	District	One-time funds will help to provide PD funds if the \$5,000 is given over	\$5,000	“unofficial” YES; already used to create one-time funds
Everyone in the District “Donates a Day” (give back salary equivalent of one-day)	District	Base	\$5,000	NO
Take the \$5,000 set aside for PD; use one-time savings (varies each year) as PD dollars (this reduces or jeopardizes the Innovative Grants dollars)	District	Base	\$5,000	YES
One person voluntarily reduces his/her appt. from 100% to 80% (\$45,000 position)	District	Base	\$6,000	YES; with the full understanding of implications to person and position
Cutting back on District meetings (ex. Eliminate overnight retreats)	District	Onetime	\$500	YES
Elimination of one Dept. head face to face meeting	District	One-time funds	\$500	YES

Revenue generation: Each person is required to generate \$500 in outside revenue; sent to a district funds pool	CEAC	One-time	\$50,000	YES, but has many caveats. Split with county and state? Expectations for increasing revenue over the long term?
“73 <sup>rd</sup> County” county-based faculty who get moved onto 100% state dollars. When that person leaves the system, we believe that the base dollars should be retained by the District.	CEAC	Base	If position is eliminated then base savings could be substantial (\$30,000+)  If the position is reinstated at the county level then the base savings is similar to the savings of a retirement (\$6,000)	Not how it’s currently done; future situations could be structured differently. Need to work with the Dean.
Eliminate one district statewide	CES	Admin funds	unknown	Not our decision