

COUNTY DIRECTOR ANNUAL EVALUATION

DUE: February 15, 2007

NOTE: To be completed ONLY if you are NOT writing a Program Review and seeking salary advancement during the next cycle (effective 7/07)

Instructions: *Section A is an instructive list and brief narrative that is intended to be 5-8 pages in length. The current Position Description should be uploaded in the general academic review website. Section B should be a brief description of goals and a general self-assessment. Section 'C' will be filled out by the Regional Director after the formal annual evaluation.*

Name:

Peggy Gregory

Title:

County Director & 4-H Youth Development Advisor

County:

Kings

SECTION A.

General Performance and Accomplishments: January 2006 to December 2006

I. Statement of assignment

1. *In addition to your current position description (upload on the general website), describe changes in responsibilities.*
2. *Indicate your DANRIS-X Programmatic Assignment of FTE (example table format below)*

ANR Issue	Knowledge Area	% FTE
Youth Development	Youth Development	60

II. Research and Extending Knowledge

- ◆ *Indicate the major themes or goals of your program.*
 1. A major goal of my Youth Development program in 2007 was the transfer of knowledge and skill to the two new Program Representatives so that they can develop the FSNEP Youth Program and assume management for the 4-H Youth Development Program in Kings County. There has been a steep learning curve for both employees that has required much of my programmatic time this year.
 2. Another major goal was the completion of three documents as a result of workgroup activity for the Learning from Latino Community Efforts project and the Volunteer Development Workgroup.
- ◆ *List your accomplishments and impacts in extending knowledge/research and creative activity*
 1. YOUTH FSNEP
A major accomplishment of the FSNEP Program was the acceptance of the program in every school in the Hanford Elementary School District (HESD). By Board of

Education mandate in May 2006, the program was slated to be placed in all 10 schools in the fall of 2006. I made a presentation to the school principals, superintendent and board along with the previous Program Representative who had just announced her decision to leave the position she had held for six months and return to graduate school. The decision of the school board meant that we would have access to over 200 classrooms. I was successful in increasing the position from half to full-time and hiring a new Program Representative who started in July just a month before school opened. That meant training and supporting a new employee in a new program. All teachers had their curricula in hand and the learning directors at each school trained for the start date of October 2. I became a member of the HESD Wellness Committee and actively participate in designing wellness policy for the larger school district in Kings County.

2. 4-H YOUTH DEVELOPMENT IN KINGS COUNTY

On April 7, 2006 history was made when the first 4-H Program Representative in Kings County was hired. The first three months of the year were consumed with keeping the program functioning at an acceptable level while the wheels of hiring ground slowly through their 7-month process. Since then, much of my time has been devoted to training the half-time Program Representative. There is much knowledge to transfer from the mechanics of operating a 4-H club program to the philosophical basis of good youth development. Progress has been made. By the end of the calendar year, Denise is able to produce the monthly newsletter, organize a Council meeting, orient new volunteers and monitor the enrollment process and other administrative tasks. She now knows how to supervise the volunteers in organizing almost all of the countywide events and can answer many routine questions.

The 4-H Volunteer Resource Leader program was implemented this year with six individuals being certified as countywide resource leaders. This required developing and providing a training program for them.

3. LATINO RESEARCH PUBLICATIONS

❖ Learning from Latino Community Efforts

I was first author of this article published in the Journal of Extension. It was the research report of the *Learning from Latino Community Efforts Research Project* of which I was the Principal Investigator.

❖ Recommendations For Working In Partnership With Latino Communities: A Guide For Public Agencies And Other Social Service Practitioners

This publication of which I was second author was published in 2006 as an ANR publication. It was based on the *Learning from Latino Community Efforts Research Project*. I was instrumental in the content and layout of the publication and was the principal author of the Self-Assessment Guide to determine organizational readiness to partner with Latino communities.

4. VOLUNTEER DEVELOPMENT WORKGROUP

I was the lead person on the Volunteer Development Workgroup to complete the *4-H Project Leader Digest*, a statewide publication that has been peer reviewed and accepted as an ANR publication. I edited the entire publication and set it up for review and printing. I also was instrumental in designing a training and research program to assess the effectiveness of volunteer development when the digest and its companion pieces are used. The program is scheduled to begin in 2007.

- ◆ *If you hold an administrative assignment, list your accomplishments as a manager in this section.*

1. BUDGET AUGMENTATIONS:

The major accomplishment administratively was the augmentation of the county budget to add an Agricultural Research Assistant position to the department. This had been a vacant position since 2002 and had been eliminated from our budget. This represented a 28% increase in the budget. Also, when the county decided to replace computers they recognized that only two current computers were on the county inventory and so were only going to replace those two. I negotiated to add two additional computers to the county inventory, thus adding four computers to the 2006-07 budget.

2. NEW STAFF TRAINING:

During 2006 the Office Manager was new as were the two Program Representatives mentioned above and the Agricultural Research Assistant. Orientation and training of these employees has required much of my time, both programmatically and administratively.

3. DAIRY CATTLE MORTALITY CRISIS:

During the summer of 2006 an extremely hot and protracted heat wave caused the death of large numbers of dairy cattle and other poultry and livestock. Combined with mechanical failure at the only rendering plant in the valley, Kings County was faced with a crisis of too many animal carcasses which needed to be disposed. The county administrative office called and asked my help in communicating with dairy producers. Carol Collar was out of the area and so I assumed the task of notification. In discussion with the County it was obvious that acceptable disposal methods were changing daily and one notice would not be sufficient. I suggested using the county government website as a central distribution point for information. Although, a simple solution, no one had considered it. Within a day that method became the standard and was recommended by the emergency preparedness authorities for other counties. I simply sent a notice to all dairy producers to check the website several times a day to determine their options for disposal. When Carol returned, she was able to work with others to provide information and options and keep the information current. Our department was recognized as a resource for the county and at my request the county paid to send Carol to a national symposium on carcass disposal.

- ◆ *Indicate any affirmative action implications of your research or creative activity. Include affirmative action efforts made in structuring your program and reaching clientele.*

1. The FSNEP program has enabled our department to serve a significant under-represented clientele for the first time in nearly 20 years. The majority of the students receiving the program are either Latino, African American or Asian.
2. The Latino research has direct implications for Affirmative Action in that it attempts to organize outreach efforts based on research and careful planning rather than by good intentions and hopes.
3. The goal to begin a planned Latino outreach program for youth development has been sidetracked by the need to get the new employees functioning independently, however I have begun to lay the groundwork with the Kings County Prevention Council and the Stratford Family Resource Center for a county/community youth development effort.

III. Professional Competence and Activity

- ◆ *Identify active memberships in disciplinary societies or professional associations.*
 1. California 4-H Association
 2. National Association of Extension 4-H Agents
- ◆ *List activities you have undertaken to improve your professional competence.*
 During 2006 I attended:
 1. Member of the Volunteer Development Workgroup
 2. The NAE4-HA conference in Milwaukie in October 2006
 3. A day-long seminar on the effects of Methamphetamine on the families and communities in Kings County
 4. A day-long seminar on personnel evaluation offered by a professional training company
 5. UCANR Human Resources Conference in June of 2006
 6. FSNEP Administrative Training Conference
 7. DANRIS-X training
 8. Central Valley Nutrition Collaborative training
 9. Site Builder training
 10. Attended Regional Staff Conference in Sacramento, March 2006
- ◆ *List awards, honors or recognitions and grants received.*
 Selected Meritorious Service Award Recipient for NAE4-HA

IV. University and Public Service

- ◆ *List university and public service activities (County, Regional, State, National).*

University Service

1. Served on the Statewide 4-H Program Review Committee
2. Organized a regional 4-H Staffing planning meeting
3. Served on statewide 4-H Policy Committee
4. Served on statewide 4-h Volunteer Development Task Force

Public Service

5. Kings County Agricultural Advisory Committee
6. Kings County Prevention Coalition Member
7. Ag in the Classroom Teacher Training
8. Hanford Elementary School District Wellness Committee

V. Affirmative Action

- ◆ *Copy of information from CASA report (FY 2005-2006 data and a list of outreach efforts)*

Outreach Methods / Self Assessment														
By Advisor / Program Representative, Program Assignment														
Fiscal Year 2005 / 2006														
Run Date: 2/14/2007														
Region: Central Valley														
County: Kings														
Advisor / Program Representative	Program Area	Begin Date	End Date	Mass Media	Newsletters	Personal Letters	Personal Contacts	Community Groups	Joint Activities	Membership Drives	Volunteer Recruitment	Meeting Places	Other	Total
Margaret Gregory	Youth Development	7/1/2005	6/30/2006	15	11	0	32	0	0	0	0	0	0	58
Totals - Margaret Gregory				15	11	0	32	0	0	0	0	0	0	58

- ◆ *Include accomplishments in personnel or programmatic affirmative action.*

1000 flyers were distributed at local schools. 26 individuals from under-represented groups were personally contacted and invited to join. Numerous community displays are utilized by all of the clubs to encourage new membership. The Learning from Latino Community Efforts research project, of which I am Principal Investigator, completed a handbook for agency staff desiring to work in Latino communities. The research report on the project was published in the June 2006 Journal of Extension as a featured article. I am on the advisory committee for the Hand in Hand Family Resource Center in south Hanford, a highly ethnically diverse community. My role is to advise in the creation of youth development programs to meet local needs.

VI. Grant Summary List (optional)

Title	Collaborators	Funding Source	Duration	Amount

VII. Bibliography (use the following key)

- A = Peer-reviewed scholarly journal
- B = Other peer-reviewed articles, publications
- C = Technical reports and articles
- D = Popular articles, newsletter stories, *UC Delivers*
- E = Abstracts

1. Gregory, Peggy, Camarillo, J., Campbell, D., Dasher, S., Kings, N., Mann, M., Snell, D., Sousa, C., Steinbring, Y., Willmarth, K. (2006) Learning from Latino Community Efforts. *Journal of Extension* June 2006 Volume 44 Number 3. (A)
2. Sousa, Carla, Peggy Gregory, David C. Campbell, Steve Dasher, Dave Snell (2006) Recommendations For Working In Partnership With Latino Communities: A Guide For Public Agencies And Other Social Service Practitioners. UCANR Publication #8206. (B)
3. 4-H Project Leader Digest accepted for publication as a UC ANR Publication. I was primary editor. (B)
4. Gregory, Peggy (2006). Beyond Prevention: The Power of Youth Programs. California Connection, Winter 2006. (D)
5. Gregory, Peggy (2006). Beyond Prevention: The Power of Youth Programs. California Connection, Winter 2006. (D) Also publisher in the Kings County Prevention Coalition newsletter.
6. UC ANR Latino Teen Pregnancy Prevention Workgroup (2006). Promising Practices in Latino Teen Pregnancy Prevention: Practitioner Handbook. Oakland, CA: University of California Cooperative Extension. I co-wrote the “Involve the Parents and Families of Teenagers” section with Darlene Liesch and Carla Sousa.

VIII. County Director Accomplishments

- ◆ Referring to the attached list of county director responsibilities, list your major accomplishments.

(See Section B)

Section B. General Goals and Self-Assessment

This section is your opportunity to evaluate your accomplishments and formulate goals for the next program year. It will be reviewed by your Regional Director only.

County Director Review:

1. Self-assessment of program.

I believe my year as a County Director was successful. Four new employees have been trained, the budget has been augmented and relations with county government are strong.

2. List any barriers or obstacles in accomplishing your program goals.

I had hoped to accomplish more in the area of Latino outreach this year, but the late start of the 4-H Program Representative and the amount of time it has taken to train her along with the other new employees severely limited my available time for new programs.

3. Goals for coming year: January 2007 – December 2007

- *List work/projects you intend to accomplish in the coming year and anticipated impacts.*
 1. Develop contacts for Latino youth development program growth
 2. Revitalize the Volunteer Develop Task Force for the County 4-H Program
 3. Be a strong member of the state Volunteer Development Workgroup to develop training modules for staff and volunteers on the topics outlined in the 4-H Project Leader Digest.
 4. Update the office IIPP Safety Plan
 5. Revise the brochure describing the Kings County UCCE office.

4. Relationships

- *Assess the effectiveness of your relationships with ANR colleagues, supervisees, administrators and external clientele.*

I have a positive working relationship with colleagues in the county office, with the County Directors in neighboring counties and with the County administrative office. I enjoy a good relationship with members of the Board of Supervisors and the key volunteers in the county. I am a very positive relationship with the state 4-H Office, the 4-H Center for Youth Development and the regional office.

5. Accountability

- *Assess your record in providing reports and other measures of accomplishment, complying with University policies, contributing your share to “carrying the load” in office and team activities.*

I complete the reports required of me and provide leadership for many projects in the office. I am generally successful in conforming to policy and provide assistance to others in adhering to it.