

NASCOE ANNUAL REPORT

2024 – 2025



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NASCOE National Officers

President	Vice President
Secretary	Treasurer
Past President	Past Secretary
Past Treasurer	

Area Executive Committee

Northeast Area Executive	Northeast Area Alternate Executive
Northwest Area Executive	Northwest Area Alternate Executive
Midwest Area Executive	Midwest Area Alternate Executive
Southeast Area Executive	Southeast Area Alternate Executive
Southwest Area Executive	Southwest Area Alternate Executive

National Committee Chairs

Awards/Scholarships	Benefits/Emblems
Legislative Co-Chair	Legislative Co-chair
County Office Advocacy	Publicity
Programs Co-Chair	Programs Co-Chair
Membership Co-Chair	Membership Co-Chair
Technology Coordinator	

Delegate Listing 2024 Convention (as of 07/30/2024) - Thursday Roll Call

State Association	Name	Email	Name	Email
Northwest Area				
Idaho	Lisa Eaton	Lisa_eaton_8190@outlook.com	Jennica Kerner	Jennicalynnkerner@gmail.com
Montana	Kyra Hagberg	kyra_leanne@yahoo.com	Lacey Orcutt	lacey.orcutt@nascoe.org
Nebraska	Windy Ingram	windynichelle@hotmail.com	Bruce Solko	bruce.solko@nascoe.org
North Dakota	Barbie Thoreson	rb.thor321@gmail.com	Gloria Thorson	glogust33@gmail.com
Oregon	Heather Tritt	tritheather@gmail.com	N/A	
South Dakota	Jessica Wienk	jessicamwienk@yahoo.com	Courtney Hansen	Courtney.hansen@nascoe.org
Washington-Alaska	Sandra Porter	sandralporter7501@gmail.com	N/A	
Wyoming	N/A		N/A	
Southwest Area				
Arizona	N/A		N/A	
California-Hawaii	N/A		N/A	
Colorado	Dawna Weirich	disaweirich@gmail.com	Mindy Neve	mneve5@hotmail.com
Kansas	Renee Giesenhagen	clickson96@gmail.com	Tonya Atkinson	tonyabonjorno@hotmail.com
Nevada	N/A		N/A	
New Mexico	Terry Cater	terry.cater@nascoe.org	N/A	
Oklahoma	Amanda Montgomery	amanda_montgomery@nascoe.org	Sabrina Blaser	sabrina.blaser@nascoe.org
Texas	John Tyson	tysonaggie@icloud.com	Veronica Crum	vcadena82@gmail.com
Utah				
Midwest Area				
Illinois	LeAnn Oltmanns	loltmanns2@gmail.com	Katie Hanger	katiehanger89@gmail.com
Indiana	Kya Lasley	kya.lasley@icloud.com	Dawn Hummel	dawnhummel49@gmail.com
Iowa	Brandon Scheuring	brandonvscheuring@gmail.com	Abbey Sigler	hiitsabbey@gmail.com
Michigan	Justin Burchett	justbvrchie@gmail.com	Kaye Hillock-Vining	kvining9683@gmail.com
Minnesota	Kayla Mattson	kayla.mattson@nascoe.org	Teresa Holmquist	resarae@gmail.com
Missouri	Debbie Leeper	debbie.leeper@nascoe.org	Maureen Cope	maureenacope@gmail.com
Ohio	Cindy McConnell	cindy.mcconnell11@yahoo.com	Andy Nelson	andynelson38@gmail.com
Wisconsin	Heather Kirkpatrick	kuch6@hotmail.com	Mallory Harrelle	malloryng476@gmail.com
Northeast Area				
Connecticut	N/A		N/A	
Delaware-Maryland	Brian Gould	brian.t.gould@gmail.com	Patrick Goode	patgoode@outlook.com
Maine	NA		Audre Hayward	audre.hayward@nascoe.org
Massachusetts	Julie Viveiros	julie.viveiros@nascoe.org	Ethan Hickey	ehickey321@gmail.com
New Hampshire	N/A		N/A	
New York	Jen Doty	jennifer.doty2745@gmail.com	Sandra Scott	sandra.scott@nascoe.org
Pennsylvania	N/A		N/A	
Rhode Island	N/A		N/A	
Vermont	Larry Parker	lap1955@gmail.com	N/A	
West Virginia	Barbie Parsons	Barbie.parsons@nascoe.org	Andrea Landis	andrea.landis@nascoe.org
Southeast Area				
Alabama	Jamie Pride	jamiepride85@gmail.com	Judy Rudd	jrudd69@gmail.com
Arkansas	Tia Brock	tbrock799@gmail.com	Nancy Chlapecka	nancy.chlapecka@nascoe.org
Florida	Marcinda Kester	marcindakester@gmail.com	Lydia Bell	lydiajolene11@gmail.com
Georgia	Adam White	adamwhite537@gmail.com	Monica Watson	mcwatson07@gmail.com
Kentucky	Dawn Ovesen	dawn.ovesen@nascoe.org	Mandy Pyles	pyles99@yahoo.com
Louisiana	Caleb Zaunbrecher	calebmzaunbrecher@gmail.com	N/A	
Mississippi	Gene Nunnery	bulldogs12@gmail.com	Missy Love	missylove70@gmail.com
North Carolina	Shannon West	shannon.west843@gmail.com	Kimberly Jernigan	kimberlyj488@hotmail.com
South Carolina	Brittany Jackson	drose12@yahoo.com	Amy Blum	awblum93@gmail.com
Tennessee	Carrie Major	carrie.major18@yahoo.com	Donnell Poss	donnellposs@gmail.com
Virginia	Dallas Vermillion	dallasalexisvermillion@gmail.com	N/A	

Delegate Listing 2025 Convention - Wednesday Roll Call

State Association	Member Present	Name	Email	Member Present	Name	Email
Northwest Area						
Idaho	X	Alisha Passey	cowgirl.28@live.com			
Montana	X	Kyra Hagberg	kyra_leanne@yahoo.com	X	Jenny Lee	jenny.lee@nascoe.org
Nebraska	X	Meagan Peyton	meaganbarnett82@gmail.com	X	Raela Brandt	rgadeken@gmail.com
North Dakota	X	Tara Gillespie	gillespie_tara@icloud.com	X	Jean Schoenhard	jeanms@bis.midco.net
Oregon	X	Heather Tritt	tritheather@gmail.com	X	Kara Lanthorn	klanthorn@gmail.com
South Dakota	X	Courtney Owen	courtney.owen@nascoe.org	X	Paula Gregg	palgregg09@hotmail.com
Washington-Alaska	X	Sandra Porter	sandralporter7501@gmail.com	X	Hazen Kazaks	hazen.kazaks@gmail.com
Wyoming	X	Courtney Yelton	courtneyyelton@gmail.com			
Southwest Area						
Arizona						
California-Hawaii						
Colorado						
Kansas	X	Amanda Ternes	kandaternes@gmail.com	X	Heidi Clinkingbeard	heidi.clinkingbeard@nascoe.org
Nevada						
New Mexico	X	Tyler Kerr	tkerrob@yahoo.com	X	Ashley Pipkin	ashley.pipkin@nascoe.org
Oklahoma	X	Robert Payne	repced@gmail.com	X	Amanda Montgomery	amanda.montgomery@nascoe.org
Texas	X	Jordyn Higgs	jordyn0090@gmail.com	X	Jennifer Cochran	hc.jennifer@gmail.com
Utah						
Midwest Area						
Illinois	X	Carolyn Slightom	carolyn.slightom@nascoe.org	X	Katie Hanger	katiehanger89@gmail.com
Indiana	X	Carrie Ellermann	carrie.ellermann@yahoo.com	X	Sarah Bickel	sarahbickel23@gmail.com
Iowa	X	Abbey Buffington	hiitsabbey@gmail.com			
Michigan	X	Kennedy Purk	purkk@yahoo.com	X	Kaye Vining	kvining9683@gmail.com
Minnesota	X	Liz Ludwig	lniess@hotmail.com	X	Teresa Holmquist	teresa.holmquist89@gmail.com
Missouri	X	Debbie Leeper	debbie.leeper@nascoe.org	X	Maureen Cope	maureenacope@gmail.com
Ohio	X	Andy Nelson	andynelson38@gmail.com			
Wisconsin	X	Stephanie Knutson	stephanie.knutson@nascoe.org	X	Jodie Groeschel	milkingmom@aol.com
Northeast Area						
Connecticut						
Delaware-Maryland	X	Julie Pinto-Shaub	pintofarmgirl@gmail.com	X	Molly Bryden	mabryden0@gmail.com
Maine	X	Audre Haywood	audre.haywood@nascoe.org			
Massachusetts						
New Hampshire						
New York	X	Sandra scott	sandra.scott@nascoe.org	X	Brittany Randall	brittanymvanduzer@gmail.com
Pennsylvania						
Rhode Island						
Vermont						
West Virginia	X	Barbie Parsons	barbie.pasons@nascoe.org	X	Andrea Landis	andrea.landis@nascoe.org
Southeast Area						
Alabama	X	Judy Rudd	jrudd69@gmail.com			
Arkansas	X	Patrick Hicks	patrickhicks@gmail.com	X	Stuart Cooper	1stuart.cooper@gmail.com
Florida	X	Perla Martinez	pvazquez0321@gmail.com	X	Dahlia Chapman	chapmandahlia92@gmail.com
Georgia	X	Adam White	adamwhite537@gmail.com	X	Tasha Bagley	tasha.bagley@nascoe.org
Kentucky	X	Elizabeth Waller	lizwaller98@gamil.com	X	Megan Moore	meganmoore15@gmail.com
Louisiana	X	Jamie Rodriguez	jamiet83@yahoo.com	X	Tiffani Hendrix	fishie217@gmail.com
Mississippi						
North Carolina	X	Shannon West	shannon.west843@gmail.com	X	Kim Jernigan	kimberlyj488@hotmail.com
South Carolina	X	Amy Blum	awblum93@gmail.com	X	Brittany Jackson	droseb12@yahoo.com
Tennessee	X	Anthony Williams	anthony.williams@ymail.com			
Virginia	X	Cristy Cook	cook23922@gmail.com			

PROPERTY OF NASCOE June 30, 2025

Item	Location
Canon MF 743Cdw printer	Nebraska
Quicken home/office software	Nebraska
JBL GO2 Bluetooth Speaker	Oklahoma
ONN 720p Portable Projector	Oklahoma
Conference Call Speaker (2)	Oklahoma
Brother MFC-L8900CDW	Oklahoma
4 Projector Screens	Illinois
2 Samsung Tablets	Oklahoma
56 flag poles and bases	Oklahoma

BYLAWS
OF
NATIONAL ASSOCIATION OF
FSA COUNTY OFFICE EMPLOYEES

ARTICLE 1
DEFINITIONS

As used in these Bylaws, the following terms shall have the meanings set forth below:

“Area” means each of the following five geographic regions:

- (a) Midwest (consisting of the states of Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin);
- (b) Northeast (consisting of the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and West Virginia);
- (c) Northwest (consisting of the states of Alaska, Idaho, Montana, Nebraska, North Dakota, Oregon, South Dakota, Washington and Wyoming);
- (d) Southeast (consisting of the states of Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee and Virginia along with territories of Puerto Rico and Virgin Islands); and
- (e) Southwest (consisting of the states of Arizona, California, Colorado, Hawaii, Kansas, Nevada, New Mexico, Oklahoma, Texas and Utah along with territory of Guam).

“Area Executive” means, with respect to each Area, the County Office Employee in Good Standing elected or appointed by the State Delegates from within that Area to serve as the Area’s Area Executive.

“Articles” means the Association’s Articles of Incorporation, as the same may be amended and/or restated from time-to-time.

“Association” means National Association of FSA County Office Employees, a South Dakota nonprofit corporation.

“Board” means the Association’s Board of Directors.

“County Office Employee in Good Standing” means a person who is a Regular Member in good standing with the Association and: (a) a permanent appointment FSA County Office Employee whose work performance evaluation rating or reviewing official is the FSA County Committee, or (b) a County Executive Director in Training. Any employee whose work performance evaluation rating or reviewing official is a FSA District Director is not a “County Office Employee” in Good Standing, even though he or she may be a Regular Member in good standing with the Association.

“Director” means each member of the Board.

“Executive Committee” means the Association’s Executive Committee established pursuant to Article 6.

“Executive Committee Member” means each member of the Executive Committee.

“FSA” means the USDA Farm Service Agency.

“Member” means each Member of the Association, regardless of membership class and including (without limitation) Regular Members.

“Regular Member” means each person admitted as a member of the Association pursuant to Section 3.2.

“State Affiliate” means each State Association that is admitted by the Board as an affiliate of the Association.

“State Association” means each state-level nonprofit FSA employee association.

“State Delegate” means each person who is elected or appointed by his or her State Affiliate to serve as its delegate to the Association in accordance with Section 4.3 and otherwise meets the State Delegate qualifications set forth in these Bylaws.

ARTICLE 2 PRINCIPAL AND REGISTERED OFFICES

2.1 **Principal Office.** The Association’s principal office shall be located at such a place as the Board may designate from time-to-time. The Association may have such other offices, either within or without the State of South Dakota, as the Board may designate or as the affairs of the Association may require from time-to-time.

2.2 **Registered Office and Registered Agent.** The registered office and registered agent of the Association shall be those designated as such in its Articles, and either designation may be changed from time-to-time by the Board.

ARTICLE 3
STATE AFFILIATES AND MEMBERS; MEMBER MEETINGS

3.1 State Affiliates – Qualification and Admission; Certain Obligations. The Board may admit such State Associations as State Affiliates as the Board may determine from time-to-time; *provided* that, in order to be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- (a) Have in excess of 50% of is eligible members as members of the State Association;
- (b) Timely pay its dues to the Association, in the amounts and when due as established by the Board from time-to-time; and
- (c) Otherwise fully comply with these Bylaws and all applicable qualifications and Association policies now or hereafter established by the Board.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate), and shall provide such records to the Association promptly upon the request of any Association Officer.

The Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing.

3.2 Regular Members. FSA employees who are a member in good standing of a State Affiliate shall be automatically admitted as a Regular Member of the Association if he or she:

- (a) Demonstrates in good faith that he or she is interested in the purpose of the Association;
- (b) Is not a member of any organization of government employees who asserts the right to strike against the government of the United States, and is not engaged in any strike against the government of the United States;
- (c) Is not a member of any organization which advocates the overthrow of the United State’s constitutional form of government; and
- (d) Meets such additional qualifications (if any) as may be established by the Board from time-to-time.

No other person(s) will be entitled to membership in the Association as a Regular Member.

Each person admitted as a Regular Member of the Association shall continue to maintain such membership so long as:

(x) His or her State Affiliate remains a State Affiliate in good standing with the Association; and

(y) He or she:

- (1) Remains a member in good standing of his or her State Affiliate;
- (2) Continues to meet all of the qualifications listed in Subsections (a) through (d), above;
- (3) Does not use his or her position with or membership in the Association for the purpose of engaging in any activity other than the stated purpose of the Association; and
- (4) Continues to fully comply with these Bylaws and such Association policies as the Board may adopt from time-to-time.

In the event any Regular Member fails to fully satisfy any such requirement, then his or her membership with the Association shall automatically and immediately terminate.

3.3 Classes. As of the date these Bylaws are adopted, there is only one membership class (*i.e.*, the Regular Members class). However, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion.

3.4 Member Suspension and Expulsion, Generally. Without limiting the automatic termination provisions set forth in Section 3.2 or elsewhere in these Bylaws, the Board shall have the authority to suspend and/or expel any Member (including, without limitation, Regular Members and other Members, if any) who fails to fully comply with these Bylaws and/or such Association policies as the Board may adopt from time-to-time by resolution.

3.5 ~~No Voting Rights. No Member will have any voting or approval rights whatsoever.~~ Voting Rights. The voting rights of regular members is limited to the election of the Board of Directors as elected or appointed pursuant to Section 4.3.

3.6 Meetings of the Members.

3.6.1 Annual Meetings. The annual meeting of the Members shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1.

3.6.2 Special Meetings. Special meetings of the Members may be called by the President or the Board; *provided* that the President shall call a special meeting of the Members upon the written request of not less than 33% of all Regular Members.

3.6.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to the Members by the Secretary not less than 10 days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

3.6.4 Waiver of Notice. The attendance (in person or electronically) of a Member at any meeting will constitute a waiver of a notice of the meeting, except where a Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Member may submit a signed waiver of notice of a meeting.

3.6.5 Location of Meetings; Electronic Meetings. Meetings of the Members may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of electronic communication that allows the Members to substantially see or hear the proceedings concurrently with their occurrence, post questions and make comments. A Member's presence in any meeting via electronic communication shall constitute that Member's presence at the meeting for all purposes.

3.6.6 Limitation. Nothing in this Section 3.6 may be construed as granting any voting or approval rights to any Member, nor as otherwise limiting the provisions of Section 3.5.

ARTICLE 4 BOARD OF DIRECTORS

4.1 General Powers. The Association's business, property and affairs will be managed by the Board upon and subject to the provisions of these Bylaws.

4.2 Number. The number of Directors shall be equal to the product of the number of State Affiliates multiplied by two; *provided* that the number of Directors shall never be less than three. As the number of State Affiliates increases or decreases, the number of Directors shall also increase or decrease accordingly, subject to the limitation set forth immediately above.

4.3 Qualification, Appointment and Term; State Delegates. Each State Delegate shall be automatically appointed as a Director, and his or her term as a Director shall last for so long as he or she remains a State Delegate, subject to his or her earlier resignation or removal as set forth herein.

Each State Affiliate shall elect or appoint and maintain two State Delegates. No State Affiliate may have more than two State Delegates at any given time. Each State Delegate must be a County Office Employee in Good Standing. A State Affiliate may remove any of its State Delegates and elect or appoint replacement State Delegates from time-to-time in its discretion; *provided* that a State Affiliate shall immediately remove and replace any of its State Delegates who fails to continue to meet any of applicable qualification set forth in these Bylaws. In the event of any change in or disqualification of any State Delegate, the applicable State Affiliate shall

immediately provide written notice thereof to the Secretary.

4.4 Powers and Duties. The Board will have all powers and duties necessary or appropriate for the administration of the affairs of the Association, which shall include (without limitation):

- (a) Establishing and collecting dues from State Affiliates;
- (b) Engaging and dismissing employees, independent contractors and agents necessary for the efficient and productive operation of the Association's business and affairs;
- (c) Opening bank accounts and designating signers therefor;
- (d) Purchasing, leasing, selling and otherwise acquiring and disposing of property;
- (e) Obtaining and maintaining insurance for the Association and its Directors, Executive Committee Members, Officers and property;
- (f) Adopting, modifying and enforcing Association policies;
- (g) Approving the Association's merger with any other corporation or organization under such terms and conditions as may be acceptable to the Board; and
- (h) Exercising and fulfilling any of the powers and duties set forth in the Articles, the Bylaws and the South Dakota Non-Profit Association Act, respectively.

4.5 Resignation. Any Director may resign at any time upon written notice to his or her State Affiliate, in which case the State Affiliate shall immediately forward such notice of resignation to the Secretary. Notice of resignation will be effective upon receipt by the applicable State Affiliate or at such later time (if any) designated in the notice.

4.6 Removal. Any Director may be removed by the affirmative vote of not less than 67% of the Directors at any annual or special meeting. Any Director whose removal has been proposed must be given an opportunity to be heard at the meeting to discuss and vote on his or her removal.

4.7 Vacancies. Any vacancy in the Board will be filled only when a substitute State Delegate is elected or appointed by the applicable State Affiliate in accordance with Section 4.3 (in which case the substitute State Delegate will automatically become a Director pursuant to Section 4.3). Until the vacancy is so filled, the seat shall remain vacant.

4.8 Meetings of the Directors.

4.8.1 Annual Meetings. Commencing in 2024, the Board will hold an annual meeting each year at a time and date to be determined by the Board, to elect Officers and

attend to any other business that may properly come before the Board. If the Board fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Board to hold any annual meeting shall not cause the dissolution of the Association.

4.8.2 Special Meetings. Special meetings of the Board may be called by the President; *provided* that the President shall call a special meeting of the Board upon the written request of not less than 15% of all Directors or not less than four Executive Committee Members.

4.8.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Directors by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

4.8.4 Waiver of Notice. The attendance (in person or electronically) of a Director at a Board meeting will constitute a waiver of a notice of the meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Director may submit a signed waiver of notice of a meeting.

4.8.5 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Directors may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. A Director's presence in any meeting via telephonic or electronic communication shall constitute that Director's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Directors exists).

4.8.6 Quorum. A majority of the Directors then in office constitutes a quorum for the transaction of business at any meeting of the Board.

4.8.7 Voting; Manner of Acting. Each Director shall have one vote. At any Board meeting at which a quorum is present, the affirmative vote of a majority of the Directors present will constitute authorized actions of the Board, except in those instances in which approval exceeding a simple majority is required by these Bylaws or applicable law.

4.8.8 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Board.

4.8.9 Writings in Lieu of Board Meetings. Any action required or permitted to be taken by the Board may be taken without a meeting if, before or after the action, all Directors consent to the action in writing. Written consents must be filed with the minutes of the proceedings of the Board.

4.9 Committees. In addition to the Executive Committee created pursuant to Article 5, the Board may, by resolution, create one or more additional committees to exercise any powers of

the Board in managing the Association's business affairs. Each such committee will operate in accordance with the terms of the resolution of the Board designating the committee or with rules adopted by the Board.

4.10 Compensation and Expense Reimbursement. Directors will receive no compensation for serving as a Director. However, Directors shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

4.11 Liability. Directors will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith. The Association shall defend, indemnify and hold harmless each Director against all contractual liability to others arising out of contracts approved by the Board on behalf of the Association, unless a contract was made in bad faith or contrary to the provisions of these Bylaws. It is intended Directors will have no personal liability with respect to any contract made by them on behalf of the Association.

ARTICLE 5 EXECUTIVE COMMITTEE

5.1 Creation; Powers and Duties. There is hereby created an Executive Committee, having the authority and responsibilities set forth in this Article 5.

5.2 Powers and Duties; Limitations. Except as may be expressly limited from time-to-time by Board resolution, the Executive Committee shall have the full power, authority and (to the extent of the Executive Committee's power and authority) duties of the Board, except the Executive Committee will not have the power or authority to do any of the following:

- (a) Establish, change or compromise dues;
- (b) Adopt any policy, or take any other action, that is contrary to any then in-effect policy or action adopted or taken by the Board;
- (c) Elect the 13th member of the Executive Committee (if required), remove any Executive Committee Member from the Executive Committee, or fill any vacancy on the Executive Committee;
- (d) Elect or remove any Officer, or fill any vacancy in any office;
- (e) Create any committee that purports to have any Board power or authority;
- (f) Amend or restated the Articles;
- (g) Amend, repeal or restate these Bylaws; or
- (h) Dissolve or terminate the Association.

For the purposes of these Bylaws and otherwise, any action or approval of the Executive Committee shall constitute the action or approval of the Board so long as the action or approval was undertaken or granted within the scope of the Executive Committee's authority and otherwise consistently with the provisions of these Bylaws.

5.3 Number, Appointment and Term of Members. The Executive Committee shall consist of 12 members, and the following persons shall automatically be appointed as members of the Executive Committee (provided that each of them meets the qualifications set forth in these Bylaws), and his or her term shall last for so long as he or she holds the position giving rise to his or her appointment as a member of the Executive Committee, subject to his or her earlier resignation or removal as set forth herein: the President, the Vice President, the Secretary, the Treasurer, each Area Executive, the immediate past President, the immediate past Secretary and the immediate past Treasurer; *provided* that, if none of the persons identified immediately above is a Director, then the Executive Committee shall instead consist of 13 members and the Board shall elect one Director to serve as the 13th member of the Executive Committee.

5.4 Resignation. Any Executive Committee Member may resign at any time upon written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at such later time (if any) designated in the notice.

5.5 Removal. Any Executive Committee Member may be removed by the affirmative vote of a majority of the Directors at any annual or special meeting.

5.6 Vacancies. If any Executive Committee Member resigns or is removed and such resignation or removal is effective while he or she still holds the capacity that caused his or her appointment to the Executive Committee pursuant to Section 5.3 (*i.e.*, President, Vice President, Secretary, Treasurer, an Area Executive, past President, past Secretary, past Treasurer or a Director), the resulting vacancy shall be filled by majority vote of the Board; *provided* that, the person so elected by the Board shall serve only until his or her successor is elected or appointed pursuant to Section 5.3. All other vacancies will be filled only when his or her successor is elected or appointed pursuant to Section 5.3 and, until the vacancy is so filled, the seat shall remain vacant.

5.7 Meetings of the Executive Committee.

5.7.1 Regular Meetings. The Executive Committee will meet from time-to-time as determined by resolution of the Executive Committee without notice other than the resolution. The Executive Committee's failure to hold any regular meeting shall not cause the dissolution of the Association.

5.7.2 Annual Meetings. The annual meeting of the Executive Committee shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1. If the Executive Committee fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Executive Committee to hold any annual meeting shall not cause the dissolution of the Association.

5.7.3 Special Meetings. Special meetings of the Executive Committee may be called by the President, by the Board or by any four Executive Committee Members.

5.7.4 Notice of Meetings. Except for regular meetings, written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Executive Committee Members by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

5.7.5 Waiver of Notice. The attendance (in person or electronically) of an Executive Committee Member at an Executive Committee meeting will constitute a waiver of a notice of the meeting, except where an Executive Committee Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, an Executive Committee Member may submit a signed waiver of notice of a meeting.

5.7.6 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Executive Committee may be held: (a) at such locations as the Executive Committee may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. An Executive Committee Member's presence in any meeting via telephonic or electronic communication shall constitute that Executive Committee Member's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Executive Committee Members exists).

5.7.7 Quorum. A majority of the Executive Committee Members then in office and entitled to vote constitutes a quorum for the transaction of business at any meeting of the Executive Committee.

5.7.8 Voting; Manner of Acting. Except for the past President, the past Secretary and the past Treasurer, each Executive Committee Member shall have one vote. The past President, the past Secretary and the past Treasurer shall have no voting rights whatsoever as an Executive Committee Member. At any Executive Committee meeting at which a quorum is present, the affirmative vote of a majority of the Executive Committee Members present and entitled to vote will constitute authorized actions of the Executive Committee, except in those instances in which approval exceeding a simple majority is required by these Bylaws, applicable Board resolution or applicable law.

5.7.9 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Executive Committee.

5.7.10 Writings in Lieu of Executive Committee Meetings. Any action required or permitted to be taken by the Executive Committee may be taken without a meeting if, before or after the action, all Executive Committee Members entitled to vote consent to the action in writing. Written consents must be filed with the minutes of the proceedings of

the Executive Committee. As the past President, the past Secretary and the past Treasurer have no voting rights, they will not be required to sign any such written action in order for the same to be effective.

5.8 Compensation and Expense Reimbursement. Executive Committee Members will receive no compensation for serving on the Executive Committee. However, Executive Committee Members shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

5.9 Liability. Executive Committee Members will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith.

ARTICLE 6 OFFICERS

6.1 Offices. The Association's Officers shall consist of a President, Vice President, Secretary and Treasurer, all of whom shall be elected by the Board at its annual meeting or at its special meeting in lieu thereof.

6.2 Qualification. Only a County Office Employee in Good Standing may be Officers of the Association. One person may hold two offices, except one person may not hold the offices of President and Secretary, nor President and Vice President, at the same time. Officers may but need not be Directors.

6.3 Resignation. Any Officer may resign at any time by providing written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at a later time designated in the notice.

6.4 Removal. The Board may, at any annual or special meeting of the Board, remove any Officer (with or without cause) by a majority vote of the Directors, excluding the Officer if he or she is also a Director.

6.5 Vacancies. Any vacancy in an office may be filled by a majority vote of the Board, excluding the Officer who was removed if the Officer was removed from office and remains on the Board.

6.6 Officers.

6.6.1 President. The President will be the chief executive Officer of the Association and will have authority over the general control and management of the Association's business and affairs. The President will sign all Association documents and agreements, unless the President or the Board instructs the signing be done with or by some other Officer, agent, or employee. The President will see that all actions taken by the Board are executed and will perform all other duties incident to the office. This duty is subject, however, to the President's right and the right of the Board to delegate any specific power to any other Officer.

6.6.2 Vice President. The Vice President will have the power to perform duties that may be assigned by the President or the Board. If the President is absent or unable to perform his or her duties, the Vice President will perform the duties until the President is able to resume fulfilling his or her duties or the Board directs otherwise. The Vice President will perform all duties incident to the office.

6.6.3 Secretary. The Secretary will: (a) keep minutes of Board meetings and member meetings, (b) be responsible for providing notices to Members, Directors, Executive Committees and others, as required by these Bylaws and applicable law, (c) be the custodian of Association's records (including, without limitation, all records and notices provided by State Affiliates), (d) keep a register of the names and addresses of each Director, Executive Committee Member, Officer, State Affiliate and Area Executive and State Delegate, and (e) perform all duties incident to the office and other duties assigned by the President and/or the Board.

6.6.4 Treasurer. The Treasurer will: (a) have charge and custody over the Association's funds and securities, (b) keep accurate books and records of the Association's receipts and disbursements, (c) deposit all moneys and securities received by the Association at depositories designated by the Board, (d) complete all required tax filings, and (e) perform all duties incident to the office and other duties assigned by the President or the Board.

6.7 Compensation and Expense Reimbursement. Officers will receive no compensation for serving as an Officer. However, Officers shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

ARTICLE 7 INDEMNIFICATION

The Association shall defend, indemnify, hold harmless and advance expenses to any person who is or was a party to any threatened, pending or completed suit or proceeding, whether civil, criminal, administrative, or investigative and whether formal or informal, to which he or she is a party due to being or having been a Director, Executive Committee Member or Officer of the Association, whether or not he or she is a Director, Executive Committee Member or Officer at the time the expenses are incurred, except as otherwise prohibited by law.

ARTICLE 8 AMENDMENTS

These Bylaws may be amended, repealed and/or restated from time-to-time by the affirmative vote of not less than 67% of the Directors at any annual or special meeting.

ARTICLE 9
MISCELLANEOUS

9.1 References. Unless otherwise expressly indicated, all references in these Bylaws to articles and sections refer to articles and sections of these Bylaws.

9.2 Severability. If any provision of these Bylaws is held to be partially or wholly invalid or unenforceable for any reason, the holding will not affect, alter, modify or impair any of the other provision of these Bylaws.

CERTIFICATION OF BYLAWS

The undersigned Secretary of National Association of FSA County Office Employees hereby certifies that the foregoing Bylaws of National Association of FSA County Office Employees as originally adopted by the Board via a Writing in Lieu of Organizational Meeting effective July 20, 2023 was amended by the Board on August 10, 2024.

The Effective Date of this amendment is August 10, 2024.



Taylor Stucki, Secretary
National Association of FSA County
Office Employees

NASCOE EXECUTIVE COMMITTEE POLICIES

The NASCOE Executive Policies are established in accordance with the By-Laws of National Association of FSA County Office Employees (NASCOE) adopted on July 20,2023, or as amended. These Executive Polices will serve as a resolution to the By-Laws providing guidance to be followed by the NASCOE Executive Committee. These NASCOE Executive Policies shall be reviewed annually at a meeting of the Board of Directors and will remain in effect and dictate the operation of NASCOE on the items covered until amended by the Executive Committee or the Board of Directors of NASCOE.

1. NASCOE'S Board of Directors

As established by the By-Laws of National Association of FSA County Office Employees (NASCOE) adopted on July 20,2023, or as amended, the number of Directors shall be equal to the product of the smaller of State Affiliates multiplied by two. Each State Delegate shall be automatically appointed as a Director. The Directors shall be responsible for the general management of the organization as stated in the By-Laws.

In view of the above, it is determined those persons serving as each state affiliate's members of the NASCOE Board of Directors at the National Convention are the state affiliate's members until the NASCOE Secretary is notified differently. NASCOE Secretary is to inform states of this policy annually and request state affiliates to promptly notify him or her as changes occur in a state affiliate's members. Secretary is to maintain an up-to-date list of the NASCOE Board of Directors and place them on the National Convention distribution list.

2. Membership Classes

As defined in Article 3.3 of the By-Laws, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such an event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion. The following are additional classes of membership:

- Associate Members - Any state affiliate may have associate members as determined by the state's Constitution and By-Laws. State associate members automatically are associate members of NASCOE upon submission of dues by the state affiliate to the national Treasurer. Dues for national association members shall be as determined by article 4.4 of the NASCOE By-Laws. Associate members may not vote, hold office, or be a member of a committee of the national Association. Associate members may participate in state association activity excluding those matters which may have a direct or indirect bearing on national NASCOE policy.
- Honorary Life Membership - Any person who was a member of his or her state association since the second year of formation or from the first full membership year of employment until retirement and an annuity is earned would be eligible for Honorary Life Membership in NASCOE. Honorary Life Membership is limited to those retaining their Retirement Rights. States must certify to the above at the time a request is submitted to the National Membership Chairperson for recognition as an Honorary Lifetime Member. NASCOE will supply an Honorary Lifetime Membership Card to the state. The State will be responsible for issuing the card to the recipient. If any state has a person they would like to recognize and the person does not meet the above requirements, the state may request a waiver with the proposed member's consent through the NASCOE National Membership Committee Chairperson. The

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request shall include the person's membership history and the reasoning for the exception. Such request will be acted upon by the Executive Committee at the next scheduled board meeting and the state will be notified of the board's action.

- Suspended State Affiliate Member – See restrictions listed in item 7 for a member whose state is in suspended status.

3. State Affiliates

As defined in Article 3.1 of the By-Laws, the Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing. To be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- Have more than 50% of its eligible members as members of the State Association. The membership calculation is in item 4 of these NASCOE Executive Policies.
- Timely pay its dues to the Association, in the amounts and when due, as established by item 5 of these NASCOE Executive Policies.
- Maintain IRS filing as described in item 6 of these NASCOE Executive Policies.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate) and shall provide such records to the Association promptly upon the request of any Association Officer.

The State Affiliate may be comprised of one or more States or US Territories as listed in one of the geographic regions of the NASCOE By-Laws. US Territories are not considered stand-alone State Affiliates but are eligible to join a State Affiliate in their geographic region as defined in the by-laws. Any State Affiliate may offer full State Membership to eligible employees in one of the US Territories or adjoining and neighboring States where NASCOE affiliation provisions are not met and/or have been suspended according to item 7 of these NASCOE Executive Policies. The list of Eligible State Affiliates is listed in Exhibit 1.

Each State Affiliate shall also promptly disseminate to its members such notices regarding the Association as the President or Secretary may direct from time-to-time.

4. Membership Calculations

According to NASCOE's By-Laws, a permanent appointment county office employee is defined as a permanent FSA employee whose work performance evaluation rating or reviewing official is the COC or DD, which includes CO and GS employees. CEDTs and FLOTs are also eligible. To ensure consistent membership counts, the Executive Committee has set the following rules for counting membership.

State Associations that allow GS employees to be full members will count all CO members and eligible GS members in their total count of membership. A membership percentage will be calculated by dividing this

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total by the total number of CO employees only in the state minus any CO employees who perform 100% Farm Loan work. This percentage will be capped at 100%. If a CO employee is doing 100% GS work and is a member, then they will be counted in the membership as well as total employees. NASCOE will provide data obtained from WDC, as available, but it is up to each state association to verify accuracy.

Furthermore, for states that allow GS members, however, only charge associate members' dues those states will only count them as associate members. They will not count in membership or employee total.

There are FSA Offices in the US Territories of Guam, Puerto Rico, and Virgin Islands, and there is a potential for CO Employees in the territories to be members of NASCOE. CO Employees in those territories may join a State Affiliate in one of the Areas as identified in the NASCOE By-Laws but will be calculated in the membership calculation like the GS method in the 2nd paragraph of this section.

At the beginning of each fiscal year, the NASCOE Membership Chair will evaluate each state's membership percentage using the best available data and provide a report to the Executive Committee. The Executive Committee will review the report, contact states who are below 50.01% membership, and provide a period to dispute or update NASCOE's available data. States who do not provide information to support membership more than 50% by the established deadline, but no later than August 1st, will be considered for suspension according to item 7 of these NASCOE Executive Committee Policies. The NASCOE Membership Chair will monitor suspended State Affiliate's membership percentage and recommend reinstatement immediately when a suspended state association's percentage is over 50.01%.

5. NASCOE Dues

The annual NASCOE dues set by the Board of Directors are \$65.00 for regular members and \$35.00 for associate members based on the fiscal year July 1, 2024 – June 30, 2025, and \$75.00 for regular members and \$35.00 for associate members based on the fiscal year July 1, 2025 – June 30, 2026, moving forward and will remain in effect until the Board of Directors takes action to change such dues. This applies to regular and associate members.

Membership dues are due and payable to the NASCOE Treasurer on July 1 for the forthcoming year. If an employee pays dues directly to their state association, the entire amount must be transmitted to the NASCOE Treasurer not later than the end of the first quarter (September 30), or no later than the end of the quarter in which the employee pays. If an employee is on dues check-off, at least ¼ of total dues must be transmitted to the NASCOE Treasurer within 10 days after the end of each quarter with the exception that all dues must be transmitted to the NASCOE Treasurer by June 30.

Transmittal/Dues Due Dates:

Q1 – October 15th

Q2 – January 15th

Q3 – April 15th

Q4 – June 30th

6. IRS Compliance

As an association of government employees, it is important that we set an impeccable example with regards to regulatory compliance. It is also vital to the function and image of NASCOE that both the member

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association and all state affiliates are non-profit. All state affiliates are responsible for maintaining their non-profit status by filing required IRS tax documents before the applicable deadline as determined by the IRS based on the association's fiscal year. Failure to file taxes for multiple years can result in the state association's loss of non-profit status with the IRS. State associations shall annually provide documentation to the NASCOE Treasurer by June 30 that their tax documents have been filed. State associations will need to work with the IRS to retain their non-profit status and following this coordinate with the NASCOE Treasurer and President to be reinstated.

7. Suspension

State Affiliates who fail to maintain the membership percentage, timely pay dues, or maintain IRS compliance as described in item 3 of these NASCOE Executive Policies will be subject to the following administrative actions:

- NASCOE President will submit a warning letter by August 15 of the year in violation placing the State Affiliates in a warning status along with a detailed explanation.
- State Affiliates still failing to be compliant by July 1 of following year of the warning status will be placed in probationary status. The NASCOE President will submit a letter by August 1 with a detailed explanation of the probationary conditions.
- If the State Affiliate is not in compliance by July 1 of the year after being placed into probationary status, the State Association will be suspended and/or expelled from the National Association, subject to a vote of the NASCOE Executive Committee.

State Affiliates in a warning or probationary status will need additional support from NASCOE to develop strong business processes to address the underlying cause of the noncompliance. Therefore, the Executive Committee recognizes that it is in the best interest of the national association to provide some rights and privileges to suspended state associations to aid state leadership's efforts to become reinstated. These rights and privileges may diminish over time if the suspended state affiliate does not meet the conditions to be fully reinstated.

During the warning period, NASCOE will allow a State Affiliate to be eligible to have jump teams in their state, send representatives to NASCOE meetings, such as the National Convention and Leadership Conference, with full stipends, and select two members to serve on the NASCOE Board of Directors. The members of the state affiliate will also still receive the benefits of a NASCOE member in good standing. The Executive Committee will review additional rights and privileges on a case-by-case basis.

State Affiliates in probationary status will lose eligibility for NASCOE travel reimbursement or stipends. The members of the state affiliate will still have access to the use of NASCOE attorney and be eligible to attend all events without travel stipends from NASCOE. Members will not be eligible to serve on the executive board or as a national chair until their state is no longer in probationary status and they are reinstated as a member in good standing. The Executive Committee will further review the rights and privileges of State Affiliates who have been placed into a probationary status and determine if any further reduction of privileges is warranted.

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Members of State Affiliates in a suspended status cease to be members of the National Association and any officer or committee holders from a suspended State Affiliate will immediately vacate their position. Vacancies will be filled according to the NASCOE by-laws. Members of suspended State Affiliate are also ineligible for benefits specific to individual membership with NASCOE, such as eligibility for area and national scholarships, as well as consultation with the NASCOE attorney. See Exhibit 2 for flow chart.

8. Standing Committees of NASCOE

The standing committees of NASCOE at the National Level are:

- Awards & Scholarship
- Benefits & Emblems
- Legislative
- Membership
- Programs & Negotiations
- Publicity
- Resolutions – Parliamentarian
- County Office Advocacy
- Technology

Only a County Office Employee in Good Standing as defined in the NASCOE By-Laws may be a member of a committee. The committee chairpersons shall be appointed by the President with concurrence by the Executive Committee and the committee members (one representative from each area) shall be appointed by the Area Executive with concurrence of the NASCOE President. The President shall be ex-officio member of all committees.

9. Reimbursements for Computers and Data Plans

- A. Reimburse newly elected officers or executive committee persons up to \$750 for the purchase of computer hardware and software.
- B. Reimburse new-appointed national chairpersons of NASCOE's standing committees up to \$500 for the purchase of computer hardware and software.

To be eligible for reimbursement, all computer equipment must be purchased within 3 months of taking office or being initially appointed. Anyone receiving a laptop stipend will be required to reimburse NASCOE at a pro-rated amount should they serve less than 12 months.

10. NASCOE Liability Insurance

These policies provide a variety of coverage for the officers and board members acting on behalf of NASCOE.

- A. Individual Policy: Provided by Chubb through Nixon & Lindstrom. This policy insures NASCOE in the event of a Wrongful Act, Employment Practice, Personal Injury, or Publishers Liability committed by an Officer of NASCOE. In the event that a lawsuit is filed against NASCOE and/or an officer the policy

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provides for defense costs and settlement not to exceed \$1,000,000 per incident with a yearly limit of \$1,000,000. This policy has many benefit clauses and restrictions of coverage regarding officers' operations.

- B. Income Tax Filing Policy: Provided by Anderson, Larkin, and Co. This policy insures NASCOE in the event of an audit or other IRS finding in which NASCOE might otherwise be determined to have erred in the completion of our taxes and found financially liable. The policy will cover the costs of representation during an audit and the differences between what the IRS determines owed and what the tax preparer calculated at the time of filing.
- C. Events Policy: Provided by Travelers through Nixon & Lindstrom. This policy is specifically for events sponsored by NASCOE or a State Affiliate. It provides NASCOE Officers and the Association coverage for each event. For example, the policy insures NASCOE against loss if a guest/member sustains an injury while attending an event or while being transported by NASCOE representatives to/from the event.
 - o State Convention, Area Rally Coverage: The host state MUST notify the NASCOE Treasurer at least 2 weeks in advance to verify if there is room under our policy coverage for the year. Many convention sites (Hotels) will require the events policy for NASCOE to hold the event at their property. It is also important due to the fact that NASCOE holds many events off site of hotel.
 - o National Meetings and Conventions: NASCOE Treasurer will notify insurer in advance of the event to verify the event is covered.

11. NASCOE News Flash by the President or Vice President

Periodic NASCOE information alerts or "News Flash" released by the National Publicity Chair, at the direction of the President or Vice President, are to be continued as in the past using "good judgment" in the releases. Questionable items for release will be discussed among the Officers prior to release. This includes official NASCOE releases via social media, including Facebook, Instagram, and the NASCOE App. Releases will generally be made electronically and should include:

- A. Members who have signed up for NASCOE emails through a distribution database through the NASCOE App, signed up as an active member on the NASCOE App, or who have otherwise followed NASCOE for social media releases.
- B. Executive Committee Members, Alternates, and National Committee Chairpersons, who will be responsible for distributing to State Association Officers, Area and State Committee Chairpersons, and the Board of Directors in their states.
- C. RASCOE and NAFEC
- D. Selected FSA personnel and others as deemed advisable by the NASCOE Officers.

12. Periodic Releases

NASCOE EXECUTIVE COMMITTEE POLICIES

Executive Committee Members, National Committee Chairpersons, or Area Chairpersons are authorized to release information as they deem necessary and at whatever time(s) they deem necessary. Questionable items for release should be vetted by the Officers prior to release. Releases will generally be made electronically to the proper recipients with copies to the Officers, Executive Committee Members, and appropriate Committee Chairpersons or Area Chairpersons.

13. RASCOE and NAFEC Activities

The Officers and others are to work closely with RASCOE and NAFEC for common goals. Everyone is cautioned to always be aware of NASCOE's By-Laws and the regulations and laws governing NASCOE's activities.

14. Legislative Contacts by State Associations and/or NASCOE Members

State Affiliates and/or members are encouraged to maintain and/or establish a working relationship with their respective members of Congress. Informed members of Congress will respond to specific requests of NASCOE more favorably than uninformed members of Congress.

Numerous state affiliates and NASCOE members continue to visit with and/or write members of Congress, thereby keeping them informed of NASCOE's activities, goals, desires, accomplishments, etc. This type of action continues to be an essential form of communication. State affiliates and/or members are encouraged to maintain and/or establish a working relationship with their respective members of Congress.

State affiliates and/or members are encouraged and requested to keep NASCOE informed of their Congressional and Coalition partner contacts whether made by letter, telephone, or in person. State affiliates and members are requested to keep NASCOE informed by periodically submitting a report of their Congressional and Coalitions activities to NASCOE's Legislative Committee Chairperson with copies to their respective Area Executive Committee Member.

This report may be via copies of their letter to members of Congress and/or Coalition partner along with the replies or by a brief written summary of their activities. Periodically, the Legislative Committee Chairperson is to submit a summary of state association and/or members legislative activities to the NASCOE Executive Committee.

The above action will permit NASCOE to keep abreast of state affiliates and/or NASCOE members' legislative and coalition actions and to further pursue pertinent information obtained by state associations and/or NASCOE members.

Everyone is reminded in their official FSA capacity; county employees cannot attempt to influence members of Congress in any manner to favor or oppose any legislation or appropriation. FSA employees acting as private citizens are free to express their viewpoints to members of Congress provided these activities do not take place during their regular tour of duty or utilize any government resources.

The Legislative Committee Chairperson will issue a release annually to states emphasizing the above, as well as prepare an article on the subject for Area Executives to include in their bulletins.

NASCOE EXECUTIVE COMMITTEE POLICIES

15. NASCOE Newsletter and Area Bulletins

NASCOE will prepare a minimum of four national bulletins. These bulletins shall be distributed widely, using electronic distribution methods, including but not limited to posting to the NASCOE website, mass email distribution, and NASCOE App.

The NASCOE President and National Publicity Chair will work together to develop newsletter themes and assign articles. Article authors may include NASCOE Officers, Area Executive Committee Members and Alternates, National Committee Chairpersons, and other members as assigned by the NASCOE President.

Area Executives shall prepare and distribute, via email, a minimum of three area bulletins/area updates per year. Area Executives are encouraged to utilize area chairs to develop articles of importance to their area. All area bulletins shall be distributed to the Executive Committee, National Committee Chairs, and the National Publicity Chair shall ensure the bulletin is posted to the NASCOE App.

16. Annual Secretary's Report and Treasurer's Report

A. Annual Secretary's Report:

1. Report to contain information pertinent to the NASCOE year, including but not limited to a list of Officers, Executive Committee, National Chairs, and Board of Directors; material and financial assets of the association; Negotiation Items; budget information; and Executive Committee minutes. Additionally, any changes to NASCOE's By-Laws, the NASCOE Travel Policy, the Executive Committee Policies, or other major revisions of policies or procedure should be included.
2. In advance of the national convention the Report is to be posted on the NASCOE website.
3. The Secretary will provide the report via first class mail for any member specifically requesting it.

B. Annual Treasurer's Report:

1. Report to contain cumulative financial information for the fiscal year, including historical records for comparison, as well as any additional information the Officers determine is necessary for adequate Board of Director oversight.
2. The Treasurer will be responsible for submitting all financial reports to the Secretary timely for inclusion in the Annual Report.

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17. Instructions to Secretary and Treasurer

- A. Secretary is responsible for the following:
 - 1. Prepare and distribute to the Officers, Executive Committee Members and Alternates, and National Committee Chairpersons a list of telephone numbers and personal email addresses for the Officers, Executive Committee Members and Alternates, and National Committee Chairpersons.
 - 2. Officially notify Administrator, Associate Administrator, Deputy Administrators, and DAFO of NASCOE Officers and Executive Committee Members' names, addresses, phone numbers, and email addresses.
- B. Treasurer is responsible for the following:
 - 1. Obtain credit cards, such as Visa or MasterCard, for officers as needed and maintain an inventory listing of such cards.
 - 2. Work with an accountant, approved by the Executive Committee, to ensure all applicable taxes are completed and the income tax insurance is obtained.
 - 3. Annually remind state treasurers of their tax filing requirements. Monitor IRS reports to ensure affiliate compliance.

18. Distribution of Executive Committee Minutes

The secretary is to electronically distribute copies of all Executive Committee meeting minutes to NASCOE Officers, Executive Committee Members and Alternates, and National Committee Chairpersons to enable them to keep abreast of NASCOE activities. The naming convention for minutes will be year_month_day_location_meeting.

Upon request to the NASCOE Secretary from a regular NASCOE member, approved NASCOE Executive Committee minutes will be provided to that member. All approved minutes are included in NASCOE Annual Reports. No other distribution of NASCOE Executive Committee minutes is authorized.

19. Financial Accounts

- A. The Treasurer, or the Secretary in lieu of the Treasurer, is authorized to deposit funds not otherwise needed for immediate expenses in savings accounts, to purchase time certificates, etc., in such a manner as to obtain the greatest return possible while still maintaining accessibility of those funds.
- B. The NASCOE Secretary's signature shall be recorded as an alternate signer on NASCOE accounts with financial institutions. This will permit access to all accounts in the event the person responsible for the account is unable to sign for NASCOE.

NASCOE EXECUTIVE COMMITTEE POLICIES

- C. A specified amount of NASCOE's funds will be set aside in a Certificate of Deposit, savings account, or other similar account to which neither the Treasurer nor the Secretary have access. The President and Vice-President shall be recorded as authorized signers on this account with the financial institution. The size of this account must be sufficient to meet all expected financial needs of NASCOE for any given period. This account will be accessed only in the event that NASCOE's regular funds cannot meet the normal obligations incurred by NASCOE. The status of this fund will be reported in the minutes of the NASCOE Executive Committee meetings at least twice annually.
- D. Any claim for reimbursement for an amount greater than \$1,500.00 shall be subject to second-party review by the Secretary prior to payment. All claims for reimbursement must be submitted to the NASCOE Treasurer within 30 days of incurred expense unless there are extenuating circumstances that would require Executive Board approval.
- E. The Treasurer will routinely submit a summarization of expenditures and collections, by month, to the Officers and Executive Committee Members.

20. Internal Audits

Every 3 years and/or when there is a transition in any position where finances are involved, there shall be an internal audit. Additional audits may be conducted as determined needed by the Executive Committee. The audit taskforce shall be made up of 3 members from across the nation plus the current NASCOE Treasurer and appointed by the President and approved by the Executive Committee.

NASCOE EXECUTIVE COMMITTEE POLICIES

21. NASCOE Supplies

Membership and Sick Leave Certificates and membership cards may be obtained by states at no charge through the National Awards Chairperson and/or National Membership Chairperson.

22. Obsolete Records

Obsolete records which are not of permanent nature are eligible for destruction after the fifth year following the year they are originated, unless related to financial records and those are eligible for destruction after the seventh year following the year they are originated. The Secretary is authorized to send to each state association secretary any records on file which are eligible for destruction at the request of the state association.

23. Announcements of Candidates

The secretary is to notify states that NASCOE will post to the NASCOE Website announcements of persons desiring to run for any NASCOE office provided the announcement is received by the Secretary no later than May 15 of the applicable year. All announcements will be posted at the same time as soon after June 1 as practical. In no way is this to be construed that announcements must be publicized in this manner as candidates may, if they so desire, initiate their own mailing.

If no announcement for an Officer, Area Executive, or Alternate Area Executive is received by May 15, a statement will be placed on the NASCOE Website that no candidates have announced at this time for the respective position(s). Neither the NASCOE newsletter nor area bulletins are to be used for announcements of candidates. It is the responsibility of the candidate to ensure that the announcement has been correctly posted.

24. Convention Chairperson

The NASCOE Secretary and the NASCOE Treasurer shall serve as convention co-chairpersons for all NASCOE conventions with authority to act on behalf of NASCOE. The NASCOE Parliamentarian may serve as a co-chair at the discretion of the NASCOE President.

25. NASCOE Banner and State Flags

The NASCOE Secretary will have custody of the NASCOE banner and the state flags and be responsible for having them at each NASCOE Convention for display.

26. Committee Members – Certificate of Appreciation

All outgoing Committee Members (this does not include National Chairpersons), and Judges (including Alternates who serve as Judges) shall receive a NASCOE Certificate of Appreciation. Certificates will be provided by NASCOE to Area Executives for distribution to the respective area chairpersons. Area Executives are responsible for requesting the certificates from the National Awards Chairperson.

NASCOE EXECUTIVE COMMITTEE POLICIES

27. NASCOE Member Eligibility for Benefits

(Award/Scholarship Member Eligibility Requirements are in the Awards Policy)

NASCOE policy is to make benefits available to NASCOE membership with the following guidelines:

- A. A current or former FSA employee (including NADD and NAFEC members) must be a member of NASCOE to the fullest extent allowed by his/her state to be eligible for benefits as purchased by the membership, and which excludes scholarships and awards. If the employee is eligible for regular membership, he/she must be a regular member of NASCOE. If the employee is only eligible for associate membership, he/she must be an associate member of NASCOE.
- B. A NASCOE member is eligible for any NASCOE benefit without further NASCOE membership. Exception: If NASCOE membership is an eligibility requirement of the company offering the benefit then the NASCOE member must also be a member of NASCOE.
- C. A NASCOE or NASCOE member's eligibility for benefits is extended to his/her spouse and dependent family members.
- D. Associate NASCOE members may be limited to one-half hour with the NASCOE attorney, at the NASCOE Officers discretion, should the funding for this line item exceed the amount budgeted in any year.

28. Awards-Scholarship Program Recognition

The National Awards/Scholarship/Emblem Chair shall work with the Area Executives to publish the names of all the recipients in the following categories in an area bulletin and ensure they are posted on the NASCOE website:

- A. National Distinguished Service Award Winners, including their picture and written nomination:
 - a. Service to FSA/Agriculture
 - b. Community Service
 - c. Service to NASCOE
- B. Scholarship: The names of all the Area and National Scholarship Winners, including a picture and news article on the National Scholarship Winner.
- C. Sick Leave: The names of all 3,000 hours and up Sick Leave Awardees.

29. Membership Awards

- A. Membership plaques for 25 years (and every 5 years thereafter) of 100% cumulative membership for County Offices will be issued on an annual basis at the NASCOE National Convention. Individuals who have maintained their membership for 25 consecutive years to align with their years of service (and every 5 years thereafter) will be issued a commemorative pin.

NASCOE EXECUTIVE COMMITTEE POLICIES

- B. NASCOE on an annual basis recognizes state associations with 100% membership at the NASCOE National Convention.
- C. NASCOE Diamond Awards will be presented to members with 50 or more years, in 5-year increments of continuous membership in NASCOE. NASCOE will reimburse the cost of these members attending the National Convention the year they receive the award.

30. Honorary Life Memberships

Holders of Honorary Life Membership Cards will be permitted to register at the NASCOE National Conventions and will not be required to pay the basic registration fee, excluding any late filed registration fees. Host states shall indicate this benefit on the convention registration form and/or the NASCOE App.

31. State Affiliates Right to Develop Benefits

State affiliates have the right to develop benefit items exclusive to NASCOE members within their state. However, these benefits are not eligible for payroll deduction based on the NASCOE/FSA negotiated purpose of payroll deduction being for items available to all members.

32. Coalition Partner of the Year

NASCOE will provide the person selected by the Legislative Committee as “Coalition Partner of the Year” with a plaque and, if this partner attends that year’s National Convention, one night’s lodging at the convention hotel and \$250 toward travel.

33. NASCOE Attorney

A member in good standing is eligible for a consultation of up to one hour with the NASCOE Attorney if needed. For access to this benefit a member will need to contact the NASCOE Vice President and submit the required documentation. For associate members, please reference item 27 D in this document.

34. Programs Committee Chairperson Attendance at Management Meetings

Whenever possible the Programs Committee Chairperson’s attendance will be considered for any program-related meetings with FSA Management at the discretion of the NASCOE President. *

35. Officer and Executive Term Start Dates

The President, Vice-President, Secretary, Treasurer and Executive Committee will take office the first day of the month after election at the annual meeting and will serve through the last day of the month of election at the next annual meeting, or until such time as a successor has been duly elected and/or qualified in accordance with the By-Laws of the Association.

NASCOE EXECUTIVE COMMITTEE POLICIES

36. Typical Meeting Schedule

The following meeting schedule does not include the Area Rallies and National Convention. The meetings below can be conducted in-person or virtual depending upon the situation.

MONTH	MEETING	ATTENDEES
September	Organizational	Executive Committee National Committee Chairpersons Second Year Alternative Executives
January - February	Pre-Negotiation	Executive Committee National Committee Chairpersons Second Year Alternate Executives Negotiation Consultants
April - May	Negotiation	Executive Committee Negotiation Consultants National Program & Negotiation Chairs
As Needed	FSA Management	President & Vice-President Others as Determined by President
As Needed	Legislative Conference or Mini Conference	Executive Committee Full Legislative Committee
Every 2 Years	NASCOE Leadership Conference	Executive Committee Others as Determined by President
Every Year June – September	NASCOE Board of Directors (National Convention)	Executive Committee National Committee Chairpersons Second Year Alternate Executives Board of Directors

NASCOE EXECUTIVE COMMITTEE POLICIES

NASCOE State Affiliate Status

Exhibit 1

Northeast Area

Eligible Affiliates:

Connecticut	New Hampshire	Vermont
Delaware-Maryland	New York	West Virginia
Maine	Pennsylvania	
Massachusetts	Rhode Island	

Suspended Affiliates:

New Jersey

Northwest Area

Eligible Affiliates:

Idaho	North Dakota	Wyoming
Montana	Oregon	
Nebraska	South Dakota	

Warning Period Affiliates:

Washington-Alaska

Midwest Area

Eligible Affiliates:

Illinois	Michigan	Ohio
Indiana	Minnesota	Wisconsin
Iowa	Missouri	

Southeast Area

Eligible Affiliates:

Alabama	Kentucky	South Carolina
Arkansas	Louisiana	Tennessee
Florida	Mississippi	Virginia
Georgia	North Carolina	

Southwest Area

Eligible Affiliates:

California-Hawaii	New Mexico	Utah
Colorado	Oklahoma	
Kansas	Texas	

Warning Period Affiliates:

Arizona
Nevada

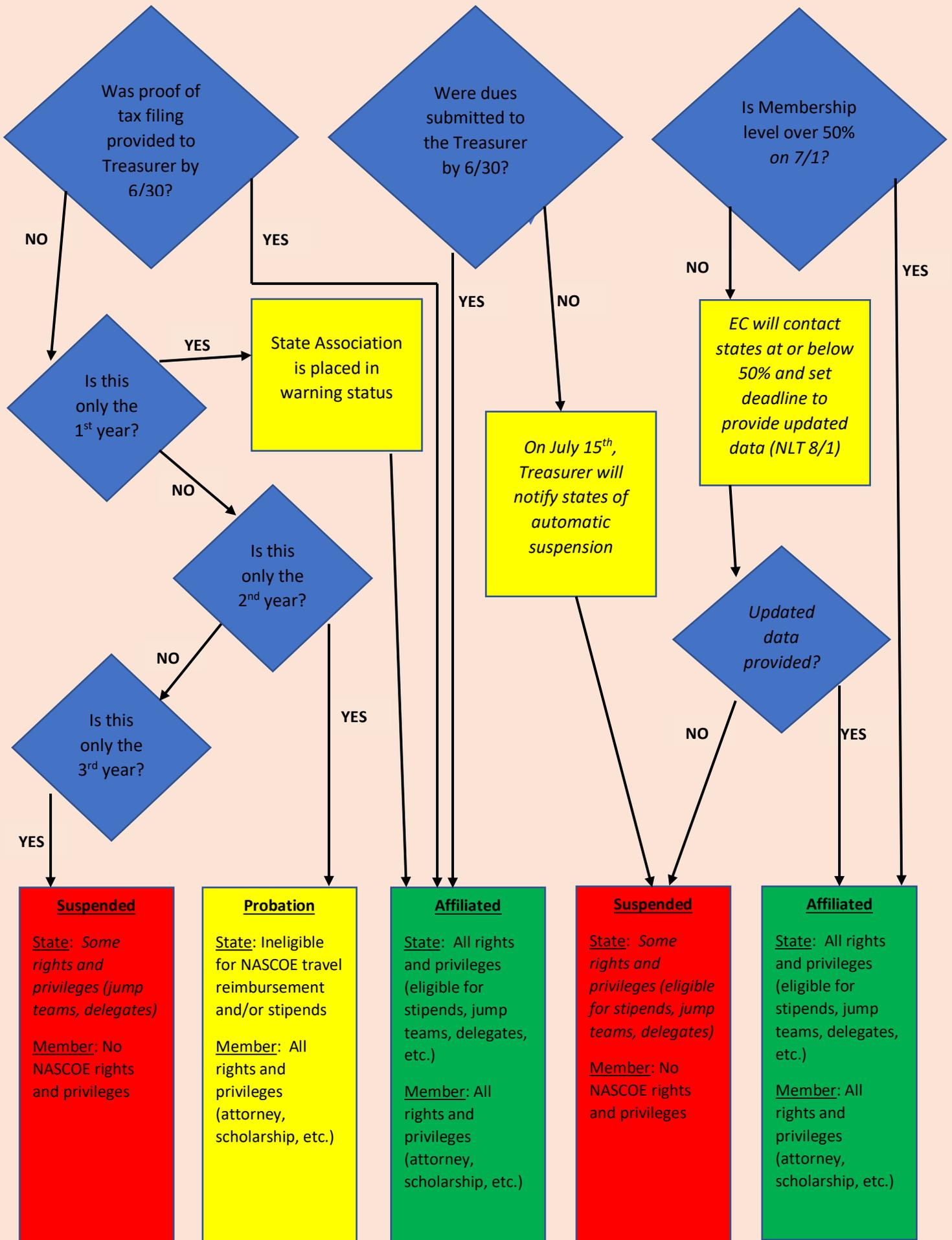


Exhibit 1
Revised February 2022

NASCOE Duties and Responsibility Handbook

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INTRODUCTION

This handbook was prepared in an effort to provide guidelines regarding the duties and responsibilities of Officers, Area Executive Committeepersons and Alternate Area Committeepersons, National and Area Committee positions, Webmaster. These guidelines are not meant and should not supersede the established NASCOE Constitution and Bylaws, the Executive Committee Policies, or the Travel Policy. With a complete understanding of the responsibilities associated with these positions, the elected/appointed persons will be better prepared to fulfill their duties, thus strengthening NASCOE.

There may be other responsibilities which occur in addition to the ones outlined here that are at the discretion of the National Committee Chairperson, Area Executive Committee Chairperson or Executive Board of NASCOE. If you have ANY questions in regard to the duties and responsibilities of these positions, please contact the National Committee Chairperson, Area Executive Committeeperson or Officers of NASCOE.

General Guidelines For All Positions

These general guidelines apply to all positions within the leadership of NASCOE:

1. Maintain a professional appearance and demeanor when attending functions as a representative of NASCOE. This would include all meetings of state affiliates, other employee associations, other organizations, meetings with management, meetings with Congressional representatives, etc. This also applies when attending social activities in conjunction with meetings. Remember in the membership's eyes you are a representative of NASCOE whether on official or unofficial time.
2. All NASCOE positions, whether elected or appointed, require a certain amount of dedication, creativity and enthusiasm. The ability to communicate both orally and in writing; formally and informally with officers, executives, chairpersons, general membership and outside organizations will be very beneficial when performing the duties of the position. NASCOE encourages development of these skills.
3. Wear and promote the NASCOE and NASCOE PAC pins and NASCOE nametag during official functions – All elected and appointed positions.
4. Remember that NASCOE leadership is a team effort. Individuals on the Executive Committee may not always agree with the decisions of the group, but once a decision is made the individual members are responsible for presenting the decision in a positive manner and refraining from presenting personal or biased opinions to the membership. The spirit of cooperation is important in maintaining all NASCOE relationships.
5. Be prepared for all meetings with information and/or questions. Generally, a written report will be required for all meetings with an electronic copy of the report presented to the Secretary for record-keeping purposes and to aid in compiling accurate minutes of the meetings.
6. Strive to be fair, impartial, and open-minded to new ideas and change. Respect the views, opinions, and comments of others.
7. Respect the confidentiality of any information, matters or problems discussed at meetings. Use good judgment in distributing information; especially that which should be distributed only by the President. Recognize that information is generally fluid and may change quickly.
8. All NASCOE leadership positions shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All officers and committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.
9. All NASCOE leadership positions shall, to the greatest extent possible, set an example of participation and promotion of the NASCOE PAC.

Section 1 Duties and Responsibilities of National Officers

NASCOE President Duties

General

The NASCOE President provides leadership and guidance to the Association's membership, the other officers, Area Executive Committee persons, Committee Chairpersons, etc. The President conducts the business of NASCOE in a responsible and professional manner in accordance with the Association's Constitution and By-Laws while ensuring that every member receives proper representation. He/she must have the ability to pull the "Leadership Team" together into a cohesive group that will work together for the common good.

Presidential duties include but are not limited to the following:

1. Understand and adhere to the presidential responsibilities as outlined in the NASCOE Constitution & Bylaws, NASCOE Executive Committee Policy, NASCOE Travel Policy, FSA policy and other NASCOE policy.
2. Understand and adhere to Robert's Rules of Order.
3. Serve as a Past President after the term of President is complete.
4. Preside over meetings of the Executive Committee and the NASCOE Board of Directors. This also includes other meetings such as but not limited to Pre-Negotiations meeting, Negotiations Meeting, Legislative Conferences, most meetings at the National Convention etc.
5. The President oversees all business of the Association; keeps abreast of all changes, concerns and points of interest regarding the Association, its membership and/or the Agency.
6. Provide a report of activities of the Executive Committee and the functional committees at each NASCOE Board of Director's meeting.
7. Provide an Annual Report to the Association.
8. Call special meetings of the Board of Directors and the Executive Committee.
9. Delegate the responsibility to research various ideas/suggestions that will assist the Association in meeting its goals.
10. Maintain a file on all areas of presidential responsibilities and activities. Furnish the Presidential file to the new President.
11. The President is the primary official liaison between NASCOE and USDA/FSA Management. The President will establish and maintain an active working relationship with the Administrator and other management officials; work with management on areas of mutual interest between membership and Administration. Liaison duties may be delegated by subject matter to another officer as appropriate. The President will participate in all conference calls and meetings with management as requested. This

- participation may be delegated as appropriate.
12. Sign the NASCOE/FSA Labor Management Agreement annually.
 13. Distribute NASCOE authorized administrative leave.
 14. The President shall, to the greatest extent possible, ensure the county committee system is promoted and supported by the Executive Committee and National Committee Chairpersons. The President shall be aware of reductions in COC authority, in procedure or in practice. The President shall be aware of all erosions in COC authority shall be elevated to the appropriate management officials in Washington D.C.
 15. The President shall consider becoming a NAFEC associate member and promote NAFEC membership when possible.
 16. React to circumstances as they develop. At times, there may be a need to act immediately without full consensus of the Executive Committee. All decisions and actions shall be made in the best interest of the Association.
 17. Maintain good public relations, promoting objectives and goals of the Association always. The President must at times make decisions for the common good that are not readily accepted in some areas or states. He/she should always attempt to explain to the membership why decisions were made. Other members of the Exec Committee can further the goals of the association by supporting the President in difficult decisions.
 18. Appoint national committee chairs with the concurrence of the Executive Committee. This includes a parliamentarian and Webmaster.
 19. Appoint Area Executive committee chairperson nominations.
 20. Delegate authority to committee chairs.
 21. Engage and provide support for committee chairpersons on a regular but frequent basis.
 22. Ensure committee chairpersons and communicating with area chairpersons. Recommend committee chairpersons hold monthly meetings
 23. Attend monthly committee chairperson meetings.
 24. Attend weekly legislative meetings with the NASCOE legislative consultant and legislative committee chairperson.
 25. Appoint Special Committees.
 26. Serve as an ex-officio member of all committees.
 27. Determine when the Programs Chairperson needs to attend meetings with FSA management. This includes virtual meetings or meetings which require travel.
 28. Determine if extra members need to be assigned to the Membership Workgroup as assembled by the EC.
 29. Maintain a current list of potential task force members and current task force membership to insure adequate NASCOE participation as requested.

30. Work with the Publicity Chair to release periodic bulletins (newsflashes) to the membership.
31. Work with the Publicity Chair to release Newsletters.
32. Prepare and provide an official response to inquiries of NASCOE. Assure all issues are properly addressed and individuals are fully informed.
33. Prepare news articles and website articles to disseminate appropriate information.
34. Work closely with the Board of Directors on all Association issues assuring they are kept informed on all issues. Promotes open communication with all members via regular information sharing with officers, Area Executive Committeepersons, Committee Chairpersons and State Contacts.
35. Custodian and authorized user of the NASCOE Certificate of Deposits and NASCOE General Bank Accounts.
36. Coordinate with the Treasurer to reinstate state affiliates who have failed to retain their non-profit status with IRS.

NASCOE Vice President Duties

The NASCOE Vice President will act in the absence of the President and assist the President as requested. Other duties include:

1. Promote the goals and objectives of the Association and educate him/her to keep abreast of the current issues.
2. Maintain ongoing communication with the President to assist the President in achieving the objectives set for the Association.
3. The Vice President may be asked to act as the liaison between the NASCOE attorney and membership needing assistance. The Vice President will assess the situation and communicate with the Area Executive Committeeperson to determine the best course of action. The Vice President will maintain a file, keep the President abreast of the situation, and notify the Treasurer when attorney time has been approved.
4. He/she works with the Secretary and Programs Committee Chairperson in preparing negotiation/consultation positions for submission to management and various other aspects of the Negotiation/Consultation process as requested.
5. National Convention Duties include:
 - Prepares and sends invitations to management, speakers, coalition groups, etc.
 - Confirm speakers and guests for convention.
 - Officially greets guests, makes accommodations, obtains gifts, etc. as needed.
 - Conducts the meeting and moderates the Question and Answer Session of the National Convention.
6. The Vice President may be asked to assume the lead on various projects and duties.
7. The Vice-President will maintain and distribute this Responsibility Handbook to Officers, Execs, and National Committee Chairpersons for further distribution to the areas and committees.
8. Responsible for maintaining list of date/location of state conventions and area rallies. (NASCOE President is responsible for coordination of who is representing NASCOE.)
9. The Vice-President shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President and County Office Advocacy committee chair as soon as they become apparent. All Officers and National Committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

NASCOE Secretary Duties

The NASCOE Secretary shall act for NASCOE in the absence of the President and Vice President. Other Responsibilities of the NASCOE Secretary include:

1. The Secretary is responsible for the custody and maintenance of official copies of:
 - Constitution and Bylaws
 - Official Copies of every annual report beginning in 1959-1960 containing the official records of NASCOE.
 - Articles of Incorporation
 - Signed contracts
 - Labor Management Agreements

2. He/she is responsible for the Official Correspondence, Minutes, and Recordkeeping of NASCOE including:
 - Prepares and distributes accurate minutes of all meetings of the Exec Committee including all convention meetings and Exec Committee meetings in conjunction with fall meeting with management, pre-negotiations meeting, legislative conference, and Negotiation meeting.
 - Maintains records of monthly conference calls and all other actions between meetings.
 - Preparation of Agendas for all meetings.
 - Prepares, prints, and distributes annual report which includes all official records of the association for the year.
 - Maintains the NASCOE directory.
 - Maintain an up-to-date list of the NASCOE Board of Directors.
 - Notify states that NASCOE will post to the NASCOE website announcements of persons desiring to run for any NASCOE office provided the announcement is received by the Secretary no later than May 15 of the applicable year.
 - Maintain up-to-date list of WDC Leadership. Prepare and send Christmas Cards on behalf of NASCOE to the list each December.
 - Works with WDC annually to prepare the Labor Management Agreement.

3. The Secretary is also the National Convention Co-Chairperson and as such has the following responsibilities:
 - Coordinates with the host state's to negotiate with hotel for meeting space and arrangements for the organizational meeting that is held the year prior to National convention.
 - Signs Contract and Banquet Event Orders with hotel
 - Travels to the hotel to meet with host state and hotel personnel two or three times as necessary in the planning of the convention, with authorization from the NASCOE President and adequate funds permitting.
 - Assigns NASCOE leadership sleeping rooms and provides listing for NASCOE Master Account to hotel.
 - Assists the host state in assigning meetings rooms and verifies that all necessary amenities

are on-site.

- In consultation with the host state, arranges for rental of a copier for the NASCOE office at the National Convention as needed.
 - Ensures the host state arranges for exhibit space for Committee Chairs, Bidding states, etc.
 - Prepares agenda for General Session meetings and for all Exec Meetings
 - Works with the host state to design program covers, name badges, etc.
 - Works with and advises host state convention chairs on duties and responsibilities.
 - Approves host state decisions in matters related to the NASCOE business meeting
 - Reconciles all invoices for convention expenses including rooms, meals, copier rental, etc.
 - Works with Publicity Chairperson to contract for Convention Photographer.
 - Prepares and submits follow up questions to management.
 - Follow-up to obtain and distribute Q&A information.
 - Sends thank you notes to speakers. Purchase and provide speaker gifts.
 - Prepares key information about convention schedule, agenda, etc. for the Executive Committee and National Chairs and distribute as appropriate (binder, sharepoint, etc.)
 - Distributes gratuities as made available by the Executive Committee
 - Maintain custody of the NASCOE banner and state flags and be responsible to have them at each NASCOE Convention for display.
4. Work with the NASCOE Treasurer to ensure all required Department of State annual filings are current with the NASCOE formation state and with required foreign corporation filings in the state of residence of the NASCOE Secretary, as well as the President and Treasurer as appropriate.
 5. The Secretary in conjunction with the Negotiations and Programs Committee Chairperson has responsibility for the annual Negotiation /Consultation Session with management to include the following:
 - Categorizes items and prepares book of negotiation items for Pre-Negotiation Session.
 - Works with the Negotiation Consultants to provide information on the process
 - Collects and compiles negotiation/consultation positions that were prepared by the Consultants and Area Executives and forwards these positions to Management for their responses. Also follows up to obtain timely response from management
 - Acts as Recording Secretary for the Negotiation Session and follows up with management to finalize the positions and obtain necessary signatures
 - Works with management to schedule the Negotiation/Consultation Session.
 6. The Secretary is responsible for NASCOE Equipment and Supplies to include:
 - Maintains listing of equipment owned by NASCOE and location of equipment
 - Maintains executive letterhead
 - Shall be responsible for ordering name badges for National Officers, Area Executive Committeepersons, and National Committee Chairpersons to be distributed at the Organizational Meeting following the national convention.
 7. The Secretary is authorized to disperse monies in lieu of the Treasurer and is an authorized signatory on all checking accounts of the association. Any claim for reimbursement greater than \$1,500.00 will be subject to second-party review by the NASCOE Secretary prior to payment.
 8. The Secretary shall, in safe keeping, maintain all passwords maintained to operate NASCOE's

website, secured documents, and any other permission required document not specifically specified.

9. The Secretary shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All Officers and Committee chairs are encouraged to become NAFEC associate members and promote NAFEC membership when possible.

NASCOE Treasurer Duties

The office of NASCOE Treasurer carries the following responsibilities:

1. The Treasurer is responsible for maintaining all financial records of the Association:
 - Prepares financial reports for all meetings. Examples include but are not limited to monthly reconciliation reports and transaction reports.
 - Reviews and provides budget and budget estimates. Standing member of budget committee, works on creation of budget.
 - Provides all financial transactions for review by Executive Committee.
 - Provides yearly financial summary report to the Secretary for the annual report.
 - Serves as official record keeper for all current financial records.
2. The Treasurer is responsible for regular disposition of income/expenses:
 - Deposits all income.
 - Reviews all expense claims for adherence to policy.
 - Pays all expenses and claims for reimbursement as authorized by Executive Committee
 - Maintains and distributes travel claim vouchers.
 - Sends advances as requested for NASCOE meetings.
 - Pays and verifies all expenses for the association, which includes: taxes, attorneys, insurance, travel, awards, data plans, and convention expenses, Executive Committee expense, legislative, legislative consultant, e-mail service subscription, newsletter, office equipment, postage, printing and reproduction, scholarships, supplies, administrative expenses and all other expenses incurred by the association.
 - Issues checks to scholarship winners as directed by the National Awards & Scholarships Chair.
3. The Treasurer prepares Financial Reports - Outside the Association:
 - Files all financial reports including taxes and workers compensation forms.
 - Provides the Auditor all information needed to prepare annual Audit.
 - Files NASCOE's Annual 990 to IRS.
 - Prepares and submits W-2's to individuals, IRS, and State tax dept.
 - Prepares and submits quarterly tax filings for state and federal taxes.
4. The Treasurer working in conjunction with the Membership Chairperson:
 - Prepares and makes available dues transmittal forms to states.
 - Receives dues from state associations.
 - Works to develop methodology which verifies all dues to assure that correct amount is sent to NASCOE.
 - Processes and provides necessary reports upon request.
 - Issues States/individuals assistance payments for NASCOE meetings according to NASCOE travel policy.
 - Keeps accurate records of all monies owed to NASCOE by state associations.
 - Obtains airfares for each state to calculate travel stipends and reimbursements for conventions and legislative conferences.

5. The Treasurer is responsible for establishing and maintaining Bank Accounts:
 - Ensures funds are deposited in safe/secure financial institutions.
 - Works with banking institution to resolve any problems.
 - Reconciles all bank accounts monthly.
6. Credit Cards
 - Responsible for obtaining credit cards for the President and Vice President. This includes maintaining records of cards.
 - Reconciles monthly credit card statement with officers' claims of expenses.
7. Meetings and Hospitality (Excluding the National Convention); coordinate meeting space and other arrangements. Works with the NASCOE Travel Agent if applicable.
 - Organizational Meeting (in consultation with the Secretary).
 - Pre-Negotiation Session.
 - Ad-Hoc and Special Meetings.
 - Consultation meetings with management.
 - Responsible for arranging meals during group meetings (in consultation with the Secretary).
8. National Convention Duties
 - Serve as Convention Co-Chairperson with the NASCOE Secretary.
 - Assists the Secretary to set up the NASCOE office, with supplies, equipment, etc.
 - Assists the Secretary during the Convention with the Audio/Visual needs, rehearsals, etc.
9. The Treasurer shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All Officers and Committee Chairs are encouraged to become NAFEC associate members and promote NAFEC membership when possible.

NASCOE Honorary President (Past President) Duties

The outgoing NASCOE President serves as an honorary officer on the Executive Committee, with no voting rights, for a period not to exceed one year from when they vacate the office. This position is primarily advisory. The NASCOE Past President will provide support and guidance to the leadership of NASCOE while continuing to promote the Association's goals and objectives. The Past President serves as a "sounding board" for newly elected officers and offers advice and council where appropriate. Individuals in the position of Past President possess institutional and historical knowledge of the association which will be a valuable tool to assist the current leadership.

The Past President continues to support the Association by accepting duties or responsibilities as assigned. Assigned duties may include:

1. Introduce the newly elected President to key partners, stakeholders, and FSA/FPAC officials. The Past President will work closely with the newly elected President to foster transitional relationships.
2. The Past President may be asked to take the lead on other various projects. The Past President will be responsible for reporting to the Executive Committee or Board of Directors on activities and contacts made in these efforts.
3. The Past President should maintain a file of all Past President Activities and the progress of such to be forwarded to the next Past President.
4. The Past President often serves as the Parliamentarian and Resolutions Chairperson and may act as a technical advisor to the Executive Committee, Board of Directors and/or NASCOE members. As such, the Past President would review and present any proposed resolutions to the membership during the national convention. As Parliamentarian the Past President may also review prior to being proposed any suggested resolutions to change the Constitution and Bylaws of NASCOE. He/she may provide guidance to committee members on the proper format of preparing reports and minutes of meetings at national convention. He/she may also be asked to review Parliamentary Procedure with the general assembly at national convention.
5. The Past President may be asked to review the Responsibility Handbook with the newly-elected and appointed members of the Executive Committee.
6. The Past President shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All Officers and Committee chairs Are encouraged to become NAFEC associate members and promote NAFEC membership when possible.
7. The Past President may be asked to take an active role in the Negotiation Process including assisting in the assignment of issues, writing NASCOE position on issues, and educating and preparing the Negotiation Team.
8. Attend monthly committee chairperson meetings.
9. Attend weekly Legislative Committee meetings.
10. Review and provide feedback on compositions created by NASCOE Officers.
11. Consult/check-in with the NASCOE President periodically.
12. Attend EC meetings.

NASCOE Honorary Secretary (Past Secretary) Duties

The outgoing NASCOE Secretary serves as an honorary officer on the Executive Committee, with no voting rights, for a period not to exceed one year from when they vacate the office. This position is primarily advisory and includes the following roles:

1. The Past Secretary shall transition custody and maintenance of all official NASCOE records to the newly elected NASCOE Secretary. The custody of the NASCOE banner and state flags shall also be transferred.
2. The Past Secretary ensures a smooth transition of knowledge to the newly elected NASCOE Secretary. This includes:
 - All existing contracts between NASCOE and another party
 - All outstanding correspondence with WDC
 - Pending or tabled Executive Committee items still requiring action
 - Listing of equipment owned by NASCOE
 - Repository of NASCOE passwords
3. The Past Secretary advises and reminds the newly elected NASCOE Secretary of important deadlines and activities throughout the year.
4. As needed, the Past Secretary assist the newly elected NASCOE Secretary to prepare for negotiations with management and coordinate for the next National Convention.
5. The Past Secretary attends Executive Committee meetings and provides relevant background as needed.
6. The Past Secretary shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All Officers and Committee chairs are encouraged to become NAFEC associate members and promote NAFEC membership when possible.

NASCOE Honorary Treasurer (Past Treasurer) Duties

The outgoing NASCOE Treasurer serves as an honorary officer on the Executive Committee, with no voting rights, for a period not to exceed one year from when they vacate the office. This position is primarily advisory and includes the following roles:

1. Attend EC meetings and other meetings as requested.
2. Maintain an open line of communication with the new treasurer.
3. Introduce the newly elected treasurer to NASCOE business contractors including but not limited to: travel agent, emblems provider, liability insurance provider, NASCOE attorney, legislative consultant, awards provider and National Finance Center contact.
4. Transfer authority of credit cards.
5. Assist the new treasurer in opening bank accounts and aid with the transfer of money between accounts and the eventual closure of any old accounts.
6. Download all Quicken files onto a thumb drive and assist with the transfer of records to the new treasurer's laptop.
7. Share log-in and password information for the following applications: Quicken, Veem, NASCOE Treasurers gmail account and credit card.
8. Coordinate final payments for vendors, scholarships, EC, etc. with the new treasurer.
9. Communicate status of any CD's or invested funds.
10. Provide training and/or discussion on the following: Updating the quarterly dues spreadsheet, Quicken, Veem, EC policies, record keeping guidelines and building a budget.
11. Provide guidance on registering as a foreign non-profit with the new treasurer's secretary of state
12. The past treasurer is responsible for the filing of the final taxes in October after their term has ended
13. Responsible for having access to applicable financial accounts during the transition period to facilitate continuity of business while the new treasurer becomes established.
14. Provide a current status report to newly elected Treasurer to identify all outstanding payables and receivables.

Section 2 Duties/Responsibilities of National Committee Chairpersons

General Duties of All Committee Chairpersons

The Standing Committees of NASCOE are set by the Executive Committee. The Committee Chairpersons are appointed by the NASCOE President and approved by the concurrence of the NASCOE Executive Committee.

Duties of the Chairperson of each Committee are listed on the following pages. General duties and responsibilities of all Committee Chairpersons include the following:

1. National Committee Chairpersons shall develop goals to further the effectiveness of the committee. A verbal and written report of goals and objectives for the year shall be presented to the Executive Committee at the Organizational Meeting. The Chairperson should provide 25 copies for those in attendance and an electronic copy to the Secretary for the minutes.
2. All Committee Chairpersons will be working with the other Committee Members to coordinate your efforts. Communication is the key to success of the committee. Regular communication is expected between the national chairperson, area chairpersons, and state chairpersons. Any breakdowns in communication should be discussed with the President and/or the Area Executive if the problem is one particular area.
3. Committee Chairpersons attend the Pre-Negotiation Meeting of NASCOE and provide a report of the activities of the Committee, attainment of goals, problems, concerns, etc. This includes providing written and verbal reports. An electronic copy of all reports shall be submitted to the Secretary for inclusion in the minutes of the meeting.
4. National chairpersons shall prepare the agenda and conduct committee meetings at national convention. The Chairperson shall prepare and present the Convention report detailing the activities of the Committee and any recommendations/resolutions. The Chairperson will appoint a Secretary for Committee meetings who will record minutes. Minutes will be forwarded to the National Secretary for recordkeeping.
5. Review and provide subsequent year budget request to the NASCOE Treasurer by May 1st.
6. The Committee Chairperson should notify the NASCOE President of any concerns or issues that need the NASCOE Executive Committee's immediate attention.
7. Committee Chairperson is responsible for maintaining the official committee files and at the end of the year delivering the files to the new Committee Chairperson.
8. Communication is the key to success of any organization. NASCOE is no exception. Committee Chairpersons shall provide responses promptly to inquiries of the membership, Area Chairpersons, State Chairpersons, outside vendors, and the NASCOE Executive Committee when requested.
9. Review and provide subsequent year budget request to the NASCOE Treasurer by May 1st.
10. Develop and update an e-mail distribution list of all State Benefits/Emblems chairpersons.

11. Write articles for the national newsletter, as well as, writing articles and regular updates for the NASCOE Website.
12. Communicating with and coordinating with the efforts of the Area Benefits/Emblems Chairpersons and State Benefits/Emblems Chairpersons.
13. Shall provide prompt responses, normally within 48 hours, to inquiries of the Membership, Area Chairpersons, State Chairpersons, outside vendors, and the NASCOE Executive Committee when requested.
14. Keep a record of activities to pass on to successor national chairperson to assist in a smooth transition and in succession planning.
15. Promotes the use of NASCOE's virtual meeting platforms available to state associations and area committees.
16. All Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members and promote NAFEC membership when possible.

Awards and Scholarship Committee Chairperson Duties

The Awards, Scholarship, and Emblems Chairperson is responsible for three important NASCOE programs - Awards, Scholarship, and Emblems. He/she may delegate responsibilities as deemed necessary to fulfill the duties of the assigned committees. For the purposes of this handbook the duties of each program will be listed separately as they pertain to each program.

Awards Program Responsibilities

1. The Awards Committee Chairperson shall be familiar with the rules of the Awards Program. The Awards Chairperson is responsible for updating and maintaining the Awards booklet and the information to be placed on the NASCOE web site www.nascoe.org. He/she shall be keenly aware of the timetable for submitting and judging of Awards nominations, and shall be responsible for assuring that the other members of the Awards Committee are aware of the importance of adhering closely to the timetable and assuring that the other members of the Awards Committee have a full understanding of the Awards requirements.
2. The Awards Committee Chairperson shall send timely notices to the Area Awards Chairpersons encouraging the promotion of the Awards Program. These shall be sent early enough for Area Chairpersons to relay the information to the area states to adhere to the timetable for Awards selection and judging. The Awards Committee Chairperson shall notify the National winners, send a congratulatory letter to person(s) who submitted the nomination, and notify the NASCOE Executive Committee of the area and national winners.
3. The National Awards Chairperson is responsible for negotiating with a supplier to get the best price and fastest service on preparation of Award plaques and other items. The National Awards Chairperson is responsible for ordering plaques for National and Area Award winners to be presented at the national convention, area rally, or other meetings provided that sufficient advance notice has been given for plaques to be prepared timely. The Awards Chairperson is responsible for ordering other items such as Awards for outgoing Executive Committee members as directed by the President of NASCOE or the Executive Board.
4. The Awards Committee Chairperson shall keep the Judges informed of their duties and impress upon them the need for promptness in judging the nominations. (The State Awards Chairperson shall be responsible for verifying that nominations submitted from the State meet the eligibility requirements.)
5. All Awards Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Scholarship Program Responsibilities

1. The Scholarship Committee Chairperson shall review the Awards Handbook and be familiar with the rules of the Awards Program as it pertains to Scholarships. He/she should be aware of the timetables for submitting and judging the Scholarship applications, and the importance of adhering closely to the timetables. He/she shall insure that the Judges and Area

Scholarship Chairpersons have a full understanding of the requirements.

2. The Scholarship Committee Chairperson shall send timely notices to the Area Chairpersons encouraging the promotion of the Scholarship Program. These shall be sent early enough for Area Chairs to adhere to the established timetables.
3. The State Scholarship Committee Chairperson shall be responsible for verifying that applications submitted from the state meet the eligibility requirements and are certified by an Officer of that State. Any application that does not meet the requirements shall be returned to the applicant for revision, if time permits. He/she shall notify the National Winner after selection and notify the NASCOE Executive Committee of the winner.
4. The national Scholarship Committee Chairperson is responsible for soliciting items for the annual Scholarship Auction held during the national convention. He/she shall work with the Host State to locate an auctioneer to conduct the auction. The Scholarship Chairperson is responsible for accepting, labeling, and displaying the auction items. He/she should work with the NASCOE Secretary/National Convention Chairperson to assure proper locked space is available to store items prior to the auction. Scholarship Chairperson is responsible for other fundraising activities to maintain the Scholarship Fund.
5. All Scholarship Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Benefits and Emblems Chairperson Duties

Mission: To promote, preserve and make existing benefits accessible that were obtained by hard work and perseverance, while constantly seeking out new NASCOE benefits that are affordable, appropriate and appealing to NASCOE membership.

The National Benefits Chair rarely works independently. The Benefits Chairperson should seek advice from the previous Chairperson, past and current NASCOE Executive Committee members, other past and present standing Committee Chairs as well as NASCOE membership. Setting goals and doing your best are critical to this position. Though you are not called upon daily to perform functions for this position, you must be ready every day to answer questions from membership and handle whatever may come your way. The combination of your leadership abilities, your respect and understanding of what NASCOE is and your commitment to serve will be a large component to your success.

Benefits Program Responsibilities

1. Constantly be on the lookout for benefit programs, products and services that would be available to NASCOE members. Promptly assist members with questions or concerns. Work closely with other National Committee Chairpersons. NASCOE's mission depends on committees working together and sharing ideas.
2. Communicate frequently with all Area Benefits Chairpersons and ensure that information is properly distributed to the respective State Officers and State Benefits Chairs. Involve Area Chairpersons by delegating and assigning various tasks such as research, tracking or writing an article.
3. Work closely with Teresa Dillard of Dillard Financial Solutions to understand various products the company promotes or services for NASCOE members. Also work closely with Trevor Gartner of JM Marketing as they continue to serve NASCOE with their group policies. As chairperson, you are to do everything possible to protect the discounts exclusively available to NASCOE members. Fact finding and protecting privacy are also important aspects to this position.
4. Conduct all NASCOE Benefits Committee meetings during the NASCOE Convention. There are two committee meetings that are held at the NASCOE Convention. The first one will take place prior to Area meetings; at which time you will review what is taking place with benefits and discuss any ideas or recommendations for Area chairs to take back to their Area meetings for review. The second meeting will be held following Area meetings, at which time you will receive feedback from the Area Chairs as to what was discussed in their Area meetings. At this meeting, you are responsible for providing an agenda or any needed handouts as well as appointing a secretary to take notes for you.
5. After this meeting, you will be expected to give a verbal report of the committee's discussion and recommendations to the NASCOE Executive Committee as well as a written exit report that will be distributed accordingly. These reports will be made readily available to the NASCOE Secretary.
6. Attend the National Convention, the Organizational Meeting (generally held in September), the Pre-Negotiation Meeting, and the Legislative Conference if requested by the President.

On certain occasions, the Executive Committee may request your presence at other meetings. Most meetings will require a Benefits Committee report, written and verbal.

7. Develop contacts with OPM and HRD. Meetings in Washington DC should include scheduling meetings with personnel in these departments that can assist with questions and concerns brought forth by membership.
8. Communicate & promote both NASCOE and government-wide benefit information to membership through NASCOE newsletters, the NASCOE website or other means of communication.
9. All Benefits Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Emblems Programs Responsibilities

1. The Emblems Committee Chairperson shall be responsible for promotion of thenascoestore.com via the NASCOE website, the NASCOE newsletter, and through the Area Chairpersons. He/She will submit news articles to the National Newsletter.
2. The Emblems Committee Chairperson works closely with the state and area chairpersons on any questions, concerns, or suggestions they may have with the store front. The Chairperson shall inform states that emblems will be made available if requested. The Chairperson will also work with Emblems by Superior or other vendors to keep storefront up to date on NASCOE.
3. The Emblems Chairperson will continue to sell NASCOE Emblem lapel pins and to keep an accurate inventory of such.
4. All Emblems Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Legislative Committee Chairperson Duties

The job of Legislative Committee Co-Chairpersons is a position which generates a great deal of feedback and response from membership. While extremely rewarding, it will be challenging and frustrating as well. The Chairperson must recognize the different interests and opinions of each region and mold those concerns into a comprehensive policy for consideration by NASCOE leadership. It is important to fully utilize the committee to develop policy and delegate the work that must be accomplished. Further, success will come in small increments and the race must be recognized as a marathon and not a sprint!

Duties of the Legislative Committee Co-Chairpersons include the following:

1. Organize and conduct meetings of the national legislative committee. This would include the organizational meeting and committee meetings at the national convention. Conduct Microsoft Teams meetings with the committee monthly.
2. Conduct weekly calls with the Legislative Consult, NASCOE President and Vice-President. Send call reminders to the group just prior to the designated call time.
3. Communicate and work with the Legislative Consultant and Legislative Committee in developing policy and recommendations for action. Act as a liaison between the Consultant and NASCOE leadership, the legislative committee and members.
4. Write articles for the national newsletter and issue periodic News Flashes to membership on time sensitive issues of significant interest and needed.
5. Manage and develop annual legislative conferences as directed by NASCOE leadership. Fully utilize the legislative committee and the consultant in this process. Responsibilities include rooming assignments for the conference and arranging for registrations tables to be supplied and managed.
6. Annually prepare a Legislative budget proposal to be presented to the Executive Committee that addresses all funding needs including but not limited to; PAC Promotion, travel needs, awards, etc.
7. Travel to Washington, DC and other states to make contacts with congressional delegations for the purpose of furthering the legislative agenda. Travel could occur with little notice!
8. Oversee development of position papers, written testimony and related information for use by membership in furthering the goals of NASCOE.
9. Prepare written reports for NASCOE officers and area executives concerning committee actions/recommendations.
10. Work through the area legislative committee chairs to develop a network of contacts for key legislators. Encourage members to contact congressional representatives and have a working relationship with them. Be knowledgeable of the proper procedure to make contacts with Congress and work with consultant to train membership in this area.
11. All Legislative Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members and promote NAFEC membership when possible.

12. Promote the Outreach and Advocacy Initiative to all states, encouraging them to build relationships with congressional members and their staff and with stakeholder groups.
13. Work with the PAC Coordinator and the entire Legislative Committee to annually plan, organize and propose a PAC Promotion.
14. Make sure the Legislative team vigorously promotes the PAC at the national convention, area rallies and any NASCOE sponsored general membership meetings.
15. Annually promote the Legislator of the year and Coalition Partner of the year awards.
16. Periodically review the NASCOE Legislative webpages to update forms, informational materials, and contact information.

NASCOE PAC Duties/Responsibilities

Area Legislative Chairperson Assigned as Political Action Committee (PAC) Coordinator:

1. Is selected by and reports directly to the NASCOE Legislative Committee Co-Chairs.
2. Maintain a current list of each state's active PAC participants.
3. The PAC Coordinator is responsible for maintaining the official PAC files. Upon assignment of a new PAC Coordinator, delivering the files (including electronic files) and associated supplies and materials to the new coordinator and ensuring a smooth and efficient transition.
4. Works closely with the NASCOE Legislative Consultant (PAC Treasurer) to ensure the PAC account is adequately managed.
5. Refers any matters or questions of PAC policy or procedures to the Legislative Consultant and/or Legislative Co-Chairs as appropriate.
6. In addition to the required area legislative reports for area rallies and national conventions, the PAC Coordinator will provide a separate PAC progress report at the national convention, as well as periodically throughout the year when requested by the National Legislative Co-Chairpersons or NASCOE's Executive Committee.
7. The PAC Coordinator will work closely with the National Legislative Co-Chairpersons and the entire Legislative Committee to annually plan, organize, and propose a PAC Promotion. This proposal, once adopted by the Legislative Committee, will be presented to NASCOE Executive Committee for consideration.
8. Works with other Area Legislative Chairs to make sure new enrollees or current participants who wish to adjust their allotment contributions are promptly contacted to assist with completion of financial allotment processing through the National Finance Center (NFC) or Employee Personal Page (EPP) programs.
9. Communicates and works with the Legislative Consultant and Legislative Committee.
10. At the end of each pay period, reconciles PAC account bank statements and compares previous pay period contributor roster to current pay period contributor roster to identify contributors who have become inactive.
11. Works through the area legislative committee chairs to maximize opportunities to recruit and retain PAC contributors.
12. Promptly responds to requests for specific PAC information from the Legislative Consultant, Executive Committee, Area Legislative Chairs or State Associations. Each response should include a carbon copy (cc) to the National Legislative Co-Chairpersons. Additionally, if there are requests made that are of questionable nature, the PAC Coordinator must refer these requests to the National Legislative Co-Chairpersons for review before any information is released.
13. Maintains an inventory of associated supplies and materials used for PAC promotion and enrollment. Requests budget consideration from the National Legislative Co-Chairpersons for purchases of additional supplies/materials.

14. Works closely with National Legislative Co-Chairpersons to coordinate the availability and shipment of PAC promotional materials to states and areas that are hosting rallies and conventions.
15. At least quarterly, and more frequently during PAC promotional periods, updates participation reports by state, area, and national levels.
16. Keeps all PAC educational/recruitment materials (PowerPoint presentations, brochures, fact sheets, etc.) updated and made available to all area legislative chairs.
17. Submits requests for reimbursement for expenses such as postage, supplies/materials, telephone calls, etc., by filing an expense claim with the NASCOE Treasurer.

Membership Committee Chairperson Duties

The Membership Chairperson is responsible for providing leadership in the effort to promote and maintain high levels of membership in NASCOE. The Membership Chairperson will be responsible for identifying and resolving percentage of membership problems as they occur.

The duties and responsibilities of the Membership Committee Chairperson include the following:

1. Coordinating the effort to contact every non-member County Office Employee in the country about joining NASCOE.
2. Working with the NASCOE Treasurer to ensure that State Treasurers have the appropriate Dues Transmittal Forms and are aware of the schedule for submitting dues timely and to ensure that the quarterly membership reports are updated.
3. Work with Area and State Membership Chairpersons to identify non-members and assist with tools for outreach to these non-members inviting them to join their respective state association and NASCOE. The Membership Chairperson shall follow-up with the Area Membership Chairpersons during their monthly meetings.
4. Send the Membership Analysis Team Reports (MAT), when received, to the applicable Area Membership Chairperson who will then send each state's MAT report to their respective State Membership Chairperson and State President requesting updates to any membership information. He/She shall stay in contact with Area Membership Chairpersons to ensure reports are provided to respective states with established due date. He/She should monitor Area google doc reports for members information being uploaded to the NID (NASCOE Information Database).
5. Conduct monthly committee meetings with Area Committee Chairpersons. Invite NASOE officers to attend these monthly meetings. Appoint member of committee to take notes for internal email distribution.
6. Each October the chairperson shall conduct a training session with all Area Membership Chairpersons to review the duties and responsibilities of the Area Membership Chairperson position. The Area Chairpersons will in turn have training sessions with their respective State Membership Chairpersons.
7. Writing articles for the national newsletter, as well as, writing articles and regular updates for the NASCOE Website.
8. Organizing and conducting the Membership Committee meetings at the annual NASCOE Convention. The Chairperson shall prepare and present the Membership Committee report detailing the activities of the Committee and any recommendations/resolutions to membership. Timely prepare and submit committee reports and meeting minutes to the NASCOE officers, Executive Committee, and Area Committee Chairpersons.
9. Keep all Membership Committee materials (Presidents Letters, PowerPoint presentations, training, brochures, flyers, etc.) updated and made available to all Area and State Membership Chairpersons.

10. Review and provide subsequent year budget request to the NASCOE Treasurer by May 1st.
11. Develop and update an e-mail distribution list of all State Membership chairpersons.
12. Maintain an inventory of all membership supplies for distribution to States, as well as, receiving, processing, and shipping all Membership supply orders in a timely manner.
13. Create, inform and remind states of deadlines for submitting both counties and individuals who qualify for the 25-year through 55-year membership awards. Membership Chairperson is also responsible for presenting these awards at the national convention, and providing a list to the NASCOE Secretary for inclusion in the Convention Minutes.
14. Maintaining a listing of individuals who have received NASCOE Honorary Lifetime Memberships. He/she shall disperse the Lifetime Membership Certificates to the applicable state for presentation.
15. Accepting requests from states for waivers of the requirements for Honorary Lifetime Memberships and presenting those requests to the Executive Committee for decision. Notify applicable states of the Executive Committee's decision.
16. Communicating with and coordinating with the efforts of the Area Membership Chairpersons and State Membership Chairpersons.
17. Shall provide prompt responses, normally within 48 hours, to inquiries of the Membership, Area Chairpersons, State Chairpersons, outside vendors, and the NASCOE Executive Committee when requested.
18. Keep a record of activities to pass on to successor national chairperson to assist in a smooth transition and in succession planning.
19. In accordance with the NASCOE Executive Committee Policies, At the annual organizational meeting, the Executive Committee shall determine if the membership workgroup shall be convened according to the following outline.
 - A. Workgroup Members
 1. President
 2. Vice President
 3. National Membership Chair
 4. All Area Membership Chairs
 5. One Area Executive
 6. Five new members (one from each area)
 7. Others invited at the discretion of the President
 - B. Meeting Schedule
 1. Every other year
 2. Consider meeting in January, preferably in conjunction with the Pre-Negotiation Meeting.

If the Membership Workgroup is scheduled to be convened, the Chairperson shall work with the Committee to prepare an agenda and presentation of the applicable items to review and

discuss during this meeting.

20. Work with both Area and State Committeepersons in obtaining information of those members who have passed during the year so they can be recognized during the NASCOE Memorial at the national convention.
21. Working with host state of the national convention to find a volunteer to prepare PowerPoint presentation of the memorial.
22. All Membership Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

County Office Advocacy National Committee Chairperson Duties

Mission Statement of the NASCOE County Office Advocacy Committee (COAC): To protect, enhance, and provide continual education for the farmer-elected committee and county office system for the betterment of NASCOE's membership, county office FSA employees, and the agricultural communities we serve while working independently, but cooperatively, with the National Association of Farmer-Elected Committees (NAFEC).

Duties of the County Office Advocacy Committee National Chairperson include the following:

1. Provide to the Executive Committee an annual operating plan at the Organizational Meeting covering the following topics:
 - Communications
 - Number of communication bulletins to be sent to membership
 - Schedule of communication with area chairpersons
 - Copy of e-mail distribution lists
 - Tracking report on outreach and educational articles/events
 - Summary report of interaction with FSA Management and congressional members
 - Engagement
 - Efforts to promote NASCOE membership
 - Efforts to promote NAFEC membership recruitment (both COC and associate members)
 - Efforts for continued education so that NASCOE leadership is vigilant and knowledgeable concerning COC/CO authorities
2. Provide the Executive Committee a report of performance annually at the National Convention that ensures previous year's successes and failures are analyzed.
3. Direct the committee to work cooperatively with NAFEC while maintaining NASCOE autonomy.
4. Work with NASCOE and NAFEC leadership and committees to encourage NAFEC membership and associate membership.
5. The National Committee Chairperson will lead by example and actively recruit their own COC members for NAFEC membership and leadership roles within NAFEC.
6. The national chairperson will encourage all area chairperson to become NAFEC associate members and promote NAFEC membership when possible.
7. Support and participate with NAFEC in its annual membership drive by distributing and publicizing NAFEC brochures, media, and other promotional materials to all current and prospective members and associate members.

8. When requested, assist NAFEC in the development of NAFEC position papers, written testimony and related information that will be of benefit to both NAFEC and NASCOE.
9. Be aware of all benefits that are available to NAFEC members and share that information with NASCOE/NAFEC Area Chairs.
10. Write articles for the NASCOE Newsletter on a regular basis.
11. Work closely with the NASCOE Publicity Chairperson to use all available media to provide educational outreach regarding county committee/county office authorities.
12. Monitor FSA directives (notices, handbook amendments, and policies) for issues potentially impacting the farmer-elected committee and county office system. Issues and concerns shall be elevated and resolved through appropriate NASCOE and NAFEC channels immediately. When national, regional or state issues arise, engage area/state chairs in a process which will achieve committee chair empowerment, engagement, education and workload sharing.
13. Promote meaningful and effective county committee training for all FSA county committee members, FSA district directors, and FSA county executive directors by working with NASCOE officers, Executive Committee, and FSA national and state offices.
14. Promote the tenet that county committee/county office authorities and roles are core components of county operations trainee (COT), county office program technician (PT) training and other administrative and management-oriented programs.
15. Organize and conduct meetings of the COAC. Also, participate NASCOE committee meetings at the national convention, legislative conferences and other national or area meetings. Along with coordinating events, take into consideration attendees who need to be invited or could be invited (e.g. NAFEC leadership and/or COC members from local area). Appoint member of the committee to take minutes of all meetings.
16. Timely prepare and submit committee reports and meeting minutes to the NASCOE officers, Executive Committee, and committee area chairpersons.
17. Conduct monthly committee conference calls with committee area chairpersons. Invite NASOE officers to attend monthly conference calls. Appoint member of committee to take notes for internal (Executive Committee and the COAC only) email distribution.
18. Assign each area chairperson with a specific area of responsibility (examples: handbook/policy monitoring, liaison for NAFEC and other partner associations/organizations, publicity and education, training, and recruitment/benefits promotions).
19. Collaborate with the NASCOE Legislative Committee. Attend and assist with the annual legislative conferences as directed by NASCOE leadership. Fully utilize the COAC in this process. Cooperate with both the NASCOE and NAFEC legislative consultants in

identifying key congressional and/or USDA contacts.

20. Keep a record of activities to pass on to successor national chairpersons to assist in a smooth transition and in succession planning.
21. Establish an electronic library of resource documents for county committee/county office authorities.
22. Each October conduct a conference call training with all area chairpersons to review responsibilities handbook with the COAC national and area chairpersons.
23. Ensure the county office system is promoted; and be aware of reductions in COC/county office authorities, in procedure or in practice. The national chairperson shall work with the NASCOE Officers and Executive Committee, as well as the area COAC chairpersons to identify, research, and resolve issues promptly.
24. Emphasize to all NASCOE leaders and members the critical importance of knowledge and vigilance of county office authorities. These authorities are the foundation of NASCOE's existence and future.

Negotiations and Program Committee Chairperson Duties

Problems arise throughout the year concerning inefficiencies/issues in FSA program areas (policy, software, forms, program requirements, etc.). The Negotiation and Programs Committee Chair is responsible for educating the membership as to the purpose / responsibility / availability of the Negotiations and Program Committee. He or she is also responsible for accepting, presenting to the Board, and acting on any issues brought to his or her attention by the membership. The issues may be submitted to the Negotiations and Program Chair by e-mail, regular mail, or via the NASCOE website. Depending on whether a submission is for program efficiency or negotiation/consultation, the item should be submitted on the "Negotiation and Program Efficiency" submission form. This form is available on the NASCOE web site and may from time to time be included in various NASCOE mailings.

Other duties of the Negotiations and Programs Chairperson include:

1. The Committee Chair will review the issue and make the decision whether to act immediately or to wait and approach the issue during the negotiation/consultation period. The Committee Chair may consult with the Board in making the decision. In all cases the Committee Chair will contact the person who submitted the item with an acknowledgement of receipt of the item. The submitter will instantly receive a system generated copy of the submission.
2. The Committee Chair will regularly communicate and work with the Area Chairpersons to research issues. The Committee Chair may delegate responsibility for conferring with the person who submitted the issue, researching the item, and/or preparing a presentation of the item to the Area Chairpersons. The Committee Chair will be responsible for contacting and conferring with the appropriate program area in Washington DC for a response and resolution to the problem. Follow up to provide additional information and/or to obtain responses from WDC may be required of the National Committee Chair.
3. It will be the responsibility of the Committee Chair to respond to the NASCOE member with the response and/or resolution to the issue. All listings of items/responses/resolutions should be cleared through the NASCOE President before distribution and will be shared with the Officers, Area Executives and NASCOE Committee Chairs. A listing of items/responses/resolutions may be published in the NASCOE newsletter, NASCOE mailings, and NASCOE web site after clearance through the NASCOE President.
4. The Committee Chairperson will participate and take an active role in the Negotiation/ Consultation process. Working with the NASCOE Secretary, the Committee Chairperson will participate in researching/preparing items for consideration by the Negotiation Team, educating Negotiation Consultants in the process of negotiations with management, writing NASCOE positions on program items for consultation with management, may be assigned the "lead" to present individual items during the Negotiation/Consultation meeting with management, may be asked to assist with the official minutes of the meeting, etc.
5. All Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and COAC Committee chair as soon as they become apparent. All committee chairs are encouraged to become COAC associate members, and promote COAC membership when possible.

Publicity Committee Chairperson Duties

Publicity Committee Chairperson Duties Mission Statement of the NASCOE Publicity Committee: The NASCOE Publicity Committee works to inform and engage NASCOE members through timely, accurate, and visually appealing communications. The Publicity Committee must be cognizant of the needs/desires of the membership when determining the content of the newsletter and other outreach platforms. The Publicity Committee Chairperson is responsible for providing leadership to NASCOE in achieving the mission of the committee. Technical skills in written and visual communications, including, desktop publishing, social media, photography, and video production, are beneficial for the National Publicity Chair to possess.

Duties of the Publicity Chairperson include:

1. Ensuring the production and maintenance of NASCOE's Communication Channels.
 - NASCOE News Bulletins: Ensure the production, publication and distribution of four news bulletins annually: three are to be produced by the Area Publicity Chairs and one national News Bulletin. This includes setting and enforcing the deadlines, gathering the news and graphics, layout and design.
 - NASCOE Facebook Page – NASCOE News
(<https://www.facebook.com/NASCOENews/>): The Publicity Chair will serve as the Administrator for the NASCOE News Facebook page. The Chair will assign all Area Publicity Chairs to an Editor role on the page. Substitutions for these roles can be made when the chair(s) do not have a Facebook account. However, it is strongly suggested the members filling these roles have a Facebook account and a familiarity with Facebook page administration.
 - σ All Area Rallies shall have events created, hosted by NASCOE News, as soon as the date, time and location of the Rally is finalized. The Area Publicity chair shall keep the event updated and post to the NASCOE News page during the event.
 - σ Post photos/updates of NASCOE members at work during all NASCOE meetings & events.
 - σ Post greetings to NASCOE members for all Federal Holidays
 - σ Post other items at the request of the NASCOE Officers
 - σ Respond timely to questions or messages that come into the NASCOE News page, consulting with the appropriate officer, exec or committee chair, if needed.
 - NASCOE Social Media Platforms: Promote NASCOE events using official NASCOE Social Media Platforms (Instagram, TikTok, etc.)
 - NASCOE News Flash blast emails: As directed by the NASCOE President, assemble and send NASCOE News Flash emails. Duties may include editing, email formatting as well as using MailChimp or other email blast service to which NASCOE may subscribe to transmit the email to NASCOE membership.
 - NASCOE Communications Database: Maintain the NASCOE Communications database, adding new members, updating existing records and deleting persons who are no longer members. Activities include:
 - σ Check for duplicate records, deleting duplicates or records with incorrect addresses σ Quarterly, send the database, filtered by Area and State, to the Area Executive, Publicity Chair and Membership Chair for verification and changes.
 - σ Update the database with any changes received from the NID Coordinator.
 - σ Before sending a NASCOE News Flash, update the mailing list of the email blast software with the current database.

2. Conduct the annual Convention Cash Club essay contest. The Convention Cash Club essay contest awards \$500 to one member in each area who has not previously attended a NASCOE Convention. Responsibilities for this contest include:
 - σ Choosing, with Area Chairs, a tagline to coordinate with the Convention location.
 - σ Distributing contest entry information
 - σ Providing submitted essays to Area Chairs for judging. Chairs may not judge entries from their area.
 - σ Overseeing judges, enforcing contest rules, and notifying winners.
 - σ Provide winners with information on how to obtain the stipend
3. Coordinate photography services at the NASCOE Convention. Duties include:
 - σ Between September 1 and December 1 of the year: Contact vendors and solicit bids for photography at the national convention and submitting contract to NASCOE Secretary for approval.
 - σ Maintain access for NASCOE's Shoot Proof Website.
 - σ Pay for the cost of having the photos on the Shoot Proof website and send invoice(s) to NASCOE Treasurer for Reimbursement
 - σ Coordinate with convention photographer access to the NASCOE Shoot Proof website.
 - σ After contract is approved, communicate with National Convention Host State to determine a suitable area for State and Area Group Photos, Officer, Executive and Committee chair individual and group photos.
 - σ Determine and publicize the order, time, and location of Area and State group photos
 - σ Assist convention photographer with the group photos
4. The National Publicity Chair is responsible for the supervision and coordination of Area Publicity Chairpersons. Duties may include:
 - σ Conduct regular conference calls to coordinate Publicity activities
 - σ Provide assistance with Publicity issues across the country.
 - σ Organize and conduct the Publicity Committee meeting(s) at the NASCOE Convention
 - σ Present the report and recommendations of the committee at the national convention.

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 - σ Represent the Publicity Committee at the Organizational and Pre-Negotiation meetings, as well as any other meetings as requested by the NASCOE Executive Board.
5. Coordination with NAFEC and RASCOE on Articles for the Newsletter and Website. The Publicity Chair shall coordinate with NAFEC and RASCOE officers, at least annually, to ensure that up-to-date information is displayed on the NASCOE website.
6. Support the County Committee System. All Publicity Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.
6. Support the County Committee System. All Publicity Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Webmaster Duties

The NASCOE Webmaster is responsible for creating, designing, optimizing and updating web pages, and maintaining the national NASCOE website. The work for this position shall be done on the webmaster's personal equipment. Government Equipment shall not be used for creating or maintaining the NASCOE website.

Skills necessary: Technical skills in written and visual communications, including web design, desktop publishing, social media, photography, and video production, are beneficial for the NASCOE webmaster to possess. Webpage design experience and training using WordPress is necessary. Experience using Flash, Adobe Photoshop, Adobe Acrobat, and others will be beneficial. Webmaster should keep current with major web technologies, in order to provide the best content and functionality of the Website.

The Webmaster Chairperson duties and responsibilities include:

1. Create and update the national NASCOE website and sub-pages that may include forms, menus, tables, frames, graphics (such as buttons and menus), and other elements. Create and maintain other web elements as directed by the Officers and Area Executives.
2. Work closely with NASCOE officers, Area Executives and Committee persons to ensure web content is current and accurate.
3. Maintain the website structure and organization including backing up the website, deleting unused files and organizing directories. Maintain data on server to facilitate the utilization of other tools as needed.
4. Scan, optimize, and upload photographs, convert documents to PDF files, and upload to the appropriate place in the web.
5. Weekly maintenance, to include updating the site to delete outdated content and add current information, as directed by email and phone, looking for and fixing errors, looking for and repairing broken links, making certain that all pages are correctly formatted, and all other upkeep as needed.
6. Work closely with other agencies, internal and external customers and organizations regarding all aspects of the website. Provide regular reports on Web activity to the Officers.
7. Webmaster may be required to communicate technical information through non-technical verbal and written interactions.
8. Maintains the nascoe.org domain name, and the hosting account on the server, billing NASCOE for any expenditures involved. Expenditures which exceed normal hosting and domain expenditures must be approved by the Executive Committee in advance.
9. Confidentiality is important to this position. The Webmaster will need the ability and judgment to identify what is appropriate for the web, and verify that submissions have been approved through official channels, i.e. the NASCOE President or other Officers.
10. This position reports to the Publicity Chairperson. If the Publicity Chairperson serves as the webmaster, then supervision will be provided by the NASCOE Officer Team.

11. All Webmaster Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Resolutions and Parliamentarian Chairperson Duties

The NASCOE Parliamentarian and Resolutions Chairperson is appointed by the NASCOE President to provide support and guidance to NASCOE in Parliamentary Procedure as it pertains to Executive Committee meetings and meetings of membership including national convention. The Parliamentarian is also responsible for providing technical advice to the Executive Committee, National Committee Chairpersons, Board of Directors and/or NASCOE members on interpretation and implementation of the Constitution and Bylaws, Exec Committee Policies, Travel Policy, and other policies of NASCOE.

The Parliamentarian and Resolutions Chairperson duties and responsibilities include:

1. The Chairperson should be well-versed in Roberts Rules of Order and the application of those rules to facilitate or direct the discussions and keep order at meetings of NASCOE.
2. The Parliamentarian should have a working knowledge of the NASCOE Constitution and Bylaws, and ALL standing policies of NASCOE including the Executive Committee Policies and Travel Policy. He/She should be prepared to offer technical advice in the interpretation and implementation of said policies.
3. The Parliamentarian reviews proposed resolutions for proper structure and content. He/She will present any proposed resolutions to the membership.
4. He/She provides guidance to committee chairpersons on the proper format of preparing reports, minutes of meetings at national convention.
5. He/She provides guidance and assistance to the Secretary in preparing meeting agendas, taking meeting notes, and preparing meeting minutes.
6. He/She reviews the NASCOE Executive Policies and Travel Policies, presents proposed changes to NASCOE Executive Board and updates documents of action taken and distributes as needed.
7. He/She is responsible for establishing, maintaining, distributing, and presenting the National Convention Policies.
8. He/She may be asked to review Parliamentary Procedure with the general assembly at national convention.
9. He/She should have knowledge of all the business to come regularly before the meeting, and call for it in its regular order.
10. The Parliamentarian shall be unbiased in matters being discussed at meetings. Participation in meetings should be limited to giving parliamentary or policy advice to the Chair, and, when requested, to any other member of NASCOE.
11. The Parliamentarian shall call the attention of the Chair to any errors in parliamentary procedure.
12. All Resolutions and Parliamentarian Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in

COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Section 3 Area Executive and Alternate Area Executive

Area Executive Committeeperson Duties

The Area Executive Committeeperson is elected at the National Convention by the representatives of the states in attendance from the Area. The Area Executive Committeeperson serves on the NASCOE Executive Committee.

Responsibilities include:

1. Timely, in advance of the annual Organizational Meeting, recommends to the NASCOE President the appointment of the Area Committee Chairpersons for the following Committees: Awards/Scholarship, Benefits/Emblems, Legislative, Membership, Programs/Negotiations, Publicity, and County Office Advocacy. The Executive also recommends members to serve as judges for the Area Awards nomination, and judges for Scholarship.
2. Engages and closely works with the Area Alternate Executive to build experience, continuity and succession planning for the area's continued leadership.
3. Maintains communications and works cooperatively with national committee chairpersons to address any area deficiencies or concerns.
4. Constantly and proactively evaluates area and state membership percentages and takes appropriate action to address potential or actual membership percentage concerns to prevent any state from losing affiliation with NASCOE.
5. Attends all Executive Committee meetings. If unable to attend, notifies the Alternate Executive Committeeperson to attend.
6. Responds to the NASCOE President (or others) within 2 days with requested information when changes in policy are proposed. If no response, it is assumed that the document(s) will become "official" positions of NASCOE or that changes are approved as written.
7. Keeps the appointed Area Chairpersons, the Area State Officers, and Publicity Chairperson, informed of NASCOE news and updates by providing them in a timely correspondence, through any or all resources available (email, conference calls, Teams meetings, area social media page, etc.) as deemed appropriate and timely. Providing timely and accurate correspondence is a priority of the Area Executive Committeeperson. Correspondence shall be shared with each of the NASCOE Officers, the other Area Executive Committeepersons, the area's alternate executive, and National Committee Chairpersons.
8. Area Executive Committeepersons should send an introductory message to all members in their area as soon as possible after taking office. This should include personal contact information and include an introduction of area committee chairpersons and the applicable state president.
9. Promotes the use of NASCOE's virtual meeting platforms available to state associations and area committees.
10. Establishes a tracking system to ensure states in assigned area are annually complying with IRS 990N filing requirements.

11. Works with NASCOE Treasurer, each state association, and area membership chairperson to ensure quarterly NASCOE dues, and area dues if applicable, are submitted timely.
12. Works with the NASCOE Treasurer to monitor accuracy, progress, and timeliness of state association/area chairperson stipends/reimbursements.
13. Plans and conducts an Area Rally by selecting and working with the host state.
14. If the NASCOE National Convention is hosted in applicable area, the Area Executive will work, as a liaison, with the host state and the NASCOE Convention Chairperson(s) to ensure planning, organization, promotion, fundraising, and communication activities are effectively and efficiently carried out.
15. Plans and prepares agenda for Area Meetings held during the National Convention. Invite speakers if desired. Conduct the Area Meetings with assistance from Alternate Executive. Ensures a quorum of state delegates are present before convening an official business meeting to transact any business. Minutes should be prepared and submitted when any official delegate action is taken. This includes rally meetings, national convention area breakout meetings, and area conference calls/virtual meetings. The Area Executive should consider appointing a secretary to take notes so that accurate minutes can be prepared.
16. Additional National Convention duties include:
 - Check general session meeting rooms – 1 hour before meeting starts – NEA
 - Check set-up of area/committee meeting rooms 1 hr. before meeting starts – SEA
 - Work with hotel on Air, audio/visual, etc. during general session – SWA
 - Questions not asked – collecting/typing/submitting to WDC – NWA
 - Collection of cards during Q&A at convention – MWA - All execs
 - Making sure doors are closed during memorial service – All execs
 - Submit a news item for each issue of the NASCOE newsletter
17. Keeps current on NASCOE issues within states in the Area and be available to assist as needed. Acts as liaison between area states and the Executive Committee of NASCOE. Keep the Officers of NASCOE informed of any NASCOE issues in the Area that warrant action by an Officer of NASCOE. The NASCOE Officers and Area Executive Committeeperson will determine an appropriate course of action.
18. Provides an Area Directory to the NASCOE Officers, Area Executive Committee Persons, Alternate Area Executive Committee Persons, Area Committee Chairpersons, Area State Presidents and Officers and National Committee Chairpersons. At a minimum, the directory shall include the name, personal telephone number, and personal email address of the Area Executive Committeeperson, Alternate Area Executive Committeeperson, Area Committee Chairs, Area State Officers, Area State Committee Chairpersons, and area awards and scholarship judges. Other information may be included as deemed necessary by the Area Executive Committee Person.
19. Evaluates member requests for a conference with the NASCOE attorney for employee related issues. The Area Executive will provide a synopsis of the problem with a recommendation for appropriate action to the appropriate NASCOE Officer (normally the Vice President).

20. Attend state conventions within the area as a NASCOE representative, if invited by the state. The Alternate Executive Committeeperson may attend state conventions within the area as a NASCOE representative if the Area Executive Committeeperson has been invited but CANNOT attend and the NASCOE Travel Policy is followed. Any change in state convention attendance should be approved by the NASCOE President in advance.
21. All Area Executive Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. The Area Executive should be a NAFEC associate member and promote NAFEC membership when possible.

Alternate Area Executive Committeeperson

The Alternate Area Executive Committeeperson is elected at the National Convention by the representatives of the States in attendance from the Area. The Alternate Executive Committeeperson serves as an alternate to the Area Executive Committeeperson and will assume the duties of the Area Executive Committeeperson whenever he/she is unable to perform the duties of that office.

1. The Alternate Executive Committeeperson shall work with the Area Executive Committeeperson and assist whenever it is necessary. He/she may be requested to be responsible for specific duties in the area as determined by the Area Executive Committeeperson.
2. The Alternate Executive Committeeperson will not assume any duties of the office unless requested to do so by either the Area Executive Committeeperson or a NASCOE Officer.
3. The Alternate Executive Committeeperson may conduct a portion of the Area Rally meetings as well as the Area Meetings held during the National Convention.
4. The Alternate Executive Committeeperson may be invited to attend Executive Meetings if authorized by the NASCOE President. The Alternate Executive Committeeperson may attend state conventions within the area as a NASCOE representative if the Area Executive Committeeperson has been invited but CANNOT attend and the NASCOE Travel Policy is followed. Any change in state convention attendance should be approved by the NASCOE President in advance.
5. All Alternate Executives shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. The Alternate Executive should be a NAFEC associate member and promote NAFEC membership when possible.

Section 4 Area Committee Chairpersons

General Duties: Area Committee Chairpersons; Awards & Scholarship Judges

Committee Chairperson Duties as they apply specifically to the committee are listed on the following pages. Some general duties apply to all Area Committee Chairpersons and include:

1. The Area Committee Chairperson shall work closely with the National Committee Chairperson and the other Area Committee Chairpersons for the respective committee. Any request made by the National Committee Chairperson shall be answered promptly with copies sent to the National Committee Chairperson for confirmation that the task has been completed.
2. The Area Committee Chairperson shall within 48 hours send copies of all information received from the National Committee Chairperson and/or the Area Executive Committeeperson on to each Area State Chairperson. Information from the NASCOE President or other Officers will be sent to the Area Executive Committeeperson and it is their duty to send it on to the Area Chairpersons and Area State Officers. It is the Area Committee Chairperson's responsibility to see that the information is sent to the Committee Chairperson of each of the Area States. This is a vital and necessary link in the communication within the NASCOE organization.
3. The Area Committee Chairperson will be responsible for submitting a news article as assigned by the National Committee Chairperson for publishing in the NASCOE newsletter.
4. The Area Committee Chairperson is responsible for giving a report of the yearly activities at the Area Rally and at the Area Meetings during the National Convention. In the event the Area Chairperson is unable to attend either of these functions, he/she shall timely notify and submit a report to the Area Executive Committeeperson for presentation in his/her behalf.
5. Any resolutions originating within the Area pertaining to a specific Committee shall be submitted to that respective National Committee Chairperson prior to the National Convention. If not written in correct form, ample time shall be allowed for the Parliamentarian(s) to compose them properly.
6. If responses from the State Chairpersons are not satisfactory the Area Chairperson should inform the State President. The communication network of NASCOE is the link between membership and national officers. Everyone must do his/her part to follow the communication chain.
7. Keep a record of your activities to pass on to your successor. Contact the National Committee Chairperson or Area Executive Committeeperson with questions, suggestions, concerns or problems you may have.
8. Any expense for postage, telephone calls, etc., is reimbursable by filing a claim with the NASCOE Treasurer.
9. Download and forward all applications for awards / scholarships to both state Committee

Chairpersons and State Judges. – (added 3/6/2018)

10. All Area Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Awards Committee Chairperson Duties

The Area Awards Committee Chairperson works under the direction of the National Committee Chairperson. Duties of the Area Awards Committee Chairperson include:

1. The Area Awards Committee Chairperson should be familiar with the rules of the Awards Program. The Awards booklet and other information are available on the NASCOE web site www.nascoe.org. He/she should be aware of the timetable for submitting and judging of Awards nominations. The Chairperson shall be aware of the importance of adhering closely to the timetable and be sure the other members of the Area Awards Committee have a full understanding of the Awards requirements.
2. The Area Awards Committee Chairperson shall send timely notices to the Area States encouraging the promotion of the Awards Program. These shall be sent early enough for States to adhere to the timetable for Awards selection and judging. The Area Awards Committee Chairperson shall notify the Area winners, send a congratulatory letter to person(s) who submitted the nomination, notify the National Awards Chairperson and Area Executive Committee members and Alternate of Area winners. This will allow the National Awards Chairperson to order plaques for Area Award winners to be presented at the Area Rally or meetings. Keep in mind that sufficient advance notice should be given so that the plaques can be prepared timely.
3. The State Awards Chairperson shall be responsible for verifying that nominations submitted from the State meet the eligibility requirements and are certified by an Officer of that State. Any nominations that have not been certified by an Officer of the State as meeting the eligibility requirements shall be returned to the State.
4. The Area Awards Committee Chairperson shall keep the Area Judges informed of their duties and impress upon them the need for promptness in judging the Area nominations.
5. Prepare certificates for sick leave awards. – (added 3/6/2018)
6. Forward recommendations to the area chair to make the process more efficient. (added 3/6/2018)
7. All Area Awards Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Award Judges Duties

The Area Awards Judges are appointed by the NASCOE President upon recommendation of the Area Executive Committee person. The Judges should be a blend of members from the various State Associations with PT's and CED's represented. There should be three (3) to five (5).

1. These Judges are responsible for following instructions of the Area Awards Committee Chairperson. The primary function is the judging of the nominations submitted for Area competition.
2. It is the responsibility of those persons serving as Judges to become familiar with the Awards Program regulations by reading the Awards Program information available on the NASCOE web site: www.nascoe.org
3. There is a timetable that must be adhered to and it is imperative that all judges realize this and carry out the duties of this important function. If an award nomination that does not meet the eligibility criteria is submitted to be judged it is the responsibility of the Judge to notify the Area Awards Chairperson for further instruction.
4. The Area Committee Chairperson shall encourage all State Awards Chairpersons to set a reasonable deadline to submit all chairs and judging committees.
5. All Area Award Judges shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Scholarship Committee Chairperson

The Area Scholarship Committee Chairperson should read the Awards Handbook and be familiar with the rules of the Awards Program as it pertains to Scholarships.

Responsibilities include:

1. He/she should be aware of the timetables for submitting and judging the Scholarship applications. The Chairperson shall be aware of the importance of adhering closely to the timetables and be sure the Judges and State Scholarship Chairpersons in the Area have a full understanding of the Awards requirements.
2. The Area Scholarship Committee Chairperson shall send timely notices to the Area States encouraging the promotion of the Scholarship Program. These shall be sent early enough for states to adhere to the established timetables.
3. The Area Scholarship Committee Chairperson shall notify the Area Winner(s), notify the National Awards Committee Chairperson, Area Executive Committeeperson and Alternate Committeeperson of all Area Winners. He/she shall also notify all non-winners that their application can be resubmitted if all eligibility requirements remain in effect.
1. 4. The State Scholarship Committee Chairperson shall be responsible for verifying that applications submitted from the state meet the eligibility requirements and are certified by an Officer of that State. Any application that is not certified by an Officer of the State shall be returned to the State for revision, if time permits.
4. All Area Scholarship Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Scholarship Judges

The NASCOE President shall appoint Scholarship Judges, upon the recommendation of the Area Executive Committeeperson, to judge applications. The Judges should be a blend of members from the various State Associations with PT's and CED's represented. There should be three (3) to five (5) judges.

Responsibilities include:

1. Persons serving as Judges should become familiar with the Scholarship regulations by reading the Awards Handbook.
2. There is a timetable that must be adhered to and it is imperative that all Judges realize this and carry out the duties of this important function.
3. All Area Scholarship Judges shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Emblems Committee Chairperson

The Area Emblem Chairperson will be responsible for:

1. Encouraging Emblem displays at State Conventions and the Area Rally.
2. He/she may be responsible for securing the displays and keeping track of the sales and monies to be sure it reaches the National Emblem Committee Chairperson.
3. Maintain and distribute information within the Area States concerning purchasing emblems from www.nascoe.org.
4. Keep thinking of ideas for new Emblem items and pass them on to the National Emblem Chairperson.
5. The Area Benefits/Emblems Committee Chairperson is responsible for giving a report of the yearly activities at the Area Rally and at the Area Meetings during the National Convention. He/She shall present during the Area meeting, any proposed recommendations/resolutions to membership. In the event the Area Chairperson is unable to attend either of these functions, he/she shall timely notify and submit a report to the Area Executive Committee person for presentation on his/her behalf.
6. Provides the Area Executive and Emblems Committee Chairperson progress and performance reports. This includes entrance and exit reports for area rallies and national conventions.
7. Participate in Area Executive Meetings when requested. Be prepared to give reports on Area Emblems activities.
8. Keep a record of their activities to pass on to their successor.
9. Contact the National Benefits/Emblems Chairperson or Area Executive Committee person with questions, suggestions, concerns or problems you may have.
10. Shall within 48 hours, send copies of all information received from the National Committee Chairperson and/or the Area Executive Committee person on to each State Benefits/Emblems Chairperson. It is the Area Committee Chairperson's responsibility to see that the information is sent to the Benefits/Emblems Committee Chairperson of each of the Area States. This is a vital and necessary link in the communication within the NASCOE organization.
11. Timely prepare and submit Area Committee reports and meeting minutes to the Area Executive Committee person, and the Benefits/Emblems Committee chairperson.
12. All Area Emblems Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Benefits Committee Chairperson

The Area Benefits Committee Chairperson has many duties including:

1. He/she should keep abreast of any information that could possibly be of value in pursuing more improved benefits for our members.
2. The Area Benefits Committee Chairperson should stay in contact with the Area Legislative Committee in working on common issues with Congress regarding Benefits.
3. Communication is key to the success of the NASCOE Benefits Committee. Area Benefits Chairpersons are critical links to the States in their area. Area Chairpersons should timely forward all relevant information to the respective State President and State Benefit Committee Chairpersons.
4. Area Benefits Committee Chairpersons should always promptly assist members with questions or concerns, and never hesitate to contact the National Benefits Committee Chairperson for assistance in resolving such matters.
5. Area Benefits Committee Chairpersons should be willing to develop a good working relationship with the NASCOE Benefits Provider as well as their supporting staff. By fostering good, open communication, you are a vital link between the NASCOE membership and the NASCOE Benefits Provider. Please be aware that you may encounter confidential information at times and you will need to respectfully and confidentially handle the details accordingly.
6. Area Benefits Committee Chairpersons should promptly report any known abuse of any benefits by non-members to the National Benefits Committee Chairperson. Steps should also be taken with the President of the State Association involved in gathering all details and coming up with a solution.
7. The Area Benefits/Emblems Committee Chairperson is responsible for giving a report of the yearly activities at the Area Rally and at the Area Meetings during the National Convention. He/She shall present during the Area meeting, any proposed recommendations/resolutions to membership. In the event the Area Chairperson is unable to attend either of these functions, he/she shall timely notify and submit a report to the Area Executive Committeeperson for presentation on his/her behalf.
8. Provides the Area Executive and Membership Committee Chairperson progress and performance reports. This includes entrance and exit reports for area rallies and national conventions.
9. Participate in Area Executive Meetings when requested. Be prepared to give reports on Area Benefits/Emblems activities.
10. Keep a record of their activities to pass on to their successor.
11. Contact the National Benefits/Emblems Chairperson or Area Executive Committeeperson with questions, suggestions, concerns or problems you may have.
12. Shall within 48 hours, send copies of all information received from the National Committee Chairperson and/or the Area Executive Committeeperson on to each State Benefits/Emblems

Chairperson. It is the Area Committee Chairperson's responsibility to see that the information is sent to the Benefits/Emblems Committee Chairperson of each of the Area States. This is a vital and necessary link in the communication within the NASCOE organization.

13. Timely prepare and submit Area Committee reports and meeting minutes to the Area Executive Committeeperson, and the Benefits/Emblems Committee chairperson.
14. All Area Benefits Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Legislative Committee Chairperson

The following are expected duties and responsibilities for Area Legislative Committee Chairpersons:

1. Serve as your Area's representative on the national legislative committee and attend all national legislative committee meetings, reporting results of these meetings to the area executive and states.
2. Attend and participate in the National Legislative Committee organizational meeting and legislative conferences as requested.
3. Maintain an up-to-date email and regular mail listing of state legislative chairpersons and presidents for the purpose of forwarding legislative updates and requests for action in furthering the legislative agenda.
4. Work through the State Legislative Chairpersons to develop a list of NASCOE members and friends of NASCOE to serve as contacts to influence key congressional members on NASCOE issues.
5. Lead legislative committee area meetings. Area legislative committees shall be made up of state legislative chairs.
6. Make legislative contacts or direct contacts through states as directed by the National Legislative Chairpersons. Area Chair could be expected to develop example correspondence for use by States.
7. Area Legislative Chairpersons can expect an assignment to monitor a legislative area or assist in projects that further the legislative agenda.
8. Encourage membership to contact congressional representatives and have a working relationship with them. Be knowledgeable of the proper procedure to make contacts with Congress and advise the Area States of this in communication with them.
9. Work closely with the Area Benefits Committee Chairperson in following legislation which may affect membership. Do not hesitate to contact the National Chairpersons if you hear or read something that may have been unknown to others.

All Area Legislative Committee Chairs:

1. Promotes the goals and objectives of NASCOE's PAC and educate, recruit, and retain participants.
2. Communication and outreach are the key elements to success of the PAC. Regular communication is expected between the national chairperson, area chairpersons, and state chairpersons. Any breakdowns in communication should be discussed with the National Legislative Chairperson, Area Executive, or State President.
3. Coordinates the effort to recruit every non-PAC contributor in his/her represented area.
4. Requests information/reports from the PAC Coordinator that will help identify potential target contacts for recruitment.

5. Communicates, coordinates, and participates in PAC recruitment/retention efforts by working closely with state legislative chairs and state presidents in his/her represented area.
6. Follows up to determine status of contributors who are identified, by the PAC Coordinator, as inactive by the PAC coordinator.
7. Keeps all PAC educational/recruitment materials (PowerPoint presentations, brochures, fact sheets, etc.) updated and made available to state associations in represented area.
8. Attends state conventions within the area as a NASCOE representative, if invited by the state.
9. Promptly carries out and responds to any request made by the National Committee Chairperson.
10. Responsible for giving a report of the yearly PAC activities/accomplishments at the Area Rally and at the Area Meetings during the National Convention. In the event the Area Chairperson is unable to attend either of these functions, he/she shall timely notify and submit a report to the Area Executive Committeeperson for presentation in his/her behalf.
11. Maintain an up-to-date email and phone number listing (preferably cell phone # for urgent text messaging) listing of state legislative chairpersons and presidents for the purpose of contacting and forwarding legislative updates and requests for action to forward the PAC agenda and enhance communications.
12. Responsible for being present at the NASCOE PAC recruitment table at National Conventions to assist members enroll in the NASCOE PAC.
13. Area Chairpersons shall work with State Presidents and State Legislative Chairs to identify NASCOE members to serve as contacts to Congressional members in each state.
14. All Area Legislative Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Membership Committee Chairperson

The duties of the Area Membership Committee Chairperson include:

1. Serves as the Area representative on the NASCOE Membership Committee.
2. Shall contact each state membership chairperson/president/treasurer to introduce themselves upon beginning the position and request all personal contact information. Develops and updates an email distribution list of State Membership chairpersons. The Area Chairperson should refer to the most current area directory for this information.
3. Encourage each State Membership Chairperson, within their respective Area, to work with their State Treasurer to ensure that dues are submitted promptly to the NASCOE Treasurer when collected. He/she should monitor dues submission from states in the Area.
4. The Area Membership Chairperson shall work with state membership chairs to identify non-members and assist with tools for outreach to these non-members inviting them to join their state association and NASCOE. The Area Membership Chairperson shall follow-up with the area states, when necessary, but no less than each quarter.
5. Area Membership Chairperson shall work closely with the National Membership Chairperson and the Area Executive Committee person to improve the membership percentage for the area and to address any issues/problems timely.
6. Encourage State Membership Chairpersons to reach out to new employees about joining their State Associations and NASCOE. The Area Membership Chairperson shall follow-up with the area states as deemed necessary, but no less than quarterly.
7. Area Membership Chairperson will send the Membership Analysis Team Report (MAT), when received, to each State Membership Chairperson and State President requesting updates to any members information. The Area Membership Chairperson shall stay in contact with the State Membership Chairpersons to ensure new member information is added to the MAT report and returned to the Area Membership Chairperson.
8. Load updated membership information provided by states on their MAT reports into google docs for uploading into the NASCOE Information Database (NID), within two weeks of receipt.
9. Participate in monthly NASCOE Membership Committee meetings. Be prepared to give reports when requested for their Area. Each Area Chairperson will invite a State Membership chairperson to be a guest on monthly scheduled conference calls. Area Membership chairpersons will introduce their guests at the beginning of the call.
10. The Area Membership Committee Chairperson is responsible for giving a report of the yearly activities at the Area Rally and at the Area Meetings during the National Convention. He/She shall present during the Area meeting, any proposed recommendations/resolutions to membership. In the event the Area Chairperson is unable to attend either of these functions, he/she shall timely notify and submit a report to the Area Executive Committee person for presentation on his/her behalf.

11. Provides the Area Executive and Membership Committee Chairperson progress and performance reports. This includes entrance and exit reports for area rallies and national conventions.
12. Participate in Area Executive Meetings when requested. Be prepared to give reports on Area membership activities.
13. Keep a record of their activities to pass on to their successor.
14. Contact the National Membership Committee Chairperson or Area Executive Committeeperson with questions, suggestions, concerns or problems you may have.
15. Facilitate opportunities for states to share ideas, tips and best practices for increasing membership. This can be done via conference calls, TEAMS meetings or other form of communication on a quarterly basis.
16. Shall within 48 hours, send copies of all information received from the National Committee Chairperson and/or the Area Executive Committeeperson on to each State Membership Chairperson. It is the Area Committee Chairperson's responsibility to see that the information is sent to the Membership Committee Chairperson of each of the Area States. This is a vital and necessary link in the communication within the NASCOE organization.
17. Timely prepare and submit Area Committee reports and meeting minutes to the Area Executive Committeeperson, and the Membership Committee chairperson.
18. Shall work closely with the National Membership Chairperson and the Area Executive Committeeperson to improve the membership percentage for the Area and to address any issues/concerns timely.
19. Shall provide prompt responses, normally within 48 hours, to inquiries and/or requests from Membership, National Chairpersons, State Chairpersons, outside vendors, and the NASCOE Executive Committee when requested.
20. If the bi-annual Membership Workgroup meeting is scheduled to be convened, the Area Chairpersons shall work with the Membership Committee Chairperson to prepare an agenda and presentation of the applicable items to review and discuss during this meeting.
21. All Area Membership Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and NAFEC committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

County Office Advocacy Area Committee Chairperson Duties

Duties and responsibilities of the County Office Advocacy Area Chair include:

1. Serves as the area representative on the NASCOE County Office Advocacy Committee;
2. The COAC Area Chairperson serves at the pleasure of the Area Executive but works with the national chairperson to perform functions advancing the mission of the COAC.
3. Provides input to the national chairperson in developing an annual operating plan to be presented to the Executive Committee at the Organizational Meeting.
4. Develops and updates an email distribution list for state COAC chairpersons. The area chairperson should refer to the most current area directory for this information.
5. Immediately sends committee communications to area executives and state COAC chairperson. Each electronic mail communication should be carbon copied (cc'd) to the national chairperson to allow communications tracking.
6. Provides the area executive and national COAC committee chairperson progress and performance reports. This includes entrance/exit reports for area rallies and national conventions.
7. Assists the committee to work cooperatively but maintaining NASCOE autonomy.
8. Work with NASCOE and NAFEC leadership and committees to encourage NAFEC membership and associate membership.
9. The area chairperson will lead by example and actively recruit their own COC members for NAFEC membership and leadership roles within NAFEC.
10. The area chairpersons are urged to be NAFEC associate members and promote NAFEC membership when possible.
11. Supports and participates with NAFEC in its annual membership drive by distributing and publicizing NAFEC brochures, media, and other promotional materials to all current and prospective members and associate members.
12. When requested, works with the national chairperson to assist NAFEC in the development of NAFEC position papers, written testimony and related information that will be of dual benefit to both NAFEC and NASCOE.
13. Be aware of all benefits that are available to NAFEC members and share that information with NASCOE/NAFEC Area Chairs.
14. As assigned by the national chairperson, monitors FSA directives (notices, handbook amendments, and policies) for issues potentially impacting the farmer-elected committee and county office system. Issues and concerns shall be elevated and resolved through appropriate NASCOE and NAFEC channels immediately. When national, regional or state issues arise, engages state COAC chairs in a process which will achieve committee chair empowerment, engagement, education and workload sharing.
15. Promotes meaningful and effective county committee training for all FSA county committee members, FSA district directors, and FSA county executive directors by working with

NASCOE officers, Executive Committee, and FSA national and state offices.

16. Promotes the tenet that county committee/county office authorities and roles are core components of county operations trainee (COT), county office program technician (PT) training and other administrative and management-oriented programs.
17. Organizes and conducts meetings of the County Office Advocacy Committee at area rallies. Also, participate NASCOE committee meetings at the national conventions and other national or area meetings. Along with coordinating events, take into consideration attendees who need to be invited or could be invited (e.g. NAFEC leadership and/or COC members from local area). Appoint a state COAC chairperson (s) to take minutes of committee meetings at area rallies.
18. Timely prepares and submits committee reports and meeting minutes to the COAC national chairperson, area executive, and state chairpersons.
19. Participates in scheduled monthly committee conference calls with the COAC. If selected, takes call notes and timely submit to the national chairperson for internal (Executive Committee and County Office Advocacy Committee only) email distribution.
20. Each area chairperson will invite a state COAC chairperson to be a guest on monthly scheduled conference calls. Area chairpersons will introduce their guests at the beginning of the call.
21. As assigned, each area chairperson will have a specific area of responsibility (examples: handbook/policy monitoring, liaison for NAFEC and other partner associations/organizations, publicity and education, training, and recruitment/benefits promotions).
22. Collaborates with the NASCOE Legislative Committee. Cooperates with both the NASCOE and NAFEC legislative consultants in identifying key congressional and/or USDA contacts.
23. Keeps a record of activities to pass on to successor area chairpersons to assist in a smooth transition and in succession planning.
24. Establishes and maintains an electronic library of resource documents for county committee/county office authorities.
25. Each October participates in conference call training with the COAC to review responsibilities handbook with the County Office Advocacy Committee national and area chairpersons.
26. Ensures the county office system is promoted; and be aware of reductions in COC/county office authorities, in procedure or in practice. The area chairperson shall work with the national chairperson to identify, research, and resolve issues promptly.
27. Emphasizes to all NASCOE leaders and members the critical importance of knowledge and vigilance of county office authorities. These authorities are the foundation of NASCOE's existence and future.

Area Publicity Committee Chairperson Duties

The Area Publicity Committee Chairperson duties include the following:

1. Coordination with the Area Executive for the planning and publication of a minimum of three area bulletins. This includes the following:
2. Selecting relevant topics, this includes selecting relevant topics, soliciting articles from the Area Executive, Alternate Executive, and committee chairpersons as needed, and compiling and formatting into a digital document that is professional in appearance.

NOTE: News and/or articles from states may also be solicited for inclusion in area bulletins.
3. Maintenance of area photo albums on the NASCOE News Facebook page. Appropriate photos include those from area rallies, state conventions, training meetings, and other NASCOE activities.
4. Communication with State Publicity Chairs. Concerns and suggestions should be shared with the National Publicity Chair and reported at the Publicity Committee meeting at the National Convention.
5. Encouragement of state newsletters, websites, and/or Facebook pages. Area Publicity Chairpersons should be available to provide assistance and support to State Publicity Chairpersons in all publicity efforts.
6. Assistance with the annual Convention Cash Club contest. This includes publicizing the contest, soliciting entries, and judging entries.
7. All Area Publicity Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Resolutions and Parliamentarian Chairperson Duties

The AREA Resolutions and Parliamentarian Chairperson shall be appointed by the NASCOE President upon the recommendation of the Area Executive Committee person. The Area Resolutions and Parliamentarian Chairperson shall provide support and guidance to the Area in Parliamentary Procedure as it pertains to Area meetings. The appointee is also responsible for providing technical advice to the Area Executive Committee person and Area Committee Chairpersons to facilitate or direct the discussions and keep order.

The Area Parliamentarian and/or Resolutions Chairperson duties and responsibilities include:

1. The Chairperson should be well-versed in Roberts Rules of Order and the application of those rules to facilitate or direct the discussions and keep order at Area and/or Area Committee meetings.
2. The Parliamentarian reviews and presents any proposed resolutions to the membership at Area meetings.
3. He/She provides guidance to committee chairpersons on the proper format of preparing reports and minutes of Area meetings.
4. He/She may be asked to review Parliamentary Procedure at Area meetings.
5. The Parliamentarian shall be unbiased in matters being discussed at meetings. Participation in meetings should be limited to giving parliamentary or policy advice to the meeting Chair, and, when requested, to any other member of NASCOE.
6. The Parliamentarian shall call the attention of the Chair to any errors in parliamentary procedure.
7. All Area Resolutions and Parliamentarian Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy committee chair as soon as they become apparent. All committee chairs are encouraged to become NAFEC associate members, and promote NAFEC membership when possible.

Area Negotiation Consultant and Programs Committee Chair Duties

The Area Negotiation Consultant and Programs Committee Chair will be appointed by the NASCOE President upon recommendation of the Area Executive Committeeperson. If the Executive Committeeperson is a CED, the Consultant will be a PT. If the Executive Committeeperson is a PT, the Consultant will be a CED. Responsibilities are many and varied but shall include:

1. The Area Committee Chair may be delegated the responsibility of conferring with the person who submitted the item, researching issues, and/or preparing a presentation of the issue. The presentation may be prepared for consideration of the Negotiation Team or for submission to the appropriate Program Area in Washington DC.
2. The Area Program Chairperson is responsible for publicizing the purpose/responsibility/availability of the Negotiations and Programs Committee to the membership within the Area. The Area Program Chair is encouraged to identify program issues and inefficiencies that may need to be considered for presentation to either the Negotiation Team or the FSA Program Area.
3. The Area Committee Chair shall assist and encourage state membership in the area to participate in the submission of items for consideration by the Negotiations and Program Committee.
4. The Area Committee Chairperson may act as a conduit to relay items from the NASCOE member identifying the issue to the National Committee Chairperson for consideration. The Area Chairperson will regularly communicate and assist the National Chairperson as requested.
5. All Area Committee Chairperson(s) shall, to the greatest extent possible, ensure the county committee system is promoted; and be aware of reductions in COC authority, in procedure or in practice. All erosions in COC authority shall be elevated to the NASCOE President, Vice-president and County Office Advocacy Committee Chair as soon as they become apparent. All committee chairs are encouraged to become COAC associate members, and promote COAC membership when possible.
6. A Pre-Negotiation Session is usually held in January. Items may be submitted after the deadline which is December 15th. The Negotiation Consultant shall contact the Area States requesting items for the Pre-Negotiation Session. This notification may be conducted by e-mail, postal service, area web page articles, etc. The Consultant and Executive Committeeperson shall work together to prepare the items for presentation at the Session. The Consultant and/or the Executive Committeeperson shall forward a copy of each item received to the NASCOE Secretary to ensure the item is included for presentation at the Pre-Negotiation Session. The Consultant attends the Pre- Negotiation Session. During this Session, the items are reviewed and discussed by those in attendance. Items that are duplicated or similar are usually combined into one. The items are divided into categories, for example, items to be consulted with management, items to negotiate, items to be referred to another committee, or items which are program issues. Occasionally, the Executive Committee may determine not to present a particular item to management at that time. All items will be thoroughly reviewed and the "NASCOE position" on each item should be developed at this meeting.

7. Immediately after the Pre-Negotiation Session, individuals who submitted items from your area must be notified as to the status of the item. The Area Executive Committeeperson may notify the individuals or may ask the Consultant to notify the individuals. (See EXHIBIT 1).
8. The NASCOE Secretary and the National Negotiations and Programs Committee Chairperson work together to write up the items as they will be presented to management. Assignments to the individuals who will research the items for further clarification are generally made at the Pre-Negotiation Session, but may be made immediately after the Pre-Negotiation Session. Research can include, but is not limited to, conducting surveys, polling states, reviewing regulations and procedures, and/or outside sources to prepare to defend NASCOE's position at the actual Negotiation Session.
9. The Negotiation Consultation Session with Management is normally held in May. The Area Executive Committeeperson and Consultant along with the NASCOE Officers shall attend this meeting which is held at the USDA/FSA offices in Washington, DC. The Consultant shall be active at this meeting to the degree requested by the Executive Committee. The Consultant may be requested to do follow-up work on items as deemed necessary by the Executive Committeeperson or NASCOE Officers.
10. The Consultant is responsible for giving a report of the Negotiation activities at both the Area Rally and the Area Meeting during the National Convention. In the event the Consultant is unable to attend either of these functions, he/she shall submit a report to the Area Executive Committeeperson for presentation in his/her behalf. It is important to note that the expenses of the Consultant for attending the Area Rally and/or the Area Meeting during the Convention are not authorized expenses of NASCOE.
11. The Consultant shall work closely with the Area Executive Committeeperson and be willing to write correspondence, reports and new items, if so requested. The Consultant shall feel free to contact the Area Executive Committeeperson or NASCOE Officers with any questions and/or suggestions. Expenses such as postage and telephone calls are reimbursable by filing a claim with the NASCOE Treasurer.

Exhibit 1 Sample Negotiation Response Letter

Date

Dear _____,

I would like to personally thank you for taking the time to submit your negotiation items regarding the National Mentoring Program. Each item submitted is carefully reviewed by the NASCOE Officers, Execs, and Area Negotiation Consultants to determine if the item(s) should be:

- Referred to the appropriate committee (Legislative, Benefits, etc.) for further review and/or analysis. The committee will report back to the Executive Committee and make a recommendation as to what action should be taken regarding the item(s). The individual(s) submitting the item(s) will then be notified of NASCOE's final decision.
- Consulted with management to resolve the issue. In many cases, it is a matter of making technical corrections to existing procedures and/or policies that in NASCOE's opinion will not require negotiation.
- Negotiated with management. In most cases, NASCOE is requesting a procedural or policy change, enforcement of existing policies and/or procedures, or making sure policies and/or procedures are being fairly and equitably implemented.
- Reviewed by the NASCOE Officers with management. Items in this category are informally reviewed with management due to the nature of the issue. In most cases, these issues are resolved very quickly.
- Tabled/Not Reviewed due to the nature of the item, timing, or other circumstances that would not be in the best interest of the person submitting the item or NASCOE's.

After review of your item, NASCOE plans to negotiate this with management.

If you have any questions regarding the action taken on your item, please feel free to call or email me.

Sincerely,

Area Negotiation Consultant

NASCOE Travel Policy

The purpose of this policy is to outline the Travel Policies approved by the NASCOE Executive Committee. These Policies will remain in effect and dictate the operation of NASCOE on the items covered until changed or amended by the Executive Committee or the Board of Directors of NASCOE.

Members of the Executive Committee and National Committee Chairpersons or Co-Chairpersons are to be paid reasonable travel costs directly related to conducting NASCOE business, including necessary meetings and National Convention.

Any other representative performing NASCOE functions, as requested by NASCOE, or at the direction of the NASCOE President shall also be eligible for travel reimbursement subject to these policies.

1. Members of the Executive Committee and National Committee Chairpersons or Co-Chairpersons

Members of the Executive Committee and National Committee Chairpersons or Co-Chairpersons shall be reimbursed for their full, reasonable travel expenses incurred during the course of conducting NASCOE business at the NASCOE meetings and functions listed in this policy including, but not limited to:

- National Convention
- Organizational Meeting
- Pre-Negotiations Meeting
- Area Rallies (as authorized) according to item 4 of this Travel Policy
- State Meetings and Conventions (as authorized) according to item 5 of this Travel Policy

Covered expenses shall include the following:

- Mileage
- Airfare
- Baggage Fees
- Hotel
- Meals
- Transfers (such as Uber or Taxi)
- Rental Cars and Fuel
- Registration Fees and Activities (basic registration fee at the early-bird rate)
- Parking

NASCOE representatives receiving full travel reimbursement are directed to use the most economical, yet reasonable method of transportation. Flights booked should be economy class unless a justification is provided or approved in advance.

Reimbursement will be paid after the trip is completed unless an advance has been requested according to item 9 of this travel policy.

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Travel insurance shall not be considered a reimbursable expense unless it is authorized by the Executive Committee. If a flight must be cancelled for a trip that NASCOE authorized for circumstances that are beyond the traveler's control, it will be reimbursed, however any airline credits obtained must be used for future NASCOE travel. If airline credits due to expire are used for personal use, the traveler must reimburse NASCOE for that cost.

2. Area Alternate Executives

NASCOE Area Alternate Executives will receive a \$1,000 travel stipend to attend the National Convention and a \$500 travel stipend to attend their respective Area Rallies.

To receive the travel stipend, the individual will be required to attend the entire event, provide reports, and participate in the meetings. Stipends issued may NOT exceed actual expenses minus any additional reimbursements from other sources such as State Associations. Please refer to Item 11 of this travel policy regarding dual compensation.

Reimbursement will be paid after the trip is completed unless an advance has been requested according to item 12 of this travel policy.

3. Area Committee Chairpersons

Area Committee Chairpersons will receive a \$500 travel stipend to attend the National Convention and their respective Area Rallies.

To receive the travel stipend, the individual will be required to attend the entire event, provide reports, and participate in the meetings. Stipends issued may NOT exceed actual expenses minus any additional reimbursements from other sources such as State Associations. Please refer to Item 11 of this travel policy regarding dual compensation.

Reimbursement will be paid after the trip is completed unless an advance has been requested according to item 12 of this travel policy.

4. Area Rallies

NASCOE will pay the expense of the area's respective Area Executive (or Alternate Executive if acting for the Area Executive) and one National Officer to attend an Area Rally. The decision to invite a National Officer shall be subject to the prerogative of each individual area.

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5. State Association Conventions and/or State Association Board of Directors Meetings

The person or persons to be invited to attend a State Association Convention or Meeting shall be the prerogative of each individual State Association, however it is generally understood to be the applicable Area Executive.

NASCOE will only pay expenses for one official visit per state, per year and it is the responsibility of the traveler and host state to understand the following reimbursement policy: NASCOE will pay 100% of the expense for visits to states when the Area Executive (or Alternate Area Executive if acting for the Area Executive or other NASCOE National Officer or Committee Chairperson as designated by the NASCOE President) attends a State Convention or State Board of Directors Meeting.

State Associations can request additional financial assistance for special circumstances. The State Association will be responsible for 100% of the cost for visits to a state when an additional person such as a National Officer or National Committee Chair is invited to attend a State Convention or Meeting. For example, if the State Association invites a National Officer and the Area Executive (or Alternate Executive if acting for the Area Executive), then the state will be responsible for 100% of the travel expense for the National Officer.

In the event that a State Association chooses to invite only a National Officer or National Committee Chair, the respective state shall be responsible for 100% of the cost for that person to attend.

6. Expenses of Guests of Executive Committee and National Committee Chairpersons or Co-Chairpersons

With the exception of National Convention, members of the Executive Committee and National Committee Chairpersons or Co-Chairpersons shall be assigned hotel accommodations to be shared with one other person. Anyone with a room on the NASCOE master account who wishes to room alone or who wishes to bring a guest shall be responsible for reimbursing NASCOE one-half of the room cost and other related expenses.

7. Mileage Rate

Mileage for necessary automobile travel will be paid using the current GSA per diem rates which are set by fiscal year and are effective January 1st of each year. If a NASCOE representative drives in-lieu of flying for their own convenience, the maximum amount of reimbursement will be computed on the least expensive method of travel. A justification or comparison must be provided with the Travel Reimbursement Claim.

NASCOE Travel Policy

8. Meals & Incidental Expenses

NASCOE will pay the actual expense for M&IE, not to exceed the CONUS rate for the location. Any claim submitted that exceeds the CONUS rate will require receipts and written justification. M&IE reimbursement for the first and last day of travel will be limited to the actual expense not to exceed $\frac{3}{4}$ of the CONUS rate for the location.

The traveler will be responsible for researching the M&IE rates for the location to which they are traveling and noting the full and $\frac{3}{4}$ rates on the Meals Log. M&IE rates can be found at <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

9. Advances

An advance may be made for any type of reimbursable NASCOE expense, however no additional or future advances will be issued if an advance is already outstanding, except in extenuating circumstances. An advance is considered to be outstanding if it meets one of the following criteria:

- The activity has not occurred.
- The activity occurred, but the recipient of the advance did not participate and has not refunded the amount advanced.
- The activity occurred, but the recipient of the advance has not provided an accounting of related costs if such accounting is required.

All outstanding advances shall be reconciled with the NASCOE Treasurer within 30 days of the scheduled event. If not reconciled within 30 days, no additional advances will be issued unless requested in writing and approved by the Executive Committee.

10. Authorized Travel Dates

Any travel requested outside the authorized “travel-in” and “travel-out” dates specified on the NASCOE Travel Authorization must be requested in writing and approved in advance by the Executive Committee if the modification would result in an additional expense to NASCOE. NASCOE will only pay travel costs based on the approved travel periods and any costs incurred by the traveler before or after the approved time period that exceeds those expenses will be at the expense of the traveler.

11. Dual Compensation

No person is eligible to receive a travel reimbursement or stipend from NASCOE and another entity such as a State Association or government through dual compensation that would exceed actual expenses to attend any meeting or function. The reimbursement or stipend received from the other entity must be subtracted from the actual expenses before being filed with

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NASCOE for reimbursement or the reimbursement or stipend received from NASCOE must be subtracted from the actual expenses before being filed with the state.

A certification statement will be included on travel reimbursement forms for the traveler to certify that reimbursement or stipend plus any dual compensation will not exceed actual expenses to attend the meeting or function.

12. Requesting Reimbursement

All claims for reimbursement shall be submitted to the NASCOE Treasurer for payment using either the NASCOE Travel Expense Claim Form, the NASCOE Alt Exec Claim Form, the NASCOE Area Chair Claim Form, or the NASCOE DSA Award Claim Form as applicable. These forms can be located and downloaded from the NASCOE website. Any claim for reimbursement in excess of \$1,500 will be subject to a second-party review by the NASCOE Secretary prior to payment.

Receipts are not required to be submitted with Travel Stipend Forms.

The NASCOE Travel Expense Claim Form must be accompanied by the following receipts:

- Airfare
- Baggage
- Transfers such as Uber or Taxi
- Hotels
- Rental Cars and Fuel
- Registration Forms
- Parking

Receipts for meals are not required unless the amount claimed exceeds the daily per-diem rate for the location according to item 8 of this travel policy.

Meals that are included with registration fees should be itemized on the claim form under registration and not on the meals log. For example, if the total cost of registration at National Convention is \$160 and includes the basic registration fee, boxed lunches, evening activities with meals, and the awards banquet, the traveler should claim \$160 under registration. Meals for that day should not be claimed if it was provided and reimbursed as part of the registration.

In general, NASCOE will reimburse members of the Executive Committee and National Committee Chairpersons and Co-Chairpersons for all expenses incurred as part of the registration for National Convention and Area Rallies because they are expected to be in attendance and participating at all events. Anyone who fails to attend an official event must deduct that expense from their travel claim.

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All requests for reimbursement must be submitted to the NASCOE Treasurer within 30 days of the incurred expense unless there are extenuating circumstances that would require Executive Committee approval.

13. Assistance from NASCOE to State Associations to Assist NASCOE's Board of Directors (Delegates) to Attend National Convention

Assistance will be provided to State Associations who send one or two delegates to National Convention. The NASCOE Treasurer will research and document the cost of round-trip airfare from each state capital to the convention site on or around June 1 of each year. If membership in a state is below 100%, a corresponding reduction in the amount of funds issued will be made to the nearest 5%. For example, a state with 96% membership will receive 95% of the cost of airfare while a state with 83% membership will receive 85% of the cost of airfare. If the fare used does not cover the percentage cost of the airfare, the state may submit an additional claim to NASCOE. The stipend shall be calculated as follows:

Round-trip airfare as of June 1 x membership percentage to the nearest 5% x 1 or 2 delegates

Delegates in attendance are required to attend all sessions of the National Convention where voting is conducted in order for the state to receive the stipend.

The stipend will be disbursed after the convention has concluded. If a state is unable to wait until after the convention to receive their stipend, a special request detailing the extenuating circumstances may be submitted to the Executive Committee for consideration.

14. Distinguished Service Award Winners

National Winners under the awards program for Distinguished Service (NASCOE, FSA-Agriculture, and Community) shall be paid the lesser of round-trip airfare from their respective home state capital purchased according to item 13 of this travel policy or mileage to the site of the National Convention. In addition to the above, \$250 shall be awarded to each winner to assist in defraying the cost of attending the convention provided they attend the entire National Convention. Airfare reimbursed will be the same as used to compute assistance to the State Associations for the delegates to attend the Convention according to item 13 of this Travel Policy.

15. NAFEC Meetings

NASCOE will pay the expense of not more than 3 representatives, all of whom must be members of the Executive Committee and/or National COAC Chair when attending national meetings of NAFEC. Travel will be authorized at the discretion of the NASCOE President.

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16. Visits to Potential National Convention Sites

The NASCOE President or their designees (who must be members of the Executive Committee) will visit the hotel selected by any state, group of states, or individuals as convention headquarters when bidding for a National Convention to ensure that the hotel meets NASCOE requirements, provided the Executive Committee has determined the bid to be acceptable. The NASCOE representative will arrange to meet with the bidding group to review plans, etc.

In the event that there are no bids for a National Convention, or the Board of Directors does not select a convention site, the Executive Committee shall select the convention site and will arrange for a visit to the hotel selected.

17. Emergency Situations

In the event that travel is deemed necessary for any person or situation not authorized above, the NASCOE President may authorize the travel expense provided it is for the benefit of NASCOE. Any authorization granted by the NASCOE President is subject to review by the Executive Committee and/or the Board of Directors.

18. Executive Committee Review

The Executive Committee will periodically review these policies. The Executive Committee is empowered with the authority to further restrict any policy listed in this Travel Policy if necessary to promote the welfare of the Association or to ensure that expenditures do not jeopardize the financial position of NASCOE. Any restriction imposed by the Executive Committee must be fully justified and is subject to review and approval by the Board of Directors.

The Executive Committee is further empowered with the authority to make administrative decisions to ensure that the policies contained in this Travel Policy are implemented.

19. Effective Date

This Travel Policy was adopted by the Board of Directors at the 1976 National Convention and was amended at the 1977, 1980, 1981, 1989, 1999, 2001, 2002, 2004, 2006, 2007, 2009, 2010, and 2015 National Conventions.

2025 NASCOE Negotiation Items

Item: 1

Control Number: NEA-2024-PA-265

Category: Administrative

Issue:

The 32-AS Handbook and the FSA File Maintenance and Disposition Manual are unclear. There are inconsistencies in the implementation of FSA's filing system, as evidenced by the absence of certain forms in 32-AS and the varying methods used by different county offices. This is a follow-up from 2020 Negotiation Item #6.

The supplemental manual is outdated, leading to uncertainty about which filing code applies to various documents and forms. While some forms are listed in the manual, many others are missing. This ambiguity is significantly time-consuming, as employees and offices may choose different codes, making record retrieval challenging.

For example, some county offices are creating files whether there is a corresponding record for the folder or not. We also need more refined instructions as to what labels are required on each individual program file and specific examples of what forms are to be filed in each folder.

NASCOE Position:

NASCOE suggests that all forms be displayed in an exhibit in the relevant handbook. This exhibit should include a column that lists the 4-digit filing code from 32-AS for each document. NASCOE also recommends including additional information, like actual form numbers for all known forms, in the FSA File Maintenance & Disposition Manual to maintain consistency.

FSA Response:

Agency Records Officers (AROs), part of the FPAC BC, recognize the need for the crosswalk between FPAC/FSA forms, correlating program use and filing guidance. Further, AROs intend to incorporate this information in future releases of 32-AS-Supplement. This will be driven by a partnership between the AROs, the records team and the National Office program managers.

Agency Records Officer in collaboration with National Office program managers intends to revitalize 32-AS-Supplement which serves as the Agency's Records Retention Schedule (RRS). Future amendments to Handbook 32-AS are also in the works.

Resolution:

NASCOE Accepts this response. However, as we have accepted this response in the past, we are asking for a timeline in which we can expect this update to 32-AS.

2025 NASCOE Negotiation Items

Item: 2

Control Number: MWA-2025-WI-90

Category: Administrative

Issue:

The most recent amendment to 27-PM (Rev. 2), Amend. 3, prohibits large, standalone offices to have a Lead PA.

With the recent re-classification of Program Technician (PTs) to Program Analysts (PAs), policy did not accommodate for Chief PTs to be converted to Lead PAs in non-shared management offices. The new policy in 27-PM (Rev. 2), subparagraph 17B states that Lead PA positions “will only be used in shared management arrangements according to Part 3.” It is understood that some offices across the country were not properly using Chief PTs or were no longer accurately classified as having a need for them and that the number of PAs affected would be relatively small. Several offices across the nation are not shared management but have large staff numbers and more workload than many shared management operations. These offices should be allowed to have a Lead PA.

It is unlikely that FSA’s attrition rate will change, even with increased pay from PT reclassification. Almost every industry is increasing pay to remain competitive. When there is constant turnover in an office, there is extra paperwork for hiring, onboarding, quarterly reviews, probational paperwork, IT/CEC work, and training to get the employee to a functional level, which can take up to 2 years.

Offices with high workload, program complexity, and large staffing need a Lead PA to assist the CED with the volume of administrative duties and field questions from producers and staff regarding complex programs on any topic, get them researched, and get answers, like the role of the prior Chief PT position.

NASCOE Position:

NASCOE understands that in 27-PM (Rev 2) Amend 3, Par. 17B, with the reclassification of Program Technicians to Program Analyst that the Lead PA positions will only be used in shared management offices.

We understand there are only a small number of FSA County Offices experiencing an unusually high workload, which necessitates the employment of six or more PAs. Consequently, managing these offices can be comparable to managing two offices in a shared management setting, because the CED is required to handle the workload effectively and efficiently. Having a Lead PA in place would be beneficial for managing the workload, providing training and guidance to other PAs, and ensuring resources are available to accomplish the work of the county office. The Lead PAs in these offices would still need to meet the same requirements in 27-PM (Rev 2) Amend. 3, Exhibit 12. NASCOE would also suggest that a bi-annual review be completed at these county offices to make sure that the Lead PAs are still needed, utilizing the process previously used for CED re-classification.

NASCOE also suggests that both the CED and Lead PA sign an agreement stating that if the status

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of the office changes the Lead PA would return to a PA status, taking any legal requirements for grade retention into account.

NASCOE is aware that this is a big request as PT reclassification took place last July; however, we feel that in these larger FSA offices with over six PAs, this would be a beneficial asset to our producers and a moral boost to the staff in these locations.

FSA Response:

The Lead PA position gets its higher grade based upon the fact that the PA is in a shared management office and serves as the Acting CED when the CED is absent. The CED must be absent at least 40% of the time.

Prior to the reclassification, the Chief PT and Key PT positions were Grade 9 positions. Both of these positions had a full performance Grade 9 based upon training duties for other PTs. With the PT reclassification effort, all PAs now have training as a component of the full performance Grade 9 level. While a CED in a bigger office may have more workload and thus rely on their experienced PAs more heavily for training newer PA hires, classification of positions is based not upon the amount of workload that an employee has but upon the complexity of that workload.

As FSA has already accounted for the complexity of work with the full performance Grade 9 PA position, no change will be made.

Resolution:

NASCOE accepts this response.

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Item: 3

Control Number: SWA-2025-KS-79

Category: Administrative

Issue:

Many FSA program handbooks have different requirements for official dates of record. These dates are referred to by several different terms across the various handbooks, which makes it challenging for new and seasoned employees to remember what the requirement is, for that specific program, to submit as the official recording date.

Below are several examples of how the different programs, and their handbooks, use conflicting terminology:

1. FSA-578 says “Producer’s Signature”

1-CM (Rev. 3) Amend. 77, Par 2C, Managing Operations for Final or Closing Dates for Enrollment, Applications, Filings, Etc., and Using Registers (Continued) C Action Performed at FSA Office:

--Note: County Offices will date stamp documents that are delivered in person to the FSA office and use that date stamp date as the official recording date reflecting official physical receipt of that document.

2-CP (Rev. 16) Amend. 22, Par. 216 D, Certifying Crops by Farm: Enter the signature date from FSA-578 and provide the option to certify by either of the following methods.

2. CCC-94: 3-PL rev 2 a 22 Par26G
3. 3-PL rev 2 a 22 Par26D references 1-CM (Rev. 3) Amend. 49 Par 2c
4. CCC-902: 3-PL Rev 2-a22 par 23c
5. AD-1026: 3-PL Rev 2-a22 par 23c
6. CCC-853: 2-LFP Par 24c
7. CCC-852: 1-LIP Par 53C references to 1-CM

NASCOE Position:

All programs need to have consistent wording. Whether it is the producer’s signature date, date the office receives the document, or certification date, etc. It would help to provide clarity, avoid mistakes, and keep terminology simple by using just two terms: Date Received or Producer Signature Date. It is recommended that the handbooks are updated and corrected to only use one term and policy, across all programs.

FSA Response:

SND will take this recommendation under advisement for consideration. SND is currently seeking input from all program areas regarding this issue and will update 1-CM accordingly.

Additionally, PDD has established a forms and metadata team. This team is tasked to review different terminology currently used on forms and application across various programs and submit recommendations to standardize common data terms across DAFP.

Resolution:

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More conversation is needed, but the issue is recognized by all parties

NASCOE will provide names to DAFP to assist in this project - will send to Lisa Berry

DAFP will provide copies of 1-CM amendment to allow input – Mike Walters will send to Taylor Stucki.

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Item: 4

Control Number: NWA-2025-NE-106

Category: Administrative

Issue:

Handbook 17-PM Paragraph 161D discusses Excused Absence for Preventive Health Screening for employees. It states "Employees with less than 80 hours of accrued sick leave shall be granted up to 4 hours of excused absence each year to participate in preventive health screenings, without charge to leave or loss of pay." This type of leave encourages employees to participate in available preventive healthcare services, in addition to making excused absences available to them.

NASCOE Position:

NASCOE believes that with the progress in preventive health, all employees would benefit from an annual allotment of four hours for excused absences to undergo preventive health screenings, regardless of their accumulated leave. This additional benefit would encourage FSA employees to participate in available preventive healthcare services while also making the excused absence accessible to all employees.

We firmly believe that the reason these appointments are missed and people fall ill is because, regardless of the amount of leave they have, they are not scheduling appointments because they don't want to use their leave.

The agency provides four hours of administrative leave to work at a polling location during voting. However, if you have accumulated fewer than 80 hours, you will only receive administrative leave for preventative health screenings. Our colleagues believe it's prudent to save all their available leave in case of an emergency.

This is a minor policy adjustment that could significantly impact the well-being of our employees. We kindly request management to seize this opportunity to demonstrate their commitment to the health and well-being of FSA employees.

FSA Response:

At this point in time, if we were to look at expanding administrative leave for preventative health screening we could risk losing this benefit for all employees. DAFO will maintain this recommendation, but at this point in time does not plan any changes.

Resolution:

NASCOE accepts this response.

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Item: 5

Control Number: MWA-2025-IN-154

Category: Administrative

Issue:

We have discovered that new employees are not being adequately trained on the 1-AS handbook or the proper use of handbooks.

In the 2024 Federal Employee Viewpoint Survey, Farm Service Agency is trailing FPAC for the question-“I receive the training I need to do my job well” by 4.5 percentage points. This question was in the top five highest percent negative for FSA.

FSA currently has a system for on-boarding all employees through a TEAMS meeting in addition to adding a training on the structure and history of USDA. There are placeholder CEDT trainings on Ag Learn for County Executive Director Trainees, based on observation, these may have been live events that are not currently scheduled. The course title is: Administer Programs Covered by Administrative Handbooks. It’s description includes- review and discuss in detail Handbooks 1-AS, 25-AS, 33-AS, 34-PM, 35-PM, 20-AO, 3- BU, 5-PM, 17-PM, 19-PM, 22-PM, 27-PM, 28-PM, 32-PM, 9-AO; 15-AO, 16-AO, 18-AO, 2-INFO, 3-INFO, 1-FI, 3-FI, 61-FI, 98-FI, and 118-FI.

On the DAFO website, there are resources for State Committees, County Committees, State Executive Directors, District Directors, and County Executive Director Trainees but the Program Analyst link is not found. Most of the trainings on this site focus on programs and don’t include the administrative aspects of our jobs.

Policy and directives training seems to be overlooked, because of office workload and the immediacy of serving customers emphasizing the task of completing program applications. Program Analysts are often left to research policy on the administrative operations of an office on their own without guidance. The quality of training received regarding where to find operational policy is dependent upon the training capabilities of the supervisor.

Training does exist in AgLearn that is currently available to CEDTs, entitled “FSA COT Training 11 – Administer Programs Covered by Administrative Handbooks”.

NASCOE Position:

While other program areas have state-dependent nuances, administrative programs such as those listed above should be cohesive nation-wide. By developing or updating trainings, concrete information is being provided to new employees on basic administrative programs.

Currently, the responsibility in these areas is left to the supervisor. Many states have developed detailed courses, but they tend to be heavy in program information similar to what is observed on the training sites. The modules and recorded trainings are helpful but do not cover the day-to-day

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information of how the agency operates outside of disaster, price support, and conservation programs.

Nation-wide training in administrative function will provide basic knowledge in handbooks, agency structure, financial processes and reduce costly mistakes or inadvertent inequalities between offices.

NASCOE asks for the training module available to CEDTs in the on-boarding AgLearn training requirements for all new employees.

FSA Response:

DAFO has made several strides in this area. First, we reinvigorated the PT Skills for Success program. Second, we established the Training SharePoint page.

DAFO has also established a cross-deputy training working group to discuss innovative training ideas. We are currently fleshing out ways to improve training across the agency. We are looking into ways to provide shorter training segments and also to build upon the CEDT modules by having mock scenarios and applications. DAFO welcomes NASCOE's suggestions on particular training topics and/or methods.

Resolution:

DAFO will take into consideration developing training tools similar to a "Basic FSA 101". Would include implementation for all new hires for CO employees. Kim Viers & Amy Webbink are open to having NASCOE provide a list of recommendations of trainings thought necessary and when they should be completed.

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Item: 6

Control Number: NWA-2024-NE-35

Category: Farm Programs - Common

Issue:

The common varieties of winter wheat are quite similar in abbreviation to each other. Hard red winter is HRW and hard white winter is HWR. There are common abbreviations for each variety of wheat usually attributed to common industry standards or crop insurance standards.

Abbreviations for wheat varieties are identified in 2-CP (Rev. 16), Amend. 6, Exhibit 16. Most of the abbreviations, except for hard amber durum (HAD) and hard white winter wheat (HWR) follow the same strategy:

1. First letter identifies the hardness of the wheat: hard or soft - H or S
2. The second letter identifies the color of the wheat: amber, red or white - A, R or W
3. The third is tied to the growing season: winter or spring - W or S

No other crop in the current Exhibit 16 has the abbreviation of HWW.

FSA has 9 different type names of wheat while the U.S. Wheat Associates and National Association of Wheat Growers along with several state's extension services only recognize 6 classes: Hard Red Winter, Hard Red Spring, Soft Red Winter, Hard White, Soft White and Durum.

Federal Crop Insurance only requires delineation between spring, winter and durum types of wheat per the FCIC 18010 Crop Insurance Handbook 2024, for acreage reporting and production history.

NASCOE Position:

The utilization of industry standards adds validity and efficiency to FSA's programs. Standard terminology allows for the reduction in erroneous acreage reports and payments. FSA should strive to construct their policies in a manner that is both consistent with FCIC standards and common abbreviations to ensure the translation from producer to program is seamless. By adopting policy which all varieties of wheat follow the abbreviation rules, FSA can ensure fewer mistakes by the county office staff and producers.

Therefore, NASCOE suggests hard white winter wheat be abbreviated to HWW in both CARS and 2- CP.

FSA Response:

SND will work with RMA and the Price Support Division to fully determine the impacts on this requested change. Once all downstream program and software impacts have been identified a decision can be made on the feasibility of this requested change.

Resolution:

NASCOE accepts this response, but would request information provided by RMA and a timeline of when this issue can be completed.

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Item: 7

Control Number: MWA-2024-IA-

160 **Category:** Farm Programs -

Common **Issue:**

The MIDAS software does not have the capability of generating a notification letter to notify Other Tenants (OTs) of farm records or farm operating changes.

County Offices have been adding producers as OTs to farms in MIDAS either because they are getting a share of the crop or participating in another FSA program like CRP or LFP. As our policy shows, there are legitimate reasons that we need to have an OT also on a farm, such as two (or more) producers all having a share in a crop, who are not landowners. However, There is no notification letter in MIDAS for OTs when a change is made to the farm. For an OT to be notified, County Offices have to consider the use of a manual letter.

NASCOE Position:

NASCOE recommends a policy change to handbook 10-CM, Paragraphs 13 and 314A making it optional to send an OT a notification letter of changes to the farm/farming operation. The policy change would allow the software to be updated with the ability to generate notification letters for OTs in the MIDAS software.

FSA Response:

SND will take this recommendation under advisement for consideration by management for future policy change, including evaluation of the requested software enhancement to generate OT change notification letters.

Resolution:

This change is forthcoming in FY26, open after rollover weekend (9/26/25).

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Item: 8

Control Number: NWA-2024-MT-31

Category: Farm Programs - Conservation

Issue:

There is an inability to process errors and omissions in Grasslands CRP once offer that has been accepted. Handbook 2-CRP (Rev. 6) paragraph 339 outlines the reasons for processing/editing an acceptable, or omitted, offer for General and Grasslands CRP as: "Errors detected in ranking data elements, changes to CRP-2 data elements. Any timely-filed offers found by County Offices to contain incorrect ranking data are considered erroneous. Changes in the CRP-2 data may result in any of the following: offer being ineligible, EBI score increasing, EBI score decreasing." COLS software does not allow county office employees to correct CRP Grasslands offers through COLS as would be done for General CRP offers.

The process between the two signups differs in how corrections are processed due to errors and omissions. Notice CRP-1029 directs us to handle General Signup 62 error and omissions by referring to 2-CRP (Rev 6) while Notice CRP-1033 directs errors and omissions for CRP Grasslands SU 206 be handled by submitting the applicable documentation to our state offices and they will send them up via SharePoint.

NASCOE Position:

NASCOE recommends that the errors and omissions process be uniform between the two signup types by giving the ability for county office employees to make corrections within COLS. This would help make CRP more cohesive across the sign-up types as well as help employees better understand the program because of the matching policy.

FSA Response:

When grassland CRP was introduced in 2015, the software was designed to process offers in multiple FY batching periods similar to EQIP. The 2018 Farm Bill changed grassland CRP from continuous enrollment with multiple batching periods (similar to EQIP) to annual enrollment with an announced ranking period similar to general CRP. Unfortunately, grassland CRP software functionality was not modified when signup changes were implemented. As a result, grassland CRP signup errors and omissions must be processed through State Offices and submitted on a National Office SharePoint.

As funding becomes available, CD and PDD will explore enhancements to grassland CRP software.

Resolution:

NASCOE accepts this response.

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Item: 9

Control Number: NWA-2024-NE-102

Category: Farm Programs - Conservation

Issue:

The CCC-505, Voluntary Permanent Base Acres Reduction, form is required for CRP enrollment and is supposed to be completed at the time of contract approval. The system is not always available due to fiscal year rollover for expiring CRP contracts that are re-enrolling so manual CCC- 505 forms are required to be done.

Often times the manuals are completed incorrectly or not done at all due to short staffing and are completed once the expired base acres are distributed back to the farm and the form can be generated out of the system. Errors occur due to new land being enrolled, multiple CRP contracts, mathematical errors, etc.

2-CRP (Rev 6) Amend. 7

- Para 212 - Completing CRP-2C for CRP Signup
 - A. About CRP-2C
 - *Before completing CRP-2C, the County Office must ensure that the base acre limitation is not exceeded.
- Para 401 - Approving and Numbering CRP-1's
 - A. Requirements Before Approval
 - ensure that base acres and CRP acres do not exceed effective DCP cropland on the farm, according to subparagraph B
 - complete approved farm reconstitutions
 - B. Approving CRP-1's
 - When the producer determines to reduce base acres on a farm because of enrollment into CRP, the producer must complete CCC-505 according to 1- ARCPLC at the time the acres are being offered for CRP.

10-CM (Rev 2) Amend. 3

- Para 304 Automated CCC-505 Base Reduction Wizard
 - A. Overview
 - Users are required to use the CCC-505 wizard to complete all base reductions unless the software is not available.

1 ARCPLC (Rev 1) Amend 2

- Para 283 Acre Reductions for CRP, GRP, or WRE Enrollment
 - B. When to Determine Reduction Acres for CRP and GRP
 - When the producer determines to reduce base acres on a farm because of enrolling in CRP or GRP, the producer must complete CCC-505 at the time the acres are being offered for CRP or GRP.

All the above referenced handbooks require a COF to determine if a CCC-505 is required. This process is complicated enough when there is a new CRP offer made but is further complicated

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when there is existing CRP on the farm or a contract is being re-enrolled. COF staff must make manual calculations to determine how many acres of base must be reduced and there is a large possibility of error when having to calculate the potential reduction before the contract becomes effective.

NASCOE Position:

NASCOE suggests that policy be revised to allow manual CCC-505 to be completed by the producer at the time of the offer. Offices should be required to have a conversation with the producer about which base crops they would like to remove and those should be noted on the manual CCC-505 when it is signed by the producer. The COF would then enter a preliminary CCC- 505 reduction into the wizard which would be finalized or modified within 30 days of the new contract effective date without the need to acquire another producer signature.

FSA Response:

The CCC-505 Wizard allows a CCC-505 to be initiated with a specified effective year. This would include situations where the base reduction is initiated and the CCC-505 is generated for signature due to a CRP offer that will not be effective until the CRP contract begins in the next fiscal year.

Users can initiate the CCC-505 wizard, complete the steps outlined in 10-CM (Rev. 2), paragraph 304, and “Complete and Print” the CCC-505 for signature. If the effective year entered for the CCC- 505 is a future year, the system will hold the approval workflow until after rollover, when the approving official can then approve the CCC-505 if the offered CRP was accepted. If for some reason the CRP offer was not accepted, the contract did not become effective, and the base reduction is no longer necessary, the user can cancel and delete the CCC-505.

SND will review policy pertaining to the ability to complete a manual CCC-505 versus using the CCC-505 Wizard. However, since the wizard functionality can handle the need to generate a CCC- 505 at the time of a CRP offer, to be effective in the future, users are encouraged to use the software to ensure accuracy and control of the workflow generation for approval.

Resolution:

DAFP will discuss possible flexibilities and will request input from the field and commits to working with NASCOE to get feedback to find a workable solution. NASCOE will provide names to offer input.

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Item: 10

Control Number: SWA-2024-OK-134

Category: Farm Programs - Conservation

Issue:

Currently, we are required to build FSA-848s within five (5) days of CRP-1 Contract approval for both General and Continuous contracts. An FSA-848 is required for both cost-share practices and non- cost share practices according to 2-CRP (Rev 6), Par. 500A.

The FSA-848s are extremely time-consuming, averaging about 15 minutes each. In a county with heavy CRP, this task becomes a significant burden for county office employees who must complete it within the established 5-day deadline.

With the changes in CRP regulations and payment rates, we are unfortunately seeing a huge decrease in participation in the CRP Program making almost all of our accepted contracts reenrolled acreage only. Creating FSA-848s for these contracts that generate no cost-share for the producer seems to be added workload and additional hoops to jump through.

NASCOE Position:

NASCOE would like to propose a change in the timeframe to issue FSA-848s after contract approval. NASCOE believes that a 30-day timeframe would allow ample time to complete the workload that is entailed to issue FSA-848s.

FSA Response:

The requirement to create and approve FSA-848s within five (5) days of CRP-1 contract approval is necessary to support the timely obligation of cost share funds in the same FY as CRP-1 approval. For example, the FSA-848 for a CRP-1 approved on 9/16/2024 should be created and approved by COB, 9/20/2024.

When FSA-848s are not created and approved in the same FY the CRP-1 is approved (by 5:00pm CDT on September 30), FSA County Offices must manually report the financial obligation for cost share to FMD for recording (see Notice CRP-1037). FMD uses this data to ensure all approved CRP- 1s are obligated and reported on CCC's year-end audited financial statements. As County Offices create and approve these FSA-848s, the funding for cost share obligations is pulled from the BFY of CRP-1 approval. Cost share funds available in prior BFYs are limited and based on what was manually reported to FMD at year end.

CD will consider allowing 30-days to create and approve FSA-848s associated with non-cost share practices (i.e. required management). As a note, FSA-848s are **not** required when CRP-1s with conservation plans for re-enrolled acreage do not include C/S for establishment of a practice and a required management activity (See 2-CRP, subparagraph 500 A).

Resolution:

DAFP is open to conversation, though this issue may not get settled this cycle. DAFP is actively working on it, not sure it'll get completed within this signup cycle. DAFP working to resolve in long-term and put policy forward that makes sense. Will start with non-C/S so a portion of the issue can hopefully be resolved sooner than later.

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Item: 11

Control Number: SEA-2025-FL-8

Category: Farm Programs - Conservation

Issue:

The Emergency Conservation Program (ECP) requires proof of control of land. However, many cattle producers do not have hard copy leases. The current policy in 1-ECP (Rev. 8), Par. 623A states “Pay C/S to the eligible participant who pays the cost of performing the practice regardless of a lease or other agreement that provides payment to be:

- Made in some other manner
- Relinquished to someone who did not pay related costs

Note: If referencing the terms of a lease or rental agreement, a copy of the lease or rental agreement must be included in the ECP file”

While it states a lease or “rental agreement”, the handbook never states that a CCC-855 is an acceptable form that may be utilized for the ECP program. In other handbooks, it does clearly state that a CCC-855 is an acceptable form. For example, in 1-LFP Par. 26 E Lease Agreements “COC or CED, if delegated, will review all acreage leases, including CCC-855’s to determine whether:

- the lease conveys control, however limited, to the lessee
- lessee is at risk of a loss of production of forage on the grazing land or pastureland crop acreage for which benefits are being requested for LFP.”

The CCC-855 form references 7 CFR Part 1416, a set of regulations governing emergency disaster programs. Since ECP is in an “Emergency Disaster program” this form further solidifies its approval for use while this program is being administered. In most disaster situations, people urgently need money and assistance. The use of this form expedites and simplifies our compliance with program rules and regulations while simultaneously providing timely aid to those in need.

NASCOE Position:

NASCOE recommends allowing the CCC-855 to be used as an acceptable form of a “lease or rental agreement” for the ECP program. The handbook should be amended to include wording similar to the 1-LFP handbook that states “If written acreage lease or rental agreement was not entered into, a copy of CCC-855 must be completed and signed by the lessor, according to paragraph 28.” Also, we recommend including a section for the policy for utilizing a CCC-855 as the acceptable form of lease or rental agreement, similar to 1-LFP Par. 28. Allowing the use of the CCC-855 form would help producers to be able to efficiently and timely apply for and receive benefits from this emergency disaster program.

FSA Response:

CD will include this recommendation to FSA leadership as a potential future policy change.

Resolution:

2025 NASCOE Negotiation Items

DAFP is working on this and would be open to input from the field. This topic is bundled for policy changes for discussion with leadership - DAFP would like assistance. No timeline for when this will go before leadership, but hopefully soon. NASCOE will provide names for assist.

2025 NASCOE Negotiation Items

Item: 12

Control Number: SWA-2024-KS-89

Category: Farm Programs – Disaster Assistance

Issue:

Fact sheets are not timely being updated with correct procedure. National Notice 1-ELAP 15 made several changes to various ELAP policies. Later, the 1-ELAP handbook received amendment 13 which included the changes from the notice. However, the current ELAP fact sheet for Livestock issued on April 2024 is still missing this updated policy.

For example, the fact sheet states “Eligible adverse weather for losses resulting from the additional cost of transporting water to eligible livestock includes an eligible drought, meaning that any area of the county has been rated by the U.S. Drought Monitor as having a D3 (extreme drought) intensity that directly impacts water availability at any time during the normal grazing period.” Whereas our handbook policy is “Water transportation becomes eligible when a county qualifies for D2 (severe drought) status or greater, as defined in Exhibit 2, and can continue until the end of the calendar year.” This can make things challenging for staff especially when these programs do not often trigger in their county and they are trying to find a quick response for a producer. Often, we turn to the fact sheets because they are an excellent tool to utilize ourselves and share with producers to provide an understanding of our policy in a clear and concise manner.

NASCOE Position:

NASCOE recommends that fact sheets are updated at the same time as the corresponding handbook. This allows for information to match across a program’s handbook, website, and factsheet. It is critical that the information provided on fact sheets to producers matches the handbook policy for proper understanding of the FSA policy.

FSA Response:

The National Office updates the Fact Sheets whenever changes are made to policy, which is typically done at least two times per program year and the fact sheets are updated annually, no matter what policy changes are made to incorporate the new rates for the program year as it is updated. The National Office is aware that older versions of fact sheets are available when using a search engine and are working to make sure that those fact sheets are not available. Fact sheets should be updated and a link to the most current fact sheet is posted on the ELAP SharePoint for internal use. External links that are posted should be current, but FSA will continue to work to make sure that those older fact sheets are not linked to any current FSA websites.

Resolution:

NASCOE accepts this response.

2025 NASCOE Negotiation Items

Item: 13

Control Number: SWA-2024-TX-190

Category: Farm Programs – Disaster Assistance

Issue:

The Form CCC-855, Annual Lease Agreement Certification Statement serves as an approved resource for most of our FSA programs. This form helps necessitate documentation to support producer leasehold interests, as per 1-LFP, paragraph 28.

On the form, Item 3, Program Year can become an unnecessary field to complete. This can lead to the creation of duplicate forms for different program years, resulting in the same lease terms and/or conditions being applied. Additionally, overlapping grazing periods and FSA programs with varying eligibility periods can cause duplications and contribute to more issues.

NASCOE Position:

We would like to recommend to remove Item 3, “Program Year,” from the CCC-855 Form. Instead allow the current and relevant lease terms to be displayed further down on the form. Implement a procedure to allow the terms of this lease be used for FSA programs, rather than being tied to a specific “Program Year.” This would align the use of the CCC-855 to being utilized just as a written lease brought into our office for program participation.

FSA Response:

The National Office will take this suggestion under consideration after all program areas discuss. Speaking on behalf of the LFP program, this form is required to be submitted annually by the lessee and lessor so having the applicable LFP program year as a quick reference would seem helpful to ensure the form has been received for the program year the producer is applying for assistance.

However, we appreciate this submission and will add this as a Farm Bill discussion topic with a task force when all software, policy, and forms are discussed as we are always looking for opportunities for better efficiency in program administration.

Resolution:

DAFP will be working towards this in the future, would like to include NASCOE in the conversation.

2025 NASCOE Negotiation Items

Item: 14

Control Number: NWA-2024-ID-167

Category: Farm Programs - Price Support

Issue: The Handbook 2-LP Wool and Mohair, Amend. 1, Par. 401G states County offices must obtain the following herd characteristics from eligible producers requesting benefits and record the information in CCC-633EZ, page 4, item 86: flock size, date of shearing, and breed of animals in herd. Additionally, Par. 403 D of the handbooks states LDP rate is based on the date the producer certifies the unshorn lambs were slaughtered. When requesting additional disbursements, Par. 404 F, producers are to indicate commodity in item 64, type in 65, quantity in 66, etc.

2-LP Wool and Mohair procedure does not align with the form. In addition, there is not an appropriate space on the CCC-633 EZ for all information that is to be captured and certified. Only pages 1 and 4 of the form are required for Wool, Mohair and Unshorn Pelt LDP's.

Below is a list of the discrepancies between 2-LP Wool and Mohair procedure and the 633EZ form:

Paragraph	Procedure Item number	Current Reference to Form (Item number)	Correct Reference to Form (Item number)
401 G	86	Part P. Producer Signature	Item 93 "Additional Information"
401 H	67	LDP CCC use only	71 "Source of Quantity"
403 D	NONE	81? LDP Date?	
404 F	64 (commodity)	Crop Year	68
	65 (type)	Tax delinquent debt question	69
	66 (quantity)	State and County	70
	67 C	LDP No. CCC Use Only	71 C
	68 (Stored location)	Commodity	72
	69	Beneficial interest	73
	79-81	Part O- Stored, Quantity, Herd Size and LDP Date	83-85
405 A	5 and 6	None??	5A-5C
405 B (Note)	Page 2	Request for LDP	Page 4

The CCC-633 WM has the pertinent information required (current herd size, breed and type/year shorn) for the LDP but it references loans.

NASCOE Position:

The CCC-633-WM form could be modified to request either an LDP or MAL. The information required is similar for both programs. The current discrepancies between procedure and the CCC- 633EZ form has and will contribute to errors in administering the LDP program for wool, mohair and unshorn pelts. A form specific to these commodities is needed to reduce errors and capture necessary information and procedurally required certifications.

2025 NASCOE Negotiation Items

FSA Response:

A revision to 2-LP Wool and Mohair is currently in Directives for clearance. It provides the current version of the CCC- 633EZ which will clarify several issues. Also, the instructions for the CCC-633 EZ are available online through the form's website.

PSD will research ways to improve the CCC-633EZ for Wool LDPs. The CCC-633WM is a worksheet that was originally just for MALs, but PSD can add this form as a supplement to LDPs. The CCC- 633EZ is automated in the LDP system. to incorporate the CCC- 633WM into LDP will cause major rework, but PSD will work with the field to improve the CCC-633EZ for wool use.

Resolution:

NASCOE accepts this response.

2025 NASCOE Negotiation Items

Item: 15

Control Number: NWA-2025-SD-69

Category: Farm Programs - Price Support

Issue:

Currently, Electronic Funds Transfer (EFT) is available for loan proceeds within FLP, and FSFLs are required to utilize Treasury Checks, when secured by additional security or if closing is held by a closing agent.

When an applicant makes a request for an FSFL and the placement of the item is on real estate, a lien search must be performed to determine if CCC has the necessary lien position required for the FSFL structure, equipment and/or storage and handling truck. The lien search must occur after the FSFL UCC-1 has been filed to determine FSA's lien position (1-FSFL (Rev. 3) Amend. 6, Par. 144A). According to 1-FSFL (Rev. 3) Amend. 6, Par. 187 K and 2-FSFL (Rev. 1) Amend. 2, Par. 402A, the handbooks state that the FSFLs are required to have a closing agent and that the checks are to be sent to the closing agent with a closing date 21 days after the check is dated and that EFT is not to be allowed. There are many times during the process that issues could arise for a smooth loan closing. Relying on the mail delivery, communication across multiple parties, and also timing for said parties. With the use of EFTs, the loan disbursements, and loan closing process can be a smoother and more efficient process for our customers and reducing the possibility of unnecessary errors.

When a producer chooses to add real estate as part of the security for their FSFL, there are several added check boxes that must be checked to get the check issued to the borrower. With the addition of the real estate being added to the FSFL, that adds another layer of security being added to the loan. CCC is very concerned about the collateral of any loans we make, and when real estate is used in that way, and we do not currently hold the 1st lien, we take extra precautions to make sure we are protected and due to extra security is one of many reasons that a check must be issued instead of using EFTs.

However, for FLP Farm Loans, EFTs are authorized methods, and are the preferred method for ordering the funds for the loan, according to 3-FLP (Rev. 2) Amend. 54, Par. 398A and Par. 431A

NASCOE Position:

NASCOE believes that the guidelines of a FLP are the same as the FSFL program. Many farm loans are secured by real estate, a lien must be requested, a closing agent must handle the closing, the funds are ordered through DLS, and at this point the funds are then deposited through EFT in the escrow account of the Title Company. These loan funds do come from ACIF, whereas, the FSFL loan funds come from CCC. NASCOE proposes that because FLP farm loans, and FSFLs without extra security or closing agents, can utilize EFTs, that all FSFLs be allowed to utilize EFTs.

2025 NASCOE Negotiation Items

FSA Response:

The DLS/FLP and DLS/FSFL automated systems are not programmed to carry out the same tasks or activities. The National Office is actively working to build a new FSFL automated system. Once the new FSFL automated system is deployed, the National Office may consider for FSFL closings that require additional security and a closing agent or title company to close the FSFL, enhancing the FSFL automated system and allowing FSFL closing funds to be ordered and deposited by EFT in the closing agent or title company's escrow account.

Resolution:

DAFP sees the benefit and hopes that an integration is possible in a new FSFL platform that is forthcoming, likely in FY26. DAFP will need to research if this process is capable and will provide a response if unable to complete.

NATIONAL CONVENTION POLICIES 2024

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 - B. When a member has made a main motion, it must be seconded in order to be considered by the group. If there is not a second, then the motion shall not be placed for consideration.
 - C. When a motion has been moved and seconded, the chair shall “state” “It has been moved and seconded that This is for two reasons:
 - i. It is important that everyone in the group knows exactly what proposal is up for consideration
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 - D. When a main motion has been stated by the chair, it is said to be pending and is before the group for debate (discussion of the merits of whether it should or should not be accepted) and action.
 - i. After restating the motion (sometimes referred to as “the question”) the chair normally turns toward the maker of the motion to see if they want to be assigned the floor.
 1. It is good manners to allow each side of the motion (for and/or against) to speak in an alternate fashion.
 2. Often it may become appropriate to not only limit the time in which an item can be debated, but to end the debate all together.

- a. To do so, one must seek recognition from the chair and make a motion for the “Previous Question.”
 - i. This must be seconded
 - ii. Is not debatable and requires a two-thirds vote
- ii. When no one else seeks recognition to debate, the chair will ask, “Is there any further debate?” This means, is everyone in the group ready to vote on the question/proposal? Remember; debate the issue, not the personality. When debating, speak as though you are talking to the chair and not the member who offered the motion.
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4. Resolutions

- A. The resolution committee will review and consider two types of resolutions.
 - i. Floor resolutions are those that may, or may not, originate from the resolutions committee. Floor resolutions are usually requested for and are presented before any other resolution action is taken on the floor. Floor resolutions are traditionally introduced before “considerate/standing resolutions”. Resolutions that change the

NASCOE Constitution and By-Laws must be presented to the delegates at least 30 days prior to the convention.

- ii. Considerate/Standing Resolutions usually occur from year to year and are developed to recognize those who contribute to the convention and or the organization. Such resolutions could include resolutions in support of RASCOE, NAFEC and the National Convention host state.
- iii. Resolution Action-Both types of resolutions (Floor and Considerate/Standing) will be voted upon when the presiding officer calls for each resolution in turn.

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- A. Proxies⁻¹ No proxies shall be voted or allowed to vote in any regular or special meeting called in the manner provided during the convention.
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- C. Election of Officers – Executive Committee Persons – and Alternate Committee Persons – Area Caucus – Each state shall be granted two votes, all in accordance with the procedure prescribed in the By-Laws of the Association.
- D. Regular/General Business Session Meetings- Each state shall be granted two votes, all in accordance with the procedure prescribed in the By-Laws of the Association.
- E. Committee Business Session Meetings – Each state is to have one vote on each subject upon which a vote is taken. *If during the committee meeting a state is represented by its total official delegates, the state shall be still limited to only one vote.* The person voting will not have to be a member of the state association’s NASCOE Board of Directors but must be an official representative of the state association. It is felt this type of voting is necessary to permit equal representation on subjects of vital importance which probably will be considered in committee meetings.
- F. Area Business Session Meetings Each state is to have a vote for each official delegate (2 votes) on each subject upon which a vote is taken. The person voting will not have to be a member of the state association’s NASCOE Board of Directors but must be an official representative of the state association. It is felt this type of voting is necessary

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G. Tie Votes-Can the President/Chair only vote to break a tie? No. If the President/Chair is a member of the assembly, he or she has the same rights and privileges all other members, including the right to speak in debate and the right to vote on all motions/questions. *However, the impartiality required of the presiding officer of an assembly precludes exercising the right to debate and required refraining from voting except:*

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6. Participation in Activities by Persons - Any NASCOE member can make motions, second motions, make nominations, etc.

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8. Presentations By Individuals, States or Groups – In area meetings, Area Executive Committeepersons will encourage individuals, states, or groups who desire to present recommendations to NASCOE’s Board of Directors for action to present their views in the appropriate committee (or area) meeting to enable the recommendation(s) to become a part of the overall committee (or area) report if approved therein. Although this is preferred to save time in the assembled convention, it is not an absolute necessity as recommendations may be presented to the Board of Directors for action during any assembled meeting.

9. NASCOE Committee Reports

A. Committee reports usually include:

- i. Reports should be brief and clear. It should give background necessary to an understanding of any recommendations the committee is making for decision by the assembly. There is a difference between a committee “report” and “recorded minutes” of a committee meeting.

- ii. Recommendations from the committee should be attached or listed at the end of the report. Each recommendation should be in the form of a motion so that it may be presented, discussed, and acted on the voting body. If opinions and recommendations are included in a report, and the report is approved, they are binding. Such a blanket commitment of “approving a report” is precarious.

B. Agreement of Committee Reports

- i. The report and the recommendations of a committee must be agreed on in a committee meeting. (See 4, E for committee voting) The committee members must have an opportunity to hear all the different viewpoints and be able to discuss them freely.

C. Presentation of Committee Reports

- i. In the order of business for committee reports, the presiding officer calls for each report in turn. Standing committees usually report first in order in which they are listed in the bylaws and are followed by special committees in the order of their appointment.
- ii. A committee report is presented by its chairperson or by a designated member of the committee. The reporting member may introduce the report with a brief explanation if necessary. If a committee report is long, usually only a summary of it is presented.
 - 1. In conventions or annual meetings, committee reports usually are printed in advance of their presentation.

D. Consideration of Committee Reports

- i. A committee report, after being presented to an assembly, is open for comment, questions, or criticism.
 - 1. A committee report cannot be amended except by the committee. A committee report, after it is presented, may be disposed in any of the following ways:
 - a. The report may be filed. This is the usual method for disposing of a committee report. It may be filed by a motion, or the presiding officer may announce, “The report will be filed”. A filed report is not binding and is available for consideration at any time.
 - i. A subject, and the report covering it, may be referred to the committee for further study, modification, or recommendations.

- b. A report may be adopted/approved. This is not the usual method for disposing a committee report. Doing so causes the entire report to become binding. The word “accept” is sometimes used instead of adopt/approved. Since the adoption/approval of a committee report binds the assembly to everything in the report, organizations are wise to file reports instead of adopting/approving them.

10. Record of Committee Reports

- A. After a committee report has been presented, the reporting member hands it to the secretary for filing. A committee report is not included in the minutes unless the assembly votes to file, adopt/approve the report.
- B. Recommendations may be acted on separately, when they are presented, postponed to a definite time, or taken up under new business (organizational meeting). When several recommendations are interrelated and have not been printed or sent to the members previously, they should be read before being considered and voted upon.
 - i. Organizational meeting. Whenever the assembly desires to consider the recommendations, the chairperson of the committee reads the first recommendation of the committee and moves for its adoption.
 - 1. The motion should be stated in a form that will allow the assembly to vote directly on the proposal itself, not on whether to agree or disagree with the recommendation of the committee. A well-stated motion requiring a decision directly on the proposal helps prevent confusion.

11. Committee Minutes

- A. Minutes are the official history and legal record of proposals, reports, and decisions. Generally, they are records of all actions and proceedings, not a record of discussion.
 - i. The opening sentences must record the date, hour, and place at which the meeting was called to order, the type of meeting (regular, special, or continued), the name of the presiding officer, and the fact that a quorum was present.
 - ii. Minutes of committees are often kept by the chairperson, but in large committees a secretary may be appointed. Committee minutes are generally brief, but in some cases, they may be more detailed than those of meetings of the organization because they often serve as the basis for the committee’s report.

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- i. In the order of business for committee reports, the presiding officer calls for each report in turn. Standing committees usually report first in order in which they are listed in the bylaws and are followed by special committees in the order of their appointment.
- ii. A committee report is presented by its chairperson or by a designated member of the committee. The reporting member may introduce the report with a brief explanation if necessary. If a committee report is long, usually only a summary of it is presented.
 - 1. In conventions or annual meetings, committee reports usually are printed in advance of their presentation.

D. Consideration of Committee Reports

- i. A committee report, after being presented to an assembly, is open for comment, questions, or criticism.
 - 1. A committee report cannot be amended except by the committee. A committee report, after it is presented, may be disposed in any of the following ways:
 - a. The report may be filed. This is the usual method for disposing of a committee report. It may be filed by a motion, or the presiding officer may announce, “The report will be filed”. A filed report is not binding and is available for consideration at any time.
 - i. A subject, and the report covering it, may be referred to the committee for further study, modification, or recommendations.

- b. A report may be adopted/approved. This is not the usual method for disposing a committee report. Doing so causes the entire report to become binding. The word “accept” is sometimes used instead of adopt/approved. Since the adoption/approval of a committee report binds the assembly to everything in the report, organizations are wise to file reports instead of adopting/approving them.

10. Record of Committee Reports

- A. After a committee report has been presented, the reporting member hands it to the secretary for filing. A committee report is not included in the minutes unless the assembly votes to file, adopt/approve the report.
- B. Recommendations may be acted on separately, when they are presented, postponed to a definite time, or taken up under new business (organizational meeting). When several recommendations are interrelated and have not been printed or sent to the members previously, they should be read before being considered and voted upon.
 - i. Organizational meeting. Whenever the assembly desires to consider the recommendations, the chairperson of the committee reads the first recommendation of the committee and moves for its adoption.
 - 1. The motion should be stated in a form that will allow the assembly to vote directly on the proposal itself, not on whether to agree or disagree with the recommendation of the committee. A well-stated motion requiring a decision directly on the proposal helps prevent confusion.

11. Committee Minutes

- A. Minutes are the official history and legal record of proposals, reports, and decisions. Generally, they are records of all actions and proceedings, not a record of discussion.
 - i. The opening sentences must record the date, hour, and place at which the meeting was called to order, the type of meeting (regular, special, or continued), the name of the presiding officer, and the fact that a quorum was present.
 - ii. Minutes of committees are often kept by the chairperson, but in large committees a secretary may be appointed. Committee minutes are generally brief, but in some cases, they may be more detailed than those of meetings of the organization because they often serve as the basis for the committee’s report.

Net Worth - As of 6/30/2025

Account	6/30/2025 Balance
ASSETS	
Cash and Bank Accounts	
Ameritas Scholarship Annuity	50,527.98
BMO 13-month CD 9601	218,544.36
BMO CHOICE BUSINESS CHECKING XX98...	276,199.93
BMO SAVINGS	1,000.00
BMO SCHOLARSHIP CHECKING XX0146	54,239.86
Money Market Savings	245,418.30
TOTAL Cash and Bank Accounts	845,930.43
TOTAL ASSETS	845,930.43
<hr/>	
LIABILITIES	0.00
<hr/>	
OVERALL TOTAL	845,930.43

Current Budget - 2025

7/1/2024 through 6/30/2025 Using NASCOE 24/25

7/3/2025

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Category	7/1/2024 Actual	- Budget	6/30/2025 Difference
INCOME	359,979.44	391,017.00	-31,037.56
23-24 Membership Dues	26,805.00	2,500.00	24,305.00
24-25 Membership Dues	267,210.85	258,500.00	8,710.85
Dillard Financial Solutions	63,000.00	63,000.00	0.00
Area Rallies	12,000.00	15,000.00	-3,000.00
National Convention	15,000.00	0.00	15,000.00
Quarterly	36,000.00	48,000.00	-12,000.00
National Convention Registration Split	236.46	5,000.00	-4,763.54
Paygag Area Rally Registration	0.00	0.00	0.00
Paygag Convention Registration	2,727.13	2,017.00	710.13
Transfer from Savings	0.00	60,000.00	-60,000.00
EXPENSES	405,118.30	403,390.00	-1,728.30
2024 National Convention	78,816.24	78,500.00	-316.24
Cash Withdrawal	1,000.00	1,000.00	0.00
Gifts	144.45	500.00	355.55
Hotel	18,839.90	20,000.00	1,160.10
Individual Stipends	13,350.00	13,000.00	-350.00
Miscellaneous	5,527.33	7,000.00	1,472.67
State Stipends	19,414.05	17,000.00	-2,414.05
Travel Reimbursements	20,540.51	20,000.00	-540.51
2025 National Convention	16,432.24	2,500.00	-13,932.24
Cash Withdrawal	1,350.00	0.00	-1,350.00
Hotel	12,541.76	0.00	-12,541.76
Miscellaneous	152.83	0.00	-152.83
Site Visit Travel	0.00	0.00	0.00
Start-Up Loan	0.00	0.00	0.00
Travel Reimbursements	2,387.65	2,500.00	112.35
2026 National Convention	2,651.96	3,000.00	348.04
Site Visit Travel	2,651.96	3,000.00	348.04
Area Rallies	19,559.15	26,500.00	6,940.85
Individual Stipends	8,842.76	14,500.00	5,657.24
Travel Reimbursements	10,716.39	12,000.00	1,283.61
Everything Else	0.00	0.00	0.00
Awards & Scholarship Committee	6,340.53	9,500.00	3,159.47
Awards	4,210.53	8,000.00	3,789.47
DSA Travel	2,130.00	1,500.00	-630.00
Everything Else	0.00	0.00	0.00
Benefits & Emblems Committee	0.00	0.00	0.00
Business Expense	9,666.64	14,740.00	5,073.36
Annual Filing of Taxes	1,045.00	1,000.00	-45.00
Bank Fees & Charges	281.88	240.00	-41.88
Insurance	4,699.00	4,500.00	-199.00
Legal Fees	1,072.62	5,000.00	3,927.38
Miscellaneous	1,028.00	0.00	-1,028.00
Office Supplies	1,077.86	3,000.00	1,922.14
Postage	462.28	1,000.00	537.72
COAC Committee	0.00	2,000.00	2,000.00
Meeting with NAFEC	0.00	2,000.00	2,000.00

Current Budget - 2025

7/1/2024 through 6/30/2025 Using NASCOE 24/25

7/3/2025

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Category	7/1/2024 Actual	- Budget	6/30/2025 Difference
Discretionary Travel	4,055.14	9,500.00	5,444.86
Travel Reimbursements	4,055.14	9,500.00	5,444.86
Everything Else	0.00	0.00	0.00
Gifts & Donations	0.00	0.00	0.00
Gift	0.00	0.00	0.00
Legislative Committee	8,762.98	4,800.00	-3,962.98
Awards	0.00	200.00	200.00
Fly In Conference	8,762.98	3,600.00	-5,162.98
Outreach & Advocacy Initiative	0.00	0.00	0.00
PAC Promotion	0.00	1,000.00	1,000.00
Everything Else	0.00	0.00	0.00
Legislative Consultant	112,000.00	114,000.00	2,000.00
Discretionary	10,000.00	12,000.00	2,000.00
Monthly Consulting Fee	102,000.00	102,000.00	0.00
Everything Else	0.00	0.00	0.00
Meetings with Management	0.00	0.00	0.00
Travel Reimbursements	0.00	0.00	0.00
Membership Committee	32,915.77	21,000.00	-11,915.77
Awards	1,804.64	6,000.00	4,195.36
Jump Team	7,429.55	15,000.00	7,570.45
Membership Working Group Travel	23,681.58	0.00	-23,681.58
NACS-NACE-NADD	1,455.37	1,000.00	-455.37
National Leadership Conference	53,015.08	60,000.00	6,984.92
Organizational Meeting	27,078.47	21,000.00	-6,078.47
Hotel	11,550.30	9,000.00	-2,550.30
Miscellaneous	3,513.51	2,000.00	-1,513.51
Travel Reimbursements	12,014.66	10,000.00	-2,014.66
Everything Else	0.00	0.00	0.00
Pre-Negotiation Meeting	0.00	0.00	0.00
Hotel	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00
Travel Reimbursements	0.00	0.00	0.00
Programs Committee	0.00	250.00	250.00
Area Rally Travel	0.00	0.00	0.00
Gifts	0.00	250.00	250.00
National Office Travel	0.00	0.00	0.00
Postcards	0.00	0.00	0.00
Everything Else	0.00	0.00	0.00
Publicity Committee	1,000.00	2,500.00	1,500.00
Convention Cash Club	1,000.00	2,500.00	1,500.00
Software	0.00	0.00	0.00
Everything Else	0.00	0.00	0.00
State Conventions	9,351.12	7,500.00	-1,851.12
Travel Reimbursements	9,351.12	7,500.00	-1,851.12
Everything Else	0.00	0.00	0.00
Technology	22,017.61	25,100.00	3,082.39
App	11,870.00	12,000.00	130.00
Computers & Software	6,092.01	6,000.00	-92.01
Data Reimbursement	0.00	0.00	0.00
Licenses	3,555.60	6,600.00	3,044.40

Current Budget - 2025

7/1/2024 through 6/30/2025 Using NASCOE 24/25

7/3/2025

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Category	7/1/2024 Actual	- Budget	6/30/2025 Difference
Web	500.00	500.00	0.00
Net Difference:	-45,138.86	-12,373.00	-32,765.86

NASCOE 2024 Annual Board of Directors Meeting

2024 National Convention

Davenport, IA

Present: Board of Directors, Exhibit 1
Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Marcinda Kester, Past President
Tina Williams, NEA Executive
Lacey Orcutt, NWA Executive
Janice Acree, MWA Executive
Neil Burnette, SEA Executive
Tracy Wilson, SWA Executive
National and Area Chairs, Alternate Area Executives, and General Membership

Thursday, August 8, 2024

- I. Welcome and Call to Order
 - A. President Foster called the meeting to order.
 - B. Presentation of Colors were presented by the Central High School Army JROTC.
 - C. Charlene Neukomm, IL, gave the invocation.
 - D. Randy Tillman, IL, led the Pledge of Allegiance.
 - E. Abby Winter, IL, presented the National Anthem.
- II. Secretary Stucki conducted roll call and seating of the delegates. There were 309 in attendance.
- III. President Foster introduced past officers of NASCOE, current NASCOE leadership, and representatives from NAFEC, RASCOE, NACS, NASE and NADD.
- IV. President Foster and Secretary Stucki reviewed the agenda and notified the assembly of a few changes that would happen due to scheduling conflicts.
- V. Carolyn Slightom addressed the attendees and welcomed all to Iowa & Illinois on behalf of IASCOE.
- VI. Scott Halpin, Illinois State Executive Director, delivered prepared remarks.
- VII. Steve Peterson, FSA Associate Administrator, delivered prepared remarks.
- VIII. Kara Napier, Assistant to Deputy Administrator of Field Operations, delivered prepared remarks.
- IX. John Berge, Acting Deputy Administrator of Farm Programs, delivered prepared remarks.

- X. Caleb Gildea and Nanette Pena delivered FEVS updates and informed membership on the upcoming KIOSK projects for FSA.
- XI. Bill Cobb, Deputy Administrator of Farm Loan Programs, virtually delivered prepared remarks.
- XII. Zach Ducheneaux, FSA Administrator, virtually delivered prepared remarks.
- XIII. The NWA provided information for the 2025 National Convention being hosted in Whitefish, MT.
- XIV. MASCOE presented a bid proposal to host the 2026 Convention in Michigan.
- XV. Assistant Administrator Peterson, Kara Napier (DAFO), Amy Webbink (DAFO), Bill Cobb (DAFLP), and various WDC specialist virtually participated in a question-and-answer period with NASCOE membership.

Recess for Committee and Area Breakouts; end of day.

Friday, August 9, 2024

- I. Vice President Mattson reconvened the meeting and called it to order.
- II. Officer Candidacy Announcements
 - A. Jessi Colgrove announced her candidacy for Treasurer
 - B. Taylor Stucki announced her candidacy for Secretary
 - C. Kayla Mattson announced her candidacy for Vice President
 - D. Joel Foster announced his candidacy for President
- III. Tamee Renwick, NASE President, delivered prepared remarks.
- IV. Crystal Zwilling, NACS Secretary, delivered prepared remarks.
- V. Keith Hiser, NADD Vice President, delivered prepared remarks.
- VI. Dillard's Financial Solutions delivered a presentation on benefits available to NASCOE members and state associations. They announced that Wyoming won the annual contest for highest gain in membership.
- VII. Hunter Moorhead, Crossroad Strategies, delivered a presentation on legislative issues that are important to NASCOE. Topics included funding levels for FY25, 2025 Farm Bill Discussion, and discussions from the Equity Commission.
- VIII. President Foster and Gloria Montaño Greene, FPAC Deputy Under Secretary, signed the 2024 Labor Management Agreement.
- IX. Gloria Montaño Greene, FPAC Deputy Under Secretary, delivered prepared remarks.

Recess for Committee and Area Breakouts; Workshop Sessions; end of day.

Saturday, August 10, 2024

- I. President Foster reconvened meeting and called it to order.
- II. An "In Memoriam", prepared by Andrea Stafford, a PT in Giles Co., TN, was presented.
- III. Jim Zumbrink, NAFEC President, presented prepared remarks.
- IV. Becky Zirpel, RASCOE President, presented prepared remarks.
- V. Secretary Stucki conducted a roll call of delegates. 67 were present, and a quorum was determined.
- VI. Selection of the 2026 Convention Site
 - A. **A MOTION was moved by Audre Hayward (ME) and seconded by Kyra Hagberg (MT) to approve MASCOE to host the 2026 National Convention in Michigan. Discussion. All in favor, motion carried.**
- VII. Nomination of Officers
 - A. Jessi Colgrove was nominated for the office of Treasurer.
 - B. Taylor Stucki was nominated for the office of Secretary.
 - C. Kayla Mattson was nominated for the office of Vice President.
 - D. Joel Foster was nominated for the office of President.

A MOTION was moved by Terry Cater (NM) and seconded by Kyra Hagberg (MT) to cease all nominations for all officer positions and appoint all candidates by acclamation. Discussion. All in favor, motion carried.
- VIII. President Foster asked if there were any resolutions from the floor, none were presented.
- IX. Reports
 - A. Joel Foster, President, submitted his report, attached.
 - B. Jessi Colgrove, Treasurer, submitted her report, attached.
 - C. Taylor Stucki, Secretary, submitted her report, attached.
 - D. Heidi Clinkingbeard, Awards and Scholarship chair, submitted her report, attached.
 - E. Travis Eisele, Benefits and Emblems Chair, submitted his report, attached.
 - F. David Wayne, Legislative Chair, submitted his report, attached.
 - G. Glenn Thomas, Co-Membership Chair, submitted his report, attached.
 - H. Marcy Logan, Publicity Chair, submitted her report, attached.
 - I. Jeannine Wendel, COAC Chair, submitted her report, attached.
 - J. Christa Kraatz and Sarah Houin, Co-Programs and Negotiation Chairs, submitted their report, attached.
 - K. Dawna Hines, Technology Chair, report given by Marcy Logan and submitted, attached.

- L. Tina Williams, NEA Executive, submitted her report, attached.
- M. Neil Burnette, SEA Executive, submitted his report, attached.
- N. Janice Acree, MWA Executive, submitted her report, attached.
- O. Lacey Orcutt, NWA Executive, submitted her report, attached.
- P. Tracy Wilson, SWA Executive, submitted her report, attached.

X. New Business

- A. Treasurer Colgrove explained the proposed NASCOE dues increase. **A MOTION was moved by Amanda Ahrens, KS, and seconded by Gloria Thorson, ND, to adopt the NASCOE Dues increase as proposed with an increase from \$55 per year to \$75 per year, per member over a two-year period for regular members & an increase from \$25 per year to \$35 per year per member for associate members. Discussion. All in favor, motion carried.**
- B. Secretary Stucki explained the proposed By-Law Amendments (see exhibit 2). **A MOTION was moved by Lacey Orcutt (MT) and seconded by Patrick Goode (DE-MD) to approve the NASCOE by-law revisions as presented. Discussion. All in favor, motion carried.**
- C. Secretary Stucki explained the proposed Executive Committee policies and what would also need to be an addition now that the proposed NASCOE Dues Increase has passed during a previous business item.
 - i. A motion was moved by Kyra Hagberg (MT) and seconded by Marcinda Kester (FL) to approve the proposed EC Policy. Discussion. **A motion was moved Kyra Hagberg (MT) and seconded by Terry Cater (NM) to rescind motion on the table. All in favor, motion carried.**
 - ii. A motion was moved by Monica Watson (GA) and seconded by Terry Cater (NM) to **adopt the proposed EC Policy with a revision to paragraph 5 to reflect the dues increase previously adopted in this meeting. Discussion. All in favor, motion carried.**

XI. NASCOE Business

- A. Vice President Mattson presented a resolution for the continued support of NAFEC, attached.
- B. Vice President Mattson presented a resolution of support and appreciation of RASCOE, attached.
- C. Vice President Mattson presented a resolution in support and appreciation of FSA County Committees, attached.
- D. Vice President Mattson presented a resolution of appreciation to IASCOE, attached.

A MOTION was moved by Marcinda Kester (FL) and seconded by Kyra Hagberg (MT) to accept the standing resolutions and resolution of appreciation as presented. Discussion. All in favor, motion carried.

A MOTION to was moved by Marcinda Kester (FL) and seconded by Kyra Hagberg (MT) to adjourn the 2024 National Convention at 11:27AM. All in favor, motion carried.



National Association of FSA County Office Employees

2024 NASCOE Convention Quad Cities - August 8-10, 2024 President's Exit Report

President
Joel Foster
joel.foster@nascoe.org

Vice President
Kayla Mattson
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Secretary
Taylor Stucki
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Treasurer
Jessi Colgrove
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Past President
Marcinda Kester
marcinda.kester@nascoe.org

It has been an eventful year for NASCOE. As we jumped over the hurdle of finalizing the Secretary of State Merger and Benefit Provider selection, the NASCOE machine just keeps moving as there is always that next hurdle.

We were able to clear a huge hurdle when PM-3083 was issued announcing PT Reclassification. Just like in 1991, the process of PT Reclassification created different results for each individual PT that on the cover do not seem fair to longer tenure employees compared to those with fewer years of service. However, in the end, the PTs are being reclassified as Program Analyst with a promotion potential to a CO-9 and more for Lead Pas and Pas in Charge. It is no secret PT Reclassification is being paid for at the expense of IT and software development. This administration has placed a priority on taking care of the employees. Now we need to do our part by being advocates to help pay for it.

There were new hurdles placed down in front of us with the final Equity Commission recommendations and the removal of the terminology in Section 1224 that prohibits CRP being administered by any agency other than FSA. The Legislative Team did a great job during their breakout session of providing the tools to work with our stakeholders and addressing congressional leaders. We need to use those tools to be advocates to preserve the County Committee system and maintain the administration of CRP.

The Board of Directors approved a revision to the by-laws that better defined our membership. We have spent the last year updating the proposed EC Policy that serves as resolutions to our by-laws, which was proved by the Board of Directors that defines the operating policy of NASCOE.

The dues increase approved by the Board of Directors will enable NASCOE the resources to continue serving the membership. This will provide future NASCOE leadership with the resources to better serve membership while maintaining the NASCOE mission.

To build membership, it all starts at the grass roots local level. Hopefully, the State Associations will benefit from the upcoming NASCOE Leadership Conference to head back home and rebuild the membership in their respective states.

The NASCCOE Committee Chairs have done an excellent job this year, and they are all to be commended. It has been a particularly challenging year for the Legislative Committee due to the turnover in chairs. I will never fault anyone for doing what is best for themselves even if that includes becoming a DD. Thank you to those who

served this year as NASCOE Committee Chairs. You have all made NASCOE a better organization through your efforts. Thank you to Jeannine Wendell for her dedication in leading the COAC Committee the last few couple years.

The Area Executives have created some lively discussion during the monthly EC calls. There are three Area Executives who opted to stay on for a 3rd year to help balance out the experience between the Areas. I want to thank Lacey, Tina, and Tracy for their dedication to the Executive Committee for the past few years.

It has been another awesome year working with the officer group. They have kept me grounded and have more than once walked me off the edge of the cliff. Yes, Marcinda is taking off the training wheels and letting me ride solo, but do not fear as the other offices are going to keep me on the right path, which at times can be a full-time job. Marcinda is not disappearing as she continues to support NASCOE in other ways such as the NLC coming up in Tampa.

Thank you to the Illinois State Association for the awesome 65th NASCOE Convention. IASCOE created a great environment for NASCOE to enjoy the Quad Cities.

Best regards.

A handwritten signature in blue ink, appearing to read 'JF', with a stylized flourish extending to the right.

Joel Foster
NASCOE President



National Association of FSA County Office Employees

Vice President Entrance Report 2024 NASCOE National Convention Davenport, IA August 7-10, 2024

President
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Vice President
Kayla Mattson
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Secretary
Taylor Stucki
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Treasurer
Jessi Colgrove
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Past President
Marcinda Kester
marcinda.kester@nascoe.org

It is hard to believe that my first year as Vice President is nearing its end. It has been and interesting, exciting and eventful first year. We celebrated some fantastic wins with Programs & Negotiations, saw a historic reclassification be authorized and implemented, and have been able to continue to work with the outstanding leadership of NASCOE. Of course there have been some issues that have required the attention of NASCOE that may have not been always favorable to the entire membership. We started our year with direct concern over a looming government shutdown. During that time we worked diligently to ensure that we were able to have direct communication with our members to share important information as the shutdown was becoming more apparent. We were all pleased that this did not happen and that we were able to continue to report to work and support our producers.

The other item of extreme concern that I was able to assist with was the Equity Commission meetings and final recommendations. We had a taskforce set up following the Organizational Meeting and the team, including COAC & Legislative members, were able to listen in and report the concerning items. Members are aware of the concerning recommendations in item number 20 that was published in the Final Report. We have spent a lot of time reviewing this item and discussing all aspects of the recommendation. I am very thankful for this opportunity to get to work with the team and assist with breakout sessions to start the process of engaging with our members to help ensure that stakeholders and congressional leaders do not allow language from this recommendation to make it into the Farm Bill or any other bills introduced.

As discussed at rallies and convention, the Vice President assists members with obtaining assistance from the NASCOE Attorney when necessary. While we do not enjoy knowing that our members are needing this benefit, we continue to have full confidence in the team that we have secured with the law firm and its associates. The attorney we have worked with for years, George Chuzi, is starting to step back a bit and has transitioned much of the NASCOE business to Margaret House.

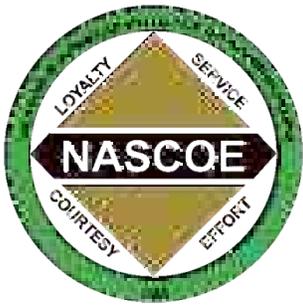
I appreciate the opportunity to serve in this role, travel to various areas and also speak to our membership during convention. I continue to speak about the "other" benefits that we have as being members of NASCOE. I promise to continue to have a listening ear and to speak up for what is best for NASCOE, our members and all that we represent.

Convention was an overwhelming, yet amazing experience this year and a huge thank you to the Executive Committee, National Chairpersons, and the Illinois Association for all of your hard work, dedication and service to NASCOE. I learned a lot about myself and NASCOE throughout the week and look ahead to the next year to move forward as a great team!

Respectfully submitted,

Kayla L Mattson

Vice President



National Association of FSA County Office Employees

NASCOE Treasurer's Exit Report 2024 NASCOE National Convention Davenport, IA August 7-10, 2024

President
Joel Foster
joel.foster@nascoe.org

Vice President
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Secretary
Taylor Stucki
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Treasurer
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Past President
Marcinda Kester
marcinda.kester@nascoe.org

It has been an honor to have served as your NASCOE Treasurer for the past three years. I have said before that this is a position that I truly enjoy and I look forward to more years as the steward of NASCOE's bank accounts. I continue to look for ways to increase our cash flow and decrease our spending, however in the current economy that is proving difficult on both fronts and that has been an ongoing source of frustration.

On the positive side of things, I have made several positive achievements since I took office. I sourced new credit cards for the NASCOE president and vice president through our current bank BMO. These cards offer cash back rewards that I have redeemed as ACH transfers back into our checking account for a total of \$1,400 to date.

Traditionally, CD's have been a safe but unprofitable way to invest money but when I took over as NASCOE Treasurer in 2021, I was shopping rates of 0.02%. Last summer, our bank ran a special for a 13-month CD at a 4.90% annual interest rate and the Executive Committee voted to take \$100,000 out of checking and \$100,000 out of savings to place into this CD. After 13 months, we saw a return of around \$11,000. When that CD came due this July, we elected to re-enroll it for another 13 months at 4.75% interest.

Finally, this past year I was finally able to prepare and hold a NASCOE Treasurer Training on TEAMS that was recorded. Slides and the recording can be accessed on the NASCOE website under Forms & Downloads.

It takes a lot of money to run NASCOE and we on the Executive Committee understand that it is not our money...it is "OUR" money. All of our financial records are available to members at any time. Each year we publish the final operating budget in the annual report which is posted to the NASCOE website. You can look there and see exactly how much money we took in, how much we spent, and where that money went. You will also see that we spent more money than we took in during the 2021/2022 and 2022/2023 fiscal years.

This is not a reflection of poor fiscal responsibility...in fact it's the opposite. We spent \$47,000 less in FY 2023 than we did in FY 2022. That savings is the result of a conscious effort by the NASCOE Executive Committee and National Chairs to find ways to spend less. For example:

- This year we held our Organizational Meeting in Kansas City, a location where airfare, lodging, and food tend to be less expensive. Our National Secretary Taylor Stucki did an amazing job of negotiating very reasonable rates for our hotel and

meeting rooms and we were able to bring this cost down significantly when compared to Organizational Meetings held in past years.

- For the last 3 years, we have been holding the Pre-Negotiations Meeting virtually using TEAMS instead of bringing everyone to a central location. We would prefer to have the team together, in-person because there is value in that but eliminating this one meeting has resulted in savings of over \$25,000 each year.
- Our own Taylor Stucki found an awards supplier that is more economical, and we were able to reduce that expense without sacrificing quality.
- This year the Executive Committee voted to eliminate the \$50 monthly data reimbursement that was issued to officers, area execs, and select national chairs whose duties require them to be online and on their cell phones more frequently. While initially instituted to offset the cost of a wi-fi or data plan, this expense has outlived its use since everyone now has a cellular plan with data and home wi-fi, regardless of their position with NASCOE. This step alone will save us between \$8,000 and \$10,000 per year.

Unfortunately, the cuts that we have made are not enough to manage our income shortfall. The cost of airfare, food, fuel, and hotels has increased greatly over just the past 3 to 4 years and as a result of having fewer FSA employees nationwide, we also have fewer members, which means less and less income for NASCOE to use for operating expenses. If we are forced to cut our budget any further, it is my concern that it will begin to negatively impact the service that we provide to our members to a point where they no longer see the value of their membership.

Last fall we signed a new, 5-year contract with Dillard Financial Solutions where they have generously increased their quarterly payments and donations to national convention and area rallies. While we are grateful to have their support, membership has made it clear to us that they don't want NASCOE to be financially dependent on a benefits provider and it was at that point where the Executive Committee made the difficult decision to request a dues increase from membership.

The last time dues were increased was in 2008 when we went from \$40 per year, per member to the current \$55 per year, per member. Keep in mind that during the 2008-2009 dues year, we had almost 7,200 members equating to approximately \$396,000 in dues. Over the past 15 years our membership has dropped from 83% to around 71% and with fewer employees on board to join NASCOE, we currently sit at approximately 4,700 members with an annual income of around \$285,000 from dues. This represents a 35% decrease in income or a decrease in annual operating revenue of over \$137,000 from the last dues increase in 2008. As you can imagine, this decrease in operating revenue has made it nearly impossible to balance our annual budget

We overspent our 2022/2023 budget by almost \$24,000. We were looking to overspend our 2023/2024 budget by over \$17,000, however due to continued efforts to decrease spending and because of increased donations through our new contract with Dillard Financial Solutions, we ended the year with just over \$16,000 to the positive.

NASCOE has seen a 35% decrease in income or a decrease in annual operating revenue of over \$137,000 since our last dues increase in 2008. As we move into our new fiscal

year, I am pleased that the proposed dues increase was passed at our 65th annual National Convention so that we can look to increase services and benefits to members and secure a solid financial future for our association.

Respectfully Submitted,

A handwritten signature in cursive script that reads "J. Shiede Colgrove".

Jessi Colgrove
NASCOE Treasurer



National Association of FSA County Office Employees

NASCOE Secretary's Exit Report National Convention Davenport, IA – August 7 – 10, 2024

Words can't describe how thankful I am to be rounding out my second year as the NASCOE Secretary. As an association we have had a very productive year, and I would like to believe that we have completed many projects that have been in the works for several years.

A goal that I have had the last two years was getting the NASCOE negotiations back on track with WDC, and we did it! This is a unique opportunity that NASCOE has and every year I am reminded what a wonderful experience the entire process is. We are completely back on track and have received our final approval for the 2023 and 2024 responses from WDC which have been posted on the NASCOE website.

This year we started off with an Organizational Meeting in Kansas City, MO, a central meeting point for all the Executive Committee and National Chairs to have a couple of days of planning for the NASCOE year.

The merging of the NASCOE NY Association with the NASCOE SD Association is complete and NASCOE is fully operational as an SD entity as of March 1, 2024. This process was more than anyone could have expected, but this is something that has set our association up for many, many years to come.

Going in to my third year as the NASCOE Secretary I am honored to serve with amazing leaders from across the nation that are truly passionate about their peers and the work of this association. I will continue to advocate for all of those within the association to get involved with either your state, area, or even the national level and invest in the future.

I encourage everyone to read the 2023-2024 NASCOE Annual Report. This report will be published on the website prior to the 2024 National Convention. As this report will reflect all the accomplishments from each area across the nation.

Respectfully Submitted,

Taylor Stucki

NASCOE Secretary

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National Association of FSA County Office Employees Awards & Scholarships Committee

2024 Awards and Scholarship Committee National Convention Exit Report Quad Cities, Iowa, August 6-10, 2024

National Chair
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SEA Chair
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SWA Chair
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IASCOE did not disappoint with their fun filled evenings and well-planned convention. Thank you IASCOE for your hard work and preparation to make this event happen. The Awards & Scholarships committee has strong leaders that worked hard this year. The team consists of:

- ◇ NEA Chair: Andrea Landis, West Virginia
- ◇ NWA Chair: Deana Tranby, North Dakota
- ◇ MWA Chair: Jennifer Achman, Minnesota
- ◇ SEA Chair: Amy Blum, South Carolina
- ◇ SWA Chair: Sabrina Blaser, Oklahoma

This year, we had a total of 111 scholarship submissions, 24 Distinguished Service Award (DSA) nominations, and 67 Sick Leave Awards submitted for 2024. I would like to thank all the state, area, and national judges for their hard work in combing through all the excellent applications we received. I'd also like to thank my area chairs for being an attentive group and providing great feedback throughout the year while keeping good communication with their state chairs. The Herb Sorley First Timer's Award was a joy to watch this year. It is always fun to see the innovative ways members try to obtain the most signatures. This year's 3rd place winner was Perla Vasquez-Martinez, 2nd place was Madeline Redmond, and 1st place was Dallas Vermillion. We shared the thank you videos of the scholarship winners and congratulation messages to the DSA winners at the banquet again. It is a nice personal touch, and attendees respond very positive to it. I would also like to report that with NASCOE member's support, Illinois was able to raise approximately \$12,000 at the NASCOE scholarship auction.

Award and Scholarship Statistics:

Area	Scholarship Submissions	DSA Nominations	Sick Leave Awards
Midwest Area	42	6	14
Northwest Area	27	5	11
Northeast Area	4	4	5
Southwest Area	20	9	32
Southeast Area	18	0	5

Below are the winners of each DSA and scholarship division and the national winners are noted in red:

<p>Traditional Scholarship: MWA: Zach Legutsky, Illinois MWA: Megan Blumert, Washington NEA: Richard Shank, Pennsylvania MWA: Melissa Wilson, Kansas SEA: Rhyan Schmidt, Arkansas</p>	<p>Open Continuing Education Scholarship: MWA: Lally Heddy, Missouri MWA: Elizabeth Kelly, South Dakota MWA: Cray Trigg, Maryland MWA: Kelsey Dowdle, Oklahoma SEA: Carole Woodard, Georgia</p>
<p>Associate Member Scholarship: MWA: Holly Miller, Missouri MWA: Jacob Seaman, Kansas</p>	<p>Grandchildren Scholarship: MWA: John Seaton, Nebraska MWA: Rachel Witt, Kansas</p>
<p>Part-Time Scholarship: MWA: Sam Lutzke, Illinois MWA: Mya Thurgood, South Dakota SWA: Macy Thomas, Oklahoma</p>	<p>Member Continuing Education Scholarship: NEA: Morgan Samuels, Missouri SWA: Taylor Fioring, Kansas</p>
<p>Vocational Scholarship: MWA: Sarah Gilchrist, Wisconsin MWA: Ryan Smith, South Dakota SEA: Katerine Hummel, Mississippi SWA: Payton LeBlanc, Texas</p>	<p>Service to Community: MWA: Vanessa McClintock, Illinois MWA: Megan Meyer, South Dakota NEA: Mary Seiler, New York MWA: Michelle Palmer, Kansas</p>
<p>Service to NASCUE: MWA: Katherine Nelson, Michigan NEA: Brian Sherman, New York MWA: Leonard Orsillo, Illinois</p>	<p>Service to FSA Agriculture: MWA: Liebig Clark, Ohio MWA: Arnie Anderson, South Dakota NEA: Keith Woldarska, Missouri SWA: Amanda Adams, Kansas</p>

Sick Leave Award Certificates/Medallions were provided to the area execs to be presented to the following:

Area:	First Name	Last Name	County	State	Award Eligibility
Midwest Area	Jeanine	Smith	Fulton	Illinois	1000 hours
Midwest Area	Amy	Foust	Pike	Indiana	1500 hours
Midwest Area	Lana	Griffiths	Adams County	Indiana	1000 hours
Midwest Area	DAwn	Hummel	Adams County	Indiana	2500 hours
Midwest Area	Lois	Lee	Lawrence	Indiana	1000 hours
Midwest Area	Jamie	Wegner	Lenawee	Michigan	1000 hours
Midwest Area	Dawn	Atkinson	Moniteau/Morgan	Missouri	1500 hours
Midwest Area	Donna	Caton	Saline	Missouri	1000 hours
Midwest Area	Cathy	McAllister	Buchanan	Missouri	1000 hours
Midwest Area	Sharon	McCartney	Phelps/Crawford	Missouri	1000 hours
Midwest Area	Julie	Van Der Schaaf	Vernon	Missouri	1000 hours
Midwest Area	Debie	Clark	Miami	Ohio	1000 hours
Midwest Area	Annette	Hutchins	Roberts	South Dakota	1500 hours

Midwest Area	Melissa	Gross	Jefferson	Wisconsin	1500 hours
Northeast Area	Nicole	Ayers	Allegany	New York	1000 hours
Northeast Area	Amy L.	Walker	Butler/Beaver/Allegheny	Pennsylvania	1500 hours
Northeast Area	MaryKay	Schmidt	Potter	SD	1500 hours
Northeast Area	Keith	Richmond	New River Area	West Virginia	2000 hours
Northeast Area	Carla	Wiley	Berkeley County	West Virginia	2000 hours
Northwest Area	Tamie	Hahn	Montana State FSA Office	Montana	1500 hours
Northwest Area	Cheryl	Folkerts	Gage	Nebraska	3500 hours
Northwest Area	William	Becker	Spink	SD	2500 hours
Northwest Area	Traci	Frank	Walworth-Campbell	SD	1000 hours
Northwest Area	Peggy	Metter	Beadle	SD	1000 hours
Northwest Area	Dawn	Nagel	Sully	SD	1000 hours
Northwest Area	James	Anderson	Brule-Buffalo	South Dakota	3000 hours
Northwest Area	Joel	Foster	Grant	South Dakota	2000 hours
Northwest Area	Josh	Pesek	Bon Homme	South Dakota	1500 hours
Northwest Area	Lynne	Schmidt	Sanborn/Jerauld County	South Dakota	2500 hours
Northwest Area	Tammi	Serr	Gregory	South Dakota	1000 hours
Southeast Area	Shawn	Cleveland	Miller	Georgia	1500 hours
Southeast Area	Mary J	Kipling	Muhlenberg	Kentucky	1000 hours
Southeast Area	Jennifer	Almond	Stanly	North Carolina	1500 hours
Southeast Area	Susan	Thomas	Kershaw/Lancaster	South Carolina	1000 hours
Southeast Area	Christie	Doyle	Southampton	VA	1000 hours
Southwest Area	Charles	Battin	Hamilton	Kansas	1500 hours
Southwest Area	Reesa	Brown	Rooks	Kansas	1000 hours
Southwest Area	Laurie	Gabbert	Linn	Kansas	1000 hours
Southwest Area	Rebecca	Heimerman	Sumner	Kansas	1000 hours
Southwest Area	Judy	Kreutzer	Trego	Kansas	1500 hours
Southwest Area	Vae	Nilhas	Trego	Kansas	1000 hours
Southwest Area	Leon	Stauffer	Wilson/Woodson	Kansas	4000 hours
Southwest Area	Angie	Bierman	Lincoln/Payne	Oklahoma	1000 hours
Southwest Area	Lynne	Berend	Denton	Texas	1500 hours
Southwest Area	Tina	Crofford	Nacagdoches	Texas	1500 hours
Southwest Area	Levi	Garlick	Fayette/Lee	Texas	2500 hours
Southwest Area	Joel	Gourley	Kimble	Texas	1000 hours
Southwest Area	Mary Ann	Gutierrez	Karnes	Texas	1500 hours
Southwest Area	Scott	Heffernan	Atascosa	Texas	1500 hours
Southwest Area	Cullene	Heritage	Pecos	Texas	2000 hours
Southwest Area	Jana	Hume	Swisher	Texas	1500 hours

Southwest Area	Jeffrey	Jacinto	Comanche	Texas	1500 hours
Southwest Area	Gina	Johnson	Fannin	Texas	1000 hours
Southwest Area	Lisa	Kelley	Grayson	Texas	1500 hours
Southwest Area	Terri	Klose	Haskell	Texas	3000 hours
Southwest Area	Rhonda	Mangel	Fort Bend	Texas	1500 hours
Southwest Area	William	Morris	Wilbarger	Texas	1000 hours
Southwest Area	Rudy	Pack	Eastland	Texas	3500 hours
Southwest Area	Linda	Patrick	McLennan	Texas	2000 hours
Southwest Area	Steven	Pawelek	Austin/Washington	Texas	1000 hours
Southwest Area	Cristobal	Perez	Cameron	Texas	2000 hours
Southwest Area	Lori	Pinkert	Hockley	Texas	1500 hours
Southwest Area	Stephen	Reynolds	Dickens/Kent	Texas	2000 hours
Southwest Area	Rebecca	Webb	Dawson	Texas	1000 hours
Southwest Area	Jami	Williams	Garza/Borden	Texas	2500 hours
Southwest Area	Ellie	Wolf	Red Rover	Texas	1000 hours
Southwest Area	Leah	Yates	Liberty	Texas	1000 hours

Goals & Results for 2023/2024:

- Add a portal to the website for states to utilize NASCOE's vendor to assist in ordering spotlight awards. Include pictures and suggestions based on order experience. **Microsoft forms was used to create this option and a link to utilize it was added to the NASCOE website.**
- Work with the co-membership chairs and our supplier, K2, on ordering the plates for our consecutive year membership plaques that match the plates from our previous provider. **K2 was utilized to order the new plaques and plates. K2 was not able to match the plates made by the previous vendor. We will continue to work with the Co-membership chairs to find a suitable resolution.**
- Create a standardized judge's sheet for Scholarship and DSA judges to use at the state, area, and national level. **This was created and shared as an option to utilize and shared with all states during the training calls for each area that were held in January.**
- Create a Sick Leave Award tracking system. **This tracking system was created using Excel. It is a master list saved on the NASCOE sharepoint to help with continuity from one chair to the next. It helped catch 38 duplicates that were submitted that had previously been recognized for that same category.**
- Request a change to the Exec Committee to change the Sick Leave Award deadline from February 15th to July 1st. **This change was approved by the exec board and updated in the Awards & Scholarships handbook and website.**
- Create a basic Awards & Scholarships overview training in the fall for all states and continue doing the judging process training in January but do that training by each area instead of all states at once. **These trainings were completed as planned and received great feedback.**
- Confirm membership status of all DSA submissions and Scholarship applicants with the NASCOE co-membership chairs and area chairs prior to the judging process. **This did not work**

as planned. It was easier to get the information straight from the state's membership chairs with all the details that had to be confirmed. The form that collects this information was improved on to help clarify the information we needed.

- Utilize area chairs to confirm applicants applied in the correct category and are eligible, prior to sending applicants to the state and area judges. **The national chair looked the applications over this year instead of sending to the chairs to do it. It was easier this way due to the overall process and tracking. It did alleviate a lot of issues we had the previous year so it was still a success.**
- Create an Awards & Scholarships timeline to add to the handbook. This will help simplify the process and roles that are expected by all parties throughout the year. In this timeline add:
 - A requirement to follow-up with DSA winners within 2 weeks after notification to ensure they received their letter.
 - Create a flow chart of the Scholarship process.

The timeline was created and is ready for exec approval to be added to the handbook. The flow chart was created and added to the NASCOE website.

- Propose a change to the exec committee on the Sick Leave Award process. This change would provide medallions/coins to Sick Leave Award recipients with 2500-4000 hours in lieu of certificates. **This was approved by the exec committee and medallions were ordered in July to correlate with the 2024-2025 budget year.**
- **The handbook was amended with the following changes that were presented and approved by the exec committee:**
 - Add a timeline to the handbook that allows national DSA winners to be notified by April 1st and allow recognition throughout the year prior to convention.
 - Clarified DSA award nominee requirements with the following verbiage:
 - "Members of the association in good standing that are members serving under a permanent appointment, members voluntarily retired, or an employee that converted to a GS employee position during the current NASCOE fiscal year are eligible to receive these awards. Eligibility requirements must be met by the January 15th deadline. National judges will have the final determination of any eligibility questions by the judging deadline of April 1st."
 - "All current National Officers, National Honorary Officers, Area Executives, Alternate Area Executives, National Committee Chairpersons are ineligible for consideration of a Distinguished Service Award while serving in any of these capacities. Eligibility requirements must be met by the January 15th deadline. National judges will have the final determination of any eligibility questions by the judging deadline of April 1st."
 - Clarified reimbursement costs for National DSA Award recipients to match the NASCOE travel policy with the following verbiage:
 - "Each National recipient shall be paid the lesser of round-trip airfare from their respective home state capital purchased according to NASCOE travel policy or mileage to the site of National Convention. In addition to the above, \$250 shall be awarded to each winner to assist in defraying the cost of attending the

convention. Reimbursement is provided to National recipients that attend the entire National Convention."

Goals for 2024/2025

During the breakout sessions at convention, we discussed several items that we wish to see accomplished in the coming year.

- ◇ Publicize Distinguished Service Awards more aggressively. We would like to see a nominee in each of the 3 categories in every area, but ideally would like to see it for every state as well.
- ◇ Research incentive ideas to help promote DSA nominations. We know there are deserving individuals out there that could be recognized
- ◇ Create a bullet point process for creating a scholarship fund at the state level for those that want to get one started
- ◇ Have area chairs send out newly created tools to states so they are aware of the resources available to them, such as, fact sheet, flowchart, and timeline
- ◇ We discussed how to handle the sick leave awards for next year since the deadline is after the convention in 2025. It was decided to print certificates and hand out medallions for all submissions received prior to convention like normal and mail the few that might come in between convention and the July 1st deadline.

I am honored to have been chosen for this role and to be surrounded by such a remarkable committee and exec board. I encourage all members to get involved in some type of capacity to gain personal growth and make some new friends along the way. I look forward to what 2025 brings.

I respectfully submit this report as written.

Heidi Clinkingbeard

Heidi Clinkingbeard
National Awards & Scholarships Chair



National Association of FSA County Office Employees Benefits & Emblems

Outbound National Convention Meeting Report
Quad Cities
August 7-10

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Northeast Area Chair
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Northwest Area Chair
Bruce Solko
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Midwest Area Chair
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Southeast Area Chair
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Southwest Area Chair
Amanda Montgomery
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It was great getting to host you folks in the bi-state region known as the Quad Cities and I hope you all had a great time.

This past year the Benefits & Emblems Committee has been working on solidifying current benefits and working on securing new ones. We've heavily promoted our Working Advantage, Dillard Financial Services, Inc. and Emblems by Superior member services.

Our benefits providers are key to providing NASCOE with financial assistance in running our programs and our partnership with Emblems by Superior has provided more than \$75,000 in scholarship support since they began working with us.

I appreciate the opportunity to continue to work with the Benefits/Emblems Committee to meet the needs of our members. Thank you to the Executive Committee and my fellow committee chairs for a successful convention!

Respectfully submitted,

Travis D. Eisele
NASCOE Benefits/Emblems Chairperson



National Association of FSA County Office Employees Legislative Committee

National Chair: David Wayne
Ron Pethoud, MWA Legislative Chair

Lindsey New, SEA Legislative Chair
Laurie Thiboutot, NEA Legislative Chair
Jason Nail, SWA Legislative Chair
Ashley Hilton, NWA, Legislative Chair
Hunter Moorhead, Legislative Consultant

National Convention Exit Report

The Legislative Committee would like to begin by thanking IASCOE for hosting a phenomenal National Convention. The Heartland proved to be an excellent location with tours to suit anyone's interest and evening events that provided attendees with opportunities to socialize, fellowship, and enjoy local venues.

The Legislative Committee meeting was brought to order by Chair, David Wayne. David began by thanking session attendees and by introducing himself and discussing the changes in Committee Leadership. The Area Chairs in attendance were also introduced. The Chair discussed the ongoing search for a Co-Chair.

The Chair discussed current PAC Activities.

- During the National Convention the Legislative Committee conducted a voluntary PAC Survey. This survey is designed to collect a small amount of information from convention attendees regarding their views of the PAC and its success. The Committee intends to report on the results at the upcoming National Leadership Conference in September. Hopefully, the brief survey will give us an idea of how to adapt our promotion of the PAC to meet our new members' needs.
- The Chair asked Lindsey New, SEA Legislative Chair to discuss her work on the new Online PAC Signup Process. Lindsey covered the updates to the NASCOE website, the PAC presentation materials, and the online form. This process will make it easier for Area Chairs to promote the PAC at State meetings and Area Rallies. We will no longer need to scan and email forms back and forth.
- The Chair discussed this year's National Convention PAC Challenge. Traditionally areas competed to not be the lowest contributor during convention. This year Areas will compete to be the area with the highest percent increase in PAC contributions during convention. That was considerable discussion concerning the nature of the challenge. The Chair assured session attendees that this year's challenge would be an opportunity to acknowledge the "winner" rather than humiliate the "loser". We want to make the challenge a lighthearted bit of fun amongst members.
- The Chair provided details on the National Leadership Conference PAC Challenge. This Challenge will run from adjournment of National Convention to the conclusion of the NLC. The Legislative Committee will offer the winning area reward for their efforts. We will also use the referral function of the PAC Signup to conduct a prize drawing for those listed as referrals for PAC Enrollment. This will be a gift certificate to the emblem store.

The Chair discussed the Farm Bill Outreach Workshops that were taking place during the Convention.

- Due to concerns with Section 12204 of the House Farm Bill, the Legislative Committee in cooperation with the COAC Committee and Equity Commission Taskforce conducted 2 Workshops. These workshops are designed to provide members with talking points and a plan of

National Association of FSA County Office Employees

action to conduct outreach members with key members of Congress. The workshop will also cover outreach related to Recommendation #20 from the Equity Commission and advocacy for protecting our funding levels in upcoming Appropriation negotiations. There were 2 duplicate sessions of the workshop. Additionally, during the workshop, members will be versed on the the ethics related to conducting Farm Bill outreach. The Legislative Committee will identify key members of Congress and NASCOE members that can conduct the outreach.

The Committee discussed the upcoming National Leadership Conference taking place in Tampa, Florida in September.

- Items covered during the Conference will be the legislative process, ethics policy related to outreach and advocacy of legislative issues, and an overview of PAC activities. The goal is to provide new and upcoming NASCOE leaders with the tools to conduct outreach for legislative priorities.
- The presentations will be provided by Hunter Moorhead, David Wayne, and Amanda Ahrens on Friday to the whole group.

The next item of business was New Chairs New Ideas. The Chair, David Wayne, opened the floor for discussion on how to move forward.

- As we move into a phase of the Committee with new chairpersons this is great opportunity to incorporate new ideas or new methods to our legislative process.
- One item that received considerable discussion was the use of PAC success stories to aid in our drive for new contributors. The use of short video clips with the Chairs and Hunter chatting about PAC activities seemed to be the consensus. The Chair indicated that he would investigate this as a possibility and noted that it would be similar to the videos created after the DC Negotiations.

NASCOE Legislative Consultant, Hunter Moorhead provided an update on legislative activities in DC.

- Section 12204 of the House Farm Bill is our foremost concern. We will devote considerable efforts to prevent this section from remaining in the House Farm Bill. This section removes the prohibition of the Secretary of Agriculture moving the CRP program from FSA to NRCS. This prohibition has been in place since 1994. We have had 30 years of success administering CRP. Moving CRP to NRCS would remove local farmer input on rental rates, thus removing production agriculture from the decision-making process of CRP.
- There hasn't been any movement to incorporate the recommendations of the equity commission into the Farm Bill. NASCOE is adamantly opposing the inclusion of Recommendation Number 20 specifically. This recommendation moves the supervision of the CED from the COC to the CED. This will remove local producer input on the administration of farm programs in the local office.
- Appropriations were all discussed as we must continue to advocate for enough funds to maintain adequate staffing levels to administer our farm programs.

We had a successful PAC signup/increase during convention with 38 actions (new allotments or increases to existing allotments and an overall increase of 6.5% in PAC contributions. The NEA had the greatest percentage increase with an overall increase of 18.6%. This is truly a great achievement for the NEA. We commend their efforts and want to thank everyone that contributes to the PAC. PAC contributions are now up to \$3,108 per pay period. We had fallen below \$3,000 per pay period for some time and it is great to see our contributions climb back about that mark. The contributions are vital to our success advocating for NASCOE's legislative priorities.

National Association of FSA County Office Employees

The legislative would like to thank the nearly 90 members that attended the workshops and the nearly 30 members that attended the breakout sessions. We had a great discussion and fielded many questions about our legislative activities. The Legislative Committee is honored to serve the NASCOE membership. We know there is much work to be done to promote our legislative priorities and we are prepared to meet the challenges head on.

I respectfully request the Legislative Committee Report to be accepted as submitted.

David Wayne
Legislative Committee Chair



National Association of FSA County Office Employees Membership Committee

NASCOE Membership Committee Exit Report 2024 National Convention Davenport, Iowa August 7-10, 2024

National Co-Chair
Emilee Seier
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National Co-Chair
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NEA Chair
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NWA Chair
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MWA Chair
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SEA Chair
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SWA Chair
Breeann Fink
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We want to start off by thanking IASCOE and their members for putting on a great National Convention. We really enjoyed the accommodations, the activities and most of all, the opportunity to meet with our NASCOE family. Being able to rekindle old friendships and making new friends is what it is all about.

It was also exciting to have so many “first-timers” in attendance. We were pleased to see them getting involved and learning what NASCOE is all about. We all get re-energized every time we experience this.

During our breakout session on **August 8th** there were 12 members in attendance. During this session, we recognized 2 Area Membership Chairpersons in attendance Katie Hanger (MWA) and Maria Petrella (SEA) as well as the three chairpersons Sarah Kubik (NEA), Jenny Lee (NWA) and Breeann Fink (SWA) who could not attend but have done such a great job throughout the year. We also recognized Sarah Smith (former SEA Chairperson) and LeAnn Oltmanns who was the former MWA Membership Committee Chairperson and was in the breakout session.

It was noted that the Rhode Island County Office Association met the 100% membership plateau for fiscal year 2024. Congratulations to Rhode Island on this great accomplishment.

We then reviewed and discussed multiple topics including:

- Where we were as far as membership %, where we are now, and where we are going from this day forward.
- We took a moment to review our membership statistics from 2019 as a snapshot in time of our recent membership. We then compared this to where we are currently, and discussed opportunities to get us where we need to be.
- We took a quick overview of the responsibilities of both the State Association Membership Chairpersons and State Treasurers and how they need to work closely in the membership process.
- We discussed the NASCOE Dues Submission dates – working to timely and accurately submit states reports and dues.
- We reviewed the process of downloading and gaining access to the NASCOE APP. This is still new to us and additional training for states is needed to better communicate with our members.
- We shared information and ideas that were discussed during membership calls, breakout sessions. Some of which were:

1. Identifying the different ways states engage with their membership and potential members.
2. Identifying reasons that being a member of NASCOE is important.
3. Identifying struggles that states face in promoting, retaining, or engaging their members and how to overcome many of these items.
4. Identifying items that members feel should be priorities of NASCOE.

These topics generated a lot of discussion. We heard from members who are a part of their own state membership teams and the strategies that they have used to gain new members in their states. These discussions worked out great as we also had new membership chairpersons in the meeting who are planning ways to reach out to potential members.

We had discussions concerning the NASCOE App. We encouraged those in attendance to contact their Area Chairs or National Chairs when trying to clear up any concerns they may have.

During our breakout session on **August 9th** there were 17 members in attendance. During this session we reviewed and discussed:

- Recruitment items as well as tips and strategies for membership recruitment and in-person membership recruitment visits.
- Membership application items. We provided multiple examples of various states application packages for states to review and make use of.
- Ways of how to add value to your association. These included understanding the purpose & mission of NASCOE, establishing relationships with SED, STO and STC, empowering members by giving them responsibilities (after giving them the necessary tools and training of their responsibilities) and developing goals for their states.
- The NASCOE Membership Awards and the applicable eligibility requirements and deadline to submit the award requests (June 15th). States were encouraged to submit information for eligible members throughout the year. This process has been made much simpler through the NASCOE website under “Membership”.
- The NASCOE Memorial submission forms and applicable deadline (July 1st). These are also to be submitted throughout the year with the new process in place.
- The NASCOE Membership Toolkit. There are multiple items that are available for use in membership recruitment.

In discussing the awards that were presented this year, it was reported that we had received the following submissions from states for the 2023-2024 year:

- 29 submissions from 9 states for those eligible for the Honorary Life Membership Award. (See Exhibit A).
- 23 submissions from 5 states for counties eligible for the consecutive year’s membership awards. (See Exhibit B).

- 31 submissions from 10 states for individuals eligible for the consecutive year's membership award. (See Exhibit C).

The group discussed and made recommendations for state membership teams to consider:

For the State Associations:

- States membership chairs, officers, and the state board members should discuss and establish their membership goals for 2024-2025. They should then monitor these goals throughout the year and update their plan accordingly.
- States are encouraged to continue developing working relationships with their State Offices. State Associations should encourage their state office to have state association membership packages provided to all new co-workers when they come on board as well as periodic meetings (monthly or quarterly) with the state association.
- Devise a plan of succession. Leadership is crucial to state associations, and we must prepare our new leadership for their roles. Prepare them for success!
- States should make use of the availability of "Microsoft Teams." This tool could be used between their in-person meetings for continued communication between association officers, board, committee persons, and members. All NASCOE representatives have access to TEAMS and can set up a meeting for states.

For the NASCOE Membership Committee:

- The NASCOE Membership Committee should continue to make necessary updates to current membership recruiting tools to reflect NASCOE accomplishments.
- Area Membership Chairpersons should hold quarterly meetings with their respective State Membership Chairpersons to discuss ideas of recruitment and what activities are working in their states.
- NASCOE Officers and Committee Chairs should provide additional information and reminders to states to encourage more communication with membership.
- Provide tips, strategies, and videos on membership recruitment.
- NASCOE Jump Teams or Leadership Teams be made available to states where necessary.

During the convention, it was announced that Wyoming had won the 2023-2024 Membership Drive Contest presented by Dillard Financial Solutions for the largest % increase in their membership. Congratulations Wyoming!

Membership Recruitment is Crucial. With our current membership at 70%, we have a long road ahead of us. We reviewed and discussed many ideas from those in attendance on how to better recruit members. Everyone must be prepared to share their own NASCOE story with those who are not members. We would like to encourage everyone to BE ACTIVE!

Our membership is growing and with upcoming state meetings and conventions, we are now being given opportunities to share our NASCOE experiences with one another in person. Be prepared and share!

In closing, Emilee and I would like to thank the members of the NASCOE Membership Committee for their dedication to NASCOE and its members. We would also like to thank

NASCOE President, Joel Foster, for the honor to serve as the Co-chairs of the NASCOE Membership Committee. We sincerely appreciate the NASCOE Officers, members of the Executive Committee and the National Committee Chairpersons for their support of NASCOE.

Respectfully Submitted,

Emilee Seier

Glenn Thomas

NASCOE Membership Committee Co-Chairs

EXHIBIT A

HONORARY LIFE MEMBERSHIP AWARDED 2024

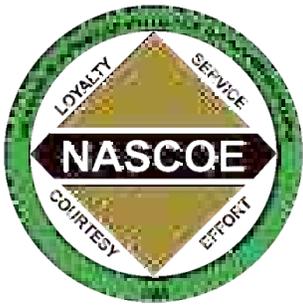
<u>Last Name</u>	<u>First Name</u>	<u>State</u>	<u>AREA</u>
Wilson	Devalyn	IA	MWA
Knowles	Greg	IN	MWA
Zimmer	Teresa	WI	MWA
Hackl	Judy	WI	MWA
Robertson	Julie	IN	MWA
Knowles	Gregory	IN	MWA
Gudorf	Beth	IN	MWA
Kunz	Debra	NE	NWA
Scholz	Sue	NE	NWA
Campbell	Barb	NE	NWA
Plager	Pam	NE	NWA
Repenning	Rod	NE	NWA
Baxa	Cheryl	SD	NWA
Moncur	Shelley	SD	NWA
West	Mary Jane	SD	NWA
Orr	Brent	MS	SEA
Austin	Claudia	NC	SEA
Colvard	Kimberly	NC	SEA
Ellis	Jacqueline	NC	SEA
Floyd	Sophia	NC	SEA
Garrison	Cheryl	NC	SEA
Jeffers	Jackie	NC	SEA
Johnson	Debra	NC	SEA
Rawls	Lesa	NC	SEA
Rudisell	Jill	NC	SEA
Floyd	Sharon	SC	SEA
McAlhany	Teresa	SC	SEA
Munnerlyn	Robin	SC	SEA
Uldrick	Karen	SC	SEA

EXHIBIT B**(FY 2024)100% Cumulative Years Membership Awards**

Area	County	Yrs of 100% Membership	Years	
MWA	Adams, IN	50 Years of 100%	1973-2024	
	Knox, IN	45 Years of 100%	1978-2024	
	Pike, IN	50 Years of 100%	1973-2024	
NEA	Schuylkill, PA	40 Years of 100%	1983-2024	
NWA	Aurora, SD	65 Years of 100%	1959-2024	
	Bonn Homme, SD	60 Years of 100%	1964-2024	
	Douglas, SD	60 Years of 100%	1964-2024	
	Faulk, SD	50 Years of 100%	1962-2024	
	Hand, SD	60 Years of 100%	1964-2024	
	Day, SD	60 Years of 100%	1964-2024	
	Hutchinson, SD	60 Years of 100%	1964-2024	
	Lyman, SD	65 Years of 100%	1959-2024	
	Marshall, SD	55 Years of 100%	1959-2024	
	Sully, SD	65 Years of 100%	1959-2024	
	Ziebach, SD	65 Years of 100%	1959-2024	
	SEA	Bamberg, SC	65 Years of 100%	1959-2024
		Barnwell, SC	65 Years of 100%	1959-2024
		Gerogetown, SC	65 Years of 100%	1959-2024
Jasper/Beaufort, SC		65 Years of 100%	1959-2024	
Spartanburg/Union/Cherokee, SC		65 Years of 100%	1959-2024	
York, SC		65 Years of 100%	1959-2024	
SWA	McLennan, TX	65 Years of 100%	1959-2024	

EXHIBIT C**(FY2024) 100% Consecutive Year Membership Awards**

Area	State	Name	Beginning Year	60YR	45YR	40 YR	35 YR	30 YR	25 YR	
Midwest	IN	Nancy Best	1987				1			
	IN	Jeff Fisher	1983			1				
	IN	Brenda Nicholson	1999						1	
	MO	Cristal Dunkin	1994					1		
	MO	Angela Luaders	1989				1			
	MO	Teresa Stout	1989				1			
Northeast	PA	Kelly Sundy	1991					1		
	VT	Lawrence Parker	1999						1	
Northwest	NE	Teresa Cole	1995					1		
	NE	Cheryl Folkerts	1978		1					
	NE	Joni Johnson	2000						1	
	NE	Shelly Preston	1990				1			
	SD	Colette Palmer	1983			1				
	SD	James Anderson	1983			1				
	SD	Rhonda Anderson	1992					1		
	SD	James Neill	1997						1	
Southeast	GA	Monica Watson	1999						1	
	SC	Anita Jones	1989				1			
	SC	Keith Ritter	1984			1				
	SC	Angela Rushton	1999						1	
Southwest	KS	Ellen Alvarez	1964	1				1		
	TX	Mica Durham	1999						1	
	TX	Torrie Gilleland	1984			1				
	TX	Jana Hume	1984			1				
	TX	Ricky Neffendorf	1984			1				
	TX	Rudy Pack	1984			1				
	TX	Linda Patrick	1979		1					
	TX	Debra Seifried	1989					1		
	TX	Lori Ross	1984			1				
	TX	Kim Steindorf	1994					1		
Totals				1	2	9	5	7	7	31



National Association of FSA County Office Employees Publicity Committee

National Chair

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Northeast Area Chair

Julie Viveiros
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Northwest Area Chair

Courtney Hansen-Owen
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Midwest Area Chair

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Southeast Area Chair

Kimberly Rice
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Southwest Area Chair

Kassie Keplinger
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NASCOE Publicity Chair National Convention Exit Report Davenport, IA August 7-10, 2024

Wow – my first National Convention as your Publicity Chair! And what an amazing experience it was. While it was technically my second national convention, it really felt like the first since my home state of Texas hosted in 2023 - anyone who has hosted in the past knows most of your time is spent working outside of the meetings and events to keep things going and flowing. I can truly say thanks to this experience in the Quad Cities, I am more prepared and even more excited for Whitefish, Montana in June 2025!
#meetmeinmontana

Before I dive into my report, I would like to give a shoutout to Northeast Area Publicity Chair Julie Viveiros and Northwest Area Publicity Chair Courtney Hansen-Owen for attending in the Quad Cities, and for being so amazingly helpful in our Publicity Breakout Sessions! We were even able to use Courtney as an example of what happens when a member has two profiles in the app, how that affects what you do and do not see regarding content, and how we merge those contacts and choose winning records (kind of like in MIDAS!) to help that member get their app back on track. It was great to see their faces in person and I look forward to all the new things our whole Publicity Committee will accomplish this year!

So, what does the life of a Publicity Chair at National Convention look like? I wondered the same thing when I boarded the plane after layover in DFW with my Texas Travel Team (unofficial nickname) consisting of Programs and Negotiations Co-Chair Christa Kraatz, outbound COAC Chair and current Texas Association President Jeannine Wendel, and Texas Association Vice-President John Tyson, to venture off to the Quad Cities for the 65th Annual NASCOE Convention. The work truly starts the moment you check-in to your hotel and drop off your luggage in your room, because there is a good chance NASCOE Secretary Taylor Stucki is walking around the hotel, open laptop in hand, ready to assign you to help Joel get setup for his Welcome Meeting that evening with all of the Executives and Committee Chairs. This meeting is where you not only get to graze on a snack buffet fit for a king, receive pertinent convention information as well as your committee convention binders – but as Publicity truly works with EVERY committee to engage and inform our members, you get to see your amazing NASCOE family face-to-face, in most instances for the first time!

Once convention begins, the focus is pictures, pictures, pictures! And a post here and there on the app, Facebook, and Instagram, to keep our members in the loop of all the amazing things a National Convention has to offer. Be prepared to be asked to do last minute or urgent posts – sometimes the schedule changes, and oftentimes you have to be in the moment to know what kind of information your audience needs right at that moment. Study the agenda, know the speakers, and always take more pictures than necessary – because I guarantee there's closed eyes in a picture or two. During breaks was truly one of my favorite tasks – that's when you get to help our photographer, Mike, round up area attendees for area and state photographs. I'm currently working on a cheat sheet for future Publicity Chairs to reference for this task as I think creating resources for the future of NASCOE is essential.

Speaking of pictures, we have them, and you want to see them! As discussed in convention small-talk and during our breakout sessions, we've noted members want to see ALL the pictures, and I wholeheartedly agree with you. My first and foremost goal this year is sharing all of the wonderful pictures our photographer has captured for us – pictures of all our areas and states, speakers, events, headshots, etc. I'm taking all suggestions into consideration, and I know the rest of the Publicity Committee would be more than thrilled to make these available to you. Currently, professional pictures are stored on our committee's SharePoint for safe keeping. A gameplan for sharing at a more wide-scale level will be discussed, finalized, and approved in the next few weeks, that way we are prepared to get the new 2024 pictures to you timely. You know we'll keep you posted, because that's what we do!

Another task on the Publicity convention agenda is not only photographing the Awards and Scholarship Banquet – but don't forget you have to announce your Convention Cash Club winners! Our Awards and Scholarship Chair, Heidi Clinkingbeard, did an amazing job not only keeping the presentations organized and seamless, but she also made sure that our Cash Club awards were ordered and ready for presentation to our first-time attendees. Thank you, Heidi!

All in all, I have to say I truly appreciated and enjoyed this experience. The work is worth it! To be able to serve our members and association at this level is truly an honor, and I am so excited for the next opportunity to use this experience as your publicity chair at the 66th Annual NASCOE Convention in Whitefish, Montana! Packing my Beth Dutton outfits RIGHT NOW!

Respectfully submitted,

Marcy Logan
NASCOE Publicity Chair



National Association of FSA County Office Employees County Office Advocacy Committee

2024 National Convention Exit Report Davenport, Iowa August 6-10, 2024

National Chair
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NWA Chair
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MWA Chair
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SEA Chair
James Dukes
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SWA Chair
Zach McHughes
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As I write this exit report, I truly am exiting from this position as the COAC Chair for NASCOE. Though I was unable to articulate it out in words at the National Convention as emotions took over, please know what a huge honor it has been for me to serve as your NASCOE's County Office Advocacy Committee (COAC) Chair. Working with so many incredible folks with the Executive Board, Officers, National Chairs, Area Chairs, State and National Leadership plus NAFEC, and talking to COCs who have led the way for the mission of NASCOE has been eye opening, really exciting, very tiring and yet so incredibly rewarding. I am grateful that Marcinda asked me to finish up Morgan Limmer's post and Joel allowed me to continue onward for this great opportunity to serve in this capacity.

The COAC team has not only been more than willing to work with me, but I have made dear friends in knowing they have that same drive and passion as I do. Thank you to each one of you for being able to get on the monthly calls, write reports, read the many emails I have forwarded your direction and being present in your roles for your states, rallies and conventions. Your service to NASCOE through your COAC Area Chair role has been not only incredible but fantastic and I will miss visiting and seeing you all monthly. Thank you to the following from the tip of my head to the middle of my heart down to the depths of my toes: • Barbie Parsons - NEA • Raela Brandt -NWA • Katrina Miller - MWA
• James Dukes - SEA Chair • Zach McHughes- SWA Chair

I was proud to lead two enlightening and productive breakout sessions for COAC while at the NASCOE Convention in the Quad Cities, with 13 strong in attendance at the first session and 20 stronger in attendance at the second session. We were honored to have the NAFEC officers, directors and members (12 + myself NAFEC in total) join in our 2nd session with information shared from several (Kevin Dale, Tammy Eibey, David Senter, Craig Turner, Jim Zumbrink and Bob Braden) with those in attendance on NAFEC's involvement and the valued importance of working alongside NASCOE through COAC stating to keep our lines of COMMUNICATION as the #1 key in it going both directions as 2-way street!! My very special heartfelt thank you to NAFEC for taking me into your organization as one of your very own and teaching me what it truly means to feel blessed to be a part of an association that cares about its members and has the passion for its mission.

Other items discussed from sessions were: Continued education about NASCOE and COAC to our employees, COC's and stakeholders; STO's and SEDs to emphasize information going out to every COC on NAFEC and COAC; NAFEC continues to offer and set up a short 15-minute TEAMS meetings to discuss benefits and educate COC's during their monthly/quarterly meetings as NAFEC is the COC's legal representation and it can be discussed during their COC meeting times. A list of NAFEC POC and/or Directors in each state was asked by a new COAC state chair that could be sent out for all states to know their contacts in NAFEC. The Equity Commission was also discussed with its importance and how we can stay informed on what is happening with regards to the Commission. Another topic was strengthening the NAFEC membership by obtaining NAFEC Directors in each and every state plus recruiting more associate members to NAFEC for just \$1 per PP or a one-time fee of \$250 lifetime membership (This rate increase went into effect during NAFEC's business meeting while at this convention). COAC will continue its mission



with NAFEC in promoting membership and the COC system and to strongly encourage COC members to become NAFEC members, while others can become associate members.

It was also agreed that COC Orientation Trainings need to go back to face-to-face meetings and be uniform from state to state with NAFEC being invited to attend and share the benefits in order to assure that COCs are ALL getting educated on what NAFEC has to offer and how to be involved with NAFEC and NASCOE + COAC. In 2023, COAC revealed an educational tool, the COAC branding mark/logo emblem, which has become even more visible on websites in NAFEC newsletters and to the COFs who now know what COAC represents for all – COMMUNICATION, COOPERATION, COLLABORATION and COMMUNITY. The 4 C's of COAC!

As I pass the torch onto the new leadership, Brian Gould from the MWA + MASCOE President; I shared my insight and goals in which he can carry forward with the COAC Team. I do hope to assist Brian if needed to continue our mission. Brian did speak in both sessions after being introduced.

Some of the goals that COAC plans to continue and focus upon:

- *Promote the educational COAC branding mark/logo to represent what COAC truly means to all employees and COC's concerning the COC system. The logo has gained the awareness it was designed to do and is recognized well.
- *Create a new Fact Sheet (a position paper, if you will) specifically created to educate and inform our stakeholders of the COC system, NASCOE and NAFEC through the COAC Team.
- Increase, solid and flowing sustained communications with NAFEC, STOs, COC's, and COFs.
- Actively work and will continue to assist and monitor with the Legislative Committee and Hunter Moorhead, NASCOE Consultant, NASCOE's Equity Commission Task Force and NAFEC in preparing documents to keep the Equity Commission developments monitored while informing COF's, COCs, stakeholders, and NAFEC on actions that are against the COC System, FSA, etc.
- Ensure County Committees are trained properly and to fully understand their significance roles and responsibilities as COC members as well as their role in the County Offices, and in their communities, with NAFEC as their needed voice.
- Work alongside the Area Chairs on rally/state convention COAC reports while also encouraging the filling of states who currently do not have COAC Chairs. Each Area Chair continues to work hard to get vacancies filled.
- Research and actively call to National Office/WDC's attention for corrections in handbooks to update procedures, charts, and verbiage for the COC system to remain strong, valued, accurately represented and valid for FSA County offices while reminding them of NASCOE's importance.

As a closing farewell, my utmost sincere thanks once again to the NASCOE Executive Committee and Chairs for your support as it has been a joy to serve with y'all as your COAC Chair for NASCOE. I leave this position with a sadness to not be sharing time with y'all, but a happy heart in knowing I did bridge that gap and re-energized COAC while making many lifelong friends along the way, too. My hope is I truly left a mark and not a scar in my role. I plan to continue promoting COC's and NAFEC. *"When you want to succeed as bad as you want to breathe, then you'll be successful" -Eric Thomas*

May you continue the plight to renew and refresh the education of COC's, County Office employees, the public, and stakeholders in striving to reach higher goals and objectives with more involvement for the betterment of the FSA County Committee system through NASCOE + COAC with NAFEC's strong support and unwavering dedication. Good luck as you continue to pursue the important issues which make NASCOE what it really is in serving with strong and productive leaders who support each other, our members, the County Committees, the County Office employees and the farmers and ranchers in which we are truly blessed to serve each day!

Respectfully submitted,

/s/ Jeannine P. Wendel, NASCOE COAC Chair



National Association of FSA County Office Employees Programs & Negotiations

08/16/2024

2024 Programs and Negotiations Committee National Convention Exit Report Quad Cities, Davenport, IA August 8-10, 2024

National Co-Chair
Christa Kraatz
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Sarah Houin
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MWA Chair
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NEA Chair
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NWA Chair
Sydney Olson
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SEA Chair
Tasha Bagley
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SWA Chair
Terry Cater
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Convention:

The NASCOE 2024 Question & Answer (Q&A) Session with Washington, DC (WDC) guests was called to order by Joel Foster, NASCOE President. This meeting was held on Thursday, August 8, 2024, starting at 1:20 p.m. This session allowed our attendees to ask their pressing questions to WDC guests, which included those working under both the Deputy Administrator for Farm Programs (DAFP) and Deputy Administrator for Field Operations (DAFO) Divisions.

We were honored to be able to visit with, and get answers from, Associate Administrator- Steve Peterson, Acting Deputy Administrator for DAFP - John Berge, Assistant to the Deputy Administrator for DAFO – Kara Napier, Administrative Management Specialist- Amy Webbink, Branch Chief for Payments and Repayments Branch - Amanda Brosch and Deputy Administrator for DAFLP – Bill Cobb. During this first Q&A session we had 12 questions from the floor and those were answered by the WDC guests and their associated online teams. The first breakout session was adjourned at 2:30 p.m.

Upon conclusion of the first session, there was a short break, then at 3:00 p.m., our Programs & Negotiations Committee (PNC) Breakout Session was called to order by Christa Kraatz, Committee Co-Chairperson. This session allowed for more questions to be asked or clarified from attendees to our group of WDC guests and their online team. The following Committee chairs were in attendance: Audre Hayward, NEA and Debbie Leeper, MWA. There were 18 attendees in this first breakout committee session and 14 questions were asked from this group.

On Friday, August 8, 2024, the PNC National Committee Co-Chair, Christa Kraatz called the committee breakout meeting to order at 10:45 a.m. In this session, the National Co-Chairpersons introduced themselves and the two Area Committee Chairs in attendance. The PNC Co-Chairs gave many accolades and praises to this team for all their hard work, dedication and support. There were 15 people in attendance at this session.

During this same breakout session, National Co-Chair, Sarah Houin, shared the following statistics with everyone in attendance:

Total submissions reviewed for the 2024 programs year. We had 377 submissions, and they are broken down into the following categories:

Closed – Completed or Closed	57
Negotiations - Referred to Negotiations	20
Duplicates - Similar submission identified	43
Sent to DC with Responses Received	2
Items sent to DC in Batches and Awaiting Review	70
Pending Review from PNC Team and/or WDC	185

National Co-Chair, Christa Kraatz, provided the group with a background on the new SharePoint site we are utilizing and how this process came about. We had some glitches along the way but seem to have found a process that will work to make sharing and tracking these submissions with WDC easier on both sides of the collaborative pool. National Co-Chair, Sarah Houin then went over the process of completing the form for a submission as well as crucial pieces of information needed on the form and tips. Both Co-Chairs explained the process flow from completing a submission, review by the PNC team, put into a batch to DC, assigned, reviewed by DC, and the answer sent back to the PNC team and finishing it up with us routing the answer to the submitter. Both Co-chairs also helped answer some questions in the breakout session to help members submit their ideas or thoughts as future program submissions.

We shared a few tips that will hopefully alleviate some of the time-consuming process for the Area and National Chairs when reviewing the submissions:

- Please be sure to separate the facts, from the issue and provide a solution. We recommend taking the time to include paragraph references. We have seen a few submissions where the submitter has copied and pasted the same verbiage under the issue, facts and solution field. Any Area or National Chair will be happy to assist a submitter with separating their ideas into the appropriate fields. We hope to post a sample submission to the site in the future.
- If your ask involves a report – please, specify which report in its entirety. This makes the job easier for WDC to know who to direct the concern to and which report to address.
- Please, create multiple submissions if you have multiple asks that may not be related. When the submissions are received by WDC, they assign it to the appropriate specialist in the respective program area. If we have one submission with an ask about CRP and an ask about ARCPLC, for example, they are unable to split that. It can save the Area and National Chairs a great deal of time and, possibly research, if the submitter splits these into multiple asks.

Throughout Fiscal Year 2024:

As we begin a new fiscal year for NASCOE, we look forward to maintaining and building upon the working relationships NSACOE has with the National Office and continuing the service to our membership. We also want to thank the Area Program Committee Chairs:

- Midwest Area: Stacia Slover, Illinois replaced by Debbie Leeper, Missouri;
- Northeast Area: Audre Hayward, Maine;
- Northwest Area: Meghan Soderlund, Nebraska replaced by Syndey Olson, Nebraska;
- Southeast Area: Sarah Houin, Alabama replaced by Tasha Bagley, Georgia;
- Southwest Area: Jonathan Weishaar, Colorado replaced by Terry Cater, New Mexico.

The success of this committee is truly because of your work. These Area Program Chairs have spent hours researching the submissions and working with the members in order to achieve the results that will benefit and gain efficiencies for FSA employees to better serve our customers.

Here are our total Program Submissions Breakdown by Area for FY 2024:

MWA - 103 Submissions
NEA - 19 Submissions
NWA - 84 Submissions
SEA - 59 Submissions
SWA - 112 Submissions

This year, NASCOE was able to celebrate many wins thanks to the contributions of the submitters and review from the PNC team. Some of the wins we want to highlight include:

- **PT Reclassifications** –The reclassification will take effect at the conclusion of the group retention incentive in pay period 15 (July 28, 2024).
- **2023 & 2024 Negotiation Items** - We are ALL CAUGHT UP!!! Our 2023 & 2024 negotiated items were discussed in May and recently approved for released by DC. NASCOE prides itself on the ability to discuss these items with management.
- **FSA Information Bulletin: 11238 - ELAP - Application Software Enabled.** ELAP application software is now enabled.
- **Info. Bulletin (IB) 11146 - ECP – Application Software Enabled.** The new ECP software has been deployed and is available for State and County offices to Request Implementation of ECP.
- **Info. Bulletin (IB) 11123 - Resolved Producer Farm Data Report (PFDR) Formatting Issue.** Tract Physical location (County, State) was added to the PFDR. Tract number and physical location (State, County) are displayed in the same column under "Tract/Physical Location."

- **Info. Bulletin (IB) 11213 - SCIMS Customer Search Updated.** SCIMS updated with default set as "Starts With."
- **National Notice LP 2291 - Announcing the FSFL and MAL Grain Bin Safety (GBS).** Preventive Maintenance and Safety Gear Training in AgLearn. (This was a Negotiation item and addressed with DC).
- **XEROX Printers: Printing without PIV Cards.** This feature was added or made available for current and future devices/machines.

Looking Ahead

Currently, the PNC team has received a total of 34 program submissions for the 2025 NASCOE Fiscal Year, which runs from July 1st to June 30th of each year. Our PNC team will continue to work on these items, as well as, working together to get more items reviewed and responses given for the 2024 submissions.

Here are some goals for the PNC Team for the 2025 NASCOE Fiscal Year, which are as follows:

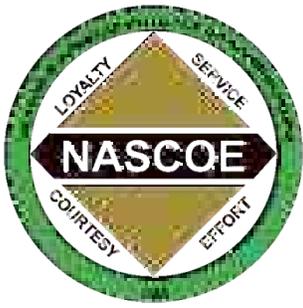
- Continue to foster and build relationships with National Office.
- Continue to educate members and employees regarding PNC submission process.
- Continue the use IBs and NASCOE news blast to update membership of PNC wins.
- Keep finding ways to streamline our submission process with the National Office
- Work to improve the answered/closed response percentage.
- Work to finding more ways to use our SP sites to share more submission details with members.

We look forward to another year serving in the role of NASCOE Programs & Negotiations Committee Co-Chairs.

We respectfully submit this report as written,

Christa Kraatz and Sarah Houin

National PNC Co-Chairs



National Association of FSA County Office Employees Technology Committee

July 27, 2024

President
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Vice President
Kayla Mattson
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Secretary
Taylor Stucki
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Treasurer
Jessi Colgrove
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In-Bound Report National Convention Davenport, IA August 7 – 10, 2024

It's been an honor to serve alongside the best NASCOE leaders. I have truly enjoyed assisting several committees including working closely with membership and publicity this last year.

Looking back at the past year and reflecting on our accomplishments and successes makes me proud of how far we have come. There is still work to be done and things to be learned. Working closely with the membership committee has taught me numerous things, and allowed me to see what we still need to accomplish regarding the NASCOE app and the data that we are maintaining.

I am thankful that NASCOE has provided resources to our leaders like Sharepoint to make transitions easier, and as technology continues to evolve so does the needs of leaders and members.

I am going to miss my NASCOE family this year as I won't be attending NASCOE convention in Davenport, but please know that I am only a phone call or email away. I wish you all a successful convention.

Dawna Hines
NASCOE Technology Committee



National Association of FSA County Office Employees

2024 NASCOE Convention NEA Exit Report Quad City, IA August 6-10, 2024

President
Joel Foster
Joel.Foster@nascoe.org

As my third and final year serving in the NEA Area Executive position comes to a close, I reflect back on my time representing the NEA. In my time at the helm, we have faced covid, vaccine mandates, telework issues, shared management issues and finally, on a bright note, PT reclassification! I am blessed to have an amazing team to support me in my position including all my area chairs and my alt exec Sandy Scott who is always willing to step in when I need her.

Vice President
Kayla Mattson
Kayla.Mattson@nascoe.org

There were 13 people in attendance representing the NEA including 11 members and 2 guests. 1 of the members was a first timer.

Secretary
Taylor Stucki
taylor.stucki@nascoe.org

A big Thank you to IASCOE for hosting an amazing convention. I also want to thank my team for a great year.

Treasurer
Jessi Colgrove
jessi.colgrove@nascoe.org

NEA Alternate Executive – Sandra Scott, NY
Benefits & Emblems – Brian Gould, MD
Legislative – Laurie Thiboutot, ME
COAC – Barbie Parsons, WV
Publicity – Julie Viverios, MA
Membership – Sarah Kubik, CT
Awards & Scholarships – Andrea Landis, WV
Programs & Negotiations – Audre Hayward, ME

Past President
Marcinda Kester
Marcinda.Kester@Nascoe.org

Awards & scholarships gathered feedback on changing the awards deadline to June 1 with the 2025 convention in June, Associate members being eligible for sick leave awards, sick leave awards being calculated on the last pay period of the year to account for leap years and Scholarship and DSA judging not awaiting state results to judge area submissions as the state results have no bearing on Area judging. Proud to say the NEA had the most nominations ever with 4 scholarship, 4 DSA and 5 sick leave awards.

Benefits and Emblems reported they are shifting their focus to shoring up existing benefits and promoting them rather than finding new ones. Emblems by Superior had record sales at convention.

Programs and Negotiations reported that 2023 and 2024 negotiations were conducted in person in DC in May putting us back on track for the first time since covid. 2024 saw 334 total submissions with 19 coming from the NEA. The sharepoint site is working well for submitting and following up with DC and submitters streamlining the process.

COAC committee reported they are working with NAFEC to promote the COC. Brian Gould will be serving as the 2024/2025 COAC National Chair! Congrats Brian.

Publicity worked on tips, tricks and troubleshooting for the app. They are working with membership to get new members registered in the app.

NASCOE Consultant Hunter Moorhead visited with legislative updates including Equity Commission, Farm Bill Discussion, budget, and furlough.

The 2025 NEA/MWA Rally will be April 27-29, 2025 in Cortland, NY. Save the Date!

Elections for the Executive and Alt Executive wrapped up our break-out sessions. Sandra Scott will serve as your NEA Executive and Barbie Parsons will serve as the NEA Alt Exec.

In closing, I want to say a big thank you to my alternate executive Sandy Scott for helping me along the last 3 years. I also want to thank my fellow executives, the officer team, National Chairs, Area chairs and all the NEA Membership for your support and confidence to represent you on the Executive Committee. I am truly humbled.

Respectfully, I request this report be filed as submitted.

Tina Williams
NEA Executive



National Association of FSA County Office Employees Southeast Area

Southeast Area Executive: Neil Burnette, North Carolina
Southeast Area Alternate Executive: Dawn Ovesen, Kentucky

Programs/Negotiations: Tasha Bagley, Georgia
Legislative: Lindsey New, Kentucky
Publicity: Kimberly Rice, Alabama
Membership: Maria Petrella, Georgia

Benefits/Emblems: Nancy Chlapecka, Arkansas
Scholarship/Awards: Amy Blum, South Carolina
COAC: James Dukes, South Carolina

Southeast Area Executive 2024 NASCOE National Convention Exit Report August 7 – 10, 2024 Davenport, Iowa

As I near the end of my first year as the SEA Executive, I am proud of the accomplishments we have achieved thus far. Many of the issues we have focused on are a work in progress, but there have been significant strides made. The SEA elected me to represent them, and I am very appreciative of their confidence. I must thank my Alternate Executive, Dawn Ovesen, for all she has done assisting me this year, she has been an amazing teammate. Our SEA Chairs have done an awesome job in carrying out their duties and representing our SEA members. They remain focused on doing their part to support our mission area. I also want to recognize our Membership Taskforce members for their dedication to building membership across the Southeast Area with their ideas and service to their assigned states. Building a strong membership base is critical to the future success of NASCOE. We must all strive to find ways to raise the bar and not allow ourselves to become complacent. Our SEA states have stepped up and are continually striving to increase their membership numbers.

This team of individuals have helped the SEA remain the very best area in NASCOE.

Chairs:

Programs/Negotiations: Tasha Bagley
Legislative: Lindsey New
Publicity: Kimberly Rice
Membership: Maria Petrella

Benefits/Emblems: Nancy Chlapecka
Scholarship/Awards: Amy Blum
COAC: James Dukes

Membership Task Force:

David Wayne Nikki Hanna Tasha Bagley Dawn Ovesen

Judges:

Awards: Denise Otto Tia Brock Rosemary Johnson
Scholarship: Leigh Fuson Cristy Cook Tasha Bagley

The Illinois Association did a fantastic job with the 2024 National Convention! Everything was organized and flowed seamlessly! Thank you to IASCOE for a great convention! I know that everyone in attendance had a wonderful time in the Quad Cities!

The SEA held breakout sessions on Thursday and Friday with 30 in attendance. All SEA Chairs or their selected alternates provided a report for their committee. We discussed all the topics that our delegates were tasked with voting on this year, including a review of the bylaw changes and the revamped EC policy. Also, we expressed the importance for our state delegates to annually review the EC policy to identify any concerns that might have been adopted by the EC during the previous year. The dues increase was not something that the

SEA wanted to approve but all in the room understood the necessity to do so. Another topic covered on Thursday was the importance of selecting the right people from each state to attend the NASCOE Leadership Conference and how this will fit into our new goal of developing state leadership succession plans.

On Friday, we held the Communication Contest drawing where Virginia was the winner of a \$25 gift certificate. This was another step in our effort to encourage states to keep their members informed. We also discussed issues like membership recruitment strategies, state leadership challenges and state dues. We finished up our meetings with a visit from Hunter Moorhead and Dillard Financial.

Neil Burnette was elected to serve another year as the Southeast Executive and Dawn Ovesen was elected to serve as Alternate Executive. We each appreciate your support.

I could not be prouder of our SEA States and their leadership teams. NASOCE is not about me or any one of us. NASCOE is and should always be looked at as a team or family. It's about every member paying dues to help us accomplish our goals. Every state association leader doing their part to keep their association strong. It's about supporting each other and helping pick each other up when we need a helping hand. It's about building relationships and encouraging one another. Every one of us plays a role in our success and as I look within each state, I see caring individuals, dedicated to doing a little extra to support us all in making NASCOE the successful organization that it has to be.

I started the year with two major goals: increased communication with our SEA members and increased membership. It is imperative we all do a better job providing information to our members. They pay dues to our association every two weeks, and they deserve to get something for that. The least we can do is provide them with knowledge of what's being done on their behalf at the state and national level. I have done my best to provide a steady stream of relevant information for states to send to your members. Communication with our states will continue to be a constant focus each month.

Membership in the SEA currently stands at 80%. Although this is only a 2% increase from the same time last year, it is a positive move and I feel that we are right on the cusp of more significant increases. We are currently working closely with several states to take advantage of the upcoming in-person state meetings. The SEA far outpaces the rest of areas by at least 8%! However, we still have work to do. As older members retire, we have to continually work to enroll new employees and get them involved. It's a never-ending effort but it's important that we stay on top of the revolving door and educate those new employees on the importance of what we do. Our goal in the SEA is 85%, and I believe we can achieve this!

The most important thing that I have learned this year is just how important succession planning is. I want to make sure we are doing all we can to prepare our next state association leaders so they will be equipped with the knowledge they need to continue to build on the success of previous leaders. We must do all we can to eliminate having leadership gaps. This truly is a major key to our success. The NASCOE Leadership Conference is an important link in this, so strong consideration should be given by each state in selecting those that attend.

I look forward to us all working together and making even more progress as we move forward. The next year holds a ton of promise and I commit myself to continue to do my best to represent you! I will continue to ask myself the same two questions; what decision is best for NASCOE and/or what is the opinion of our SEA members. I will continue to speak with your voice.

Sincerely,

Neil Burnette
NASCOE SEA Executive



National Association of FSA County Office Employees

Southeast Area

Neil Burnette, Area Executive

2024 NASCOE Convention
Davenport, Iowa
Southeast Area Breakout Session Minutes

Thursday, August 8 & Friday, August 9, 2024

I. THURSDAY, AUGUST 8 SESSION #1:

- a. Neil Burnette, Southeast Area Executive, opened the meeting at 4:15 p.m. We had 30 in attendance. All members and guests were welcomed.
- b. Glenn Thomas led the invocation.
- c. Dawn Ovesen was selected to take minutes of the meeting.
- d. Dawn Ovesen, Alternate Area Executive, called the roll of delegates and determined that a quorum of state delegates was present.
- e. Donnell Poss, SEA Treasurer, gave her report. The SEA currently has \$6,864.84. \$1328 was collected for SEA Dues this year. \$200 was given to Stuart Cooper for the Membership Drive contest.
- f. Area committee reports for Awards/Scholarships, Benefits/Emblems, Legislative, Membership, County Office Advocacy (COAC), Programs/Negotiations, and Publicity were presented. A motion was made by Judy Rudd to accept all area committee reports as presented. Gene Nunnery seconded the motion, and the motion passed by majority on voice vote.
- g. There was discussion on having Associate Members be eligible for sick leave awards. The SEA agrees that Associate Members should be able to receive those awards.
- h. Neil Burnette discussed the Proposed NASCOE By-Laws Amendment. SEA does not object to the proposed changes.
- i. Neil Burnette discussed the NASCOE Dues Increase Proposal. The SEA understands the importance of increasing dues. Current Dues are \$55 and would increase by \$10 this year and another \$10 next year for a total of \$75 for 2026. Associate Dues are currently \$25 and will increase by \$10 to \$35 starting this year.
- j. Neil Burnette discussed the Revisions of the Executive Committee Policy. All were encouraged to read over the policies from the prior year and the proposed policy revisions. If anyone had any questions or concerns, they were asked to bring them up at the following breakout session.
- k. Nominations were opened for Southeast Area Executive. Neil Burnette announced he would be seeking re-election.
- l. Nominations were opened for Southeast Area Alternate Executive. Dawn Ovesen announced she would be seeking re-election.
- m. Marcinda Kester made a motion to cease nominations and elect the Southeast Area Executive and Southeast Area Alternate Executive by acclamation. Carrie Major seconded the motion. A voice vote was called, Neil Burnette and Dawn Ovesen were elected unanimously for their respective positions.

- n. Dawn Ovesen made a motion to adjourn. Judy Rudd seconded the motion. The meeting was adjourned at 5:15 p.m.

II. FRIDAY, AUGUST 9 SESSION # 2:

- a. Neil Burnette, Southeast Area Executive, opened the meeting at 11:50 a.m. We had 30 in attendance. All members and guests were welcomed.
- b. Dawn Ovesen was selected to take minutes of the meeting.
- c. Dawn Ovesen, Alternate Area Executive, called the roll of delegates and determined that a quorum of state delegates was present.
- d. Neil Burnette gave his Area Executive Report. His goals are still increasing membership in the SEA, Communications with the states, and to provide SEA States with the tools for succession planning within their states.
- e. The Communications Contest Challenge had 5 participants that emailed the July Call Notes to their states. Congratulations to Virginia on the Random Spin win!
- f. Neil Burnette discussed New Business:
 - i. SEA Membership Strategies
 - ii. Leadership Challenges such as the Communications Challenge
 - iii. Current State Dues Structures and how 444's are handled by STO
 - iv. The 2026 Area Rally was discussed, location TBD
 - v. Dawn Ovesen discussed the AD-1083 process
 - vi. Dawn Ovesen discussed the yearly Tax Filings
- g. Dawn Ovesen made a motion to adjourn. Nancy Chlapecka seconded the motion. The meeting was adjourned at 12:30 p.m.

III. FRIDAY, AUGUST 9 SESSION # 3:

- a. Dawn Ovesen, Southeast Area Alternate Executive, opened the meeting at 3:50 p.m. We had 30 in attendance. All members and guests were welcomed.
- b. Dawn Ovesen was selected to take minutes of the meeting.
- c. Neil Burnette, Area Executive, called the roll of delegates and determined that a quorum of state delegates was present.
- d. The 2025 All-South Rally will be held in Kansas, an exact location has not been determined at this time, but the city of Hutchinson is being considered.
- e. Hunter Moorhead, NASCOE Legislative Consultant, visited the meeting at 4:00 PM and presented a legislative summary. He then opened a brief questions and answers session.
- f. Dillard's Financial Solutions provided a brief presentation from 4:15-4:30 p.m.
- g. A list of attendees at the National Leadership Conference was discussed.
- h. Judy Rudd made a motion to adjourn. Nancy Chlapecka seconded the motion. The meeting was adjourned at 5:00 p.m.


(Southeast Area Executive)

8-15-202
(date)



National Association of FSA County Office Employees

MWA Convention Exit Report

August 2024

Midwest Area Executive
Janice Acree
Janice.acree@nascoe.org

Midwest Area Alt Executive
Stacia Slover
stacia.slover@nascoe.org

Awards & Scholarship
Jennifer Achman
Jennifer.achman@nascoe.org

Benefits & Emblems
Kathy Nelson
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County Office Advocacy
Katrina Miller
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Legislative
Ron Pethoud
Ron.pethoud@nascoe.org

Membership
Katie Hanger
katie.hanger@nascoe.org

Lauren Shoda
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Negotiations & Programs
Debbie Leeper
Debbie.leeper@nascoe.org

Publicity
Jamie Wegner
Jamie.wegner@nascoe.org

It is hard to believe I am over 6 months into my two year time as MWA Executive! What the Acree Family thought was a four-year plan has been accelerated and what a great time it is! I appreciate all the support and encouragement of the Officers, Executives, and Chairs. In the words of Tracy Wilson, I will forever be the voice of my area. I am humbled at the privilege to be the voice of the MWA.

While the week of pre-convention calls was a lot (not going to lie here!), it was well worth it to be able to relax at Convention and enjoy participating in all the activities! There was great feedback from the MWA on seeing the Executive Committee on tours, outside of meetings, and in general relaxing with everyone else.

During our three area breakout sessions, we spent some time discussing the proposed by-laws and executive policy amendments. It is my belief we came to our sessions with amendments we could say accurately represented the wishes of the MWA. We had a spirited conversation on NASCOE dues increase where we felt the best efforts of the EC to be transparent and educate membership still fell short somehow. It is my hope the new MWA Facebook page will go a long way in breaking down communication barriers that still exist. At the end of the three sessions, the MWA unanimously supported:

- By-law amendment as presented to delegates
- Executive Committee policy update as presented to delegates

The NASCOE dues increase proposal was supported by the majority of delegates, with some reservation by others as to how their state would really feel. It was unknown how anything presented regarding dues would be supported by those in attendance.

We had Hunter Moorhead and David Wayne visit to discuss legislative concerns. There were not a lot of questions, but I sincerely appreciate being included in the schedule with Hunter. We did not have enough time to incorporate Dillard's in our breakouts, even though we had the best intentions.

We heard updates from Area Chairs that were in attendance: Katrina Miller (COAC), Ron Pethoud (Legislative), and Debbie Leeper (Programs & Negotiations). Katie Hanger (Membership) was busy with Illinois duties

and I provided an update of our work together. National Benefits & Emblems Chair Travis Eisele provided an update on behalf of Area Chair Kathy Nelson. Jennifer Achman (Scholarships & Awards) and Jamie Wegner (Publicity) were unable to attend. Stacia and I provided an update on the MWA Facebook page recently created by Kimberly Rice (SEA). Instead of individual state updates, all eight states passionately discussed membership initiatives and goals going forward. I will be holding an all MWA call before the Organizational Meeting in September. Ron announced he will not be serving as Legislative Chair anymore.

PAC enrollment and increases were promoted with Ron “passing the cup” to collect cash if anyone did not wish to change payroll allotments. It was discussed the importance of PAC contributions in relation to Hunter’s job with Legislators, especially heading toward Farm Bill. Jackson Jones helped explain a little more about the PAC and why it is a separate fund.

Discussion was held regarding the success of the 2024 NEA/MWA Rally held in Freeport, Maine. The plan is to have another NEA/MWA Rally in Courtland, New York in April 2025. In 2026, Ohio is scheduled to host a joint rally.

Michigan expressed they will be bidding to host the 2026 National Convention. I shared how important it will be for states to support Michigan as they move forward. Everyone is excited about being in the MWA again!

I would like to thank Stacia Slover for all her support this year and her efforts for the MWA! She is truly a blessing for me and I look forward to continuing our time together. In our breakout session, I was elected to serve as MWA Executive and Stacia as Alternate.

I have set goals for the area regarding membership. I would like to get all states over 60% membership with our three leading states of Iowa, Illinois, and Missouri to reach 80% or higher. This is a heavy lift but the consistent feedback is our eight states demand transparency and communication. I feel the MWA Facebook page will help this goal, as well as holding state Presidents accountable for sharing information.

Again, thank you to everyone for supporting my very rapid transition to Executive. It is my privilege to serve another term.

Respectfully submitted,

Janice Acree
MWA Executive



National Association of FSA County Office Employees MWA National Convention Breakout Minutes August 8-10, 2024

Midwest Area Executive
Janice Acree
Janice.acree@nascoe.org

Midwest Area Alt Executive
Stacia Slover
stacia.slover@nascoe.org

Awards & Scholarship
Jennifer Achman
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Benefits & Emblems
Kathy Nelson
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County Office Advocacy
Katrina Miller
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Legislative
Ron Pethoud
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Membership
Katie Hanger
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Lauren Shoda
lauren.shoda@nascoe.org

Negotiations & Programs
Debbie Leeper
Debbie.leeper@nascoe.org

Publicity
Jamie Wegner
Jamie.wegner@nascoe.org

- August 8th-call to order 4:15pm
 - Invocation-Janice
 - Roll Call of Delegates-Stacia
 - Illinois-LeAnn Oltmanns, Katie Hanger
 - Indiana-Kya Lasley, Dawn Hummel
 - Iowa-Brandon Scheuring, Abbey Sigler
 - Michigan-Justin Burchett, Kaye Hillock-Vining
 - Minnesota-Kayla Mattson, Teresa Holmquist
 - Missouri-Debbie Leeper, Maureen Cope
 - Ohio-Cindy McConnell, Andy Nelson
 - Wisconsin-Heather Kirkpatrick, Mallory Harrelle
 - Legislative Update-Hunter Moorhead
 - Discussion on proposed NASCOE By-laws Amendment
 - Discussion on proposed NASCOE Dues Increase Proposal
 - Discussion on proposed Executive Policy Revisions
- Adjournment 5:15pm (no official business votes taken)
- August 9th-call to order 11:50am, Mississippi River Hall Davenport, IA
 - Roll Call of Delegates-Stacia
 - Illinois-LeAnn Oltmanns, Katie Hanger
 - Indiana-Kya Lasley, Dawn Hummel
 - Iowa-Brandon Scheuring, Abbey Sigler
 - Michigan-Justin Burchett, Kaye Hillock-Vining
 - Minnesota-Kayla Mattson, Teresa Holmquist
 - Missouri-Debbie Leeper, Maureen Cope
 - Ohio-Cindy McConnell, Andy Nelson
 - Wisconsin-Heather Kirkpatrick, Mallory Harrelle
 - Nominations for Area Executive-Janice Acree, Indiana
 - Motion to close nominations, Maureen-Second, Brandon-passed by acclimation
 - Motion to elect by acclimation Janice Acree made by Maureen, Second by Dawn-passed by acclimation
 - Nominations for Alternate Executive-Stacia Slover, Illinois
 - Motion by Debbie, Second by Heather to close nominations, passed by acclimation
 - Motion by Debbie, Second by Kayla to elect Stacia Slover, passed by acclimation
 - By-law updates (Janice)-proposed by-law updates are very minor. Updates to definitions and territories. When NASCOE moved from NY to SD, the language specific to how long before a by-law amendment goes to delegates must they have the proposal was

removed per SD law (this was NOT a NASCOE request). Executive Committee spent A LOT of time working on the proposal to bring a document to the delegates that we felt accurately represented the way our areas wish to be represented. This is why the time between the information was sent to delegates and the National Convention was short. Stacia & Janice both feel they spoke on behalf of the MWA and there are no concerns in the proposal that will likely be brought to the floor on Saturday.

- NASCOE Dues Increase-Janice reminded delegates and attendees the dues increase will be an increase of what each state owes NASCOE per member, not what each member owes. Exec Committee requested a staggered approach and it will be for the first two quarters of 2024/2025 a \$10 increase to \$65, final two quarters another \$10 increase to \$75. This approach allows states to make adjustments per member if needed. This has been discussed at length at all Rallys, on MWA leadership calls, etc. Several attendees spoke about the cuts NASCOE has been making and it is no longer enough to do business with the cost of business increasing. Stacia & Janice feel they have spoke with the wishes of the MWA to the best of their ability.
- NASCOE Executive Policy Amendment-The big change is in regard to membership. If a state is 50% membership or below, the 1st year they receive a warning & the ability to receive NASCOE stipends and assistance to raise membership. If the 2nd year the state is not over 50%, they move to probationary status. The 3rd year, they are suspended. This give Execs more time to work with each state. Currently, 50% and states are not in good standing. Period. Sara Bateson brought up Jump Teams have been a lot of talk and not a lot of action. Janice gave examples of Jump Team use, the thing is to make it long-lasting and not a band-aid. Currently Janice & Stacia are working with MI, WI, and OH on an individual basis. For Jump Teams to be successful, we need to work with National Membership Chairs Glenn Thomas & Emilee Seier to formulate a plan of action and make it sustainable. States also have to do their part to communicate with the Execs and make the request, get a plan, etc. The path the MWA has taken is to empower State leadership & ensure they have the right resources to be successful. Janice & Stacia feel they spoke on behalf of the MWA and there are no concerns with the proposal.
- Kayla made a motion to adjourn the meeting, Heather seconded. Motion carried, meeting adjourned at 12:30pm.
- August 9th-call to order at 4pm, Mississippi River Hall Davenport, IA
 - Roll Call of Delegates-Stacia
 - Illinois-LeAnn Oltmanns, Katie Hanger
 - Indiana-Kya Lasley, Dawn Hummel
 - Iowa-Brandon Scheuring, Abbey Sigler

- Michigan-Justin Burchett, Kaye Hillock-Vining
- Minnesota-Kayla Mattson, Teresa Holmquist
- Missouri-Debbie Leeper, Maureen Cope
- Ohio-Cindy McConnell, Andy Nelson
- Wisconsin-Heather Kirkpatrick, Mallory Harrelle
- MWA Executive Updates-not much to add after the last breakouts
- MWA Alternate Executive Updates-not much to add after last breakouts
- Membership strategies
 - Stacia & Janice have been holding bi-weekly TEAMS meetings with new Ohio leadership, working on ways to get leadership in front of new members
 - Also utilizing this with constant communication with Michigan's new leadership
 - Wisconsin held a Cashapalooza, gained 18(?) new members
 - All MWA employee call going to happen in September, before Org meeting
- NASCOE National Leadership Conference-Tampa, FL
 - Goal to have 2 attendees from each state, more possibly
- State dues & 444s
 - STO handle dues adjustments differently
 - NASCOE working with NFC & DAFO to help smooth the process & standardize across the nation
 - 2025 Joint Rally with NEA-Cortland NY April 27-29th
 - 2026 Joint Rally with NEA-Ohio
- Adjournment 5:15pm (no official business notes taken)



National Association of FSA County Office Employees

Northwest Area

July 2024

As the third and final year of serving as the Northwest Area Executive ends, I am reflecting back on what this journey has been like, what I have learned and accomplished. I am happy with the progress made on some of my goals but also know that there is more work to be done.

Goal 1 – Communication

This has been my number one goal since becoming the NWA Executive. I strongly feel, that when membership is informed of what is going on within NASCOE, they are more apt to promote NASCOE. We held monthly NWA Leadership calls, which had all State Presidents and Area Chairs involved on one call to help keep communication transparent. I feel we have made great strides on this goal but feel there is still more room for improvement. Especially from the State Presidents down to the members.

Goal 2 – Membership

Membership was always a goal for the NWA during the last 3 years, and no different this year. As an area we, like many other areas, have struggled with membership due to the constant turnover over with employees the last few years. Overall, membership has stayed consistent the last year, which shows me that our states are trying. Hopefully, this will change with the PT Reclassification and employees will want to make FSA a career and see the important work that NASCOE does.

Goal 3 – Publicity

The NWA has increased the notifications that have been sent out from the area, and the NASCOE app has definitely made that a lot easier. This is the one goal that I feel really didn't get the attention that it needed to be a success.

Helping the NWA strive to meet their goals, I would be remised if I didn't mention my Area Alt, Matt Weddingfeld as well as all of my area chairs:

- Awards & Scholarships – Deana Tranby
- Benefits & Emblems – Bruce Solko
- Legislative – Emma Hacker & Ashley Hilton
- Membership – Jenny Lee
- Publicity – Courtney Owen
- COAC – Raela Brandt
- Negotiations & Programs – Meghan Soderlund & Sydney Olson

During the NWA breakout sessions on Thursday and Friday we had 15 in attendance. All NWA Area Chairs or appointee provided a report and updates from the events of the year and what occurred during the respective breakout sessions.

Matt Weddingfeld was elected to serve as the NWA Executive for the coming year. The NWA did not have a nomination for the NWA Alt Exec position, so outreach will continue to be had until one is found.

NWA Area Executive
Lacey Orcutt
lacey.orcutt@nascoe.org

NWA Area Alt Executive
Matt Weddingfeld
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Awards & Scholarship
Deana Tranby
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Benefits & Emblems
Bruce Solko
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County Office Advocacy
Raela Brandt
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Legislative
Ashley Hilton
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Membership
Jenny Lee
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Negotiations & Programs
Sydney Olson
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Publicity
Courtney Hansen
courtney.hansen@nascoe.org

In closing, the last three years as serving as the NWA Exec have brought many fond memories and friendships, but more important it has proved over and over how NASCOE is continually working for the betterment of all CO employees, and I am grateful for the opportunity I was given to serve. Thank you to the entire NASCOE team, the National Officers, Area Executives, and National Chairs for all of the support and hard work that is done. I look forward to witnessing the work that NASCOE continues.

Respectfully Submitted,
Lacey Orcutt
Northwest Area Executive
NASCOE

Serving as the Southwest Area Executive the past three years will go down as being a important part of my career with the Farm Service Agency. I began my NASCOE journey living peacefully inside my comfort zone only to realize the fire that burns within me to make our work environment and our producer's opportunities the best that they can be. Of all the roles that I have fulfilled over the years with OKASCOE and NASCOE, I can honestly say that serving as the SWA Executive has given me a real sense of accomplishment. I went into this role with the mindset that no matter how easy or how hard it gets, I will always be the voice of my area. I believe that I have been able to do that and will continue to do that throughout the remaining time I have as the area executive.

The SWA had a great turn out for the 65th National Convention in Davenport, Iowa. There were 33 people from the SWA were in attendance. If you missed this one, you sure missed out on a lot! The Illinois crew sure did a bang-up job and I can't express how much I appreciate all the time and effort they put in to making sure things moved along flawlessly.

During the area breakout sessions, the SWA conducted routine business and held discussions about current events such as the proposed dues increase. The SWA was in support of the proposed dues increase. Another topic was the proposed Bylaw/EC Policy updates. We went over the changes/corrections and the SWA agreed with the proposed changes.

The Southwest Area 2024-2025 elections were held during the second breakout session. Terry Cater was elected as the SWA Executive and Sabrina Blaser was elected as the SWA Alternate Executive.

The goals that I have set for our area have stayed consistent throughout my tenure. Communication and Membership have stayed at the forefront. I have held monthly TEAMS meetings with my area chairs and state presidents to keep them informed of the work the NASCOE team has been doing and providing pertinent information about any developments.

I wish to extend my sincere appreciation to my area chairs for their hard work and dedication to our mission over the last three years. Although there have been several change overs for us, it was always in the betterment of our chairs and brings me great joy to see advancements that they were able to make! My appreciation goes out to:

Sabrina Blaser- Awards & Scholarships

Amanda Montgomery- Benefits

Kassie Keplinger- Publicity

Breann Fink- Membership

Amanda Ahrens- Membership Assistant

Zach McHughes- COAC

Jason Nail- Legislative

Terry Cater & Jon Weishaar- Programs & Negotiations

I also want to say a great big THANK YOU to my Alternate Executive Terry (Jeff) Cater. Terry has not only filled his role as the Alt Executive, but he has also gone above and beyond. He answered countless phone calls and texts, always offering sage advice and a kind ear to listen. I am very excited for the SWA as Terry will be a great leader moving forward!

To my fellow Officers and Executives, I thank you for all your hard work. It has not always been easy, but in the end, I feel that we have collectively done what was best for NASCOE while representing our positions. That is what a team does, and I am proud to have been a part of your team and hope that as I am on my way out that you know what I think a lot of y'all and will always hold you close to my heart.

Respectfully submitted.

Tracy Wilson

Southwest Area Executive

**A RESOLUTION FOR
THE CONTINUED SUPPORT OF NAFEC**

WHEREAS, members of NASCOE continue to this date in the belief that the locally-elected committee system of Administration for farm programs remains in equal degree of importance to that of years past, and

WHEREAS, the successful administration of programs affecting the privately owned land of this Nation during these past decades was indeed made possible by and through the dedicated effort of the FSA committee, and

WHEREAS, locally-elected FSA committee members did organize and are now engaged in organized effort through the National Association of Farmer-Elected Committees (NAFEC) for the purpose of furthering the welfare of farmers and American agriculture, and

WHEREAS, it now becomes the desire of members of NASCOE to express our gratitude to present and past committee members for their unselfish and dedicated service to their community, state, and Nation, now therefore,

BE IT RESOLVED, that the members of NASCOE in convention assembled in Davenport, IA, by adoption of this resolution, reaffirm, for the 46th time in as many years, our support for the National Association of Farmer-Elected Committees and express our appreciation for the work of NAFEC and for all efforts made in our behalf, and

BE IT FURTHER RESOLVED, that NASCOE, does, by adoption of this resolution, urge each and every NASCOE member and FSA employee to show meaningful support for NAFEC through associate membership in that organization.

**A RESOLUTION
OF SUPPORT AND APPRECIATION of RASCOE**

WHEREAS, the goals of NASCOE are strong and steeped in traditions developed over the years, and

WHEREAS, the founders of the great Associations of NASCOE and RASCOE are still committed to employees and members, both current and past, and

WHEREAS, the same group of people are continuing those original goals and purposes in retirement, and,

WHEREAS, the Association of RASCOE continues to support and assist in the attainment of the goals of NASCOE, now therefore,

BE IT RESOLVED, that we the members of NASCOE in attendance at our 65th Annual Convention express our continued support for the Retired Association of County Office Employees. We further express our appreciation for the support they have extended to the membership of NASCOE, and

BE IT FURTHER RESOLVED, that NASCOE, through adoption of this resolution, encourages our membership to show their appreciation and support of RASCOE by becoming associate members of this great association and actively seek to acquaint all FSA employees, past and present, with RASCOE.

**RESOLUTION IN SUPPORT AND APPRECIATION OF
FSA COUNTY COMMITTEES**

WHEREAS, our agency was built and has enjoyed over 70 years of success on the foundation of our grassroots County Committee system, and

WHEREAS, the law requires and we, the employees recognize the County Committee as the supervisor of the County Executive Director, now therefore,

BE IT RESOLVED, that we, the members of NASCOE in attendance at our 65th annual convention, express our support for the County Committee system,

BE IT FURTHER RESOLVED, that NASCOE through the adoption of this resolution, pledge our continued support and recognition of local grassroots County Committees as the true and only supervisor of County Executive Directors.

Resolution of Appreciation to IASCOE

WHEREAS we the membership of NASCOE have accepted an invitation to meet in the bi-state region with a dynamic family of communities on the Mississippi River where the river bends to run east and west.

WHEREAS Illinois was admitted to the union on December 3, 1818, as the 21st state. The first settlers arrived noticing the vast expanses of grasslands and nicknamed it the Prairie State. The plains area features fertile land, and is part of the nation's Corn Belt and Heartland. The 5th most populous state in the country, ranking number one for soybean production, and being among the top states in the nation producing corn, hogs, beef and dairy products.

WHEREAS four past presidents can be found with ties to the land. Ronald Reagan being born and raised, Ulysses S Grant, Barack Obama and Abraham Lincoln being elected while residing in the state. The place where the official state slogan is the Land of Lincoln.

WHEREAS the Quad Cities was once the largest Native American settlement in North America; home to the first-ever railroad bridge to cross the Mississippi River which was completed on April 22, 1856; one can find the nation's largest government owned weapons manufacturer, the Rock Island Arsenal; where William Schneider of Davenport, IA was given the first American patent for the carousel on July 25th, 1871; and during the year of 1883, C.C. Knell, of Rock Island invented the first Reclining Chair; recognized as a Top 3 Minor League Baseball Towns in America; and where, in 1848, John Deere moved his business to so that his operation could take advantage of the Mississippi River's power and transportation.

WHEREAS the members of the IASCOE Association have provided an exceptional opportunity to enjoy and explore two of the great states of the Heartland. Where they have done an excellent job of extending their Midwestern hospitality with a mixture of culture, music, delicious food, beautiful atmosphere, and excitement to ensure the tradition is carried forth for the annual NASCOE family reunion, and

WHEREAS the members of NASCOE have experienced a wonderful time participating in various activities and fellowship and now being of sound mind to voice our appreciation for the special time provided for us,

BE IT RESOLVED that the delegates, members, and families of NASCOE and their friends who, having enjoyed this wonderful privilege of convention participation, do by adoption of this resolution, express our thanks and compliments to our host, the IASCOE Association, for all they have done for us, and

BE IT FURTHER RESOLVED that as each of us leave the beautiful Midwestern region of the Quad Cities, we do so with a new sense of direction and renewed spirit contributing to NASCOE's responsiveness to the tasks ahead, and we pledge our continued effort in our work in FSA for greater agriculture and a greater America.

Delegate Listing 2024 Convention - Saturday Roll Call		
State Association	Name	Name
Northwest Area		
Idaho	Lisa Eaton	Jennica Kerner
Montana	Kyra Hagberg	Lacey Orcutt
Nebraska	Windy Ingram	Bruce Solko
North Dakota	Barbie Thoreson	Gloria Thorson
Oregon	Heather Tritt	
South Dakota	Jessica Wienk	Courtney Owen
Washington-Alaska	Sandra Porter	
Wyoming		
Southwest Area		
Arizona		
California-Hawaii		
Colorado	Dawna Weirich	Mindy Neve
Kansas	Renee Giesenhagen	Tonya Atkinson
Nevada		
New Mexico	Terry Cater	
Oklahoma	Amanda Montgomery	Sabrina Blaser
Texas	John Tyson	Jeannine Wendell
Utah		
Midwest Area		
Illinois	LeAnn Oltmanns	Katie Hanger
Indiana	Kya Lasley	Dawn Hummel
Iowa	Brandon Scheuring	Abbey Sigler
Michigan	Justin Burchett	Kaye Hillock-Vining
Minnesota	Kayla Mattson	Teresa Holmquist
Missouri	Debbie Leeper	Maureen Cope
Ohio	Cindy McConnell	Andy Nelson
Wisconsin	Heather Kirkpatrick	Mallory Harrelle
Northeast Area		
Connecticut		
Delaware-Maryland	Brian Gould	Patrick Goode
Maine	Audre Hayward	
Massachusetts	Julie Viveiros	Ethan Hickey
New Hampshire		
New York	Jen Doty	Sandra Scott
Pennsylvania		
Rhode Island		
Vermont	Larry Parker	
West Virginia	Barbie Parsons	Andrea Landis
Southeast Area		

Delegate Listing 2024 Convention - Saturday Roll Call

State Association	Name	Name
Alabama	Jamie Pride	Judy Rudd
Arkansas	Tia Brock	Nancy Chlapecka
Florida	Marcinda Kester	Perla Vazquez
Georgia	Adam White	Monica Watson
Kentucky	Dawn Ovesen	Mandy Pyles
Louisiana	Caleb Zaunbrecher	
Mississippi	Gene Nunnery	Missy Love
North Carolina	Shannon West	Kimberly Jernigan
South Carolina	Brittany Jackson	Amy Blum
Tennessee	Carrie Major	Donnell Poss
Virginia	Dallas Vermillion	

BYLAWS
OF
NATIONAL ASSOCIATION OF
FSA COUNTY OFFICE EMPLOYEES

ARTICLE 1
DEFINITIONS

As used in these Bylaws, the following terms shall have the meanings set forth below:

“Area” means each of the following five geographic regions:

- (a) Midwest (consisting of the states of Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin);
- (b) Northeast (consisting of the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont and West Virginia);
- (c) Northwest (consisting of the states of Alaska, Idaho, Montana, Nebraska, North Dakota, Oregon, South Dakota, Washington and Wyoming);
- (d) Southeast (consisting of the states of Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee and Virginia along with territories of Puerto Rico and Virgin Islands); and
- (e) Southwest (consisting of the states of Arizona, California, Colorado, Hawaii, Kansas, Nevada, New Mexico, Oklahoma, Texas and Utah along with territory of Guam).

“Area Executive” means, with respect to each Area, the County Office Employee in Good Standing elected or appointed by the State Delegates from within that Area to serve as the Area’s Area Executive.

“Articles” means the Association’s Articles of Incorporation, as the same may be amended and/or restated from time-to-time.

“Association” means National Association of FSA County Office Employees, a South Dakota nonprofit corporation.

“Board” means the Association’s Board of Directors.

“County Office Employee in Good Standing” means a person who is a Regular Member in good standing with the Association and: (a) a permanent appointment FSA County Office Employee whose work performance evaluation rating or reviewing official is the FSA County Committee, or (b) a County Executive Director in Training. Any employee whose work performance evaluation rating or reviewing official is a FSA District Director is not a “County Office Employee” in Good Standing, even though he or she may be a Regular Member in good standing with the Association.

“Director” means each member of the Board.

“Executive Committee” means the Association’s Executive Committee established pursuant to Article 6.

“Executive Committee Member” means each member of the Executive Committee.

“FSA” means the USDA Farm Service Agency.

“Member” means each Member of the Association, regardless of membership class and including (without limitation) Regular Members.

“Regular Member” means each person admitted as a member of the Association pursuant to Section 3.2.

“State Affiliate” means each State Association that is admitted by the Board as an affiliate of the Association.

“State Association” means each state-level nonprofit FSA employee association.

“State Delegate” means each person who is elected or appointed by his or her State Affiliate to serve as its delegate to the Association in accordance with Section 4.3 and otherwise meets the State Delegate qualifications set forth in these Bylaws.

ARTICLE 2 PRINCIPAL AND REGISTERED OFFICES

2.1 **Principal Office.** The Association’s principal office shall be located at such a place as the Board may designate from time-to-time. The Association may have such other offices, either within or without the State of South Dakota, as the Board may designate or as the affairs of the Association may require from time-to-time.

2.2 **Registered Office and Registered Agent.** The registered office and registered agent of the Association shall be those designated as such in its Articles, and either designation may be changed from time-to-time by the Board.

ARTICLE 3
STATE AFFILIATES AND MEMBERS; MEMBER MEETINGS

3.1 State Affiliates – Qualification and Admission; Certain Obligations. The Board may admit such State Associations as State Affiliates as the Board may determine from time-to-time; *provided* that, in order to be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- (a) Have in excess of 50% of is eligible members as members of the State Association;
- (b) Timely pay its dues to the Association, in the amounts and when due as established by the Board from time-to-time; and
- (c) Otherwise fully comply with these Bylaws and all applicable qualifications and Association policies now or hereafter established by the Board.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate), and shall provide such records to the Association promptly upon the request of any Association Officer.

The Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing.

3.2 Regular Members. FSA employees who are a member in good standing of a State Affiliate shall be automatically admitted as a Regular Member of the Association if he or she:

- (a) Demonstrates in good faith that he or she is interested in the purpose of the Association;
- (b) Is not a member of any organization of government employees who asserts the right to strike against the government of the United States, and is not engaged in any strike against the government of the United States;
- (c) Is not a member of any organization which advocates the overthrow of the United State’s constitutional form of government; and
- (d) Meets such additional qualifications (if any) as may be established by the Board from time-to-time.

No other person(s) will be entitled to membership in the Association as a Regular Member.

Each person admitted as a Regular Member of the Association shall continue to maintain such membership so long as:

(x) His or her State Affiliate remains a State Affiliate in good standing with the Association; and

(y) He or she:

- (1) Remains a member in good standing of his or her State Affiliate;
- (2) Continues to meet all of the qualifications listed in Subsections (a) through (d), above;
- (3) Does not use his or her position with or membership in the Association for the purpose of engaging in any activity other than the stated purpose of the Association; and
- (4) Continues to fully comply with these Bylaws and such Association policies as the Board may adopt from time-to-time.

In the event any Regular Member fails to fully satisfy any such requirement, then his or her membership with the Association shall automatically and immediately terminate.

3.3 Classes. As of the date these Bylaws are adopted, there is only one membership class (*i.e.*, the Regular Members class). However, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion.

3.4 Member Suspension and Expulsion, Generally. Without limiting the automatic termination provisions set forth in Section 3.2 or elsewhere in these Bylaws, the Board shall have the authority to suspend and/or expel any Member (including, without limitation, Regular Members and other Members, if any) who fails to fully comply with these Bylaws and/or such Association policies as the Board may adopt from time-to-time by resolution.

3.5 ~~No Voting Rights. No Member will have any voting or approval rights whatsoever.~~ Voting Rights. The voting rights of regular members is limited to the election of the Board of Directors as elected or appointed pursuant to Section 4.3.

3.6 Meetings of the Members.

3.6.1 Annual Meetings. The annual meeting of the Members shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1.

3.6.2 Special Meetings. Special meetings of the Members may be called by the President or the Board; *provided* that the President shall call a special meeting of the Members upon the written request of not less than 33% of all Regular Members.

3.6.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to the Members by the Secretary not less than 10 days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

3.6.4 Waiver of Notice. The attendance (in person or electronically) of a Member at any meeting will constitute a waiver of a notice of the meeting, except where a Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Member may submit a signed waiver of notice of a meeting.

3.6.5 Location of Meetings; Electronic Meetings. Meetings of the Members may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of electronic communication that allows the Members to substantially see or hear the proceedings concurrently with their occurrence, post questions and make comments. A Member's presence in any meeting via electronic communication shall constitute that Member's presence at the meeting for all purposes.

3.6.6 Limitation. Nothing in this Section 3.6 may be construed as granting any voting or approval rights to any Member, nor as otherwise limiting the provisions of Section 3.5.

ARTICLE 4 BOARD OF DIRECTORS

4.1 General Powers. The Association's business, property and affairs will be managed by the Board upon and subject to the provisions of these Bylaws.

4.2 Number. The number of Directors shall be equal to the product of the number of State Affiliates multiplied by two; *provided* that the number of Directors shall never be less than three. As the number of State Affiliates increases or decreases, the number of Directors shall also increase or decrease accordingly, subject to the limitation set forth immediately above.

4.3 Qualification, Appointment and Term; State Delegates. Each State Delegate shall be automatically appointed as a Director, and his or her term as a Director shall last for so long as he or she remains a State Delegate, subject to his or her earlier resignation or removal as set forth herein.

Each State Affiliate shall elect or appoint and maintain two State Delegates. No State Affiliate may have more than two State Delegates at any given time. Each State Delegate must be a County Office Employee in Good Standing. A State Affiliate may remove any of its State Delegates and elect or appoint replacement State Delegates from time-to-time in its discretion; *provided* that a State Affiliate shall immediately remove and replace any of its State Delegates who fails to continue to meet any of applicable qualification set forth in these Bylaws. In the event of any change in or disqualification of any State Delegate, the applicable State Affiliate shall

immediately provide written notice thereof to the Secretary.

4.4 Powers and Duties. The Board will have all powers and duties necessary or appropriate for the administration of the affairs of the Association, which shall include (without limitation):

- (a) Establishing and collecting dues from State Affiliates;
- (b) Engaging and dismissing employees, independent contractors and agents necessary for the efficient and productive operation of the Association's business and affairs;
- (c) Opening bank accounts and designating signers therefor;
- (d) Purchasing, leasing, selling and otherwise acquiring and disposing of property;
- (e) Obtaining and maintaining insurance for the Association and its Directors, Executive Committee Members, Officers and property;
- (f) Adopting, modifying and enforcing Association policies;
- (g) Approving the Association's merger with any other corporation or organization under such terms and conditions as may be acceptable to the Board; and
- (h) Exercising and fulfilling any of the powers and duties set forth in the Articles, the Bylaws and the South Dakota Non-Profit Association Act, respectively.

4.5 Resignation. Any Director may resign at any time upon written notice to his or her State Affiliate, in which case the State Affiliate shall immediately forward such notice of resignation to the Secretary. Notice of resignation will be effective upon receipt by the applicable State Affiliate or at such later time (if any) designated in the notice.

4.6 Removal. Any Director may be removed by the affirmative vote of not less than 67% of the Directors at any annual or special meeting. Any Director whose removal has been proposed must be given an opportunity to be heard at the meeting to discuss and vote on his or her removal.

4.7 Vacancies. Any vacancy in the Board will be filled only when a substitute State Delegate is elected or appointed by the applicable State Affiliate in accordance with Section 4.3 (in which case the substitute State Delegate will automatically become a Director pursuant to Section 4.3). Until the vacancy is so filled, the seat shall remain vacant.

4.8 Meetings of the Directors.

4.8.1 Annual Meetings. Commencing in 2024, the Board will hold an annual meeting each year at a time and date to be determined by the Board, to elect Officers and

attend to any other business that may properly come before the Board. If the Board fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Board to hold any annual meeting shall not cause the dissolution of the Association.

4.8.2 Special Meetings. Special meetings of the Board may be called by the President; *provided* that the President shall call a special meeting of the Board upon the written request of not less than 15% of all Directors or not less than four Executive Committee Members.

4.8.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Directors by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

4.8.4 Waiver of Notice. The attendance (in person or electronically) of a Director at a Board meeting will constitute a waiver of a notice of the meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Director may submit a signed waiver of notice of a meeting.

4.8.5 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Directors may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. A Director's presence in any meeting via telephonic or electronic communication shall constitute that Director's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Directors exists).

4.8.6 Quorum. A majority of the Directors then in office constitutes a quorum for the transaction of business at any meeting of the Board.

4.8.7 Voting; Manner of Acting. Each Director shall have one vote. At any Board meeting at which a quorum is present, the affirmative vote of a majority of the Directors present will constitute authorized actions of the Board, except in those instances in which approval exceeding a simple majority is required by these Bylaws or applicable law.

4.8.8 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Board.

4.8.9 Writings in Lieu of Board Meetings. Any action required or permitted to be taken by the Board may be taken without a meeting if, before or after the action, all Directors consent to the action in writing. Written consents must be filed with the minutes of the proceedings of the Board.

4.9 Committees. In addition to the Executive Committee created pursuant to Article 5, the Board may, by resolution, create one or more additional committees to exercise any powers of

the Board in managing the Association's business affairs. Each such committee will operate in accordance with the terms of the resolution of the Board designating the committee or with rules adopted by the Board.

4.10 Compensation and Expense Reimbursement. Directors will receive no compensation for serving as a Director. However, Directors shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

4.11 Liability. Directors will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith. The Association shall defend, indemnify and hold harmless each Director against all contractual liability to others arising out of contracts approved by the Board on behalf of the Association, unless a contract was made in bad faith or contrary to the provisions of these Bylaws. It is intended Directors will have no personal liability with respect to any contract made by them on behalf of the Association.

ARTICLE 5 EXECUTIVE COMMITTEE

5.1 Creation; Powers and Duties. There is hereby created an Executive Committee, having the authority and responsibilities set forth in this Article 5.

5.2 Powers and Duties; Limitations. Except as may be expressly limited from time-to-time by Board resolution, the Executive Committee shall have the full power, authority and (to the extent of the Executive Committee's power and authority) duties of the Board, except the Executive Committee will not have the power or authority to do any of the following:

- (a) Establish, change or compromise dues;
- (b) Adopt any policy, or take any other action, that is contrary to any then in-effect policy or action adopted or taken by the Board;
- (c) Elect the 13th member of the Executive Committee (if required), remove any Executive Committee Member from the Executive Committee, or fill any vacancy on the Executive Committee;
- (d) Elect or remove any Officer, or fill any vacancy in any office;
- (e) Create any committee that purports to have any Board power or authority;
- (f) Amend or restated the Articles;
- (g) Amend, repeal or restate these Bylaws; or
- (h) Dissolve or terminate the Association.

For the purposes of these Bylaws and otherwise, any action or approval of the Executive Committee shall constitute the action or approval of the Board so long as the action or approval was undertaken or granted within the scope of the Executive Committee's authority and otherwise consistently with the provisions of these Bylaws.

5.3 Number, Appointment and Term of Members. The Executive Committee shall consist of 12 members, and the following persons shall automatically be appointed as members of the Executive Committee (provided that each of them meets the qualifications set forth in these Bylaws), and his or her term shall last for so long as he or she holds the position giving rise to his or her appointment as a member of the Executive Committee, subject to his or her earlier resignation or removal as set forth herein: the President, the Vice President, the Secretary, the Treasurer, each Area Executive, the immediate past President, the immediate past Secretary and the immediate past Treasurer; *provided* that, if none of the persons identified immediately above is a Director, then the Executive Committee shall instead consist of 13 members and the Board shall elect one Director to serve as the 13th member of the Executive Committee.

5.4 Resignation. Any Executive Committee Member may resign at any time upon written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at such later time (if any) designated in the notice.

5.5 Removal. Any Executive Committee Member may be removed by the affirmative vote of a majority of the Directors at any annual or special meeting.

5.6 Vacancies. If any Executive Committee Member resigns or is removed and such resignation or removal is effective while he or she still holds the capacity that caused his or her appointment to the Executive Committee pursuant to Section 5.3 (*i.e.*, President, Vice President, Secretary, Treasurer, an Area Executive, past President, past Secretary, past Treasurer or a Director), the resulting vacancy shall be filled by majority vote of the Board; *provided* that, the person so elected by the Board shall serve only until his or her successor is elected or appointed pursuant to Section 5.3. All other vacancies will be filled only when his or her successor is elected or appointed pursuant to Section 5.3 and, until the vacancy is so filled, the seat shall remain vacant.

5.7 Meetings of the Executive Committee.

5.7.1 Regular Meetings. The Executive Committee will meet from time-to-time as determined by resolution of the Executive Committee without notice other than the resolution. The Executive Committee's failure to hold any regular meeting shall not cause the dissolution of the Association.

5.7.2 Annual Meetings. The annual meeting of the Executive Committee shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1. If the Executive Committee fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Executive Committee to hold any annual meeting shall not cause the dissolution of the Association.

5.7.3 Special Meetings. Special meetings of the Executive Committee may be called by the President, by the Board or by any four Executive Committee Members.

5.7.4 Notice of Meetings. Except for regular meetings, written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Executive Committee Members by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

5.7.5 Waiver of Notice. The attendance (in person or electronically) of an Executive Committee Member at an Executive Committee meeting will constitute a waiver of a notice of the meeting, except where an Executive Committee Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, an Executive Committee Member may submit a signed waiver of notice of a meeting.

5.7.6 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Executive Committee may be held: (a) at such locations as the Executive Committee may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. An Executive Committee Member's presence in any meeting via telephonic or electronic communication shall constitute that Executive Committee Member's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Executive Committee Members exists).

5.7.7 Quorum. A majority of the Executive Committee Members then in office and entitled to vote constitutes a quorum for the transaction of business at any meeting of the Executive Committee.

5.7.8 Voting; Manner of Acting. Except for the past President, the past Secretary and the past Treasurer, each Executive Committee Member shall have one vote. The past President, the past Secretary and the past Treasurer shall have no voting rights whatsoever as an Executive Committee Member. At any Executive Committee meeting at which a quorum is present, the affirmative vote of a majority of the Executive Committee Members present and entitled to vote will constitute authorized actions of the Executive Committee, except in those instances in which approval exceeding a simple majority is required by these Bylaws, applicable Board resolution or applicable law.

5.7.9 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Executive Committee.

5.7.10 Writings in Lieu of Executive Committee Meetings. Any action required or permitted to be taken by the Executive Committee may be taken without a meeting if, before or after the action, all Executive Committee Members entitled to vote consent to the action in writing. Written consents must be filed with the minutes of the proceedings of

the Executive Committee. As the past President, the past Secretary and the past Treasurer have no voting rights, they will not be required to sign any such written action in order for the same to be effective.

5.8 Compensation and Expense Reimbursement. Executive Committee Members will receive no compensation for serving on the Executive Committee. However, Executive Committee Members shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

5.9 Liability. Executive Committee Members will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith.

ARTICLE 6 OFFICERS

6.1 Offices. The Association's Officers shall consist of a President, Vice President, Secretary and Treasurer, all of whom shall be elected by the Board at its annual meeting or at its special meeting in lieu thereof.

6.2 Qualification. Only a County Office Employee in Good Standing may be Officers of the Association. One person may hold two offices, except one person may not hold the offices of President and Secretary, nor President and Vice President, at the same time. Officers may but need not be Directors.

6.3 Resignation. Any Officer may resign at any time by providing written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at a later time designated in the notice.

6.4 Removal. The Board may, at any annual or special meeting of the Board, remove any Officer (with or without cause) by a majority vote of the Directors, excluding the Officer if he or she is also a Director.

6.5 Vacancies. Any vacancy in an office may be filled by a majority vote of the Board, excluding the Officer who was removed if the Officer was removed from office and remains on the Board.

6.6 Officers.

6.6.1 President. The President will be the chief executive Officer of the Association and will have authority over the general control and management of the Association's business and affairs. The President will sign all Association documents and agreements, unless the President or the Board instructs the signing be done with or by some other Officer, agent, or employee. The President will see that all actions taken by the Board are executed and will perform all other duties incident to the office. This duty is subject, however, to the President's right and the right of the Board to delegate any specific power to any other Officer.

6.6.2 Vice President. The Vice President will have the power to perform duties that may be assigned by the President or the Board. If the President is absent or unable to perform his or her duties, the Vice President will perform the duties until the President is able to resume fulfilling his or her duties or the Board directs otherwise. The Vice President will perform all duties incident to the office.

6.6.3 Secretary. The Secretary will: (a) keep minutes of Board meetings and member meetings, (b) be responsible for providing notices to Members, Directors, Executive Committees and others, as required by these Bylaws and applicable law, (c) be the custodian of Association's records (including, without limitation, all records and notices provided by State Affiliates), (d) keep a register of the names and addresses of each Director, Executive Committee Member, Officer, State Affiliate and Area Executive and State Delegate, and (e) perform all duties incident to the office and other duties assigned by the President and/or the Board.

6.6.4 Treasurer. The Treasurer will: (a) have charge and custody over the Association's funds and securities, (b) keep accurate books and records of the Association's receipts and disbursements, (c) deposit all moneys and securities received by the Association at depositories designated by the Board, (d) complete all required tax filings, and (e) perform all duties incident to the office and other duties assigned by the President or the Board.

6.7 Compensation and Expense Reimbursement. Officers will receive no compensation for serving as an Officer. However, Officers shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

ARTICLE 7 INDEMNIFICATION

The Association shall defend, indemnify, hold harmless and advance expenses to any person who is or was a party to any threatened, pending or completed suit or proceeding, whether civil, criminal, administrative, or investigative and whether formal or informal, to which he or she is a party due to being or having been a Director, Executive Committee Member or Officer of the Association, whether or not he or she is a Director, Executive Committee Member or Officer at the time the expenses are incurred, except as otherwise prohibited by law.

ARTICLE 8 AMENDMENTS

These Bylaws may be amended, repealed and/or restated from time-to-time by the affirmative vote of not less than 67% of the Directors at any annual or special meeting.

ARTICLE 9
MISCELLANEOUS

9.1 References. Unless otherwise expressly indicated, all references in these Bylaws to articles and sections refer to articles and sections of these Bylaws.

9.2 Severability. If any provision of these Bylaws is held to be partially or wholly invalid or unenforceable for any reason, the holding will not affect, alter, modify or impair any of the other provision of these Bylaws.

CERTIFICATION OF BYLAWS

The undersigned Secretary of National Association of FSA County Office Employees hereby certifies that the foregoing Bylaws of National Association of FSA County Office Employees as originally adopted by the Board via a Writing in Lieu of Organizational Meeting effective July 20, 2023 was amended by the Board on August 10, 2024.

The Effective Date of this amendment is August 10, 2024.



Taylor Stucki, Secretary
National Association of FSA County
Office Employees

NASCOE EXECUTIVE COMMITTEE POLICIES

The NASCOE Executive Policies are established in accordance with the By-Laws of National Association of FSA County Office Employees (NASCOE) adopted on July 20,2023, or as amended. These Executive Polices will serve as a resolution to the By-Laws providing guidance to be followed by the NASCOE Executive Committee. These NASCOE Executive Policies shall be reviewed annually at a meeting of the Board of Directors and will remain in effect and dictate the operation of NASCOE on the items covered until amended by the Executive Committee or the Board of Directors of NASCOE.

1. NASCOE'S Board of Directors

As established by the By-Laws of National Association of FSA County Office Employees (NASCOE) adopted on July 20,2023, or as amended, the number of Directors shall be equal to the product of the smaller of State Affiliates multiplied by two. Each State Delegate shall be automatically appointed as a Director. The Directors shall be responsible for the general management of the organization as stated in the By-Laws.

In view of the above, it is determined those persons serving as each state affiliate's members of the NASCOE Board of Directors at the National Convention are the state affiliate's members until the NASCOE Secretary is notified differently. NASCOE Secretary is to inform states of this policy annually and request state affiliates to promptly notify him or her as changes occur in a state affiliate's members. Secretary is to maintain an up-to-date list of the NASCOE Board of Directors and place them on the National Convention distribution list.

2. Membership Classes

As defined in Article 3.3 of the By-Laws, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such an event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion. The following are additional classes of membership:

- Associate Members - Any state affiliate may have associate members as determined by the state's Constitution and By-Laws. State associate members automatically are associate members of NASCOE upon submission of dues by the state affiliate to the national Treasurer. Dues for national association members shall be as determined by article 4.4 of the NASCOE By-Laws. Associate members may not vote, hold office, or be a member of a committee of the national Association. Associate members may participate in state association activity excluding those matters which may have a direct or indirect bearing on national NASCOE policy.
- Honorary Life Membership - Any person who was a member of his or her state association since the second year of formation or from the first full membership year of employment until retirement and an annuity is earned would be eligible for Honorary Life Membership in NASCOE. Honorary Life Membership is limited to those retaining their Retirement Rights. States must certify to the above at the time a request is submitted to the National Membership Chairperson for recognition as an Honorary Lifetime Member. NASCOE will supply an Honorary Lifetime Membership Card to the state. The State will be responsible for issuing the card to the recipient. If any state has a person they would like to recognize and the person does not meet the above requirements, the state may request a waiver with the proposed member's consent through the NASCOE National Membership Committee Chairperson. The

NASCOE EXECUTIVE COMMITTEE POLICIES

request shall include the person's membership history and the reasoning for the exception. Such request will be acted upon by the Executive Committee at the next scheduled board meeting and the state will be notified of the board's action.

- Suspended State Affiliate Member – See restrictions listed in item 7 for a member whose state is in suspended status.

3. State Affiliates

As defined in Article 3.1 of the By-Laws, the Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing. To be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- Have more than 50% of its eligible members as members of the State Association. The membership calculation is in item 4 of these NASCOE Executive Policies.
- Timely pay its dues to the Association, in the amounts and when due, as established by item 5 of these NASCOE Executive Policies.
- Maintain IRS filing as described in item 6 of these NASCOE Executive Policies.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate) and shall provide such records to the Association promptly upon the request of any Association Officer.

The State Affiliate may be comprised of one or more States or US Territories as listed in one of the geographic regions of the NASCOE By-Laws. US Territories are not considered stand-alone State Affiliates but are eligible to join a State Affiliate in their geographic region as defined in the by-laws. Any State Affiliate may offer full State Membership to eligible employees in one of the US Territories or adjoining and neighboring States where NASCOE affiliation provisions are not met and/or have been suspended according to item 7 of these NASCOE Executive Policies. The list of Eligible State Affiliates is listed in Exhibit 1.

Each State Affiliate shall also promptly disseminate to its members such notices regarding the Association as the President or Secretary may direct from time-to-time.

4. Membership Calculations

According to NASCOE's By-Laws, a permanent appointment county office employee is defined as a permanent FSA employee whose work performance evaluation rating or reviewing official is the COC or DD, which includes CO and GS employees. CEDTs and FLOTs are also eligible. To ensure consistent membership counts, the Executive Committee has set the following rules for counting membership.

State Associations that allow GS employees to be full members will count all CO members and eligible GS members in their total count of membership. A membership percentage will be calculated by dividing this

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total by the total number of CO employees only in the state minus any CO employees who perform 100% Farm Loan work. This percentage will be capped at 100%. If a CO employee is doing 100% GS work and is a member, then they will be counted in the membership as well as total employees. NASCOE will provide data obtained from WDC, as available, but it is up to each state association to verify accuracy.

Furthermore, for states that allow GS members, however, only charge associate members' dues those states will only count them as associate members. They will not count in membership or employee total.

There are FSA Offices in the US Territories of Guam, Puerto Rico, and Virgin Islands, and there is a potential for CO Employees in the territories to be members of NASCOE. CO Employees in those territories may join a State Affiliate in one of the Areas as identified in the NASCOE By-Laws but will be calculated in the membership calculation like the GS method in the 2nd paragraph of this section.

At the beginning of each fiscal year, the NASCOE Membership Chair will evaluate each state's membership percentage using the best available data and provide a report to the Executive Committee. The Executive Committee will review the report, contact states who are below 50.01% membership, and provide a period to dispute or update NASCOE's available data. States who do not provide information to support membership more than 50% by the established deadline, but no later than August 1st, will be considered for suspension according to item 7 of these NASCOE Executive Committee Policies. The NASCOE Membership Chair will monitor suspended State Affiliate's membership percentage and recommend reinstatement immediately when a suspended state association's percentage is over 50.01%.

5. NASCOE Dues

The annual NASCOE dues set by the Board of Directors are \$65.00 for regular members and \$35.00 for associate members based on the fiscal year July 1, 2024 – June 30, 2025, and \$75.00 for regular members and \$35.00 for associate members based on the fiscal year July 1, 2025 – June 30, 2026, moving forward and will remain in effect until the Board of Directors takes action to change such dues. This applies to regular and associate members.

Membership dues are due and payable to the NASCOE Treasurer on July 1 for the forthcoming year. If an employee pays dues directly to their state association, the entire amount must be transmitted to the NASCOE Treasurer not later than the end of the first quarter (September 30), or no later than the end of the quarter in which the employee pays. If an employee is on dues check-off, at least ¼ of total dues must be transmitted to the NASCOE Treasurer within 10 days after the end of each quarter with the exception that all dues must be transmitted to the NASCOE Treasurer by June 30.

Transmittal/Dues Due Dates:

Q1 – October 15th

Q2 – January 15th

Q3 – April 15th

Q4 – June 30th

6. IRS Compliance

As an association of government employees, it is important that we set an impeccable example with regards to regulatory compliance. It is also vital to the function and image of NASCOE that both the member

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association and all state affiliates are non-profit. All state affiliates are responsible for maintaining their non-profit status by filing required IRS tax documents before the applicable deadline as determined by the IRS based on the association's fiscal year. Failure to file taxes for multiple years can result in the state association's loss of non-profit status with the IRS. State associations shall annually provide documentation to the NASCOE Treasurer by June 30 that their tax documents have been filed. State associations will need to work with the IRS to retain their non-profit status and following this coordinate with the NASCOE Treasurer and President to be reinstated.

7. Suspension

State Affiliates who fail to maintain the membership percentage, timely pay dues, or maintain IRS compliance as described in item 3 of these NASCOE Executive Policies will be subject to the following administrative actions:

- NASCOE President will submit a warning letter by August 15 of the year in violation placing the State Affiliates in a warning status along with a detailed explanation.
- State Affiliates still failing to be compliant by July 1 of following year of the warning status will be placed in probationary status. The NASCOE President will submit a letter by August 1 with a detailed explanation of the probationary conditions.
- If the State Affiliate is not in compliance by July 1 of the year after being placed into probationary status, the State Association will be suspended and/or expelled from the National Association, subject to a vote of the NASCOE Executive Committee.

State Affiliates in a warning or probationary status will need additional support from NASCOE to develop strong business processes to address the underlying cause of the noncompliance. Therefore, the Executive Committee recognizes that it is in the best interest of the national association to provide some rights and privileges to suspended state associations to aid state leadership's efforts to become reinstated. These rights and privileges may diminish over time if the suspended state affiliate does not meet the conditions to be fully reinstated.

During the warning period, NASCOE will allow a State Affiliate to be eligible to have jump teams in their state, send representatives to NASCOE meetings, such as the National Convention and Leadership Conference, with full stipends, and select two members to serve on the NASCOE Board of Directors. The members of the state affiliate will also still receive the benefits of a NASCOE member in good standing. The Executive Committee will review additional rights and privileges on a case-by-case basis.

State Affiliates in probationary status will lose eligibility for NASCOE travel reimbursement or stipends. The members of the state affiliate will still have access to the use of NASCOE attorney and be eligible to attend all events without travel stipends from NASCOE. Members will not be eligible to serve on the executive board or as a national chair until their state is no longer in probationary status and they are reinstated as a member in good standing. The Executive Committee will further review the rights and privileges of State Affiliates who have been placed into a probationary status and determine if any further reduction of privileges is warranted.

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Members of State Affiliates in a suspended status cease to be members of the National Association and any officer or committee holders from a suspended State Affiliate will immediately vacate their position. Vacancies will be filled according to the NASCOE by-laws. Members of suspended State Affiliate are also ineligible for benefits specific to individual membership with NASCOE, such as eligibility for area and national scholarships, as well as consultation with the NASCOE attorney. See Exhibit 2 for flow chart.

8. Standing Committees of NASCOE

The standing committees of NASCOE at the National Level are:

- Awards & Scholarship
- Benefits & Emblems
- Legislative
- Membership
- Programs & Negotiations
- Publicity
- Resolutions – Parliamentarian
- County Office Advocacy
- Technology

Only a County Office Employee in Good Standing as defined in the NASCOE By-Laws may be a member of a committee. The committee chairpersons shall be appointed by the President with concurrence by the Executive Committee and the committee members (one representative from each area) shall be appointed by the Area Executive with concurrence of the NASCOE President. The President shall be ex-officio member of all committees.

9. Reimbursements for Computers and Data Plans

- A. Reimburse newly elected officers or executive committee persons up to \$750 for the purchase of computer hardware and software.
- B. Reimburse new-appointed national chairpersons of NASCOE's standing committees up to \$500 for the purchase of computer hardware and software.

To be eligible for reimbursement, all computer equipment must be purchased within 3 months of taking office or being initially appointed. Anyone receiving a laptop stipend will be required to reimburse NASCOE at a pro-rated amount should they serve less than 12 months.

10. NASCOE Liability Insurance

These policies provide a variety of coverage for the officers and board members acting on behalf of NASCOE.

- A. Individual Policy: Provided by Chubb through Nixon & Lindstrom. This policy insures NASCOE in the event of a Wrongful Act, Employment Practice, Personal Injury, or Publishers Liability committed by an Officer of NASCOE. In the event that a lawsuit is filed against NASCOE and/or an officer the policy

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provides for defense costs and settlement not to exceed \$1,000,000 per incident with a yearly limit of \$1,000,000. This policy has many benefit clauses and restrictions of coverage regarding officers' operations.

- B. Income Tax Filing Policy: Provided by Anderson, Larkin, and Co. This policy insures NASCOE in the event of an audit or other IRS finding in which NASCOE might otherwise be determined to have erred in the completion of our taxes and found financially liable. The policy will cover the costs of representation during an audit and the differences between what the IRS determines owed and what the tax preparer calculated at the time of filing.
- C. Events Policy: Provided by Travelers through Nixon & Lindstrom. This policy is specifically for events sponsored by NASCOE or a State Affiliate. It provides NASCOE Officers and the Association coverage for each event. For example, the policy insures NASCOE against loss if a guest/member sustains an injury while attending an event or while being transported by NASCOE representatives to/from the event.
 - o State Convention, Area Rally Coverage: The host state MUST notify the NASCOE Treasurer at least 2 weeks in advance to verify if there is room under our policy coverage for the year. Many convention sites (Hotels) will require the events policy for NASCOE to hold the event at their property. It is also important due to the fact that NASCOE holds many events off site of hotel.
 - o National Meetings and Conventions: NASCOE Treasurer will notify insurer in advance of the event to verify the event is covered.

11. NASCOE News Flash by the President or Vice President

Periodic NASCOE information alerts or "News Flash" released by the National Publicity Chair, at the direction of the President or Vice President, are to be continued as in the past using "good judgment" in the releases. Questionable items for release will be discussed among the Officers prior to release. This includes official NASCOE releases via social media, including Facebook, Instagram, and the NASCOE App. Releases will generally be made electronically and should include:

- A. Members who have signed up for NASCOE emails through a distribution database through the NASCOE App, signed up as an active member on the NASCOE App, or who have otherwise followed NASCOE for social media releases.
- B. Executive Committee Members, Alternates, and National Committee Chairpersons, who will be responsible for distributing to State Association Officers, Area and State Committee Chairpersons, and the Board of Directors in their states.
- C. RASCOE and NAFEC
- D. Selected FSA personnel and others as deemed advisable by the NASCOE Officers.

12. Periodic Releases

NASCOE EXECUTIVE COMMITTEE POLICIES

Executive Committee Members, National Committee Chairpersons, or Area Chairpersons are authorized to release information as they deem necessary and at whatever time(s) they deem necessary. Questionable items for release should be vetted by the Officers prior to release. Releases will generally be made electronically to the proper recipients with copies to the Officers, Executive Committee Members, and appropriate Committee Chairpersons or Area Chairpersons.

13. RASCOE and NAFEC Activities

The Officers and others are to work closely with RASCOE and NAFEC for common goals. Everyone is cautioned to always be aware of NASCOE's By-Laws and the regulations and laws governing NASCOE's activities.

14. Legislative Contacts by State Associations and/or NASCOE Members

State Affiliates and/or members are encouraged to maintain and/or establish a working relationship with their respective members of Congress. Informed members of Congress will respond to specific requests of NASCOE more favorably than uninformed members of Congress.

Numerous state affiliates and NASCOE members continue to visit with and/or write members of Congress, thereby keeping them informed of NASCOE's activities, goals, desires, accomplishments, etc. This type of action continues to be an essential form of communication. State affiliates and/or members are encouraged to maintain and/or establish a working relationship with their respective members of Congress.

State affiliates and/or members are encouraged and requested to keep NASCOE informed of their Congressional and Coalition partner contacts whether made by letter, telephone, or in person. State affiliates and members are requested to keep NASCOE informed by periodically submitting a report of their Congressional and Coalitions activities to NASCOE's Legislative Committee Chairperson with copies to their respective Area Executive Committee Member.

This report may be via copies of their letter to members of Congress and/or Coalition partner along with the replies or by a brief written summary of their activities. Periodically, the Legislative Committee Chairperson is to submit a summary of state association and/or members legislative activities to the NASCOE Executive Committee.

The above action will permit NASCOE to keep abreast of state affiliates and/or NASCOE members' legislative and coalition actions and to further pursue pertinent information obtained by state associations and/or NASCOE members.

Everyone is reminded in their official FSA capacity; county employees cannot attempt to influence members of Congress in any manner to favor or oppose any legislation or appropriation. FSA employees acting as private citizens are free to express their viewpoints to members of Congress provided these activities do not take place during their regular tour of duty or utilize any government resources.

The Legislative Committee Chairperson will issue a release annually to states emphasizing the above, as well as prepare an article on the subject for Area Executives to include in their bulletins.

NASCOE EXECUTIVE COMMITTEE POLICIES

15. NASCOE Newsletter and Area Bulletins

NASCOE will prepare a minimum of four national bulletins. These bulletins shall be distributed widely, using electronic distribution methods, including but not limited to posting to the NASCOE website, mass email distribution, and NASCOE App.

The NASCOE President and National Publicity Chair will work together to develop newsletter themes and assign articles. Article authors may include NASCOE Officers, Area Executive Committee Members and Alternates, National Committee Chairpersons, and other members as assigned by the NASCOE President.

Area Executives shall prepare and distribute, via email, a minimum of three area bulletins/area updates per year. Area Executives are encouraged to utilize area chairs to develop articles of importance to their area. All area bulletins shall be distributed to the Executive Committee, National Committee Chairs, and the National Publicity Chair shall ensure the bulletin is posted to the NASCOE App.

16. Annual Secretary's Report and Treasurer's Report

A. Annual Secretary's Report:

1. Report to contain information pertinent to the NASCOE year, including but not limited to a list of Officers, Executive Committee, National Chairs, and Board of Directors; material and financial assets of the association; Negotiation Items; budget information; and Executive Committee minutes. Additionally, any changes to NASCOE's By-Laws, the NASCOE Travel Policy, the Executive Committee Policies, or other major revisions of policies or procedure should be included.
2. In advance of the national convention the Report is to be posted on the NASCOE website.
3. The Secretary will provide the report via first class mail for any member specifically requesting it.

B. Annual Treasurer's Report:

1. Report to contain cumulative financial information for the fiscal year, including historical records for comparison, as well as any additional information the Officers determine is necessary for adequate Board of Director oversight.
2. The Treasurer will be responsible for submitting all financial reports to the Secretary timely for inclusion in the Annual Report.

NASCOE EXECUTIVE COMMITTEE POLICIES

17. Instructions to Secretary and Treasurer

- A. Secretary is responsible for the following:
 - 1. Prepare and distribute to the Officers, Executive Committee Members and Alternates, and National Committee Chairpersons a list of telephone numbers and personal email addresses for the Officers, Executive Committee Members and Alternates, and National Committee Chairpersons.
 - 2. Officially notify Administrator, Associate Administrator, Deputy Administrators, and DAFO of NASCOE Officers and Executive Committee Members' names, addresses, phone numbers, and email addresses.
- B. Treasurer is responsible for the following:
 - 1. Obtain credit cards, such as Visa or MasterCard, for officers as needed and maintain an inventory listing of such cards.
 - 2. Work with an accountant, approved by the Executive Committee, to ensure all applicable taxes are completed and the income tax insurance is obtained.
 - 3. Annually remind state treasurers of their tax filing requirements. Monitor IRS reports to ensure affiliate compliance.

18. Distribution of Executive Committee Minutes

The secretary is to electronically distribute copies of all Executive Committee meeting minutes to NASCOE Officers, Executive Committee Members and Alternates, and National Committee Chairpersons to enable them to keep abreast of NASCOE activities. The naming convention for minutes will be year_month_day_location_meeting.

Upon request to the NASCOE Secretary from a regular NASCOE member, approved NASCOE Executive Committee minutes will be provided to that member. All approved minutes are included in NASCOE Annual Reports. No other distribution of NASCOE Executive Committee minutes is authorized.

19. Financial Accounts

- A. The Treasurer, or the Secretary in lieu of the Treasurer, is authorized to deposit funds not otherwise needed for immediate expenses in savings accounts, to purchase time certificates, etc., in such a manner as to obtain the greatest return possible while still maintaining accessibility of those funds.
- B. The NASCOE Secretary's signature shall be recorded as an alternate signer on NASCOE accounts with financial institutions. This will permit access to all accounts in the event the person responsible for the account is unable to sign for NASCOE.

NASCOE EXECUTIVE COMMITTEE POLICIES

- C. A specified amount of NASCOE's funds will be set aside in a Certificate of Deposit, savings account, or other similar account to which neither the Treasurer nor the Secretary have access. The President and Vice-President shall be recorded as authorized signers on this account with the financial institution. The size of this account must be sufficient to meet all expected financial needs of NASCOE for any given period. This account will be accessed only in the event that NASCOE's regular funds cannot meet the normal obligations incurred by NASCOE. The status of this fund will be reported in the minutes of the NASCOE Executive Committee meetings at least twice annually.
- D. Any claim for reimbursement for an amount greater than \$1,500.00 shall be subject to second-party review by the Secretary prior to payment. All claims for reimbursement must be submitted to the NASCOE Treasurer within 30 days of incurred expense unless there are extenuating circumstances that would require Executive Board approval.
- E. The Treasurer will routinely submit a summarization of expenditures and collections, by month, to the Officers and Executive Committee Members.

20. Internal Audits

Every 3 years and/or when there is a transition in any position where finances are involved, there shall be an internal audit. Additional audits may be conducted as determined needed by the Executive Committee. The audit taskforce shall be made up of 3 members from across the nation plus the current NASCOE Treasurer and appointed by the President and approved by the Executive Committee.

21. NASCOE Supplies

Membership and Sick Leave Certificates and membership cards may be obtained by states at no charge through the National Awards Chairperson and/or National Membership Chairperson.

22. Obsolete Records

Obsolete records which are not of permanent nature are eligible for destruction after the fifth year following the year they are originated, unless related to financial records and those are eligible for destruction after the seventh year following the year they are originated. The Secretary is authorized to send to each state association secretary any records on file which are eligible for destruction at the request of the state association.

NASCOE EXECUTIVE COMMITTEE POLICIES

23. Announcements of Candidates

The secretary is to notify states that NASCOE will post to the NASCOE Website announcements of persons desiring to run for any NASCOE office provided the announcement is received by the Secretary no later than May 15 of the applicable year. All announcements will be posted at the same time as soon after June 1 as practical. In no way is this to be construed that announcements must be publicized in this manner as candidates may, if they so desire, initiate their own mailing.

If no announcement for an Officer, Area Executive, or Alternate Area Executive is received by May 15, a statement will be placed on the NASCOE Website that no candidates have announced at this time for the respective position(s). Neither the NASCOE newsletter nor area bulletins are to be used for announcements of candidates. It is the responsibility of the candidate to ensure that the announcement has been correctly posted.

24. Convention Chairperson

The NASCOE Secretary and the NASCOE Treasurer shall serve as convention co-chairpersons for all NASCOE conventions with authority to act on behalf of NASCOE. The NASCOE Parliamentarian may serve as a co-chair at the discretion of the NASCOE President.

25. NASCOE Banner and State Flags

The NASCOE Secretary will have custody of the NASCOE banner and the state flags and be responsible for having them at each NASCOE Convention for display.

26. Committee Members – Certificate of Appreciation

All outgoing Committee Members (this does not include National Chairpersons), and Judges (including Alternates who serve as Judges) shall receive a NASCOE Certificate of Appreciation. Certificates will be provided by NASCOE to Area Executives for distribution to the respective area chairpersons. Area Executives are responsible for requesting the certificates from the National Awards Chairperson.

NASCOE EXECUTIVE COMMITTEE POLICIES

27. NASCOE Member Eligibility for Benefits

(Award/Scholarship Member Eligibility Requirements are in the Awards Policy)

NASCOE policy is to make benefits available to NASCOE membership with the following guidelines:

- A. A current or former FSA employee (including NADD and NAFEC members) must be a member of NASCOE to the fullest extent allowed by his/her state to be eligible for benefits as purchased by the membership, and which excludes scholarships and awards. If the employee is eligible for regular membership, he/she must be a regular member of NASCOE. If the employee is only eligible for associate membership, he/she must be an associate member of NASCOE.
- B. A NASCOE member is eligible for any NASCOE benefit without further NASCOE membership. Exception: If NASCOE membership is an eligibility requirement of the company offering the benefit then the NASCOE member must also be a member of NASCOE.
- C. A NASCOE or NASCOE member's eligibility for benefits is extended to his/her spouse and dependent family members.
- D. Associate NASCOE members may be limited to one-half hour with the NASCOE attorney, at the NASCOE Officers discretion, should the funding for this line item exceed the amount budgeted in any year.

28. Awards-Scholarship Program Recognition

The National Awards/Scholarship/Emblem Chair shall work with the Area Executives to publish the names of all the recipients in the following categories in an area bulletin and ensure they are posted on the NASCOE website:

- A. National Distinguished Service Award Winners, including their picture and written nomination:
 - a. Service to FSA/Agriculture
 - b. Community Service
 - c. Service to NASCOE
- B. Scholarship: The names of all the Area and National Scholarship Winners, including a picture and news article on the National Scholarship Winner.
- C. Sick Leave: The names of all 3,000 hours and up Sick Leave Awardees.

29. Membership Awards

- A. Membership plaques for 25 years (and every 5 years thereafter) of 100% cumulative membership for County Offices will be issued on an annual basis at the NASCOE National Convention. Individuals who have maintained their membership for 25 consecutive years to align with their years of service (and every 5 years thereafter) will be issued a commemorative pin.

NASCOE EXECUTIVE COMMITTEE POLICIES

- B. NASCOE on an annual basis recognizes state associations with 100% membership at the NASCOE National Convention.
- C. NASCOE Diamond Awards will be presented to members with 50 or more years, in 5-year increments of continuous membership in NASCOE. NASCOE will reimburse the cost of these members attending the National Convention the year they receive the award.

30. Honorary Life Memberships

Holders of Honorary Life Membership Cards will be permitted to register at the NASCOE National Conventions and will not be required to pay the basic registration fee, excluding any late filed registration fees. Host states shall indicate this benefit on the convention registration form and/or the NASCOE App.

31. State Affiliates Right to Develop Benefits

State affiliates have the right to develop benefit items exclusive to NASCOE members within their state. However, these benefits are not eligible for payroll deduction based on the NASCOE/FSA negotiated purpose of payroll deduction being for items available to all members.

32. Coalition Partner of the Year

NASCOE will provide the person selected by the Legislative Committee as “Coalition Partner of the Year” with a plaque and, if this partner attends that year’s National Convention, one night’s lodging at the convention hotel and \$250 toward travel.

33. NASCOE Attorney

A member in good standing is eligible for a consultation of up to one hour with the NASCOE Attorney if needed. For access to this benefit a member will need to contact the NASCOE Vice President and submit the required documentation. For associate members, please reference item 27 D in this document.

34. Programs Committee Chairperson Attendance at Management Meetings

Whenever possible the Programs Committee Chairperson’s attendance will be considered for any program-related meetings with FSA Management at the discretion of the NASCOE President.

NASCOE EXECUTIVE COMMITTEE POLICIES

35. Typical Meeting Schedule

The following meeting schedule does not include the Area Rallies and National Convention. The meetings below can be conducted in-person or virtual depending upon the situation.

MONTH	MEETING	ATTENDEES
September	Organizational	Executive Committee National Committee Chairpersons Second Year Alternative Executives
January - February	Pre-Negotiation	Executive Committee National Committee Chairpersons Second Year Alternate Executives Negotiation Consultants
April - May	Negotiation	Executive Committee Negotiation Consultants National Program & Negotiation Chairs
As Needed	FSA Management	President & Vice-President Others as Determined by President
As Needed	Legislative Conference or Mini Conference	Executive Committee Full Legislative Committee
Every 2 Years	NASCOE Leadership Conference	Executive Committee Others as Determined by President
Every Year June – September	NASCOE Board of Directors (National Convention)	Executive Committee National Committee Chairpersons Second Year Alternate Executives Board of Directors

NASCOE EXECUTIVE COMMITTEE POLICIES

NASCOE State Affiliate Status

Exhibit 1

Northeast Area

Eligible Affiliates:

Connecticut	New Hampshire	Vermont
Delaware-Maryland	New York	West Virginia
Maine	Pennsylvania	
Massachusetts	Rhode Island	

Suspended Affiliates:

New Jersey

Northwest Area

Eligible Affiliates:

Idaho	North Dakota	Wyoming
Montana	Oregon	
Nebraska	South Dakota	

Warning Period Affiliates:

Washington-Alaska

Midwest Area

Eligible Affiliates:

Illinois	Michigan	Ohio
Indiana	Minnesota	Wisconsin
Iowa	Missouri	

Southeast Area

Eligible Affiliates:

Alabama	Kentucky	South Carolina
Arkansas	Louisiana	Tennessee
Florida	Mississippi	Virginia
Georgia	North Carolina	

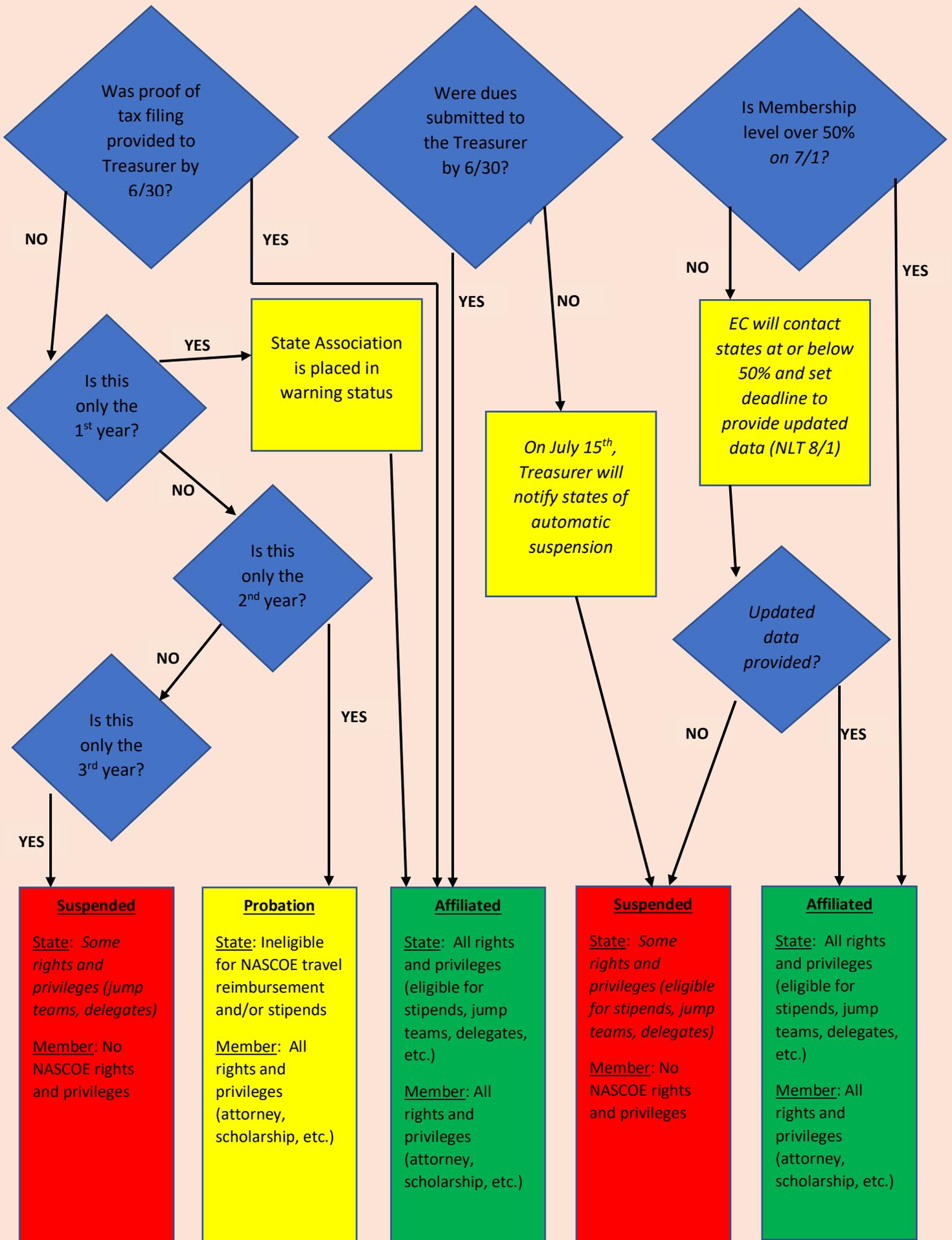
Southwest Area

Eligible Affiliates:

California-Hawaii	New Mexico	Utah
Colorado	Oklahoma	
Kansas	Texas	

Warning Period Affiliates:

Arizona
Nevada



Suspended

State: *Some rights and privileges (jump teams, delegates)*

Member: No NASCOE rights and privileges

Probation

State: Ineligible for NASCOE travel reimbursement and/or stipends

Member: All rights and privileges (attorney, scholarship, etc.)

Affiliated

State: All rights and privileges (eligible for stipends, jump teams, delegates, etc.)

Member: All rights and privileges (attorney, scholarship, etc.)

Suspended

State: *Some rights and privileges (eligible for stipends, jump teams, delegates)*

Member: No NASCOE rights and privileges

Affiliated

State: All rights and privileges (eligible for stipends, jump teams, delegates, etc.)

Member: All rights and privileges (attorney, scholarship, etc.)

NASCOE 2025 Board of Directors Meeting

2025 National Convention

Whitefish, MT

Present: Board of Directors, Exhibit 1
Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Matt Weddingfeld, NWA Executive
Terry Cater, SWA Executive
Stacia Slover, MWA Alt Executive (Acting MWA Executive)
Neil Burnette, SEA Executive
Sandra Scott, NEA Executive
National and Area Chairs, Area Alt Executives, and General Membership

Tuesday, June 24, 2025

- I. Welcome and Call to Order
 - a. President Foster called the Meeting to Order
 - b. Kelly Lynne Schartz, NE, gave the invocation
 - c. Kelly Lynne Schartz, NE, led the Pledge of Allegiance
 - d. Kelly Lynne Schartz, NE, presented the National Anthem
- II. Secretary Stucki conducted roll call and seating of the delegates. There were 283 in attendance.
- III. President Foster introduced past officers of NASCOE, current NASCOE leadership, and representatives from NAFEC, RASCOE, NACS, NASE and NADD.
- IV. President Foster and Secretary Stucki reviewed the agenda and notified the assembly of a few changes that would happen due to scheduling conflicts. **A MOTION was moved by Elizabeth Waller (KY) and seconded by Perla Vazquez (FL) to adopt the agenda presented. Discussion. All in favor, motion carried.**
- V. Lacey Orcutt addressed the attendees and welcomed all to Montana on behalf of the NWA.
- VI. President Foster welcomed the members and introduced special guest speakers.
- VII. Bill Beam, FSA Administrator, delivered prepared remarks.
- VIII. Steve Peterson, FSA Associate Administrator, delivered prepared remarks.
- IX. President Foster and Bill Beam, FSA Administrator, signed the 2025 Labor Management Agreement.
- X. Houston Bruck, Deputy Administrator of Farm Loan Programs, virtually delivered prepared remarks.
- XI. Trina Brake, Acting Deputy Administrator of Field Operations, virtually delivered prepared remarks.

- XII. Administrator, Bill Beam, Associate Administrator, Steve Peterson, and various WDC specialist virtually participated in a question-and-answer period with NASCOE membership.
- XIII. President Foster addressed the assembly with an update on current legislative and NASCOE business updates.
- XIV. MASCOE presented information on the 2026 National Convention to be hosted in Sault Saint Marie, MI.
- XV. Officer Candidacy Announcements
 - a. Jessi Colgrove announced her candidacy for Treasurer.
 - b. Taylor Stucki announced her candidacy for Secretary.
 - c. Christa Kraatz announced her candidacy for Vice President.
 - d. Kayla Mattson announced her candidacy for President.
- XVI. Keith Hiser, NADD President, delivered prepared remarks.
- XVII. Tamee Renwick, NASE President, delivered prepared remarks.
- XVIII. Jason Quintana, NACS Zone A Representative, delivered prepared remarks.

Recess for Area and Committee Breakouts; end of day.

Wednesday, June 25, 2025

- I. Vice President Mattson reconvened the meeting and called it to order.
- II. An "In Memoriam", prepared by Morgan Carlson, Boone Co., NE, was presented.
- III. Jim Zumbrink, NAFEC President, delivered prepared remarks.
- IV. Becky Zirpel, RASCOE President, delivered prepared remarks.
- V. Dillard's Financial Solutions delivered a presentation on benefits available to NASCOE members and state associations. They announced that Oregon won the annual contest for highest gain in membership.
- VI. Hunter Moorhead, Crossroad Strategies, virtually delivered a presentation on legislative issues that are important to NASCOE. Topics included funding levels for FY26, 2026 Farm Bill Discussion, and answered questions from the membership.
- VII. Secretary Stucki conducted roll call of delegates (**exhibit 2**). 60 were present and a quorum was determined.
- VIII. Nomination of NASCOE Officers
 - a. Jessi Colgrove was nominated for the office of Treasurer by Shawna Mitchell, NE. **A MOTION was moved by Elizabeth Waller (KY) and seconded by Robert Payne (OK) to cease nominations and vote by acclamation. Discussion. All in favor, motion carried.**
 - b. Taylor Stucki was nominated for the office of Secretary by Dawna Hines, TX. **A MOTION was moved by Cristy Cook (VA) and seconded by Kyra Hagberg (MT) to cease nominations and vote by acclamation. Discussion. All in favor, motion carried.**

- c. Christa Kraatz was nominated for the office of Vice President by Terry Cater, NM. **A MOTION was moved by Maureen Cope (MO) and seconded by Robert Payne (OK) to cease nominations and vote by acclamation. Discussion. All in favor, motion carried.**
 - d. Kayla Mattson was nominated for the office of President by Jamie Garriot, IN. **A MOTION was moved by Robert Payne (OK) and seconded by Elizabeth Waller (KY) to cease nominations and vote by acclamation. Discussion. All in favor, motion carried.**
- IX. President Foster asked if there were any resolutions on the floor and none were presented.
- X. Reports
- a. Joel Foster, President, submitted his report, attached.
 - b. Kayla Mattson, Vice President, submitted her report, attached.
 - c. Taylor Stucki, Secretary, submitted her report, attached.
 - d. Jessi Colgrove, Treasurer, submitted her report, attached.
 - e. Heidi Clinkingbeard, Awards and Scholarships chair, submitted her report, attached.
 - f. Travis Eisele, Benefits and Emblems Chair, submitted his report, attached.
 - g. Katie Frandrup and Amanda Ahrens, Legislative Co-Chairs, submitted their report, attached.
 - h. Glenn Thomas and Emilee Seier, Membership Co-Chairs, submitted their report, attached.
 - i. Marcy Logan, Publicity Chair, submitted her report, attached.
 - j. Brian Gould, COAC Chair, report given by Secretary Stucki and submitted, attached.
 - k. Christa Kraatz and Sarah Houin, Programs and Negotiation Co-Chairs, submitted their report, attached.
 - l. Dawna Hines, Technology Chair, submitted her report, attached.
 - m. Carolyn Slightom, Convention Consultant, submitted her report, attached.
 - n. Sandra Scott, NEA Executive, submitted her report, attached.
 - o. Neil Burnette, SEA Executive, submitted his report, attached.
 - p. Stacia Slover, Acting MWA Executive, submitted her report, attached.
 - q. Terry Cater, SWA Executive, submitted his report, attached.
 - r. Matt Weddingfeld, NWA Executive, submitted his report, attached.
- XI. Larry Olsen, NAFEC, read prepared resolutions that were approved during the NAFEC Board Meeting.
- XII. New Business
- a. Secretary Stucki went over the changes to the EC Policy during the year. **A MOTION was moved by Alisha Passey (ID) and seconded by Maureen Cope (MO) to concur on the EC Policy changes (attached policy with highlighted changed). Discussion. All in favor, motion carried.**
- XIII. NASCOE Business
- a. Vice President Mattson presented a resolution of support and appreciation of RASCOE, attached.
 - b. Vice President Mattson presented a resolution for the continued support of NAFEC, attached.
 - c. Vice President Mattson presented a resolution in support and appreciation of FSA County Committees, attached.
 - d. Vice President Mattson presented a resolution of appreciation to the NWA, attached.

A MOTION was moved by Amanda Montgomery (OK) and seconded by Theresa Holmquist (MN) to accept the standing resolutions and resolution of appreciation as presented. Discussion. All in favor, motion carried.

A MOTION to was moved by Robert Payne (OK) and seconded by Megan Moore (KY) to adjourn the 2025 National Convention at 4:10PM. All in favor, motion carried.

Delegate Listing 2025 Convention - Tuesday Roll Call							
State Association	Total Attendees	Member Present	Name	Email	Member Present	Name	Email
Northwest Area							
Idaho	8	X	Alisha Passey	cowgirl.28@live.com			
Montana	9	X	Kyra Hagberg	kyra_leanne@yahoo.com	X	Jenny Lee	jenny.lee@nascoe.org
Nebraska	27	X	Meagan Peyton	meaganbarnett82@gmail.com	X	Raela Brandt	rgadeken@gmail.com
North Dakota	8	X	Tara Gillespie	gillespie_tara@icloud.com	X	Jean Schoenhard	jeanms@bis.midco.net
Oregon	12	X	Heather Tritt	tritheather@gmail.com	X	Kara Lanthorn	klanthorn@gmail.com
South Dakota	9	X	Courtney Owen	courtney.owen@nascoe.org	X	Paula Gregg	palgregg09@hotmail.com
Washington-Alaska	15	X	Sandra Porter	sandralporter7501@gmail.com	X	Hazen Kazaks	hazen.kazaks@gmail.com
Wyoming	1	X	Courtney Yelton	courtneyryelton@gmail.com			
Southwest Area							
Arizona							
California-Hawaii							
Colorado							
Kansas	6	X	Amanda Ternes	kandaternes@gmail.com	X	Heidi Clinkingbeard	heidi.clinkingbeard@nascoe.org
Nevada							
New Mexico	4	X	Tyler Kerr	tterrob@yahoo.com	X	Ashley Pipkin	ashley.pipkin@nascoe.org
Oklahoma	20	X	Robert Payne	repced@gmail.com	X	Amanda Montgomery	amanda.montgomery@nascoe.org
Texas	15	X	Jordyn Higgs	jordyn0090@gmail.com	X	Jennifer Cochran	hc.jennifer@gmail.com
Utah							
Midwest Area							
Illinois	24	X	Carolyn Slightom	carolyn.slightom@nascoe.org	X	Katie Hanger	katiehanger89@gmail.com
Indiana	10	X	Carrie Ellermann	carrie.ellermann@yahoo.com	X	Sarah Bickel	sarahbickel23@gmail.com
Iowa	9	X	Abbey Buffington	hiitsabbey@gmail.com			
Michigan	3	X	Kennedy Purk	purkk@yahoo.com	X	Kaye Vining	kvining9683@gmail.com
Minnesota	9	X	Liz Ludwig	lniess@hotmail.com	X	Teresa Holmquist	teresa.holmquist89@gmail.com
Missouri	4	X	Debbie Leeper	debbie.leeper@nascoe.org	X	Maureen Cope	maureenacope@gmail.com
Ohio	4	X	Andy Nelson	andynelson38@gmail.com			
Wisconsin	3	X	Stephanie Knutson	stephanie.knutson@nascoe.org	X	Jodie Groeschel	milkingmom@aol.com
Northeast Area							
Connecticut							
Delaware-Maryland	4	X	Julie Pinto-Shaub	pintofarmgirl@gmail.com	X	Molly Bryden	mabryden0@gmail.com
Maine	1	X	Audre Haywood	audre.haywood@nascoe.org			
Massachusetts							
New Hampshire							
New York	3	X	Sandra scott	sandra.scott@nascoe.org	X	Brittany Randall	brittanymvanduzer@gmail.com
Pennsylvania							
Rhode Island							
Vermont							
West Virginia	2	X	Barbie Parsons	barbie.pasons@nascoe.org	X	Andrea Landis	andrea.landis@nascoe.org
Southeast Area							
Alabama	4	X	Judy Rudd	jrudd69@gmail.com			
Arkansas	9	X	Patrick Hicks	patrickhicks@gmail.com	X	Stuart Cooper	1stuart.cooper@gmail.com
Florida	9	X	Perla Martinez	pvazquez0321@gmail.com	X	Dahlia Chapman	chapmandahlia92@gmail.com
Georgia	11	X	Adam White	adamwhite537@gmail.com	X	Tasha Bagley	tasha.bagley@nascoe.org
Kentucky	7	X	Elizabeth Waller	lizwaller98@gmail.com	X	Megan Moore	meganmoore15@gmail.com
Louisiana	5	X	Jamie Rodriguez	jamiet83@yahoo.com	X	Tiffani Hendrix	fishie217@gmail.com
Mississippi							
North Carolina	26	X	Shannon West	shannon.west843@gmail.com	X	Kim Jernigan	kimberly488@hotmail.com
South Carolina	7	X	Amy Blum	awblum93@gmail.com	X	Brittany Jackson	droseb12@yahoo.com
Tennessee	3	X	Anthony Williams	anthony.williams@ymail.com			
Virginia	2	X	Cristy Cook	cook23922@gmail.com			

Delegate Listing 2025 Convention - Wednesday Roll Call

State Association	Member Present	Name	Email	Member Present	Name	Email
Northwest Area						
Idaho	X	Alisha Passey	cowgirl.28@live.com			
Montana	X	Kyra Hagberg	kyra_leanne@yahoo.com	X	Jenny Lee	jenny.lee@nascoe.org
Nebraska	X	Meagan Peyton	meaganbarnett82@gmail.com	X	Raela Brandt	rgadeken@gmail.com
North Dakota	X	Tara Gillespie	gillespie_tara@icloud.com	X	Jean Schoenhard	jeanms@bis.midco.net
Oregon	X	Heather Tritt	tritheather@gmail.com	X	Kara Lanthorn	klanthorn@gmail.com
South Dakota	X	Courtney Owen	courtney.owen@nascoe.org	X	Paula Gregg	palgregg09@hotmail.com
Washington-Alaska	X	Sandra Porter	sandralporter7501@gmail.com	X	Hazen Kazaks	hazen.kazaks@gmail.com
Wyoming	X	Courtney Yelton	courtneyyelton@gmail.com			
Southwest Area						
Arizona						
California-Hawaii						
Colorado						
Kansas	X	Amanda Ternes	kandaternes@gmail.com	X	Heidi Clinkingbeard	heidi.clinkingbeard@nascoe.org
Nevada						
New Mexico	X	Tyler Kerr	tkerrob@yahoo.com	X	Ashley Pipkin	ashley.pipkin@nascoe.org
Oklahoma	X	Robert Payne	repced@gmail.com	X	Amanda Montgomery	amanda.montgomery@nascoe.org
Texas	X	Jordyn Higgs	jordyn0090@gmail.com	X	Jennifer Cochran	hc.jennifer@gmail.com
Utah						
Midwest Area						
Illinois	X	Carolyn Slightom	carolyn.slightom@nascoe.org	X	Katie Hanger	katiehanger89@gmail.com
Indiana	X	Carrie Ellermann	carrie.ellermann@yahoo.com	X	Sarah Bickel	sarahbickel23@gmail.com
Iowa	X	Abbey Buffington	hiitsabbey@gmail.com			
Michigan	X	Kennedy Purk	purkk@yahoo.com	X	Kaye Vining	kvining9683@gmail.com
Minnesota	X	Liz Ludwig	lniess@hotmail.com	X	Teresa Holmquist	teresa.holmquist89@gmail.com
Missouri	X	Debbie Leeper	debbie.leeper@nascoe.org	X	Maureen Cope	maureenacope@gmail.com
Ohio	X	Andy Nelson	andynelson38@gmail.com			
Wisconsin	X	Stephanie Knutson	stephanie.knutson@nascoe.org	X	Jodie Groeschel	milkingmom@aol.com
Northeast Area						
Connecticut						
Delaware-Maryland	X	Julie Pinto-Shaub	pintofarmgirl@gmail.com	X	Molly Bryden	mabryden0@gmail.com
Maine	X	Audre Haywood	audre.haywood@nascoe.org			
Massachusetts						
New Hampshire						
New York	X	Sandra scott	sandra.scott@nascoe.org	X	Brittany Randall	brittanymvanduzer@gmail.com
Pennsylvania						
Rhode Island						
Vermont						
West Virginia	X	Barbie Parsons	barbie.pasons@nascoe.org	X	Andrea Landis	andrea.landis@nascoe.org
Southeast Area						
Alabama	X	Judy Rudd	jrudd69@gmail.com			
Arkansas	X	Patrick Hicks	patrickhicks@gmail.com	X	Stuart Cooper	1stuart.cooper@gmail.com
Florida	X	Perla Martinez	pvazquez0321@gmail.com	X	Dahlia Chapman	chapmandahlia92@gmail.com
Georgia	X	Adam White	adamwhite537@gmail.com	X	Tasha Bagley	tasha.bagley@nascoe.org
Kentucky	X	Elizabeth Waller	lizwaller98@gamil.com	X	Megan Moore	meganmoore15@gmail.com
Louisiana	X	Jamie Rodriguez	jamiet83@yahoo.com	X	Tiffani Hendrix	fishie217@gmail.com
Mississippi						
North Carolina	X	Shannon West	shannon.west843@gmail.com	X	Kim Jernigan	kimberlyj488@hotmail.com
South Carolina	X	Amy Blum	awblum93@gmail.com	X	Brittany Jackson	droseb12@yahoo.com
Tennessee	X	Anthony Williams	anthony.williams@ymail.com			
Virginia	X	Cristy Cook	cook23922@gmail.com			



National Association of FSA County Office Employees

2025 NASCOE Convention Whitefish, MT – June 23-25, 2025 President's Exit Report

President
Joel Foster
joel.foster@nascoe.org
605-949-2303

Vice President
Kayla Mattson
kayla.mattson@nascoe.org
218-371-8529

Secretary
Taylor Stucki
taylor.stucki@nascoe.org
405-368-8297

Treasurer
Jessi Colgrove
jessi.colgrove@nascoe.org
402-806-7065

Thank you to Lacey Orcutt and the NWA for putting on a great 66th NASCOE Convention in one of the most spectacular places on earth. Whitefish and Glacier National Park have always been on my bucket list. The one disappointing part of the trip was when we went to Waterton, Alberta Canada, and I asked the young man at the Visitor Center where was this lake that is depicted in all those legendary pictures. His answer was the lake in the “enhanced pictures” is just a few blocks away. It is a good thing the good old USA was able to provide those breathtaking views without enhancement as depicted in this picture I took after a long hike to Avalanche Lake during my extended stay.



The past few months have made me pause and look back over the past 34 plus years of service. The one constant is there has been continuous change since that first week in January of 1991. This year has been no different, and the next year will be faced with many challenges that President Elect Kayla Mattson and the rest of the NASCOE Team will overcome like NASCOE always has done the past 67 years. Yes, at the end of day, NASCOE has been and always will be there to help our membership “Trust the Process.”

NASCOE is comprised of many parts that make it a well-oiled machine. There have been many over the past 2 years who have helped me during my Presidency, too many to mention. All of you helped me make it through this journey, and I am thankful beyond words. Thank you, thank you, thank you!



I am sitting here on my last night in Whitefish on the deck of Grouse Mountain Lodge enjoying the view that we all have come to love during this past week. This is a big, beautiful world that I fully intend to see in the coming years, and I fully intend to return to the beauty of Glacier National Park and northwest Montana. Thank you to NASCOE for securing the great retirement benefits that I will enjoy as I enter the next chapter of my life in a couple of months.

Best regards.

Joel Foster
NASCOE President



National Association of FSA County Office Employees

NASCOE Vice President Exit Report – National Convention Whitefish, Montana June 23-25, 2025

President
Joel Foster
joel.foster@nascoe.org

As my second year as Vice President nears its conclusion, I continue to be inspired by the dedication, commitment, and resilience of our NASCOE team.

Vice President
Kayla Mattson
kayla.mattson@nascoe.org

My first year focused on learning — connecting with members across the nation, listening to stories, gaining insight from past and present officers, and understanding what NASCOE truly means to its members. Everyone I meet brings a unique story, but the common thread is clear: a deep-rooted passion for NASCOE's history and an unwavering commitment to its future. That's what binds us as Executive Committee members and Chairpersons — a shared mission to advocate for our members and ensure this great association moves forward with strength and purpose.

Secretary
Taylor Stucki
taylor.stucki@nascoe.org

This year began with uncertainty — an election year, no Farm Bill, and an unresolved budget. In hindsight, those early concerns now feel minor compared to what 2025 has brought. We've adapted to new acronyms like DRP and RTO. We've watched valued teammates make tough decisions to leave the agency. And yet, we continue to show up — doing more with less, serving our farmers and ranchers, supporting each other, and navigating the unknown.

Treasurer
Jessi Colgrove
jessi.colgrove@nascoe.org

Throughout it all, NASCOE has stayed actively engaged — tracking Congressional actions, monitoring OPM/OMB guidance, and seeking clarity on policy changes. Communication between our leadership and the National Office has been constant. I'm especially grateful for the ongoing dialogue I've had with Joel. His openness to tough conversations has helped me grow, and in turn, has helped NASCOE evolve.

Our Legislative Team has been incredibly active this year, already making two trips to Washington, D.C. The relationships being built with Congressional offices are paying off. We were successful in having problematic language removed from the Farm Bill's Miscellaneous Title that would have made it possible for the Secretary to shift the CRP program from FSA to NRCS. We also secured additional appropriations in the American Relief Act to support software, training, and other essential program resources. These wins are a direct result of the hard work and relentless advocacy of our team — particularly Hunter. His behind-the-scenes efforts are remarkable. I hope we can eventually bring more of our team to D.C. to see this vital work in action (maybe we can even talk Jessi into making that happen!).

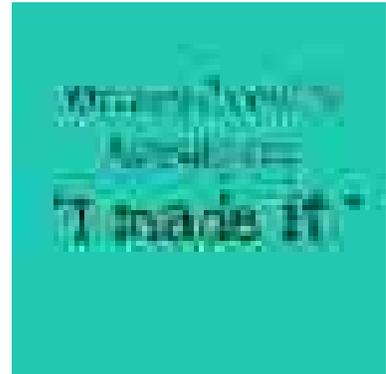
We have had a very successful time here in Montana addressing the business of the association. During the weeks leading to convention and these past days being here with our membership, I've been reflecting on the goals I set at the start of the year — especially improving communication with our members. While we've made updates to our website, utilized Facebook, and leveraged the NASCOE app more than ever, there's still work to do. We've heard feedback from members who still feel disconnected, and we must continue focusing on transparent, timely, and meaningful communication. I believe every EC member and Chairperson has a role to play in this mission. I do want to express gratitude to members that do speak up to ask for the things that they need. We need to hear from our members. Our team is here – Executives, Alternate Executives, National Chairs and the officers. If members need something, want changes, or have ideas for the future we need you to speak up and tell

us so we can act. Without this two-way communication, we cannot implement this plan to improve communication.

Membership growth remains a top priority. It takes all of us working together — identifying barriers, acting on ideas from the membership workgroup, and showing potential members the value of joining our NASCOE family. This will require purposeful action, and I'm excited to continue those discussions as a team.

At the heart of it all, we are volunteers. We give our time, talents, and energy not for recognition, but because we believe in supporting our coworkers, our producers, and each other. That's the spirit that defines NASCOE.

We have experienced many changes over the past few months and inevitably we will continue to embrace change. Life has thrown some very unexpected curveballs my way over the past 6.5 weeks starting with the loss of my best friend, then my recently retired coworker and a young man that just graduated from school in our town. Saturday evening Kyle and I met an inspiring man here at the lodge. He shared the story of his son that was a top 6 recruit for college hockey. In his first game as a college hockey player, he took the ice, checked a player and his life then changed instantly. He would only play college hockey for those 11 seconds as he suffered a traumatic injury resulting in him being a quadriplegic for the next 25 years. While laying on the ice he asked for his parents, knowing things were not right and that he could not feel his extremities, he looked up to his dad and told his dad, "I MADE IT!" Even though he knew that he would never play hockey again and that his world that he envisioned was over, he focused on the positive that he made it to play hockey in college. We learned much more during our conversation with this gentleman, but I share this with you because it reminds me about what is important in life. We easily complain about things; it is human nature. We cut things down, worry about changes we cannot control, complain about others when they are not doing things the way we wanted, and focus on more of the negatives. This needs to change, we need to build each other up, celebrate the successes, tell people about the great work they are doing, show each other grace. Things can change in a instant. What you had envisioned can all be wiped away and what will you be left with? I want to be able to be proud of what I have done, not just the work I do at the office or here with NASCOE. I want them to be proud of the person I am, the relationships I built, how I may have listened when they needed, spoke up for them to advocate for them. But I too want to be able to say I MADE IT! Change starts today.



Respectfully Submitted,

Kayla Mattson

Vice President



National Association of FSA County Office Employees

NASCOE Secretary's Exit Report National Convention Whitefish, MT – June 22-26, 2025

President
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Vice President
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Secretary
Taylor Stucki
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Treasurer
Jessi Colgrove
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As I finish serving my third year in the role of NASCOE Secretary, I am proud to report on the key progress and pivotal moments our association has experienced over the past year. The work of our leadership team, volunteers, and members continues to advance the mission of NASCOE with resilience and purpose.

To start off the year, we successfully completed our NASCOE Leadership Conference in Tampa, FL, last September. The event not only ran smoothly, but served as a meaningful platform for collaboration, member engagement, and setting the tone for the year ahead. Little did we know at the time, this conference was not only preparing new leadership within states, but also preparing the Executive Committee for a difficult, trying year that would lie ahead.

One of the many personnel changes this year brought a transition in how we collaborate with the National Office. I began working with a new liaison only weeks before the 2025 negotiations and convention items would need to begin. While this shift required adjustments, we have remained focused on strengthening communication and maintaining alignment with deadline goals we had set.

Negotiations for 2025 remained on track, with consistent communication and planning efforts from WDC and our Programs and Negotiations Team. While virtual negotiations having taken place on June 12, 2025, we should be receiving final resolution approval from the National Office any day.

One of the most significant challenges this year has been the advancement of the National Convention by five weeks. This shift affected nearly every aspect of the Secretary's year-round responsibilities — compressing planning timelines, intensifying deadlines, and requiring sharper time management as events and projects began to overlap. Prioritizing urgent matters in a tighter window has tested previous processes and emphasized the importance of flexibility and rapid decision-making.

Despite these obstacles — including last-minute volunteer complications — the convention is officially sold out. This success is a direct result of the wonderful NWA Convention Committee's collective ability to pivot quickly.

As we move forward, our focus remains on building stronger membership, improving communication, and supporting our mission to be a voice for our members. The lessons learned this year, particularly around time management and urgency, will guide me as I hope to continue to serve the wonderful members of this association.

I encourage everyone to read the 2024-2025 NASCOE Annual Report. This report will be published on the website the week of July 15th. As this report will reflect all the accomplishments from each area across the nation.

Finally, I would like to thank all of the NWA and our Convention Chairs, Lacey Orcutt and Jeremiah Schartz, on their hard work and dedication to make this years National Convention a wonderful success! Also, thank you to membership for entrusting in me to serve another year as the NASCOE Secretary and I can't wait to see what we can accomplish as an association this year.

Respectfully Submitted,

Taylor Stucki

NASCOE Secretary



National Association of FSA County Office Employees

NASCOE Treasurer's Exit Report 2025 NASCOE National Convention Whitefish, MT June 22-26, 2025

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Vice President
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Secretary
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Treasurer
Jessi Colgrove
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It has been an honor to have served as your NASCOE Treasurer for the past four years. I have said before that this is a position that I genuinely enjoy, and I look forward to more years as the steward of NASCOE's bank accounts.

I have taken a two-pronged approach to this office. My first objective was to reduce our spending, which has made me wildly unpopular with the Executive Committee and the National Chairs. Creating a balanced budget has been a challenge for me since I took office, simply because our planned expenses have exceeded our projected income. This required me to say "no" to numerous valid requests and suggestions.

My second objective has been to increase our income. With the additional income from the dues increase that was passed last year, and an increase in donations from Dillard Financial Solutions, I am finally going to be able to start saying "yes". The 2025/2026 budget was the easiest one I have ever prepared and as of right now, I am hopeful that even with increased spending, we will finally be able to move excess funds into our savings.

In 2023 we moved \$100,000 from our checking account and \$100,000 from our savings account into a high interest CD through BMO and to date, we have earned over \$18,000 in interest. Our savings account has always had an incredibly low interest rate, however in May I moved over \$245,000 from that account to a new business money market account which averages around 3% interest. Taking advantage of high interest rates and new products available through our bank has been a good move for NASCOE and I hope to continue making smart investment options into the future.

As we ended the 2024/2025 budget year, I can report that our spending exceeded our income by \$45,138.86. The positive side to this is that an estimated \$45,000 are owed in fourth quarter dues from the states. We also have our final 2024/2025 quarterly payment coming from Dillard's. If those funds had been received before June 30, we would have seen a positive balance. In addition, we budgeted \$60,000 last year to host a National Leadership Conference that was held in Tampa, FL. The plan was to transfer money from savings to checking to cover that expense, however I didn't transfer the funds because we didn't need it in the checking account and it makes more sense to leave it in the money market account where it is accruing higher interest. Fortunately, the dues increase and the increased revenue from Dillard Financial Solutions have helped to ease our budget concerns and put us in a much better financial position moving forward.

Our net worth as of June 30, 2025, was \$845,930.43 and I hope to see that amount continue to increase so that we are financially prepared for whatever comes at us next.

I would like to thank everyone for their support over the past 4 years. It has been a pleasure and an honor to work for you. Thank you to the national chairs and executive committee for putting up with me and for understanding and accepting the reason behind the “no”. I truly hope that moving forward, you will hear “yes” more often, and we can find more ways to support our membership.

Respectfully Submitted,

A handwritten signature in cursive script that reads "J. Shiede Colgrove".

Jessi Colgrove
NASCOE Treasurer



National Association of FSA County Office Employees Awards & Scholarships Committee

2025 Awards and Scholarship Committee National Convention Entrance Report Whitefish, Montana, June 23-25, 2025

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NWA Chair
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MWA Chair
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SEA Chair
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SWA Chair
John Tyson
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I cannot express how thankful I am to the Northwest Area for putting on an incredible convention! All your hard work and preparation paid off. I was elated to be in the beautiful state of Montana for a memorable NASCOE convention. The Awards & Scholarship committee has strong leaders that worked hard this year. The team consists of:

- NEA Chair: Andrea Landis, West Virginia
- NWA Chair: Deana Tranby, North Dakota
- MWA Chair: Jennifer Achman, Minnesota
- SEA Chair: Amy Blum, South Carolina
- SWA Chair: John Tyson, Texas

We had a total of 121 scholarship submissions, 41 Distinguished Service Award (DSA) nominations, and 29 Sick Leave Awards submitted for 2025. I would like to thank all the state, area, and national judges for their hard work in combing through all the excellent applications we received. I'd also like to thank my area chairs for being an attentive group and providing great feedback throughout the year while keeping good communication with their state chairs. The Herb Sorley First Timer's Award brought some personalities out this year. It is always fun to see the innovative ways members try to obtain the most signatures. This year's 3rd place winner was Stephanie Knutsen, 2nd place was Elizabeth Waller, and 1st place was Katie Frandrup. Due to the scholarship auction and banquet being held on the same night this year, we shared the thank you videos of the scholarship winners during the social hour before the banquet and scratched the congratulation messages to the DSA winners to save on time. We should have enough time at next year's convention to show those videos as normal since it is a nice personal touch and receives a positive response from members. I have not received an amount for how much money was raised at the NASCOE scholarship auction, but I look forward to sharing that in the future.

Award and Scholarship Statistics:

Area	Scholarship Submissions	DSA Nominations	Sick Leave Awards
Midwest Area	38	8	7
Northwest Area	25	13	3
Northeast Area	6	2	1
Southwest Area	23	9	14
Southeast Area	29	9	4

Below are the winners of each DSA and scholarships for each area and the national winners are highlighted in yellow:

<p>Traditional Scholarship: MWA: Isabella Waechter, Iowa NWA: Makenna Elliott, Nebraska NEA: Hayden Ayers, New York SWA: Macyn Thomas, Oklahoma SEA: Hannah Thomas, Tennessee</p>	<p>Open Continuing Education Scholarship: MWA: Owen Triplett, Missouri NWA: Amy Volk, North Dakota NEA: Kinley Elliott, Maryland SWA: Ambree Thomas, Oklahoma SEA: Zane Whitaker, Kentucky</p>
<p>Associate Member Scholarship: SWA: Gracie Chambers, Utah</p>	<p>Grandchildren Scholarship: NWA: Drew Butler, South Dakota</p>
<p>Vocational Scholarship: NWA: Logan Backus, Wisconsin NEA: Mason Elliott, West Virginia</p>	<p>Member Continuing Education Scholarship: SEA: Faith Hughes, South Carolina</p>
<p>Service to NASCOE: MWA: Maureen Cope, Missouri NWA: Tara Gillespie, North Dakota NEA: Patrick Goode, Maryland SWA: Vicki Fry, Kansas SEA: Marcinda Kester, Florida</p>	<p>Service to FSA/Agriculture: MWA: Curtis Crawford, Missouri NWA: Jean Schoenhard, North Dakota NEA: Robert Reed, West Virginia SWA: Kimy Nash, Kansas SEA: Charles White, Kentucky</p>
	<p>Service to Community: MWA: Mandi Bird Missouri SWA: April Cowling, Texas SEA: Wendi Stock, Arkansas</p>

Sick Leave Award Certificates/Medallions were provided to the area execs to be presented to the following:

Area:	First Name	Last Name	County	State	Sick Leave Award Eligibility
Midwest Area	Tammy	Morrison	Clark	Illinois	3000 hours
Midwest Area	Max	Dirks	Cass	Iowa	1500 hours
Midwest Area	Jill	Jensen	Emmet	Iowa	1000 hours
Midwest Area	Debbie	Blessing	Scotland	Missouri	2500 hours
Midwest Area	Michael	Finley	Bates	Missouri	1500 hours
Midwest Area	Debbie	Leeper	Caldwell	Missouri	2500 hours
Midwest Area	Carrie	Noland	Holt	Missouri	1000 hours
Northeast Area	Jim	McNeil	Niagara	New York	2500 hours
Northwest Area	Michele	Gilpatrick	Fergus	Montana	1000 hours
Northwest Area	Yvonne	Ereth	Morton	North Dakota	2000 hours
Northwest Area	Annette	Hutchins	Roberts	South Dakota	1500 hours
Southeast Area	Gina	Harris	Blount, Walker, Jefferson	Alabama	1000 hours
Southeast Area	William Lance	Hopper	Lawrence	Alabama	1000 hours

Southeast Area	Darryl	Rutland	Colbert	Alabama	2000 hours
Southeast Area	Julia	Crownover	Jackson	Alabama	2000 hours
Southeast Area	Renea	Reeves	Grayson/Carroll/Galax	Virginia	1000 hours
Southwest Area	LaCresha	Dale	Hopkins- Delta	Texas	1500 hours
Southwest Area	Joe	Davila	Mitchell	Texas	1500 hours
Southwest Area	Craig	Engleman	Williamson	Texas	2000 hours
Southwest Area	Martin	Garcia	Duval	Texas	3000 hours
Southwest Area	Janis	Genn	Moore	Texas	1500 hours
Southwest Area	Keith	Hiser	STO	Texas	2000 hours
Southwest Area	Randy	Huseman	Deaf Smith	Texas	2500 hours
Southwest Area	Jay	Jaecks Jr	Williamson	Texas	2500 hours
Southwest Area	Morgan	Limmer	STO	Texas	1500 hours
Southwest Area	Corey	Moore	Lubbock	Texas	1000 hours
Southwest Area	Pedro	Ramos	Brooks-Jim Hogg	Texas	1000 hours
Southwest Area	Carla	Spencer	Pecos-Terrell	Texas	1000 hours
Southwest Area	Kim	Steindork	Refugio-Goliad	Texas	2500 hours

Goals & Results for 2024/2025:

- ◇ Publicize Distinguished Service Awards more aggressively. We would like to see a nominee in each of the 3 categories in every area but ideally would like to see it for every state as well. **This was completed as discussed. We were able to secure nominations in all 3 categories in 3 areas and 2 of the 3 categories in the remaining 2 areas.**
- ◇ Research incentive ideas to help promote DSA nominations. We know there are deserving individuals out there that could be recognized. **This item was discussed and we decided with the increase in nominations this year, that maybe we do not need an incentive after all and will keep publicizing aggressively.**
- ◇ Create a bullet point process for creating a scholarship fund at the state level for those that want to get one started. **The checklist was created and added to the NASCOE website.**
- ◇ Have area chairs send out newly created tools to states so they are aware of the resources available to them, such as, fact sheet, flowchart, and timeline. **This was completed as discussed.**
- ◇ We discussed how to handle the sick leave awards for next year since the deadline is after the convention in 2025. It was decided to print certificates and hand out medallions for all submissions received prior to convention like normal and mail the few that might come in between convention and the July 1st deadline. **This was completed as discussed.**
- ◇ Work with the co-membership chairs and our supplier, K2, on ordering the plates for our consecutive year membership plaques that match the plates from our previous provider. Also, help them find a new vendor to order more NASCOE's membership pins. K2 was utilized to order the new plaques and plates. **K2 was able to match the**

plates made by the previous vendor for future years. We were able to secure a new vendor to order more membership pins.

- ◇ Repeat the trainings we did last year for a basic Awards & Scholarships overview training in the fall for all states and continue doing the judging process training in January for all judges at the state and area level to attend. **The Fall Basic Awards & Scholarships training was held October 17th and the judging process training was held on January 8th.**
- ◇ Request a change to the Exec Committee to amend the handbook to clarify Sick Leave awards should be based on the last pay period of the calendar year instead of pay period 26, to encompass the rare years that have 27 pay periods. **This change was approved by the exec board and updated in the Awards & Scholarships handbook and website.**
- ◇ Request a change to the Exec Committee to amend the handbook to allow associate members to be eligible for Sick Leave awards and receive certificates. **This change was approved by the exec board and updated in the Awards & Scholarships handbook and website.**
- ◇ The handbook was amended with the following changes that were presented and approved by the Exec Committee:
 - Clarify Sick Leave awards should be based on the last pay period of the calendar year instead of pay period 26, to encompass the rare years that have 27 pay periods.
 - Allow associate members to be eligible for Sick Leave awards.
 - “Certificates are awarded to permanent employees who are NASCOE members and Associate members in good standing for accumulated sick leave.”

Goals for 2025/2026

During the breakout sessions at convention, we discussed several items that we wish to see accomplished in the coming year.

- Publicize Distinguished Service Awards with a video tutorial of how easy it is to nominate someone and how to do so. We would like to see a nominee in each of the 3 categories in every area.
- Add a description of each DSA category on the banquet PowerPoint
- Create a judging rubric for judges to use that is a pdf, based on the Microsoft forms rubric we have available. This will allow people a hard copy version instead of an electronic version in case they prefer to use that instead. Add this to the website for people to utilize.
- Ensure all nominees or applicants are notified that they won or not at the state level
- Create a past DSA winner list so we can track who has won before, so a nominator knows they have been recognized and not resubmitted
- Potentially change the scholarship application questions to require a minimum word count to avoid skimpy applications
- Potentially change verbiage in the handbook to require at least 2 letters of recommendation instead of just stating letters of recommendation. Also, should the letters of recommendation be dated to avoid old letters being submitted.
- CC state chairs and nominator on emails sent to the winner of DSAs for all levels
- Adjust the handbook verbiage to add “if applicable” to the health records requirement

- Add the state the participant is from to the Herb Solely First Timer's booklet so attendees of the banquet can know where they are from instead of just names

I am honored to have been chosen for this role and to be surrounded by such a remarkable committee and exec board. I encourage all members to get involved in some type of capacity to gain personal growth and make some new friends along the way. I look forward to what 2026 brings.

I respectfully submit this report as written.

Heidi Clinkingbeard

Heidi Clinkingbeard
National Awards & Scholarships Chair



National Association of FSA County Office Employees Benefits & Emblems

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Benefits & Emblems Chairperson
2025 National Convention Entrance Report
June 23-25, 2025
Whitefish, Montana

It is my great honor to be able to continue to serve our members as your National Benefits & Emblems Chairperson. All of us working in NASCOE, whether it is at the state, area or national level, have been working hard this past year and I am proud to be able to work alongside them.

Unprecedented would be the one word I would use to describe this past year. We have had new challenges and had to search for new solutions and methods to serve our members. Below are just a few of the goals I outlined during our Organizational Meeting in Tampa, FL, last September for this year.

1. Work with the NASCOE Executive Committee to meet the needs of our members
2. Work closely with other national chairs to streamline our efforts at the mesh points of our domains to provide better services

Little did I know that these goals would align well with the challenges we have recently faced. Requests for federal benefit information skyrocketed and the Benefits & Emblems team and NASCOE Executive Committee jumped in to provide the most up to date information we could while protecting core benefits. We've continued to work with other committees to provide the best possible services we can. Without these strong relationships, we cannot discover, secure, promote and ensure the quality of our benefits are maintained.

We continue to stand ready to assist you and look forward to hearing from you so we can evolve to meet the needs of our members.

Respectfully, I request this report be filed as submitted,

Travis D. Eisele
National Benefits & Emblems Committee Chair



National Association of FSA County Office Employees Legislative Committee

NASCOE Legislative Committee Entrance Report National Convention Whitefish, Montana June 22-26

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Southwest Area Chair
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Whitefish, Montana and the stunning Glacier National Park was the most beautiful place to hold a NASCOE National Convention! We extend our heartfelt thanks to the Northwest area for hosting this year's National Convention. We recognize the significant time, energy, and dedication it takes to organize such an event, and we want you to know your efforts have not gone unnoticed. Thank you for your hard work and commitment, it is appreciated.

Every year there is a new challenge for the Legislative Committee. Each year the committee stays up to date with current events and listens to membership concerns. Our Area Legislative Chairs helped the National Chairs stay informed with the fiscal year appropriations, pay and benefits, new program legislation, and the farm bill.

Legislative Issues

The U.S. House of Representatives and Senate has passed H.R.1- One Big Beautiful Bill Act. The President signed the bill the evening of July 4th. H.R.1 is a reconciliation bill, not an appropriations bill. This distinction is important because reconciliation bills allow the Senate to bypass the filibuster, requiring only a simple majority to pass, rather than the usual 60 votes. Reconciliation bills focus on mandatory spending, revenue, and debt limits, while appropriations bills govern discretionary spending and remain subject to filibuster. Since the appropriations process is separate from reconciliation, appropriations were not included in H.R.1.

A unique feature of this bill is the inclusion of provisions related to the Farm Bill, although it does not cover the entire Farm Bill. Due to limitations imposed by the reconciliation process, only certain items can be included. This "Skinny Farm Bill" primarily focuses on extending or reauthorizing existing programs with minimal changes, rather than enacting a full, comprehensive Farm Bill. For example, H.R.1 extends the ARC/PLC provisions through 2031 along with other adjustments. At this time, NASCOE has no concerns regarding the farm bill-related provisions currently included in the bill.

Unlike in the House, the Senate must satisfy the Byrd Rule. A google search identifies the Byrd Rule as

The Byrd Rule, part of the Congressional Budget Act, restricts what can be included in a Senate reconciliation bill. It aims to ensure that reconciliation measures, which are designed to reduce the deficit, remain focused on budgetary matters and avoid extraneous provisions. Specifically, the Byrd Rule prohibits

provisions that are considered "extraneous" to the budget, including those that: don't produce changes in spending or revenue; increase the deficit beyond a specified "budget window"; or address issues outside the jurisdiction of the committee overseeing the reconciliation.

The Senate Parliamentarian is the enforcer of the Byrd Rule. She ruled the proposed cuts to federal benefits, violated the Byrd Rule. So, these provisions either had to be removed from the reconciliation bill or it would have required a 60-vote supermajority to pass. We are thankful the only item related to changes in federal benefits was uncontroversial. It requires a thorough audit of persons as family members under the FEHB program and removes those who are ineligible.

You will notice CRP is not mentioned in the current H.R.1 bill. If you recall the 118th Congress House Ag Committee markup from May of 2024 included some significant CRP changes. The biggest concern to NASCOE was language allowing NRCS to administer CRP and keeping EQUIP. Upon the 119th Congress being sworn in January, this started the Farm Bill process over and made the 2024 House Ag Committee markup null and void. There are currently no concerns with NRCS taking over CRP from FSA. NASCOE will continue to monitor this as a farm bill is still needed for policy related items.

News articles have mentioned proposed appropriations cuts. These cuts affect both FSA and NRCS. There is a distinct difference between the FSA and NRCS budgetary process. FSA uses only appropriated funds. NRCS can use a percentage of their program funds for administration of the programs. Whenever an ad-hoc program is approved, Congress must allocate funds for software development and other administrative expenses associated with the program, or those funds must be sourced from the FSA general fund.

NASCOE is monitoring several matters at the same time

- Committee on Agriculture: Provisions Affecting Programs Administered by the Farm Service Agency (FSA)
- Committee on Oversight and Government Reform: Provisions Affecting Federal Employee Retirement Benefits
- Farm Bill- While the reconciliation package currently includes a “skinny Farm Bill,” there remains the possibility of pursuing a more comprehensive Farm Bill. The inclusion of a slimmed-down version in the reconciliation bill reflects the difficulty of advancing a broader, more comprehensive measure. Any eventual Farm Bill, whether limited or expansive, could have meaningful impacts on programs administered by the Farm Service Agency (FSA), including payment limits, conservation efforts, and crop insurance provisions.
- Appropriations- funding is not included in H.R.1 and will be determined separately. The appropriations process will establish the federal budget for the upcoming fiscal year, directly impacting funding levels for various programs and agencies.
- Reorganization Plan - Current reorganization efforts are on hold due to an active injunction that has temporarily paused any implementation of the plan.
- Federal Benefits. H.R.1 has REMOVED the following language.
-At-Will Employment Option: New federal hires can opt to become at-will employees, forfeiting certain workplace protections unless they contribute an additional 5% to the Federal

Employees Retirement System (FERS), totaling 9.4%. Current FSA employees are Merit Based. (REMOVED DUE TO THE BYRD RULE)

-Merit Systems Protection Board (MSPB) Fees: The bill proposes new fees for appeals to the MSPB, potentially increasing the cost for federal employees to challenge adverse employment actions. (REMOVED DUE TO THE BYRD RULE)

-Elimination of FERS Annuity Supplement: The bill proposes eliminating the FERS annuity supplement beginning in 2028, which currently provides early retirement benefits before Social Security eligibility at age 62. (REMOVED DUE TO THE BYRD RULE)

-Audits of Federal Health Benefits: The bill includes provisions for audits of federal health benefits, which could lead to changes in the administration and oversight of these programs. (THIS IS THE ONLY PROVISION THAT REMAINS AND IS NONCONTROVERSIAL)

-Changes to federal benefits impact our ability to retain trained staff and recruit new employees. Changes also affect current employees who may need to reassess their financial planning.

Outreach and Advocacy

The Legislative team continues to encourage states to build their legislative teams. Training was provided at the NASCOE National Leadership Development conference in Tampa by the National Co-Chairs. Area Executives were also trained to be able to present the material to their states. Outreach included reaching out to Congressional Members as well as the state's commodity and ag groups. Talking points were provided to those who had been trained to present the NASCOE approved message. A focused outreach was conducted to reach out to members on the Ag Committee and Ag Appropriations Committee in both the House and Senate. Talking points included House Farm Bill Sec 12204 which would have allowed NRCS to take CRP from FSA, the USDA Equity Commission which wanted to alter the role of the FSA County Office Committees including one recommendation to allow District Directors take over the Supervision from County Committees for County Executive Directors, and the final talking point was the importance of the Farm Bill and Appropriations to implement the bill. We commend the states and everyone who helped get our talking points out. In the 2025 H.R.1 One Big Beautiful Bill Act- we are happy to report language to move CRP from FSA to NRCS was removed. Many House of Representative members did not know this was hidden in the original Sec 12204 and it was NASCOE and our Legislative Consultant who were able to bring it to the attention of the House members on the Ag Committee to get it removed.

NASCOE PAC

The NASCOE Political Action Committee (PAC) helps support campaigns for members of Congress who advocate for our legislative priorities. PAC contributions are voluntary and separate from regular NASCOE dues. These funds are utilized by Hunter Moorhead, our Legislative Consultant, to strengthen relationships on Capitol Hill and advance NASCOE's policy goals.

The current PAC promotion is as follows. Contribute \$3 per pay period or increase your PAC contribution by \$3 and receive a PAC branded leatherette

coaster or magnetic lapel pin. Start a new \$5 PAC contribution or increase by \$5 and receive a PAC branded water bottle. Start a new \$8 PAC contribution or increase by \$8 and you will receive both items. Members already contributing in double digits can receive the water bottle for a \$3 per period increase.

Lindsey New of Kentucky does an outstanding job tracking PAC contributions per pay period and keeping all reporting up to date. The current PAC form is used for both new enrollments and contribution increases. To streamline the process, the PAC utilizes a QR code that directs participant information directly to Lindsey. Once she receives the information, she reaches out to assist with setting up the payroll deduction and then mails the appropriate promotional item to the contributor.

Legislative Area Chairs also play a key role in promoting the PAC. They are provided with promotional items and bring them to Rallies and Conventions they attend. Each Area Legislative Chair is also equipped with a PAC display and table runner to enhance visibility and engagement at events within their area.

Below is a breakdown of the number of contributors, the amount contributed, and participation percentage per pay period broken down by area. This information is as of Pay Period 10, 2025

	# of Contributors	Amount	Percentage
MWA	106	\$537	19%
NEA	32	\$200	7%
NWA	55	\$404	14%
SEA	168	\$1058	37%
SWA	125	\$651	23%
Average per person			\$5.86

Legislative Consultant

Hunter Moorhead of Crossroads Strategies is the NASCOE Legislative Consultant. The 119th Congress welcomed 75 new members from the 2024 Election. There were 12 new members on the U.S. Senate and 63 new U.S. Representatives. All 435 House seats and 34 Senate seats were up for election. Currently the Republican party holds control of both the House and Senate. The Senate Majority Leader is John Thune of South Dakota where he has 53 Republicans vs 47 Democrats. The Speaker of the House is Mike Johnson of Louisiana where he has 219 Republicans vs 212 Democrats. Hunter is very well connected and does a great job building relationships with Congressional Members and their staff as well as with USDA leadership. Hunter works with all political parties to educate them on the NASCOE position and legislative priorities. He is in WDC full time on capitol hill to represent NASCOE. Every Monday, the NASCOE President, Vice President, and Co-Legislative Chairs meet with Hunter to learn what is happening on Capitol Hill and what legislation effects our members.

Conclusion

This past year has been both challenging and rewarding. The Legislative team looks forward to the next challenge. With H.R.1 One Big Beautiful Bill Act being signed by the President on July 4, we will now focus on the FY 2026 appropriations.

We want to congratulate David Wayne of Kentucky for becoming their new State Executive Director (SED). David played a key role in the success of this past years' NASCOE Legislative priorities. It is comforting to know we have SED's with strong NASCOE ties. It also shows NASCOE builds leaders. We welcome Katie Frandrup of Minnesota to join Amanda Ahrens of Kansas in the Co-Legislative role. Katie and Amanda will work great as a team and had a chance to meet and collaborate on the Capitol Hill visits earlier this month. We also want to thank all the Legislative Area chairs, NASCOE officers, and the other NASCOE Committee chairs for their support. Thank you, Joel, for allowing us to serve in this role and we look forward to continuing in this role under Kayla's leadership. We have a great association, and we are thankful we get to serve our members in this role.

Respectfully Submitted

Amanda Ahrens & Katie Frandrup

NASCOE Legislative Committee Co-Chairpersons



National Association of FSA County Office Employees Membership Committee

NASCOE Membership Committee Exit Report 2025 National Convention Whitefish Montana June 25, 2024

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National Co-Chair
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NWA Chair
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SEA Chair
Maria Petrella
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SWA Chair
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We want to start off by thanking MASCOE, the NWA Area, and their members, for putting on a great National Convention. Montana is a place on many of our bucket lists, and it did not disappoint. We enjoyed the accommodation, the many planned activities that we had afforded us, but most of all, the opportunity to meet with our NASCOE family. Being able to re-kindle our old friendships and make new friends is what it is all about.

It was exciting to have so many “first-timers” in attendance. We were pleased to see them getting involved and learning what NASCOE is all about. We all get re-energized every time we experience this. Please take this momentum back with you and share it with your co-workers. The county office is the foundation of our membership and the strength of our organization.

During our breakout session there were fourteen members in attendance. During this session, we recognized 4 Area Membership Chairpersons in attendance Stephanie Knutson (MWA), Maria Petrella (SEA), Ashley Pipkin (SWA) and Jenny Lee (NWA) (who was helping with the convention) as well as NEA chairperson Jennifer Doty (NEA) who could not attend. Our area chairs have done such a fantastic job throughout the year.

We reviewed and discussed multiple topics including:

- Where we were in 2019 as far as membership, where we are now, and where we are going from this day forward.
- We took a moment to review our membership statistics from 2019 as a snapshot in time of our recent membership. We then compared this to where we are currently (72%) and discussed opportunities to get us where we need to be (a 2026 goal of 75%).
- We reviewed the process of downloading and gaining access to the NASCOE APP. We reviewed the multiple tools available on the NASCOE website under the publicity committee section. We discussed how we need to work with our membership on registering their accounts (on the phone or their laptop), and to keep their members’ information up to date.
- We reviewed the recruitment tools found under the NASCOE Membership Toolkit on the NASCOE website under the membership committee icon. These tools are updated frequently and shared with all Associations through the website.
- We shared information and ideas that were discussed during membership calls, breakout sessions and the 2025 NASCOE Membership Workgroup meeting.

Goals discussed for 2025-2026:

For the State Associations:

- With July 1st just around the corner, states membership chairs, officers, and their state board members should discuss and establish their membership goals now for 2025-2026. They should monitor these goals throughout the year and update their plan accordingly.
- With the newly appointed SED's, State Associations should reach out to them and talk with them about their State Association, NASCOE and its purpose. This is a great opportunity for states to develop a relationship with their State Offices and to strengthen ties with leadership.
- Devise a plan of succession. Leadership is crucial to state associations, and we must prepare our future leaders for their roles. Prepare them for success!
- States should make use of the availability of "Microsoft Teams." This tool can be used by states to meet and greet between their in-person meetings for continued communication between association officers, board, committee persons, and members. All NASCOE executives have access to TEAMS and can set up a meeting for states.

For the NASCOE Membership Committee:

- The NASCOE Membership Committee should continue to make necessary updates to current membership recruiting tools to reflect NASCOE changes and accomplishments and to share and make public any new opportunities available.
- NASCOE Officers and Committee Chairs should provide additional information and reminders to states to encourage more communication with membership.
- The NASCOE Membership Committee will continue to work with states and the Technology Coordinator to devise additional helpful reports that can help us track membership and areas to focus on.
- NASCOE Jump Teams or Leadership Teams are available to states where necessary. States should be contacted throughout the year to see what their needs are and how the Area leaders and the membership committee can help.

In discussing the awards presented this year, we reported that we had received the following submissions from states for the fiscal year 2024-2025:

- 17 submissions from 7 states for those eligible for the Honorary Life Membership Award. (See Exhibit A).
- 7 submissions from 2 states for counties eligible for the cumulative year's membership awards. (See Exhibit B).
- 18 submissions from 3 states for individuals eligible for the consecutive year's membership award. (See Exhibit C).

During the convention, it was announced that Oregon had won the 2024-2025 Membership Drive Contest presented by Dillard Financial Solutions for the largest percent increase in their membership. Congratulations Oregon!

Communication was mentioned throughout this year's convention. We must all promote our state associations as well as NASCOE. We must remember our loyal members and

communicate with them as we also strive to encourage non-members to join.

Membership Recruitment is Crucial. With the gain we made in our current membership, we still have a lot of work ahead of us. Everyone must be prepared to share their own NASCOE story with those who are not members. We would like to encourage everyone to BE ACTIVE!

In closing, Emilee and I would like to thank the members of the NASCOE Membership Committee for their dedication to NASCOE and its members. We would also like to thank NASCOE President, Joel Foster, for the honor to serve as the Co-chairs of the NASCOE Membership Committee.

Let us grow NASCOE together!

Respectfully Submitted,

Emilee Seier

Glenn Thomas

NASCOE Membership Committee Co-Chairs

EXHIBIT A

State Submitting Honoree	Recognized Individual First Name	Recognized Individual Last Name	Recognized Individuals County
Illinois	Charlene	Neukomm	DD
Indiana	Steven	Thurnall	County Executive Director
Indiana	Debra	Thomas	Program Analyst
Indiana	Colette	Zeigler-Staley	County Executive Director
Kentucky	Coy	Higdon	County Executive Director
Kentucky	Dana	McKinney	County Executive Director
Minnesota	Ann	Ullwelling	Program Analyst
Nebraska	Sandra	Hobak	Program Analyst
Nebraska	Sandy	Orr	CED
Nebraska	Sherry	Kellner	Program Analyst
Nebraska	Carolyn	McManigal	Program Analyst
Nebraska	Shelly	Preston	Program Analyst
Nebraska	Marci	Teten	Program Analyst
Nebraska	Windy	Ingram	County Executive Director
South Carolina	Angela	Rushton	Program Analyst
South Carolina	Keith	Ritter	CED
Wisconsin	Amy	Moldenhauer	County Executive Director
Wisconsin	Laurie	Miller	Program Analyst

Table 1

Year	Country	Population (millions)	GDP (billions)	Per capita GDP
2000	USA	280	10,000	35,714
2000	China	1,300	1,000	769
2000	India	1,000	500	500
2000	Japan	125	4,000	32,000
2000	France	60	2,000	33,333
2000	Germany	80	3,000	37,500
2000	UK	60	2,000	33,333
2000	Italy	60	2,000	33,333
2000	Spain	45	1,500	33,333
2000	Canada	30	1,000	33,333
2000	South Africa	45	1,500	33,333
2000	Brazil	170	1,000	5,882
2000	Russia	145	1,000	6,897
2000	South Korea	45	1,000	22,222
2000	Sweden	9	300	33,333
2000	Norway	4	300	75,000
2000	Denmark	5	300	60,000
2000	Netherlands	16	500	31,250
2000	Australia	20	1,000	50,000
2000	Israel	7	100	14,286
2000	Poland	38	100	2,632
2000	Czech Republic	10	100	10,000
2000	Slovakia	5	100	20,000
2000	Hungary	10	100	10,000
2000	Slovenia	2	100	50,000
2000	Croatia	4	100	25,000
2000	Serbia	7	100	14,286
2000	Bulgaria	8	100	12,500
2000	Romania	22	100	4,545
2000	Greece	11	100	9,091
2000	Turkey	70	100	1,429
2000	China	1,300	1,000	769
2000	India	1,000	500	500
2000	USA	280	10,000	35,714
2000	Japan	125	4,000	32,000
2000	France	60	2,000	33,333
2000	Germany	80	3,000	37,500
2000	UK	60	2,000	33,333
2000	Italy	60	2,000	33,333
2000	Spain	45	1,500	33,333
2000	Canada	30	1,000	33,333
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2000	Hungary	10	100	10,000
2000	Slovenia	2	100	50,000
2000	Croatia	4	100	25,000
2000	Serbia	7	100	14,286
2000	Bulgaria	8	100	12,500
2000	Romania	22	100	4,545
2000	Greece	11	100	9,091
2000	Turkey	70	100	1,429

Training

Year	Month	Activity	Days	Hours
2014	Jan	Training	10	100
2014	Feb	Training	10	100
2014	Mar	Training	10	100
2014	Apr	Training	10	100
2014	May	Training	10	100
2014	Jun	Training	10	100
2014	Jul	Training	10	100
2014	Aug	Training	10	100
2014	Sep	Training	10	100
2014	Oct	Training	10	100
2014	Nov	Training	10	100
2014	Dec	Training	10	100
2015	Jan	Training	10	100
2015	Feb	Training	10	100
2015	Mar	Training	10	100
2015	Apr	Training	10	100
2015	May	Training	10	100
2015	Jun	Training	10	100
2015	Jul	Training	10	100
2015	Aug	Training	10	100
2015	Sep	Training	10	100
2015	Oct	Training	10	100
2015	Nov	Training	10	100
2015	Dec	Training	10	100



National Association of FSA County Office Employees Publicity Committee

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NASCOE Publicity Committee 2025 National Convention Exit Report Whitefish, Montana June 22-26, 2025

I feel it is very important to first of all mention how absolutely fantastic the 66th Annual NASCOE Convention in Whitefish, Montana was. You could honestly tell just how much personal time, effort, and thoughtfulness was put into this convention by all those involved, which included the whole Northwest Area, Montana members, and especially the wonderful Lacey Orcutt and family. Thank you for providing such flawless event and the opportunity for all of us to enjoy a beautiful piece of your area of the country.

I'd also like to take a moment to recognize the Area Publicity Chairs with whom I've been very fortunate to work with this past year. Many of these chairs attended the meetings, asked questions, and helped out when asked. A virtual round of applause, please, to these area volunteers!

NASCOE PUBLICITY COMMITTEE:

NORTHWEST AREA Courtney Owen, South Dakota
NORTHEAST AREA Julie Viveiros, Massachusetts
MIDWEST AREA Jon Beam, Wisconsin
SOUTHEAST AREA Kimberly Rice, Alabama
SOUTHWEST AREA Kassie Keplinger, Kansas

Thank you again for your willingness to serve our members in this capacity!

2024-2025 GOALS WRAP-UP

Our main goal this past year was to create more resources and training for members and our committee. The committee was able to accomplish the following:

- national website live training where chairs were able to learn about the inner workings of the website and experience real-time updates to pages, contact information, and resources.
- Glue Up platform/app live training on assisting the Membership Committee with large clean-up reports, and updating member information for app usage, etc.

- Canva – explored and experimented using Canva as the official content design platform.
- Socials/Sharepoint training.
- Created and launched an app resources page on the website for members to utilize, covering the whole process from downloading the app, to registering accounts, the membership workflow process, and finally troubleshooting tips and contact information. nascoe.org/nascoe-app

Following the NASCOE Organizational Meeting for the 2025-2025 year, the Publicity Committee will provide our goals for the upcoming year.

2025 CONVENTION CASH CLUB WINNERS

Each year, the NASCOE Publicity Committee holds a Convention Cash Club Contest, which awards one regular member from each NASCOE Area a \$500 stipend to help defray the cost of attending their very first convention. The applicants must submit a one-page essay of 500 words or less discussing a provided topic based on that year's convention theme, as decided by the Committee.

The 2025 Convention Cash Club essay prompt was as follows:

“This year’s NASCOE Convention theme is ‘Meet Me in Montana.’ NASCOE Conventions are known to provide a unique opportunity to meet and network with all levels of members and FSA employees. Who would you like to meet in Montana at the 2025 NASCOE Convention and why?”

Further information regarding rules and regulations can be found on the NASCOE Publicity page at nascoe.org/committee/publicity.

We would like to congratulate the following winners, who we are happy to have met at the 66th Annual NASCOE Convention in Whitefish, Montana.

NORTHWEST AREA: Alisha Passey, ID
NORTHEAST AREA: Brittany Radell, NY
MIDWEST AREA: Abby Frost, MI

Thank you for participating and we hope to continue to see you all each year at NASCOE's annual “family reunion!”

CONVENTION BREAKOUT SESSION

This year, the Publicity Committee had the honor of a combined breakout session with the Benefits Committee, which I feel worked out the advantage of both the members in attendance and the National Committee Chairs, as it gave the members a two-for-one deal, and allowed us to collaborate as needed in our presentations.

The main focus of the Publicity Committee's presentation was to show how beneficial the app is to members, reiterate how easy most of the troubleshooting is,

and to receive any feedback from members, mostly of things we may not be aware n of. The feedback was well received and we were also fortunate enough to have the NASCOE Technology Chair, Dawna Hines, in attendance to be able to assist and receive the provided information for future use.

Another topic of concern from attendees had to do with the cost of website hosting for their areas and states. The Publicity Committee plans to create resources for website hosting and content in the future, which you will probably see in our 2025-2026 goals.

I would like to remind anyone who is interested in an overview of the Publicity Committee, as well as any other NASCOE Committees, to please take some time to watch our Committee Town Hall Meetings that we had recorded and posted for your benefit. They can be found on the NASCOE website at this link:
nascoe.org/committee/committee-town-hall-meetings

Finally, I'd like to end my report by reiterating the Publicity Committee Chairperson Duties Mission Statement of the NASCOE Publicity Committee:
"The NASCOE Publicity Committee works to inform and engage NASCOE members through timely, accurate, and visually appealing communications."

I can only hope you feel we've accomplished our mission this past year to the best of our ability, and I thank you for another year of getting to serve our wonderful members.

On behalf of the NASCOE Publicity Committee,

Marcy Logan
NASCOE Publicity Chair



National Association of FSA County Office Employees County Office Advocacy Committee

NASCOE County Office Advocacy Committee 2025 National Convention Exit Report June 23 – 25, 2025 Whitefish, Montana

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Southwest Area Chair
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I have been honored to serve as your NASCOE County Office Advocacy Committee Chair for the last year. It has been an invaluable experience during which I have had the privilege of working alongside other dedicated national committee chairs and executive leadership. Learning about the COAC mission and what exactly the responsibilities of a national chair entail, presented many lessons and opportunities for growth as a leader. I would like to thank everyone for their help, patience, and guidance along the way.

A scheduling conflict prevented my in-person attendance at this year's convention and joint COAC/Legislative breakout session. However, I provided membership with a virtual recording that discussed COAC accomplishments from the past year, as well as NAFEC updates and future COAC business for consideration. Feedback collected from membership will be refined to identify what members would like to accomplish in the new year heading into the 2025-2026 NASCOE Organizational Meeting. The following COAC goals and areas of interest have been identified for continued efforts and evaluation:

1. Identify and clarify responsibilities for the fifth COAC area chair assignment to compliment Administrative Operations, Personnel Management, COC Program Authorities, and NAFEC.
2. Identify areas COAC can support county office employees for administrative and personal management such as development of a "NASCOE Grievance Board" educational brochure.
3. Continue to promote NAFEC's recruitment efforts to fill vacant state director positions and their continued effort to educate COC members on the NAFEC mission.
4. Continue to support the NAFEC effort to grow its social media presence by referring NASCOE membership and COC members to the "National Association of Farmer Elected Committees" Facebook page.
5. Continue the effort to research and actively call to the National Office's attention to corrections in handbook procedures for the COC system to remain strong, valued, and accurately represented in accordance with the established COC structure, while reminding them of NASCOE's importance.

I would like to recognize the following COAC area chairs that have helped to further our committee goals over the past year.

Ethan Hickey-NEA
Raela Brandt-NWA
Katrina Miller-MWA
Chris Orso-SEA
Jeannine Wendel-SWA

It's been a privilege to serve you over the past year, and I've been thankful for this opportunity. I look forward to the new year and any new challenges that may present themselves.

I ask that my report be submitted as filed.

Respectfully,

Brian Gould
National COAC Chair



National Association of FSA County Office Employees Programs & Negotiations

07/02/2025

2025 Programs and Negotiations Committee National Convention Exit Report Whitefish, MT June 22-26, 2025

Convention Updates:

During the NASCOE 2025 Convention's Q&A session, in-person attendees had the opportunity to engage directly with National Office representatives. The session was called to order by NASCOE President Joel Foster. This session took place on Tuesday, June 24, 2025, at 11:00 a.m. (MST) and provided a platform for participants to ask questions and share concerns, which were addressed by WDC guests and FSA National Office staff, some were in-person while others visited with us via Teams.

We were honored to have Mr. Bill Beam, FSA Administrator and Mr. Steve Peterson, FSA Associate Administrator, in person for this session. During our Q&A session we had 18 questions from the floor and those were answered by our National Office attendees and at times combined answers with their online WDC staff. We were grateful to our attendees who asked their questions and those members who submitted their questions beforehand using our added NASCOE feature for this year's meeting. As a reminder, any questions not formally asked or answered during the in-person session in Montana will be submitted to the National Office for follow-up. Those responses will be shared later.

During our Programs & Negotiations Committee (PNC) Breakout Session, which was called to order by Christa Kraatz, Committee Co-Chairperson, we were able to visit with convention attendees about our committee. We had 12 people in attendance and Christa introduced the following area chairs in attendance: Audre Hayward, NEA; Debbie Leeper, MWA; and Tasha Bagley, SEA.

Our team presented area submission statistics and engaged in an open discussion about the PNC submission process—from start to finish. We explored both the challenges and successes associated with various types of submissions and were fortunate to have a one-on-one conversation with a National Office Specialist. A heartfelt thank you to Jamie Garriott for generously using her personal leave to help us gain valuable insights into the behind-the-scenes operations, and how things are accomplished from the WDC perspective. We concluded the session with sincere appreciation for our entire team's hard work, dedication, and unwavering support. We shared handouts we felt would help other members when they returned to their home offices.

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SEA Chair
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SWA Chair
Tracy Wilson
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During this same breakout session, the following statistics were handed out and then shared again during the regular business meeting held on Wednesday, June 25th:

Submission Totals:

These submission totals are as of June 16, which were shared before the close out of the 2025 NASCOE fiscal year. We currently have 294 submissions, and they are broken down into the following categories:

Closed – Completed or Closed	52
Negotiations - Referred to Negotiations	15
Duplicates - Similar submission identified	38
Sent to DC with Responses Received	16
Sent to DC awaiting response	23
Pending Review from PNC Team and/or WDC	150

Submission Process Updates:

We informed the attendees about our understanding of how the National Office team continues to refine their workflow process within their own SharePoint. They constantly fine-tune it and troubleshoot the routing process between program specialists and making sure those responses get back to our team. They have also been working with other program areas, outside of common farm programs, to help train reviewers and approvers so more program area submissions can move through this process, whether it is in DAFP or DAFO side of things.

We deeply value the unique opportunity NASCOE has with being able to collaborate directly with upper management—driving improvements in our daily work through enhanced efficiency, software updates, policy changes, handbook clarifications, and more. We remain so thankful to the entire National Office FSA team for collaborating with us and working on solutions to our submissions. We would be remised if we did not give a special thank you to Tracey and Andrea of DAFP, who meet with us every other week this past year. They both train other FSA staff members to help improve their workflow process for our NASCOE submissions. Thank you all again and we look forward to more responses to come.

Breakdown by Area for FY 2025 Program Submissions:

- MWA – 111 Submissions
- NEA – 17 Submissions
- NWA – 67 Submissions
- SEA – 49 Submissions
- SWA – 50 Submissions

2025 Negotiations:

We were fortunate last year to have the ability to catch up on one NASCOE Negotiation items for 2023 & 2025, which allowed us to be able to only negotiate 2025 items. Negotiation items are pulled from the calendar year of submissions, which means all items

presented at this year's meeting were from Jan. 1 2024 to Dec. 31, 2024, which contains both FY 2024 and 2025 submissions.

Our 2025 Negotiation Team consisted of:

- Debbie Leeper – MWA Consultant & Janice Acree – MWA Executive
- Audre Hayward – NEA Consultant & Sandra Scott – NEA Executive
- Missy Merrill – NWA Consultant & Matt Weddingfeld – NWA Executive
- Tasha Bagley – SEA Consultant & Neil Burnette – SEA Executive
- Tracy Wilson – SWA Consultant & Terry Cater – SWA Executive
- Christa Kraatz – PNC National Co-chair & Sarah Houin – PNC National Co-chair
- Taylor Stucki – NASCOE Secretary, Jessi Colgrove – NASCOE Treasurer, Kayla Mattson – NASCOE Vice President and Joel Foster – NASCOE President

During our negotiation session, the team received the initial responses from DC for the 15 items submitted and NASCOE accepted 7 of the responses and 8 items were taken for further negotiations. On June 12th, the NASCOE team met with WDC and had our 2025 negotiation session virtually. Both DC and NASCOE shared their disappointment about the meeting being held virtually this year, but that didn't keep the meeting from being as fruitful, successful and productive as the in-person sessions. Our team remains hopeful & grateful that this process continues to happen and is accomplished by any means possible. The final responses are currently being addressed by the team in WDC, and we hope to share those 2025 negotiated items with you all soon.

We're incredibly grateful to the entire negotiations team—especially our consultants—for their tireless work researching, refining, and preparing items for both pre-negotiations and formal discussions with WDC. Our team would like to send another BIG thanks to Taylor, she helps with all the planning, prepping, and communicating with DC all the while keeping everything organized for our us throughout the year for negotiations.

2025 NASCOE wins:

- **CSN | New "Scan To" Option on Managed Print Services 3 Devices** - It was a 2023 Neg. Item (Item # 4), and the submission was from the Midwest area.
- **FSA Information Bulletin: 11534 - Subject: NRRS – Software Changes – 1/14/2025 - NRRS – National Receipts & Receivables Service.** Receipt allowing more information to be included with more details for direct sale receipts, and this submission was from the Midwest area.
- **FSA Information Bulletin: 11740 - Subject: CARS – Crop Acreage Reporting System Software Changes.** CARS Enhancements – including FSA-578 (**Nationwide Producer Print**) - March 31, 2025 – multiple submissions from all areas.
- **FSA Information Bulletin: 11796 - Subject: CRM Farm Records and Business Partner Software Changes – May 16th, 2025 -- Business Partner Issues and Enhancements & Farm Record Enhancements.**
- **Producer Farm Data Report Enhancements:** The report has been expanded to include - Full producer names, including middle name and suffix; Primary Email

address; Primary phone number; Deceased status indicator; Wetland violation indicator. 2025 – multiple submissions from all areas

PNC Team Goals:

- Continue to foster and build relationships with National Office.
- Continue to educate members and employees regarding PNC submission process.
- Continue the to use IBs and NASCOE news blast to update membership of PNC wins.
- Keep finding ways to streamline our submission process with the National Office
- Work to improve the answered/closed response percentage.

More thank you notes:

The Programs and Negotiations Committee (PNC) extends our sincere thanks to all members who take the time to submit concerns and suggestions. Your input is the foundation of our work—without it, we have nothing to review or share. So please, keep those submissions coming! Our team is committed to reviewing each one, offering helpful tips, and ensuring your ideas are presented effectively and your voice is heard. If you ever need a status update or clarification on your submission, please don't hesitate to reach out—we're here to help.

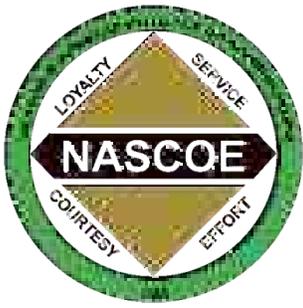
Another sincere thank you goes out to our incredible PNC teammates, our Area Chairs—Debbie (MWA), Audre (NEA), Melissa (NWA), Tasha (SEA), and Tracy (SWA). The success of this committee is a direct result of each of you and your dedication to our team. Our Area Chairs play a vital role in reviewing submissions from their respective NASCOE Areas. They initiate contact with submitters, ensure each person's voice is heard and every idea is given thoughtful consideration. We are truly grateful for each one of you and your tireless effort, continued commitment and contributions.

We've both truly enjoyed serving NASCOE as your National Co-Chairs of the Programs and Negotiations Committee. While Sarah will continue in her role as National Co-Chair, Christa is excited to share that she will be stepping into a new leadership position as NASCOE Vice President. We are both excited about what's going to come and eager to continue with our services.

One last heartfelt thank you goes out to Sarah for her unwavering kindness, thoughtful & gentle reminders, the love she shows for Post-its, and her willingness to dive into off-the-wall conversations with her co-chair. Her attention to detail and genuine care for what we do as a team has made a lasting impact on all those around her. It's been an absolute privilege to serve alongside her as one half of our self-proclaimed Wonder Twins. While this dynamic duo may be shifting, please know that the other half is always ready to be activated and is ready to assemble for any future PNC mission!

We respectfully submit this report as written,

Christa Kraatz and Sarah Houin
National PNC Co-Chairs



National Association of FSA County Office Employees Technology Committee

President
Joel Foster
joel.foster@nascoe.org

Vice President
Kayla Mattson
kayla.mattson@nascoe.org

Secretary
Taylor Stucki
taylor.stucki@nascoe.org

Treasurer
Jessi Colgrove
jessi.colgrove@nascoe.org

July 6, 2025

Exit Report National Convention Whitefish, Montana June 22-26, 2025

The NASCOE Convention in Whitefish Montana was a great event. There was networking, sharing of ideas, and identifying a few new challenges. The Northwest Area's attention to detail and hospitality during convention was noticed by all attendees.

2024-2025 review of goals

As we move forward Technology will continue to look for ways to engage more members on the app. In addition, I will continue to educate chairs and officers on the benefits of the NASCOE sharepoint. As the organization continues to change with new leaders stepping in, Sharepoint is an invaluable tool.

In conclusion, Technology Committee will continue to assist the Membership and Publicity Committee in any assistance that is needed.

Dawna Hines
NASCOE Technology Committee

**2025 Convention Consultant
National Convention Exit Report
Whitefish, MT
June 22 -26, 2025**

Congratulations to all those involved in the success of the 66th NASCOE Convention in Whitefish Montana and especially to the NWA Area and their Convention Chair Lacey Orcutt! Sixty-six years of joining together from across the nation to be strengthened by the mission of NASCOE. While hosting a convention is no small feat, the event is a cornerstone of our association's annual operations and as such, continues to be a worthy endeavor.

My goal as the Convention Consultant is to continue to find ways to make the process of hosting the convention a little easier for everyone involved.

Michigan has pulled together a lot of great ideas for the 67th NASCOE Convention and I look forward to helping guide them through the second year of planning their "Cruising the Great Lakes" Convention.

A suggestion to the Executive Committee is to schedule a wrap up call with the host convention chair(s) a few weeks post-convention. Each convention is unique, but there are still common experiences that can be shared. This would allow for timely discussion of any major successes or pain points. The feedback can be carried forward for the good of future hosting states/areas.

The convention adjourned without a bid from a state or area to host the 2027 NASCOE Convention. Clearly, I still have some work to do! To quote author Simon Sinek, "The hardest part is starting. Once you get that out of the way, you'll find the rest of the journey much easier". There are more tools and resources than ever before for a host state or area to get started. Anyone can find reasons and excuses why not to host, but my response back to the state affiliates is but what if you said tried? Find that small spark and let's start the journey!

Respectfully submitted as written,

Carolyn Slightom

Convention Consultant



National Association of FSA County Office Employees Northeast Area

Northeast Area Executive
Sandra Scott
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Northeast Area Alt Executive
Barbie Parsons
Barbie.parsons@nascoe.org

Awards & Scholarship
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Benefits & Emblems
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County Office Advocacy
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2025 NASCOE National Convention Exit Report Whitefish, Montana June 23-25

As I reflect on the first year as Northeast Area Exec, I remember talking to Tina on my way home from the 2024 Convention and her discussing that at least we are through COVID and we will be focusing on the new Farm Bill and election transition but, it will be less issues. Boy, were we wrong! The past year has been a bumpy one, but we have worked to overcome the challenges, and we are focused on moving forward stronger!

I do want to thank our Area Chairs for being willing to volunteer to step up and take on these Leadership roles. They are:

Benefits & Emblems – Courtney LeCuyer, VT
Legislative – Laurie Thiboutot, ME
COAC –Ethan Hickey, MA
Publicity – Julie Viverios, MA
Membership – Jennifer Doty, NY Co -Chair Sydney Cook- MD
Awards & Scholarships – Andrea Landis, WV
Programs & Negotiations – Audre Hayward, ME

Awards Judges: Tina Williams, New York; Susan Mackey-Taylor, Maryland; and Andrew Asbury, West Virginia.

Judges for Scholarships: Carolyn Gaylor, West Virginia; Elizabeth McLaughlin, Maine; and Patrick Goode, Maryland

When we originally did Roll Call of States, the North East Area reported we had 7 members and 1 guest at National Convention and we decided, sorry SEA we are taking Brent Orr, and his family since they now live in our area we are revising our roll call to include 1 Rascoe and 5 Additional guests so our new total was 7 MEMBERS 1 RASCOE member and 6 guests. We may be small in numbers but are working very hard over the next year to make sure the NEA is large in actions!

Our goals have not changed, they are:

Goal 1 Membership:

Membership was a challenge before DRP but now between DRP and the hiring freeze in our very small states it has become a large obstacle to try to overcome. We had a great plan to build off the PT reclassification. However, we are working on recruitment of non-members

and working with new SED's and state leadership to do what we can to remind all employees of the strength we have in numbers. Without members we have no association and membership is everyone's responsibility.

While I had the opportunity to speak with the members of the Northeast Area that participated in the Leadership conference, we discussed ways to help with membership issues in several states including possible strategic jump teams going into Pennsylvania and also reach out again to see if we can move forward helping New Jersey and now Rhode Island and New Hampshire either get back into the fold or at least allow them to be members in other states. Looking at the 7 members in our NEA at convention and seeing that 3 of our 7 members were at the National Leadership conference this past year!

During our breakout session we discussed different ways to focus on membership, and we will be working with our states as well as the membership committee to look to help state leadership as well as jump teams to any states in the area we can help. We are looking at how DRP will affect membership as well as leadership in our states. We do know we lost one states President and some state chairs. We discussed that one of the best ways for new members to realize what NASCOE does is to attend a Rally or Convention. We are planning to join the MWA and SEA with a joint Rally next spring in Ohio and we are looking at many opportunities to make it a very interactive Rally as well as many ideas to help our very small states with little to no budget help get new members to the Rally. We will be discussing these ideas further.

Goal 2 Communication

I feel that the monthly teams' calls have proven invaluable to give state presidents updates on all areas of NASCOE. I plan to continue these calls starting after the convention. We have had calls every month since October including having an all-employee call for the Northeast area during DRP. A large part of good communication has been working with the area chairs to find a good date and time to have our monthly calls. We have been having them on the second Thursday of the month at noon. So that we have timely communication going out to the state presidents. We have also discussed looking at other methods to get the call notes sent out to members with our area publicity chair, Julie.

During our Northeast area breakout meetings we brainstormed various ideas on how to meet our goals and we had invited the state presidents and anyone the state president asked to be on the call the second Thursday at noon, and we will be keeping that schedule however I will be inviting the state publicity chair as well to help make sure our notes get distributed to the members in each state faster. We are also looking at a few new ways to make sure the notes get out faster such as using CHAT GPT. We also hosted an all-employee call when DRP 1.0 came out to go over any questions and any concerns that members had. We plan to try to have at least 2- all employee calls this next year.

Another exciting opportunity that come out of our breakout meeting was a discussion about ways to work better with the App and the publicity committee to send out a Google doc throughout the states after discussing it with the state office's and making sure they are ok with us using the UG email address and asking some key questions to help publicity and membership work together to update our contact information for our members, work to update

membership to do a better job finding out about possible membership awards and sick leave awards as well as asking the question of non-member “why do you not want to be member?”

I am excited to work with Barbie, the Northeast Area Chairs, National Chairs, Executives and Officers, to continue to move NASCOE forward.

Respectfully submitted
Sandra Scott, NEA Executive

Northeast Area Breakout Session Summary

Date: June 24, 2025

Attendees: Sandy Scott, Barbie Parsons, Andrea Landis, Molly Bryden, Julie Pinto, Audrey Hayward, Brittany Radell

Membership & State Affiliation

- The group discussed strategies to increase NASCOE membership in the Northeast Area.
- New Jersey is currently still not affiliated with NASCOE.
- Work is ongoing with Pennsylvania as their bylaws allow members from other states so we are working with membership, NJ and PA to get 444's and members figured out.
- A question was raised: and Rick was able to tell us that if NJ employees join PA the non-members from NJ will not affect PA's membership %. This is being considered as a potential solution.
- Rhode Island is working to resolve checking account issues, which may be impacting their affiliation status as well as DRP loses and hiring freeze.

2027 National NASCOE Convention Hosting

- Discussion took place on the possibility of the Northeast Area hosting the 2027 National NASCOE Convention.
- If pursued, significant volunteer support would be needed from across the Northeast states.
- The group considered revisiting the idea with New York and gauging interest from other states.
- A suggestion was made by Bill Beam to see if PA would be able to host in Hershey with NEA help.
- A recommendation was made to poll the Northeast states regarding their willingness to participate in hosting responsibilities.

Committee Reports

- Molly Bryden provided updates from Travis Eisele:
 - Overview of available NASCOE benefits.
 - Dillard's presented on accounts and benefits they offer to members.
 - Reminder about Working Advantage, which provides additional member discounts.
-

- Emblem Sales:
 - Sales are currently down.
 - Members should be reminded that 15% of Emblems sales go to the NASCOE Scholarship Fund.
 - Emblems offers customizable items (e.g., hats, shirts) that can be used as incentive gifts.
-
- Disaster Relief Program (DRP) Benefits:
 - Members had questions about continued eligibility.
 - There's a need to inform state offices about what Emblems offers, including awards and incentive gifts.
-
- MetLaw Legal Benefit:
 - Current cost is approximately \$8/month, expected to increase to \$20/month.
-

Legislative Report

Reported by: Julie Pinto

- Hunter Moorhead joined the meeting via Teams.
- The House Appropriations Bill is expected to be finalized next week, with:
 - A proposed 7% decrease in budget for FSA employees.
 - \$15 million allocated for new hires.
- Senate Bill is expected to be finalized by July 10, 2025.
- The Senate is planning to pass a comprehensive appropriations package (“one big beautiful bill”) over the weekend, with hopes for final decisions by July 4, 2025.
- FERS employees may face challenges if new provisions pass; FERS supplement status remains TBD.
- High-5 salary calculation has been removed; High-3 is retained.
- CRP will not be moved from FSA to NRCS.
- Office closures are not anticipated at this time.

Political Action Committee (PAC)

- Amanda Aherns and Katie Frandrup reported on efforts to increase PAC membership.
- New incentive strategies include prizes for highest sign-up rates per area.
- Reminder: Legislative and PAC activities should be conducted on personal time, not government time.

COAC (County Office Advocacy Committee) Report

- Brian Gould shared a video update (unable to attend in person).
- The NASCOE website now includes clear information about COAC's role.
- COAC has maintained a strong working relationship with MAFEC over the past year.
- A NASCOE member should be on the grievance board in each state:
 - States lacking a grievance board are urged to establish one immediately.

Membership

- All areas are experiencing a decline in membership, except the Southeast Area.
- Northeast Area currently has 62% membership.
- Touch cards for promotion are in development.
- Recognizing 20+ year members is a goal, but historic records are lacking; efforts are underway to retrieve or reconstruct them.
- Goals include boosting:
 - Consecutive membership
 - Individual and office membership levels
- Members are encouraged to:
 - Download the NASCOE app
 - Use personal email addresses (not USDA-issued ones)
 - Keep contact information up to date.

Publicity Report

Reported by: Brittany Radell

- Marcy emphasized that all content for the NASCOE app must be approved by the NASCOE President and Vice President.

- Website hosting costs are high; areas are encouraged to use Facebook for regular updates.
- For data or reports, members should contact Dawna Hines or Marcy
- Sandy supports posting general information but urges caution with controversial topics.
- Collaboration between Membership and Publicity Committees is essential for growth.

General Discussion & Action Items

- Sandy Scott raised key questions:
 - How can we increase membership across the Northeast Area?
 - How do we improve communication (suggested: Teams calls, shared minutes)?
 - How can we manage office vacancies effectively?
 - How do we share meeting minutes with all members—not just state officers?
- Proposal: Post meeting minutes on the Northeast Area NASCOE app to ensure access for all members.

Barbie Parsons

Northeast Area Breakout Session 2 Summary

Date: June 25, 2025

Attendees included: Sandra Scott, Barbie Parsons, Andrea Landis, Molly Brayden, Julie Pinto, Brittany Radell, Teresa Dillard, Debbie from Dillard's Jason List from Dillard's

2027 National NASCOE Convention

- The possibility of the Northeast Area hosting in Hershey, Pennsylvania was discussed.
- Further planning and commitments from states and members will be needed.

Elections

- Sandra Scott (New York) was re-elected Northeast Area Executive.
- Barbie Parsons (West Virginia) was re-elected Northeast Area Alternate Executive.

2026 Northeast Area Rally

- The Midwest Area invited the Northeast Area (as well as the Southeast Area) to attend the 2026 rally.
- Dates: April 9–11, 2026
- Location: Cincinnati, Ohio
- Theme: Cajun Surf and Turf
- Host: Midwest Area
- The 2027 rally is not expected to include the Midwest Area and will likely be hosted by Massachusetts.
- Hosting history recap:
 - Vermont: 2019
 - Massachusetts: 2020
 - Delaware/Maryland: 2021
 - Pennsylvania: 2022
 - West Virginia: 2023
 - Maine: 2024
 - New York: 2025

Benefits and Retirement

- Teresa Dillard attended and offered:
 - Retirement analyses for interested members.
 - Brochures on various benefits (e.g., cancer insurance, disability insurance, savings plans for children and grandchildren).

Scholarships and Awards Report

Reported by: Andrea Landis

- The Northeast Area had two national scholarship winners:
 - Hayden Ayers (New York) – Traditional Scholarship
 - Mason Elliott (West Virginia) – Vocational Scholarship
-
- Goal for next year: Increase scholarship applications from all states in the Northeast Area.
- Sick leave awards: No submissions this year; focus on improving participation for next year.
- Distinguished service awards: Need more applicants; nominees can be resubmitted annually if not selected.
- New York plans to start a scholarship fund using profits from the 2025 Northeast Area Rally; they are working to set up a checking account.
- Improvements planned:
 - Better announcement and communication of deadlines and results.
 - Removal of health records requirement from the awards and scholarship handbook.
 - Limit to two letters of recommendation.
 - Launch video tutorials to guide applicants step by step.
 - Develop a historical record of sick leave and membership awards to track past recipients and eligibility.

New Tools and Data Collection

- Proposal to create a Google Docs application to track:
 - Membership length

- Sick leave balance
- Accumulated office membership data
- Current personal email addresses
-
- Possible use of government UG email to increase responses since personal emails may not be checked regularly.

Additional Topics

- State officer losses (due to DRP):
 - Maine: OK
 - Maryland-Delaware: OK
 - Massachusetts: Lost president
 - West Virginia: OK
-
- Sandy suggested asking Dillard's to sponsor a new member at the next rally, including the possibility of a drawing for an all-expense-paid trip to the Northeast Area Rally to boost membership and participation
- **Next Steps**
- Continue to coordinate on convention and rally planning.
- Follow up with New York on scholarship fund setup.
- Push to increase scholarship, sick leave, and distinguished service award applications.
- Explore sponsorship opportunities and member incentives for future rallies.
- Finalize and distribute the Google Docs application for member data tracking.



National Association of FSA County Office Employees Southeast Area

Southeast Area Executive: Neil Burnette, North Carolina
Southeast Area Alternate Executive: Dawn Ovesen, Kentucky

Programs/Negotiations: Tasha Bagley, Georgia
Legislative: Lindsey New, Kentucky
Publicity: Kimberly Rice, Alabama
Membership: Maria Petrella, Georgia

Benefits/Emblems: Nancy Chlapecka, Arkansas
Scholarship/Awards: Amy Blum, South Carolina
COAC: Chris Orso, Georgia

Southeast Area Executive 2025 National Convention Entrance Report June 23 – 25, 2025 Whitefish, Montana

Let me start by recognizing the members from Montana and all of the NWA on one heck of a convention. This is a beautiful area and they have done an amazing job with this year's convention!

I have been honored to serve as the SEA Executive for the past 2 years.

A big THANK YOU to our SEA Alternate Executive; Dawn Ovesen. She has been an amazing partner to work with.

By our count, there are 87 people here from the SEA!

We had 28 in attendance at the SEA break-out session.

I also must recognize our amazing group of Area Chairs: (please stand when I call your name)

Tasha Bagley – Programs & Negotiations
Lindsey New - Legislative
Kimberly Rice - Publicity
Maria Petrella - Membership
Nancy Chlapecka – Benefits & Emblems
Amy Blum – Scholarships & Awards
Chris Orso - COAC

Also, I want to recognize members of our SEA Membership Taskforce: (also, please stand when I call your name)

Maria Petrella
Jamie Rodriguez
Nikki Hanna
Glenn Thomas
Dawn Ovesen

Over the past year, I had the fortune to attend the Georgia/South Carolina, Virginia and Mississippi state conventions. Dawn attended the Tennessee and Kentucky state conventions. We also held a Leadership Training meeting in Louisiana. We conducted monthly Leadership calls with our Area Chairs and State Association Leaders on the 4th Tuesday, and our Membership Taskforce meets on the 3rd Thursday. On May 27th, we held our first SEA Town Hall call. We have done our best to be the faces of the SEA

I have 3 major goals for the SEA: Increased Communication with members; Membership of 85% and State Leadership Succession Plans.

We have done our best to improve communication over the last year by better utilizing our FB page and holding the 1st SEA Town Hall call. Thanks to Janice Acre, MWA Executive, for that awesome idea!

We did not reach my membership goal of 85% but the SEA is at 83% compared to 79% this time last year. I am very proud of our SEA state association leaders for the work they have put into building membership!

I can't move on from membership without recognizing our very own SEA Alternate Executive, Dawn Ovesen. Last year she proved that membership can be built in a day. Kentucky increased their membership from 79% to 96% during a two-day meeting. Any one of us can get the same results!

Our newest goal is leadership succession. It is critical that every state association leader works to train and prepare those future leaders for the task ahead and give them the tools they need to be successful. We have tried to encourage this to be a top priority in each of our states.

I am very proud to be a part of the SEA. Last year during the national convention, the idea of a SEA challenge coin was born, thanks to our membership chair Maria Petrella. This coin is a symbol of pride and achievement! The SEA Leadership adopted their idea, and we handed out the very first coins at the All-South Rally in Wichita, KS to SEA members that have gone above and beyond to serve their fellow members! I presented the final coin of my term to Mr. Glenn Thomas. I can't think of anyone any more deserving!

The SEA voted in Dawn Ovesen as their next Area Executive! Dawn will serve our area very well in her new position. They also voted Madeline Redman from NC to serve as Alternate Executive. I am very proud of Madeline and her willingness to step up and take on this very important role.

As I complete my time as SEA Executive, I rest comfortably knowing your next SEA Executive will be well prepared to continue to build on the progress we have made. I also know that Madeline will be a valuable asset to Dawn and the SEA!

I hope everyone in attendance at the 2025 National Convention in Whitefish had as wonderful a time as I did! I spent some extra days in Montana exploring the sights. This truly is one of the most beautiful places I have ever seen in my life.

Madam Secretary, please accept my report as filed.

Neil Burnette,
NASCOE SEA Executive



National Association of FSA County Office Employees

Southeast Area

Neil Burnette, Area Executive

**2025 NASCOE Convention
Whitefish, Montana
Southeast Area Breakout Session Minutes**

Tuesday June 24 and Wednesday June 25, 2025

I. TUESDAY, JUNE 24 SESSION #1:

- a. Neil Burnette, Southeast Area Executive, opened the meeting at 4:00 p.m. We had 28 in attendance. All members and guests were welcomed.
- b. Glenn Thomas led the invocation.
- c. Dawn Ovesen was selected to take minutes of the meeting.
- d. Dawn Ovesen, Alternate Area Executive, called the roll of delegates and determined that a quorum of state delegates was present.
- e. Neil Burnette presented an overview of his Convention Executive Entrance Report and provided written copies.
- f. Dawn Ovesen gave the SEA Treasurer report for Meghan Edwards. The SEA currently has \$6,548.20. \$236 has been collected in SEA Dues this year so far and we are waiting on several more states to submit dues for 2025.
- g. Area committee reports for Awards/Scholarships, Benefits/Emblems, Legislative, Membership, County Office Advocacy (COAC), Programs/Negotiations, and Publicity were presented. A motion was made by Judy Rudd to accept all area committee reports as presented. Shannon West seconded the motion, and the motion passed by majority on voice vote.
- h. Neil Burnette asked if any state was interested in hosting the 2027 National Convention. No one spoke up but ideas were discussed.
- i. Dawn Ovesen discussed the 2026 Rally to be held with the MWA and NEA in Cincinnati, Ohio April 9-11. Amy Blum moved a motion to hold the area rally with the MWA and NEA. Elizabeth Waller seconded the motion. A voice vote was called. All were in favor, motion carried.
- j. Candidacy announcements for Southeast Area Executive. Dawn Ovesen announced she would be seeking election.
- k. Candidacy announcements for Southeast Area Alternate Executive. Madeline Redmond announced she would be seeking election.
- l. Nancy Chlapecka made a motion to adjourn. Amy Blum seconded the motion. The meeting was adjourned at 4:50 p.m.

II. WEDNESDAY, JUNE 25 SESSION # 2:

- a. Dawn Ovesen, Southeast Area Alternate Executive, opened the meeting at 11:00 a.m. We had 26 in attendance. All members and guests were welcomed.
- b. Neil Burnette was selected to take minutes of the meeting.

- c. Neil Burnette, Area Executive, called the roll of delegates and determined that a quorum of state delegates was present.
- d. Neil Burnette gave his Area Executive Report. He stated that it has been an honor to serve NASCOE and the SEA over the past several years. He was thankful to have had the pleasure to serve with such a talented group of state leaders and Area Chairs. The SEA is in great hands as Dawn prepares to take our area to the next level and achieve her goals and vision for our members.
- e. Nominations were opened for Southeast Area Executive. Judy Rudd made a motion to elect Dawn Ovesen as SEA Executive.
- f. Chris Orso made a motion to cease nominations and elect the Southeast Area Executive by acclimation. Nancy Chlapecka seconded the motion. A voice vote was called, Dawn Ovesen was elected unanimously for the position
- g. Nominations were opened for Southeast Area Alternate Executive. Kimberly Jernigan made a motion to elect Madeline Redman as SEA Alternate Executive.
- h. Amy Blum made a motion to cease nominations and elect Madeline Redman as the Southeast Area Alternate Executive by acclimation. Tiffani Hendrix seconded the motion. A voice vote was called; Madeline Redmond was elected unanimously for the position.
- i. Chris Orso made a motion to adjourn. Amy Blum seconded the motion. The meeting was adjourned at 12:00 p.m.

Neil S Burnette

(Southeast Area Executive)

7/7/2025

(date)



National Association of FSA County Office Employees 2025 National Convention

MWA Exit Report

July 3, 2025

Midwest Area Executive
Janice Acree
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Midwest Area Alt Executive
Stacia Slover
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Awards & Scholarship
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The Northwest Area, along with Lacey Orcutt and her team, did a fantastic job organizing the 2025 National Convention. Everything was thoughtfully planned and executed, creating a smooth and memorable experience for all who attended. Thank you for a great convention! I know everyone truly enjoyed their time together and appreciated the beautiful scenery that Montana had to offer. It was an event to remember!

The Midwest Area held breakout sessions on Tuesday and Wednesday with around 20 to 25 in attendance each day. Our Midwest Executive, Janice Acree, joined us virtually during our breakout sessions.

We are incredibly proud of the Midwest Area breakout sessions this year. Our delegates and members demonstrated a strong commitment, openly sharing experiences, strategies, and ideas with a shared focus on increasing membership. NASCOE is built on relationships and mutual support, and it was evident that everyone played an important role in our group discussion. Across each state, we see passionate individuals contributing to NASCOE's continued strength and impact as an organization.

Some topics discussed were membership ideas, state leadership, and succession planning.

- **Membership** was an area of focus this past year and will continue to be in the future. During our breakout session we discussed the following ideas on how to increase participation and membership within our states:
 - Preparing “Did you know “bulletins to discuss some benefits NASCOE has fought for such as Paid Parental Leave and Compressed Work Schedule.
 - Family Fun Day and/or Picnic
 - Some mentioned purchasing concert tickets the same day as their Family Fun Day and/or Picnic
 - Pay for Attendee Rally and/or Convention Trip
 - Work with STO to piggyback off some events to have an opportunity to speak about NASCOE.
 - Different ways to reach members; Twitter and Instagram.

- **State Updates and Leadership/Succession Planning** were also an area of discussion during our breakout session, each delegate from each state shared current challenges within their states.
 - Every state expressed the membership is their focus this year.
 - Most states faced the low staffing challenges due to DRP which affected membership and morale in the offices.
 - State dues increase and when they became effective
 - The importance of how we approach others and select the right people from each state to step up into a leadership role.
 - Each state also shared how their state conventions went this year.

Following the recent elections, Janice Acree was reelected to serve as the Midwest Area Executive, and Stacia Slover was reelected as the Midwest Area Alternate Executive. We are honored by the trust placed in us and extend our appreciation to the area delegates and all members for their continued support and confidence in our leadership.

Janice and I remain deeply committed to our core pillars—our members and open, effective communication. We will continue these efforts with our monthly area call, inviting all state leaders, chairs, and national chairs to participate, while staying readily accessible to support our states. Additionally, we remain focused on achieving our goal for the Midwest Area, “The Great 8,” to reach 80% membership.

The Midwest Area Rally is still being planned for April of 2026 and will be held in the state of Ohio.

Janice and I are thankful for the chance to come together to strengthen relationships, celebrate NASCOE’s accomplishments, and work as a team to tackle the challenges we all share. We are looking forward to reconnecting at the Organizational Meeting in Florida and are excited to welcome everyone to the Midwest Area in 2026, in beautiful Sault Ste. Marie, Michigan.

Respectfully submitted,

Stacia Slover
MWA Alt. Executive

2025 MWA COAC Report

The NASCOE National COAC webpage has been updated to include the County Advocacy mission statement to assist in better understanding the goal of the COAC committee.

COAC material on NAFEC's website was reviewed and updated to include the 2025 organizational meeting handout and County Committee training packet. Nationwide we are working on filling vacant COAC positions. To my knowledge all MWA COAC positions are filled, if you have knowledge of a position that is now vacant in the MWA, please let me know.

Each area executive is monitoring the legislature, national notices, etc., for any wording of not supporting or continuing the county committee structure. As always, if your state has any concerns about your county committee and their roles, please let me know.

Respectfully submitted,

Katrina Miller
MWA COAC Committee Chair

2025 Membership Report

At the close of our 2024-2025 year, the MWA membership is at 68%. While we recognize the challenges, we are facing, particularly with the ongoing shifts in the workforce, we see this as a chance to adapt, grow and push forward. We're not backing down. We're stepping up the energy, creativity and a clear focus on connecting with new members and building a stronger future together.

MWA is charging towards our goal of 80% membership, and we're taking bold steps to get there. In March, we teamed up with fellow leaders from across the country in Minneapolis for a Membership Work Group. It was a dynamic gathering where we brainstormed fresh, creative strategies to overcome the challenges of recruiting new members in today's fast-moving world. Exciting ideas took shape, and we're energized to bring them to life. Our MWA Membership Chair Katie Frandrup has transitioned to Legislative Chair and Stephanie Knutson has taken upon the Membership role.

This spring, six state conventions were attended by Stacia and Janice. Janice was able to make county office visits which lead to four new memberships. The New York Rally had a good turn out and kept the momentum going strong. Our National Convention in Montana was represented by all eight states in the Midwest Area.

We continue to manage the GlueUp database, which is essential for tracking membership information and helping NASCOE communicate important updates to members. When you are granted access to the app, please note it is a two-step process: You must complete your profile after logging in. You can also access your account through the NASCOE website.

While we acknowledge the ongoing membership challenges, especially in light of the recent changes, we see this as an opportunity to grow stronger. This is our moment to rise, get creative, and reimagine how we engage and inspire new members. We're more determined than ever to ensure Nascoe's voice not only remains strong, but leads the way for all employees. We have been working closely with National Chairs to create a jump team for Michigan, getting back into Ohio and going to Iowa. We are excited to share, Ohio will be hosting the Cajun Surf N Turf Rally in Spring and Michigan will be hosting National Convention 2026.

Respectfully Submitted by,
Stephanie Knutson

MWA Benefits/Emblem Report

2025 NASCOE National Convention

It's been a pleasure to serve the Midwest Area NASCOE members as Benefits/Emblems Chair. Thank you to Janice and Stacia for your leadership and excitement for NASCOE in the Midwest Area.

Members, sign up for the NASCOE App! Our benefits and emblem specials will continue to be posted in the NASCOE App.

Benefits

Dillard Financial Solutions (DFS) is NASCOE's official benefits provider. Debbie Staley from DFS will work to schedule NASCOE National as well as Area events. If you are interested in working with DFS at the state level, please reach out to Debbie.. DFS does still offer financial assistance to states that have DFS as their only retirement provider at their state convention through the "Learn & Earn" program.

An updated list of NASCOE member benefits can be found at <https://nascoe.org/committee/benefits-emblems>. Benefits/Emblems National Chair, Travis Eisele from Illinois, encourages us to seek out new benefits. They do not need to offer national benefits but could also be area or local benefit offers. Sower Books is our newest partner, offering NASCOE members a 20% discount. If you have an idea or contact for a possible new benefit, we would like to hear from you.

Working Advantage offers NASCOE members discounts on a large array of goods and services from rental cars to movie tickets, Orlando park passes to a new refrigerator. Members need a code to access the discounts. Our Working Advantage sales representative offered MWA members the opportunity to explore what Working Advantage has to offer through multiple Lunch & Learn style Teams meetings.

If you have any requests or ideas for new benefits, please contact your state chair or me at kathy.nelson@nascoe.org. We'd like to know what benefits members are interested in.

Emblems

15% of emblem sales goes towards our NASCOE scholarship fund!

We have a contract with Emblems by Superior and if we are doing shirts for an Area Rally or National Convention, we must order through them. For your state convention, please check with Mike at Superior first, but you can have someone else do them.

Respectfully submitted,

Kathy Nelson
MWA Benefits/Emblem Chair

MWA Publicity

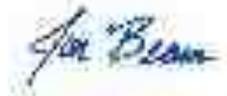
Since I have become the MWA Publicity Chair, I have updated the MWA website by cleaning up old information and adding a calendar of events, posting NASCOE information such as the Cash Club Contest. I have added an events page to include MWA state's conventions so anyone can find registration and other information on attending state conventions. I have helped several states get access to their state page on the MWA website.

Last year we started the *MWA NASCOE* Facebook page which helps promote NASCOE events and provide information relevant to the Midwest Area.

Looking forward, I would be interested in knowing what information or help state publicity chairs might need. This could include providing promotional graphics for the conversation and cash club contest, just to name a few.

It would be beneficial to create a timeline of events and tasks that can be referenced, which would allow time to plan for things like creating graphics for promotional use of events and various aspects of NASCOE.

Respectfully submitted,



Jon Beam
MWA Publicity Chair



National Association of FSA County Office Employees MWA National Convention Breakout Minutes June 24, 2025 through June 25, 2025

Midwest Area Executive
Janice Acree
Janice.acree@nascoe.org

Midwest Area Alt Executive
Stacia Slover
stacia.slover@nascoe.org

Awards & Scholarship
Jennifer Achman
Jennifer.achman@nascoe.org

Benefits & Emblems
Kathy Nelson
Kathy.nelson@nascoe.org

County Office Advocacy
Katrina Miller
katrina.miller@nascoe.org

Legislative
Ron Pethoud
Ron.pethoud@nascoe.org

Membership
Katie Hanger
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Lauren Shoda
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Negotiations & Programs
Debbie Leeper
Debbie.leeper@nascoe.org

Publicity
Jamie Wegner
Jamie.wegner@nascoe.org

- I. Call to Order & Roll Call – Meeting was called to order by MWA Alternate Executive Stacia Slover at 4:00 PM on Tuesday, June 24, 2025. Maureen Cope was appointed as the Recording Secretary and Roll Call was completed and the following were present:
 - Janice Acree, Executive (Virtual)
 - Stacia Slover, Alternate Executive
 - Awards and Scholarship -absent
 - Benefits-absent
 - COAC -Katrinia Miller
 - Legislative-absent
 - Membership-Stephanie Knutson
 - Publicity-absent
 - Programs and Negotiations- Debbie Leeper
 - Convention Delegates:
 - a. Illinois – Carolyn Slightom and Katie Hanger
 - b. Indiana – Carrie Ellerman and Sarah Bickel
 - c. Iowa – Abbey Buffington
 - d. Michigan – Kennedy Purk and Kaye Vining
 - e. Minnesota – Liz Ludwig and Teresa Holmquist
 - f. Missouri – Debbie Leeper and Maureen Cope
 - g. Ohio – Andy Nelson
 - h. Wisconsin – Stephanie Knutson and Jodie Groeschel
 - Guests present: 7
- II. Midwest Area Executive –
 - a. Attended 6 State Conventions in 2025
 - b. 2025 MWA/NEA Rally was a good experience
 - c. Some states are still waiting for new SEDs
 - d. Looking forward to 2026 National Convention in the MWA; Michigan
 - e. 2026 Rally will be in Ohio and the NEA and SEA will be joining us
 - f. Membership has been a top priority; concerns with membership due to DRP and retirements with already lower percentages
 - g. The MWA has a new membership chair – Stephanie Knutson. We thank Katie Frandrup for her time and congratulate her on her new National Co-Legislative Chair position
- III. Midwest Alternate Executive –
 - a. Communication with membership is key

- b. Working on 2025-2026 Directory; the directory was passed out to delegates to review and update any new chairs, emails, phone numbers, etc.
- c. Working with Janice and assisting with whatever she needs

IV. Updates from Committee Chairs –

Emailed Committee Chairs for their reports will be sent out to members through Exit Report. Remarks from Delegates were delivered from the floor who attended the committee breakout sessions.

Awards and Scholarship: It was proposed during the awards and scholarship breakout meeting, NASCOE is considering “Word” vs “PDF” along with a minimum length requirement for application essays. Some application essays being turned in are only a paragraph in length. A discussion was held pertaining to recommendation letters, it used to include 2 recommendation letters. The awards and scholarship committee are proposing 2 letters of recommendation. It was also discussed deadline changes.

Benefits and Emblems: Travis Eisle shared government benefits are under his review, if issues arise and are not addressed by the State Office, contacts Travis Eisle. NASCOE members have a new books benefit from “Sower Books” – 20% off. Metlaw legal service plans are now \$20.25 a month. NASCOE has a great relationship with Mike Hamilton, Emblems by Superior and he has supported our scholarship program by donating 15% of purchases. Mike Hamilton will offer deals if states reach out to him for “State Trainings, State Conventions or Other Gatherings”. Dillard Financial Solutions, Inc. is our benefit provided and helps our association financially. Dillard Financial Solutions Inc can provide individual financial counseling. States can request official FSA Retirement Training, in person/virtual training meetings, and the Midwest Area has participated in lunch in learn sessions with Dillard Financial Solutions, Inc. NASCOE is looking into more at State and Area benefits, for example 20% off local establishment for state or area meetings. If you have any ideas or suggestions, Travis Eisle wants to hear from you.

Legislative: Discussions with Hunter and the attendees took place with many items brought forward during the breakout Legislative session. Farm Bill is being monitored.

Membership: Membership numbers are lower than in 2019. In 2019 the Midwest Area was at 88% in membership and in 2025 the Midwest Area is sitting at 68%. The goal for the nation in 2025 is for membership to reach 75% which is estimated to be around 300 new members. Dues are due June 30. Reminders were discussed to let you Midwest Area Membership Chair and/or Midwest Area Executive know when someone’s status changes such as retirement, resignation, associate, or a change between states. States can request a list from the State Office to work on cleaning those up.

Programs and Negotiations: There were a total of 294 submissions in 2025, with 111 submissions being received from the Midwest Area. The number one errors that were found with ARC/PLC payments reviews were because of payment eligibility. Farm Bill discussion with the bases acres being recalculated, might have to dig deep into older records, some remember doing this in 2002. An update coming to all forms is every form will have a date stamp in the bottom right-hand corner going forward.

County Office Advocacy (COAC): No new updates. The COAC factsheet can be found on the NASCOE website. Each state needs a COAC chair and co-chair.

Publicity: Membership is encouraged to download and use the NASCOE App to receive the latest information on Legislative and NASCOE updates. The Midwest Area has a Facebook page that highlights a “State or Area Chair” on Fridays.

- V. Midwest Area Awards were presented to all of the Awards and Scholarship Judges and Area Chairs. Sick Leave and Honorary Lifetime Member awards were also presented.
- VI. Nominations and Elections of Midwest Area Executive and the Midwest Area Alternate.
 - a. Debbie Leeper nominates Janice Acree for Midwest Area Executive, seconded by Liz Ludwig. No other nominations, Janice Acree unanimously was elected to serve one more year.
 - b. Debbie Leeper nominates Stacia Slover for Midwest Area Alternate Executive, Maureen Cope seconded. No other nominations, Stacia Slover unanimously was elected to serve one more year.
- VII. Adjournment – Stephanie Knutson made a motion to adjourn the meeting, Debbie Leeper seconded, no discussion, Motion passed, and meeting was adjourned at 5:00 PM, on Tuesday, June 24, 2025.
- VIII. Call to Order & Roll Call – Meeting was called to order by MWA Alternate Executive Stacia Slover at 11:00 AM on Wednesday, June 25, 2025. Maureen Cope was appointed as the Recording Secretary and Roll Call was completed and the following were present:
 - Janice Acree, Executive (Virtual)
 - Stacia Slover, Alternate Executive
 - Awards and Scholarship -absent
 - Benefits-absent
 - COAC -Katrinia Miller
 - Legislative-absent
 - Membership-Stephanie Knutson
 - Publicity-absent

- Programs and Negotiations- Debbie Leeper
 - Convention Delegates:
 - a. Illinois – Carolyn Slightom and Katie Hanger
 - b. Indiana – Carrie Ellerman and Sarah Bickel
 - c. Iowa – Abbey Buffington
 - d. Michigan – Kennedy Purk and Kaye Vining
 - e. Minnesota – Liz Ludwig and Teresa Holmquist
 - f. Missouri – Debbie Leeper and Maureen Cope
 - g. Ohio – Andy Nelson
 - h. Wisconsin – Stephanie Knutson and Jodie Groeschel
 - Guests present: 5
- IX. Benefit Provider Presentation– Dillard Financial Solutions, Inc. Team
Teresa and the team provided updates to attendees regarding opportunities they are working on. They are looking forward to working with states for the future. Any questions be sure to visit them this week.
- X. 2026 MWA Rally with the NEA and SEA will be held in Cincinnati, Ohio. Jessi is looking into venues. The Rally will be April 9, 2026, through April 11, 2026.
- XI. 2026 National Convention will be July 29, 2026, through August 2, 2026. Michigan is working on PowerPoint.
- XII. Updates by State Attendees – Attendees shared the challenges and different things they are trying in their State(s).
- i. Illinois – *Carolyn Slightom*
 - 1. Increased Dues
 - 2. IASCOE gave \$500.00 per District to have a PA outing
 - 3. Looking at the State Convention to take place on Sunday an Monday.
 - 4. IASCOE is funding State Awards and those will be presented at State Barbeque in August.
 - ii. Indiana – *Janice Acree*
 - 1. Increased Dues
 - 2. One District cleaned out with DRP; the entire District is shared-management.
 - 3. Membership and Morale has been heavily impacted with DRP.
 - iii. Iowa – *Abbey Buffington*
 - 1. Dues Increase
 - 2. Did not have a State Convention in 2025 due to low support and focusing on membership.
 - 3. Concerns with State Leadership within IASCOE. Abbey is the only one running again.
 - iv. Michigan – *Kaye Vining*
 - 1. Increased Dues.
 - 2. New Treasurer, Membership Chair for State.

3. State Convention was held in Spring of 2025 but discussing a fall convention for 2026.
4. Lost 30 to DRP.
5. Taking a look at all Districts for Leadership Convention.
- v. Minnesota – *Liz Ludwig and Teresa Holmquist*
 1. Increased Dues.
 2. Membership is down; looking at ways to grow membership.
 3. 4 new locations in the State will be by appointment only.
 4. July 16 – meeting with SED and DSED.
 5. State Convention will be March 29, 2026, through March 30, 2026.
 6. Scholarship Fund a focus – raised \$2,575.00
 7. Will have a membership drawing for a \$25.00 gift card in each quarter for all members.
- vi. Missouri – *Maureen Cope*
 1. Increased Dues.
 2. State Convention will be August 2, 2025 and August 28, 2025.
 3. Do not have SED.
- vii. Ohio – *Andy Nelson*
 1. Increased Dues.
 2. Membership is low and Ohio is in a rebuilding phase; everyone is under 5 years' experience.
 3. Looking forward to the Joint Rally next April in Ohio.
- viii. Wisconsin – *Stephanie Knutson*
 1. Increased Dues.
 2. Membership focused – prepared membership postcards and package
 3. Held State Convention in May and had 1 new attendee.

XIII. Membership Strategies: Open Discussion was held about new ideas and ways to promote membership.

- a. Finding new leaders – SUCCESSION PLANNING
- b. Ideas for family gatherings
- c. Pay for attendees to attend Rally's and Conventions.
- d. Work with State Offices to piggyback some events. Reach out to our providers, they may have a cash advantage.
 1. Dillards Financial Solutions, LLC
 2. Working Advantage
 3. GEHA
 4. BlueCross BlueShield
- e. Touchpoint Calls with Board – Gets your Board more Involved
- f. Tell NASCOE Stories – Benefits were and are not guaranteed.
- g. Create “Did you know” Facts
- h. Video from New President; Kayla Mattson- her goals for NASCOE
- i. Younger members do not have Facebook, most use Twitter or Instagram.
- j. Can each state have a “Community” on the NASCOE App – Ask Dawna Hines.

- XIV. Adjournment – Debbie Leeper made a motion to adjourn the meeting, Kaye Vining seconded, no discussion, Motion passed, and meeting was adjourned at 12:30 PM, on Wednesday, June 25, 2025.



National Association of FSA County Office Employees Southwest Area National Convention Exit Report June 22-25, 2025

Southwest Area Executive
Terry Cater
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Southwest Area Alt
Executive
Sabrina Blaser
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Awards & Scholarship
John Tyson
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Benefits & Emblems
Amanda Montgomery
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County Office Advocacy
Jeannine Wendel
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Legislative
Jason Nail
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Membership
Ashley Pipkin
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Negotiations & Programs
Tracy Wilson
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Publicity
Kassie Keplinger
kassie.keplinger@nascoe.org

A tremendous “Thank You” to the Montana Association and the entire NWA in hosting a fantastic National Convention. Their hard work has really paid off and is greatly appreciated in putting on an amazing national convention.

This year has been challenging in many ways, but there have been some successes among the challenges.

Like the rest of the country, membership continues to be a primary concern. Specifically in the areas of creating functional leadership succession and active member participation.

We also had a successful leadership meeting with California and are in the process of addressing a number of their issues. Other states are lacking basic leadership succession plans and those are being addressed.

In order to more promptly share information, the Southwest Area held monthly Teams calls with area chair and state presidents. These calls will continue and hopefully will involve more leadership in area states.

The successes of the Southwest Area was wholly dependent upon the folks who agreed to serve as area chairs. This team has dedicated a lot of time and energy to making sure that information is shared across the area for each of their committees.

The following served in the respective positions:

- Awards & Scholarships – John Tyson
- Benefits/Emblems – Amanda Montgomery
- County Office Advocacy – Jeannine Wendel
- Legislative – Jason Nail
- Membership – Ashley Pipkin
- Programs/Negotiations – Tracy Wilson
- Publicity – Kassie Keplinger

In 2025, Kansas hosted an All-South Rally in cooperation with the Southeast Area.

For 2026, we will again host a combined rally, the Far-West Rally with the Northwest Area in Reno, Nevada. The hope in hosting in Nevada is that it will provide an opportunity for engagement with that state as they rebuild membership.

In May we had a successful fly in to Nevada with Sabrina Blaser, Amanda Montgomery and Ashley Pipking. They were able to contact all county office employees there and have built some enthusiasm. Follow up is planned and is a critical action to pass a new set of bylaws and get the state association fully running again. Leaders across the SWA have volunteered to serve as mentors for the potential new state leaders in Nevada.

During the same trip we were able to have a leadership meeting with folks from California and work through some of their issues.

While the SWA has some struggles in some of our states, the area is full of leaders making contributions at the national level. Folks serving in leadership roles from the Southwest Area include:

- NASCOE Secretary – Taylor Stucki
- Incoming NASCOE Vice President and current National Program and Negotiations Co-Chair – Christa Kraatz
- National Legislative Co-Chair – Amanda Ahrens
- National Awards and Scholarship Chair – Heidi Clinkingbeard
- National Publicity Chair – Marcy Logan
- National Technology Chair – Dawna Hines

I am extremely grateful for the support of Sabrina Blaser, the Southwest Area Alternate Executive. She has done a phenomenal job in supporting the area

Sabrina Blaser was re-elected to the office of SWA Alternate Executive and Terry Cater was re-elected to serve as SWA Executive for another year.

My primary goals for the area in the coming year are to continue to increase membership and to improve our plans for leadership succession.

It has been my honor to work with the Executives, Officers, National Chairs, and my Southwest Area Team. I look forward to working together for another year. Let's meet our challenges and grow!

Respectfully submitted,

Terry Cater
Southwest Area Executive

Southwest Area Breakout Sessions – National Convention, Whitefish, MT

June 24, 2025

Terry Cater, Southwest Area Executive, called the first area breakout session to order at 4:00 p.m. on Tuesday, June 24 on the Glacier Deck at the Grouse Mountain Lodge in Whitefish, MT to conduct NASCOE business for the Southwest Area.

Sabina Blaser, Southwest Area Alternate Executive conducted a roll call of delegates.

Represented states were:

- Oklahoma – Robert Payne, Amanda Montgomery
- Texas – Jordyn Higgs, Jennifer Cochran
- Kansas – Amanda Ternes, Heidi Clinkingbeard
- New Mexico – Tyler Kerr, Ashley Pipkin

Area committee reports were given by the following individuals:

Amanda Montgomery – Benefits and Emblems

Amanda Ahrens for Jason Nail – Legislative

Ashley Pipkin – Membership

Christa Kraatz for Tracy Wilson – Programs and Negotiations

Dawna Hines and Marcy Logan for Kassie Keplinger – Publicity

Heidi Clinkingbeard for John Tyson – Awards and Scholarships

Old Business

Terry Cater, Ashley Pipkin, Amanda Montgomery and Sabrina Blaser presented information regarding the California Leadership and Nevada Membership fly-in

Terry Cater presented information regarding the proposed Far West Rally to be held in conjunction with the Northwest Area in Reno, Nevada. During the All-South Rally, the Southwest Area voted to present the proposal to the NWA and await an affirmative vote.

Candidacy Announcements

Terry Cater for Southwest Area Executive

Sabrina Blaser for Southwest Area Alternate Executive

Christa Kraatz for NASCOE Vice President

Recess at 4:45 p.m.

June 25, 2025

Reconvene at 10:59 a.m.

Terry Cater, Southwest Area Executive called the breakout session to order.

Sabrina Blaser verified voting delegates were present.

Terry Cater recognized the Area Judges and Committee Chairs for their contributions to the Southwest Area.

Awards and Scholarships Judges:

- Angie Bierman
- Tyler Kerr

Area Chairs:

- Awards & Scholarships – John Tyson
- Benefits/Emblems – Amanda Montgomery
- County Office Advocacy – Jeannine Wendel
- Legislative – Jason Nail
- Membership – Ashley Pipkin
- Programs/Negotiations – Tracy Wilson
- Publicity – Kassie Keplinger

Terry Cater requested that Sabrina Blaser, Southwest Area Alternate Executive, assume the duties of the chair to conduct the nomination and election of the Southwest Area Executive. Sabrina Blaser called for nominations. Terry Cater was nominated. Robert Payne moved to cease nominations and elect by acclamation. Amanda Montgomery seconded the motion. The motion passed unanimously, and Terry Cater was elected to serve as SWA Executive for 2025-2026.

Terry Cater reassumed the duties of the chair and asked for nominations for the position of Southwest Area Alternate Executive. Sabrina Blaser was nominated. Robert Payne moved to cease nominations and elected Sabrina by acclamation. Heidi Clinkingbeard seconded the motion. The motion passed unanimously, and Sabrina Blaser was elected as the SWA Alternate Executive for 2025-2026.

Terry Cater asked if there was a motion to formally host a joint Far-West Rally with the NWA. Amanda Montgomery moved that the SWA host and conduct a Far-West Rally in Reno, NV next year with the NWA. Amanda Ternes seconded. Dates were discussed as the SEA has tentatively requested April 9-11 for their Rally, the next weekend would be April 16-18. Terry Cater said that either of these dates not already taken by another area would be requested to be placed on the calendar for the Far-West Rally. The motion to hold a joint rally in Reno, NV with the NWA passed unanimously.

Teresa Dillard and Debbie Staley from Dillard Financial Solutions visited the area breakout and made a short presentation.

Having completed all items on the agenda, Amanda Ternes moved to adjourn the meeting. The motion was seconded by Amanda Montgomery. The motion passed unanimously.

The meeting was adjourned at 11:34 a.m.



National Association of FSA County Office Employees

Northwest Area

June 2025

NWA Area Executive
Matt Weddingfeld
Matt.weddingfeld@nascoe.org

NWA Area Alt Executive
Jessica Wienk
Jessica.Wienk@nascoe.org

Awards & Scholarship
Deana Tranby
deana.tranby@nascoe.org

Benefits & Emblems
Tara Gillespie
Tara.gillespie@nascoe.org

County Office Advocacy
Raela Brandt
raela.brandt@nascoe.org

Legislative
Ashley Carter
ashley.carter@nascoe.org

Membership
Jenny Lee
jenny.lee@nascoe.org

Negotiations & Programs
Melissa Merrill
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Publicity
Courtney Hansen
courtney.hansen@nascoe.org

As the first year of serving as the Northwest Area Executive ends, I am reflecting back on what this journey has been like, what I have learned and accomplished. I am happy with the progress that has been made in the NWA area for the past year and am looking forward to bigger goals to be accomplished this year.

Goal 1 – Communication

This has been my number one goal since becoming the NWA Executive. I strongly feel, that when membership is informed of what is going on within NASCOE. We held monthly NWA Leadership calls, which had all State Presidents and Area Chairs involved on one call to help keep communication transparent. I feel we have made great strides on this goal but feel there is still more room for improvement. Especially from the State Presidents down to the members.

Goal 2 – Membership

Membership was always a goal for the NWA. This year coming will pose new challenges with the fallout of DRP, but me and my team will hit the pavement to make sure states stay in compliance or above 50%. As an area we, like many other areas, have struggled with membership due to the constant turnover over with employees the last few years. Overall, membership has stayed consistent the last year, which shows me that our states are trying.

Goal 3 – Publicity

The NWA has increased the notifications that have been sent out from the area, and the NASCOE app has definitely made that a lot easier. This is the one goal that I feel really didn't get the attention that it needed to be a success. The NWA is going to try to create an Area website instead of each individual state. This will be available and easily accessible for all. The cost of this will be far less so states don't have to feel the financial burden. I am proud of all the hard work publicity wise from the last year for the convention, I would like to give Courtney a special shoutout for her hard work on that side as well as being our NWA treasure.

Helping the NWA strive to meet their goals, I would be remised if I didn't mention my Area Alt, Jessica Wienk as well as all of my area chairs:

- Awards & Scholarships – Deana Tranby
- Benefits & Emblems – Tara Gillespie
- Legislative – Ashley Carter
- Membership – Jenny Lee
- Publicity – Courtney Owen
- COAC – Raela Brandt
- Negotiations & Programs – Melissa Merrill

During the NWA breakout sessions on Monday and Tuesday we had 25 in attendance. All NWA Area Chairs or appointee provided a report and updates from the events of the year and what occurred during the respective breakout sessions.

Matt Weddingfeld was elected to serve as the NWA Executive for the coming year.
Jessica Wienk was elected to serve as the alt for the next year.

In closing, the last year serving as the NWA Exec has brought many fond memories and friendships, but more important it has proved over and over how NASCOE is continually working for the betterment of all CO employees. Thank you to the entire NASCOE team, the National Officers, Area Executives, and National Chairs for all of the support and hard work that is done. I look forward to witnessing the work that NASCOE continues. I would like to thank Courtney Owen for all her hard work specifically with being our NWA Treasure. It was a tough task to judge that as well as publicity but you did it so well thank you. I would like to finish by thank Lacey Orcutt and the entire NWA team for pulling off in my opinion one of the most attended and exciting conventions. Two years ago she was determined to show her state to you and she knocked it out of the park, I am so proud as the Executive of all their hard work.

Respectfully Submitted,
Matt Weddingfeld
Northwest Area Executive
NASCOE

NWA Breakout Minutes

6-24-25

Matt Weddingfeld, Northwest Area Executive called the meeting to order at 4:00pm.

Roll call

Neb-6

SD-4

ND-3

Montana-3

Idaho-1

Oregon-5

Wash/AK-2

Wyoming-1

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We started out this breakout session by asking for any nominations for NWA Executive and the Alt position. Matt weddingfeld submitted his nomination for the executive position and Jessica Wienk submitted for the Alt position. There were no more nominations, Kyra Hagberg of Montana made a motion to cease nominations and vote by acclimation it was seconded by Sheri Hanson of SD. Motion passed unanimously. Matt weddingfeld was elected as the NWA executive for the upcoming year and Jessica Wienk was elected as the Alt for the NWA.

Membership- This is going to be our number one priority this year as we will have to see how much DRP will affect us. Nevertheless membership is a top priority every year for us and this year is no different. We discussed jump teams and ideas for the states to make sure we stay ahead of the curve not behind.

The 2026 rally was discussed as the SWA area reached out and wanted to do a Far West rally with the NWA in Reno in 2026. A motion was made but Sheri Hanson to go forward with the Far West rally and coordinate with the SWA area Second by Raela Brandt. Discussion was had and the discussion was that this is going to be good for the far west states that struggle in membership and the will also be good to meet up with the SWA. Motion passed unanimously.

Old Business

State presidents need to make sure Jessica and I are getting any new officers' info and all the current officers for their states so we can make sure the directory is up to date.

Dues- We need to be timelier on these. I discussed that the budget obviously relies on these and to not having them by the end of the fiscal year or late constantly complicates things for Jessi.

Reports were given by all the following

Awards and Scholarships- Deana Tranby

Benefits and Emblems- Bruce Solko and Tara Gellespie

COAC- Raela Brandt

Publicity/NWA Treasure- Courtney Owen

Legislative- Ashley Carter

Membership- Jenny Lee

Programs and negotiations- Melissa Merrill

Motion was made by Heather Tritt to adjourn the meeting at 5pm. Second by Courtney Owen. Motion passed meeting was adjourned at 5pm.

6-25-25

Matt Weddingfeld the NWA Executive called the meeting to order and started the meeting off with everyone signing a card for Lacey in thanks for all she did in putting that convention together.

We discussed that going forward we are going to get back to funding our area fund like we did in the past.

We talked about the NEW appreciation awards that will start to be handed out by the executive going forward.

Being that we took care of all of the business between the rally and the first breakout a motion was made by Tara Gellspie and seconded by Sheri Hanson to adjourn. Motion passed and the meeting was adjourned at 11 am

NASCOE EXECUTIVE COMMITTEE POLICIES

The NASCOE Executive Policies are established in accordance with the By-Laws of National Association of FSA County Office Employees (NASCOE) adopted on July 20,2023, or as amended. These Executive Polices will serve as a resolution to the By-Laws providing guidance to be followed by the NASCOE Executive Committee. These NASCOE Executive Policies shall be reviewed annually at a meeting of the Board of Directors and will remain in effect and dictate the operation of NASCOE on the items covered until amended by the Executive Committee or the Board of Directors of NASCOE.

1. NASCOE'S Board of Directors

As established by the By-Laws of National Association of FSA County Office Employees (NASCOE) adopted on July 20,2023, or as amended, the number of Directors shall be equal to the product of the smaller of State Affiliates multiplied by two. Each State Delegate shall be automatically appointed as a Director. The Directors shall be responsible for the general management of the organization as stated in the By-Laws.

In view of the above, it is determined those persons serving as each state affiliate's members of the NASCOE Board of Directors at the National Convention are the state affiliate's members until the NASCOE Secretary is notified differently. NASCOE Secretary is to inform states of this policy annually and request state affiliates to promptly notify him or her as changes occur in a state affiliate's members. Secretary is to maintain an up-to-date list of the NASCOE Board of Directors and place them on the National Convention distribution list.

2. Membership Classes

As defined in Article 3.3 of the By-Laws, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such an event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion. The following are additional classes of membership:

- Associate Members - Any state affiliate may have associate members as determined by the state's Constitution and By-Laws. State associate members automatically are associate members of NASCOE upon submission of dues by the state affiliate to the national Treasurer. Dues for national association members shall be as determined by article 4.4 of the NASCOE By-Laws. Associate members may not vote, hold office, or be a member of a committee of the national Association. Associate members may participate in state association activity excluding those matters which may have a direct or indirect bearing on national NASCOE policy.
- Honorary Life Membership - Any person who was a member of his or her state association since the second year of formation or from the first full membership year of employment until retirement and an annuity is earned would be eligible for Honorary Life Membership in NASCOE. Honorary Life Membership is limited to those retaining their Retirement Rights. States must certify to the above at the time a request is submitted to the National Membership Chairperson for recognition as an Honorary Lifetime Member. NASCOE will supply an Honorary Lifetime Membership Card to the state. The State will be responsible for issuing the card to the recipient. If any state has a person they would like to recognize and the person does not meet the above requirements, the state may request a waiver with the proposed member's consent through the NASCOE National Membership Committee Chairperson. The

NASCOE EXECUTIVE COMMITTEE POLICIES

request shall include the person's membership history and the reasoning for the exception. Such request will be acted upon by the Executive Committee at the next scheduled board meeting and the state will be notified of the board's action.

- Suspended State Affiliate Member – See restrictions listed in item 7 for a member whose state is in suspended status.

3. State Affiliates

As defined in Article 3.1 of the By-Laws, the Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing. To be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- Have more than 50% of its eligible members as members of the State Association. The membership calculation is in item 4 of these NASCOE Executive Policies.
- Timely pay its dues to the Association, in the amounts and when due, as established by item 5 of these NASCOE Executive Policies.
- Maintain IRS filing as described in item 6 of these NASCOE Executive Policies.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate) and shall provide such records to the Association promptly upon the request of any Association Officer.

The State Affiliate may be comprised of one or more States or US Territories as listed in one of the geographic regions of the NASCOE By-Laws. US Territories are not considered stand-alone State Affiliates but are eligible to join a State Affiliate in their geographic region as defined in the by-laws. Any State Affiliate may offer full State Membership to eligible employees in one of the US Territories or adjoining and neighboring States where NASCOE affiliation provisions are not met and/or have been suspended according to item 7 of these NASCOE Executive Policies. The list of Eligible State Affiliates is listed in Exhibit 1.

Each State Affiliate shall also promptly disseminate to its members such notices regarding the Association as the President or Secretary may direct from time-to-time.

4. Membership Calculations

According to NASCOE's By-Laws, a permanent appointment county office employee is defined as a permanent FSA employee whose work performance evaluation rating or reviewing official is the COC or DD, which includes CO and GS employees. CEDTs and FLOTs are also eligible. To ensure consistent membership counts, the Executive Committee has set the following rules for counting membership.

State Associations that allow GS employees to be full members will count all CO members and eligible GS members in their total count of membership. A membership percentage will be calculated by dividing this

NASCOE EXECUTIVE COMMITTEE POLICIES

total by the total number of CO employees only in the state minus any CO employees who perform 100% Farm Loan work. This percentage will be capped at 100%. If a CO employee is doing 100% GS work and is a member, then they will be counted in the membership as well as total employees. NASCOE will provide data obtained from WDC, as available, but it is up to each state association to verify accuracy.

Furthermore, for states that allow GS members, however, only charge associate members' dues those states will only count them as associate members. They will not count in membership or employee total.

There are FSA Offices in the US Territories of Guam, Puerto Rico, and Virgin Islands, and there is a potential for CO Employees in the territories to be members of NASCOE. CO Employees in those territories may join a State Affiliate in one of the Areas as identified in the NASCOE By-Laws but will be calculated in the membership calculation like the GS method in the 2nd paragraph of this section.

At the beginning of each fiscal year, the NASCOE Membership Chair will evaluate each state's membership percentage using the best available data and provide a report to the Executive Committee. The Executive Committee will review the report, contact states who are below 50.01% membership, and provide a period to dispute or update NASCOE's available data. States who do not provide information to support membership more than 50% by the established deadline, but no later than August 1st, will be considered for suspension according to item 7 of these NASCOE Executive Committee Policies. The NASCOE Membership Chair will monitor suspended State Affiliate's membership percentage and recommend reinstatement immediately when a suspended state association's percentage is over 50.01%.

5. NASCOE Dues

The annual NASCOE dues set by the Board of Directors are \$65.00 for regular members and \$35.00 for associate members based on the fiscal year July 1, 2024 – June 30, 2025, and \$75.00 for regular members and \$35.00 for associate members based on the fiscal year July 1, 2025 – June 30, 2026, moving forward and will remain in effect until the Board of Directors takes action to change such dues. This applies to regular and associate members.

Membership dues are due and payable to the NASCOE Treasurer on July 1 for the forthcoming year. If an employee pays dues directly to their state association, the entire amount must be transmitted to the NASCOE Treasurer not later than the end of the first quarter (September 30), or no later than the end of the quarter in which the employee pays. If an employee is on dues check-off, at least ¼ of total dues must be transmitted to the NASCOE Treasurer within 10 days after the end of each quarter with the exception that all dues must be transmitted to the NASCOE Treasurer by June 30.

Transmittal/Dues Due Dates:

Q1 – October 15th

Q2 – January 15th

Q3 – April 15th

Q4 – June 30th

6. IRS Compliance

As an association of government employees, it is important that we set an impeccable example with regards to regulatory compliance. It is also vital to the function and image of NASCOE that both the member

NASCOE EXECUTIVE COMMITTEE POLICIES

association and all state affiliates are non-profit. All state affiliates are responsible for maintaining their non-profit status by filing required IRS tax documents before the applicable deadline as determined by the IRS based on the association's fiscal year. Failure to file taxes for multiple years can result in the state association's loss of non-profit status with the IRS. State associations shall annually provide documentation to the NASCOE Treasurer by June 30 that their tax documents have been filed. State associations will need to work with the IRS to retain their non-profit status and following this coordinate with the NASCOE Treasurer and President to be reinstated.

7. Suspension

State Affiliates who fail to maintain the membership percentage, timely pay dues, or maintain IRS compliance as described in item 3 of these NASCOE Executive Policies will be subject to the following administrative actions:

- NASCOE President will submit a warning letter by August 15 of the year in violation placing the State Affiliates in a warning status along with a detailed explanation.
- State Affiliates still failing to be compliant by July 1 of following year of the warning status will be placed in probationary status. The NASCOE President will submit a letter by August 1 with a detailed explanation of the probationary conditions.
- If the State Affiliate is not in compliance by July 1 of the year after being placed into probationary status, the State Association will be suspended and/or expelled from the National Association, subject to a vote of the NASCOE Executive Committee.

State Affiliates in a warning or probationary status will need additional support from NASCOE to develop strong business processes to address the underlying cause of the noncompliance. Therefore, the Executive Committee recognizes that it is in the best interest of the national association to provide some rights and privileges to suspended state associations to aid state leadership's efforts to become reinstated. These rights and privileges may diminish over time if the suspended state affiliate does not meet the conditions to be fully reinstated.

During the warning period, NASCOE will allow a State Affiliate to be eligible to have jump teams in their state, send representatives to NASCOE meetings, such as the National Convention and Leadership Conference, with full stipends, and select two members to serve on the NASCOE Board of Directors. The members of the state affiliate will also still receive the benefits of a NASCOE member in good standing. The Executive Committee will review additional rights and privileges on a case-by-case basis.

State Affiliates in probationary status will lose eligibility for NASCOE travel reimbursement or stipends. The members of the state affiliate will still have access to the use of NASCOE attorney and be eligible to attend all events without travel stipends from NASCOE. Members will not be eligible to serve on the executive board or as a national chair until their state is no longer in probationary status and they are reinstated as a member in good standing. The Executive Committee will further review the rights and privileges of State Affiliates who have been placed into a probationary status and determine if any further reduction of privileges is warranted.

NASCOE EXECUTIVE COMMITTEE POLICIES

Members of State Affiliates in a suspended status cease to be members of the National Association and any officer or committee holders from a suspended State Affiliate will immediately vacate their position. Vacancies will be filled according to the NASCOE by-laws. Members of suspended State Affiliate are also ineligible for benefits specific to individual membership with NASCOE, such as eligibility for area and national scholarships, as well as consultation with the NASCOE attorney. See Exhibit 2 for flow chart.

8. Standing Committees of NASCOE

The standing committees of NASCOE at the National Level are:

- Awards & Scholarship
- Benefits & Emblems
- Legislative
- Membership
- Programs & Negotiations
- Publicity
- Resolutions – Parliamentarian
- County Office Advocacy
- Technology

Only a County Office Employee in Good Standing as defined in the NASCOE By-Laws may be a member of a committee. The committee chairpersons shall be appointed by the President with concurrence by the Executive Committee and the committee members (one representative from each area) shall be appointed by the Area Executive with concurrence of the NASCOE President. The President shall be ex-officio member of all committees.

9. Reimbursements for Computers and Data Plans

- A. Reimburse newly elected officers or executive committee persons up to \$750 for the purchase of computer hardware and software.
- B. Reimburse new-appointed national chairpersons of NASCOE's standing committees up to \$500 for the purchase of computer hardware and software.

To be eligible for reimbursement, all computer equipment must be purchased within 3 months of taking office or being initially appointed. Anyone receiving a laptop stipend will be required to reimburse NASCOE at a pro-rated amount should they serve less than 12 months.

10. NASCOE Liability Insurance

These policies provide a variety of coverage for the officers and board members acting on behalf of NASCOE.

- A. Individual Policy: Provided by Chubb through Nixon & Lindstrom. This policy insures NASCOE in the event of a Wrongful Act, Employment Practice, Personal Injury, or Publishers Liability committed by an Officer of NASCOE. In the event that a lawsuit is filed against NASCOE and/or an officer the policy

NASCOE EXECUTIVE COMMITTEE POLICIES

provides for defense costs and settlement not to exceed \$1,000,000 per incident with a yearly limit of \$1,000,000. This policy has many benefit clauses and restrictions of coverage regarding officers' operations.

- B. Income Tax Filing Policy: Provided by Anderson, Larkin, and Co. This policy insures NASCOE in the event of an audit or other IRS finding in which NASCOE might otherwise be determined to have erred in the completion of our taxes and found financially liable. The policy will cover the costs of representation during an audit and the differences between what the IRS determines owed and what the tax preparer calculated at the time of filing.
- C. Events Policy: Provided by Travelers through Nixon & Lindstrom. This policy is specifically for events sponsored by NASCOE or a State Affiliate. It provides NASCOE Officers and the Association coverage for each event. For example, the policy insures NASCOE against loss if a guest/member sustains an injury while attending an event or while being transported by NASCOE representatives to/from the event.
 - o State Convention, Area Rally Coverage: The host state MUST notify the NASCOE Treasurer at least 2 weeks in advance to verify if there is room under our policy coverage for the year. Many convention sites (Hotels) will require the events policy for NASCOE to hold the event at their property. It is also important due to the fact that NASCOE holds many events off site of hotel.
 - o National Meetings and Conventions: NASCOE Treasurer will notify insurer in advance of the event to verify the event is covered.

11. NASCOE News Flash by the President or Vice President

Periodic NASCOE information alerts or "News Flash" released by the National Publicity Chair, at the direction of the President or Vice President, are to be continued as in the past using "good judgment" in the releases. Questionable items for release will be discussed among the Officers prior to release. This includes official NASCOE releases via social media, including Facebook, Instagram, and the NASCOE App. Releases will generally be made electronically and should include:

- A. Members who have signed up for NASCOE emails through a distribution database through the NASCOE App, signed up as an active member on the NASCOE App, or who have otherwise followed NASCOE for social media releases.
- B. Executive Committee Members, Alternates, and National Committee Chairpersons, who will be responsible for distributing to State Association Officers, Area and State Committee Chairpersons, and the Board of Directors in their states.
- C. RASCOE and NAFEC
- D. Selected FSA personnel and others as deemed advisable by the NASCOE Officers.

12. Periodic Releases

NASCOE EXECUTIVE COMMITTEE POLICIES

Executive Committee Members, National Committee Chairpersons, or Area Chairpersons are authorized to release information as they deem necessary and at whatever time(s) they deem necessary. Questionable items for release should be vetted by the Officers prior to release. Releases will generally be made electronically to the proper recipients with copies to the Officers, Executive Committee Members, and appropriate Committee Chairpersons or Area Chairpersons.

13. RASCOE and NAFEC Activities

The Officers and others are to work closely with RASCOE and NAFEC for common goals. Everyone is cautioned to always be aware of NASCOE's By-Laws and the regulations and laws governing NASCOE's activities.

14. Legislative Contacts by State Associations and/or NASCOE Members

State Affiliates and/or members are encouraged to maintain and/or establish a working relationship with their respective members of Congress. Informed members of Congress will respond to specific requests of NASCOE more favorably than uninformed members of Congress.

Numerous state affiliates and NASCOE members continue to visit with and/or write members of Congress, thereby keeping them informed of NASCOE's activities, goals, desires, accomplishments, etc. This type of action continues to be an essential form of communication. State affiliates and/or members are encouraged to maintain and/or establish a working relationship with their respective members of Congress.

State affiliates and/or members are encouraged and requested to keep NASCOE informed of their Congressional and Coalition partner contacts whether made by letter, telephone, or in person. State affiliates and members are requested to keep NASCOE informed by periodically submitting a report of their Congressional and Coalitions activities to NASCOE's Legislative Committee Chairperson with copies to their respective Area Executive Committee Member.

This report may be via copies of their letter to members of Congress and/or Coalition partner along with the replies or by a brief written summary of their activities. Periodically, the Legislative Committee Chairperson is to submit a summary of state association and/or members legislative activities to the NASCOE Executive Committee.

The above action will permit NASCOE to keep abreast of state affiliates and/or NASCOE members' legislative and coalition actions and to further pursue pertinent information obtained by state associations and/or NASCOE members.

Everyone is reminded in their official FSA capacity; county employees cannot attempt to influence members of Congress in any manner to favor or oppose any legislation or appropriation. FSA employees acting as private citizens are free to express their viewpoints to members of Congress provided these activities do not take place during their regular tour of duty or utilize any government resources.

The Legislative Committee Chairperson will issue a release annually to states emphasizing the above, as well as prepare an article on the subject for Area Executives to include in their bulletins.

NASCOE EXECUTIVE COMMITTEE POLICIES

15. NASCOE Newsletter and Area Bulletins

NASCOE will prepare a minimum of four national bulletins. These bulletins shall be distributed widely, using electronic distribution methods, including but not limited to posting to the NASCOE website, mass email distribution, and NASCOE App.

The NASCOE President and National Publicity Chair will work together to develop newsletter themes and assign articles. Article authors may include NASCOE Officers, Area Executive Committee Members and Alternates, National Committee Chairpersons, and other members as assigned by the NASCOE President.

Area Executives shall prepare and distribute, via email, a minimum of three area bulletins/area updates per year. Area Executives are encouraged to utilize area chairs to develop articles of importance to their area. All area bulletins shall be distributed to the Executive Committee, National Committee Chairs, and the National Publicity Chair shall ensure the bulletin is posted to the NASCOE App.

16. Annual Secretary's Report and Treasurer's Report

A. Annual Secretary's Report:

1. Report to contain information pertinent to the NASCOE year, including but not limited to a list of Officers, Executive Committee, National Chairs, and Board of Directors; material and financial assets of the association; Negotiation Items; budget information; and Executive Committee minutes. Additionally, any changes to NASCOE's By-Laws, the NASCOE Travel Policy, the Executive Committee Policies, or other major revisions of policies or procedure should be included.
2. In advance of the national convention the Report is to be posted on the NASCOE website.
3. The Secretary will provide the report via first class mail for any member specifically requesting it.

B. Annual Treasurer's Report:

1. Report to contain cumulative financial information for the fiscal year, including historical records for comparison, as well as any additional information the Officers determine is necessary for adequate Board of Director oversight.
2. The Treasurer will be responsible for submitting all financial reports to the Secretary timely for inclusion in the Annual Report.

NASCOE EXECUTIVE COMMITTEE POLICIES

17. Instructions to Secretary and Treasurer

- A. Secretary is responsible for the following:
 - 1. Prepare and distribute to the Officers, Executive Committee Members and Alternates, and National Committee Chairpersons a list of telephone numbers and personal email addresses for the Officers, Executive Committee Members and Alternates, and National Committee Chairpersons.
 - 2. Officially notify Administrator, Associate Administrator, Deputy Administrators, and DAFO of NASCOE Officers and Executive Committee Members' names, addresses, phone numbers, and email addresses.
- B. Treasurer is responsible for the following:
 - 1. Obtain credit cards, such as Visa or MasterCard, for officers as needed and maintain an inventory listing of such cards.
 - 2. Work with an accountant, approved by the Executive Committee, to ensure all applicable taxes are completed and the income tax insurance is obtained.
 - 3. Annually remind state treasurers of their tax filing requirements. Monitor IRS reports to ensure affiliate compliance.

18. Distribution of Executive Committee Minutes

The secretary is to electronically distribute copies of all Executive Committee meeting minutes to NASCOE Officers, Executive Committee Members and Alternates, and National Committee Chairpersons to enable them to keep abreast of NASCOE activities. The naming convention for minutes will be year_month_day_location_meeting.

Upon request to the NASCOE Secretary from a regular NASCOE member, approved NASCOE Executive Committee minutes will be provided to that member. All approved minutes are included in NASCOE Annual Reports. No other distribution of NASCOE Executive Committee minutes is authorized.

19. Financial Accounts

- A. The Treasurer, or the Secretary in lieu of the Treasurer, is authorized to deposit funds not otherwise needed for immediate expenses in savings accounts, to purchase time certificates, etc., in such a manner as to obtain the greatest return possible while still maintaining accessibility of those funds.
- B. The NASCOE Secretary's signature shall be recorded as an alternate signer on NASCOE accounts with financial institutions. This will permit access to all accounts in the event the person responsible for the account is unable to sign for NASCOE.

NASCOE EXECUTIVE COMMITTEE POLICIES

- C. A specified amount of NASCOE's funds will be set aside in a Certificate of Deposit, savings account, or other similar account to which neither the Treasurer nor the Secretary have access. The President and Vice-President shall be recorded as authorized signers on this account with the financial institution. The size of this account must be sufficient to meet all expected financial needs of NASCOE for any given period. This account will be accessed only in the event that NASCOE's regular funds cannot meet the normal obligations incurred by NASCOE. The status of this fund will be reported in the minutes of the NASCOE Executive Committee meetings at least twice annually.
- D. Any claim for reimbursement for an amount greater than \$1,500.00 shall be subject to second-party review by the Secretary prior to payment. All claims for reimbursement must be submitted to the NASCOE Treasurer within 30 days of incurred expense unless there are extenuating circumstances that would require Executive Board approval.
- E. The Treasurer will routinely submit a summarization of expenditures and collections, by month, to the Officers and Executive Committee Members.

20. Internal Audits

Every 3 years and/or when there is a transition in any position where finances are involved, there shall be an internal audit. Additional audits may be conducted as determined needed by the Executive Committee. The audit taskforce shall be made up of 3 members from across the nation plus the current NASCOE Treasurer and appointed by the President and approved by the Executive Committee.

NASCOE EXECUTIVE COMMITTEE POLICIES

21. NASCOE Supplies

Membership and Sick Leave Certificates and membership cards may be obtained by states at no charge through the National Awards Chairperson and/or National Membership Chairperson.

22. Obsolete Records

Obsolete records which are not of permanent nature are eligible for destruction after the fifth year following the year they are originated, unless related to financial records and those are eligible for destruction after the seventh year following the year they are originated. The Secretary is authorized to send to each state association secretary any records on file which are eligible for destruction at the request of the state association.

23. Announcements of Candidates

The secretary is to notify states that NASCOE will post to the NASCOE Website announcements of persons desiring to run for any NASCOE office provided the announcement is received by the Secretary no later than May 15 of the applicable year. All announcements will be posted at the same time as soon after June 1 as practical. In no way is this to be construed that announcements must be publicized in this manner as candidates may, if they so desire, initiate their own mailing.

If no announcement for an Officer, Area Executive, or Alternate Area Executive is received by May 15, a statement will be placed on the NASCOE Website that no candidates have announced at this time for the respective position(s). Neither the NASCOE newsletter nor area bulletins are to be used for announcements of candidates. It is the responsibility of the candidate to ensure that the announcement has been correctly posted.

24. Convention Chairperson

The NASCOE Secretary and the NASCOE Treasurer shall serve as convention co-chairpersons for all NASCOE conventions with authority to act on behalf of NASCOE. The NASCOE Parliamentarian may serve as a co-chair at the discretion of the NASCOE President.

25. NASCOE Banner and State Flags

The NASCOE Secretary will have custody of the NASCOE banner and the state flags and be responsible for having them at each NASCOE Convention for display.

26. Committee Members – Certificate of Appreciation

All outgoing Committee Members (this does not include National Chairpersons), and Judges (including Alternates who serve as Judges) shall receive a NASCOE Certificate of Appreciation. Certificates will be provided by NASCOE to Area Executives for distribution to the respective area chairpersons. Area Executives are responsible for requesting the certificates from the National Awards Chairperson.

NASCOE EXECUTIVE COMMITTEE POLICIES

27. NASCOE Member Eligibility for Benefits

(Award/Scholarship Member Eligibility Requirements are in the Awards Policy)

NASCOE policy is to make benefits available to NASCOE membership with the following guidelines:

- A. A current or former FSA employee (including NADD and NAFEC members) must be a member of NASCOE to the fullest extent allowed by his/her state to be eligible for benefits as purchased by the membership, and which excludes scholarships and awards. If the employee is eligible for regular membership, he/she must be a regular member of NASCOE. If the employee is only eligible for associate membership, he/she must be an associate member of NASCOE.
- B. A RASCOE member is eligible for any NASCOE benefit without further NASCOE membership. Exception: If NASCOE membership is an eligibility requirement of the company offering the benefit then the RASCOE member must also be a member of NASCOE.
- C. A NASCOE or RASCOE member's eligibility for benefits is extended to his/her spouse and dependent family members.
- D. Associate NASCOE members may be limited to one-half hour with the NASCOE attorney, at the NASCOE Officers discretion, should the funding for this line item exceed the amount budgeted in any year.

28. Awards-Scholarship Program Recognition

The National Awards/Scholarship/Emblem Chair shall work with the Area Executives to publish the names of all the recipients in the following categories in an area bulletin and ensure they are posted on the NASCOE website:

- A. National Distinguished Service Award Winners, including their picture and written nomination:
 - a. Service to FSA/Agriculture
 - b. Community Service
 - c. Service to NASCOE
- B. Scholarship: The names of all the Area and National Scholarship Winners, including a picture and news article on the National Scholarship Winner.
- C. Sick Leave: The names of all 3,000 hours and up Sick Leave Awardees.

29. Membership Awards

- A. Membership plaques for 25 years (and every 5 years thereafter) of 100% cumulative membership for County Offices will be issued on an annual basis at the NASCOE National Convention. Individuals who have maintained their membership for 25 consecutive years to align with their years of service (and every 5 years thereafter) will be issued a commemorative pin.

NASCOE EXECUTIVE COMMITTEE POLICIES

- B. NASCOE on an annual basis recognizes state associations with 100% membership at the NASCOE National Convention.
- C. NASCOE Diamond Awards will be presented to members with 50 or more years, in 5-year increments of continuous membership in NASCOE. NASCOE will reimburse the cost of these members attending the National Convention the year they receive the award.

30. Honorary Life Memberships

Holders of Honorary Life Membership Cards will be permitted to register at the NASCOE National Conventions and will not be required to pay the basic registration fee, excluding any late filed registration fees. Host states shall indicate this benefit on the convention registration form and/or the NASCOE App.

31. State Affiliates Right to Develop Benefits

State affiliates have the right to develop benefit items exclusive to NASCOE members within their state. However, these benefits are not eligible for payroll deduction based on the NASCOE/FSA negotiated purpose of payroll deduction being for items available to all members.

32. Coalition Partner of the Year

NASCOE will provide the person selected by the Legislative Committee as “Coalition Partner of the Year” with a plaque and, if this partner attends that year’s National Convention, one night’s lodging at the convention hotel and \$250 toward travel.

33. NASCOE Attorney

A member in good standing is eligible for a consultation of up to one hour with the NASCOE Attorney if needed. For access to this benefit a member will need to contact the NASCOE Vice President and submit the required documentation. For associate members, please reference item 27 D in this document.

34. Programs Committee Chairperson Attendance at Management Meetings

Whenever possible the Programs Committee Chairperson’s attendance will be considered for any program-related meetings with FSA Management at the discretion of the NASCOE President. *

35. Officer and Executive Term Start Dates

The President, Vice-President, Secretary, Treasurer and Executive Committee will take office the first day of the month after election at the annual meeting and will serve through the last day of the month of election at the next annual meeting, or until such time as a successor has been duly elected and/or qualified in accordance with the By-Laws of the Association.

NASCOE EXECUTIVE COMMITTEE POLICIES

36. Typical Meeting Schedule

The following meeting schedule does not include the Area Rallies and National Convention. The meetings below can be conducted in-person or virtual depending upon the situation.

MONTH	MEETING	ATTENDEES
September	Organizational	Executive Committee National Committee Chairpersons Second Year Alternative Executives
January - February	Pre-Negotiation	Executive Committee National Committee Chairpersons Second Year Alternate Executives Negotiation Consultants
April - May	Negotiation	Executive Committee Negotiation Consultants National Program & Negotiation Chairs
As Needed	FSA Management	President & Vice-President Others as Determined by President
As Needed	Legislative Conference or Mini Conference	Executive Committee Full Legislative Committee
Every 2 Years	NASCOE Leadership Conference	Executive Committee Others as Determined by President
Every Year June – September	NASCOE Board of Directors (National Convention)	Executive Committee National Committee Chairpersons Second Year Alternate Executives Board of Directors

NASCOE EXECUTIVE COMMITTEE POLICIES

NASCOE State Affiliate Status

Exhibit 1

Northeast Area

Eligible Affiliates:

Connecticut	New Hampshire	Vermont
Delaware-Maryland	New York	West Virginia
Maine	Pennsylvania	
Massachusetts	Rhode Island	

Suspended Affiliates:

New Jersey

Northwest Area

Eligible Affiliates:

Idaho	North Dakota	Wyoming
Montana	Oregon	
Nebraska	South Dakota	

Warning Period Affiliates:

Washington-Alaska

Midwest Area

Eligible Affiliates:

Illinois	Michigan	Ohio
Indiana	Minnesota	Wisconsin
Iowa	Missouri	

Southeast Area

Eligible Affiliates:

Alabama	Kentucky	South Carolina
Arkansas	Louisiana	Tennessee
Florida	Mississippi	Virginia
Georgia	North Carolina	

Southwest Area

Eligible Affiliates:

California-Hawaii	New Mexico	Utah
Colorado	Oklahoma	
Kansas	Texas	

Warning Period Affiliates:

Arizona
Nevada

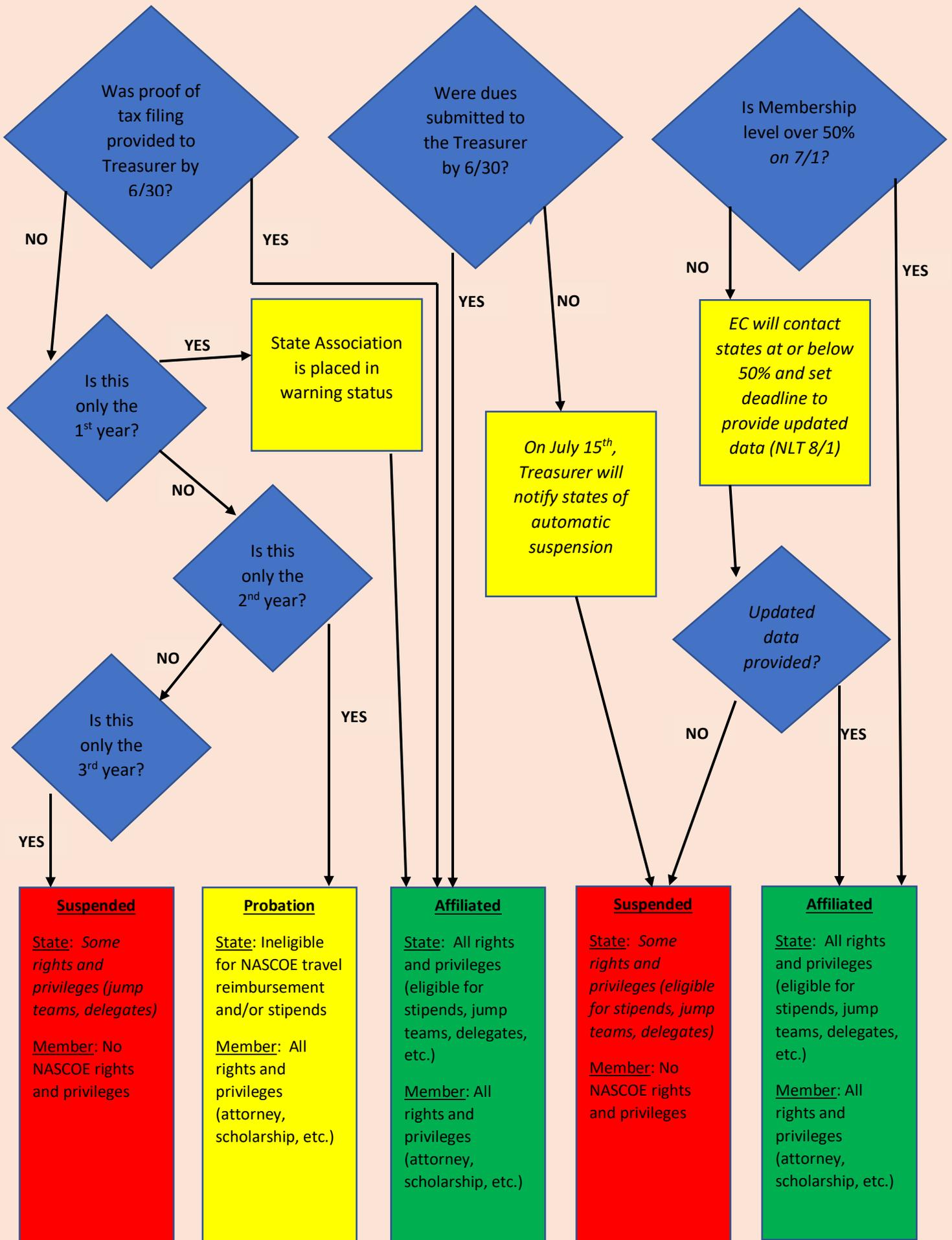


Exhibit 1
Revised February 2022

**A RESOLUTION
OF SUPPORT AND APPRECIATION of RASCOE**

WHEREAS, the goals of NASCOE are strong and steeped in traditions developed over the years, and

WHEREAS, the founders of the great Associations of NASCOE and RASCOE are still committed to employees and members, both current and past, and

WHEREAS, the same group of people are continuing those original goals and purposes in retirement, and,

WHEREAS, the Association of RASCOE continues to support and assist in the attainment of the goals of NASCOE, now therefore,

BE IT RESOLVED, that we the members of NASCOE in attendance at our 66th Annual Convention express our continued support for the Retired Association of County Office Employees. We further express our appreciation for the support they have extended to the membership of NASCOE, and

BE IT FURTHER RESOLVED, that NASCOE, through adoption of this resolution, encourages our membership to show their appreciation and support of RASCOE by becoming associate members of this great association and actively seek to acquaint all FSA employees, past and present, with RASCOE.

**A RESOLUTION FOR
THE CONTINUED SUPPORT OF NAFEC**

WHEREAS, members of NASCOE continue to this date in the belief that the locally-elected committee system of Administration for farm programs remains in equal degree of importance to that of years past, and

WHEREAS, the successful administration of programs affecting the privately owned land of this Nation during these past decades was indeed made possible by and through the dedicated effort of the FSA committee, and

WHEREAS, locally-elected FSA committee members did organize and are now engaged in organized effort through the National Association of Farmer-Elected Committees (NAFEC) for the purpose of furthering the welfare of farmers and American agriculture, and

WHEREAS, it now becomes the desire of members of NASCOE to express our gratitude to present and past committee members for their unselfish and dedicated service to their community, state, and Nation, now therefore,

BE IT RESOLVED, that the members of NASCOE in convention assembled in Whitefish, MT, by adoption of this resolution, reaffirm, for the 47th time in as many years, our support for the National Association of Farmer-Elected Committees and express our appreciation for the work of NAFEC and for all efforts made in our behalf, and

BE IT FURTHER RESOLVED, that NASCOE, does, by adoption of this resolution, urge each and every NASCOE member and FSA employee to show meaningful support for NAFEC through associate membership in that organization.

**RESOLUTION IN SUPPORT AND APPRECIATION OF
FSA COUNTY COMMITTEES**

WHEREAS, our agency was built and has enjoyed over 70 years of success on the foundation of our grassroots County Committee system, and

WHEREAS, the law requires and we, the employees recognize the County Committee as the supervisor of the County Executive Director, now therefore,

BE IT RESOLVED, that we, the members of NASCOE in attendance at our 66th annual convention, express our support for the County Committee system,

BE IT FURTHER RESOLVED, that NASCOE through the adoption of this resolution, pledge our continued support and recognition of local grassroots County Committees as the true and only supervisor of County Executive Directors.

Resolution of Appreciation to the NWA

WHEREAS we, the membership of NASCOE have accepted an invitation to meet in the Northwest Area in the state of Montana. A state that stands as a symbol of rugged natural beauty, expansive wilderness, and a deep-rooted spirit of independence; and

Whereas, Montana is a land rich with Native history, natural resources, and breathtaking landscapes—from the soaring peaks of the Rockies to the rolling prairies of the east—earning its moniker "The Treasure State" not only for its minerals, but for its people and heritage;

WHEREAS, the City of Whitefish, nestled in the heart of northwestern Montana near the crown jewel of Glacier National Park, represents the hospitality, resilience, and charm that define the Montana spirit; and serves as a vibrant community that embraces both its heritage and future, providing an ideal setting for fellowship, reflection, and celebration of service for NASCOE members; and

WHEREAS we express our sincere gratitude to the members of the Northwest Area that have provided an exceptional opportunity to enjoy and explore the vast beauty and wilderness of the area. Where they have done an excellent job of extending their welcoming hospitality with a mixture of culture, food, atmosphere, abundance of fresh air and excitement to ensure the tradition is carried forth for the annual NASCOE family reunion, and

WHEREAS the members of NASCOE have experienced a wonderful time participating in various activities and fellowship and now being of sound mind to voice our appreciation for the special time provided for us,

BE IT RESOLVED that the delegates, members, and families of NASCOE and their friends who, having enjoyed this wonderful privilege of convention participation, do by adoption of this resolution, express our thanks and compliments to our host, the Northwest Area, for all they have done for us, and

THEREFORE BE IT FURTHER RESOLVED that as each of us leave the beautiful mountainous region of Whitefish, we do so with a new sense of direction and renewed spirit contributing to NASCOE's responsiveness to the tasks ahead, and we pledge our continued effort in our work in FSA for greater agriculture and a greater America.

LABOR-MANAGEMENT RELATIONS AGREEMENT

**between,
U.S. Department of Agriculture
(USDA)
The Farm Service Agency
(FSA)**

and

**The National Association of FSA County Office Employees
(NASCOE)**

SECTION 1 GENERAL PROVISIONS

1. PURPOSE:

The purpose of this agreement is to (1) identify the parties to the agreement and define their respective roles and responsibilities under the agreement; (2) state the policies, procedures, and methods that will govern working relationships between the parties, and (3) indicate the subject matter of proper mutual concern.

The object of the parties in their cooperative endeavors under the agreement is to provide means for and to facilitate:

- A. Employee participation in the formulation of policies and procedures governing the terms of their employment and the conditions under which they work;
- B. The fair and prompt settlement of grievances, disputes, and impasses;
- C. Systematic labor-management relations in the attainment of FSA program objectives; and
- D. More effective and active support of the farmer-elected committee system for the betterment of agriculture.

2. AUTHORITY

Exclusive recognition of NASCOE was granted by the Secretary on June 12, 1962, under the authority of Section 8 (b) of the Soil Conservation and Domestic Allotment Act, as amended. This was done to accord FSA county employees rights similar to those provided regular Federal employees by Executive Order 10988, approved by the President January 7, 1962, and is continued under the Executive Order 11491 approved by The President October 29, 1983.

3. PARTIES TO THE AGREEMENT

The parties to this agreement are the U.S. Department of Agriculture, herein referred to as the Department or USDA, and the Farm Service Agency, herein referred to as the Service or FSA, on the one hand, and the National Association of FSA County Office Employees, herein referred to as NASCOE, on the other hand. Primary responsibility for cooperative relations with NASCOE under this agreement rests with FSA management; matters may be taken up with the Department that are of Departmentwide concern, or that are otherwise beyond the discretion of FSA management.

4. COVERAGE

This agreement is applicable to all FSA county employees. Under this agreement NASCOE has exclusive rights to represent all county employees in consultations and negotiations with management of FSA and USDA. As a condition of this exclusive right, NASCOE accepts responsibility for and agrees to represent in good faith the interests of all county employees without discrimination and without regard to membership in NASCOE.

5. RECOGNITION AT THE STATE LEVEL

To obtain recognition at the State level, a NASCOE affiliate must have membership of at least 51 percent of the County employees serving under regular appointment in the State or States covered by the affiliate. Where NASCOE affiliate has such membership, recognition may be requested by written application to the Chairman of the State Committee from the recognized officers of the of the NASCOE affiliate. The request shall contain a statement as to the number of county employees holding regular appointment within the States who are NASCOE members. Where a finding is made that sufficient membership is present, the Chairman of the State Committee shall notify the appropriate NASCOE affiliate official in writing that recognition is granted. NASCOE may not modify the geographic boundary of its affiliates without prior agreement at the National level between NASCOE and FSA. Written agreements supplementary to and consistent with this agreement may be entered into at the State level as may be deemed necessary or desirable.

6. LEGAL AND REGULATORY REQUIREMENTS

In the event that any law, executive order, regulation or policy binding on FSA is hereafter enacted or issued and is inconsistent with any of the provisions of this agreement, such enactment or issuance shall prevail. NASCOE and FSA shall issue a joint statement interpreting the effect of such a change.

7. MANAGEMENT RIGHTS

FSA management officials retain the right in accordance with applicable laws and regulations to:

- A. Direct and supervise employees;
- B. Hire, promote, transfer, remove, assign, suspend, demote, discharge, or take disciplinary action against employees;
- C. Relieve employees from duties because of lack of work or for other legitimate reasons;
- D. Maintain the methods, means, and personnel by which operations are to be conducted;
- E. Take whatever actions may be necessary to carry out the mission of the Agency in situations of emergency.

8. EMPLOYEE MEMBERSHIP RIGHTS

Employees have the right to organize or join or refrain from joining any employee organization. In the exercise of this right, employees shall be free from any and all interference, coercion, restraint, or discrimination.

9. MAINTAINING CONTINUOUS OPERATIONS

Employees covered by this agreement do not have any rights individually or collectively to strike, cease work, or otherwise interfere by concerted action, in any way at any time with the expeditious accomplishment of assigned work.

SECTION 2 CONSULTATIONS AND NEGOTIATIONS

10. JOINT RESPONSIBILITIES

The parties to the Agreement pledge themselves to conduct all consultations and negotiations objectively and in good faith for the purpose of fair and equitable solutions. They will make every effort to reach agreement on all matters within a reasonable period of time.

11. NEGOTIABLE MATTERS

The parties' shall consult and negotiate from time to time in the formulation and implementation of personnel policies affecting county employees. In general, these include policies, practices, and matters affecting working conditions and terms and security of employment which are within the administrative jurisdiction of the FSA National office or that of a State Office. Whenever administratively practicable, FSA will consult with NASCOE before implementing any major change affecting terms of employment or working conditions. As a rule, FSA will not seek the views of NASCOE on individual applications of basic policy. NASCOE may consult and negotiate with FSA management officials if it believes a policy is not being uniformly and impartially applied and implemented. Individual actions taken by county committee or a *county* executive director within their delegation of authority and in accordance with procedure shall not be reviewed by or negotiated upon at the State or National level.

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NASCOE or State affiliate officials may serve as observers and sit in on employee hearings which are held as a result of removal or disciplinary action. This right is extended so as to facilitate arriving at recommendations for changes in policy or method. FSA and NASCOE agree with the interpretation that this right will be exercised only if the employee agrees.

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Negotiations relating to a matter within the administrative authority of a State Office must be initiated at the State level. Where the agreement cannot be reached, either the NASCOE affiliate or the State Office may terminate negotiations by notifying the other in writing. National representatives of NASCOE may obtain reconsideration of the matter at the National level by notifying the designated FSA National official. As a general rule, negotiations and consultations shall be by letter. If, after attempting to reach agreement by correspondence it becomes apparent that face to face discussion is needed, management or NASCOE may request a meeting. If agreement on issues cannot be reached between NASCOE and FSA, NASCOE may present its case to USDA.

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- B. FSA Level. NASCOE and FSA shall each select a maximum of ten members to compose the negotiation committee at FSA level. Each shall designate the individual through whom requests will be initiated. In addition, NASCOE and FSA may not at any one time have more than two consultants attend any meeting except that NASCOE may have one program assistant from each NASCOE area attend.
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SECTION 3 OFFICIAL TIME AND USE OF FACILITIES.

15. OFFICIAL TIME

Representatives of NASCOE shall not be on official time when attending internal NASCOE meetings to negotiate an agreement with FSA management. Meetings between FSA and NASCOE requested by management officials will be conducted on official duty. Other meetings approved by management shall be on official time or the employee's time as determined by the appropriate management official. The internal business of employee organizations such as the solicitation of membership, collection of dues, election of officers, and other meetings shall be conducted during non-duty hours of the employees involved.

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18. EFFECTIVE DATE AND AMENDMENT

This agreement is effective upon written approval by USDA, FSA, and NASCOE. The provisions of this agreement may be opened for amendment at any time by USDA, FSA, or NASCOE. Such modification shall become effective only after written approval by USDA, FSA, and NASCOE.

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This agreement will terminate, subject to renegotiation on August 31, of each year. Recognition at the State level may be terminated after a finding that the NASCOE affiliate has less than 51% membership within the State(s).

**Amendment and Extension of
LABOR-MANAGEMENT RELATIONS AGREEMENT**

Between

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(USDA)**

**Farm Service Agency
(FSA)**

and

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This extends the current agreement between the U.S. Department of Agriculture (USDA), the Farm Service Agency (FSA), and The National Association of FSA County Office Employees (NASCOE).

APPROVALS

For The National Association of FSA County Office Employees:



President, NASCOE

8/9/24
Date

For the Farm Service Agency and USDA:



Administrator, FSA

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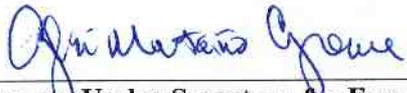
Date



Deputy Administrator of Field Operations

2024.08.02 13:01:42
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Date



Deputy Under Secretary for Farm Production
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8/9/2024
Date

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APPROVALS

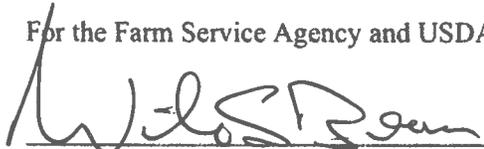
For The National Association of FSA County Office Employees:



President, NASCOE

6/24/25
Date

For the Farm Service Agency and USDA:



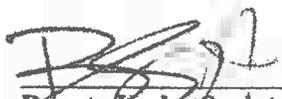
Administrator, FSA

6/24/25
Date



Deputy Administrator of Field Operations

6-23-25
Date



Deputy Under Secretary for Farm Production
and Conservation

6/23/25
Date

NASCOE 2024-2025 Organizational Meeting

Tampa, FL - September 17-18, 2024

Present:

Joel Foster, President	David Wayne, Legislative Co-Chair
Kayla Mattson, Vice President	Marcy Logan, Publicity Chair
Taylor Stucki, Secretary	Sandra Scott, NEA Executive
Jessi Colgrove, Treasurer	Glenn Thomas, Membership Co-Chair
Neil Burnette, SEA Executive	Brian Gould, COAC Chair
Dawn Ovesen, SEA Alt Executive	Travis Eisele, Benefits/Emblems Chair
Stacia Slover, MWA Alt Executive	Terry Cater, SWA Executive
Janice Acree, MWA Executive	Matt Weddingfeld, NWA Executive
Sarah Houin, Programs/Negotiations Co-Chair	Dawna Hines, Technology (virtually)
Christa Kraatz, Programs/Negotiations Co-Chair	Sabrina Blaser, SWA Alt Executive (virtually)
Amanda Ahrens, Legislative Co-Chair	Heidi Clinkingbeard, Awards/Scholarship Chair (virtually)

Tuesday, September 17 – 8:00 AM

- A. Call to Order by President Foster
- B. Invocation – Glenn Thomas
- C. Roll Call – Introductions
- D. Welcome
- E. Housekeeping – Jessi
 - Discusses lunch and dinner – We will have reservations at restaurants at 6:30pm for Tuesday and Wednesday.
- F. President Expectations
 - Common Goals for Chairs
 - Please make sure to engage your area chairs so that they will be learning and building to take on a roll higher up when needed in the future.
 - Please do your best to keep all informed, don't assume we know and share the information.
 - Before anything is publicized, send to the officers for approval.
 - Officer and Executive Goals
 - Work together as a team, and even when things aren't perfect, at the end of the day we are a team.
 - Make sure to get your State Presidents engaged and let the officers/executives know what is going on in your areas.

G. Vice President Updates

- NASCOE Attorney Updates – Reminder that if anything needs to be sent to the attorney, the member themselves need to reach out to the NASCOE Vice President to start the process and begin gathering information/documentation.
- National Office Task Force Updates – We are currently on a hold waiting for the National Office to concur on what taskforces are still in place and who are serving on those representing NASCOE.

H. Secretary Updates

- NASCOE logins/passwords – Please submit all NASCOE account passwords to Secretary Stucki so they can be kept in the password vault.
- Proposing action for EC Consideration – Any items that are needed EC approval/review need to be submitted to Secretary Stucki and President Foster the Friday before each EC Meeting.
- 2026 Convention Update – Michigan currently has 6 bids and waiting on a few more. Treasurer Jessi and Secretary Stucki will do a site visit before year end, and a contract will be signed for a final decision.

I. Treasurer Updates - General Budget Discussion

- All requests for budget modifications and spending goes to the EC.
- Review how to submit travel reimbursement – All forms for travel reimbursement are on the NASCOE website under the forms tab.
- Review laptop reimbursement – All newly appointed chairs, elected executives, and elected officers are eligible. If any Alt Executive is needing a computer sooner than that, just submit a request for EC approval.
- Use of Veem & reminder to check for Basic vs. Premium account – To avoid any charges coming out of your reimbursement make sure your Veem account is set to basic.
- Any travel money requested comes from discretionary travel fund.
- If you want to use travel funds, you will need to submit a request to EC with justification for travel including amount requested and what kind of NASCOE return can be expected.
- You will be asked next Spring (March/April) to submit a budget for FY26 so please keep track of expenses and what is needed for FY26.

J. COC/NAFEC - Everyone should, to the greatest extent possible, promote the COC System and their authority. Take ownership of COC role and become an associate member of NAFEC. We encourage all Officers, Executives, and National Chairs to be an associate member of NAFEC and support their association as they support NASCOE.

K. Meeting Expectations

- Committee Chairs should hold at least a quarterly meeting, or more as deemed appropriate, inviting all officers and executives. Area Chairs are selected by the Area Executive, and we need to engage them in the process and keep them informed. It is the hope that Area Chairs will want to move up to National Chair positions when called upon.
- Area Executives should hold at least a meeting every other month, or as deemed appropriate, inviting their State Presidents, Area Chairs, and NASCOE Officers. NASCOE National Committee chairs may be invited as deemed appropriate by the Area Executive.

L. Communication Expectations

- Include all NASOE Officers in every email sent by Area Executives and National Committee Chairs.
- Area Chairs should include the appropriate National Committee Chair and Area Executives in emails sent to their State Chairs/State Leadership.
- All emails should be sent from and to non-work email addresses except for Programs and Negotiations as authorized.
- Officers, Executives, and National Chairs always use nascoe.org emails except when authorized to use gov emails for Programs and Negotiations.
- Email protocol with national office. Unless working directly with national office staff, then all emails to national office should be sent by President and/or Vice President.
- All requests for WDC attendance at rally/conventions will go thru the Secretary and she will need a copy of the agenda before invite is finalized.
- Review of Personal and Government computer/phone use.
- Gov email signatures need to adhere to agency standards.
- Use of Teams and conference calls – All Officers, Area Executives, and National Chairs have conference call in capabilities.
- Recommend use of Teams, SharePoint, and Outlook on cell phone.
- Advisory on personal use of social media – Just be cautious as a NASCOE leader and employee of USDA what you post, share, and are tagged in.
- Newsletter, News Bulletins, NASCOE APP, Social Media posts should be requested in plenty of time for the Publicity Committee to prepare, items expected last minute should be completed by your respective committee.

- All Communication Bulletins for distribution need to be vetted by President/Vice President. Send email to all officers for approval in case the President and/or Vice President are not available.

M. Review Inbound Reports

- All inbound reports are in the digital binder if you need to review in detail.

Committee Chair Breakout Session - Led by Glenn Thomas

- Review Roles and Responsibilities of Committee Chairs
 - Answer to President – All Committee Chairs report to the President and if anything were to arise, President Foster would be your point of contact.
 - Coordinate Efforts with Area/State Chairs – Make sure to engage all area chairs and encourage them to engage state chairs with tasks needing completed.
 - Quarterly Virtual Check-In with Officers – Secretary Stucki will send out quarterly call invites for the National Chairs to have a check-in call with the officers on tasks the committee is working on.
 - NASCOE Convention Discussion -looking for ideas on how to make future conventions work better for chairs to present information.
 - Find a time to host your monthly/bi-monthly calls with your area chairs and make sure they don't overlap with another committee chair.
- NASCOE Convention Discussion – Pros/Cons of 2024 and 2025 Ideas
- Review Report Preparations
- Updates from All Committee Chairs
- Review Goals/Expectations for National Committee Chairs
- Prepare Recommendations for Executive Committee

Executive Committee Breakout Session

- Review and Approval of Minutes – **A MOTION was moved by Sandra Scott and seconded by Janice Acree to approve the minutes from the 07/29/2024 EC Meeting, 08/08-10/2024 National Convention, 08/10/2024 EC Meeting. Discussion. All in favor, motion carried.**
- EC Team Building – Book Assignment – Discuss thru page 78 of the book
- New Business
 - President Foster concurs on all area chair appointments in Exhibit 1
- Discussion Items
 - Review Roles and Responsibilities of Executive Committee
 - Officers and Executive Communications – President Foster ask that all communication to areas from the execs please CC all officers on the emails.
 - Monthly EC Meetings – The first Tuesday of each month at 6pm CST.
 - Review Travel Policy - Travel Schedule for Year
 - President Foster and Vice President Mattson will attend all Area Rallies. Closer to travel time, President Foster may authorize Secretary Stucki and

- Treasurer Colgrove to attend rallies as well, so membership has time to engage with all officers.
- 2025 Convention Discussion
 - Convention Consultant – Secretary Stucki discussed that since losing the travel agent we previously used, she is now requiring a fee for location finds, the workload for each meeting/convention has increased astronomically. She would like to propose an idea of a convention consultant who would be a NASCOE member assisting with duties of planning events/meeting. The member in this position would only travel to National Conventions and would be compensated the same as a national chair would be in terms of travel costs.
 - Audio Visual – If we would like Randy Tillman to perform AV duties from here on out, we need to look at a yearly contract based of location and time needed as each year we don't know what expenses will be until after the event has concurred. Secretary Stucki will reach out to the NWA as well as Randy and get discussions rolling for the 2025 Convention.
 - 2026 Convention Discussion – Michigan is in the final phases of receiving bids and we should have a narrowed down list of locations in the coming weeks.
 - Assign designated Officer to sit on Committee Calls – This year each officer will be assigned to specific Chair Committee Calls each month, although they may get on as many as they would like. The hope of this is to give each chair a dedicated officer to make sure information is being shared on each EC call in a timely manner.

Wednesday, September 18 – 8:00 AM

- 2025 Convention Update from Lacey Orcutt – All is running on schedule, and we hope to open room reservations in the coming month.
- Review 2025 Preliminary Convention General Agenda – This agenda was voted on during last fall's EC calls, but just wanted to share the shorted possible agenda. More details will be released very soon.
- Special Orders
 - Review of EC Standing Policy Updates
 - Review of EC Travel Policy Updates
 - Review of Report Submission Requirements – For all Officer/Exec/Chair letters, reports, memos, etc. please use the appropriate template of the NASCOE letter head on the Secretary's Public SharePoint Page. DOWNLOAD a copy to your computer before editing. When the document is done, please save as a PDF, if you don't have adobe on your computer then go to print and chose "save as PDF" from your printer selections. All reports need to be submitted as a PDF for the final version. Use templates, discussion on where to find, save as pdf
 - Review of Parliamentary Procedure Requirements – If you have any questions or concerns, please reach out to Secretary Stucki.

- Review of State Convention/Rally Requirements – Please clear all dates with Vice President Kayla and the NASCOE Calendar to avoid overlaps.
- State Convention Expectations – Treasurer Colgrove clarified Travel Policy and reminded all Area Execs that there is a Virtual Option for NASCOE Officers and Committee Chairs.
- NASCOE Special Committee/Task Force Updates
 - NASCOE Special Committee Task Forces
 - Equity Commission – The task force is still processing all the most recent final hearing information and will be working with the Legislative Committee to carry out any outreach that may need to happen.
 - National FSA Task Force updates are still on hold as we are waiting for the official listing of active task force and their members. DAFO is working on this and will share when information is received from each division.
- Membership Recruitment Discussion – President Foster reminded everyone that even with dues increase, now is the time we need to keep up the momentum of membership recruitment. We will look at all avenues and we need to find other ways besides just a jump team for every state.
- Discussion on dues increase – Treasurer Colgrove asks the execs to make sure their states are aware of the new transmittal posted on the NASCOE website and to reach out if there are any questions or difficulties with this process.
- Neil and Dawn reviewed their method for conducting a monthly Area meeting and what they have found does/doesn't work in the Southeast area.
- Technology Update – SharePoint Training will take place in November so please be watching for the invitation.

Executive Committee Breakout Session

- Budget Discussion – We are currently on budget for this FY, and we will have a budget update during the November EC call.
- Membership Concerns of specific State Associations – President Foster updated the EC on the most recent information with NV association and the urgency for a jump team to head there before a new administration is in place.
- 2024 Negotiations (2025 Negotiation Session) – we will send out updates for Pre-Negotiations via TEAMS and as soon as we hear from WDC on in person negotiations in the spring we will share the news.
- Any unfinished Business - Items for Discussion
 - Convention Chair – Secretary Stucki brought forward a member willing to serve as the Convention Consultant and work with her to come up with a description for this position in the future. Secretary Stucki is recommending Carolyn Slightom, IL, to serve as the NASCOE Convention Consultant for a two-year pilot period. **A MOTION was moved by Sandra Scott and seconded by Janice Acree to accept this recommendation for the two-year pilot period for the 2025 and 2026 conventions. Discussion. All in favor, motion carried.**

- Membership Working Group – Membership Chair Glenn Thomas requested that the membership working group referred to in the EC Policy take place this year in person to help with the membership recruitment and train all our new membership area chairs that have been appointed this year. **A MOTION was moved by Sandra Scott and seconded by Neil Burnette to move forward with setting up a membership working group using funds from savings as this meeting was not budgeted for in the current budget. Discussion. All in favor, motion carried.**
- Awards/Scholarship Leave Year – Heidi Clinkingbeard requested that the Awards and Scholarship Handbook be amended to clarify that the Sick Leave awards should be passed off the last pay period of the calendar year instead of pay period 26, to encompass the rare years that have 27 pay periods. Also, a request has been made to allow associate members to be eligible for Sick Leave awards. The handbook would read “Certificates are awarded to permanent employs who are NASCOE members **and Associate members** in good standing for accumulated sick leave.” **A MOITON was moved by Vice President Mattson and seconded by Neil Burnette to accept both changes proposed for the Awards and Scholarship Handbook. Discussion. All in favor, motion carried.**

A MOTION to adjourn was moved by Sandra Scott and seconded by Matt Weddingfeld at 5:05pm. All in favor, motion carried.

Exhibit 1:

2024/2025 Approved National Chairs, Area Chairs & Awards/Scholarship Judges

National Chairs:

Awards and Scholarship: Heidi Clinkingbeard, KS
Benefits and Emblems: Travis Eisele, IL
Legislative Co-Chair: David Wayne, KY
Legislative Co-Chair: Amanda Ahrens, KS
Membership Co-Chair: Glenn Thomas, SC
Membership Co-Chair: Emily Seier, NE
COAC Chair: Brian Gould, DE
Publicity Chair: Marcy Logan, TX
Programs/Negotiations Co-Chair: Christa Kraatz, TX
Programs/Negotiations Co-Chair: Sarah Houin, AL
Technology Coordinator: Dawna Hines, TX

Northwest Area:

Awards and Scholarship: Deana Tranby, ND
Benefits and Emblems: Bruce Solko, NE
COAC: Raela Brandt, NE
Legislative: Ashley Hilton, ND
Membership: Jenny Lee, MT
Membership Assistant: (unknown)
Programs/Negotiations: Melissa Merrill, MN
Publicity: Courtney Owen, SD
Awards/Scholarship Judges:
 Ronda Ehlke, ND
 Jennifer Halvorson, ND
 Laurie Volk, ND

Southwest Area:

Awards and Scholarship: John Tyson, TX
Benefits and Emblems: Amanda Montgomery, OK
COAC: Jeannine Wendel, TX
Legislative: Jason Nail, OK
Membership: (unknown)
Membership Assistant: (unknown)
Programs/Negotiations: Tracy Wilson, OK
Publicity: Kassie Keplinger, KS
Awards/Scholarship Judge:
 Angie Bierman, OK
 Lance Carter, OK
 Shania Begay, NM

Midwest Area:

Awards and Scholarship: Jennifer Achman, MN
Benefits and Emblems: Kathy Nelson, MI
COAC: Katrina Miller, IN
Legislative: Curtis Crawford, MO
Membership: Abby Frost, MI
Membership Assistant: Lauren Shoda, IN

Programs/Negotiations: Debbie Leeper, MO
Publicity: Jamie Wegner, MI

Awards Judges:

 Angie Reynolds, IA
 Debbie Leeper, MO
 Cindy McConnell, OH

Scholarship Judges:

 Kaye Hillock-Vining, MI
 Tammy Morrison, IL
 Brad Helbert, IN

Northeast Area:

Awards and Scholarships: Andrea Landis, WV
Benefits and Emblems: Courtney LeCuyer, VT
COAC: Ethan Hickey, MA
Legislative: Laurie Thiboutot, ME
Membership: Jennifer Doty, NY
Membership Assistant: Patrick Goode, MD
Programs/Negotiations: Audre Hayward, ME
Publicity: Julie Viveiros, MA
Awards Judges:

 Susan Mackey-Taylor, DE/MD
 Tina Williams, NY
 Andrew Asbury, WV

Scholarship Judges:

 Carolyn Gaylor, WV
 Elizabeth McLaughlin, ME
 Patrick Goode, DE/MD

Southeast Area:

Awards and Scholarship: Amy Blum, SC
Benefits and Emblems: Nancy Chlapecka, AR
COAC: Chris Orso, GA
Legislative: Lindsey New, KY
Membership: Maria Petrella, GA
Membership Assistant: (unknown)
Programs and Negotiations: Tasha Bagley, GA
Publicity: Kimberly Rice, AL
Awards Judges:

 Perla Martinez, FL
 Tia Brock, AR
 Jessica Gray-Hendrix, LA

Scholarship Judges:

 Leigh Fuson, TN
 Christy Cook, VA
 LeAnn Elledge, NC



National Association of FSA County Office Employees

NASCOE PRESIDENT EXIT REPORT NASCOE ORGANIZATIONAL MEETING TAMPA, FLORIDA - SEPTEMBER 17-18, 2024

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Vice President
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Treasurer
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As we started the organizational meeting, I borrowed some quotes from the SDSU football coach where at the beginning of the year he reminds everyone that each team will be different from previous teams even though several of the same members of the team are the same from one year to the next. There are always new members to each team that create a new dynamic. The NASCOE leadership team is no different as there are always new faces from one year to the next that defines NASCOE. The NASCOE machine keeps moving forward facing new challenges and issues from one year to the next.

A vocal minority is a group of people who make their opinions known, often in a forceful way, and who are a minority within a larger group. As a city council member, we closed a city street so one of the major employers could expand. There was a very vocal group opposed to the street being closed who obtained enough signatures to force a vote. The result was an 86% affirmative vote to vacate the street. This vocal minority created unnecessary drama for the community and one of Milbank's largest employers. Although we do not want to ignore the vocal minority as everyone has a right to voice their opinion, we need to sort through those opinions to make sure they truly represent our membership.

Michael Stahl provided a great message to the attendees of the NASCOE Leadership Conference. Thank you to Marcinda for lining up Mr. Stahl, and for making the NLC a huge success. It is our hope that we have rejuvenated state leaders who can share their experience to gain new members and work at the grassroots level to accomplish the NASCOE mission of helping to assure successful operation of FSA and the attainment of FSA's objective, to cooperate with other groups and organizations, conserve and improve our soil resources, to secure equitable salaries, working conditions, and retirement provisions for all county office employees and to promote the professionalism of our employees.

The workload for our committees continues to increase, and we need to utilize the Area Chairs to help ease the workload of our National Committee Chairpersons. Engaging the Area Chairs potentially prepares them to step into a National Committee Chair or other NASCOE leadership positions.

All the Committees work together to provide NASCOE with the tools to be successful. Awards and Scholarships recognize the efforts of our membership and provide scholarships for our families. Publicity keeps the membership informed via our various media platforms. Benefits and emblems provide our membership with additional reasons to become members. The County Office Advocacy Committee concentrates on the uniqueness of County Office employment classification and works with NAFEC to preserve the County Committee. The Programs and Negotiation Committee work with the National Office to make FSA a better place to work while improving our programs.

Increasing membership enables NASCOE to have the resources to continue to be successful. There is strength in numbers as the higher our percentage the more effective our voice becomes. The upcoming meeting of the Membership Workgroup will aid the Membership Committee and the Executive Committee in creating a proactive plan to increase membership.

As the Farm Bill expires at the end of this month, there is work to be done in making sure the next Farm Bill preserves the County Committee, and that CRP remains with the agency that serves production agriculture. The strong ag economy the last few years has lessened the impact of our traditional programs, but as the ag economy continues to trend downwards, we need to have the tools to help the American farmer and rancher, our friends and neighbors, survive a struggling ag economy. The Legislative Committee will have another busy year in large part due to the uncertainty of the Farm Bill.

The Board of Directors voted to give an increase in NASCOE dues. Although the dues increase will have a minimal effect on this year's budget, the additional resources will help future NASCOE leadership teams to better serve our membership.

PT Reclassification was desperately needed to help the agency with retention and recruitment, but the new Program Analyst position with promotion potential to a CO-9 comes at a cost. We need to do our part to secure the appropriations to not only pay for the annual cost of PT Reclassification, but to also make sure the agency has the resources to provide us with the IT equipment, software, and other tools to effectively serve our customers. As one hurdle is cleared, there is always another hurdle to negotiate.

We currently have a good working relationship with the national office as evidenced by DAFO's use of our PT Reclassification 101 memo. NASCOE was invited to participate in the recent National Farm Program Training and Taylor attending the Train the Trainer session in Indianapolis for the upcoming FSA Skills for Success – Building a Stronger Workforce seminars. We need to continue building our relationship with the national office staff so that we can all work together to make FSA the best agency in USDA.

Hopefully, my last year with the agency ends up being the best page in this chapter of my life. I cannot think of a better group to spend it with and continue to make memories. I look forward to working with the Officers, Executives, and Committee Chairs as we move forward into the next year as we look towards accomplishing our goals.

Respectfully submitted.

A handwritten signature in blue ink, appearing to read 'JF', is written over a light blue rectangular background.

Joel Foster
NASCOE President



National Association of FSA County Office Employees

NASCOE Vice President Exit Report - Organizational Meeting Tampa, FL September 17-18, 2024

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Entering my second year as Vice President I am extremely grateful to be able to come together to work with a great team of leaders. I have enjoyed the past year of learning, discussing, assisting and developing all aspects of NASCOE. I will continue to handle the expected duties of my role, and I am looking forward to working closely with Joel to assist wherever he sees fit. I am coming into Organizational Meeting with a listening ear, heart of passion and positive mindset. My goal over the next year is to continue to learn from Joel and continue to develop/maintain relationships that continue to benefit NASCOE members. I am hopeful that we have very few issues that we need to tackle so that we can focus on supporting our members, growing our membership and assisting our team of leaders in any way necessary.



We are heading into some uncertainty with the pending election, no Farm Bill and the need for a Continuing Resolution. While these can be stressful issues in our work and daily life, I am certain that Hunter and our legislative team will keep abreast of the situations and help us to keep our members informed. We will continue to advocate for items that are of importance to us – proper staffing, County Committee authorities, monitoring issues with the Farm Bill, and appropriations just to name a few. I look forward to working to assist in ensuring that we are getting members in front of our congressional leaders and stakeholders to share our story and ask for their support on our issues.

I had a goal to discuss communication with our members. While we did not finalize a plan, many from our team echoed the same message about needing to improve our communication for the future. I will work closely with the Executive Committee and our Chairpersons to ensure that we find more opportunities to work on this over the course of the year. As stated in my entrance report, we must be cognizant of what we are putting out on the website and social media to also entice our non-members and to show all the hard work that NASCOE has put into items and to celebrate our successes. Leaders, members still are critical that they are not hearing from NASCOE. I know that we collectively can put our heads together to determine how we can bridge the communication gap that we are hearing from our members and even from non-members.

The week was very successful and a huge thank you again to Taylor for her organization of the facilities and to the entire team that worked so hard to put together the NASCOE Leadership Conference.

Respectfully Submitted,

Kayla Mattson
Vice President



National Association of FSA County Office Employees

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NASCOE Secretary's Exit Report Organizational Meeting Tampa, FL – September 16-19, 2024

Over the next year my goal is to have this strong and talented group of individuals grow to be one amazing team. Serving as Secretary I have taken on responsibilities to ensure that the EC functions smoothly and with that I have a few goals I would like to achieve during the next year, as well as a few ongoing projects that I would like to see wrapped up.

Projects in Progress:

- Revamp the NASCOE Convention Handbook and find a way to better seek out host states/areas for National Conventions.
- Working with NWA to start detail planning the 2025 National Convention.
- Present SharePoint Training for all Officers/Execs/National Chairs.
- 2024-2025 NASCOE Directory will be on the SharePoint drive by October 1st.
- Finalize the location for the 2026 NASCOE Convention.
- Find site/dates for 2025 Membership Workgroup

Goals:

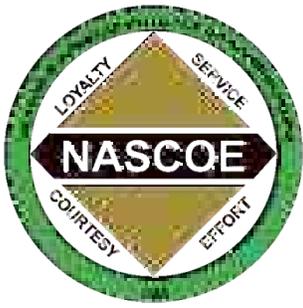
- Develop the guidelines and utilize the NASCOE Convention Consultant to better inform our membership and get information processed quickly.
- Build NASCOE's use of SharePoint and find ways to better share information. Finalize 2025 Org Meeting Plans prior to Convention.
- First, and foremost, my goal is to assist the members and EC to carry out all NASCOE Business to help grow and strengthen our association.

Great to see you all and spend a week working together for this amazing association!

Respectfully submitted,

Taylor Stucki

NASCOE Secretary



National Association of FSA County Office Employees

NASCOE Treasurer's Exit Report 2024 NASCOE Organizational Meeting Tampa, FL September 17-18, 2024

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A new year is starting for NASCOE, and as I leave our Organizational Meeting, I was reminded that the secret to our success has always hard work, dedication, perseverance, studying, and learning. This year though, I reflect on the thing that has inspired my hard work, dedication, and perseverance and that is love for what I do. I think that is the thing that unites all of us...we are all here because we love NASCOE and we love what we do!

Now that membership has passed a dues increase, we can begin the hard work of educating states on the next steps. I will work with NFC to create a plan that can be easily implemented and followed by both state associations and their respective state offices. We have already seen some success as NFC provided clarification to the STO's on the use of the FSA-444 and it is my hope that using that form in perpetuity will encourage more members to take advantage of the payroll deduction.

Designated individuals at each State Office must submit a SNOW ticket to NFC in order to set dues rates in their master table. I have requested a report that would list those contacts at each STO which can then be provided to each state association through their Exec. States can then provide their STO with information on how to submit that SNOW ticket to make changes to their dues rates or percentage of salary.

It feels like I can breathe a little easier, knowing that our budget situation won't be as dire as it was at this time last year. I also hope that more money in our budget means that I can loosen the reins and look forward to using some of our financial resources to benefit our members and our association, instead of having a mild panic attack each time we encounter an unexpected expense! Going into a potential Farm Bill year, it is comforting to know that we will have the financial means to advocate for measures that make our jobs better and increase the level of service that we provide.

Of course, by this time I should always expect that unexpected expenses will be generated at Organizational Meeting. A membership working group is being discussed and I hope that we can again hold a necessary meeting, while keeping our costs as low as possible. Sandy Scott was correct when she said that we need to increase membership to increase revenue, and this meeting will allow us to form a plan to increase both!

I enjoyed seeing everyone this week and getting to know everyone a little better in both a professional and personal way. We have an amazing team of individuals who are here for all the right reasons! It's going to be a successful year...because we ALL love what we do!

Respectfully Submitted,

A handwritten signature in blue ink that reads "J. Shiede Colgrove". The signature is written in a cursive style with a large initial "J".

Jessi Colgrove
NASCOE Treasurer



National Association of FSA County Office Employees Southeast Area

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Southeast Area Alt Executive
Dawn Ovesen, Kentucky
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Awards & Scholarship
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Negotiations & Programs
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Southeast Area Executive 2024/2025 Organizational Meeting Exit Report September 17 – 19, 2024 Tampa, Florida

Our time together at the Organizational meeting in Tampa was very beneficial as we brought the new NASCOE team together to prepare for what promises to be another exciting and productive year. I look forward to working with the Executive Committee and the National Chairs as we all do our best to represent our members to the best of our abilities!

I want to thank the Southeast Area (SEA) membership for giving me the opportunity to serve another year as your Area Executive. As I begin my final year, I look forward to continuing to work with Dawn Ovesen, Alternate Executive, as we strive to do our best to build and strengthen the SEA state associations and represent our members. Dawn has proven to be an invaluable teammate, and we are all very blessed to have her as our SEA Alternate Executive. I continue to be honored to represent our members in the Southeast Area. We have a plethora of quality leaders in our state associations, and it has been an absolute pleasure working with each of them!

I am excited about what we accomplished as an area over the past year and am amazed at the additional accomplishments just in the past several weeks. There have already been some great strides made in building our SEA membership numbers. I look forward with excitement to see the SEA 1st quarter membership numbers in October! There is no doubt that the Southeast Area is poised to lead NASCOE forward in the coming year, setting many examples of what is possible.

We have assembled a fantastic team here in the SEA. I am proud of the talent we have put together and excited about getting new members involved as well. Let me introduce our SEA team this year:

Programs/Negotiations: Tasha Bagley, Georgia

Benefits/Emblems: Nancy Chlapecka, Arkansas

Legislative: Lindsey New, Kentucky

Awards/Scholarships: Amy Blum, South Carolina

Publicity: Kimberly Rice, Alabama

County Office Advocacy: Chris Orso, Georgia

Membership: Maria Petrella, Florida and Assistant, Dallas Vermillion, Virginia

Membership Taskforce: Maria Petrella Monica Watson Jamie Rodriguez
 Nikki Hanna Glenn Thomas Dawn Ovesen

Award Judges: Perla Martinez Tia Brock Jessica Gray-Hendrix

Scholarship Judges: Leigh Fusion Cristy Cook LeAnn Elledge

Our SEA Leadership team plans to address the following goals and concerns in the upcoming year:

- Hold monthly SEA Membership Taskforce meetings to discuss and implement strategies and tactics to increase membership in each state. We plan to hold ourselves and leadership in each state accountable for building our membership.
- Continue to focus special attention on states that are struggling with either leadership issues or membership percentages. Ensure all states are above 70% membership.
- Obtain an area membership percentage of 85% or higher.
- Continue to hold monthly leadership meetings to keep state associations focused and informed on current issues.
- Encourage state associations to make use of QR Codes to gather contact information on members and nonmembers to facilitate better communication by building more extensive databases.
- Provide communication materials monthly for state associations to share with their members.
- Hold meetings with state association leaders to evaluate their succession plans for keeping their state associations strong now and in the future.
- Promote the value of the County Committee system to members and stakeholders.
- Work closely with our Area Chairs to encourage them to take full ownership of their committee responsibilities and work individually within the area to implement their committee's mission.
- Update the area directory quarterly to ensure we all have accurate contact information.
- Hold our states accountable for filing IRS tax forms and paying dues timely.
- Build personal relationships with state leaders and provide them the tools they need to be successful within their associations.
- Attend every state convention possible to meet members and encourage everyone to be an active part of the NASCOE team.

In case you can't tell already, Dawn and I think the world of our area members and our leaders. We have strengthened leadership within our states and look forward to working with everyone as we do what we can to help them excel! It is these people that are doing the critical work within their states.

We will continue to take great pride in the Southeast Area and provide our members the value and service they deserve as devoted members of NASCOE.

Respectfully submitted,

Neil Burnette
NASCOE SEA Executive



National Association of FSA County Office Employees Southwest Area Organizational Meeting Exit Report September 17-18, 2024

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Southwest Area Alt
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Legislative
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Membership
Pending
[email](#)

Negotiations & Programs
Tracy Wilson
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Publicity
Kassie Keplinger
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After the close of my first Organizational Meeting as a full Area Executive, I'm even more excited about the challenges ahead than I was going in to the meeting. The SWA faces some challenges unique to the area, but the Sabrina Blaser, our newly elected Southwest Area Alternate Executive are up to facing them head on. It was a great time spent with everyone in Tampa.

Membership

Membership continues to be an area that needs to be addressed in all areas, though the SWA has a few states that are particularly suffering. My goal this year is to address the membership issues in our states that are in the worst situations and help them rebuild their membership and move forward.

I am actively planning a jump team to Nevada, involving the Membership Committee. The distances in Nevada are manageable, but timing will be important to address the issue as a "sooner rather than later" approach is necessary. They particularly need assistance getting new leadership in place and potentially revising the state association by laws.

As membership is such an important role and often a daunting one, I have not yet found a recruit who is willing to fill the Area Membership Chair position, but hope to have one very soon.

Communication

The Southwest Area will be holding monthly Teams calls on the first Wednesday of each month.

State Presidents and Area Chairs will be invited to attend these meetings and provide information from their state or area chair position. National Chairs will also be invited as deemed necessary to share critical information.

Leadership

I look forward to working with the team that's been assembled to represent the Southwest area. The chair positions are currently as follows:

- Awards & Scholarship - John Tyson
- Benefits/Emblems - Amanda Montgomery
- Legislative - Jason Nail
- County Office Advocacy - Jeannine Wendel
- Programs/Negotiations - Tracy Wilson
- Publicity - Kassie Keplinger
- Membership - Pending

- Awards and Scholarships Judges:
 - Angie Bierman
 - D Lance Carter
 - Shania Begay

As mentioned in my entrance report, leadership in the area is also a primary concern and is connected to our membership issues in many ways. One main goal for the coming year is to assist states with their succession planning, getting leaders in place who can move their states forward. There are a couple of states who also are not in compliance with their non-taxable filing status. Calls have already been made to those states and while the process is slow, we will endeavor in addressing it.

This year the SWA and SEA will again be holding an All South Rally jointly. The Kansas Association has agreed to host. The dates and specific location have yet to be determined and we will work as an area to assist in putting on the best rally possible.

Long Term Goal

As I proposed in my oral exit report that we consider creating a Scholarship Foundation chaired by the Awards and Scholarship Chair with it's own tax ID filed as a 501(c)3 so that donations can be considered tax deductible. Donations to the scholarship fund are not currently tax deductible for the donors as NASCOE is a 501(c)5. I discovered this disparity in how deductions are considered in my research into non-tax filing status. This isn't something I plan to work on immediately, but is a long-term proposal.

I look forward to working with the Executives, Officers, National Chairs, and my Southwest Area Team. Here's hoping for a fantastic year.

Terry Cater
Southwest Area Executive



National Association of FSA County Office Employees Midwest Area

Organizational Meeting Exit Report

Tampa, Florida

September 17-18, 2024

Midwest Area Executive
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Midwest Area Alt Executive
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Negotiations & Programs
Debbie Leeper
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Publicity
vacant

It is hard to believe I have come to the end of my first AND last organizational meeting as the MWA Executive. It was exciting to be back together with our team and work toward goals for the future of NASCOE.

The past year has been full of firsts and lasts, moving wildly along sometimes like a train with a crooked track. I am proud of what we've come together to accomplish and look forward to bright days ahead for the MWA and all of NASCOE as one.

We will again join the Northeast Area for a joint rally in 2025. Hearing Northeast/Midwest Area Rally multiple times, both areas met during NLC and decided rebranding was worth a shot. We are excited to share **Surf & Turf Rally 2025** will be held April 27-29th in Cortland, New York at Greek Peak Mountain Resort!

Our goals for the next year are clear, we will focus on the following:

Membership: We stated our incoming goal is to get all MWA States over 60% membership, pushing our strongest states over 80%. We've revamped this goal for all states to push over 80% membership, partly because of the energy coming from the NLC and partly because we must use the recent PT Reclassification as momentum to move onward and upward.

Communication & Transparency: We will add all state leaders to our information push, utilizing standard email and the newly launched MWA Facebook page. We will hold states accountable for pushing information to general membership with a mandatory CC on all emails sent. While this feels overbearing and overwhelming, we simply need to hold our leaders accountable. We will continue to the Friday highlights on the FB page and once we are done with our leadership team, we will highlight a member from each state on Fridays.

We, as an area, will continue our monthly leadership calls. We will also offer monthly all employee calls, hopefully inspiring current leaders to develop their NASCOE elevator story and also new members to join.

PAC: We will promote the PAC, trying to be the leading area for contributions. We are the area with the largest number of employees and are aware of the importance of the corn belt to legislation. There is no reason we cannot lead the PAC. It only makes sense.

STO Relationship: We will work with the 8 states to build the critical relationships with the STO team, using Indiana as a model for communication. While this will be dependent on states, we hope by starting this process now it will carry forward if there is a new administration.

Stacia and I are excited to continue our work in the MWA and with the following persons:

2024/2025 MWA Team:

Awards/Scholarships: Jennifer Achman, Minnesota

Benefits/Emblems: Kathy Nelson, Michigan

COAC: Katrina Miller, Indiana

Legislative: Curtis Crawford, Missouri

Membership: Vacant, Lauren Shoda, Indiana

Programs/Negotiations: Debbie Leeper, Missouri

Publicity: Vacant

Scholarship Judges: Kaye Hillock-Vining (Michigan), Tammy Morrison (Illinois),

Brad Helbert (Indiana)

Awards Judges: Angie Reynolds (Iowa), Debbie Leeper (Missouri), Cindy McConnell (Ohio)

Area Presidents:

Illinois: LeAnn Oltmanns

Indiana: Janice Acree

Iowa: Brandon Scheuring

Michigan: Justin Burchett

Minnesota: Brandon Dahl

Missouri: Maureen Cope

Ohio: Jessica Holden

Wisconsin: Shelby Niskanen

We have concerns in the MWA with Farm Bill discussions, potential hiring freezes, and general reduction in the importance of COC. We will continue to monitor these items.

Stacia and I are excited and honored to represent the MWA on the Executive Committee. We are a strong and vocal area, it is contagious to feel the energy of our members. We anticipate a great year!

Respectfully submitted,

Janice Acree
NASCOE MWA Executive



National Association of FSA County Office Employees Northeast Area

2024 NASCOE Organizational Meeting Exit Report Tampa Florida September 17-18

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Northeast Area Alt Executive
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I enjoyed spending the week learning more about not only my new role as Northeast Area Executive but also about the other members of the executive team and officers! Once I got home, I was able to put my head together with Barbie Parsons the Nea alt. and several of our newly appointed chairs and we have several ideas of was to try to combat our issues with both membership and communication.

First, I want to thank our newly appointed chairs for being willing to volunteer to step up and take on these Leadership roles. They are:

Benefits & Emblems – Courtney LeCuyer, VT
Legislative – Laurie Thiboutot, ME
COAC –Ethan Hickey, MA
Publicity – Julie Viverios, MA
Membership – Jennifer Doty, NY Co -chair Patrick Goode, MD
Awards & Scholarships – Andrea Landis, WV
Programs & Negotiations – Audre Hayward, ME

Awards Judges: Tina Williams, New York; Susan Mackey-Taylor, Maryland; and Andrew Asbury, West Virginia.
Scholarships judges: Carolyn Gaylor, West Virginia; Elizabeth McLaughlin, Maine; and Patrick Goode, Maryland

Our goals have not changed they are:

Goal 1 Membership:

Membership continues to be a challenge with the revolving doors we have with FSA employment. I am hopefully the PT reclassification will truly help with employee hiring and retention. My team and I continue to work with states to get new leaders in place and to assist in any way possible with membership. Without members we have no association and membership is everyone's responsibility.

While I had the opportunity to speak with the members of the Northeast Area that participated in the Leadership conference, we discussed ways to help with membership issues in several states including possible strategic jump teams going into Pennsylvania and also reach out again to see if we can move forward helping New Jersey come back into the fold. We also discussed that we need to try to set up a few meetings with some of our state offices to investigate various ways to be able to get information sooner about new hires so that our team

can reach out to those potential new members. Since we had the unique opportunity to discuss the combination of the Northeast area Rally with the Midwest area rally with both groups of new leaders, we decided this was a great chance to rebrand the rally and also talk about various ways to hopefully get more members to the rally. **We are excited to share Surf & Turf Rally 2025 will be held April 27-29th in Cortland, New York at Greek Peak Mountain Resort!**

Goal 2 Communication

I feel that the monthly teams' calls have proven invaluable to give state presidents updates on all areas of NASCOE. I plan to continue these calls and will be starting our calls in October after we get back from Leadership training. A large part of good communication will be working with the area chairs to find a good date and time to have our monthly calls so that we have timely communication going out to the state presidents. We have also discussed looking at other methods to get the call notes sent out to members with our area publicity chair Julie.

We have also decided after speaking to Neil and Dawn that we are going to try going back to having our North east area call at lunch time so that more of our leadership can get on the call and I plan to have my draft notes ready at the time of the call so that I can get them out to the group and Julie can put them out through various platforms to members within a few days of the meeting so that members are getting communication timely.

I am excited to work with Barbie, the Northeast area chairs, National chairs, Executives and Officers to continue to move NASCOE forward.

Respectfully submitted
Sandra Scott
NEA Executive



National Association of FSA County Office Employees Northwest Area

2024-2025 Organizational Meeting Exit Report September 16 – 19, 2024 Tampa, Florida

9/24/2024

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Northwest Area Alt Executive
Vacant

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Greetings my fellow NASCOE Exec, Officers and Chairs. I am so proud to be elected to serve the NWA as the Executive For 2024-2025. As we begin the next year I believe that 2024-2025 is in full motion with the unknowns of a farm bill and other things happening in DC. I am excited for the goals that the NWA team has put together for the upcoming year.

I have put together a group of great leaders that I am proud of for 2024-2025 the team consists of:

- Awards and Scholarships- Deana Tranby, ND
Area Judges: Laurie Volk, Jennifer Halvorson and Ronda Ehlke.
- Benefits and Emblems: Bruce Solko, NE
- County Office Advocacy: Raela Brandt, NE
- Legislative: Ashley Hilton, ND
- Membership: Jenny Lee, MT
- Programs and Negotiations: Melissa Merrill, MT
- Publicity: Courtney Owen, SD

The NWA has set the following goals for this upcoming year:

1. Membership:

- Increase the membership percentages in every state to strive to get to 75% but to get over 60%.
- Provide jump teams to help states that need assistance.
- Ensure our membership knows they have a voice, and any concerns can be brought forward.
- Find new and creative ways to help states increase and promote membership.

2. Communication:

- Increase participation in the App.
- Publicity- getting more over the various forms of social media. This will be a huge emphasis with hosting a convention within the area.

- Hold monthly calls with all chairpersons for updates, concerns, comments, suggestions in hopes of getting more information out to the membership and keeping them informed.
3. Accountability
- Maintaining the NWA directory.
 - I plan on attending every state meeting I can in person to strengthen the leadership within the NWA and to be there for each of the states.
 - Timely submission of quarterly dues and insuring that IRS filings are getting done on time.
 - Striving to have my Area Chairs and State Leadership set goals for this year.

I enjoyed seeing you all this week and am very excited for the NWA in 2024-2025. We are so excited to welcome you to our wonderful area for the 2025 National Convention. We hope that you all can make this convention. Lacey has been doing a lot of work as the convention chair and I can assure you that you won't want to miss this one. I heard a quote this weekend "Set a goal, but don't be afraid to change it" That has stuck with me in many ways, and I intend on implementing it. We are going to have a successful year because we all love serving our areas and our members, and being a part of this team of great leaders makes me so proud to serve with you all. See you all in Montana!!!

Respectfully submitted,

Matt Weddingfeld

NWA Executive



National Association of FSA County Office Employees Awards & Scholarships Committee

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Exit Organizational Meeting Report Tampa, Florida September 17-18, 2024

I am excited to roll the momentum from NASCOE convention into this upcoming year. The awards and scholarships committee has a lot of ideas and goals and plan to hit the ground running. I am hopeful and excited to see what we can accomplish this year. The awards and scholarships submission portal is already set up and live for the 2024-2025 year. The committee has established the below goals for the upcoming year.

2024-2025 Goals

1. Publicize Distinguished Service Awards more aggressively. We would like to see a nominee in each of the 3 categories in every area, but ideally would like to see it for every state as well.
2. Research incentive ideas to help promote DSA nominations. We know there are deserving individuals out there that could be recognized
3. Create a bullet point process for creating a scholarship fund at the state level for those that want to get one started
4. Have area chairs send out newly created tools to states so they are aware of the resources available to them, such as, fact sheet, flowchart, and timeline
5. We discussed how to handle the sick leave awards for next year since the deadline is after the convention in 2025. It was decided to print certificates and hand out medallions for all submissions received prior to convention like normal and mail the few that might come in between convention and the July 1st deadline.
6. Work with the co-membership chairs and our supplier, K2, on ordering the plates for our consecutive year membership plaques that match the plates from our previous provider. Also, help them find a new vendor to order more NASCOE's membership pins.
7. Repeat the trainings we did last year for a basic Awards & Scholarships overview training in the fall for all states and continue doing the judging process training in January for all judges at the state and area level to attend. The Fall Basic Awards & Scholarships training will be held October 17th at 7 PM CST.
8. Request a change to the Exec Committee to amend the handbook to clarify Sick Leave awards should be based on the last pay period of the calendar year instead of pay period 26, to encompass the rare years that have 27 pay periods.
9. Request a change to the Exec Committee to amend the handbook to allow associate members to be eligible for Sick Leave awards.
 - a) "Certificates are awarded to permanent employees who are NASCOE members and Associate members in good standing for accumulated sick leave."

The following changes presented by the Awards & Scholarships committee were considered by the Exec committee. Since I was virtual this year, I did not have the chance to have a one-on-one with the exec committee, but I will await their final

decisions and move forward with the changes they agree upon. Any approved changes will be implemented, and the handbook and website will be updated for the 2024-2025 Awards & Scholarships year.

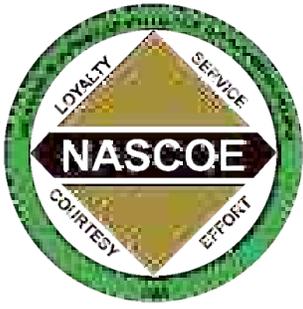
- ◇ Amend the handbook to clarify Sick Leave award requirements:
 - Clarify Sick Leave awards should be based on the last pay period of the calendar year instead of pay period 26, to encompass the rare years that have 27 pay periods.
 - Allow associate members to be eligible for Sick Leave awards.
“Certificates are awarded to permanent employees who are NASCOE members and Associate members in good standing for accumulated sick leave.”
- ◇ Request reimbursement for Adobe PDF to be downloaded to the National Chair’s computer. This will help process all the DSA and scholarship submissions.

I look forward to working with the NASCOE team and our members to make this a remarkable year.

Respectively submitted,

Heidi Clinkingbeard

NASCOE Awards & Scholarships Chair



National Association of FSA County Office Employees Programs and Negotiations Committee

September 26, 2024

Organizational Meeting Exit Report Tampa, Florida September 17-19, 2024

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During our time in Tampa at the 2024-2025 Organizational Meeting, we discussed our Programs and Negotiations Committee's (PNC) goals that we wanted to implement and continue to achieve. We had an open discussion with the Executive Committee (EC) during our pre-organization meeting for the upcoming year. We were happy to have had the chance to go over questions we have and have their input for our goals for the upcoming year. We were also able to tentatively schedule the pre-negotiations meeting which will hopefully allow everyone enough time to mark that on their calendars and be able to make that date work.

We also had the opportunity during our two days of meeting to work with our fellow national chairs and make the following recommendations to the NASCOE officers and EC. The NASCOE National Committee Chairs recommended to:

- Have the ability to use QR codes on National convention program material and/or including these with registration/agenda packets and breakout session handouts sheets.
- Keep updated and streamlined communication templates, notifications letters or prepared emails regarding any potential government shutdowns/furloughs and/or any Farm Bill Extensions.
- Get access to the National Convention agenda sooner due to a shortened two-day National Convention being held in Montana.
 - Consider the possibility of merging committee breakout sessions to help accommodate more participation from convention attendees and maximize the use of our chair's meeting/time.

We were privileged to have one-on-one time with the NASCOE officers and reviewed our goals and needs for PNC team -

- WDC has a SharePoint site where they post all of the NASCOE submissions sent to them and asked us who we would like to access this information.
 - The officers agreed that they would prefer to have NASCOE officers and PNC National Chairs be the only FSA COF employees that can view this. As an added benefit for our NASCOE members, we would be sure to post screenshots and data within the NASCOE app of the progress of the submissions.
- We are going to soon work on scheduling a time with Tracey from the National Office to learn about some tools and workflows in SharePoint (SP) to make our

SP more efficient for improved communication with submitters; and we asked the officers if they would like to be invited to this training and be part of our testing of the workflows.

- They requested us to include Cal Sherrouse, Dawna Hines, Kayla Mattson, and Taylor Stucki and whoever is available during the time that we schedule with Tracey, will jump on the call as well.
- All the officers would appreciate being included in the workflow testing from the PNC SP to be able to see and approve the wording included for items whose routing is being changed, such as for items being closed and the reasoning provided to the submitter.
- We asked the officers if they would like us to continue to utilize video, PowerPoint, and PDFs for sharing how-to/demonstrations for submissions.
 - They agreed that people learn in different ways and so having all options is the best that we could provide for our members.
- The PNC team is going to improve this year about having regularly scheduled meetings throughout the year. We stay in communication with our area chairs frequently and we asked, the officers, if we could have quarterly meetings instead of monthly meetings. We proposed to have the first Wednesday of the month at 7 pm CST.
 - The time does not conflict with any other committee nor Area monthly meeting. So, the EC approved our time slot and said that they are comfortable with us having our meetings as often as we are comfortable meeting with our team and see no issue with quarterly meetings.
- We discussed tentative dates for the 2025 pre-negotiation meeting along with items to bring to the pre-negotiation meeting.
 - All officers were able to tentatively plan for the first weekend of February, Feb. 1st and 2nd, to have the pre-negotiations virtually.
 - Taylor needs our team to provide all the possible negotiation submissions to her by January 16th.
- Finally, we asked the officers if they had anything they wished to discuss with us or had any concerns or questions.
 - They mentioned that they would like to see our state PNC chairs utilized more. They suggested that when we ask our area chairs to reach out to a submitter, that they include the state chairs so the submitter can see someone that is an even closer step for them to be able to reach out to for help with a submission or other PNC question. They asked us to encourage our area chairs to try utilizing our state chairs as resources, more.

To continue on with our fast-paced and fulfilling committee, we have set these next set of goals for the PNC Team for the 2024-2025 NASCOE Fiscal Year:

- Continue to promote Programs and Negotiations to NASCOE members.
- Continue to educate members with tips for creating submissions based on suggestions from WDC.
 - The tips include:
 - Separate the facts from the issue and provide a reasonable and workable solution.

- Be specific in our ask and provide the name of the software or reports being used when submitting our suggestions.
- Separate multiple asks into multiple submissions.
- Continue to foster and work with the National Office and maintain our ongoing relationship during our biweekly meetings.
- Work on completing reviews of the 2024 submissions with WDC.
- Start to gather and pull together submission for the 2025 pre-negotiations process, which are needed after the closeout deadline of Dec. 31st.
- Work to improve the answered and closed response rate percentages.
- Educate ourselves, through trainings, on more SharePoint tools and try to establish a workflow task for items' "Status" changes to automate updates to submitters.
- Continue to share info bulletins or news flashes with membership of program submission wins.

Our team is pleased to know folks are continuing to use the program submission platform and understanding how we are using our new NASCOE SharePoint site to help gather and streamline all of these submissions. We currently have 77 program submissions since July 1, 2024.

We remain extremely grateful for this team and our amazing area chairs that work continuously to uphold our mission by submitting these programs and negotiations items to WDC. We will stay diligent with our duties and are appreciative of this opportunity to serve and represent NASCOE. We look forward to another year serving in the role of NASCOE Programs & Negotiations Committee Co-Chairs.

We respectfully submit this report as written,

Christa Kraatz and Sarah Howin

National Co-Chairs for Programs and Negotiations



National Association of FSA County Office Employees Publicity Committee

Organizational Meeting Exit Report September 17-18, 2024 Tampa, FL

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As I wrap up my 2nd NASCOE Organizational Meeting, I can't help but reflect on what an amazing, hardworking, and supportive team NASCOE truly is. I'm very excited about year two in this position since I've had a whole year to learn and experience the national publicity role and accompanying duties, and I especially look forward to involving the area publicity chairs more this go around and showcasing their talents and abilities.

Inbound Report Goals Recap:

- Hold monthly meetings with area publicity chairs to keep the publicity chain updated with resources, address issues or concerns, etc.
- Revamp the Convention Cash Club contest to increase participation; hold the contest a few months earlier this year due to June convention date.
- Share convention photos via a means that is practical, achievable, and available to members.
- Continue to focus on app, website, and social media marketing to maintain and grow membership engagement.
- Address app troubleshooting as needed and develop any needed tools and resources for members.
- Continually fine-tune our app membership database and email address updates
- Explore partnerships with area and state chairs to broaden reach.
- Improve website user experience and optimize for mobile devices for better engagement.
- Continue to work with the EC, Areas, and Committees to promote NASCOE as effectively as possible.

Additional Outbound Report Goals:

- Work with National Committee Chairs to update the "NASCOE Accomplishments" resource to post on the Publicity page of the website and share for other outreach purposes.
- Educate and redelegate to each Area Publicity Chair assisting duties such as responsibilities for:
 - Website
 - App
 - Facebook
 - Canva

Can't wait to see y'all again soon in Montana!

Respectfully submitted,

Marcy Logan



National Association of FSA County Office Employees Benefits & Emblems

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Organizational Meeting Exit Report
September 17-18, 2024
Tampa, FL

NASCOE's Organizational Meeting and National Leadership Conference allowed the Benefits & Emblems Committee to clarify its focus, build the necessary relationships and secure the resources required to move forward. Our priorities coming out of the 2024 National Convention in the Quad Cities have been refined and provided more clear cut goals. I am looking forward to working with NASCOE leadership and my team.

Outbound Report Goals for 2024

- Work with the NASCOE Executive Committee to meet the needs of our members
- Work closely with other national chairs to streamline our efforts at the mesh points of our domains to provide better services
- Continue to support our current providers
- Empower Area and State Chairs to create more opportunities for our members
 - When seeking new benefits, focus on local opportunities within areas or states
 - Investigate opportunities for NASCOE members' businesses to become providers
- Clarified communications policy and working arrangements when dealing with members job provided benefits

I appreciate the continued opportunity to work toward the needs of our Members.

Respectfully submitted,

Travis D. Eisele
NASCOE Benefits & Emblems Chairperson



National Association of FSA County Office Employees Membership Committee

Organizational Meeting Exit Report Tampa, Florida September 17-19, 2024

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NWA Chair
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MWA Chair
Abigail Frost
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SEA Chair
Maria Petrella
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SWA Chair
VACANT
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The Membership Committee was able to see a small increase in our membership percentage as we still had a lot of turn-over in co-workers. We are now preparing to face the challenge in the upcoming year of growing the membership of NASCOE. We see many opportunities as states begin to have in-person meetings and much of the co-worker turnaround is slowing and we have a more stable workforce. We will face these challenges and welcomed opportunities with a Membership Committee that will be made up of 2 veteran Area chairpersons, along with 3 new Area Membership Chairpersons.

The Membership Team has been implementing goals and ideas since the beginning of fiscal year 2025. A few of these include:

- Work with Technology Coordinator, Dawna Hines, Consultant, Cal Sherrouse and NASCOE Publicity Chair, Marcy Logan, on how to make the NASCOE APP more user-friendly for our membership. We must make use of the opportunities afforded to us with the APP to update members quickly on new information that is available.
- We are working to encourage members to sign up and make use of the NASCOE APP. We have seen a slow and steady increase in the number of members signing up and we expect more as we work with our states. We must remind our membership that the APP is the new way to receive information.
- We will continue reviewing reports available through the NASCOE APP and work on a system to provide these reports to the states for review and updates to be returned to the Area Chair to enter in the APP.
- We now have updated versions of the touch card that have been shared with the Executive Committee (EC). The EC will review and vet each one and decide which version would best tell the story of NASCOE and the State Associations for possible printing.

With these gains, we still have a lot of work ahead of us as a committee as does the Association as a whole. Coming out of the National Convention, the following goals for the Membership Committee have been set for 2024-2025:

- **Membership Growth** – In review of the 4th quarter report for 2024, the NASCOE membership stood at 70%. In review of the membership numbers, we had 4,842 members out of 7,004 COF employees (along with 65 GS members). This is the largest number of co-workers that we have in years. Beginning FY 2025 we have set a goal of gaining 5% in membership. If the COF numbers stay at 7,004, we would need to gain 346 new members while retaining the current members to reach our goal of 75% membership. Now that

we are once again having face-to-face meetings and trainings being held in states, this is a number that should be met.

- Membership Workgroup Meeting - During the Organizational Meeting, the EC approved the request of the Membership Committee to hold a Membership Workgroup Meeting in FY 2025. This will be a great opportunity for this group, made up of seasoned members and new members from all areas, to devise new strategies to increase and retain membership.
- Update the handout “What Has NASCOE Done Lately” – During membership drives, potential members usually ask the questions “What has NASCOE Done Lately”. The last version of this document was for NASCOE Committee information and wins in 2019-2020. This handout has been very helpful when talking with potential and current members, however, it needs to be brought up to date. During the Organizational meeting, the NASCOE Committee’s were tasked with updating their sections of this document with recent wins and updates. These new updates will be provided to NASCOE Publicity Committee Chairperson, Marcy Logan, who will put them together and form a new document.
- Monitoring Job Announcements - Area Membership Chairpersons continue to develop working relationships with their area’s state membership teams and assist in developing ways to increase membership and participation. It was noted that the SEA has a QR code and google forms instructions that help states monitor co-worker changes in their respective states. They have shared these tools with other Areas as well. We will continue to work on more up to date methods to help our states monitor their changes in co-workers and members.
- Membership Jump Teams – Jump teams have proven to be a valuable tool in assisting states in not only increasing their membership but to share ideas on retaining these members. Jump teams are also very useful in providing states who need additional training on leadership tools to help strengthen the framework of their Associations. We need to help associations prepare for future successions to leadership positions so that their membership gains will be maintained with the change in leadership. The Membership Committee plans to work with jump team members, executives, officers and states to develop plans of action for use by future jump teams.
- NASCOE Dues Review – The Area Chairpersons will continue to assist their respective Area Executives to ensure that dues are paid timely and to assist where necessary.
- Updated Membership training materials and resources – We will continue to update and prepare membership training materials and additional resources for both new and experienced membership chairpersons and officers to review and to use in their state.
- Monthly Membership Committee TEAMS Meetings – The Membership Committee plans to continue to have a monthly TEAMS meeting to share ideas, goals and concerns. These meetings will continue to be held the second Tuesday of the month

at 7:30 PM (EST) unless changed to make it more available to others. Area Chairs will be encouraged to invite membership chairs and officers to attend these calls.

- Area Membership Chairperson Calls – The Area Membership Committee Chairpersons will be challenged to have at least quarterly TEAMS calls with the their applicable states membership chairs and officers in to share ideas, successes and concerns. This will help to build better communication among the states as well.

We have also discussed challenges for State Associations:

- State Association Boards and their membership chairpersons should discuss and establish membership goals for 2024-2025 and a plan on how to meet their goal. They should then put their plan in action and monitor their goals throughout the year and update their plan accordingly. The respective Area Executives and Membership Chairperson should assist with accountability. They could even develop competitions among their own districts to strengthen their state position.
- States are to be encouraged to devise plans of succession. Leadership is crucial and State Associations need to prepare potential future leaders for success.
- States are encouraged to continue developing working relationships with their State Offices. State Associations should encourage their state office to have state association membership packages provided to all new co-workers or notify them when new co-workers come onboard and allow the Association to provide their information using the government e-mail and including the STO as a recipient of the email. States should also request monthly/quarterly meetings with their STO's and an annual meeting with their STC.
- States should make use of the availability of the NASCOE "Microsoft Teams." This tool could be used between their respective "in-person" meetings for continued communication between association officers, board, committeepersons, and members.

As we enter FY 2025, we are looking forward to working with our State, Area, and National representatives in promoting and growing NASCOE. We are very optimistic as we see many opportunities this year as states have in person meetings which allows members to meet face-to-face with new co-workers and non-members.

Recruitment is crucial. At the end of FY 2024, membership was at 70%! We ALL have a lot of work to do and the NASCOE Board has made this the number one priority. Everyone needs to share their own NASCOE story with those who are not members and be active!

Respectfully Submitted,

Emilee Seier

Glenn Thomas

NASCOE Membership Committee Co-Chairpersons



National Association of FSA County Office Employees County Office Advocacy Committee

2024-2025 NASCOE Organizational Meeting Outbound Report September 16-19, 2024, Tampa, FL

With the conclusion of the 2024-2025 NASCOE Organizational Meeting, I would like to thank the Executive Committee, Area Leadership, and my fellow National Committee Chairs for their support in helping me to comprehend the duties of the COAC chair. Throughout the duration of both the combined and individual executive committee and national chair meetings, we worked to refine and clarify the goals I will work to achieve in my first year serving as the COAC chair.

Please find the COAC 2024-2025 refined outbound report goals identified below:

1. Clarify five areas of responsibility for assignment to individual COAC area chairs defined as follows: Administrative Operations, Personnel Management, USDA Equity Commission, COC Program Authorities, and NAFEC. Each of these defined areas of responsibility will contribute in part to supporting the advancement of the COAC mission.

2. Work with the NASCOE Publicity Committee Chair to have the previously established COAC mission statement added to the NASCOE COAC webpage. The mission statement would serve to help clarify the committee's purpose and is as follows: *"To protect, enhance, and provide continual education for the farmer-elected committee and county office system for the betterment of NASCOE's membership, county office FSA employees, and the agricultural communities we serve while working independently, but cooperatively, with the National Association of Farmer-Elected Committees (NAFEC)."*

3. Review the COAC webpage to identify any additional materials or benefits that may be of value or support to COC members and the county office system. The COAC Chair will work with the Publicity Committee Chair to have any identified materials added to the webpage after Executive Committee approval.

4. The COAC Chair will establish bi-monthly meetings with area chairs to discuss business concerning the continued advancement of the committee mission and goals. An invite to the executive committee, area leadership, national chairs, and NAFEC will be extended as appropriate or as business dictates.

5. Actively monitor USDA Equity Commission developments in coordination with the Legislative Committee, NASCOE Consultant Hunter Moorhead, NASCOE's Equity Commission Task Force, and NAFEC assisting to notify stakeholders of actions that may not be in the best interest of the COC system.
6. Promote NAFEC's recruitment efforts to fill vacant state director positions and their continued effort to educate COC members on the NAFEC mission.

National Chair

Brian Gould
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NEA Chair

Barbie Parsons
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NWA Chair

Raela Brandt
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MWA Chair

Katrina Miller
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SEA Chair

James Dukes
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SWA Chair

Zach McHughes
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7. Research and actively call to the National Office's attention to corrections in handbook procedures for the COC system to remain strong, valued, and accurately represented in accordance with the established COC structure, while reminding them of NASCOE's importance.

It is truly a privilege to serve this association's membership alongside leadership that exhibits such support, hard work, and dedication to achieving our combined goals.

Respectfully submitted,

Brian T. Gould
NASCOE COAC Chair



National Association of FSA County Office Employees Legislative Committee

Organizational Meeting Exit Report Tampa, Florida September 17-18, 2024

National Co-Chair
David Wayne
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National Co-Chair
Amanda Ahrens
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Northeast Area Chair
Laurie Thiboutot
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Northwest Area Chair
Ashley Hilton
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Midwest Area Chair
Curtis Crawford
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Southeast Area Chair
Lindsey New
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Southwest Area Chair
Jason Nail
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The Legislative Committee would like to begin by thanking the Executive Committee for their continued dedication to serving NASCOE. We also want to thank them for providing a time for the National Committee Chairs to meet together as well as meet individually with the Executive Committee. This time together is vital to the success of our organization. There is no substitute for effective communication and collaboration as a leadership team. There were several legislative items discussed during the organizational meeting with two topics being the primary focus:

- Continuing Resolution and efforts to prevent a government shutdown
- Farm Bill Outreach and Advocacy

The Executive Committee and National Committee Chairs were able to hear from Hunter Moorhead, the NASCOE Legislative Consultant. Hunter provided an update on current legislative activities in Washington D.C. Hunter discussed the current negotiations surrounding the passage of a continuing resolution to prevent a government shutdown. A previous attempt to pass a 6 month funding package had failed. Congressional leaders were scheduled to continue talks into the week to reach an agreement. Hunter also discussed the Farm Bill and the progress in passing the bill before expiration. It is apparent that the current extension of the Farm Bill will expire and congress will either do another extension or try to rush and get one passed before the new congress in January. Hunter discussed the agricultural stakeholder fly-ins that had been occurring and their efforts to raise awareness of the dire situation in the current agricultural economy and the need for a new farm bill. Although there is not a clear path to fasttrack the passage of a new Farm Bill there is a considerable percentage of the congressional delegation that have been vocal about the need to do so. The Legislative Committee will continue to vigently monitor Congressional activities and ensure that the NASCOE membership remains informed.

Our National Legislative Committee for 2024-2025:

- David Wayne, National Co-Chair
- Amanda Ahrens, National Co-Chair
- Laurie Thiboutot, NEA Chair
- Ashley Hilton, NWA Chair
- Jason Nail, SWA Chair
- Curtis Crawford, MWA Chair
- Lindsey New, SEA Chair

Updated Goals

- The NASCOE PAC will continue to be a priority. The PAC is vital to our success with advocacy of NASCOE priorities. In the past the Committee has set a goal of increasing the PAC contributions by 3% in each area. This year we will strive to increase contributions to \$3,250 per pay period. The online signup process continues to be a successful way to recruit new contributors. We will place a focus on PAC promotion at the upcoming NASCOE Leadership Conference. We believe that emphasizing the importance of the PAC to these aspiring leaders is crucial to getting the message delivered to the states.
- We are set to rollout our Farm Bill and Appropriations Advocacy and Outreach Plan. An outreach package will be supplied to Area Executives. The intent is to stress the need to prevent Section 12204 from remaining in the Farm Bill. We will also stress the need for adequate funding for our County Offices to be able to effectively serve the American Agricultural Producer. We will continue to develop and monitor the success of our outreach efforts. The Legislative team is prepared to provide assistance and guidance to NASCOE members as they contact their local members of Congress.
- The Legislative Committee will collaborate with and support the County Office Advocacy Committee on the recent announcement of the Memorandum of Understanding between the National Farmers Union and the Farm Service Agency. We will monitor the progress on these hearing sessions and aid in NASCOE's efforts to promote our priorities.
- We will continue to monitor Equity Commission activities. Although at this time there have been no inclusions of recommendation #20 in the Farm Bill, we will advocate against that inclusion and include discussions related to the importance of the COC supervision of the CED. This will remain a priority of the Legislative Committee and we will work closely with COAC to advocate against inclusion of that recommendation.
- The Legislative Committee has initiated the process to develop a series of "PAC Success Stories". We believe that this will be a useful tool in our efforts to inform the NASCOE Membership of the importance of the PAC. We would like for these to be short videos that discuss a specific priority or effort that NASCOE had and how the PAC aides in supporting that priority. The intent is for them to be similar to the past Negotiations Video that talked about the success of the week.
- The Legislative committee pledges to provide timely legislative updates to the NASCOE membership. We will continue to work with our Legislative Consultant to develop Legislative Bulletins and maintain informational sheets as they are needed. We feel that effective communication and collaborate is key to the success of advocate for NASCOE priorities and initiatives. We are here to serve NASCOE and its members.

The Legislative Committee is looking forward to serving NASCOE and its members this upcoming year.

Respectfully submitted by your NASCOE Legislative Committee Co-Chairs,

David Wayne and Amanda Ahrens

NASCOE Executive Committee Meeting

Microsoft Teams, July 2, 2024 @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Marcinda Kester, Past President
Tina Williams, NEA Executive
Neil Burnette, SEA Executive
Terry Cater, SWA Alt Executive
Lacey Orcutt, NWA Executive
Dawn Ovesen, SEA Alt Executive
Tracy Wilson, SWA Executive
Janice Acree, MWA Executive
Sandra Scott, NEA Alt Executive

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. New Business
 - A. Approval of Minutes – **A MOTION was moved by Lacey Orcutt and seconded by Tina Williams to approve the minutes from the 06/04/2024 & 06/13/2024 EC Minutes as presented. Discussion. All in favor, motion carried.**
 - B. Laptop Purchase for Sandy Scott – **A MOTION was moved by Neil Burnette and seconded by Secretary Stucki to allow Sandra Scott to purchase her NASCOE laptop 3 months early as her intent is to continue as the NEA Executive in September and if those plans change all monies will be returned to NASCOE for this stipend. Discussion. All in favor, motion carried.**
 - C. VASCOE Stipend Request – **A MOTION was moved by Secretary Stucki and seconded by Neil Burnette to deny the request of an additional \$500 stipend to Vermont for the National Convention and ask them to submit a request for a scholarship if needed for the 2024 NASCOE Leadership Conference. Discussion. All in favor, motion carried.**
 - D. National Convention Cash Club Award Request – **A MOTION was moved by Tracy Wilson and seconded by Janice Acree to approve the request of awarding the three eligible submissions from the 2024 Cash Club contest regardless of area they are representing. Discussion. All in favor, motion carried.**
- IV. Discussion
 - A. State Dues Update – Treasurer Colgrove updated the areas with who is missing transmittals and who is missing payment. Please reach out to all states and have them get in touch with Treasurer Colgrove ASAP.

- B. CD Renewal – **A MOTION was moved by Neil Burnette and seconded by Vice President Mattson to reinvest the full amount of the CD at time of expiration on July 30, 2024, as long as the current terms of 13 month at a 4.9% rate of return or higher rate of return are available. Discussion. All in favor, motion carried.**
- C. FSA Task Force Update – President Foster has asked the National Office for a listing of all active taskforce and who the members are. We are currently waiting for this information before we can move forward. Many taskforces have been dismissed or members have been replaced without our knowledge, so when this information is received from NO we will update.
- D. 2024 Convention Updates – There will not be a planning call this month; however, Treasurer Colgrove will be touching base with IL on which states have sent a donation and will share with the EC via email.
- E. 2026 Convention Site – If there is a state interested, please get in touch with Secretary Stucki ASAP. Secretary Stucki will be reaching out to a few cities that have emailed her about wanting to host the convention themselves to see if that is an option.
- F. Convention Pre-Meeting Calls – All TEAMS meeting invites have been sent out by Secretary Stucki and if the time does not work for a committee chair, she will reschedule, but all other attendees on the call are optional. The EC call and joint EC/National Chair call are also set and if an executive cannot attend, please make sure your Alt Executive is on the call.
- G. By-Law Recommendations – **A MOTION was moved by Vice President Mattson and seconded by Secretary Stucki to move forward with the bylaw recommendations as proposed (Exhibit 1) and present them to the Board of Directors as a proposed bylaw amendment at the 2024 NASCOE National Convention. Discussion. Roll call vote. Majority opposed; motion failed.**
 - SEA: No
 - SWA: No
 - NWA: No
 - MWA: No
 - NEA: NO
 - Treasurer: Yes
 - Vice President: Yes
 - Secretary: Yes
- H. **A MOTION was moved by Janice Acree and seconded by Secretary Stucki to approve the amended bylaw recommendations (Exhibit 2) as a proposed bylaw amendment at the 2024 NASCOE National Convention. Discussion. Roll call vote requested. Majority in favor, motion carried.**
 - SEA: No
 - SWA: No
 - NWA: Yes
 - MWA: Yes
 - NEA: Yes
 - Treasurer: Yes
 - Vice President: Yes
 - Secretary: Yes
- I. EC Policy Revisions – These revisions are not ready, and we will send these out via email for the EC to review the recommendations.

A MOTION was moved to adjourn at 8:32pm by Tina Williams and seconded by Lacey Orcutt. All in favor, motion carried.

BYLAWS
OF
NATIONAL ASSOCIATION OF
FSA COUNTY OFFICE EMPLOYEES

ARTICLE 1
DEFINITIONS

As used in these Bylaws, the following terms shall have the meanings set forth below:

“Area” means each of the following five geographic regions:

- (a) Midwest (consisting of the states of Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin);
- (b) Northeast (consisting of the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, **New Jersey**, New York, Pennsylvania, Rhode Island, Vermont and West Virginia);
- (c) Northwest (consisting of the states of Alaska, Idaho, Montana, Nebraska, North Dakota, Oregon, South Dakota, Washington and Wyoming);
- (d) Southeast (consisting of the states of Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee and Virginia **along with territories of Puerto Rico and Virgin Islands**); and
- (e) Southwest (consisting of the states of Arizona, California, Colorado, Hawaii, Kansas, Nevada, New Mexico, Oklahoma, Texas and Utah **along with territory of Guam**).

“Area Executive” means, with respect to each Area, the County Office Employee in Good Standing elected or appointed by the State Delegates from within that Area to serve as the Area’s Area Executive.

“Articles” means the Association’s Articles of Incorporation, as the same may be amended and/or restated from time-to-time.

“Association” means National Association of FSA County Office Employees, a South Dakota nonprofit corporation.

“Board” means the Association’s Board of Directors.

“County Office Employee in Good Standing” means a person who is a Regular Member in good standing with the Association and: (a) a permanent appointment FSA County Office Employee whose work performance evaluation rating or reviewing official is the FSA County Committee, or (b) a County Executive Director in Training. Any employee whose work performance evaluation rating or reviewing official is a FSA District Director is not a “County Office Employee” in Good Standing, even though he or she may be a Regular Member in good standing with the Association.

“Director” means each member of the Board.

“Executive Committee” means the Association’s Executive Committee established pursuant to Article 6.

“Executive Committee Member” means each member of the Executive Committee.

“FSA” means the USDA Farm Service Agency.

“Member” means each Member of the Association, regardless of membership class and including (without limitation) Regular Members.

“Regular Member” means each person admitted as a member of the Association pursuant to Section 3.2.

“State Affiliate” means each State Association that is admitted by the Board as an affiliate of the Association.

“State Association” means each state-level nonprofit FSA employee association.

“State Delegate” means each person who is elected or appointed by his or her State Affiliate to serve as its delegate to the Association in accordance with Section 4.3 and otherwise meets the State Delegate qualifications set forth in these Bylaws.

ARTICLE 2 PRINCIPAL AND REGISTERED OFFICES

2.1 **Principal Office.** The Association’s principal office shall be located at such a place as the Board may designate from time-to-time. The Association may have such other offices, either within or without the State of South Dakota, as the Board may designate or as the affairs of the Association may require from time-to-time.

2.2 **Registered Office and Registered Agent.** The registered office and registered agent of the Association shall be those designated as such in its Articles, and either designation may be changed from time-to-time by the Board.

ARTICLE 3
STATE AFFILIATES AND MEMBERS; MEMBER MEETINGS

3.1 **State Affiliates – Qualification and Admission; Certain Obligations.** The Board may admit such State Associations as State Affiliates as the Board may determine from time-to-time; *provided* that, in order to be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- (a) Have in excess of 50% of is eligible members as members of the State Association;
- (b) Timely pay its dues to the Association, in the amounts and when due as established by the Board from time-to-time; and
- (c) Otherwise fully comply with these Bylaws and all applicable qualifications and Association policies now or hereafter established by the Board.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate), and shall provide such records to the Association promptly upon the request of any Association Officer.

The Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing.

3.2 **Regular Members.** **FSA employees who are a** member in good standing of a State Affiliate shall be automatically admitted as a Regular Member of the Association if he or she:

- (a) Demonstrates in good faith that he or she is interested in the purpose of the Association;
- (b) Is not a member of any organization of government employees who asserts the right to strike against the government of the United States, and is not engaged in any strike against the government of the United States;
- (c) Is not a member of any organization which advocates the overthrow of the United State's constitutional form of government; and
- (d) Meets such additional qualifications (if any) as may be established by the Board from time-to-time.

No other person(s) will be entitled to membership in the Association as a Regular Member.

Each person admitted as a Regular Member of the Association shall continue to maintain such membership so long as:

(x) His or her State Affiliate remains a State Affiliate in good standing with the Association; and

(y) He or she:

- (1) Remains a member in good standing of his or her State Affiliate;
- (2) Continues to meet all of the qualifications listed in Subsections (a) through (d), above;
- (3) Does not use his or her position with or membership in the Association for the purpose of engaging in any activity other than the stated purpose of the Association; and
- (4) Continues to fully comply with these Bylaws and such Association policies as the Board may adopt from time-to-time.

In the event any Regular Member fails to fully satisfy any such requirement, then his or her membership with the Association shall automatically and immediately terminate.

3.3 Classes. As of the date these Bylaws are adopted, there is only one membership class (*i.e.*, the Regular Members class). However, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion.

3.4 Member Suspension and Expulsion, Generally. Without limiting the automatic termination provisions set forth in Section 3.2 or elsewhere in these Bylaws, the Board shall have the authority to suspend and/or expel any Member (including, without limitation, Regular Members and other Members, if any) who fails to fully comply with these Bylaws and/or such Association policies as the Board may adopt from time-to-time.

3.5 ~~No Voting Rights. No Member will have any voting or approval rights whatsoever.~~
Voting Rights. The voting rights of regular members is limited to the election of the Board of Directors as elected or appointed pursuant to Section 4.3.

3.6 Meetings of the Members.

3.6.1 Annual Meetings. The annual meeting of the Members shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1.

3.6.2 Special Meetings. Special meetings of the Members may be called by the President or the Board; *provided* that the President shall call a special meeting of the Members upon the written request of not less than 33% of all Regular Members.

3.6.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to the Members by the Secretary not less than 10 days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

3.6.4 Waiver of Notice. The attendance (in person or electronically) of a Member at any meeting will constitute a waiver of a notice of the meeting, except where a Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Member may submit a signed waiver of notice of a meeting.

3.6.5 Location of Meetings; Electronic Meetings. Meetings of the Members may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of electronic communication that allows the Members to substantially see or hear the proceedings concurrently with their occurrence, post questions and make comments. A Member's presence in any meeting via electronic communication shall constitute that Member's presence at the meeting for all purposes.

3.6.6 Limitation. Nothing in this Section 3.6 may be construed as granting any voting or approval rights to any Member, nor as otherwise limiting the provisions of Section 3.5.

ARTICLE 4 BOARD OF DIRECTORS

4.1 General Powers. The Association's business, property and affairs will be managed by the Board upon and subject to the provisions of these Bylaws.

4.2 Number. The number of Directors shall be equal to the product of the number of State Affiliates multiplied by two; *provided* that the number of Directors shall never be less than three. As the number of State Affiliates increases or decreases, the number of Directors shall also increase or decrease accordingly, subject to the limitation set forth immediately above.

4.3 Qualification, Appointment and Term; State Delegates. Each State Delegate shall be automatically appointed as a Director, and his or her term as a Director shall last for so long as he or she remains a State Delegate, subject to his or her earlier resignation or removal as set forth herein.

Each State Affiliate shall elect or appoint and maintain two State Delegates. No State Affiliate may have more than two State Delegates at any given time. Each State Delegate must be a County Office Employee in Good Standing. A State Affiliate may remove any of its State Delegates and elect or appoint replacement State Delegates from time-to-time in its discretion; *provided* that a State Affiliate shall immediately remove and replace any of its State Delegates who fails to continue to meet any of applicable qualification set forth in these Bylaws. In the event of any change in or disqualification of any State Delegate, the applicable State Affiliate shall

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immediately provide written notice thereof to the Secretary.

4.4 Powers and Duties. The Board will have all powers and duties necessary or appropriate for the administration of the affairs of the Association, which shall include (without limitation):

- (a) Establishing and collecting dues from State Affiliates;
- (b) Engaging and dismissing employees, independent contractors and agents necessary for the efficient and productive operation of the Association's business and affairs;
- (c) Opening bank accounts and designating signers therefor;
- (d) Purchasing, leasing, selling and otherwise acquiring and disposing of property;
- (e) Obtaining and maintaining insurance for the Association and its Directors, Executive Committee Members, Officers and property;
- (f) Adopting, modifying and enforcing Association policies;
- (g) Approving the Association's merger with any other corporation or organization under such terms and conditions as may be acceptable to the Board; and
- (h) Exercising and fulfilling any of the powers and duties set forth in the Articles, the Bylaws and the South Dakota Non-Profit Association Act, respectively.

4.5 Resignation. Any Director may resign at any time upon written notice to his or her State Affiliate, in which case the State Affiliate shall immediately forward such notice of resignation to the Secretary. Notice of resignation will be effective upon receipt by the applicable State Affiliate or at such later time (if any) designated in the notice.

4.6 Removal. Any Director may be removed by the affirmative vote of not less than 67% of the Directors at any annual or special meeting. Any Director whose removal has been proposed must be given an opportunity to be heard at the meeting to discuss and vote on his or her removal.

4.7 Vacancies. Any vacancy in the Board will be filled only when a substitute State Delegate is elected or appointed by the applicable State Affiliate in accordance with Section 4.3 (in which case the substitute State Delegate will automatically become a Director pursuant to Section 4.3). Until the vacancy is so filled, the seat shall remain vacant.

4.8 Meetings of the Directors.

4.8.1 Annual Meetings. Commencing in 2024, the Board will hold an annual meeting each year at a time and date to be determined by the Board, to elect Officers and

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attend to any other business that may properly come before the Board. If the Board fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Board to hold any annual meeting shall not cause the dissolution of the Association.

4.8.2 Special Meetings. Special meetings of the Board may be called by the President; *provided* that the President shall call a special meeting of the Board upon the written request of not less than 15% of all Directors or not less than four Executive Committee Members.

4.8.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Directors by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

4.8.4 Waiver of Notice. The attendance (in person or electronically) of a Director at a Board meeting will constitute a waiver of a notice of the meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Director may submit a signed waiver of notice of a meeting.

4.8.5 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Directors may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. A Director's presence in any meeting via telephonic or electronic communication shall constitute that Director's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Directors exists).

4.8.6 Quorum. A majority of the Directors then in office constitutes a quorum for the transaction of business at any meeting of the Board.

4.8.7 Voting; Manner of Acting. Each Director shall have one vote. At any Board meeting at which a quorum is present, the affirmative vote of a majority of the Directors present will constitute authorized actions of the Board, except in those instances in which approval exceeding a simple majority is required by these Bylaws or applicable law.

4.8.8 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Board.

4.8.9 Writings in Lieu of Board Meetings. Any action required or permitted to be taken by the Board may be taken without a meeting if, before or after the action, all Directors consent to the action in writing. Written consents must be filed with the minutes of the proceedings of the Board.

4.9 Committees. In addition to the Executive Committee created pursuant to Article 5, the Board may, by resolution, create one or more additional committees to exercise any powers of

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the Board in managing the Association's business affairs. Each such committee will operate in accordance with the terms of the resolution of the Board designating the committee or with rules adopted by the Board.

4.10 Compensation and Expense Reimbursement. Directors will receive no compensation for serving as a Director. However, Directors shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

4.11 Liability. Directors will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith. The Association shall defend, indemnify and hold harmless each Director against all contractual liability to others arising out of contracts approved by the Board on behalf of the Association, unless a contract was made in bad faith or contrary to the provisions of these Bylaws. It is intended Directors will have no personal liability with respect to any contract made by them on behalf of the Association.

ARTICLE 5 EXECUTIVE COMMITTEE

5.1 Creation; Powers and Duties. There is hereby created an Executive Committee, having the authority and responsibilities set forth in this Article 5.

5.2 Powers and Duties; Limitations. Except as may be expressly limited from time-to-time by Board resolution, the Executive Committee shall have the full power, authority and (to the extent of the Executive Committee's power and authority) duties of the Board, except the Executive Committee will not have the power or authority to do any of the following:

- (a) Establish, change or compromise dues;
- (b) Adopt any policy, or take any other action, that is contrary to any then in-effect policy or action adopted or taken by the Board;
- (c) Elect the 13th member of the Executive Committee (if required), remove any Executive Committee Member from the Executive Committee, or fill any vacancy on the Executive Committee;
- (d) Elect or remove any Officer, or fill any vacancy in any office;
- (e) Create any committee that purports to have any Board power or authority;
- (f) Amend or restated the Articles;
- (g) Amend, repeal or restate these Bylaws; or
- (h) Dissolve or terminate the Association.

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For the purposes of these Bylaws and otherwise, any action or approval of the Executive Committee shall constitute the action or approval of the Board so long as the action or approval was undertaken or granted within the scope of the Executive Committee's authority and otherwise consistently with the provisions of these Bylaws.

5.3 Number, Appointment and Term of Members. The Executive Committee shall consist of 12 members, and the following persons shall automatically be appointed as members of the Executive Committee (provided that each of them meets the qualifications set forth in these Bylaws), and his or her term shall last for so long as he or she holds the position giving rise to his or her appointment as a member of the Executive Committee, subject to his or her earlier resignation or removal as set forth herein: the President, the Vice President, the Secretary, the Treasurer, each Area Executive, the immediate past President, the immediate past Secretary and the immediate past Treasurer; *provided* that, if none of the persons identified immediately above is a Director, then the Executive Committee shall instead consist of 13 members and the Board shall elect one Director to serve as the 13th member of the Executive Committee.

5.4 Resignation. Any Executive Committee Member may resign at any time upon written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at such later time (if any) designated in the notice.

5.5 Removal. Any Executive Committee Member may be removed by the affirmative vote of a majority of the Directors at any annual or special meeting.

5.6 Vacancies. If any Executive Committee Member resigns or is removed and such resignation or removal is effective while he or she still holds the capacity that caused his or her appointment to the Executive Committee pursuant to Section 5.3 (*i.e.*, President, Vice President, Secretary, Treasurer, an Area Executive, past President, past Secretary, past Treasurer or a Director), the resulting vacancy shall be filled by majority vote of the Board; *provided* that, the person so elected by the Board shall serve only until his or her successor is elected or appointed pursuant to Section 5.3. All other vacancies will be filled only when his or her successor is elected or appointed pursuant to Section 5.3 and, until the vacancy is so filled, the seat shall remain vacant.

5.7 Meetings of the Executive Committee.

5.7.1 Regular Meetings. The Executive Committee will meet from time-to-time as determined by resolution of the Executive Committee without notice other than the resolution. The Executive Committee's failure to hold any regular meeting shall not cause the dissolution of the Association.

5.7.2 Annual Meetings. The annual meeting of the Executive Committee shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1. If the Executive Committee fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Executive Committee to hold any annual meeting shall not cause the dissolution of the Association.

5.7.3 Special Meetings. Special meetings of the Executive Committee may be called by the President, by the Board or by any four Executive Committee Members.

5.7.4 Notice of Meetings. Except for regular meetings, written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Executive Committee Members by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

5.7.5 Waiver of Notice. The attendance (in person or electronically) of an Executive Committee Member at an Executive Committee meeting will constitute a waiver of a notice of the meeting, except where an Executive Committee Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, an Executive Committee Member may submit a signed waiver of notice of a meeting.

5.7.6 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Executive Committee may be held: (a) at such locations as the Executive Committee may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. An Executive Committee Member's presence in any meeting via telephonic or electronic communication shall constitute that Executive Committee Member's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Executive Committee Members exists).

5.7.7 Quorum. A majority of the Executive Committee Members then in office and entitled to vote constitutes a quorum for the transaction of business at any meeting of the Executive Committee.

5.7.8 Voting; Manner of Acting. Except for the past President, the past Secretary and the past Treasurer, each Executive Committee Member shall have one vote. The past President, the past Secretary and the past Treasurer shall have no voting rights whatsoever as an Executive Committee Member. At any Executive Committee meeting at which a quorum is present, the affirmative vote of a majority of the Executive Committee Members present and entitled to vote will constitute authorized actions of the Executive Committee, except in those instances in which approval exceeding a simple majority is required by these Bylaws, applicable Board resolution or applicable law.

5.7.9 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Executive Committee.

5.7.10 Writings in Lieu of Executive Committee Meetings. Any action required or permitted to be taken by the Executive Committee may be taken without a meeting if, before or after the action, all Executive Committee Members entitled to vote consent to the action in writing. Written consents must be filed with the minutes of the proceedings of

the Executive Committee. As the past President, the past Secretary and the past Treasurer have no voting rights, they will not be required to sign any such written action in order for the same to be effective.

5.8 Compensation and Expense Reimbursement. Executive Committee Members will receive no compensation for serving on the Executive Committee. However, Executive Committee Members shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

5.9 Liability. Executive Committee Members will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith.

ARTICLE 6 OFFICERS

6.1 Offices. The Association's Officers shall consist of a President, Vice President, Secretary and Treasurer, all of whom shall be elected by the Board at its annual meeting or at its special meeting in lieu thereof.

6.2 Qualification. Only a County Office Employee in Good Standing may be Officers of the Association. One person may hold two offices, except one person may not hold the offices of President and Secretary, nor President and Vice President, at the same time. Officers may but need not be Directors.

6.3 Resignation. Any Officer may resign at any time by providing written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at a later time designated in the notice.

6.4 Removal. The Board may, at any annual or special meeting of the Board, remove any Officer (with or without cause) by a majority vote of the Directors, excluding the Officer if he or she is also a Director.

6.5 Vacancies. Any vacancy in an office may be filled by a majority vote of the Board, excluding the Officer who was removed if the Officer was removed from office and remains on the Board.

6.6 Officers.

6.6.1 President. The President will be the chief executive Officer of the Association and will have authority over the general control and management of the Association's business and affairs. The President will sign all Association documents and agreements, unless the President or the Board instructs the signing be done with or by some other Officer, agent, or employee. The President will see that all actions taken by the Board are executed and will perform all other duties incident to the office. This duty is subject, however, to the President's right and the right of the Board to delegate any specific power to any other Officer.

6.6.2 Vice President. The Vice President will have the power to perform duties that may be assigned by the President or the Board. If the President is absent or unable to perform his or her duties, the Vice President will perform the duties until the President is able to resume fulfilling his or her duties or the Board directs otherwise. The Vice President will perform all duties incident to the office.

6.6.3 Secretary. The Secretary will: (a) keep minutes of Board meetings and member meetings, (b) be responsible for providing notices to Members, Directors, Executive Committees and others, as required by these Bylaws and applicable law, (c) be the custodian of Association's records (including, without limitation, all records and notices provided by State Affiliates), (d) keep a register of the names and addresses of each Director, Executive Committee Member, Officer, State Affiliate and Area Executive and State Delegate, and (e) perform all duties incident to the office and other duties assigned by the President and/or the Board.

6.6.4 Treasurer. The Treasurer will: (a) have charge and custody over the Association's funds and securities, (b) keep accurate books and records of the Association's receipts and disbursements, (c) deposit all moneys and securities received by the Association at depositories designated by the Board, (d) complete all required tax filings, and (e) perform all duties incident to the office and other duties assigned by the President or the Board.

6.7 Compensation and Expense Reimbursement. Officers will receive no compensation for serving as an Officer. However, Officers shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

ARTICLE 7 INDEMNIFICATION

The Association shall defend, indemnify, hold harmless and advance expenses to any person who is or was a party to any threatened, pending or completed suit or proceeding, whether civil, criminal, administrative, or investigative and whether formal or informal, to which he or she is a party due to being or having been a Director, Executive Committee Member or Officer of the Association, whether or not he or she is a Director, Executive Committee Member or Officer at the time the expenses are incurred, except as otherwise prohibited by law.

ARTICLE 8 AMENDMENTS

These Bylaws may be amended, repealed and/or restated from time-to-time by the affirmative vote of not less than 67% of the Directors at any annual or special meeting.

**ARTICLE 9
MISCELLANEOUS**

9.1 References. Unless otherwise expressly indicated, all references in these Bylaws to articles and sections refer to articles and sections of these Bylaws.

9.2 Severability. If any provision of these Bylaws is held to be partially or wholly invalid or unenforceable for any reason, the holding will not affect, alter, modify or impair any of the other provision of these Bylaws.

CERTIFICATION OF BYLAWS

The undersigned Secretary of National Association of FSA County Office Employees hereby certifies that the foregoing Bylaws of National Association of FSA County Office Employees as originally adopted by the Board via a Writing in Lieu of Organizational Meeting effective July 20, 2023 was amended by the Board on August 10, 2024.

The Effective Date of this amendment is August 10, 2024.

Taylor Stucki, Secretary
National Association of FSA County
Office Employees

**BYLAWS
OF
NATIONAL ASSOCIATION OF
FSA COUNTY OFFICE EMPLOYEES**

**ARTICLE 1
DEFINITIONS**

As used in these Bylaws, the following terms shall have the meanings set forth below:

“Area” means each of the following five geographic regions:

- (a) Midwest (consisting of the states of Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio and Wisconsin);
- (b) Northeast (consisting of the states of Connecticut, Delaware, Maine, Maryland, Massachusetts, New Hampshire, **New Jersey**, New York, Pennsylvania, Rhode Island, Vermont and West Virginia);
- (c) Northwest (consisting of the states of Alaska, Idaho, Montana, Nebraska, North Dakota, Oregon, South Dakota, Washington and Wyoming);
- (d) Southeast (consisting of the states of Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee and Virginia **along with territories of Puerto Rico and Virgin Islands**); and
- (e) Southwest (consisting of the states of Arizona, California, Colorado, Hawaii, Kansas, Nevada, New Mexico, Oklahoma, Texas and Utah **along with territory of Guam**).

“Area Executive” means, with respect to each Area, the County Office Employee in Good Standing elected or appointed by the State Delegates from within that Area to serve as the Area’s Area Executive.

“Articles” means the Association’s Articles of Incorporation, as the same may be amended and/or restated from time-to-time.

“Association” means National Association of FSA County Office Employees, a South Dakota nonprofit corporation.

“Board” means the Association’s Board of Directors.

“County Office Employee in Good Standing” means a person who is a Regular Member in good standing with the Association and: (a) a permanent appointment FSA County Office Employee whose work performance evaluation rating or reviewing official is the FSA County Committee, or (b) a County Executive Director in Training. Any employee whose work performance evaluation rating or reviewing official is a FSA District Director is not a “County Office Employee” in Good Standing, even though he or she may be a Regular Member in good standing with the Association.

“Director” means each member of the Board.

“Executive Committee” means the Association’s Executive Committee established pursuant to Article 6.

“Executive Committee Member” means each member of the Executive Committee.

“FSA” means the USDA Farm Service Agency.

“Member” means each Member of the Association, regardless of membership class and including (without limitation) Regular Members.

“Regular Member” means each person admitted as a member of the Association pursuant to Section 3.2.

“State Affiliate” means each State Association that is admitted by the Board as an affiliate of the Association.

“State Association” means each state-level nonprofit FSA employee association.

“State Delegate” means each person who is elected or appointed by his or her State Affiliate to serve as its delegate to the Association in accordance with Section 4.3 and otherwise meets the State Delegate qualifications set forth in these Bylaws.

ARTICLE 2 PRINCIPAL AND REGISTERED OFFICES

2.1 **Principal Office.** The Association’s principal office shall be located at such a place as the Board may designate from time-to-time. The Association may have such other offices, either within or without the State of South Dakota, as the Board may designate or as the affairs of the Association may require from time-to-time.

2.2 **Registered Office and Registered Agent.** The registered office and registered agent of the Association shall be those designated as such in its Articles, and either designation may be changed from time-to-time by the Board.

ARTICLE 3
STATE AFFILIATES AND MEMBERS; MEMBER MEETINGS

3.1 State Affiliates – Qualification and Admission; Certain Obligations. The Board may admit such State Associations as State Affiliates as the Board may determine from time-to-time; *provided* that, in order to be admitted and remain in good standing as a State Affiliate, the State Association must, at a minimum:

- (a) Have in excess of 50% of is eligible members as members of the State Association;
- (b) Timely pay its dues to the Association, in the amounts and when due as established by the Board from time-to-time; and
- (c) Otherwise fully comply with these Bylaws and all applicable qualifications and Association policies now or hereafter established by the Board.

Each State Affiliate shall keep and maintain accurate and complete records of its members (including, at a minimum, member names and contact information, the names of its State Delegates, and indicating whether each member is or is not in good standing with the State Affiliate), and shall provide such records to the Association promptly upon the request of any Association Officer.

The Board shall have the authority to suspend and/or expel any State Affiliate for its failure to pay dues or any other circumstance that causes the State Affiliate to not be in good standing.

3.2 Regular Members. **FSA employees who are a** member in good standing of a State Affiliate shall be automatically admitted as a Regular Member of the Association if he or she:

- (a) Demonstrates in good faith that he or she is interested in the purpose of the Association;
- (b) Is not a member of any organization of government employees who asserts the right to strike against the government of the United States, and is not engaged in any strike against the government of the United States;
- (c) Is not a member of any organization which advocates the overthrow of the United State’s constitutional form of government; and
- (d) Meets such additional qualifications (if any) as may be established by the Board from time-to-time.

No other person(s) will be entitled to membership in the Association as a Regular Member.

Each person admitted as a Regular Member of the Association shall continue to maintain such membership so long as:

(x) His or her State Affiliate remains a State Affiliate in good standing with the Association; and

(y) He or she:

- (1) Remains a member in good standing of his or her State Affiliate;
- (2) Continues to meet all of the qualifications listed in Subsections (a) through (d), above;
- (3) Does not use his or her position with or membership in the Association for the purpose of engaging in any activity other than the stated purpose of the Association; and
- (4) Continues to fully comply with these Bylaws and such Association policies as the Board may adopt from time-to-time.

In the event any Regular Member fails to fully satisfy any such requirement, then his or her membership with the Association shall automatically and immediately terminate.

3.3 Classes. As of the date these Bylaws are adopted, there is only one membership class (*i.e.*, the Regular Members class). However, the Board may, from time-to-time by resolution, establish one or more additional classes of membership. In such event, the designation of such additional class(es), and the qualifications and rights of members associated therewith, shall be determined by the Board. The Board shall also be entitled to reclassify, modify and/or eliminate any class or classes of membership (including, without limitation, the Regular Members class), in its discretion.

3.4 Member Suspension and Expulsion, Generally. Without limiting the automatic termination provisions set forth in Section 3.2 or elsewhere in these Bylaws, the Board shall have the authority to suspend and/or expel any Member (including, without limitation, Regular Members and other Members, if any) who fails to fully comply with these Bylaws and/or such Association policies as the Board may adopt from time-to-time **by resolution.**

3.5 ~~No Voting Rights. No Member will have any voting or approval rights whatsoever.~~
Voting Rights. The voting rights of regular members is limited to the election of the Board of Directors as elected or appointed pursuant to Section 4.3.

3.6 Meetings of the Members.

3.6.1 Annual Meetings. The annual meeting of the Members shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1.

3.6.2 Special Meetings. Special meetings of the Members may be called by the President or the Board; *provided* that the President shall call a special meeting of the Members upon the written request of not less than 33% of all Regular Members.

3.6.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to the Members by the Secretary not less than 10 days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

3.6.4 Waiver of Notice. The attendance (in person or electronically) of a Member at any meeting will constitute a waiver of a notice of the meeting, except where a Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Member may submit a signed waiver of notice of a meeting.

3.6.5 Location of Meetings; Electronic Meetings. Meetings of the Members may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of electronic communication that allows the Members to substantially see or hear the proceedings concurrently with their occurrence, post questions and make comments. A Member's presence in any meeting via electronic communication shall constitute that Member's presence at the meeting for all purposes.

3.6.6 Limitation. Nothing in this Section 3.6 may be construed as granting any voting or approval rights to any Member, nor as otherwise limiting the provisions of Section 3.5.

ARTICLE 4 BOARD OF DIRECTORS

4.1 General Powers. The Association's business, property and affairs will be managed by the Board upon and subject to the provisions of these Bylaws.

4.2 Number. The number of Directors shall be equal to the product of the number of State Affiliates multiplied by two; *provided* that the number of Directors shall never be less than three. As the number of State Affiliates increases or decreases, the number of Directors shall also increase or decrease accordingly, subject to the limitation set forth immediately above.

4.3 Qualification, Appointment and Term; State Delegates. Each State Delegate shall be automatically appointed as a Director, and his or her term as a Director shall last for so long as he or she remains a State Delegate, subject to his or her earlier resignation or removal as set forth herein.

Each State Affiliate shall elect or appoint and maintain two State Delegates. No State Affiliate may have more than two State Delegates at any given time. Each State Delegate must be a County Office Employee in Good Standing. A State Affiliate may remove any of its State Delegates and elect or appoint replacement State Delegates from time-to-time in its discretion; *provided* that a State Affiliate shall immediately remove and replace any of its State Delegates who fails to continue to meet any of applicable qualification set forth in these Bylaws. In the event of any change in or disqualification of any State Delegate, the applicable State Affiliate shall

immediately provide written notice thereof to the Secretary.

4.4 Powers and Duties. The Board will have all powers and duties necessary or appropriate for the administration of the affairs of the Association, which shall include (without limitation):

- (a) Establishing and collecting dues from State Affiliates;
- (b) Engaging and dismissing employees, independent contractors and agents necessary for the efficient and productive operation of the Association's business and affairs;
- (c) Opening bank accounts and designating signers therefor;
- (d) Purchasing, leasing, selling and otherwise acquiring and disposing of property;
- (e) Obtaining and maintaining insurance for the Association and its Directors, Executive Committee Members, Officers and property;
- (f) Adopting, modifying and enforcing Association policies;
- (g) Approving the Association's merger with any other corporation or organization under such terms and conditions as may be acceptable to the Board; and
- (h) Exercising and fulfilling any of the powers and duties set forth in the Articles, the Bylaws and the South Dakota Non-Profit Association Act, respectively.

4.5 Resignation. Any Director may resign at any time upon written notice to his or her State Affiliate, in which case the State Affiliate shall immediately forward such notice of resignation to the Secretary. Notice of resignation will be effective upon receipt by the applicable State Affiliate or at such later time (if any) designated in the notice.

4.6 Removal. Any Director may be removed by the affirmative vote of not less than 67% of the Directors at any annual or special meeting. Any Director whose removal has been proposed must be given an opportunity to be heard at the meeting to discuss and vote on his or her removal.

4.7 Vacancies. Any vacancy in the Board will be filled only when a substitute State Delegate is elected or appointed by the applicable State Affiliate in accordance with Section 4.3 (in which case the substitute State Delegate will automatically become a Director pursuant to Section 4.3). Until the vacancy is so filled, the seat shall remain vacant.

4.8 Meetings of the Directors.

4.8.1 Annual Meetings. Commencing in 2024, the Board will hold an annual meeting each year at a time and date to be determined by the Board, to elect Officers and

attend to any other business that may properly come before the Board. If the Board fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Board to hold any annual meeting shall not cause the dissolution of the Association.

4.8.2 Special Meetings. Special meetings of the Board may be called by the President; *provided* that the President shall call a special meeting of the Board upon the written request of not less than 15% of all Directors or not less than four Executive Committee Members.

4.8.3 Notice of Meetings. Written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Directors by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

4.8.4 Waiver of Notice. The attendance (in person or electronically) of a Director at a Board meeting will constitute a waiver of a notice of the meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business. In addition, a Director may submit a signed waiver of notice of a meeting.

4.8.5 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Directors may be held: (a) at such locations as the Board may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. A Director's presence in any meeting via telephonic or electronic communication shall constitute that Director's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Directors exists).

4.8.6 Quorum. A majority of the Directors then in office constitutes a quorum for the transaction of business at any meeting of the Board.

4.8.7 Voting; Manner of Acting. Each Director shall have one vote. At any Board meeting at which a quorum is present, the affirmative vote of a majority of the Directors present will constitute authorized actions of the Board, except in those instances in which approval exceeding a simple majority is required by these Bylaws or applicable law.

4.8.8 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Board.

4.8.9 Writings in Lieu of Board Meetings. Any action required or permitted to be taken by the Board may be taken without a meeting if, before or after the action, all Directors consent to the action in writing. Written consents must be filed with the minutes of the proceedings of the Board.

4.9 Committees. In addition to the Executive Committee created pursuant to Article 5, the Board may, by resolution, create one or more additional committees to exercise any powers of

the Board in managing the Association's business affairs. Each such committee will operate in accordance with the terms of the resolution of the Board designating the committee or with rules adopted by the Board.

4.10 Compensation and Expense Reimbursement. Directors will receive no compensation for serving as a Director. However, Directors shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

4.11 Liability. Directors will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith. The Association shall defend, indemnify and hold harmless each Director against all contractual liability to others arising out of contracts approved by the Board on behalf of the Association, unless a contract was made in bad faith or contrary to the provisions of these Bylaws. It is intended Directors will have no personal liability with respect to any contract made by them on behalf of the Association.

ARTICLE 5 EXECUTIVE COMMITTEE

5.1 Creation; Powers and Duties. There is hereby created an Executive Committee, having the authority and responsibilities set forth in this Article 5.

5.2 Powers and Duties; Limitations. Except as may be expressly limited from time-to-time by Board resolution, the Executive Committee shall have the full power, authority and (to the extent of the Executive Committee's power and authority) duties of the Board, except the Executive Committee will not have the power or authority to do any of the following:

- (a) Establish, change or compromise dues;
- (b) Adopt any policy, or take any other action, that is contrary to any then in-effect policy or action adopted or taken by the Board;
- (c) Elect the 13th member of the Executive Committee (if required), remove any Executive Committee Member from the Executive Committee, or fill any vacancy on the Executive Committee;
- (d) Elect or remove any Officer, or fill any vacancy in any office;
- (e) Create any committee that purports to have any Board power or authority;
- (f) Amend or restated the Articles;
- (g) Amend, repeal or restate these Bylaws; or
- (h) Dissolve or terminate the Association.

For the purposes of these Bylaws and otherwise, any action or approval of the Executive Committee shall constitute the action or approval of the Board so long as the action or approval was undertaken or granted within the scope of the Executive Committee's authority and otherwise consistently with the provisions of these Bylaws.

5.3 Number, Appointment and Term of Members. The Executive Committee shall consist of 12 members, and the following persons shall automatically be appointed as members of the Executive Committee (provided that each of them meets the qualifications set forth in these Bylaws), and his or her term shall last for so long as he or she holds the position giving rise to his or her appointment as a member of the Executive Committee, subject to his or her earlier resignation or removal as set forth herein: the President, the Vice President, the Secretary, the Treasurer, each Area Executive, the immediate past President, the immediate past Secretary and the immediate past Treasurer; *provided* that, if none of the persons identified immediately above is a Director, then the Executive Committee shall instead consist of 13 members and the Board shall elect one Director to serve as the 13th member of the Executive Committee.

5.4 Resignation. Any Executive Committee Member may resign at any time upon written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at such later time (if any) designated in the notice.

5.5 Removal. Any Executive Committee Member may be removed by the affirmative vote of a majority of the Directors at any annual or special meeting.

5.6 Vacancies. If any Executive Committee Member resigns or is removed and such resignation or removal is effective while he or she still holds the capacity that caused his or her appointment to the Executive Committee pursuant to Section 5.3 (*i.e.*, President, Vice President, Secretary, Treasurer, an Area Executive, past President, past Secretary, past Treasurer or a Director), the resulting vacancy shall be filled by majority vote of the Board; *provided* that, the person so elected by the Board shall serve only until his or her successor is elected or appointed pursuant to Section 5.3. All other vacancies will be filled only when his or her successor is elected or appointed pursuant to Section 5.3 and, until the vacancy is so filled, the seat shall remain vacant.

5.7 Meetings of the Executive Committee.

5.7.1 Regular Meetings. The Executive Committee will meet from time-to-time as determined by resolution of the Executive Committee without notice other than the resolution. The Executive Committee's failure to hold any regular meeting shall not cause the dissolution of the Association.

5.7.2 Annual Meetings. The annual meeting of the Executive Committee shall take place in conjunction with the annual meeting of the Board held pursuant to Section 4.8.1. If the Executive Committee fails to hold any annual meeting for any reason, it shall promptly thereafter hold a special meeting in lieu thereof. However, the failure of the Executive Committee to hold any annual meeting shall not cause the dissolution of the Association.

5.7.3 Special Meetings. Special meetings of the Executive Committee may be called by the President, by the Board or by any four Executive Committee Members.

5.7.4 Notice of Meetings. Except for regular meetings, written notice stating the place, day and hour of the meeting (and, in the case of a special meeting, the purpose or purposes for which the meeting is called) shall be given to all Executive Committee Members by the Secretary not less than three days prior to the meeting. Such notices may be given by any reasonable means (including, without limitation, traditional mail, courier, hand delivery, e-mail or facsimile).

5.7.5 Waiver of Notice. The attendance (in person or electronically) of an Executive Committee Member at an Executive Committee meeting will constitute a waiver of a notice of the meeting, except where an Executive Committee Member attends a meeting for the express purpose of objecting to the transaction of any business. In addition, an Executive Committee Member may submit a signed waiver of notice of a meeting.

5.7.6 Location of Meetings; Telephonic and Electronic Meetings. Meetings of the Executive Committee may be held: (a) at such locations as the Executive Committee may determine, either within or without the State of South Dakota, and/or (b) by any means of telephone or video or other electronic communication that allows all persons participating in the meeting to hear each other at the same time. An Executive Committee Member's presence in any meeting via telephonic or electronic communication shall constitute that Executive Committee Member's presence at the meeting for all purposes (including, without limitation, in determining whether a quorum of Executive Committee Members exists).

5.7.7 Quorum. A majority of the Executive Committee Members then in office and entitled to vote constitutes a quorum for the transaction of business at any meeting of the Executive Committee.

5.7.8 Voting; Manner of Acting. Except for the past President, the past Secretary and the past Treasurer, each Executive Committee Member shall have one vote. The past President, the past Secretary and the past Treasurer shall have no voting rights whatsoever as an Executive Committee Member. At any Executive Committee meeting at which a quorum is present, the affirmative vote of a majority of the Executive Committee Members present and entitled to vote will constitute authorized actions of the Executive Committee, except in those instances in which approval exceeding a simple majority is required by these Bylaws, applicable Board resolution or applicable law.

5.7.9 Rules of Order. Except as may be otherwise provided in these Bylaws, Roberts' Rules of Order shall govern the proceedings of all meetings of the Executive Committee.

5.7.10 Writings in Lieu of Executive Committee Meetings. Any action required or permitted to be taken by the Executive Committee may be taken without a meeting if, before or after the action, all Executive Committee Members entitled to vote consent to the action in writing. Written consents must be filed with the minutes of the proceedings of

the Executive Committee. As the past President, the past Secretary and the past Treasurer have no voting rights, they will not be required to sign any such written action in order for the same to be effective.

5.8 Compensation and Expense Reimbursement. Executive Committee Members will receive no compensation for serving on the Executive Committee. However, Executive Committee Members shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

5.9 Liability. Executive Committee Members will not be liable for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith.

ARTICLE 6 OFFICERS

6.1 Offices. The Association's Officers shall consist of a President, Vice President, Secretary and Treasurer, all of whom shall be elected by the Board at its annual meeting or at its special meeting in lieu thereof.

6.2 Qualification. Only a County Office Employee in Good Standing may be Officers of the Association. One person may hold two offices, except one person may not hold the offices of President and Secretary, nor President and Vice President, at the same time. Officers may but need not be Directors.

6.3 Resignation. Any Officer may resign at any time by providing written notice to the President or Secretary. Notice of resignation will be effective upon receipt or at a later time designated in the notice.

6.4 Removal. The Board may, at any annual or special meeting of the Board, remove any Officer (with or without cause) by a majority vote of the Directors, excluding the Officer if he or she is also a Director.

6.5 Vacancies. Any vacancy in an office may be filled by a majority vote of the Board, excluding the Officer who was removed if the Officer was removed from office and remains on the Board.

6.6 Officers.

6.6.1 President. The President will be the chief executive Officer of the Association and will have authority over the general control and management of the Association's business and affairs. The President will sign all Association documents and agreements, unless the President or the Board instructs the signing be done with or by some other Officer, agent, or employee. The President will see that all actions taken by the Board are executed and will perform all other duties incident to the office. This duty is subject, however, to the President's right and the right of the Board to delegate any specific power to any other Officer.

6.6.2 Vice President. The Vice President will have the power to perform duties that may be assigned by the President or the Board. If the President is absent or unable to perform his or her duties, the Vice President will perform the duties until the President is able to resume fulfilling his or her duties or the Board directs otherwise. The Vice President will perform all duties incident to the office.

6.6.3 Secretary. The Secretary will: (a) keep minutes of Board meetings and member meetings, (b) be responsible for providing notices to Members, Directors, Executive Committees and others, as required by these Bylaws and applicable law, (c) be the custodian of Association's records (including, without limitation, all records and notices provided by State Affiliates), (d) keep a register of the names and addresses of each Director, Executive Committee Member, Officer, State Affiliate and Area Executive and State Delegate, and (e) perform all duties incident to the office and other duties assigned by the President and/or the Board.

6.6.4 Treasurer. The Treasurer will: (a) have charge and custody over the Association's funds and securities, (b) keep accurate books and records of the Association's receipts and disbursements, (c) deposit all moneys and securities received by the Association at depositories designated by the Board, (d) complete all required tax filings, and (e) perform all duties incident to the office and other duties assigned by the President or the Board.

6.7 Compensation and Expense Reimbursement. Officers will receive no compensation for serving as an Officer. However, Officers shall receive such stipends, equipment allowances and expense advancements and reimbursements as may be authorized by the Board from time-to-time.

ARTICLE 7 INDEMNIFICATION

The Association shall defend, indemnify, hold harmless and advance expenses to any person who is or was a party to any threatened, pending or completed suit or proceeding, whether civil, criminal, administrative, or investigative and whether formal or informal, to which he or she is a party due to being or having been a Director, Executive Committee Member or Officer of the Association, whether or not he or she is a Director, Executive Committee Member or Officer at the time the expenses are incurred, except as otherwise prohibited by law.

ARTICLE 8 AMENDMENTS

These Bylaws may be amended, repealed and/or restated from time-to-time by the affirmative vote of not less than 67% of the Directors at any annual or special meeting.

**ARTICLE 9
MISCELLANEOUS**

9.1 References. Unless otherwise expressly indicated, all references in these Bylaws to articles and sections refer to articles and sections of these Bylaws.

9.2 Severability. If any provision of these Bylaws is held to be partially or wholly invalid or unenforceable for any reason, the holding will not affect, alter, modify or impair any of the other provision of these Bylaws.

CERTIFICATION OF BYLAWS

The undersigned Secretary of National Association of FSA County Office Employees hereby certifies that the foregoing Bylaws of National Association of FSA County Office Employees as originally adopted by the Board via a Writing in Lieu of Organizational Meeting effective July 20, 2023 was amended by the Board on August 10, 2024.

The Effective Date of this amendment is August 10, 2024.

Taylor Stucki, Secretary
National Association of FSA County
Office Employees

NASCOE Executive Committee/National Chair Agenda

Monday, July 29, 2024, at 6pm CST via TEAMS

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Marcinda Kester, Past President
Tracy Wilson, SWA Executive
Terry Cater, SWA Alt Executive
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Lacey Orcutt, NWA Executive
Matt Weddingfeld, NWA Alt Executive
Stacia Slover, MWA Executive
Marcy Logan, Publicity Chair
Sarah Houin, Programs & Negotiations Chair
Christa Kraatz, Programs & Negotiations Chair
David Wayne, Legislative Chair
Jeannine Wendel, COAC Chair
Heidi Clinkingbeard, Awards & Scholarship Chair

- I. Welcome and Call to Order
- II. Roll Call
- III. Action Between Meetings – On July 23, 2024, Treasurer Colgrove presented options for reenrolling the monies from the expired NASCOE CD that the bank was offering. **A MOTION was moved by Secretary Stucki and seconded by Tracy Wilson to take the monies from the expired CD and enter into a 13 month CD at 4.75% interest. Discussion. All in favor, motion carried.**
- IV. Approve Minutes (07/02/2024) – **A MOTION was moved by Lacey Orcutt and seconded by Vice President Mattson to approve the minutes from the 07/02/2024 EC Meeting as presented. Discussion. All in favor, motion carried.**
- V. Reports - Short presentation by EC and Committee Chairpersons of significant points of emphasis from their reports and brief discussion of items not appearing on the adopted agenda.
 - a. Awards & Scholarship Report by Heidi Clinkingbeard
 - b. COAC Report by Jeannine Wendel
 - c. Legislative Report by David Wayne
 - d. Programs & Negotiations Report by Christa Kraatz and Sarah Houin
 - e. Publicity Report by Marcy Logan
 - f. MWA Report by Stacia Slover, MWA Alt Executive
 - g. NWA Report by Lacey Orcutt, NWA Executive
 - h. SEA Report by Neil Burnette, SEA Executive
 - i. SWA Report by Tracy Wilson, SWA Executive

- j. Presidents report by President Foster
 - k. Vice President's Report by Vice President Mattson
 - l. Treasurer's Report by Treasurer Colgrove
 - m. Secretary's Report by Secretary Stucki
- VI. Convention Procedure
- a. Review of Convention Agenda – Secretary Stucki
 - b. Alternate Committee Member Recommended Appointments – Due by Wednesday EC Meeting for Approval (Alternate Area Committee Chairpersons do not receive a stipend)
- VII. Old Business
- a. Executive Policy – **A MOTION was moved by Tracy Wilson and seconded Neil Burnette to approve the Executive Committee Policy as presented. Discussion. All in favor, motion carried.**
- VIII. Discussion
- a. Budget Review – Treasurer Colgrove
 - i. Reminder about travel policy and reimbursement – Please know all receipts, besides meals, are required and all requests are
- IX. Closing Remarks and Adjourn
- a. EC Gathering – Tuesday, August 6th at 6:00 pm, Hotel BlackHawk room TBA.
 - b. EC Meeting – Wednesday, August 7th at 3:30 pm, RiverCenter Missouri River Room
 - c. Delegates Meeting – Wednesday, August 7th at 5:00 pm, RiverCenter Missouri River Room

A MOTION to adjourn at 7:54pm was moved by Neil Burnette and seconded by Lacey Orcutt. All in favor, motion carried.

Executive Committee Meeting Agenda

Saturday August 10, 2024

Room: Gold Room at Hotel BlackHawk

Present:

Joel Foster, President	Tina Williams, NEA Executive
Kayla Mattson, Vice President	Sandra Scott, NEA Alt Executive
Taylor Stucki, Secretary	Barbie Parsons, Incoming NEA Alt Executive
Jessi Colgrove, Treasurer	Heidi Clinkingbeard, Awards & Scholarship Chair
Marcinda Kester, Past President	Jeannine Wendel, COAC Chair
Neil Burnette, SEA Executive	Brian Gould, Incoming COAC Chair
Dawn Ovesen, SEA Alt Executive	David McBryde, Legislative Chair
Tracy Wilson, SWA Executive	Amanda Ahrens, Incoming Legislative Co-Chair
Terry Cater, SWA Alt Executive	Glenn Thomas, Membership Co-Chair
Sabrina Blaser, Incoming SWA Alt Executive	Christa Kraatz, Programs & Negotiations Co-Chair
Lacey Orcutt, NWA Executive	Sarah Houin, Programs & Negotiations Co-Chair
Matt Weddingfeld, NWA Alt Executive	Marcy Logan, Publicity Chair
Janice Acree, MWA Executive	Hunter Morehead, NASCOE Legislative Consultant
Stacia Slover, MWA Alt Executive	

All current and newly elected/appointed officers, execs, and alternates, and committee chairs

- A. Call to Order by President Foster
- B. Comments by Newly Elected President – Joel Foster
- C. Comments by the Newly Elected Vice President – Kayla Mattson
- D. Action between meetings –
 - a. On August 7th President Foster concurred on fill in area chairs for the areas below at the 2024 NASCOE National Convention:
 - i. SEA –
 1. Judy Rudd for Kimberly Rice as Publicity Chair
 2. Brittany Jackson for James Dukes as COAC Chair
 3. Monica Gore for Tasha Bagley as Programs and Negotiations Chair
 - ii. NEA –
 1. Patrick Goode for Legislative
 2. Jen Doty for Membership
 - iii. SWA –
 1. Tonya Atchison for Membership
 2. Renee Giesenhagen for Publicity
 3. Amanda Ahrens for Legislative
 4. John Tyson for COAC
 5. Amanda Ternes for Programs and Negotiations
- E. Administrative Information – Secretary Stucki
 - a. Contact Information Sheets
- F. Comments from NASCOE Legislative Consultant, Hunter Morehead
- G. Claim Information – Treasurer Colgrove

H. Standing Committee of NASCOE for 2024 - 2025

Awards/Scholarships	Heidi Clinkingbeard, Kansas
Benefits/Emblems	Travis Eisele, IL
COAC	Brian Gould, DE-MA
Legislative	David Wayne, KY Amanda Ahrens, KS
Membership	Glenn Thomas, SC Emilee Siler, NE
Negotiations/Programs	Christa Kraatz, TX Sarah Houin, AL
Publicity	Marcy Logan, TX
Technology	Dawna Hines, TX
Parliamentarian	Taylor Stucki

A MOTION was moved by Secretary Stucki and seconded by Tina Williams to concur with the President's recommendation for the 2024-2025 Standing Committee Chairs. Discussion. All in favor, motion carried.

I. Budget Committee for 2024 - 2025

Kayla Mattson, Vice President
Jessi Colgrove, Treasurer
Neil Burnette, SEA Executive
Amanda Ahrens, Legislative Co-Chair

J. Organizational Meeting – September 16 – 19, 2024 (Tampa, FL)

- a. All will travel in on Monday September the 16, 2024.
- b. Travel Auth will be sent out this week.

K. Miscellaneous Actions/Assignments from Convention

- a. Feedback from convention attendees
- b. Exit Reports due **August 16th** – send to all officers, execs, and chairs.
- c. NASCOE Committee's and members:
 - 1. Convention Handbook
 - Taylor Stucki, Secretary
 - Jessi Colgrove, Treasurer
 - Carolyn Slightom, IL

L. Charge to Area Executives- President

- a. Submit names of Area Committee chairs and judges by September 1st to Secretary Stucki and President Foster for Presidents approval
- b. Have Area Directories updated online prior to the Organizational Meeting. Do not use government emails.
- c. Set up distribution lists and transition all chairs to NASCOE.org email addresses.
- d. Attend Monthly EC Conference Calls
 - a. What day of the week works best for everyone? 1st Tuesday of each month 6:30pm CST.

- e. Notify the NASCOE Vice President of State Convention and Area Rally dates as soon as they are set. Area Rally dates require concurrence.
 - f. Assign duties to second year alternates to assist with transition for the upcoming year.
- M. Charge to Committee Chairpersons
- a. Establish monthly Teams meetings with your Area Chairs
 - b. Organizational meeting in bound report should not be the same report as the National Convention outboard report.
- N. Meeting Schedule
- a. September 16 – 19, 2024 – Organizational Meeting, Tampa, FL
 - b. September 19 – 22, 2024 – NASCOE Leadership Conference, Tampa, FL
 - c. Jan/Feb- 2024 Pre- Negotiation Meeting
 - d. April/May- 2024 Negotiations
 - e. June 22-26, 2024 – 2025 NASCOE Convention, Whitefish, MT
- O. Reimbursement for Computers and Data Plans
- a. Reimburse newly elected Officers or Executives with \$750 for the purchase of computer hardware and software.
 - b. Reimburse newly elected appointed National Committee Chairs up to \$500 for the purchase of computer hardware and software.
 - c. To be eligible for reimbursement, all computer equipment must be purchased within 3 months of today (but please purchase by organizational meeting).
 - d. Officers and Executives may be reimbursed for additional charges beyond their standard wireless plan if needed conduct NASCOE business.
- P. Miscellaneous
- a. All Execs and Chairs are asked to copy the officers on all correspondence with information distributed to your states.
 - b. All minutes can be found on the NASCOE SharePoint home page under the Secretary’s Public Documents
- Q. New Business
- a. Honorary Lifetime Membership Request – Brent Orr, Mississippi – **A MOTION was moved by Tina Williams and seconded by Lacey Orcutt to approve the Honorary Lifetime Membership Request for Brent Orr submitted by the State of Mississippi. Discussion. All in favor, motion carried.**
 - b. Purchase of Carrying Case for Flags – **A MOTION was moved by Lacey Orcutt and seconded by Tina Williams to approve purchasing a carrying/shipping case for the NASCOE state flags. Discussion. All in favor, motion carried.**

A MOTION to adjourn was moved by Tina Williams and seconded by Lacey Orcutt. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, October 1, 2024 @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Janice Acree, MWA Executive
Stacia Slover, MWA Alt Executive
Sandra Scott, NEA Executive
Barbie Parson, NEA Alt Executive
Terry Cater, SWA Executive
Sabrina Blaser, SWA Alt Executive
Matt Weddingfeld, NWA Executive
Amanda Ahrens, Co-Legislative Chair
David Wayne, Co-Legislative Chair

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. New Business
 - A. SEA Assistant Membership Chair recommendation, Dallas Vermillion, VA, President Foster concurs.
 - B. MWA Membership Chair recommendation, Katie Frandrup, MN, President Foster concurs.
 - C. MWA Publicity Chair Recommendation, Jon Beam, WI, President Foster concurs.
 - D. Laptop Purchase for Barbie Parsons – **A MOTION was moved by Treasurer Colgrove and seconded by Terry Cater to approve the \$750 laptop stipend for Barbie Parsons, NEA Alt Executive, two years in advance as her intent is to continue as the NEA Executive, and if those plans change all monies will be returned to NASCOE for this stipend. Discussion. All in favor, motion carried.**
 - E. COAC Committee Requests – **A MOTION was moved by Matt Weddingfeld and seconded by Sandra Scott to approve the posting of the COAC Mission Statement to the NASCOE website. Discussion. All in favor, motion carried.**
- IV. Discussion
 - A. Legislative Team Update – David Wayne and Amanda Ahrens shared the Farm Bill and Appropriations Outreach Plan they have put together. They have sent an email to all members of the EC and requested that Area Executives start implementing the material and plan in each state to help get NASCOE’s voice concerning these items out. The Legislative Committee is hoping that these meetings can be set up while representatives are back in their home districts

during the month of October. Please reach out to David and/or Amanda to get assistance in making sure we get this task completed.

- B. 2026 Convention Site – On October 2nd, the convention chairs will have a meeting with the Michigan Board to finalize a potential site. We will report back via email, if possible, prior to the November EC Meeting.
- C. 2025 Convention Travel Auth – The travel auth will be sent out with multiple revisions in hopes to get everyone their travel dates for booking flights as soon as possible. Also, please answer the travel questionnaire that will be sent out about lodging arrangements.
- D. Proposal from Michael Stahl – President Foster sent out the proposal for review and we will discuss during the November EC meeting.
- E. Adobe Subscription for Heidi Clinkingbeard – **A MOTION was moved by Matt Weddingfeld and seconded by Neil Burnette to reimburse Heidi Clinkingbeard for her adobe subscription for the 2024/2025 year. Discussion. All in favor, motion carried.**
- F. Leadership Book Club – Thank you for the great discussion this evening and if you didn't get a chance to take the personality quiz we discussed, please do so and see what your results show about yourself (<https://www.16personalities.com/>). For next month, please read thru page 114.

A MOTION to adjourn at 7:40 pm was moved by Sandra Scott and seconded by Neil Burnette. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, November 6, 2024 @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Barbie Parsons, NEA Alt-Executive
Neil Burnette, SEA Executive
Terry Cater, SWA Executive
Dawn Ovesen, SEA Alt-Executive
Janice Acree, MWA Executive
Jessica Wienk, NWA Alt-Executive
Matt Weddingfeld, NWA Executive
Sandra Scott, NEA Executive
Sabrina Blaser, SWA Alt-Executive
Travis Eisele, National Benefits & Emblems Chair

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. Action Between Meetings
 - A. On October 10, 2024, via email, President Foster concurred on the appointment of Ashley Pipkin, NM, to serve as the SWA Membership Chair and Arianna Cavitt, TX, to serve as the SWA Membership Assistant.
- IV. New Business
 - A. Approval of Minutes (09/17-18/24 & 10/01/24) – **A MOTION was moved by Neil Burnette and seconded by Kayla Mattson to approve the minutes from the 2024 Organizational Meeting and the October EC Meeting as presented. Discussion. All in favor, motion carried.**
 - B. Proposal from Michael Stahl – All material has been emailed out and Michael went over details and answered any questions that the EC may have about this proposal for a leadership training/material.
- V. Discussion
 - A. Area Updates:
 - MWA –
 - The MWA Legislative Chair is vacant at this time, and they will begin looking for someone to fill this but looking for an eager candidate.
 - A few of the states in the MWA are looking at also doing state jump teams within themselves. The state leaders have been working with Glenn and Emily to implement boosting membership.

- The legislative outreach seems to have been a great success in the MWA.
 - SWA
 - Working to make sure all leadership information for the SWA is updated as soon as possible.
 - There have been strides made in making AZ become eligible again with membership and IRS compliance.
 - The legislative outreach has been successful in most of the states and Terry is still following up with a few more states.
 - NEA
 - There are a few states working on getting the leadership information updated.
 - A few states are working to lineup jump teams for their membership needs.
 - NWA
 - The legislative outreach was a little more difficult in the NWA, but they are actively working to keep contacting those offices they were unable to make connections with as of now.
 - The 2025 Convention volunteers are coming together, and Lacey has been in contact with all states to make sure things are running timely.
 - Still looking for an NWA membership chair and membership assistant.
 - SEA
 - The SEA is working thru introductions of all area chairs on their Facebook and getting engagement from membership there.
 - The jump team from LA is planned and hoping to make strides in putting that plan in place soon.
 - State Conventions are in full swing with many of them that have already happened with Neil, Dawn, or David Wayne being able to attend them.
 - Hoping to have a call with SEA states early this month to assist/urge the NFC process prior to the December 13th deadline.
 - Legislative outreach efforts have been successful, and they have reached almost all those on their list for the SEA.
- B. NASCOE Committee Updates:
- Membership – President has asked for the most recent report from NFC so that we can update the membership database before the end of year.
 - Benefits and Emblems – Travis is working to make sure all benefits on the website are correct and if we can't make a good contact, the links will be removed. During his last monthly call his team discussed pushing for more local benefits rather than only large corporate companies.
 - Publicity – No major updates, publicity will begin working on all 2025 convention/rally information very soon.
 - Awards and Scholarships – All scholarship and DSA nominations are due by January 15, 2025. Please spread the word in your area and we should strive to for all areas to have submissions in all categories.
- C. Legislative Fly In – Hunter Morehead, NASCOE Legislative Consultant, has asked that we have the fly in the first part of December as those in office may be working to push a farm bill thru

quickly. President Foster, Vice President Foster, David Wayne, and Amanda Ahrens, legislative co-chairs, will be making this trip in the coming weeks.

- D. **A MOTION was moved by Matt Weddingfeld and seconded by Secretary Stucki to present appreciation awards to Zach Ducheneaux, Marcus Graham, and John Berge, for their dedication to NASCOE during their term serving the Farm Service Agency. Discussion. All in favor, motion carried.**
- E. Legislative Consultant Potential Bonus – We are going to discuss this after the first of the year to see where we are with full government budget and a new farm bill.
- F. 2026 Convention Site – Site visit to be conducted in December.
- G. Increase Payment for Mike Thomas due to increase in expenses \$5,400 to \$6,500. – **A MOTION was moved by Janice Acree and seconded by Matt Weddingfeld to send Mike Thomas a \$1,000 appreciation for service bonus and increase his yearly rate at \$6,500 per year starting with the 2025 National Convention. Discussion. All in favor, motion carried.**
- H. Membership Working Group – Taylor is working with the membership team to make sure we can accomplish this during January or February 2025.

VI. Additions

- A. NASCOE Directory – Please have all updates made prior to December 1, 2024, as Awards and Scholarship Committee will be needing this information very soon.
- B. NASCOE Christmas Cards – are being ordered this week and will be sent asap to WDC via Caleb Gildea to distribute before the holiday season.
- C. Convention Travel Auth – Be expecting this in your emails and make travel arrangements by end of year.

A MOTION was moved by Neil Burnette and seconded by Janice Acree to adjourn at 8:00PM. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, December 10, 2024 @ 6:30 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Jessica Wienk, NWA Alt Executive
Terry Cater, SWA Executive
Sabrina Blaser, SWA Alt Executive
Sandra Scott, NEA Executive
Janice Acree, MWA Executive
Stacia Slover, MWA Alt Executive

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. Action Between Meetings
 - A. On November 12, 2024, via email President Foster concurred on the appointment of Blake Conrad, MO, to serve as the MWA Legislative Chair.
- IV. Old Business
 - A. Proposal from Michael Stahl – **A MOTION was moved by Secretary Stucki and seconded by Janice Acree to kindly decline the offer of a leadership training partnership with Michael Stahl at this time as it is not currently a in line with the business for NASCOE in the coming year. Discussion. All in favor, motion carried.**
- V. Discussion
 - A. Area Updates:
 - MWA – The MWA has all chair positions filled and almost all states have reported state convention dates. States are bringing concerns of potential hiring freeze and flex positions with the limited staffing that is already in place.
 - SWA – The SWA is still working to resolve membership communication in NV. The SWA has all chair positions filled. Also, the SWA/SEA rally dates will be the first weekend in April.
 - NEA – States concerned with potential hiring freeze. All chair positions are filled and currently working to update the directory as some state leadership is changing.
 - NWA – Currently no new updates currently.

- SEA – Working with Dawn to prepare for the LA leadership jump team that is coming up in January.
- B. NASCOE Committee Updates:
- Membership – Glenn and Emilee are meeting with states to assist with membership remotely, so if you have a state that is needing assistance get them in contact with the membership team.
 - Benefits – Keep sharing all suggested benefits with Travis and he will investigate adding benefits for membership.
 - Legislative – The legislative fly in the first week of December was a great success. Hunter Moorehead worked to get meeting with several representatives through all the chaos of many moving offices and being in limbo of having a location to meet.
 - COAC
 - Publicity – Marcy is working to put together a winter newsletter so be on the lookout for information on this task.
 - Awards and Scholarships – Remind all states that the deadline for submission is January 15, 2025, at 11pm cst.
 - Program and Negotiations – Please remember to be ready for pre-negotiations, the TEAMS invite has already been sent out.
- C. WDC Visit Update – President Foster will send out an email with a detailed update on all information and updates from the legislative fly in and meetings with DAFO.
- D. 2026 Convention Site – Secretary Stucki and Treasurer Colgrove are heading to Sault Saint Marie, MI, next week for a site visit on the 2026 NASCOE Convention.
- E. Dillard’s Membership Drive Contest – Due to the convention being earlier this year, Dillard’s is still wanting to present at the 2025 Convention. With this being the case, we will use the Q3 dues to determine this year’s winner. Please share with your area states.
- F. SharePoint Access – All area chairs should have access, but if some of your chairs are having access issues have the click the “submit access request” button and it will go to the person in charge of each page for approval.

A motion to adjourn was made at 7:43PM by Sandra Scott and seconded by Neil Burnette. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, January 7, 2025, @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Terry Cater, SWA Executive
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Barbie Parsons, NEA Alt Executive
Sabrina Blaser, SWA Alt Executive
Janice Acre, MWA Executive
Sandra Scott, NEA Executive
Matt Weddingfeld, NWA Executive
Stacia Slover, MWA Alt Executive
Jessica Wienk, NWA Alt Executive
Marcy Logan, National Publicity Chair

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. Old Business
- IV. New Business
 - A. Approve Minutes 11/06/2024 and 12/10/2024 – **A MOTION was moved by Neil Burnette and seconded by Vice President Mattson to approve the 11/06/2024 and 12/10/2024 minutes as presented. Discussion. All in favor, motion carried.**
- V. Discussion
 - A. Winter 2025 Newsletter – National Publicity Chair, Marcy Logan, presented that she would like to publish a digital 2025 Winter Newsletter for membership. Marcy would like to have all executives, officers, and chairs contribute and have items submitted to her by January 24, 2025.
 - B. Area Updates:
 - NEA – Working with RI and NH to try and establish new leadership and get their membership back involved. Sandra is working with NY to finalize the items for the NEA/MWA rally and will get the information out soon. The NEA is currently without a membership assistant and will hopefully get a replacement soon.
 - MWA – The MWA leadership call is Thursday, January 9, 2025. The MI jump team is underway by those locally with the help of the membership committee. While there wasn't an influx of FSA-444s, they do believe it was a positive impact across the state.

- SWA – Terry is working with KS to finalize the SEA/SWA rally location and registration information so we can get that published as soon as possible.
 - NWA – A couple states have reached out about possible membership jump teams, so Matt is working with the membership committee to formulate plans to assist these states.
 - SEA – SEA State Conventions and LA leadership jump team are kicking off in the next few weeks. They are currently looking for a new membership chair assistant and are hopeful to get a replacement soon.
- C. NASCOE Committee Updates:
- Membership – As we have reported a lot is going on with jump teams and many have been requested so the membership team is busy working on those requests.
 - Benefits – No new updates currently, but as always if you have a suggestion for a new benefit for membership, please send to the benefits committee for them to pursue.
 - Legislative – All the information we have been publishing is the current information we have received. New as of yesterday, Mike Johnson was named Speaker of the House and John Thune will be the Senate Leader for the 119th Congress.
 - COAC – Brian was unable to attend the NAFEC call last week due to family emergency, so President Foster jumped on the call and went over the legislative items we have shared lately. Explained we will work together as much as possible but also explained there are some things that NAFEC needs to take charge with concerning some political items.
 - Publicity – The publicity team has finalized the 2025 Cash Club Contest and will be sending the finalized theme and deadlines to the EC by the end of January.
 - Awards and Scholarships – Please remind all states of the judges training taking place tomorrow, January 8, 2025. If the executives could please share the link and a reminder email to all state leadership.
 - Program and Negotiations – We are still set to have the Pre-Negotiations meeting virtually via TEAMS on February 1 – 2, 2025. Please make this a priority so we can get the work done timely and give the P&N Team our full support.
- D. 2025 Convention Updates – An overflow hotel was secured in early December, and we finally have the booking link we can share with membership. Please be on the lookout to share that information this week as Secretary Stucki is working with publicity to get that posted ASAP.
- E. Convention Travel Plans – As a reminder, all travel for 2025 NASCOE Convention travel need to be booked by January 15, 2025. If you are planning to drive vs. fly, you will need to provide a price comparison to show the difference of the travel plans and you will be reimbursed the cheaper of the two options. If you plan to fly, no comparison is required unless your travel time is less than 5 hours. This information needs to be sent to Treasurer Colgrove no later than January 15th as that is when travel should be finalized.
- F. 2026 Convention Site – Secretary Stucki and Treasurer Colgrove had a very successful site visit to Sault Saint Marie, MI, mid-December and have agreed this site is very suitable to host the 2026 NASCOE Convention. Currently we are waiting on a final contract to sign and then the save the date will be announced to membership.
- G. Membership Working Group – Secretary Stucki is working with the hotel in Tampa to secure a date for the 2025 Membership Working Group. All executives are still needing to submit a

name of a new or newly active member from each area to attend this meeting along with their area membership chair. Please have all names submitted to the officers no later than January 31, 2025.

- H. Directory Updates – Please remember to update your area’s state presidents as Secretary Stucki is needing this information to update the listing for Dillard’s Financial Solution as part of our benefits agreement.
- I. State Travel Stipends for 2025 Convention - **A MOTION was moved by Secretary Stucki and seconded by Treasurer Colgrove to amend the travel policy for the 2025 Convention that airline pricing for state stipends will be pulled on May 1, 2025, to accommodate the increased timeline of the 2025 Convention. Discussion. All in favor, motion carried.**

VI. Additions

- A. Please have all officer and area executive nominations submitted to Secretary Stucki by May 1, 2025, in a PDF document so they can be posted on the website for all delegates to review.

A MOTION to adjourn at 7:20PM was moved by Sandra and seconded by Neil. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, February 4, 2025, @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Neil Burnette, SEA Executive
Barbie Parsons, NEA Alt Executive
Sabrina Blaser, SWA Alt Executive
Terry Cater, SWA Executive
Dawn Ovesen, SEA Alt Executive
Janice Acree, MWA Executive
Jessica Wienk, NWA Alt Executive
Matt Weddingfeld, NWA Executive
Sandra Scott, NEA Executive

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. Discussion
 - A. Area Updates:
 - NEA – Lots of questions and concerns with the deferred resignation program (DRP). Sandra was able to find someone to attend the membership workgroup as a new member and hopefully will step up as the membership assistant.
 - MWA – Preparing for the Surf and Turf Rally and answering lots of calls emails about the DRP. States are requesting that NASCOE create a template for how and what to address when contacting congress about all that is going on.
 - SWA – Terry is working on getting states to pay dues and attempting to reach AZ to get dues updated from the last two years.
 - NWA – Continuing to work with the NWA Convention chairs to get things really going. All state conventions that will be happening this year have been scheduled and Matt or Jessica plan to attend.
 - SEA – LA jump team went exceptionally well, and we believe it was a great meeting to get the leadership up and running. MS leadership meeting did not take place, and we are trying to reach out and try again. State meeting attendance is down across the area and as NASCOE we need to see if we can find a way to help states in keeping individuals involved.
 - B. NASCOE Committee Updates
 - Membership – The membership workgroup will be taking place in March, and we are working on that final agenda as well as working on the EC agenda for that Sunday. Neil

Burnette will be attending the membership workgroup as the representative for the EC and Marcy Logan will be there as the representative for National Chairs.

- Benefits and Emblems – Secretary Stucki is needing all Area Executives to update the directory with state president information as Dillard’s is requesting an updated version for this year.
 - COAC – They have not had a recent meeting, but we have kept them in the loop with all legislative matters. NAFEC has sent a letter for review on a position for what they are wanting to send to congressional leaders. Hunter Moorhead is looking at the letter as well before we send back to NAFEC.
 - Legislative – We have had very lengthy calls the past couple weeks with Hunter. He does believe that Brooke Rollins should be confirmed soon as the Secretary of Ag. We are monitoring the programs that will be rolling out very soon with the funds passed in December with the FARM Act Bill.
 - Awards and Scholarships – Deadline has passed, and the committee is moving on getting all awards and scholarships ranked.
 - Programs and Negotiations – We had pre-negotiations last weekend, please have all items submitted to Secretary Stucki no later than February 10th so she can get the items to the NO timely.
- C. Q2 Dues – Treasurer Colgrove has the spreadsheet and totals up to date, please check the listing and get the states contacted to have the dues sent in ASAP.
- D. Winter Newsletter – With everything going on, the officer letter portion will need to be revised, but please still have area updates to Marcy as soon as possible.
- E. DPR and Potential Reorganization – With all that is going on the officers are having to move swiftly and can’t always share information to get input prior to things needing to be handled. We will share all information we get and will share what can be forwarded out to membership. Right now all things are just as uncertain and new to us as they are the NO, all parties are receiving the same information at the same time.

A MOTION to adjourn at 7:36PM was moved by Sandra Scott and Matt Weddingfeld seconded by . All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, March 4, 2025, @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Terry Cater, SWA Executive
Sabrina Blaser, SWA Alt Executive
Janice Acree, MWA Executive
Stacia Slover, MWA Alt Executive
Matt Weddingfeld, NWA Executive
Jessica Wienk, NWA Alt Executive
Sandra Scott, NEA Executive
Barbie Parsons, NEA Alt Executive

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. New Business
 - A. Bonus for Legislative Consultant – **A MOTION was moved by Janice Acree and seconded by Neil Burnette to approve a \$10,000 bonus for the NASCOE Legislative Consultant, Hunter Moorhead. Discussion. All in favor, motion carried.**
 - B. President Foster concurred on the appointment of Tara Gillespie, ND, to serve as the NWA Benefits and Emblems Chair.
- IV. Discussion
 - A. Spring 2025 Newsletter – items due to Marcy by March 9, 2025.
 - B. Area Updates:
 - NEA – Gearing up for rally so please keep spreading the word on registration as the deadline is approaching.
 - MWA – Working on travel schedules for state conventions and working to keep the area informed with all information that has been published. On the way to the Ohio State Convention, Janice Acree, is working with the state to do a mini jump team on the way to the convention site.
 - SWA – Working with KS for the All-South Rally and having weekly planning calls. Agenda for the rally is nearing complete so the invite for speakers can be sent to the national office.

- NWA – Matt has been attending a few state meetings that are already taking place and will continue to attend virtually or in person for states in the NWA. NWA rally will take place the Sunday prior to the National Convention in Whitefish, MT.
 - SEA – The SEA is wrapping up the membership contest that has been taking place over the past year. The SEA Treasurer is changing, and they are working through that process. Neil and Dawn are working to attend all state conventions that are taking place.
- C. NASCOE Committee Updates:
- Awards and Scholarships – All area and national winners have been notified by Heidi Clinkingbeard and once she has the information required, scholarships will be processed following national convention.
- D. 2025 National Convention – Fundraising efforts are still underway, and all State Presidents have been sent a letter via email for donations. Area executives, please mention this on your area calls to assist with the donations being made to assist the NWA.
- E. Membership Working Group – The membership workgroup is still going on as planned. Please come prepared for a couple long days to get business taken care of while we are there in person.
- V. Additions
- A. Social media – When posting on area Facebook pages and personal pages, please remember you are representing NASCOE and if President Foster hasn't approved a post for the main NASCOE pages it may need to be reviewed if the topic is sensitive to the environment we are in.
- B. Review of State President's Call – Thank you all for joining the call last night and we know there were people wanting firm answers that were not given. NASCOE is sharing information as it is available and has a direct line with the national office with communication happening daily. NASCOE is aware we are in uncharted waters at this time, but we must have faith in our leaders that are fighting for the employees each day.
- C. Keep up with communication with the officers on questions your area may have. All officers are closely monitoring memos and articles being released and will make sure to assist in any way possible.

A MOTION was moved to adjourn at 6:46pm by Sandra Scott and seconded by Matt Weddingfeld. All in favor, motion carried.

NASCOE Membership Workgroup
Saturday, March 22, 2025 – 8:00AM CST
Minneapolis, MN

Welcome

- President Foster and Vice President Mattson shared comments and welcomed the group to Minnesota.
- Glenn Thomas opened the meeting with a moment of prayer.

I. Introductions and Roll Call

- a. Membership Team
 - i. Co-Chairs & Area Membership Chairs
 - Glenn Thomas – NASCOE Membership Co-Chair
 - Emilee Seier – NASCOE Membership Co-Chair
 - SEA – Maria Petrella
 - SEA New Member – Madeline Redmond
 - NWA Chair – Jenny Lee
 - NWA New Member – Paige Anderson
 - NEA Chair – Jennifer Doty
 - NEA New Member – Sydney Cooke
 - MWA Chair – Katie Frandrup
 - MWA New Member – Stephanie Knutson
 - SWA Chair – Ashley Pipkin
- b. Area Exec Representatives
 - SWA Alt Executive – Sabrina Blaser
 - SEA Executive – Neil Burnette
- c. NASCOE Executive Team/Committee Chairs
 - Joel Foster – NASCOE President
 - Kayla Mattson – NASCOE Vice President
 - Taylor Stucki – NASCOE Secretary
 - Jessi Colgrove – NASCOE Treasurer
 - Marcy Logan – NASCOE Publicity Chair

II. Membership Overview

- a. Brief History of NASCOE and its Purpose – Presented by Vice President Mattson and Neil Burnette
- b. Website Overview/Awards – Presented by Marcy Logan and Glenn Thomas
- c. App Overview – Presented by Emilee Seier and Secretary Stucki
- d. Discuss Previous Workgroups – Presented by Glenn Thomas

III. Our Membership

Presented by President Foster and Treasurer Colgrove

- a. Who are our members – Focus on Different Stages/Working Environments
 - i. CO Co-Workers (early, mid, end)
 - ii. GS – Full Members (if states allow)
 - iii. Associate Members (GS/Retirees/Temps)

IV. Growing Membership

Presented by Emilee Seier and Glenn Thomas

- a. With the high number of membership turnover over the past 5 years (due to retirements and job expectations), we have many new co-workers (1 year or less) who are not a member of NASCOE.
 - i. Break out into groups and discuss and chart ideas to encourage and grow new co-worker membership. How can we attract new members? How do we entice them to join? Why are we not reaching them? What is it that they expect and need from NASCOE?
- b. We have the NASCOE database through the NASCOE APP to identify current members and non-members. (Existing Co-Workers over 1 yr. with FSA)
 - i. Break out into groups discuss and chart ideas. How do we reach and recruit existing co-workers who are non-members? What is it that they expect and need from NASCOE?
 - ii. Break out into groups and discuss and chart what avenues/tools can be used by NASCOE to reach and recruit existing co-workers?

V. Maintaining Membership

Presented by Vice President Mattson and Treasurer Colgrove

- a. With the challenges we have faced, how do we maintain and grow our membership?
 - i. Break into groups and discuss and chart how do we give our existing co-worker members what they want and encourage them to continue to support NASCOE through membership? Why are we losing members? How do we keep them engaged? What is it that they expect and need from NASCOE?
 - ii. Large Group: Pick wants/needs from the above discussion and break into a discussion to dig deeper into how we can deliver on the wants/needs

VI. Growing Leadership

Presented by Neil Burnette and Secretary Stucki

- a. What is the plan for our states/areas/national association leadership
 - i. Large Group: Have you attended a NASCOE National Leadership Training, or been approached about attending? What would make you want to be involved and active in your State Association and NASCOE?
 - ii. Break out into groups and discuss what your states succession plan or what do you think it should be? How do we encourage and grow our leadership?

VII. Transforming Membership

Presented by Emilee Seier and Marcy Logan

- a. NASCOE App
 - i. Large Group: How do you utilize the app?
 - ii. Break Out into groups and discuss how can we get more users registered? What do you see the future of the app looking like? What updates do we need to make in the app to make it more appealing to users?
- b. Technology:
 - i. What's next? With the technology and the plans in place where do we see a new opportunity to engage members?

- ii. Is there any additional technology that we need to consider?
- c. Organizational Changes
 - i. Break out into groups and discuss and chart: What transformations do we need to make within the organization? With State, Area and National meetings? With Communication?

VIII. Action Plan/Goals

Presented by Emilee Seier and Glenn Thomas for discussion

- a. Proposal of what we want/need and how we are going to achieve our goals
- b. Tools/resources that need to be developed
- c. Challenges with meeting needs/goals
- d. Ways to monitor progress/hold accountable

Dismissed at 5:30pm CST for the day concluding the Membership Workgroup Session.

**NASCOE Executive Committee Meeting
Sunday, March 23, 2025 – 9:00AM CST**

Present:

Joel Foster, President
 Kayla Mattson, Vice President
 Taylor Stucki, Secretary
 Jessi Colgrove, Treasurer
 Matt Weddingfeld, NWA Executive
 Terry Cater, SWA Executive
 Barbie Parsons, NEA Alt Executive (Acting)
 Janice Acree, MWA Executive
 Neil Burnette, SEA Executive
 Glenn Thomas, Membership Co-Chair
 Emilee Seier, Membership Co-Chair

- I. Opening Comments – President Foster
- II. Overview of Membership Workgroup Meeting – Glenn and Emilee, Membership Co-Chairs
 Ideas were shared on each topic from the membership workgroup meeting.
 - Growing Membership
 - Maintaining Membership
 - Growing Leadership
 - Transforming Membership
 - Action Plan – Goals
 - Monitoring Membership
- III. Jump Team Discussion – Past Accomplishments
 - Traditional Boots on the Ground
 - State Leadership Only
 - Neil – Overview of Louisiana Meeting

IX. Area Discussions

- Current Membership Status – Treasurer Colgrove has sent all area executives the missing dues and IRS filing list. Please reach out to those states and ask for information to be caught up as soon as possible.
- Accomplishments – SEA has conducted multiple leadership jump teams and training sessions, aiming to influence several states positively. Neil has shared this information that can be used in other areas for states needing this same assistance.
- Challenges & Areas of Concerns – President Foster asked Area Executives to prepare a listing of all states with concerns and what the concern is to present at April EC Meeting.
- Plan for Membership Recruitment – Membership Co-Chairs presented the ideas from the workgroup and will send a request to the EC with the activities and timelines once the membership team finalizes plans.
- Needs, Wants, Execution, Actions – Goals – All reports/requests are to be submitted in April for approval during the May EC Meeting.

Executive Committee Business Meeting

X. New Business

- a. President Foster concurred on SEA Membership Co-Chair, Madeline Redmond, North Carolina.
- b. NASCOE EC Minutes from 01/07/25 and 03/04/25 - **A MOTION was moved by Neil Burnette and seconded by Matt Weddingfeld to approve the minutes as submitted for the 01/07/2025 and 03/04/2025 EC Minutes. Discussion. All in favor, motion carried.**

XI. Discussion

- a. GS National Office Employee Membership Discussion – NASCOE has been approached by a group of National Office employees asking to be allowed as full members of NASCOE. The Executive Committee has discussed and reviewed the NASCOE bylaws and has determined that this would not be feasible.
- b. Officer/Executive/Alt Executive Nominations are to be sent to Secretary Stucki by May 15th.
- c. EC Policy discussion on officer/executive term start days – **A MOTION was moved by Neil Burnette and seconded by Secretary Stucki to amend the executive committee policy to add a provision for officer and executive term start days to state “The President, Vice-President, Secretary, Treasurer and Executive Committee will take office the first day of the month after election at the annual meeting and will serve through the last day of the month of election at the next annual meeting, or until such time as a successor has been duly elected and/or qualified in accordance with the By-Laws of the Association.” Discussion. All in favor, motion carried.**
- d. Potential Reorganization Discussion on Offices with Lack of Staffing – NASCOE will work with NASCOE Legislative Consultant, Hunter Morehead, to look at policy and law at this time for closing county offices and what it would take. President Foster has reached out to acting FSA Administrator, Steve Peterson, to request that

NASCOE be a part of these discussions, if, this will need to be part of FSA's plan for cost cutting and efficiency matters.

- e. Legislative Update/Plan – NASCOE Legislative Consultant, Hunter Morehead, would like the NASCOE Officers and Legislative Consultants to convene in WDC once all appointments are in place to meet with legislative members and FSA personnel.
- f. Travel to NEA/MWA Rally for Brian Gould – **A MOTION was moved by Janice Acree and seconded by Jessi Colgrove to not approve a travel stipend for Brian Gould to attend the NEA/MWA Rally due to both area chairs attending and Brian not having official duties. Discussion. All in favor, motion carried.**

A MOTION was moved by Neil Burnett and seconded by Barbie Parson at 5:20PM to adjourn. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, April 1, 2025, @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jessi Colgrove, Treasurer
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Sandra Scott, NEA Executive
Barbie Parsons, NEA Alt Executive
Janice Acree, MWA Executive
Stacia Slover, MWA Alt Executive
Matt Weddingfeld, NWA Executive
Jessica Wienk, NWA Alt Executive
Terry Cater, SWA Executive
Sabrina Blaser, SWA Alt Executive
David Wayne, NASCOE Co-Legislative Chair
Amanda Ahrens, NASCOE Co-Legislative Chair
Hunter Moorhead, NASCOE Legislative Consultant

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. Guest Speaker – Hunter Moorhead, NASCOE Legislative Consultant
 - A. Legislative Update – Hunter updated on status of reorganization plans which is unknown at this time. Also, discussion on the farm bill has been put aside as there are more pressing matter that have taken the attention of both the House and Senate.
 - B. WDC Potential Visits – Once leadership is in place for FSA and FPAC the NASCOE Officers and Legislative Chairs will plan a trip to WDC to hopefully be able to speak in-person with leadership about the concerns of membership and work with them in any way possible to find solutions for the changes that may be coming for COF structure and staffing.
- IV. Action Between Meetings
 - A. On March 27, 2025, President Foster concurred on the appointment of Paige Anderson, ND, to serve as the NWA Membership Assistant.
 - B. On March 27, 2025, President Foster concurred on the appointment of Stephanie Knutson, WI, to serve as the MWA Membership Assistant.
- V. Discussion
 - A. Membership Workgroup Follow-up:
 - Planning Progress on Nevada Jump Team – Terry will be sending an email to the officers with the detailed plan as we are needing to get this done before May.

- Progress on Communication with AZ – President Foster and Terry Cater will reach out to AZ and follow up on the dues that were promised to be paid for the past two years. If this is not rectified NASCOE will have to send a probationary notice for membership eligibility to the state.
- NEA and SWA Assistant Membership Chairs – Area executives are still actively seeking members to assist the area membership chairs with the workload that is needed as a membership chair.

B. Area Updates:

- NWA – Montana is the state with the lowest membership and the NWA is planning to keep working on membership with the state and hopes that when members are traveling in for National Convention, we can assist the state with this concern.
- SEA – Neil and Dawn are working to finalize a plan for jump teams in their area. Hearing concerns from membership on workload and shortage of employees, while worrying about the position of FSA and a reorganization plan.
- SWA – The workload is high, but the staffing is short with the DRP 1.0 and VERAs that have taken place.
- NEA – Sandra has been attending a few state meetings and recently worked with Maryland this past week on membership tactics. Rhode Island currently has 3 CO employees in the state, and all are NASCOE members with dues being sent in this week. Other state leadership meetings are being put in place and hoping to get everyone on board this month.
- MWA – Janice attended the first state convention for the area. IL has reached out and was able to meet their goal of 80% membership for this quarter. Janice is working with OH to have a jump team travel trip on her way to their state convention in the coming weeks.

- C. 2025 Convention Draft Agenda Update – President Foster proposed items that will happen virtually prior to meeting in Whitefish, MT, to account for the shorted time frame. Secretary Stucki will get the information posted as soon as possible and share with Area Executives, National Chairs, and those needing to plan accordingly.

VI. Additions

A. Area Rally Updates

- All South Rally is this coming week. Kansas is ready to go and encourages everyone to join in the fun with dressing up during the banquet. Theme is “Follow the Yellow Brick Road, Wizard of Oz”.
- MWA/NEA “Surf and Turf” updates from NY will be given to Sandra this week when they have a planning meeting. There are just over 50 attendees as of now.

- B. 2025 Negotiation Updates – We are still waiting on responses and have not heard whether there will be any travel budget to have our in-person negotiations.

A MOTION to adjourn was moved by Matt Weddingfeld and seconded by Neil Burnette at 7:53PM. All in favor, motion carried.

NASCOE Executive Committee Meeting

Microsoft Teams, May 6, 2025, @ 6:00 PM CST

Present:

Joel Foster, President
Kayla Mattson, Vice President
Taylor Stucki, Secretary
Jesse Colgrove, Treasurer
Sandra Scott, NEA Executive
Terry Cater, SWA Executive
Sabrina Blaser, SWA Alt Executive
Neil Burnette, SEA Executive
Dawn Ovesen, SEA Alt Executive
Janice Acree, MWA Executive
Stacia Slover, MWA Alt Executive
Matt Weddingfeld, NWA Executive
Jessica Wienk, NWA Alt Executive

- I. Welcome and Call to Order – President Foster
- II. Roll Call – Secretary Stucki
- III. New Business
 - A. Approval of Minutes – 02/04/2025 and 04/01/2025 – **A MOTION was moved by Sandra Scott and seconded by Janice Acree to approve the minutes from the 02/04/2025 and 04/01/2025 EC meetings as presented. Discussion. All in favor, motion carried.**
 - B. President Foster concurred on the appointment of Sydney Cooke, MD, to serve as the NEA Membership Assistant.
 - C. National COAC Chair stipend for NEA/MWA Rally – **A MOTION was moved by Treasurer Colgrove and seconded by Secretary Stucki to approve full travel reimbursement for the National COAC Chair, Brian Gould, for attending the NEA/MWA Rally. Discussion. All in favor, motion carried.**
 - D. National COAC Chair invitation to WDC with NAFEC – **A MOTION was moved by Janice Acree and seconded by Sandra Scott to allow Brian Gould day travel to WDC for the NAFEC Meeting with the FSA Administrator on June 4, 2025. Discussion. All in favor, motion carried.**
 - E. Approval of Minutes 03/22-23/25 – **A MOTION was moved by Sandra Scott and seconded by Terry Cater to approve the minutes from the 03/22-23/25 EC meeting. Discussion. All in favor, motion carried.**
- IV. Discussion
 - A. WDC fly-in with management and legislative visits – Our meeting with leadership is being held virtually the week of May 19th. We were planning to use this in person visit to also make in person appearances with House and Senate members. We are now in discussion with NASCOE Legislative Consultant, Hunter Moorehead, on a plan to move forward with these visits.

- B. Area Updates:
- MWA – Janice and Stacia are finishing up rounds with the MWA state conventions this week ending in MI. Also, they have had a positive response with getting members on the App and giving better communication, even if it is not any new news, but not having radio silence. MWA membership would be in support of NASCOE hitting the ground with WDC visits.
 - NEA – With the DRP there has caused some difficulty in getting RI and NJ back up to par. Pennsylvania is currently working to have the NJ member(s) become part of their association until the NJ staff has enough personnel to start their own state association again.
 - NWA – NWA state meetings are going well. Please remind all state presidents of the convention donation request that were sent out to help support the NWA in hosting.
 - SEA – All South Rally was a great turnout. Again, just hearing we need to get out information in a better way. Membership in the area is up to 83% overall.
 - SWA – Currently the SWA has a membership jump team in NV and working through the state recruiting members and leadership at the same time. On Sunday, the jump team plus Terry Cater, had an in person meeting with leadership in CA to help them walk thru some issues they are having and get them on a road to success.
- C. 2025 Convention Draft Agenda Update – Please review your emails for the agendas and if you find anything that is needing changed or have a concern, let Secretary Stucki know ASAP.
- D. Pre-Convention Townhall Calls
- Convention Information Call – May 29th at 7pm CST
 - Area Calls
 - SEA – May 27th at 6pm CST
 - NEA – TBD
 - NWA – TBD
 - MWA – June 12th at 6pm CST
 - SWA – June 11th at 7pm CST
 - National Chair Calls
 - Membership – June 10th at 6pm CST
 - COAC/Legislative – June 11th at 6pm CST
 - Programs & Negotiations – No Call Due to Negotiations Taking Place
 - Publicity/Benefits/Awards & Scholarship – June 16th at 7pm CST
- V. Additions
- A. 2025 Negotiation Updates – Responses have been received from the National Office. The Programs & Negotiation Chairs and Secretary Stucki are working thru them and will respond to WDC by COB on May 9th. DAFO is committed to having the negotiations finalized prior to the convention in Whitefish, MT.
- B. Candidacy Announcements – Due to Secretary Stucki May 15, 2025
- C. Submission link for Q&A – We will have a link for questions to be submitted for the National Convention Q&A prior to convention in hopes to give all membership the ability to submit items.

A MOTION to adjourn at 7:35pm was moved by Sandra Scott and seconded by Matt Weddingfeld. All in favor, motion carried.

Executive Committee Meeting Agenda
Sunday, June 22, 2025
6:30PM – 8:30PM
Location: Wine Room @ Grouse Mountain Lodge

Present:

Joel Foster, President	Matt Weddingfeld, NWA Executive
Kayla Mattson, Vice President	Jessica Wienk, NWA Alt Executive
Taylor Stucki, Secretary	Heidi Clinkingbeard, Awards/Scholarships
Jessi Colgrove, Treasurer	Travis Eisele, Benefits/Emblems
Terry Cater, SWA Executive	Katie Frandrup, Co-Legislative
Sabrina Blaser, SWA Alt Executive	Amanda Ahrens, Co-Legislative
Neil Burnette, SEA Executive	Emilee Seier, Co-Membership
Dawn Ovesen, SEA Alt Executive	Glenn Thomas, Co-Membership
Sandra Scott, NEA Executive	Marcy Logan, Publicity
Barbie Parsons, NEA Alt Executive	Christa Kraatz, Co-Programs/Negotiations
Stacia Slover, MWA Alt Executive	Dawna Hines, Technology
	Carolyn Slightom, Convention Consultant

- I. Welcome and Call to Order – Joel Foster
- II. Invocation – Glenn Thomas
- III. Roll Call – Secretary Stucki
- IV. Remarks
 - a. Dillard’s Financial Solutions
- V. Action Between Meetings
 - a. On May 12, 2025, via email the Executive Committee concurred on the appointment of Katie Frandrup, MN, to serve as a Co-Legislative National Committee Chair.
 - b. On May 13, 2025, via email President Foster concurred on the appointment of Stephanie Knutson, WI, to serve as the MWA Membership Chair.
 - c. NASCOE Travel Policy Updated Via Email Vote – On June 4, 2025, a **MOTION was moved by Secretary Stucki and seconded by Vice President Mattson to amend the NASCOE Travel Policy item 2 by striking out the parts noted in red below. Discussion. All in favor, motion carried.**

“2. Area Alternate Executives

~~NASCOE First-Year Area Alternate Executives will receive a \$500 travel stipend to attend the National Convention and their respective Area Rallies.~~

NASCOE ~~Second-Year~~ Area Alternate Executives will receive \$1,000 travel stipend to attend the National Convention and a \$500 travel stipend to attend their respective Area Rallies.

To receive the travel stipend, the individual will be required to attend the entire event, provide reports, and participate in the meetings. Stipends issued may NOT exceed actual expenses minus any additional reimbursements from other sources such as

State Associations. Please refer to Item 11 of this travel policy regarding dual compensation.

Reimbursement will be paid after the trip is completed unless an advance has been requested according to item 12 of this travel policy.”

- VI. Inbound Report Review - Short presentation by EC and Committee Chairpersons of significant points of emphasis from their reports and brief discussion of items not appearing on the adopted agenda. The whole report does not need to be read but should include potential committee recommendations.
- VII. Budget Review – Jessi Colgrove
 - a. Travel Policy & Reimbursement Review – Please review travel policy or ask Treasurer Colgrove if you have any questions/concerns.
 - b. 2025/2026 Proposed Budget – The preliminary budget has been emailed out for review, please present any changes as soon as possible so budget can be approved prior to July 1st.
 - c. Membership Dues Update
- VIII. Convention Procedure – Taylor Stucki
 - a. Review of Convention Agenda
 - b. Review of 2025 Convention Policies
 - c. Preparation of Reports, Resolutions, Minutes, Etc. – All reports need to be on NASCOE letterhead which can be found on the SharePoint site.
 - d. Proposed Resolutions and Amendments – If any resolutions/amendments arise during convention breakout sessions, please notify the officers.
 - e. Plan for Q & A session
 - i. Who will be gathering the questions and screening them and how we will handle questions.
 - Neil, Sandy, and Matt – Review questions and verify wording/ask is proper.
 - Terry & Stacia will rotate who is on the mic as questions are being asked.
- IX. New Business/Discussion
 - a. Honorary Lifetime Memberships
 - i. Charlene Neukomm, IL – **A MOTION was moved by Kayla Mattson and seconded by Neil Burnette to approve the Honorary Lifetime Membership for Charlene Neukomm, IL. Discussion. All in favor, motion carried.**
 - b. 2026 Convention – We will begin planning and announcements for the convention in Sault Saint Marie, MI, very soon.
 - c. 2027 Convention Host Discussion – As of now, we have no bids for the 2027 convention, Secretary Stucki and Carolyn Slightom, Convention Consultant, will begin searching for a location and hoping to find a state/area soon.
 - d. Organizational Meeting Plans – We will be meeting August 15th – 19th in Tampa, FL, with a rotating travel in/out schedule.
 - e. Membership Touch Card Discussion – Looking at sending out an approved/updated touch card with a fall NASCOE newsletter.
 - f. Review Delegates Meeting Agenda

X. Additions

- a. Execs to guard the doors during the memorial
- b. Area Chairs will be recognized by Execs on Wednesday reports to keep on time to save during the reports section of the agenda.

A MOTION to adjourn at 8:30PM was made by Sandra Scott and seconded by Matt Weddingfeld. All in favor, motion carried.

Executive Committee Meeting Agenda

Wednesday 25, 2025 – 4:30PM

Present:

Joel Foster, President	Jessica Wienk, NWA Alt Executive
Kayla Mattson, Vice President	Heidi Clinkingbeard, Awards/Scholarships
Taylor Stucki, Secretary	Travis Eisele, Benefits/Emblems
Jessi Colgrove, Treasurer	Katie Frandrup, Co-Legislative
Terry Cater, SWA Executive	Amanda Ahrens, Co-Legislative
Sabrina Blaser, SWA Alt Executive	Emilee Seier, Co-Membership
Neil Burnette, SEA Executive	Glenn Thomas, Co-Membership
Dawn Ovesen, SEA Alt Executive	Marcy Logan, Publicity
Sandra Scott, NEA Executive	Christa Kraatz, Co-Programs/Negotiations
Barbie Parsons, NEA Alt Executive	Dawna Hines, Technology
Stacia Slover, MWA Alt Executive	Carolyn Slightom, Convention Consultant
Matt Weddingfeld, NWA Executive	Madeline Redmond, SEA Alt Executive -Elect

- I. Call to Order – Joel Foster
- II. Comments by President Elect
- III. Comments by Vice President Elect
- IV. Administrative Information
 - a. Contact Information Sheets – Please fill out the contact info sheet so we can update the EC/Chair directory for internal use.
 - b. Exit Reports and Area Breakout Minutes – Due by July 3rd
- V. Treasurer Information
 - a. Travel Claim Reminders – You have 30 days to submit all claim documentation to Treasurer Colgrove
 - b. Tech Reimbursements – If you are moving into a position that a computer/tech reimbursement is covered by the EC Policy, please make those purchases prior to Org Meeting and be prepared to attend. Also, you have 30 days to submit this claim.
- VI. Motion of Appreciation of Outgoing Executives and Committee Chairs – President Foster thanked the outgoing SEA Executive, Neil Burnette, and Programs & Negotiations Co-Chair, Christa Kraatz, for their commitment and hours of dedication to NASCOE over the years.
- VII. 2025/2026 Standing Committees of NASCOE

Awards/Scholarships	<u>Heidi Clinkingbeard</u>
Benefits/Emblems	<u>Travis Eisele</u>
COAC	<u>Brian Gould</u>

Legislative	<u>Katie Frandrup</u>
	<u>Amanda Ahrens</u>
Membership	<u>Emilee Seier</u>
	<u>Glenn Thomas</u>
Programs/Negotiations	<u>Sarah Houin</u>
	<u>Tina Williams</u>
Publicity	<u>Marcy Logan</u>
Technology	<u>Dawna Hines</u>
Parliamentarian	<u>Taylor Stucki</u>
Convention Consultant	<u>Carolyn Slightom</u>

VIII. Budget Committee

<u>Jessi Colgrove</u>
<u>Taylor Stucki</u>
<u>Dawn Ovesen</u>
<u>Amanda Ahrens</u>

IX. Organizational Meeting – Taylor Stucki

- a. Travel Authorization will be sent out by July 4th, so please be on the lookout and book travel accommodations as soon as possible.

X. Miscellaneous Actions/Assignments from Convention

- a. Feedback from Convention Attendees
- b. NASCOE Task Force Members:
 - a. Convention Outline/Planning Handbook
 - Taylor Stucki, Secretary
 - Carolyn Slightom, Convention Consultant
 - Lacey Orcutt, MN
- c. FSA/Agency Task Force Members:
 - a. Unknown currently, working with DAFO for updates.

XI. Charge to Area Executives – President Elect

- a. Submit names of Area Committee chairs and judges by August 1st for President's approval
- b. Have Area Directories Updated Online by August 1st. Do not use government emails.
- c. Attend Monthly EC Conference Calls – Will remain the first Tuesday of each month at 6pm CST.
- d. Notify the NASCOE Vice President of State Convention and Area Rally dates as soon as they are set. Area Rally dates require concurrence prior to contract being signed by a state.
- e. Assign duties/tasks to alternate executives to assist with planning for future transitions.

XII. Charge to Committee Chairpersons – President Elect

- a. Establish monthly TEAMS meetings with your Area Chairs and have them invite their state chairs.

XIII. Tentative Meeting Schedule

- a. August – Organizational Meeting
- b. January – Pre-Negotiation Meeting
- c. April/May – Negotiations
- d. August – 2026 National Convention

XIV. Miscellaneous

- a. All Executives and National Chairs are asked to copy all the officers in on all correspondence with your areas/committees.

XV. New Business

- a. FY26 Budget – **A MOTION was moved by Kayla Mattson and seconded by Sandra Scott to approve the FY26 budget as presented (exhibit 1). Discussion. All in favor, motion carried.**
- b. Minutes from 05/06/2025 – **A MOTION was moved by Neil Burnette and seconded by Terry Cater to approve the minutes as presented from the 05/06/2025 EC Meeting. Discussion. All in favor, motion carried.**

A MOTION to adjourn at 5:26PM was moved by Sandra Scott and seconded by Neil Burnette. All in favor, motion carried.

Current Budget - 2026

7/1/2025 through 6/30/2026 Using NASCOE 25/26

6/22/2025

Page 1

Category	7/1/2025 Actual	- Budget	6/30/2026 Difference
INCOME	0.00	453,000.00	-453,000.00
24-25 Membership Dues	0.00	45,000.00	-45,000.00
25-26 Membership Dues	0.00	330,000.00	-330,000.00
Dillard Financial Solutions	0.00	78,000.00	-78,000.00
Area Rallies	0.00	15,000.00	-15,000.00
National Convention	0.00	15,000.00	-15,000.00
Quarterly	0.00	48,000.00	-48,000.00
Everything Else	0.00	0.00	0.00
EXPENSES	0.00	405,749.95	405,749.95
2025 National Convention	0.00	82,400.00	82,400.00
Gifts	0.00	400.00	400.00
Hotel	0.00	13,000.00	13,000.00
Individual Stipends	0.00	12,000.00	12,000.00
Miscellaneous	0.00	7,000.00	7,000.00
State Stipends	0.00	20,000.00	20,000.00
Travel Reimbursements	0.00	30,000.00	30,000.00
Everything Else	0.00	0.00	0.00
2026 National Convention	0.00	3,000.00	3,000.00
Site Visit Travel	0.00	0.00	0.00
Travel Reimbursements	0.00	3,000.00	3,000.00
Everything Else	0.00	0.00	0.00
2027 National Convention	0.00	5,500.00	5,500.00
Individual Travel Reimbursements	0.00	2,500.00	2,500.00
Site Visit Travel	0.00	3,000.00	3,000.00
Everything Else	0.00	0.00	0.00
Area Rallies	0.00	29,500.00	29,500.00
Individual Stipends	0.00	14,500.00	14,500.00
Travel Reimbursements	0.00	15,000.00	15,000.00
Awards & Scholarship Committee	0.00	6,500.00	6,500.00
Area Rally Travel	0.00	1,000.00	1,000.00
Awards	0.00	2,500.00	2,500.00
DSA Travel	0.00	2,500.00	2,500.00
Supplies	0.00	500.00	500.00
Everything Else	0.00	0.00	0.00
Benefits & Emblems Committee	0.00	0.00	0.00
Area Rally Travel	0.00	0.00	0.00
Everything Else	0.00	0.00	0.00
Business Expense	0.00	12,399.95	12,399.95
Annual Filing of Taxes	0.00	2,300.00	2,300.00
Bank Fees & Charges	0.00	299.95	299.95
Insurance	0.00	4,800.00	4,800.00
Legal Fees	0.00	2,000.00	2,000.00
Office Supplies	0.00	2,000.00	2,000.00
Postage	0.00	1,000.00	1,000.00
Everything Else	0.00	0.00	0.00
COAC Committee	0.00	3,000.00	3,000.00
Area Rally Travel	0.00	1,000.00	1,000.00
Meeting with NAFEC	0.00	2,000.00	2,000.00

Current Budget - 2026

7/1/2025 through 6/30/2026 Using NASCOE 25/26

6/22/2025

Page 2

Category	7/1/2025 Actual	- Budget	6/30/2026 Difference
Everything Else	0.00	0.00	0.00
Discretionary Travel	0.00	20,000.00	20,000.00
Travel Reimbursements	0.00	20,000.00	20,000.00
Everything Else	0.00	0.00	0.00
Gifts & Donations	0.00	250.00	250.00
Gift	0.00	250.00	250.00
Legislative Committee	0.00	15,700.00	15,700.00
Area Rally Travel	0.00	2,000.00	2,000.00
Awards	0.00	200.00	200.00
Fly In Conference	0.00	10,500.00	10,500.00
Outreach & Advocacy Initiative	0.00	0.00	0.00
PAC Promotion	0.00	3,000.00	3,000.00
Legislative Consultant	0.00	117,000.00	117,000.00
Discretionary	0.00	15,000.00	15,000.00
Monthly Consulting Fee	0.00	102,000.00	102,000.00
Membership Committee	0.00	23,500.00	23,500.00
50+ Consecutive Travel	0.00	0.00	0.00
Area Rally Travel	0.00	2,000.00	2,000.00
Awards	0.00	4,000.00	4,000.00
Jump Team	0.00	15,000.00	15,000.00
Supplies	0.00	2,500.00	2,500.00
NACS-NACE-NADD	0.00	1,750.00	1,750.00
Organizational Meeting	0.00	29,000.00	29,000.00
Hotel	0.00	10,000.00	10,000.00
Miscellaneous	0.00	4,000.00	4,000.00
Travel Reimbursements	0.00	15,000.00	15,000.00
Pre-Negotiation Meeting	0.00	18,000.00	18,000.00
Programs Committee	0.00	2,250.00	2,250.00
Area Rally Travel	0.00	2,000.00	2,000.00
Gifts	0.00	250.00	250.00
National Office Travel	0.00	0.00	0.00
Publicity Committee	0.00	3,500.00	3,500.00
Area Rally Travel	0.00	1,000.00	1,000.00
Convention Cash Club	0.00	2,500.00	2,500.00
Everything Else	0.00	0.00	0.00
State Conventions	0.00	10,000.00	10,000.00
Travel Reimbursements	0.00	10,000.00	10,000.00
Everything Else	0.00	0.00	0.00
Technology	0.00	22,500.00	22,500.00
App	0.00	12,000.00	12,000.00
Computers & Software	0.00	5,000.00	5,000.00
Licenses	0.00	5,000.00	5,000.00
Web	0.00	500.00	500.00
Net Difference:	0.00	47,250.05	-47,250.05

National Association of FSA County Office Employees Southeast Area

Southeast Area Executive: Neil Burnette, North Carolina
Southeast Area Alternate Executive: Dawn Ovesen, Kentucky

Programs/Negotiations: Tasha Bagley, Georgia
Legislative: Lindsey New, Kentucky
Publicity: Kimberly Rice, Alabama
Membership: Maria Petrella, Georgia

Benefits/Emblems: Nancy Chlapecka, Arkansas
Scholarship/Awards: Amy Blum, South Carolina
COAC: Chris Orso, Georgia



SEA Special Called Meeting Minutes September 11, 2024

The Southeast Area met in a special-called meeting on Wednesday September 11, 2024, via Teams for the sole purpose of setting new SEA Finance Committee members and voting on the SEA Above and Beyond Coin.

I. OPENING OF MEETING

Neil Burnette, Southeast Area Executive and Meeting Chairperson, opened the meeting at 12:00 pm CST and explained the purpose of the meeting and the procedures for state delegates voting. It was further noted that this was a special-called meeting, and no other business would be transacted. A quorum of State Delegates was in attendance.

II. NEW BUSINESS

The Chairperson informed the delegates of the SEA Finance Committee and its duties. The SEA Finance Committee is made up of Neil Burnette, SEA Executive, Dawn Ovesen, SEA Alternate Executive, and Donnell Poss, SEA Treasurer. The Committee needed to appoint two new members to fulfill SEA Finance Committee duties. Neil Burnette recommended Judy Rudd from Alabama and Donny Green from Tennessee to fulfill those positions. Katie Taylor, KY, moved a motion to approve Donny Green and Judy Rudy to the SEA Finance Committee. Tia Brock seconded the motion. The Chairperson called for discussion. Being no discussion offered, the Chairperson called for a voice vote. The “ayes” were unanimous, and the motion passed.

The Chairperson informed the delegates of an idea that Maria Petrella, SEA Membership Chair, and Caleb Zaunbrecher, LA Member, came up with. They proposed to have a “challenge” coin for the SEA for those who go above and beyond for their state association or the SEA. Maria put together a list of quotes and a design for the membership to review. This information was shared with state delegates by email on September 6th, 2024 for review. We could buy 100 coins and get a better deal per coin but that is a lot of coins. Neil Burnette recommended that we only purchase 50 in an effort to preserve the special meaning of receiving a coin. Katie Taylor moved a motion to spend maximum of \$500, not including what Dillard Financial might provide us as a donation on the coin purchase. Amy Blum seconded the motion. The Chairperson called for discussion. Being no discussion offered, the Chairperson called for a voice vote. The “ayes” were unanimous, and the motion passed.

III. ADJOURNMENT

Dawn Ovesen moved a motion to adjourn the meeting. David Wayne seconded the motion. The Chairperson adjourned the meeting at 12:30 p.m.



(Southeast Area Executive)

9-26-24
(date)



National Association of FSA County Office Employees

Northwest Area

NWA Area Executive
Matt Weddingfeld
matt.weddingfeld@nascoe.org

NWA Area Alt Executive
Vacant

Awards & Scholarship
Deana Tranby
deana.tranby@nascoe.org

Benefits & Emblems
Bruce Solko
bruce.solko@nascoe.org

County Office Advocacy
Raela Brandt
raela.brandt@nascoe.org

Legislative
Ashley Hilton
ashley.hilton@nascoe.org

Membership
Jenny Lee
jenny.lee@nascoe.org

Negotiations & Programs
Melissa Merrill
Melissa.merrill@nascoe.org

Publicity
Courtney Hansen
courtney.hansen@nascoe.org

Good afternoon, the NWA has been actively seeking a Alt Executive since the NWA rally in 2024. We held our meetings at National Convention in august and we expressed to please take the information back to your states, to see if there is anyone that would like to serve in this role. I came back from the NASCOE Leadership Conference, and I had a few people to reach out to that would like to know more on this position.

The Northwest Area had three people that decided now was the right time and they wanted to get involved. The three candidates are Paige Anderson form North Dakota, Holly Reis from South Dakota and Jessica Wienk from South Dakota. The election was held for the NWA on 10/10/2024 at 7pm. In attendance was 12 out of 16 delegates and two national officers. The election results are as followed-

Holly Reis SD- 2 Votes

Paige Anderson ND- 2 Votes

Jessica Wienk SD- 8 Votes

The NWA is happy to announce that they have selected Jessica Wienk to serve as the NWA Alt Executive for the upcoming year.

Respectfully submitted,

Matt Weddingfeld

NASCOE Northwest Area Executive

National Association of FSA County Office Employees Southeast Area

Southeast Area Executive: Neil Burnette, North Carolina
Southeast Area Alternate Executive: Dawn Ovesen, Kentucky

Programs/Negotiations: Tasha Bagley, Georgia
Legislative: Lindsey New, Kentucky
Publicity: Kimberly Rice, Alabama
Membership: Maria Petrella, Georgia

Benefits/Emblems: Nancy Chlapecka, Arkansas
Scholarship/Awards: Amy Blum, South Carolina
COAC: Chris Orso, Georgia



SEA Meeting Minutes February 25, 2025

The Southeast Area met on Tuesday February 25, 2025, via Teams during our monthly SEA Leadership meeting to vote on a new Area Treasurer due to the retirement of our current treasurer, Donnell Poss.

I. OPENING OF MEETING

Neil Burnette, Southeast Area Executive and Meeting Chairperson, opened the meeting at 11:45 am CST and explained that our current SEA Treasurer, Donnell Poss has decided to retire at the end of the month and that we needed to take immediate action to elect a replacement treasurer. It was determined that a quorum of State Delegates was in attendance.

II. NEW BUSINESS

The Chairperson informed the delegates that he and Dawn Ovesen, Alternate Executive, had identified a willing candidate that was geography close to the outgoing treasurer and the anticipated incoming Area Executive. Neil Burnette recommended Meghan Edwards from KY to serve as the next SEA Treasurer. Dawn Ovesen, KY, moved a motion to approve Meghan Edwards to serve as the next SEA Treasurer. Amy Blum, SC seconded the motion. The Chairperson called for discussion. Being no discussion offered, the Chairperson called for a voice vote. The “ayes” were unanimous, and the motion passed.

The SEA Dues account will be set up under the Kentucky Association of FSA County Office Employees (KASCOE) Account. Sarah Smith, KASCOE Treasurer, will open the account for the SEA with Meghan Edwards being the Signature Authority for the account with Sarah Smith being the backup Signature Authority. The Account will only require the signature of one person, either Meghan Edwards or Sarah Smith. The Account is authorized for checks and debit card.

Duties of the SEA Dues Fund Treasurer will include:

- Maintaining account for SEA Dues
- Receiving SEA Dues and depositing funds
- Assist Alt Exec in preparing auditing report of SEA Dues Fund Account
- Signature Authority for account

Duties of the SEA Alt Exec for the SEA dues fund:

- Prepare and present audit report of SEA Dues Account annually at the NASCOE National Convention Area Meeting

Dues are \$1.00 per NASCOE Member. Amount due from states is determined by the number of members as of June 1st each year and is payable by June 30th of each year.

The Chairperson acknowledged the areas appreciation for the excellent work that Donnell has done and our sincere gratitude for her years of service to NASCOE and the SEA! It was also noted that a financial audit was just recently conducted by the SEA Finance Committee of the SEA financial records in which there were no findings identified. We do not feel that a new audit is necessary at transition based on the Committee's recent findings.

ADJOURNMENT

Tasha Bagley moved a motion to adjourn the meeting. David Wayne seconded the motion. The Chairperson adjourned the meeting at 11:50 am CST.



(Southeast Area Executive)

5-27-2025
(date)

NEA and MWA Rally
Cortland, NY
April 27-29, 2025

NY Deputy SED, mention this quote: “The true soldier fights not because he hates what’s in front of him, but because he loves that is behind him.” – G. K. Chesterton

RASCOE, President Becky Zirpel:

- “Membership is needed to help NASCOE grow.”
- “Even if you don’t want to be active, membership still helps pay to fight for you.”

Kevin Dale-

- NAFEC is meeting with DC management on June 4, 2025
- Press release being released today

Questions and Answers Session:

Sarah Sigmond –

Question: CRP and taking signup?

Answer: Should begin soon

Question: AGI issues with IRS?

Answer: Becca Csurtas – Trying to get a permanent change with the IRS. STO should be letting her know about major delays. One delay is the office address on the AGI needs to be the office that sends the AGI to the IRS. IRS doesn’t like different offices submitting them.

Laurie Thiboutot –

Question: Policy changes on 860 form for free NAP and higher payment rates?

Answer: Michael Walker(?) – Currently no changes planned

Keith Hizer –

Question: Streamline due to DRP 2.0?

Answer: Allison Greenwald (?) – Possibly streamline forms. Maybe have “common” policy guidelines.

Tina Williams –

Question: Supporting offices that are short staffed?

Answer: Lisa (?) – Thought is was already an option due to National Search

Molly Preston –

Question: Additional payments for MASC?

Answer: Mike – Possible announcement will be made in a couple of weeks.

Teresa Holquist –

Question: Purchase card limitation – FSFL – UCC request?

Answer: Kim Floures – She’s aware – Will be discussed on next DAFO call. They have a request for 200 additional cards. 35 only available nationwide now. Working on other options.

Laurie Thiboutot –

Question: Future disaster programs?

Answer: Mike – No timeframe. Probably it will be mid-year. Will possibly be handled like ERP Phase 1 – using RMA data.

Question: 2-CP Late-file fee – paying by farm

Answer: Clay – Subject to change.

Intended use changes- must charge fee if it changes

Mike: Cover crop should not be harvested. That’s why fee is now implemented.

DAFO – Notes

Kim Flourer – Director of DAFP

Budget – CR to 2025

Contracts, Shred, leases, etc. halted for now. Can ask for exemption.

Leased – No new leases.

Purchase Cards – DAFO is trying to make purchasing easier due to the reduction in cards available. Waiting on approval for 200 more cards.

Printers – MPS3 printers are being sent to offices now.

Follow guidance on signature block

Computers are being warranted every 5 years now, not every 3 years.

Staffing – Hiring freeze

Overtime is approved for ECAP only.

Overtime and Comp time are limited due to the budget

NASCOE 2025 Negotiation items were sent to NASCOE officers today (4-28-2025)

Trina Blake – Director Business Analysis

OPO and Staffing model is ready to be published. Publishing has been paused.

Workload – Updated to 2024

Updating policy – shared management, re-districting, and county office structure.

Trying to modernize are being incorporated into SharePoint.

Employee Central is part of desktop. Working on a teams for navigation.

Kara –

Return to office – May have people start working in our office. 1900 additional people with FSA, RD and NRCS

Amy Webbink –

Training – Working on making I better. Making smaller training sessions instead of longer training sessions.

Updating PM Handbooks – In draft status now – 17-PM, 6-PM, and 22-PM

Cleaning up electronic system – May is deadline for personal files

Can not process awards, temp promotions or duty station changes.

Career ladder promotions can be processed.

Questions and Answers:

Kevin Dale –

Question: Shared management – 22-PM – Notifying NASCOE about shared management. CEDs are required to drive 4 hours without overnight travel permitted.

Answer: Amy – Possibly making leadway with travel

Tina Williams –

Question – How many CO staff are being lost due to DRP 2.0?

Answer: Trina – People can still change their mind – numbers not available

Bill Beam – FSA Administrator

He's interviewing SEDs – May 5th the 1st 20 coming on board. Announcement coming soon.

CRP signup – Coming soon – date will be announced soon

Supplemental disaster programs coming soon

Reorganization/Agencies combining – To close offices, Congress must approve. Offices can not be closed. He has not heard anything about combining offices.

Eliminating COC system? 1st he's hearing about it. He thinks the system works. He'd like for the see information stating the possibility. Taylor Stucki is sending it to him.

Hunter Moorhead – NASCOE Legislative Consultant

President's budget will go to Congress in May

More voluntary separations are going to be offered

Budget reconciliation will be insurance and retirement changes.

2026 Convention – July 28 – August 2, 2026 in Sault Saint Marie, Michigan

2025 Convention – Whitefish, Montana – last day to register is May 7th

May 20th will be call for convention details. It will be Town Hall style
2026 NEA and MWA Rally will be in Ohio

CT-0

PA-4

Maine-2

Massachusetts-0

Maryland/Deleware-1

NH-0

NY-19

RI-0

WestVirginia-4

Vermont-3

NEA Break out session

Membership- what's working for your state?

Brian- Maryland -give packet to new employees follow after packet is sent

NY- has a membership packet but key is follow up

Rally and state meetings are good as well to get new members

Jen Doty – discussed brainstorming from the working group membership meeting –

-new slogan created

- glue up app

-Jen is willing to send states welcome packet –

-She is also willing to send application to potential members

There was a question asked about the difference between union and associations and title 5 verse title 7- sandy explained that we have some great new handout resources developed to help explain the difference

- Looking for ideas for state gatherings- what do other states do?

- Looking for ideas on how to gain membership-

- Selling points

- Its not about getting new things now with hiring freeze-its aboutkeeping what we have

- Cost of living & maternity leave was not for CO employees NASCOE had to ask for it

Membership video about benefits exists- its old- possibly need to create a new one

Issues with the NASCOE APP- constantly logged out

Utilize app for rallies and convention- Glue up is growing which is causing logging in issues

Possible Facebook forum to guide through the app

Sandy brought up the idea of either joining the MWA area next year in a combined Rally in Ohio or hosting our own- Next is Massachusetts to host

Brian brought up concern about the cost for small states to send people to a rally that is hosted in MWA

Audre was able to tell us that the cost to fly to ohio is very reasonable

Laurie – likes the combined rally to get to see more members

Molly- thinks combined to let MWA host NEA

The members voted to combine with the MWA in Ohio for next year and it seems the SEA will join us as well



National Association of FSA County Office Employees Northwest Area

June 22nd 2025

NWA Area Executive
Matt Weddingfeld
Matt.weddingfeld@nascoe.org

NWA Rally Minutes

The NWA Executive Matt Weddingfeld brought the meeting to order at 8am and the pledge of allegiance was given at that time.

NWA Area Alt Executive
Jessica Wienk
Jessica.wienk@nascoe.org

A motion was made by Raela Brandt to adopt the agenda, and it was seconded by Kyra Hagberg. Motion Carried the NWA Alt called for the roll call of delegates from states and those numbers are as follows:

Awards & Scholarship
Deana Tranby
deana.tranby@nascoe.org

- Roll Call of States and Delegates

Benefits & Emblems
Bruce Solko
bruce.solko@nascoe.org

- WA/AK – 2
- OR – 5
- ID – 3
- MT – 5
- WY – 1
- ND – 3
- SD – 4
- NE – 13

County Office Advocacy
Raela Brandt
raela.brandt@nascoe.org

Legislative
Ashley Carter
ashley.carter@nascoe.org

Membership
Jenny Lee
jenny.lee@nascoe.org

Negotiations & Programs
Melissa Merrill
Melissa.merrill@nascoe.org

Publicity
Courtney Hansen
courtney.hansen@nascoe.org

(RASCOE) Cindy Hall got and spoke on behalf of Rascoe and she informed our members that RASCOE along with NASCOE is continuing to monitor the proposed cuts to benefits that will directly impact Retirees. She also encourages our members to be Associate members.

(NAFEC) Kevin Dale- Encouraged everyone to be associate members of NAFEC. NAFEC has Directors in 29 states. They are still monitoring and continuing to monitor the equity commission ensuring the county committee system stays in place. They had a meeting with FSA leadership in June that went well.

NASCOE Legislative Consultant

Hunter Moorehead- Monitoring all the legislative topics on the hill and coordinating with the legislative team for NASCOE. The big push on the Hill right now is HR 1, also known as the big, beautiful bill. Supporting the PAC is important more now than ever with all the happenings on the hill we want to make sure we get the

support from the house and senate. Funding levels are a serious concern for this upcoming fiscal year.

Dillard's- (Teresa Dillard) Teresa discussed with the NWA all the various stuff that they have to offer and just wanted everyone to know that they should let them do a cost analysis on them so they can see where they are in the form of retirement. They also discussed the partnership we have with them as our exclusive benefit provider and presented the NWA with a \$3000 check to our NWA fund.

State Reports:

Nebraska- Membership continues to be a struggle looking for new ways to combat that. We are going to try to host district get togethers to try to spark membership.

North Dakota- Membership will be our priority this year. We saw a decline last year and need to boost that back up. We had our state meeting in April and that was a very successful meeting.

SD- Just like the rest of the state's membership needs attention. Also, we need to nominate more people for DSA awards, there are a lot of deserving people.

MT- DRP hit us hard, and we are struggling to get new members with no in person training.

ID- Greatly understaffed, we have a new SED

OR- District 1 was hit the hardest, we are 50% understaffed, DRP will affect our numbers

WA/AK- Struggling with membership, we are going digital pilot program in Grant County. Severely low staffed.

Wyoming- the wildfires and disaster has hit us hard, the DRP didn't affect us much so we have our fingers crossed we will be fine.

Candacy Announcements- Matt Weddingfeld-Executive

Jessica Wienk- Alt Executive

After Candacy Announcements we adjourned and finished the remainder of our NWA business in the first area break out session during the National Convention

The meeting was adjourned at 11:00am.