Northwest District Horticulture PIT Meeting

MINUTES FEBRUARY 22, 2008 POLYCOM

MEETING CALLED BY The meeting was called to order at by Theresa Friday

TYPE OF MEETING Program Implementation Team meeting

NOTE TAKER Theresa Friday

HOST Polycom

ATTENDEES Collin Adcock, Dr. Howard Beck, Alex Bolques, Charles Brasher, Sheila Dunning, Theresa Friday, Mike Goodchild, David Marshall, Eddie Powell, Stan Rosenthal, Ken Rudisill, Larry Williams

Agenda Topics

NEWSLETTER AUTHORING TOOL

Dr. Howard Beck presented a new automated way of developing our district newsletter—an online editor (http://orb2.at.ufl.edu/LyraEDISServlet?command=getDocumentEditor). The new method would allow Agents to go to a website and write their articles. Pictures and videos can also be uploaded. The new system would:

• Send an email reminder
• Automatically generate a website of the newsletter
• Automatically generate a pdf version of the newsletter

Screen captures of the online editor are available at http://orb2.at.ufl.edu/newsletterdemo.ppt

There are two technical issues that Agents might encounter. (1) Everyone needs Java plug-in software and (2) some county Firewalls may block the website content.

Dr. Beck will continue to work on the online editor.

RECOMMENDATIONS/ ACTION ITEMS

• Agents will trial the new online editor with our next newsletter. Articles due April 14th.
• Remember to upload/use high resolution pictures approximately 2 mega pixels or 1800x1200

GARDENING IN THE PANHANDLE

• Theresa indicated that the newsletter versions would be posted to the district website at http://nwdistrict.ifas.ufl.edu/Hort_PIT/newsletter.html. Please save the version you want.
• Please submit distribution numbers to Theresa as soon as possible.
• For those posting to a website, the number of web hits can be determined from http://webstats.ifas.ufl.edu. Instructions on how to use Urchin 5 is available online at http://nwdistrict.ifas.ufl.edu/IT/urchin.html.

Ken Rudisill will be working on a Communication Award submission for the newsletter as a team award in addition to an abstract and poster.

RECOMMENDATIONS/ ACTION ITEMS

Article due dates:
April 14, 2008 for the May-Jun newsletter
June 16, 2008 for the July-Aug newsletter
August 11, 2008 for the Sept-Oct newsletter

FIRST DETECTOR TRAINING

A First Detector Training will be offered on May 2, 2008. The targeted audience will be County Faculty, Program Assistants, Master Gardeners, Growers and Landscape Professionals. An agenda is available online at http://fpdn.ifas.ufl.edu/FirstDetectorTrainingMay2.htm. An announcement will be sent shortly.

• Please have people register online at http://fpdn.ifas.ufl.edu/FirstDetectorTrainingMay2.htm.
• Sheila asked that Pesticide CEU’s be requested.
• Sheila will request FNGLA CEU's.
UPCOMING PROGRAMS

Palm Program
- Feb. 29 from 9am to 1pm for Green Industry Professionals. http://okaloosa.ifas.ufl.edu/ch_calendar.shtml
- Feb. 28 from 3pm to 6pm for homeowners and Master Gardeners. http://santarosa.ifas.ufl.edu/hot_topic_two.shtml

Urban Turf Rule
- March 11 from 9am to 1pm for Green Industry Professionals. http://okaloosa.ifas.ufl.edu/ch_calendar.shtml
- March 10 from 9am to 1pm for Master Gardeners. http://escambia.ifas.ufl.edu/hort/events_calendar.shtml. Registration has been slow for this event. Please encourage your Master Gardeners to attend.

ISa Certification: March 28 with test given on March 29. Contact Stan Rosenthal for additional information

Limited Pesticide Training: May 1 in Bay County. Contact Ken Rudisill for more information

IPM Update: May 23rd at the NFREC in Quincy via Polycom from Apopka. Contact Alex for more information

ISA Training: October 23 in Santa Rosa County and October 24 in Leon County. More information to follow.

RECOMMENDATIONS/ ACTION ITEMS

- Stan will coordinate a Bugs-n-Rot program via polycom sometime in July or August.
- The BMP training scheduled for March 5th in Bay County has been postponed.
- Theresa will contact Dr. Unruh to set up a planning meeting for the Florida Field Day

CALENDARS

March 15: Communication Awards application deadlines
April 11-13: Emerald Coast Flower and Garden show with Santa Rosa County Master Gardener Plant Sale. UF/PJC campus, Milton
April 23: New Landscape Plants. 9am – 2:30pm. $20 in Quincy
April 26: Okaloosa County Master Gardeners Plant Sale

IRRIGATION TRAINING

David Marshall initiated a discussion on the need for irrigation training. Larry suggested that it include hands-on activities. It was suggested that two trainings be conducted in the district, one in the west and one in the east part of the district. Sheila can acquire equipment for the training in the west end.

RECOMMENDATIONS/ ACTION ITEMS

- David will follow up with Dr. Dukes for the possibility of a training
- Sheila will check into what is needed for the state irrigation certification

MASTER GARDENER GUIDELINES

The team discussed the Master Gardener guidelines generated from the state office. Many counties will be adapting the guidelines to meet their individual county needs.
**MASTER GARDENER POLYCOM TRAINING**

| DISCUSSION | Ken Rudisill asked if the PIT wanted to develop our own polycom training for Master Gardeners. It was suggested that instead of recreating a program that the statewide program be adapted for those who wish to participate. Statewide polycom training presents some issues for those Agents training at different times of the year. |
| RECOMMENDATIONS/ACTION ITEMS | Ken to follow up with Sydney Park Brown |

**HORT PIT WEBSITE**

| DISCUSSION | Theresa indicated that the NW district website will be used to post items for the Hort PIT at [http://nwdistrict.ifas.ufl.edu/Hort_PIT/index.html](http://nwdistrict.ifas.ufl.edu/Hort_PIT/index.html) |
| RECOMMENDATIONS/ACTION ITEMS |

**NEXT PIT MEETING**

| DISCUSSION | The 2008 meeting are:  
- 2nd quarter: April 16 at the District Faculty Meeting  
- 3rd quarter: July 25 from 8am to noon (central time)  
- 4th quarter: October 8 at the District Faculty Meeting |

| ADJOURNMENT | Meeting adjourned at approximately 10:15 am |
| NEXT MEETING | April 16 at the District Faculty meeting in Walton County |
| SPECIAL NOTES | Please send additions or changes to these minutes to Theresa Friday at tlfriday@ufl.edu. |