Northwest District Horticulture PIT Meeting
MINUTES NOVEMBER 2, 2007 POLYCOM

MEETING CALLED BY The meeting was called to order at by Ken Rudisill

TYPE OF MEETING Program Implementation Team meeting

NOTE TAKER Theresa Friday

HOST Polycom

ATTENDEES Collin Adcock, Dr. Howard Beck, Sheila Dunning, Theresa Friday, Eddie Powell, Stan Rosenthal, Ken Rudisill, Dr. Pete Vergot, Larry Williams

Agenda Topics

MASTER GARDENER BYLAWS

DISCUSSION
- Ken spoke with Tom Wichman at the State Master Gardener Conference and Tom stated that the final State bylaws should be emailed the week on 10/29
- To date, no one has received them
- According to Tom, they have not changed much from the proposed bylaws
- Several counties received recognition at the State MG Conference
  - Leon County: Newsletter
  - Leon County: Demo garden
  - Santa Rosa: Display
  - Walton: Special audiences

RECOMMENDATIONS Upon request, Dr. Vergot will send a congratulations/appreciation letter to the MG’s

BMP’S

DISCUSSION
- Dr. Trenholm recently sent an email addressing BMP training procedures for 2008.
- Sheila Dunning may be inviting Dr. Trenholm to Okaloosa County to assist with a BMP training

RECOMMENDATIONS If other Agents want Dr. Trenholm to help with BMP training, let Ken know and he will coordinate with Laurie.

ARBORIST TRAINING

DISCUSSION Stan announced the 2007 Coast Series Seminar. The Florida Chapter ISA is offering 3 seminars. Each will be worth 6.25 ISA CEUs and 4 FNGLA CEUs.
- December 4: Tallahassee, IFAS Extension Office
- December 11: Ft. Lauderdale, IFAS Extension Office
- December 13: Orlando, IFAS Extension Office

RECOMMENDATIONS Contact Stan for more information

BUGS & ROT

DISCUSSION
- Stan is thinking about doing a spring program via Polycom
- A problem will be getting PowerPoint presentations at the last minute and distributing them to remote locations
- Tentatively the week of May 5 or May 19

RECOMMENDATIONS Contact Stan for more information
### PALM PROGRAM

#### DISCUSSION
- A palm management program will be presented via Polycom on Jan. 24, 2008. It will originate from Ft. Lauderdale and will be shown in Jackson County.
- A palm program for commercial audiences will be offered in Ft. Walton County on Feb. 29.

#### RECOMMENDATIONS
- Contact Ken for more information on the Polycom program
- Contact Sheila for more information on the Feb. 29 program

### DISTRICT HORTICULTURE NEWSLETTER

#### DISCUSSION
- Deadlines for article submissions are not being met resulting in the newsletter being delayed. This causes problems for counties whose clientele are used to having a newsletter before the beginning of the month.
- To encourage timely submissions the following actions will be taken:
  - If articles are not submitted on time, the newsletter will go to press without them.
  - The newsletter coordinator (Ken) will send out email reminders before the deadline.
- Larry Williams suggested sending the newsletters to Agents in coastal Alabama counties.
- It was decided that the responsibility for coordinating the newsletter and sending to UF will be the responsibility of the PIT Leader and rotate with that position. Ken will write up a procedure on how to send to UF.
- Ken will contact Dr. Trenholm to request an article on the upcoming fertilizer law for the next newsletter.

#### RECOMMENDATIONS
- Articles will be due:
  - a. December 10, 2007 for the Jan-Feb newsletter
  - b. February 11, 2008 for the Mar-Apr newsletter
  - c. April 14, 2008 for the May-Jun newsletter
  - d. June 16, 2008 for the July-Aug newsletter
  - e. August 11, 2008 for the Sept-Oct newsletter

### CLIMATE CHANGE

#### DISCUSSION
- Leon County held a successful climate change workshop in September.
- Climate change could affect our landscape recommendations.
- Stan will share his research on climate change with the group in the future.

#### RECOMMENDATIONS
- Dr. Beck suggested contacting Clyde Fraisse for more information on climate change.

### 5-COUNTY REGIONAL MG MEETING

#### DISCUSSION
- Agents discussed whose responsibility it would be to coordinate the regional MG meeting. It was agreed that the MG’s should coordinate the meeting.
- Agents will ask their MG’s if they want a 2008 meeting.
- For those wanting to participate in a regional meeting, Agents will send Theresa the name and contact information of the MG President or other MG contact. Theresa will put together a list and send to all the Agents for distribution to the MG’s.
- Larry Williams suggested that the Alabama MG’s may want to participate since they rely on information from UF and have problems similar to ours.

#### RECOMMENDATIONS
- Larry will follow up with the Alabama Agents about doing some joint programming.

### AFRICANIZED BEES

#### DISCUSSION
- The Africanized bee DVD is available from the Dept of Agriculture upon request.

#### RECOMMENDATIONS

### DR. BECK’S REPORT

#### DISCUSSION
- Dr. Howard Beck provided the following update:
  - A new programmer has been hired for EDIS.
  - He is currently working on developing specifications for EDIS. A major rebuild will happen within 6 months that will include a Google search engine in EDIS.
  - Some future ideas include:
    - Web based authoring and editing tool. This would be very useful in creating
a district wide newsletter
  o Web based training
  o Merging Solutions for your Life and EDIS to provide a comprehensive management system

**RECOMMENDATIONS**

**DR. VERGOT’S REPORT**

**DISCUSSION**

- Meeting Room Manager has just been purchased. It will provide a comprehensive scheduling program as well as a universal calendar integrated with Outlook.
- Polycom VSX units have been purchased for counties. Those with existing VSX units will have the People Plus software installed.
- Contact Mark Reiger for an Elluminate state license (also request headset and camera).
- Currently 9 positions are frozen statewide, 1 in the district.
- Joint programming is very important.
- A committee is developing state-wide MG training using State Specialists and County Faculty. Sydney Park-Brown is coordinating effort.

**RECOMMENDATIONS**

**CALENDARS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
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<tbody>
<tr>
<td>November 5, 2007</td>
<td>Sugarcane Field Day. Quincy</td>
<td>Quincy</td>
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<td>November 11, 2007</td>
<td>Landscape Architect Training. Escambia County</td>
<td>Carrie Stevenson</td>
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<td>November 15, 2007</td>
<td>Unifas training. Jackson County</td>
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<td>November 29-30, 2007</td>
<td>Great Southern Tree Conference</td>
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<td>November 30, 2007</td>
<td>POW due</td>
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<td>December 1, 2007</td>
<td>Limited Pesticide Training. Bay County</td>
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<td>December 4, 2007</td>
<td>Arborist Training. Leon County</td>
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<td>December 11, 2007</td>
<td>Alternate Energy Program. Walton County</td>
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<td>January 24, 2007</td>
<td>Palm Management Program. Polycom-Jackson County</td>
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<td>February 4, 2007</td>
<td>Advanced MG Training. Fertilizers. Walton County</td>
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<td>February 5, 2007</td>
<td>Fertilizer Program for commercial audience. Walton County</td>
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<td>February 29, 2007</td>
<td>Palm Management Program. Okaloosa County</td>
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<td>May 28-30, 2008</td>
<td>Extension Symposium. Gainesville</td>
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<tr>
<td>June 18, 2008</td>
<td>Turfgrass Expo. WFREC</td>
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Spring 2008: Bugs & Rot

**NEXT PIT MEETING**

**DISCUSSION**

Agents discussed have 4 PIT meetings (quarterly) in 2008. Two would be at the District Faculty meetings.

- 1st quarter: February 22 from 8am to noon (central time)
- 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 11:30 am

**NEXT MEETING**

February 22, 2008

**SPECIAL NOTES**

Please send additions or changes to these minutes to Theresa Friday at tlfriday@ufl.edu.