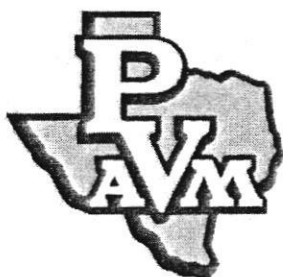


**Texas A&M AgriLife Extension Service
County Extension Agent
Performance Appraisal Instrument**

**TEXAS A&M
AGRI LIFE
EXTENSION**



**PRAIRIE VIEW
A&M UNIVERSITY**
COLLEGE OF AGRICULTURE
AND HUMAN SCIENCES

Cooperative Extension Program

Name Ronald Barlow _____ County Sabine _____

Revised May, 2015

VOL 3-U PG 613

PERFORMANCE APPRAISAL SYSTEM

This performance appraisal system identifies four major areas or “performance domains” for the evaluation of Extension county agents. The components that comprise each domain are set forth in this document, along with related criteria and standards. Evaluation is based on the agent’s ability to meet or exceed the standards outlined in this performance system.

I. EDUCATIONAL EFFECTIVENESS

Effective design, delivery, evaluation and interpretation are essential to Extension education. Outstanding educational programs include a strong foundation in program development, a comprehensive educational plan, appropriate teaching methods, and well-designed, suitable evaluation instruments and techniques.

As Extension educators, county agents should develop programs through appropriate Extension planning groups, including leadership advisory boards, program area committees, youth boards, and task forces. Engagement with other community groups is also important. It helps to gain more stakeholder support for community-wide Extension efforts and to ensure Extension’s role as a partner in broader community planning.

The responsibility to create a high-quality learning environment involves using a variety of available resources, technologies, and creative and innovative teaching methods. Extension agents have further responsibility to consider inclusion and diversity, affirmative action, civil rights, and related laws and principles during the planning and implementation of Extension programs.

To review, enhance, and measure outcomes of educational programs, Extension agents must use appropriate evaluation tools and techniques. These include formative evaluation to improve program quality and effectiveness, along with clientele satisfaction surveys. Also important are summative evaluation techniques to measure the effect of programs on their target audience, such as changes in knowledge, skills, attitudes, practices, and behaviors, as well as the economic impact of these changes where applicable.

Each month, agents must report—by the specified due date—the results and impact of their program efforts and outreach. Reports should include verifiable participant counts (based on sign-in sheets and attendance logs) and descriptive information that enables a supervisor and others to readily understand each activity and its impacts. Reporting includes TEXAS data, Commissioners Court reports, and special reports as required by a DEA, RPL, or administration.

Program interpretation refers to efforts to communicate with stakeholders about the nature and value of the agency and its programs. Stakeholders include federal, state, and county officials, along with other locally-elected and appointed officials, as well as Extension planning group members, agency partners and collaborators, and others who may be public or private investors in our programs. Extension agents are expected to follow agency branding guidelines and to communicate the value of our programs in appropriate ways. Examples include annual reports, promotional publications, public presentations, use of mass media, personal contacts, informational events, and related strategies.

Agent performance will be measured based on the agent’s ability to meet or exceed standards set for criteria in each major component in this domain area. **A minimum score of 3 in each category must be achieved, or a Performance Improvement Plan will be placed in effect for the coming year.** Criteria are listed below under each component area.

Below are the components, criteria, and standards for the performance domain of Educational Effectiveness.

PERFORMANCE APPRAISAL SYSTEM

A. PROGRAM DEVELOPMENT (In Depth Programs)

1. In-Depth Program Planning

- Provided leadership for determining specific issues in the county or designated area of responsibility.
- Has an organized, effective, and engaged Extension planning group(s) that support county plans and programs. Planning group members are volunteer representatives of the community and rotated regularly. Groups generally meet a minimum of three times per year; however more or less meetings may be required for some groups per instructions from the RPL and DEA.
- Planning group meetings include involvement of resource persons (Extension Specialists, Commodity Leaders, Other Agencies, etc.) as required by RPL and DEA.
- Is involved with external or multi-county planning groups to strategically place Extension as a stakeholder in broader community programs.
- Modified programs based on client needs.
- Used program development process to develop programs that are based on relevant issues identified through an EPG, specialist, stakeholder, or other relevant source (or multiple sources).
- Has evidence of data to support relevance of issues and needs.
- Sought out and involved appropriate partners and collaborators to enhance the program development process.

Supervisor Summary:				
Ag and NR committee provides leadership in planning, implementation and evaluation for all livestock and forage and Natural Resource programs. Who makes up this committee and how many times did they meet in 2020?				
4-H Council/Youth Board 4-H Ag Coalition Leadership Advisory Board				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	<u>5</u> Outstanding

2. In-Depth Program Implementation

- Program has a clearly identified audience and targets appropriate population.
- Adapted and effectively used multiple teaching methods and learning activities to conduct educational programs, as appropriate to address target audience needs.
- ANR programs included appropriate number of result demonstrations as teaching tools in the program. Results from demonstrations are shared broadly as an educational tool. Involvement of Extension Specialists is an expectation in Result Demonstration Implementation.
- Used participant feedback to improve teaching effectiveness.
- Effectively branded and marketed programs to target audience participation. Effective marketing will include the use of multiple media outlets and methods.

Supervisor Summary:				
Agriculture- program efforts are good, provided 2 educational programs with good attendance. In the future list your role with programs clear as presenter, host or partner.				
Natural Resources- program efforts are good, hosted one program that had good attendance.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	<u>5</u> Outstanding

PERFORMANCE APPRAISAL SYSTEM

3. In-Depth Program Evaluation

- Developed a plan to evaluate the quality and effectiveness of programs.
- Evaluation methods implemented were appropriate and effective in measuring the type of change expected.
- Used evaluation data to improve teaching methods, effectiveness, and quality, with input from planning groups.
- Collected and analyzed data that was valid and reliable in measuring program impacts.

Supervisor Summary:				
Agriculture- results are good from both programs with good data including adoption of economic impact. Need to list percentages in the results from greatest to least. In the future it is important to have results from at least 3 programs.				
Natural Resources- Good data from your program and good data from your Pig Abatement program in the county and with site visits. Appreciate you interpreting the data in the summary and the comparison of how the program has advanced this year. Put percentages in order from greatest to least.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding

B. PROGRAM DEVELOPMENT (Outreach Programs)

- Outreach plans are representative of needs of the county, all needed plans are in place and approved.
- Planning groups are engaged in Outreach Programs as required by DEA and RPL. Groups will generally be required to meet a minimum of 3 times per year, with the RPL or DEA sometimes requiring more or less. Involvement of Extension Specialists or other resource people is expected with planning groups.
- Effectively engaged in management of the 4-H Program, including recruitment, volunteer development, project support, camp and other educational activity participation and other support needed to maintain a quality program for youth.
- All Outreach Programs completed as planned, or as amended and approved by DEA and RPL.
- Markets all outreach programs effectively, including newsletters, media, and electronic methods as appropriate.
- Evaluation of Outreach Plans is expected. Level and method of evaluation will be specified in each plan.
- ANR Outreach plans should include appropriate Result Demonstrations, evaluated as described in the In Depth section.

Supervisor Summary:				
4-H Grows- overall management of 4-H program. Expansion of 4-H Shooting Sports, Rifle and Archery. Addition of Robotics project. ██████████				
4-H AG/NR- Expansion of livestock program and new Horse program.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding

C. ACCOUNTABILITY AND INTERPRETATION

- Monthly reports were submitted on time and complete.
- High Quality In-Depth Program Summaries were developed and shared appropriately with planning groups and other stakeholders. Summaries will include the results of major activities and focus on client change (knowledge, behavior, adoption, and/or economic impact)
- Commissioners court reports, mileage, and support materials were submitted each month to DEA.
- Responded promptly and professionally to special requests for reports and materials.

PERFORMANCE APPRAISAL SYSTEM

- Effectively branded and interpreted extension programs and programming efforts to key stakeholders, including commissioners courts, school boards, state/federal elected officials, and others as appropriate, using a variety of strategies and methods.
- Effectively utilized appropriate communication tools and channels to consistently market and interpret the benefit and value of Extension educational programs, such as Internet, weekly radio/TV shows, columns, etc.
- Implemented a coordinated strategy to communicate value of Extension programs with other agents, staff, and partners as appropriate.

Supervisor Summary:

Agent is current and complete with all reports and support material. Agent submitted plan of work, summaries and CEA Report on time. Responds to DEA and RPL in a timely manner. Highly engaged in the community and is visible with marketing and branding of Extension. Good use of mass media with weekly newspaper, online news source, television and radio.

1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding
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Goals for Progress in this Domain:

Key:

- 1 - Unsatisfactory:** Has major and/or multiple deficiencies in meeting minimum performance standards.
- 2 - Needs Improvement:** Improvements in multiple areas required to bring performance up to minimum standards.
- 3 - Effective:** Demonstrates acceptable performance in all areas.
- 4 - Highly Effective:** Meets all performance standards, with no deficiencies identified, and exceeds expectations in many areas.
- 5 - Outstanding:** Meets all performance standards, with no deficiencies identified, and exceeds expectations in all performance categories and/or domains.

PERFORMANCE APPRAISAL SYSTEM

II. PROGRAM RESOURCES, VOLUNTEERISM, AND ORGANIZATIONAL SUPPORT

Program and organizational support depend greatly upon appropriate use and management of human and material resources to enhance the educational programming and program outcomes of the Texas A&M AgriLife Extension Service and the Cooperative Extension Program and to advance the organizations as a whole.

Volunteer Engagement and Other Human resources include the knowledge and skills of the entire Extension faculty as well as our support staff, paraprofessional staff, volunteers, and others who play a vital role in the planning and implementation of Extension county programs. Effective agents have the ability to hire, train, coach, support, delegate, and evaluate paid staff in a manner that enhances the operation of the office and the effectiveness of educational programs. Likewise, effective agents also have the ability to recruit, train, recognize, and manage volunteers in a productive manner. Extension agents are responsible for adherence to laws and policies related to human resources, i.e., both staff and volunteers.

Material resources include grants, sponsorships, fundraising revenue, donations, and other support (cash or in-kind), whether from internal or external sources, which provide for equipment, supplies, travel, or other Extension program needs. Sources may include private or public organizations, foundations, charitable trusts, businesses, government, or private citizens. Internal sources such as county and state appropriations to Extension are also available and should be reviewed annually by the total county Extension faculty and staff to determine fair and equitable distribution, according to program needs and goals. In the course of soliciting program and organizational support, Extension faculty must assure that those groups and organizations solicited do not in any way discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, or veteran status.

A. VOLUNTEER MANAGEMENT AND ENGAGEMENT

- Effectively trained and engaged volunteers in program implementation to include:
 - volunteers teaching clientele
 - program planning
 - result demonstration cooperators
 - master volunteers and mentors provide direct clientele support
- Effectively conducted screening of volunteers working directly with youth.
- Recruited, involved, managed, and recognized volunteers, including 4-H Club Leaders and Project Leaders, Master volunteers, in a manner that enhanced educational outreach.
- Volunteer numbers are appropriate for size and complexity of the county. Adequate numbers of volunteers are involved in program areas where volunteer support is beneficial.
- 4-H volunteer involvement is adequate to lead and grow the 4-H program to be representative of the needs of the county.

Supervisor Summary:

147 volunteers donated 2, 769 hours while conducting or assisting with educational programs in 2020.

4 Screened 4-H volunteers

Ag/NR committee

Result Demonstration Cooperators

Volunteers recognized annually.

1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding
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PERFORMANCE APPRAISAL SYSTEM

B. OTHER HUMAN RESOURCES

- Effectively managed paid staff, including county staff, program staff, or other staff as an integral part of the Extension program.
- Provided effective orientation, training, feedback and evaluation of county support staff as appropriate.
- Cooperates with other County staff in recruiting, interviewing and hiring staff.
- Followed all appropriate policies, rules, and guidelines as they relate to hiring and supervision of paid staff.

Supervisor Summary:				
Sabine County is a single agent county without a support staff.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding

C. MATERIAL RESOURCES

- Developed and maintained effective working relationships with sponsors, donors, and coworkers in securing, maintaining, and managing support and resources for Extension educational programs.
- Effectively accrued and managed funds in a manner that enhanced program quality and outreach, including funds from county budgets, grants, donations, and program funds maintained by external groups. Included dollar amounts when appropriate.
- Actively and effectively supported fee-based programming.
- Completed a written annual review of support group accounts for all external groups who raise funds. Took corrective actions as appropriate.

Supervisor Summary:				
Great use of securing donations and grants to enhance educational programs. Texas Wildlife Services County Feral Hog Grant, Operation Pork Chop supper and seminar sponsorships. Sponsors for Hay Show and Beef and Forage program. Serves a county coordinator and works with county court on annual budget. Supports fee based programs.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding

Goals for Progress in this Domain:

Key:

- 1 - Unsatisfactory:** Has major and/or multiple deficiencies in meeting minimum performance standards.
- 2 - Needs Improvement:** Improvements in multiple areas required to bring performance up to minimum standards.
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PERFORMANCE APPRAISAL SYSTEM

III. RELATIONSHIPS AND TEAMWORK

Establishing effective working relationships—with coworkers, colleagues, supervisors, volunteers, clientele, key community leaders, TAMUS partners, institutions of higher education, NIFA partners, county and state agencies and organizations, stakeholders, and people in the political arena—is critical to the success and enhancement of a visible and viable Extension Program. The identification, development, and involvement of teams, partners, and collaborators are examples of the behavior, skills, and actions necessary in the domain of cooperation and coordination. Successful performance in this domain impacts the desired program outcomes by increasing the effectiveness and outreach of Extension faculty members and their programs.

Below are the components, criteria, and standards for the performance domain of Cooperation and Coordination.

A. INTERNAL RELATIONSHIPS

- Fostered joint education and program delivery activities with other Extension agents and specialists that led to a positive program impact within the county and in multi-county activities.
- Demonstrated evidence of multi-disciplinary, multi-cultural, and/or multi-county program efforts as appropriate.
- Demonstrated the ability to function effectively with other CEP/AgriLife Extension and research faculty, as well as other Texas A&M AgriLife and Texas A&M System representatives.
- Collaborated effectively with Extension organizations and support groups such as 4-H clubs, master volunteer groups, TEEA clubs, and study groups, etc., in a manner that enhanced program outcomes.

Supervisor Summary:

Agent is a team player and works with agents in the District and Region. Participates in multi-county programs including Piney Woods Cattle Congress, Forest Pest Seminar, ET Fruit and Vegetable conference and ETSSS. Good use of working with Specialists.

1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 <u>Outstanding</u>
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B. EXTERNAL RELATIONSHIPS

- Established, sustained, and expanded networks, coalitions, and collaborations, which further the work of Extension in serving clientele.
- Established and maintained active and positive relationships with Commissioners Court(s), state and federal representatives, and representatives of local groups, organizations, and other agencies.
- Provided the necessary leadership to create partnerships and/or collaboration with external groups to plan programs to meet current and future needs.
- Actively partnered with local, county, state, and national/federal stakeholders, agencies, organizations, clubs, private businesses, agribusinesses, financial institutions, school groups etc., to develop and enhance educational programs and responses to effectively address local needs.
- Demonstrated expansion of programs to new audiences as a result of external relationships. Examples: expansion of 4-H clubs, increased volunteerism, and new target communities and other audiences.

Supervisor Summary:

Agent has an excellent of partners and collaborators. Some of those include- local schools, civic clubs, Forestry Association, Farm Bureau and others. Expansion of County Hay analysis drive and soil testing drive.

1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 <u>Outstanding</u>
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PERFORMANCE APPRAISAL SYSTEM

C. OVERALL TEAMWORK

- Demonstrated ability to cooperate effectively as a team member at local, district, state, and national levels through collaborative programming efforts, participation on committees/task forces, and other tasks and duties as assigned.
- Demonstrated leadership in team building skills and service as a team leader when appropriate.
- Actively cooperated and supported employee recruitment and onboarding processes such as mentoring, First Step, internships, career days, and related team-oriented activities and processes.
- Worked cooperatively with coworkers on local job responsibilities, including 4-H program management, interdisciplinary programming, LAB, youth boards, PACs, 4-H cluster programming, multi-county planning groups, interpretation efforts, office support, joint reports, and related duties that require teamwork.
- Fostered a work environment that encourages positive staff interaction and relationships.

Supervisor Summary:				
Ronald works with 4-H leaders to expand program, with Ag Science Teachers with County Livestock Show and several local committees. Assists with D-5 4-H contests and events.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding

Goals for Progress in this Domain:

Key:

- 1 - Unsatisfactory:** Has major and/or multiple deficiencies in meeting minimum performance standards.
- 2 - Needs Improvement:** Improvements in multiple areas required to bring performance up to minimum standards.
- 3 - Effective:** Demonstrates acceptable performance in all areas.
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PERFORMANCE APPRAISAL SYSTEM

IV. PROFESSIONAL DEVELOPMENT AND PROFESSIONALISM

The future of the Texas A&M AgriLife Extension Service and the Cooperative Extension Program depend upon the effectiveness of our employees. To maintain and enhance professional competence, county faculty members should participate in staff development efforts such as in-service training, graduate study, professional associations, and externally-sponsored training. Our organizational success also depends on employees who have a clear understanding of the organizations= mission and vision and willingly accept leadership assignments that contribute to the mission and vision.

Professional Development: As professionals, Extension agents are expected to participate in significant applied research, creative activities, and intellectual and scholarly work that are validated by peers and shared with other professionals. Effective agents bring new insights to issues by interpreting and integrating research-based knowledge from multiple sources, including current events, professional publications, workshops, seminars, and professional affiliations.

Professionalism: In addition to their personal and professional development, Extension agents must promote a positive and professional image through their conduct and commitment to standards that support continued success, not only for themselves but for our organization. Extension agents must dress professionally, interact positively and productively with colleagues and local leaders, and conduct themselves in a manner that reflects favorably on our organization and the Texas A&M System.

Below are the components, criteria, and standards for the performance domain of Professional Development and Professionalism.

A. PROFESSIONAL DEVELOPMENT

- Served in leadership roles on local, regional, state, national, and Extension committees and task forces.
- Demonstrated the competencies and interpersonal skills necessary to successfully conduct Extension programs.
- Participated in appropriate professional development training.
- Displayed a positive attitude and provides leadership to professional development activities in the District/Region.
- Worked with RPL and/or DEA to provide leadership to professional development activities as appropriate.
- Made satisfactory progress on graduate study hours and coursework, based on timeline for completion (if applicable).
- Actively participated in appropriate professional organizations and demonstrates evidence of leadership and recognition.
- Made appropriate scholarly contributions, such as publications, fact sheets, newsletters, web pages, handbooks, etc., at district, regional, state, and national levels.
- Made satisfactory updates and progress on Career Ladder preparation and took necessary action for promotion if appropriate.

Supervisory Summary:

Member of TCAAA, participated in all required trainings in 2020. Attended Beef Cattle Short Course and other Ag related professional development trainings.

1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	5 Outstanding
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PERFORMANCE APPRAISAL SYSTEM

B. PROFESSIONALISM

- Maintained appropriate office hours.
- Followed instructions and responded properly and promptly to management.
- Communicated positively with co-workers, staff, administrators, clientele, and local stakeholders.
- Expressed disagreements in a constructive, non-confrontational manner
- Consistently complied with policies and procedures.
- Demonstrated the necessary initiative that will lead to fulfillment of job duties and responsibilities
- Was involved in community and organizations as appropriate to build community support and relationships.
- Represented the agency positively through personal appearance and conduct.

Supervisory Summary: Ronald is doing a great job in Sabine County. Maintains office hours and good communicator. Always professional and has a positive attitude.				
1 Unsatisfactory	2 Needs Improvement	3 Effective	4 Highly Effective	<u>5</u> Outstanding
Goals for Progress in this Domain:				

Key:

- 1 - Unsatisfactory:** Has major and/or multiple deficiencies in meeting minimum performance standards.
- 2 - Needs Improvement:** Improvements in multiple areas required to bring performance up to minimum standards.
- 3 - Effective:** Demonstrates acceptable performance in all areas.
- 4 - Highly Effective:** Meets all performance standards, with no deficiencies identified, and exceeds expectations in many areas.
- 5 - Outstanding:** Meets all performance standards, with no deficiencies identified, and exceeds expectations in all performance categories and/or domains.

Long Term Professional Goals and Steps to Achieve:
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PERFORMANCE APPRAISAL SYSTEM

OVERALL SCORE

NAME: Ronald Barlow

COUNTY: Sabine

CATEGORY	SCORE (1 - 5)		
• Planning	5		
• Implementation	5		
• Evaluation	5		
• Outreach Programs	5		
• Accountability and	5		
PROGRAM DEVELOPMENT TOTAL	25	Multiplied X 8	TOTAL <u>20</u> of 200 Possible
• Volunteer Management	5		
• Other Human Resources	5		
• Material Resources	5		
PROGRAM RESOURCES	15	Multiplied X 5	TOTAL <u>75</u> of 75 Possible
• Internal Relationships	5		
• External Relationships	5		
• Overall Teamwork	5		
RELATIONSHIPS AND TEAMWORK TOTAL	15	Multiplied X 5	TOTAL <u>75</u> of 75 Possible
• Professional Development	5		
• Professionalism	5		
PROFESSIONALISM TOTAL	10	Multiplied X 5	TOTAL <u>50</u> of 50 Possible
OVERALL TOTAL SCORE			400

PERFORMANCE APPRAISAL SYSTEM

Overall Evaluation of Extension Agent

Ronald Barlow
County Faculty Member

CEA-As/NR
Job Title

2020
Period of Review

Shelia Harris
Supervisor Conducting Review

3-9-21
Date of Review

Rating of county faculty member's overall performance:

- Outstanding:** Meets all performance standards, with no deficiencies identified, and exceeds expectations in all performance categories and/or domains.
- Highly Effective:** Meets all performance standards, with no deficiencies identified, and exceeds expectations in many areas..
- Effective:** Demonstrates acceptable performance in all areas.
- Needs Improvement:** Improvements in multiple areas required to bring performance up to minimum standards
- Unsatisfactory:** Has major and/or multiple deficiencies in meeting minimum performance standards.

Summary: Ronald is doing a great job & making hard to grow the program in Sabine County. In depths were Agriculture and Natural Resources. Good programs and evaluation

Ronald Barlow 3-9-21
Extension Agent Signature

Shelia Harris 3-9-21
Supervisor's Signature Date

Supervisor's Signature Date

Reviewing Administrator's Signature Date

Reviewing Administrator's Signature Date

Reviewing Administrator's Signature Date

data. Continuing to grow the 4-H program w/ expansion efforts w/ Arney, Robotics and Horse. Ronald's expertise & respect in the County lead him to give weekly COVID-19 updates per the County Judge to the residents of Sabine County. Excellent social media presence w/ Facebook & other platforms. member of TCAAA.

CEA Annual Achievement Report (2020) Ronald Barlow, ANR CEA, Sabine County

In-Depth Program Planning (Also attach In-Depth Summary(ies))

- **Sabine County Beef & Forage Program**

The Sabine County Agriculture and Natural Resources (ANR) Committee provided leadership in planning, implementation, and evaluation of all livestock and forage programs. The Sabine County ANR Committee identified several educational programs and events in which they wanted to sponsor. Livestock and forage producers increased their knowledge and adoption of practices through livestock and forage workshops, clinics, and news articles. These programs were targeted to livestock and forage producers that attend educational programs.

- **Sabine County Natural Resources Program**

The Sabine County Agriculture and Natural Resources (ANR) Committee provided leadership in planning, implementation, and evaluation of all natural resource programs. Participants increased their knowledge and adoption of practices through natural resource programs, workshops, clinics, and news articles in the areas of natural resources. These programs were targeted to all county landowners. The Sabine County Agriculture and Natural Resources Committee identified several educational programs and events in which they wanted to sponsor. Some were curtailed due to COVID-19 pandemic, and face-to-face events, held after April 1, drew less than normal attendance.

In-Depth Program Implementation

In-Depth and Outreach programs were marketed through the following venues:

- Mass media (2 newspapers, 1 online news source, radio, and Facebook).
- Flyers mailed to target audience.

Sabine County Natural Resources Program:

Beef and Forage Newsletter (Feb and Oct, 125 recipients) a bi-annual mailout sent directly to beef and forage producers to educate and inform them of issues, solutions and programs of local interest.

Pasture Management Seminar (February 25, 47 attending) an educational seminar to address pasture weed, brush and pest control in order provide safe and abundant forage and hay for livestock.

Hay and Forage Analysis Drive (October 22-31, 61 participants) agent collected 102 hay samples on-site from 61 producers for analysis by Texas A&M Lab and then provided individual interpretation.

Sabine & San Augustine County Hay Show & Seminar (November 17, 28 producers attending) Agents (Dudley, Bridges, Barlow) analyzed hay analysis reports and discussed improvement methods.

Soil Analysis Drive (December 1-15, 30 participants) a program to encourage producers to submit soil samples in order to plan for improved forage and hay production. Collected 67 soil samples.

Individual office and on-farm consultation (Year-round) Personal one-on-one visits to identify, analyze and make recommendations on a multitude of issues impacting beef and forage production.

"Sabine County Agriculture" Facebook Group (Year-round, 1,171 members) Intensified social media presence to compensate for COVID-19 restrictions. 1,080 active members viewed 945 posts in 2020. The most popular original post, about using dogs, was shared 251 times and viewed 18,858 times.

Sabine County Natural Resources Program:

Operation Pork Chop (January-May, 250+ participants) a feral hog abatement program to encourage control, data collection, and education of the public on needs and methods of controlling feral hogs.

Educational programs of the Texas A&M AgriLife Extension Service are open to all people without regard to race, color, sex, religion, national origin, age, disability, genetic information, or veteran status. The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating

Feral Hog Control Site Visits (January-May, 28 participants) met weekly with individual and small groups of hog hunters and trappers to discuss feral hog control methods, tools, data collection, etc..

Wild Hog Supper & Seminar (October 20, 84 attendees) an educational seminar on feral hog control, covering feral hog history, needs for control, methods of control, personal safety, and demonstrations.

Wild Hog Control Result Demonstration Presentations (May-November, 200+ attendees) a series of educational presentations to various school, civic and specialty clubs and organizations, offering interpretation on feral hog control data and findings collected during Sabine County's Operation Pork Chop and feral hog control site visits concerning trapping and hunting methods and tools.

In-Depth Program Evaluation

During the 2020 year, the major beef and forage educational programs were evaluated using the various survey tools. The results are listed below:

2020 Wild Hog Supper & Seminar - 41 of 84 (49%) participants responded providing data back on their perception of knowledge gained and plan to adopt practices based on the educational program.

Change in Understanding:

- *41 of 41 (100%) increased their level of knowledge of wild pigs by attending.
- *39 of 41 (95%) increased their level of knowledge of wild pig biology.
- *39 of 41 (95%) increased their level of knowledge of efficient trap/bait techniques.
- *40 of 41 (97.5%) increased their level of knowledge of types/extent of hog damage.

Intent to Adopt:

- *41 of 41 (100%) intend to adopt at least one practice presented.
- Of 41 respondents, the average respondent planned to adopt 4 new practices.

Economic Impact:

41 respondents estimated a total of \$162,950 in economic losses during the previous year due to hogs.

Sabine County's Operation Pork Chop 2020 - our feral hog abatement program (January – May, 2020)

Hunters and trappers submitted evidence of feral hog removal and provided data regarding methods used, trap types, bait types, age and sex of hogs, geographical locations, and dates of capture.

Impact of Program:

- *36 hunters/trappers participated – Up from 29 (124%) participating in 2019.
- *465 feral hogs removed – Up from 362 (128%) removed in 2019.
- *\$6,300 awarded to participants – Up from \$3,100 (203%) awarded in 2019.
- *51 local business and landowner sponsorships – Up from 28 (182%) sponsors in 2019.

Economic Impact:

The removal of 465 hogs effectively removed the potential cause of over \$100,000 in economic losses as a conservative estimate. The impact of the awareness created by the program, probably multiplied that estimate several times over.

Feral Hog Control Site Visits (January-May, 28 participants) met weekly with the 14 Operation Pork Chop weekly drawing winners, and their hunting/trapping partners, to discuss feral hog control methods, tools, data collection, etc. and to provide education regarding more successful methods, procedures and tools.

Impact of Program:

- *465 feral hogs removed – Up from 362 (128%) removed in 2019.

Intent to Adopt:

- *28 of 28 (100%) intend to adopt at least one practice presented.

Economic Impact:

The resulting increased efficiency in removing feral hogs will result in immeasurable savings in damage.

2020 Pasture Management Seminar (February 25, 47 attending) – 35 of 47 (74.5%) of participants responded providing data back on their perception of knowledge gained and plan to adopt practices based on the educational program.

- *35 of 35 (100%) of respondents were mostly or completely satisfied with the activity.

Change in Understanding: (Excludes Not Applicable or Already Adopted)

- *33 of 35 (94.3%) increased their understanding on at least one program item.
- *28 of 35 (80.0%) increased their understanding of weed/brush control options.

Intent to Adopt: (Includes Definitely or Probably, Excludes Not Applicable or Already Adopted)

- *17 of 19 (89.5%) plan to adopt at least one practice and/or technology.

- *16 of 18 (88.9%) intend to adopt the use of soil analysis to improve nutrient management.
- *12 of 15 (80.0%) intend to adopt the use of recommended practices to improve nutrient management

Economic Impact:

- *32 of 33 (97.0%) anticipate benefitting economically as a direct result of this learning.
- Average number of acres managed or owned by participants – 284.3
- Total number of acres managed or owned by participants – 9,667 Total
- Anticipated economic benefit per acre - \$14.87
- Average economic impact per producer - \$4,491.57
- Total economic impact for this program- \$143,730.25

2020 Hay Show & Seminar – (November 17, 28 producers attending) 22 of 28 (78.6%) of participants responded providing data back on their perception of knowledge gained and plan to adopt practices based on the educational program.

- *22 of 22 (100%) of respondents were mostly or completely satisfied with the activity.

Change in Understanding: (Excludes Not Applicable or Already Adopted)

- *16 of 19 (84.2%) increased their understanding of the benefits of forage testing.
- *16 of 19 (84.2%) increased their understanding of primary factors affecting forage and hay quality.
- *18 of 19 (94.7%) increased their understanding of the effects of hay quality on supplemental feeding.
- *17 of 19 (89.5%) increased their understanding of external parasites of beef cattle and their control.

Intent to Adopt: (Includes Definitely or Probably, Excludes Not Applicable or Already Adopted)

- *19 of 21 (90.5%) intend to adopt the use of soil analysis to improve nutrient management.
- *17 of 19 (89.5%) intend to adopt the use of forage analysis to determine quality levels.
- *19 of 21 (90.5%) intend to rotate chemical classes in horn fly control to avoid resistance.

Economic Impact:

- *21 of 22 (95.5%) anticipate benefitting economically as a direct result of this learning.

Outreach Program Summary

Sabine County 4-H Grows

The Sabine County 4-H Leadership Advisory Board, 4-H Program Area Committees and the Sabine County Agriculture and Natural Resources Committee provided leadership in planning, implementation, and evaluation of all 4-H programs. Opportunities for 4-H participation were planned to expand greatly with the expansion of the 4-H Shooting Sports program, including the addition of 4-H Rifle and growth of 4-H Archery, and addition of 4-H Robotics Program.

*Sabine County 4-H was recognized as the county with the third largest percentage growth in membership in the state.

Sabine County 4-H Agriculture and Natural Resources

The Sabine County 4-H Leadership Advisory Board, 4-H Program Area Committees and the Sabine County Agriculture and Natural Resources Committee provided leadership in planning, implementation, and evaluation of all 4-H programs. Plans were made for the expansion of the 4-H Livestock Program, including the addition of a 4-H Horse Program.

Accountability and Interpretation

- Agent submitted reports in Texas Data on a monthly basis and quarterly basis. Monthly commissioners court and travel reports have been reported in a timely manner. Annual plans submitted and completed on time. Responds to requests by DEA and RPL in a prompt manner.
- Interpretation, visibility, marketing and branding of Extension to the following stakeholders and through venues such as:
 - Sabine County Junior Livestock Show Committee, Sabine County Ag/NR Committee, Leadership Advisory Board, Program Area Committees, Hemphill I.S.D. School Health Advisory Committee, Sabine County Chamber of Commerce, Pineland Service Club, Hemphill Lions Club, Sabine County Economic Development Advisory Committee, Hemphill Garden Club, Sabine County Farmers Market Committee, Piney Woods Soil & Water Conservation Board, Sabine County Appraisal District Board, County Judge and Commissioners, U.S. Representative, State Senator, and State Representative.
 - Mass media (county weekly newspaper, online news source, television, radio), Facebook, flyers and brochures.
 - Use of Extension and other applicable logos included on all publications and programs. Non-discrimination clause inserted on all program and media releases.

Volunteer Management and Engagement

- 147 volunteers donated 2,769 hours while conducting or assisting with educational programs in 2020.
- Sabine County Extension has four 4-H screened volunteers. Trained 4-H club managers facilitate monthly meetings along with youth volunteers for "4-H One Day" events.
- Volunteers will be recognized annually at 4-H County Awards Banquet with "Friend of 4-H" awards.

Other Human Resources

- Agent utilized the following organizations and/or county departments to assist and expand programs: County Judge and Commissioners, Texas Parks & Wildlife, Texas A&M Forest Service, U.S. Forest Service, Pineland Service Club, Sabine County Chamber of Commerce, Sabine County Farm Bureau Board, Sabine River Authority, Sabine County Economic Development Advisory Committee, Sabine County Area Go-Texan Committee, Hemphill Garden Club, Sabine County Junior Livestock Show Committee, Sabine County Ag Committee, Sabine County Farmers Market Committee, and Piney Woods Soil & Water Conservation Board.

Material Resource Development

- Texas Wildlife Services County Feral Hog Grant - \$9,984.00
- Operation Pork Chop Sponsors – 51 county businesses and individuals - \$6,300.00
- Wild Hog Supper & Seminar Sponsor – Fairmount Lumber and General Store - \$1,000.00
- 4-H Camp Sponsor – Tractor Supply Co. – \$278.00
- County Hay Show Lab Analysis Donor – Texas A&M Forage Lab - \$408.00
- County Hay Show Meal Sponsor - Shelby Savings Bank - \$500.00
- County Hay & Soil Testing Drives Program Sponsor – Piney Woods Soil & Water Conservation Board - \$500.00
- County Hay & Soil Testing Drives Program Sponsor – Shell Beach, Inc. - \$500.00
- County Hay & Soil Testing Drives Program Sponsor – East Texas Asphalt - \$500.00
- Beef & Forage Program Sponsor – Sabine County Farm Bureau - \$250.00

Internal Relationships

- **Joint programs with other agents/specialists:**
 - Wild Hog Supper & Seminar with John Tomecek, Wildlife Specialist and Aaron Sumrall, Matagorda Co CEA
 - Piney Woods Cattle Congress with Angelina, Nacogdoches, Panola, Shelby, San Augustine Counties.
 - Pasture Management (Pesticide CEU) Seminar with Shane Bridges, CEA San Augustine County.
 - Hay Analysis Drive with Dr. Tony Provin, Forage Testing Lab and Shane Bridges, CEA San Augustine County
 - Hay Show & Seminar with Lee Dudley, CEA Panola County and Shane Bridges, CEA San Augustine County
 - Soil Analysis Drive with Dr. Tony Provin, Soil Specialist and Shane Bridges, CEA San Augustine County
 - Forest Pest Seminar with Angelina and eight other counties.
 - East Texas Fruit and Vegetable Conference with Nacogdoches and twelve other counties.
 - East Texas Show Star Series with Rusk County and 20 other counties.
- **Extension programs and support groups:**
 - Agent works effectively with 4-H clubs, committees and projects, Sabine County Ag Committee, LAB and coalitions. Volunteers from these groups were used to support Agriculture and Natural Resource Seminars and Programs, Youth in Ag Field Day, Forestry Field Day, and 4-H Shooting Sports.

External Relationships

- **Networks and collaborations with the following during 2020:**
 - Sabine County Landowners Association
 - Hemphill Lions Club
 - Hemphill Garden Club
 - Texas Parks & Wildlife Department
 - Sabine County Chamber of Commerce
 - Sabine County Farmers Market
 - West Sabine ISD
 - Texas Forestry Association
 - Sabine County Farm Bureau
 - Pineland Service Club
 - Piney Woods Soil & Water Cons. Dist.
 - Texas A&M Forest Service
 - U.S. Forest Service
 - Hemphill ISD
 - Brookeland ISD
- **Expansion of efforts:**
 - County hay analysis drive was expanded with 61 producers offering 102 forage samples for analysis.
 - County soil testing drive was expanded with 67 soil samples submitted by 30 clients for analysis.
 - 4-H Shooting Sports program was expanded (Rifle) to meet the identified needs of 4-H members.
 - The need for establishment of a 4-H Robotics program was identified, volunteer coaches were recruited and groundwork completed for offering the program in 2021.
- **Recognition made for contributions to county at the following:**
 - Commissioners Court by County Judge and Commissioners

Other Teamwork Examples

- Work cooperatively with 4-H Leaders on 4-H program development and marketing with adding new projects
- Work cooperatively with Ag Science Teachers to present the Sabine County Jr. Livestock Show
- Local Committees included Sabine County Junior Livestock Show Committee, Sabine Area Career Center Board Member, Sabine County Appraisal District Board Member, Pineland Service Club President, Pineland Service Club Funds Allocation Committee Chairman, Sabine County Economic Development Advisory Committee, Sabine County Historical Commission member, and Pineland Day Steering Committee Advisor.

Professional Development

- **Professional development training:** TCAAA Spring & Fall Meetings with Agent Trainings, Texas A&M Beef Cattle Short Course, Turfgrass Training, Wildlife Management Training, Forestry Controlled Burn Training, Kiwifruit Field Day, Grape Vineyard Tours, and many online seminars.
- **Professional organization participation and recognition:**
 - Member of TCAAA

Professionalism

- Ag/NR agent communicates efficiently with other agents, specialists, volunteers, and other county employees/officials. Agent follows instructions and complies with policies and procedures of Sabine County and Extension, takes initiative, is actively involved in the community in effort to build support and relationships and represents Extension positively in all aspects.

COVID-19 Addendum

Describe any significant impacts that COVID-19 may have had on your original 2020 program plans:

All face-to-face programs planned for the period from mid-March through September, 2020 were cancelled, indefinitely postponed or transitioned to distance presentations.

Scheduled events that were cancelled or postponed, included Aquaponics Program, Spring CEU Program, Pond Management Program, Wild Hog Supper (Feral Hog Seminar), Wild Hog Trapping Clinic, Pineywoods Cattle Congress, 4-H Meetings, 4-H Archery Project Meetings, Sixth Grade Forestry Field Day, Economic Development Committee Meetings, ANR Committee Meetings, 4-H Leadership Committee Meetings.

Daily, weekly and monthly activities, such as office visits, site visits, coffee shop talks, service club presentations, radio programs, news media interviews, 4-H recruiting visits, ag producer meeting presentations (beekeepers, garden club, etc.), were transitioned to other delivery modes when possible. Some were indefinitely postponed.

Due to my widespread social media presence in the county, I was appointed by the county judge to make daily COVID 19 updates to the public as the pandemic reached our area. I continue to make weekly COVID 19 updates.

I also provided training, information, and assistance to the county, two municipalities (Hemphill and Pineland), three school districts, and several non-profit entities (Pineland Early Learning Center, Sabine Area Career Center, etc.) with CARES Act information and PPP funding.

Describe any adaptations you made to adjust your program plans to meet the requirements for limited face-to-face contact:

We were in midstream with my largest annual program, Operation Pork Chop, which had started on January 20 and was scheduled to run through May 1. After much deliberation, I followed the county leadership's advice and continued the program, but without face-to-face contact. Hog hunters and trappers continued removing wild hogs and reporting them at our six collection stations (with non-contact methods). I postponed the weekly drawings and recognitions of hunter/trappers and sponsors until this could be done under local and extension guidelines. We indefinitely postponed the Wild Hog Supper and Seminar scheduled for May 19 but finally conducted it on October 20.

To reach my clients on a daily basis, with timely and locally adapted information, I doubled up on social media posts in the areas of horticulture, livestock, poultry, forage and hay, forestry, wildlife, outdoor recreation, pest management, and 4-H projects. My "Sabine County Agriculture" social media group has grown by about 75 new members per month since mid-March to our current membership of 1,200+ members.

I also created "East Texas ANR Agents," a social media group limited to ANR Extension Agents and Specialists to share posts for availability in other applicable counties.

Other social media groups for our 4-H members and 4-H Archery allowed for delivery of news, information, and ideas for projects compatible with social distancing.

I kept various ANR producer groups aware of upcoming webinars, live presentations, and online educational opportunities that they could participate in from home.

I monitored the office telephone, e-mail, and social media groups to serve the public as best I could without offering face-to-face contact.

Describe any complete changes made to original plans, if adaptations were not possible to continue with some variation of your original plans:

The eternal optimist, I continue to hope that several of the postponed events and activities can be held in the near future. Some first-time and stand-alone programs will be held when circumstances allow.

Some annual events, such as the Spring CEU Program, Pond Management Program, Pineywoods Cattle Congress, Sixth Grade Forestry Field Day which were presented in a different format online (with limited success) are planned to resume in 2021.

Describe other considerations for evaluation of your 2020 performance and program impact:

While 4-H Archery season ended early, and monthly 4-H meetings and all 4-H face-to-face activities were cancelled (or transitioned online) for March-December, we are planning to kick off an even bigger 4-H program for 2021.

The reset time has allowed us to make plans in hopes of reviving the 4-H Horse Program and kicking off a 4-H Rifle Program and a 4-H Robotics Program.

Other plans that are awaiting a return to some sort of normalcy in the schools to start the planning process, include Learn, Grow, Eat & Go, Hatching in the Classroom, etc.