

**Meeting Minutes**  
**NCR-197 Agricultural Safety and Health Research and Extension**

November 5-6, 2003  
Holiday Inn St. Louis Airport North  
St. Louis, MO

**Members Present:** Brad Rein, Thomas Bean, Robert Aherin, John Myers, Connie Baggett, Willard Downs, Charles Schwab, Marshall Martin, Dennis Murphy

**Wednesday, November 5**

Comments from NCR Administrative Advisor. The committee's new administrative advisor, Marshall Martin, Associate Director of Research, Purdue University, welcomed the group and gave a few introductory comments. Comments included an explanation of the National Information Management and Support System (NIMSS), the need to make sure committee members get registered on the NIMSS as a committee member, and to get our minutes posted on the system. He also noted that our committee has been approved for a one year extension. Some comments related to this was that our committee had a well defined problem to address, we needed to consider members from outside the land grant system, we have good multi-state participation, and we need to be sure that we don't duplicate the efforts of other committees. Martin stressed it was important that all new projects needed to have a clearly defined problem, a clear integration of research and extension, and to think about how we will involve stakeholders in our efforts.

Approval of Agenda.

One item added to the agenda was the need for a secretary for this meeting. Murphy agreed to be the acting secretary, filling in for Mark Purschwitz.

Update on USDA Innovation Grant for NCR-197. We were successful in closing down this grant. We were able to achieve our objectives to USDA's satisfaction.

Update on NCR-197 Publication "National Agenda" Over 9000 copies have been distributed since May. Aherin and Murphy told about distribution efforts in their states. A presentation was made by the writing group at the National Institute for Farm Safety Annual Meeting in Windsor, Canada this past June. Rein reported that the Canadians were very interested in our document. Rein has requested a 25% shared faculty position that could be devoted to presenting and promoting the document. Baggett told of an effort to organize a workshop among Penn State faculty. If this is successful he will share this with others. It may serve as a model for promoting it among faculty. Members are encouraged to report any future uses, promotions or activities involving the report. Schwab reported that our project was 1 of 10 projects selected to develop an impact and research needs statement in support of ESCOP requests for FY05 federal budget.

Update on One Year Extension. Schwab reported that we were able to get a one year extension because the reviewing committees (NCRA, NCA) recognized that we had not met all of our project objectives, we needed time to promote our “Research Agenda” document, the extension of time would allow us time to develop a new project, and our project was only four years in length rather than the more usual five years. Schwab noted that we needed to complete objectives 1.6, 3.6, 4.1 and 4.3 during our year of extension.

Visioning Future Direction of the Committee. Schwab then lead a discussion of how we might organize or structure our next committee. A new proposal is due December 1, 2004. The group discussed several possible ways of structuring ourselves for the new project. A consensus developed that: a) we want to create a process where all 12 research agenda priorities are moved forward; b) this can be accomplished by having a few objectives that cut across the 12 priority areas; c) we need to create a roadmap and facilitate their functioning; d) our committee should have several subcommittees by the end of year one, with subcommittees members becoming a part of this committee.

Solidifying Future Vision to Specific Objectives. Based upon the discussion above, several specific objectives for the next project were identified. These were:

1. Develop and support 12 action groups for each of the 12 priority areas.
  - 1.1. Identify current and prospective research and outreach efforts for the 12 priority areas
  - 1.2. Identify current and potential resources including funding and expertise for the 12 priority areas
  - 1.3. Define needs and opportunities for the 12 priority areas
  - 1.4. Develop and refine research questions and outreach activities for the 12 priority areas
  - 1.5. Construct an assessment specialized for each of the 12 priority areas
2. Develop assessment to measure effectiveness and impacts of the National agenda.
3. Develop a supportive environment for exchange of ideas, partnering, and involvement of stakeholders.

Timeline for New Committee Proposal. The timeline developed for the new committee proposal is:

- Feb 04 – Writing team distribute draft proposal to committee for comments.
- March 04 – Refine proposal based on comments
- April 04 – Spring Teleconference using web
- July 04 – Redistribution of modified proposal to committee
- November 04 – Annual meeting to approve final proposal
- December 1, 04 – Submission of proposal into the NIMSS

Selection of Proposal Writing Team. Chuck Schwab volunteered to lead the new proposal writing team. John Myers and Willard Downs volunteered to help. Schwab invited others to volunteer. The entire committee will have opportunity to provide input as drafts are developed.

**Thursday, November 6**

Before moving into scheduled agenda items we discussed the timing of our next meeting. We have been meeting in November but a spring meeting might be helpful for developing the new proposal. Another option is to keep our meeting in November but have a conference call in the spring. We decided to leave the question open for now.

Review of Remaining Committee Objectives and Strategies of Remaining Committee Objectives. We discussed specific needs and methods regarding completing project objectives during our extension year. The unfinished objectives and our plans for completing them are as follows.

Objective 1.6: Develop and implement technical and public reviews and assessments of the national agenda document.

Actions: will partially be completed by Rein's shared faculty position; will try to obtain formal comments from NIFS, ASAE, department heads, and other specific stakeholder groups. Specific questions/reactions we want include are:

- 1) Is this a useful document?
- 2) Are the identified priorities for agriculture appropriate?
- 3) Issues appropriate for the land grant?
- 4) What if any action is your organization, company, or institution planning and is there any areas you are current working in?
- 5) Do you support the 9 recommendations on page 14 of the document?

Schwab asked that committee members send him suggestions as to whom (organizations) the questions should go to. The quicker we do this, the more information we will have for use with the next proposal.

Objective 3.6: Explore ways to better utilize the land grant system to conduct research and extension activities in agricultural safety and health.

Actions: We feel we are doing this now and will continue this goal in the next five year project.

Objective 4.1: Utilize the national agenda to communicate the need for funding the public policy makers, producers, consumers, etc.

Actions: The survey we will conduct for objective 1.6 will take care of this objective. In addition, Rein will explore scheduling a specific project presentation for the Executive Council for CREES.

Objective 4.3: Conduct an international economic cost/benefit study of agricultural safety and health research priority needs.

Action: The committee agreed that this was not a realistic objective and we would take no further action on it.

Report from Washington (Rein). Rein supplied information about the following items:

- a. FY 2004 NRI RFA – Awards up to \$500k, up to 20% integrated research, education, & extension activities, it will be published as on consolidated RFA, the earliest deadline no sooner than 6 weeks after publication, Food

- characterization/process/production research and Non-food characterization/process/product research.
- b. CSREES supported workshop on Nanotechnology (\$1 Mil in funding)
  - c. Farm Safety Formula Funding – possible reduction in funding
  - d. FY 2004 AgrAbility RFA- National project up for competition with application due in March 2004 and state project continuation proposals due in Dec 4, 2002
  - e. FY 2004 HOSTA RFA – Scheduled dates for RFA release is Jan 15, 2004 and application are due Mar 19, 2004. Electronic submission of applications will be used.

Report from NIOSH (Myers). Myers reported that two new Agriculture Centers were recently funded (Ohio State University, University of Colorado). Surveys that are planned include a survey of minority farm operators in January 2004 and another national survey of 50,000 farm operations in January 2005. NIOSH is also talking to NASS about inclusion of household data in their 2007 Census of Agriculture.

Report s from Other Agencies. None.

Review of Individual Assignments and Commitments.

1. Committee members need to submit names and addresses of contacts that can or should review the national agenda (4.1 objective of NCR 197)
2. Everyone should receive a message about this request with a response by end of this year. A reminder will be sent in January for non responders in committee.
3. You will need to respond to the proposed draft of the next proposal in a timely manner when it is forwarded late this year or early next year.
4. Committee members are requested to share any comments or review documentation (can include newspaper stories, letter received, etc) about the National Agenda. In this same light if you have generated some special activity around the national agenda, please inform the committee so others can benefit with their idea of promoting the document.
5. If you have not filled in the NIMSS systems information for your extension appointment then you should work with your experiment station.
6. We need to survey the committee for dates in November 2004 meeting with the idea of a conference /web teleconference call in spring. (Bob Aherin volunteered to host the number for teleconference.)

Officers for Next Year. Schwab and Murphy were elected as Chair and Secretary, respectively.

Respectfully submitted,  
Dennis J. Murphy  
Secretary