

Minutes of NCCC-9 (formerly NCR-9) and Midwest Plan Service (MWPS) Annual Meeting

**Kansas City Airport Marriott Hotel
Tuesday, May 24 – Thursday, May 26, 2005**

Administrative Adviser

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Secretary

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Members attending

Brian Holmes, University of Wisconsin; Rick Stowell, University of Nebraska; Rick Koelsch, University of Nebraska; Don Jones, Purdue University; Tom Scherer, North Dakota State University; Kenneth Hellevang, North Dakota State University; Jay Harmon, Iowa State University; Yuanhui Zhang, University of Illinois; Pat Murphy, Kansas State University; Steve Pohl, South Dakota State University; Joe Zulovich, University of Missouri; Joe Harner, Kansas State University

Members absent

Dick Nicolai, South Dakota State University; David Kammel, University of Wisconsin; David Shelton, University of Nebraska; Hongwei Xin, Iowa State University; Ted Funk, University of Illinois; Kevin Janni, University of Minnesota; Randall Redder, Ohio State University; Steven Hoff, Iowa State University; Bill Wilcke, University of Minnesota; Lingying Zhao, Ohio State University

Guests

Bill Koenig, MWPS; William Edwards, Iowa State University; Gerald Miller, Iowa State University; Bill Casady, University of Missouri; Susan Lucke, MWPS; Jack Moore, MWPS

Executive Committee Meeting

The executive committee of NCR-9 held a meeting on May 24, 2005 at 1:30 pm. Attendees included: Brian Holmes (WI), vice chair presiding; Gerald Miller (IA), administrative advisor; Don Jones (IN), at large member; Pat Murphy (KS), at large member; Jay Harmon (IA), past chair; Bill Koenig (MWPS); Jack Moore (MWPS) and Susan Lucke (MWPS).

Gerald Miller informed the group that a secretary needs to be elected since MWPS no longer will be providing that service. Rick Koelsch agreed to serve as the secretary during the 2005 meeting.

Jack Moore reported on the current situation at MWPS. The following items were included in the discussion.

- History of the discussions about model development and the relationship with Iowa State University.
- Chair, Agricultural and Biosystems Engineering Department at ISU is now responsible for oversight of MWPS.
- The ISU College of Agriculture provided one year of salary funding for the marketing position.
- The secretary II position has been eliminated as cost savings.
- Bill Koenig took on a 25% teaching appointment for the spring semester.
- Jack Moore's position was reduced to 80% for calendar year 2005.
- Positions in the new structure will include: marketing, engineering, graphic designer and half time clerk.
- No funding is available to keep the editorial position past December 31, 2005.
- A bridge loan will be given to MWPS by the college of agriculture to cover the deficit for FY05.

eXtension opportunities were discussed and prepared for full group discussion.

Susan Lucke discussed the reorganization and presented the new model for the self-sustaining organization. She discussed marketing efforts and impacts as well. Jack Moore and Susan Lucke went on to discuss the relationship that MWPS and NCR-9 will have in the future. NCR-9 will still be a very important role with MWPS but many of the functions will move from supervisory to advisory.

Bill Koenig discussed current projects. MWPS-1, the Structures and Environment Handbook, will be divided into 4 sections for publishing. The Farm Wiring Handbook is being worked on by LaVerne Stetson on a contract basis. Other areas suggested were the Free Stall Dairy Handbook and a book on Agri-tourism.

Discussion followed concerning the manuscript/steering committee and the interaction with NCR-9.

It was suggested that multiple regional committees could meet jointly with breakout sessions to give MWPS an opportunity to work with several committees at the same time. For eXtension we need a working group to see if there is a place for MWPS. The level of funding and ownership of publications was a concern. Ideas of projects to add to the production schedule were sought.

Gerald Miller presented our choices for the new committee structures. The executive committee voted to recommend we select NCCC-9 as our committee designation since it tended to fit with the Extension oriented mission of the committee.

Full Committee Meeting

Brian Holmes called the NCR-9 meeting to order at 8 am on May 25.

MWPS Manager Report: Jack Moore presented the following update.

Strategy for MWPS conversion to Iowa State University function. ISU has assumed responsibility for MWPS functions. MWPS has become a function of the Agricultural and Biological Engineering (ABE) Department. Key issues and agreements in this shift of MWPS to ISU follow.

MWPS has agreed to reduce expenses to match sales income. Projected deficit for 2004-05 is \$44,500. MWPS will reduce staffing to one full time designer, 0.5 FTE secretary, and 0.8 FTE MWPS manager, the manager position to be phased out by December 31, 2005. MWPS will receive support from College of Agriculture to cover MWPS marketing and promotion efforts for 6 months. Susan Lucke has assumed this marketing position. Huntrods position as a designer is funded through end of 2005 by grant resources and then will end. Additional efforts will be made to reduce office expenses including transfer of computer support to ABE departmental staff. A deficit is still anticipated for 2004-05 of approximately \$45,000 to be paid by the College of Agriculture as a bridge loan. MWPS will eventually need to repay this loan. MWPS will need to balance income and expenses during the 2005-06 year.

Operating model was shared that included:

- ISU responsibility for operation of MWPS.
- ISU liaison with MWPS is Jay Harmon.
- Relationship between NCR-9 and MWPS now changes. NCR-9 will be in an advisory role and a role of supplying potential product to be sold by MWPS. NCR-9 no longer has any direct responsibility for management of MWPS.
- An advisory committee for MWPS will be established for 2006 consisting of three to five NCR-9 members plus representatives from other disciplines.

MWPS focus will focus on:

- Attaining financial self-sufficiency.
- Selecting educational products based upon income potential.
- Increasing market visibility and partnering with faculty on grant assisted projects.

Re-organization Plan. Susan Lucke presented an overview of the re-organization plan for MWPS. Re-organization will be completed by July 1, 2005. MWPS will focus on:

- Aggressively seeking acquisitions of new potential products by working with authors. Authors will need to provide “clean” manuscripts requiring modest input by MWPS for editing and layout. Guidelines for “clean” manuscripts will be developed.
- Streamlining editing, production, shipping/distribution, and record-keeping.
- Growth of market including examination of copy program, bulk purchase program, and e-list development of customers and media contacts.
- New staffing model that will include these features.
 - ISU ABE Department chairperson heads MWPS with Jay Harmon serving in a liaison role.
 - Steering/Manuscript committee will serve as advisory committee that will include 3 to 5 members of NCR-9 members plus other contributing groups.

- Staff position, Marketing manager, in charge of acquisitions (including subsidy research) and marketing (front and back door of organization)
- Acquisitions manager/engineer that Bill Koenig will fill.
- Staff position for a Managing Editor...not funded after December 31, 2005
- Staff position for a design & production manager
- Staff position for order fulfillment/clerical.

Projects nearing completion:

- Rectangular Concrete Manure Storage – 6/1/05
- Four state Dairy Conference proceedings – 6/2005
- Composting mortality...6/30/05
- House Handbook ...8/2005
- Structures & Environment Handbook has been divided into four handbooks. Handbook 1 (planning, utilities, design and construction) is mostly done with planned completion date of 10/05. Handbook 2 (animal housing facilities, product storage, manure storage) is moving along with planned completion date of February 2006. Handbook 3 (loads and analysis) and 4 (environment) require additional work with planned completion dates in summer and fall of 2006.
- Environmental Management Systems addition to Livestock and Poultry Environmental Stewardship curriculum... 9/2005
- Farm Buildings Electrical Wiring Handbook being revised by LaVerne Stetson...10/05
- Dairy Freestall 8th edition...10/05

Susan suggested potential needs for new or revised publications in areas of small acreages, water systems and treatment, wind power, conservation measures.

Marketing efforts. Susan reported on the following marketing initiatives:

- Reaching every major extension distribution systems in U.S.
- Development and maintenance of media lists.
- Examination copy program and pre-publication sales program started with Horse Handbook and Rectangular Concrete Manure Storage Handbook.
- Dropping exhibits and meetings attendance.
- Bulk purchase opportunities (Menards, Farm & Fleet, etc.).
- Enhancement of web site purchases.
- Establishing e-links to MWPS.
- Feature articles for joint use of MWPS and state use.

Relationship Between MWPS & NCR-9

Brian Holmes shared a proposal from executive committee for an MWPS steering committee that will include 3 NRC-9 representatives, 1 representative from farm management, 1 representative from animal science, and 1 at-large representative. Brian also announced that

Rick Stowell is chairing a sub-committee for defining the future relationship between NCR-9 and MWPS. Rick reported briefly on a model that had been developed following 2004 meeting and may need to be revised following recent developments.

Significant discussion followed on area of acquisitions of topics for potential new products centering on following questions:

- Would steering committee be sufficiently broad to assist with acquisitions?
- Does MWPS have an acquisitions plan comparable to their marketing plan?

Steve Pohl moved to establish an NCR-9 sub-committee to assist MWPS in developing a plan for acquisitions. Motion was seconded. Motion and second was withdrawn for later discussion during business meeting.

eXtension discussion.

Role of MWPS relative to eXtension was discussed at considerable length. No clear vision was defined for MWPS and NCR-9. Some discussion suggestion that NCR-9 should continue to explore developing communities of practice on emerging issues and the need for MWPS to explore electronic access to AED's [Agricultural Engineering Digest] and individual chapters of larger publications at a price to be accessible for marketing through eXtension initiatives. No consensus or direction was established on eXtension.

Review of Publications Under Development

- SAE Standards companion publications- Bill Wilke is lead author. No information was available.
- Mortality Composting – Steve Pohl. No funding received from grant initiatives and no plans are in place for developing publication.
- Bio-filters – Nick Nicolai. No funding was received from grant initiative and future plans are unknown
- Revision of Dairy Housing Handbook – Brian Holmes has received grant for \$10,000 and has initially identified some authors. Still looking for additional authors on topics such as dairy facilities, replacement housing, building environments, and feeding facilities. Current sales for dairy housing handbook are about 280 per year.
- Private water systems – Tom Scherer has committee of 12 to revise publication into 7 chapters. Writing assignments have been made. Assignments were not completed by timeline. Smaller committee may be re-assembled to get project back on track. No time line has been set. Need assistance for the topic of spring cisterns and pond water supplies.
- Country Living small farms publication – Don Jones shared an 81-page draft that has been developed on 10 chapter publication. Publication has been turned over to MWPS and reviewers are requested. Miller suggests that there is an opportunity to market through National CSREES program that includes state contacts in all states.
- Ventilation – Steve Pohl...Group is developing their second set of regional workshops that will eventually lead to a regional publication. No progress has been made on publication to date.

- Farm Management Team – NC Farm Mgmt team met 2 weeks ago. Originally developed set of 6 publications and not much has happened since then. There has not been much support within the committee for future publication development.

Administrative Advisors Report.

Gerald Miller reported:

- We are in our first year of our five-year regional project. We have membership from 11 out of 12 original MWPS states. Michigan is the only state choosing not to be involved.
- Officer terms run from October 1 through September 30 of each year. We will need to elect a secretary to replace the role Jack Moore has filled in the past.
- Change in nomenclature...Directors agreed in 2004 for a common set of nomenclature for regional committee names. Committee will need to be renamed as either Coordinating Committee or Education/Extension and Research Activity.
- Greater accountability required of regional activities. This will require a one-page impact statement in year 2 to 3 that will be posted on web.
- NCR-9 may want to develop an MOU with MWPS to provide a historical and future description of relationship between two organizations.
- Format for state reports includes a paragraph to one page to be included in the minutes for NCR-9 meetings. Secretary will need to show report for each state with administrative advisor and eventually be posted on North Central regional web site. It should focus on activities in support of this committee. Annual report should cover previous year since last NCR-9 meeting.
- Update on federal budget was shared. House sub-committee recently restored Hatch and McIntire-Stennis and increased NRI to \$225 million but eliminated 406 funding. Directors indicated that this again was unacceptable with funding still \$22 million short from previous budget.

Business Meeting

Brian Holmes called NCR-9 business meeting to order at 1:45 pm.

Joe Harner moved that the minutes of last meeting be approved. Steve Pohl seconded. Motion was passed unanimously.

Jay Harmon shared report for nomination committee. New officers nominations included:

William Edwards...at large member

Joe Zulovich...Vice-Chairman role

Joe Harner ...Secretary

Don Jones moved and Pat seconded that a unanimous ballot be cast for the nominations. Motion was passed unanimously.

Executive committee proposal was shared to recommend renaming of NCR-9 to a North Central Coordinating Committee nomenclature designation. Joe Harner moved to accept this recommendation and Tom Scheer seconded the motion. Motion was passed unanimously.

Steve Pohl moved that we form a NCCC-9 committee to advise MWPS on acquisitions of saleable publication topics. Joe Zulovich seconded. Motion was passed unanimously. The chair accepted acquisitions committee volunteers, Steve Pohl, Joe Zulovich, and Tom Scheer.

Rick Stowell moved that a revised version of the model for the MWPS/NCCC-9 relationship be shared with the entire committee. Don Jones seconded. Rick accepted a friendly amendment to create an MOU between the two organizations defining this relationship. Motion was passed unanimously.

Joe Zulovich moved and Steve Pohl seconded to host our 2006 NCCC-9 meeting on May 22-24, 2006 at Kansas City. Motion was passed unanimously. Jay Harmon agreed to coordinate arrangements with hotel. William Edwards agreed to explore the possibility of jointly meeting with the farm management regional committee.

Joe Zulovich moved and Rick Stowell seconded to adjourn the business meeting at 2:37 pm. Passed unanimously.

New Project Ideas:

Discussion followed on new project ideas. Potential topics identified include the following:

- Second half of the Small Farms Handbook targeting farming.
- Small meat processing handbook...Out of print
- CNMP Records
- NRCS VTS publication
- Odor Footprint publication
- Greenhouses for rural residents
- Update of Farm Shops Publication
- Women in Agriculture...Marketing, Finances, Taxes, Records
- Farm and Home Concrete Handbook revisions
- Indoor Air Quality (possibly in House Housing Handbook)
- ASHRAE call for proposal for applied handbook targeting indoor air quality in commercial environments...could this lead to indoor air quality for housing handbook.
- On-Site Waste Treatment needs revision.

The committee adjourned at 5:45 pm with the intention to return to this project on May 26. The Dairy Handbook and Small Farms Handbook teams agreed to meet after supper.

The committee resumed discussion at 8 am on May 26.

Proposal for new NCCC-9 activities. Stowell presented proposal to committee suggesting that it should sponsor one or more regional initiatives targeting a priority or emerging issue area that might resulting sharing of expertise among regional professions, joint educational programs or workshops, regional white papers or extension publications. Discussion followed on potential topics and related ideas. Suggested topics included:

- Stowell...ammonia emissions and control,
- Stowell...siting of livestock facilities.

Joe Zulovich...animal welfare issues as it relates to facility design.

Zulovich...aggregating construction standards

Pohl...suggested a regional builder's conference possibly addressing acreage issues. Brian indicated importance of partnering with building industry in program planning.

Jones...additional publications for small farms area.

The committee identified the following topic areas for which a critical mass might exist sufficient to encourage committee initiative in the coming one to two years:

Air quality issues associated with livestock. Volunteers include Jay Harmon, Dick Nicolai (recommended), Rick Stowell, Joe Zulovich and Rick Koelsch.

Animal welfare issues should wait for another year but was consider a critical emerging issue.

Home construction and housing area, possibly a follow-up to release of Housing Handbook. Proposed to ask Ted Funk and Ken Hellevang to chair an initiative in this area.

An air quality work group met and identified two short term activities:

1. Establishment of a national steering committee that would include Rick Stowell (initial leader), Jay Harmon, Joe Zulovich, Amy Schmidt, Larry Jacobson, and Richard Nicolai from NCCC-9. In addition, committee identified additional possible representatives including Wendy Powers and Al Sutton (representing Animal Science), Steve Pohl, Saqib Mukhtar or Brent Auvermann (representing south), Eileen Wheeler and Curt Gooch (representing east), Ron Sheffield (representing west), Bill Schrock (representing EPA), and a representative of NRCS. Additional names were identified as subject matter resource people but would not be involved until a program direction was identified. This committee would begin meeting for monthly conference calls to define a direction for initiative. The group discussed several outreach options but decisions would be left to the proposed working group.
2. Rick Koelsch and Larry Jacobson would explore a pre-proposal to the eXtension initiative for forming a community of practice focused on air quality issues.

Priorities for Publications:

Koenig and Lucke presented priorities for publication projects. The committee modified the list to the following priorities:

A List for Publication Priority

Private Water Systems – Don Jones, Tom Scherer

Farm Shop Plans – Tom Scherer to contact Vern Hofman

Farm and Home Concrete – Joe Zulovich and Bill Koenig

Dairy Housing – Brian Holmes

NRCS Vegetative Treatment Systems – Rick Koelsch

B List for Publication Priority

Ventilation – Steve Pohl

Nutrient Management Records – Rick Koelsch...should this include records from Illinois program? Should this include spreadsheets?

C List for Publication Priority

Small Farms (handbook II – targets cow-calf production) – Don Jones, Cassady, and Scherer

The 2006 NCCC-9 annual meeting will be on May 22-24, 2006 at Kansas City.

The meeting of NCCC-9 concluded at 10:45 am.

Action Items and Assignments

Stowell, Scherer, Jones, and Moore will develop model for relationship and MOU between MWPS and NCCC-9.

Holmes and Funk will identify representation to MWPS advisory committee and organize initial committee meeting

Funk and Hellevang will initiate contact with Family Living Facilities group about joint activities and possible initiative centered on the release of the Housing Handbook.

Holmes will write a mid-term report for NCCC-9.

Miller will contact Cooperative Extension Agricultural Program Leaders about new MWPS model, opportunities for publishing through MWPS

Moore will share rates for MWPS services for purpose of budget estimation in grant requests.

Jones and Koenig will work will review committee for small farms and country living publication. Reviews are due by July 15, 2005.

All states will send a one-page report of MWPS activities to Rick Koelsch by June 15, 2005.

Koelsch will share a draft version of minutes by May 27, 2005 minus state reports with NCCC-9.

Jay Harmon will summarize executive committee notes for inclusion in final minutes of 2005 meeting.

Zulovich, Pohl, and Scherer will serve as an advisory committee for Koenig for development of a strategy on acquisitions of new titles and topics for publications.

Holmes will provide leadership for revisions to MWPS-7 Freestall Housing Handbook.

Jones, Cassady and Scherer will provide leadership for developing outline for part 2 of the Small Farms Handbook focused on the cow-calf operation.

Zulovich and Koenig will coordinate revision of Farm and Home Concrete handbook.

Jones and Scherer will coordinate revisions to the private water systems publication.

Scherer will contact Vern Hofman about revision Farm Shops publication. Hellevang and Zulovich may have additional contacts for assisting authors.

Koelsch will explore NRCS interest in marketing and distribution of NRCS Guidance Document on Vegetative Treatment Systems.

Koelsch will coordinate development of a Sample Records for Nutrient Management Planning publication based upon the current efforts of the Heartland Regional Water Quality Project.

Harmon will coordinate local arrangements for 2006 meeting

Approved:

Signed Ted Funk

Ted Funk

NCCC-9 Chair, 2005

Signed Catherine E. Woteki

Catherine E. Woteki

NCCC-9 Administrative Advisor 2005

State Reports

Indiana...Don Jones shared the following report.

Staff Changes: Bernie Engel was named Purdue ABE's new department head in May, 2005, replacing Vince Bralts. New staff members include:

- Klein Ileleji - biofuels and has appointments in research, teaching and research.
- Chang Lu –micro/nano scale devices in biological systems and biological energy
- Nathan Mosier - bioprocessing and bionanotechnology
- Keith Cherkauer - soil moisture in agricultural environments
- Monika Ivantysynova - fluid power systems
- John Lumkes – electrohydraulics
- Marshall Porterfield – biological processes

Faculty members departing this past year include: Sam Parsons (machine systems) retired, Vince Bralts became Assoc. Dean of Engineering and Mack Strickland and Harry Gibson became half-time.

Significant departmental efforts related to mission of NCR-9:

- 12-room grow-finish environmental building was completed. A part of the animal science complex, this facility provides the capability of monitoring all water and nutrients entering each of the 12 rooms of 60 pigs (or other animals) and monitoring liquid waste and air emissions leaving each room. It provides the capability of evaluating, with replication, the impacts of various rations and management strategies on the emissions of contaminants. We hope this facility will improve our research, teaching and extension efforts to reduce the environmental footprint of modern confinement animal production. Al Heber is involved with the national monitoring effort that will accompany the air quality consent agreement, using some of the equipment developed at these facilities.
- Series of 13 web-based extension publications were developed to assist installers and homeowners in selecting, installing and maintaining residential septic systems.
- A draft of a handbook for first-time rural homeowners was created and will be presented to the NCR-9 committee at this meeting. The purpose of the book is to assist with the many issues that are different between rural and urban living. The first of two handbooks focuses on the home and surrounding living area. A second book that will deal with the production, storage, and processing of small crop acreages or small numbers of animals will follow.

Iowa...Jay Harmon shared the following report.

Iowa State University's Agricultural and Biosystems Engineering department has many exciting things transpiring. We are in the midst of a feasibility study for a new ABE building. We have hired four new faculty in the last year or so. These include: Robert Burns, Extension manure management; Raj Ramen, biological systems research and teaching; Jacek Koziel, air quality research and teaching and Lie Tang, power and machinery research and teaching. The ABE department has also adopted the Industrial Education and Technology program that was dropped by the college of education. This increased our total undergraduate enrollment to over 500. Key structures and environment work in the department includes air quality emissions, which includes the new emissions laboratory that Wendy Powers constructed, air quality extension workshops, carcass composting, beef in hoop structures and ventilation workshops. A deep bedded hoop conference was held in Fall of 2004, drawing nearly 300 people, many from other countries.

Illinois

Reporting scientists: Ted Funk, Yuanhui Zhang, Marvin Paulsen

MWPS materials for training and regulatory compliance:

1. LPES curriculum for state Certified Livestock Manager Training. As of 2005 we have used the LPES manual for three years as instructional material in our state mandated producer training. Every producer going through the training must have a copy of the manual, as the workshop and the state exam are taken from those materials. We trained 785 producers in calendar year 2003, and 171 in 2004-05, the eighth year of the program. We estimate a total audience (three year certification cycle) of about 3,000 producers. Besides the CLM training, we also have used the LPES manual materials in college and community college classroom instruction. Ted Funk was interviewed April 22 by Jack Scott of CSR Incorporated, Arlington, VA about EPA's evaluation of the LPES curriculum and its "scale-up potential." We have developed an on-line quiz program for producers to utilize in becoming certified as part of their state-mandated training in waste management handling. Quiz questions are taken from the LPES curriculum. Producers are encouraged to read the lessons before taking the quizzes. The quizzes are not meant to be a science test, but are intended to cover best management practices.
2. Our state references MWPS-36, Concrete Manure Storages Handbook, in the regulation for new manure storage construction. Many producers and contractors refer to that publication during construction planning. Our agencies, producers and contractors will be a rather substantial market for the updated version of MWPS-36.

Market development:

1. Horse Handbook revision. To satisfy the growing audience of horse owners in the state, and especially the Chicago collar counties, University of Illinois Extension is increasing

programming for horse facilities and horse manure management. We estimate a potential sales market for several hundred copies per year of the revised MWPS-15 Horse Handbook, and have already forwarded many requests to MWPS in response to advertising news releases.

2. House Planning Handbook revision. University of Illinois Extension continues to build on its residential housing program, and will benefit from having the revised MWPS-16 House Planning Handbook available as a reference. We have several field staff holding workshops for first-time homebuyers, realtors, and contractors, all representing a very large market for the new release. In 2004-05 we assisted in re-writing a couple of chapters, and we contracted photographic work of new construction for the illustrations.
3. Species targeted catalog sheets at meetings. We put together a series of species-targeted catalog sheets for commodity meetings and CLM training workshops, to assist with selection of recommended MWPS materials.
4. Multi-State Commercial Manure Haulers Program. Several states in the Midwest do not have rules and regulations for commercial manure haulers and applicators. We have worked with several states (WI, MI, OH, IN, MN) to create a three level voluntary certification program that builds on several of the lessons and PowerPoint presentations from the LPES curriculum. Completion of the different levels of certification by the haulers can result in reduced liability and environmental insurance rates. Better trained employees can also minimize or prevent accidents, spills and human mistakes. The LPES curriculum provides training materials that cut across state lines, preventing us from having to re-write materials for each state.
5. MWPS Web site links. We link to the MWPS web site from the CLM training site at www.livestocktraining.com.
6. Illinois Manure Management Plan workbook. The possibility of Illinois producers having to write three different manure management plans enticed Extension to work with the state and federal agencies to create one workbook (the Illinois Manure Management Plans Workbook) that would suffice for all three plans. The editing and printing of the workbook (and CD-ROM) by MWPS was a very satisfying experience. MWPS Headquarters staff helped us to organize the materials and present them in a very user-friendly manner. The agencies have been very pleased with the material and its easy-to-use features.

Kansas...Joe Harner shared the following report.

The Biological and Agricultural Engineering program at Kansas State University during the 2004-05 year lost a Structures and Environment faculty position. The unit leader of the BAE department announced he was returning to teaching and research responsibilities in July 2005. Currently, most of the departmental research and outreach programs are focused on air quality, water quality (environmental) and water quantity. The BAE extension unit began releasing in Jan2005 an electronic publication known as *Plain Talk*. This newsletter is released six times per

year and is distributed to the Cooperative Extension offices in Kansas. Each edition of the newsletter features an article about an MWPS publication or recent release. MWPS Livestock Waste Handbook was included in the training material for recertification of swine manure applicators. Three recertification meetings were conducted during the 2004 summer. The ventilation handbooks were used at the ventilation workshop held in northeast KS. LPES curriculum has been used in the recertification programs, classes and public meetings. Currently, any request for MWPS material that is not in our existing stock is being forwarded to Ames, IA. MWPS is the feature website of the Livestock Environmental Stewardship website (<http://www.oznet.ksu.edu/kles>) for the June, 2005.

Minnesota...Bill Wilke shared the following report:

- Provided ideas and contact info for marketing MWPS publications to Susan Lucke.
- Helped finish revision and market AED-20, Managing Dry Grain in Storage.
- Held National Poultry Ventilation School on UofM St. Paul Campus, October 5-6, 2004; attended by approximately 50 individuals; MWPS-32 included in the reference binder for workshop.
- Held Air Quality/Biofilter workshops in Morris, MN, September 21-23, 2004 and in Owatonna/Waseca, MN, May 3-5, 2005; attendees received proceedings for the 2-day air quality sessions and a reference binder that included the Agricultural Ventilation Fans performance & efficiencies handbook (IL-05) available through MWPS.
- Held four-state Swine Ventilation workshops on Feb 22-23, 2005 for Holden Farms, Inc. (located in Northfield, MN and Waukon, IA); workshops included both the MWPS-32 ventilation handbook and the Ag Ventilation Fans performance handbook (IL-05).

Missouri...Joe Zulovich shared the following report.

During 2004, the College of Food and Natural Resources (CAFNR) at University of Missouri has finalized the consolidation of 16 Departments into 6 Divisions. This consolidation began in 1989 when the 16 various departments were consolidated into 6 Units. However, Units were not recognized as formal parts of the organizational structure within University of Missouri and problems were occurring as to who or what group had formal authority for certain activities. Now these 6 Units have been transformed into 6 Divisions which are recognized as formal parts of the MU organizational structure, so the administrative control and/or oversight of various activities is formally outlined. The remaining faculty members at University of Missouri that can support the activities of NCR-9 are included in the informal Agricultural Engineering Extension group of the Division of Food Systems and Bioengineering. This Agricultural Engineering Extension group includes most of the remaining faculty from the original Agricultural Engineering Department at University of Missouri.

The following activities were completed that supported MWPS publication efforts in the last year. Amy Schmidt served as a reviewer for the revised "Rectangular Concrete Manure Storages" handbook (MWPS-36). Joe Zulovich contributed material initially developed by John Hoehne, retired extension agricultural engineer, and Joe Zulovich to the "Multiple Utilization" section of the "Hoop Barns for Horses, Sheep, Ratites, and Multiple Utilization" publication (AED-52). Joe Zulovich reviewed the entire Hoop Series as it was being developed.

Nebraska...Rick Stowell and Rick Koelsch shared the following report.

Catalogs were delivered to all county Extension offices based on contact information we provided to MWPS staff. We also provided MWPS with contacts for the primary farm press organizations in the state. News releases were conveyed to appropriate press outlets and/or campus specialist for release in the state.

Rick Stowell and Mike Brumm continued collaboration with SD, IA and MN in conducting ventilation workshops for livestock (mainly pork) producers. An advanced stage of the program was developed and pilot-tested this year. The workshops incorporate MWPS materials (MWPS-32 and IULU-01) in the curricula.

Ron Yoder is the new Department Head for Biological Systems Engineering. BSE hired one new faculty member this past year, Jeyam Subbiah, to provide expertise in Food Engineering.

Rick Koelsch reported on LPES and Heartland project developments:

- Small farms group led by Mark Rice, North Carolina State University, is assembling a series of low literacy fact sheets targeting small livestock producer environmental issues.
- Final educational products of Partnerships for Livestock EMS are being packaged into a new LPES module that will consist of 1) promotional publication on EMS application in agriculture, 2) Producers Guidebook to developing an EMS, and 3) Coaches or Educators Guide to assisting a producer on EMS development, and 4) other supporting materials. Package will be marketed separately from other LPES materials.
- Heartland Regional Coordination project has developed a checklist and sample records packet which identifies required records the Nutrient Management Plan required under the EPA CAFO program and a Comprehensive Nutrient Management Plan as recommended under the USDA EQIP program.

North Dakota...Tom Scheer shared the following report.

The Director of Extension for NDSU is a good supporter of NCR-009. This year he contributed \$3500 to buy enough copies of the Horse Facilities Handbook and the Hoop Barn series of publications to distribute as reference materials to all the county offices and Research/Extension centers in North Dakota. He also paid the postage to send the MWPS catalog to all the county offices, Research/Extension centers, Vo-Ag educators, Lumber Retail Association members and rural electric cooperatives.

During the past year, we have written two news releases to aid the MWPS marketing effort. Tom Scherer wrote a news release entitled: The Center Pivot, a Robot for Production Agriculture that was accompanied by three photos. Ken Hellevang wrote a news release entitled: Grain Drying and Storage: Tips and Resources. These two news releases and other MWPS news releases were sent to the NDSU Agricultural Communications media outlets.

Training workshops on reduced tillage, erosion control and animal waste management were held at various locations in North Dakota. MWPS-45, MWPS-18 and LPES materials were distributed and used as part of the curriculum.

Tom Scherer has been in contact with Don Jones about revising MWPS-14, Private Water Systems Handbook. Tom has all the electronic text files and Don has created electronic drawings of the figures in the book. A draft outline has been developed but chapter authors need to be identified.

NDSU has a new Vice President of Agriculture and University Extension. Dr. D.C. Coston, formerly with Oklahoma State University started his new job on June 1.

NDSU department of Agricultural and Biosystems Engineering is advertising for an assistant/associate professor of bio-based products and energy. The position will have an 80% research and 20% teaching appointment.

Ohio...No report.

South Dakota...Steve Pohl shared the following report.

This past year, South Dakota has taken the lead to continue to develop educational materials in operating ventilation systems in livestock facilities. This multi-state project involves Minnesota, Iowa, and Nebraska and is led by Dr. Steve Pohl. Workshops using demonstration building, LabView monitoring software, and printed handouts were conducted in all four states. A second generation advance workshop is being developed that will educate barn managers on fan motor curves, troubleshooting procedures, and 3 case studies. A ventilation training CD was written and produced for the National Pork Board.

Two livestock odor information workshops for producers, county feedlot officers, and local government officials were developed with printed material handouts for South Dakota. Dr. Dick Nicolai also participated in odor workshops in Nebraska as well as conducted odor measurement training.

Three major publications were written addressing the environmental issues associated with livestock facilities included: general odor impact on livestock, biofilters for reducing odor, and cover systems for manure storage.

Research was conducted on a variation of the common flat bed type biofilter that is referred to as a vertical biofilter. In this design the media bed is vertical. Papers on the settling and moisture application procedures were presented at the International Livestock Environmental Symposium and at the Air & Waste Management Assoc. meetings.

A research project to reduce hydrogen sulfide generation in a manure collection pit was conducted and an educational paper explaining the results is being prepared.

A study on the effect a tree windbreak has on odor and hydrogen sulfide dispersion is currently being completed. A report and information papers on the results will be released upon project completion.

A research project was initiated to study vegetated treatment areas for four cattle facilities and one heifer raising facility. The sites ranging from 500 to 1000 head are located across South Dakota.

A new Agricultural College Dean, Dr. Gary Lemme, and a new Extension Director, Dr. Gerald Warmann, were appointed this past year. Both have been good supporters of the type of work conducted by NCR-009 by assisting with the publication of the series on livestock environmental issues.

Wisconsin...Brian Holmes shared the following report.

Faculty/Staff Changes:

James O. Peterson retired in March. Jim was the Director of the Environmental Resources Center. He programmed in drinking water quality and groundwater protection. It is not clear at this writing how his position will be filled.

James C. Converse will retire on July 5, 2005. Jim programmed in small scale waste management and manure management.

John Panuska has been employed in an academic staff extension position to work on non-point source water quality protection.

Hallie Kirschner is no longer the MWPS secretary in the Biological Systems Engineering Department.

Activities:

The Biological Systems Engineering Department dropped its MWPS publications distribution function and refers all sales requests to MWPS Headquarters.

Holmes worked with D. Jones (Purdue) to release revisions to Farmstead Planning handbook on CD.

David Kammel worked with Dwaine Kline (WI DATCP) to revise and release "Wisconsin Minimum Design and Construction Standards for Concrete Mixing and Loading Pads and Secondary Containment". This was a product for hire project. MWPS has reserved the rights to revise this publication for regional or national distribution.

Holmes has obtained a grant through UW-Extension to support the revisions to "Dairy Freestall Housing and Equipment" (MWPS-7). Plans are to complete the revisions by June 2006.

The 4-State Dairy Extension "Dairy Nutrition and Management Conference" is scheduled for June 15-16, 2005. MWPS will produce the proceedings as a product for hire project.

Several news articles were prepared and distributed to Wisconsin news media. Copies were provided to MWPS Headquarters for distribution to other states.

Holmes sat on an "Experts Panel" which was charged with developing standards for siting larger livestock facilities as part of a state statute related to the subject. The standards have gone to public hearing and are being modified by WI DATCP staff prior to being submitted to the DATCP Board.