Dear Southwest Region Educators and Staff:

It’s spring! I hope you can get a bit of rest from the extensive winter programming that was done in the Southwest Region before spring programs start rolling. I look forward to visiting with you in the next few weeks as I come to do Educator performance reviews.

Congratulations to Joe Boggs and Sam Custer on special awards they have received recently for their outstanding Extension work. Welcome to Kathy Green, who transferred from Butler to Clark County for the FCS position on March 16. We also want to welcome Judy Skidmore to the Office Associate position in Logan County. Union County has commitments for their ANR and FCS positions, the Hamilton CED interviews will be held on April 14, and the Butler County FCS position is currently open. We’ll have lots of new people to meet at our Spring Conference!

Dates to Note:
- April 22: CED Update by CarmenConnect, 9:00 a.m.
- April 29: Southwest Spring Conference (Details coming soon!)
- May 12: Biometric Screening for staff and spouses, Clark County Office. Register now to secure a time.

Have a wonderful Easter with family and friends! Celebrate the real meaning of the day!

Happy Easter!

Barbara
"The person you will be in five years is based on the books you read and the people you surround yourself with today." ~Dr. Darcy Sterling

"Knowledge is knowing what to say. Wisdom is knowing whether or not to say it." ~Anonymous

"Never give up on a dream because of the time it will take to accomplish it. The time will pass anyway." ~Anonymous

"Attitudes are contagious. Is yours with catching?" ~Anonymous

Standards of Behavior Reminder . . .
All faculty and staff at the OSUE county offices must complete the training module developed by OHR through Carmen. It can be found at https://carmen.osu.edu.
Click “join self-enrollment courses,” select “Activities and Programs with Minor Participants” and complete the training.
All faculty and staff must read, sign and agree to abide by the “Standards of Behavior” document that is attached and available at http://hr.osu.edu/public/documents/policy/resources/150s tandardsemplvol.pdf.
When complete, the document must be sent to the attention of Kaylee Buzard (buzard.19)
### TOP TIPS FOR SITTING LESS

<table>
<thead>
<tr>
<th>At Home</th>
<th>At Work</th>
<th>While Traveling</th>
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<tbody>
<tr>
<td>• Get off the couch and walk around the house during commercial breaks.</td>
<td>• Stand and take a break from your computer every 30 minutes.</td>
<td>• Leave your car at home and take public transportation so you walk to and from stops/stations.</td>
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<tr>
<td>• Do household chores, such as folding clothes, washing dishes or ironing, while watching television.</td>
<td>• Take standing “breaks” in sitting time in long meetings.</td>
<td>• Walk or cycle at least part way to your destination.</td>
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<tr>
<td>• Stand to read the morning newspaper.</td>
<td>• Take breaks in long meetings.</td>
<td>• Park your car further away from your destination and walk the rest of the way.</td>
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<tr>
<td>• Wash your car by hand rather than using a drive-through car wash.</td>
<td>• Stand to greet a visitor to your workspace.</td>
<td>• Plan regular breaks every 2 hours during long car trips.</td>
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<td>• Move around the house when checking text messages and email on your mobile phone.</td>
<td>• Use the stairs.</td>
<td>• On public transport, stand and offer your seat to a person who really needs it.</td>
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<td>• Take the dog for a walk around the block.</td>
<td>• Stand during phone calls.</td>
<td>• Get on/off public transport one stop/station earlier.</td>
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<tr>
<td>• Stand while you talk on the phone.</td>
<td>• Walk to your colleagues’ desk instead of phoning or emailing.</td>
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Dear [Landowner],

Thank you for permitting participants in the Ohio State University Extension [Name] program to access your property for purposes of conducting a nature walk on [date(s)]. Should you know of any condition on your property that may be hazardous or that you wish the [Name] program to avoid, please let me know prior to [date of program]. In consideration for granting such access, you are hereby named as an additional insured on the Ohio State University’s program of insurance for purposes of this activity. You may access evidence of our insurance information by going to http://u.osu.edu/treasurer/files/2014/09/The-Ohio-State-University_GL-Cert-14.15-B-1kj3iu8.pdf.

We appreciate your support of the Ohio State University Extension program.

Sincerely,

[ Educator ]