

Board of County Commissioners Agenda Request

Date of Meeting: June 2, 2015

Date Submitted: May 15, 2015

To: Honorable Chairperson and Members of the Board

From: Robert M. Presnell, County Administrator
Arthur Lawson, Sr., Assistant County Administrator

Subject: Approval to Confirm Appointment of UF/IFAS Gadsden County
Extension Director

Statement of Issue:

This agenda item seeks Board confirmation of the employment of Shepard D. Eubanks as the new County Extension Director.

Background:

The County Administrator has the authority to select, employ, and supervise all personnel and to fill all vacancies, positions or employment under the jurisdiction of the Board. However, Section 2.83, **Powers and Duties**, of the Gadsden County Code of Ordinances and Florida Statutes 125.74(K), requires the Board of County Commissioners to confirm Department heads employed by the Administrator.

Analysis:

The current County Extension Director has retired effective January 30, 2015 and continues to serve in that capacity until a successor is hired. In order to fill the vacant County Extension Director position, the University of Florida has completed an open competitive search for a new Director. The University interviewed the top applicant and concluded that Shepard D. Eubanks was the candidate for this position. This decision was made based upon his qualifications, his previous work history as a County Extension Director with Holmes County, Florida, managerial qualities and overall twenty plus years of experience. Mr. Eubanks has the basic academic, professional and managerial skills required to successfully perform the job of the County Extension Director.

He is familiar with the County and staff, as well as a former resident of the County. His application and resume are attached for your review.

The County Administrator requests employment confirmation of Shepard D. Eubanks in order to be in compliance with the County's Code of Ordinances and the Florida Statutes.

Fiscal Impact:

The fiscal impact will be the salary and benefits as described in the Memorandum of Understanding with the University of Florida/IFAS and the Board of County Commissioners of Gadsden County as negotiated by the County Administrator.

Options:

1. Approve County Administrator's recommendation to confirm employment of Shepard D. Eubanks as the County Extension Director.
2. Do not approve the confirmation.
3. Board Direction.

County Administrator's Recommendation:

Option 1.

Attachment:

Shepard D. Eubanks application and resume.

Shepard D. Eubanks

2723 Sherwood Drive, Bonifay, FL 32425

(850) 547-5813 Home

(850) 373-7135 Cell

bigbuck@ifas.ufl.edu

Professional Profile

Self-motivated professional with expert communication skills and outstanding results in agricultural education, program coordination and management, recruitment, training, and community outreach that promotes positive working relationships with producers, the public, business entities, and community leaders.

Experience

Extension Agent IV – Agriculture and County Extension Director
UF/IFAS/Holmes County Extension

1993 - Present

- Develop and implement educational programs in the agriculture program areas of livestock, field crops, and vegetable crops.
- Provide leadership and supervision for the total county faculty in the development and implementation of educational programs in the areas of agriculture, 4-H, and family and consumer sciences.
- Responsible for the development, maintenance, and function of the Overall County Extension Advisory Committee and the Agriculture Advisory Committee.
- Provide overall leadership and management for the office administrative affairs, county budget preparation and oversight, and supervision of secretarial staff.
- Responsible for compliance with civil rights, equal opportunity, affirmative action, and ADA guidelines.

Extension Agent – Agriculture

1988 - 1993

UF/IFAS/Columbia County Extension

Responsible for educational programming in various aspects of agricultural production as follows:

- 75% - livestock production and forage management
- 25% - 4-H

Education

Master's of Agriculture - Animal Science

1988

University of Florida
Gainesville, Florida

Bachelor's of Science - Animal Science

1985

University of Florida
Gainesville, Florida

Technology Skills

Microsoft Office Suite; WordPress ; Blue Jeans Network

Awards/Honors

Award

Organization

UF/IFAS Extension Mentor of the Year Award

UF/IFAS Extension
Administration

2012

Distinguished Service Award

National Association of
County Agricultural Agents

2011

Dallas Townsend Extension Professional Enhancement
Award

UF/IFAS Extension
Administration

2011

Application: Shepard Eubanks

Posting number: 0907613

Requisition: County Extension Director & Extension Agent II - IV (Staff and Faculty)

Form: Faculty Profile - Short Application

Submitted: February 20, 2015 at 08:35 PM (confirmation number: CN000662628)

Personal Information

Personal Information

First Name:	Shepard
Middle Name:	Daniel
Last Name:	Eubanks
Other names used:	Shep
Address:	2723 Sherwood Drive
City:	Bonifay
State:	FL
Zip Code:	32425-7669
Primary Contact Number:	850-373-7135
Alternate Contact Number:	850-547-5813
Email Address:	bigbuck@ufl.edu
Are you presently eligible to work in the United States?	Yes
Have you ever worked at the University of Florida or another state of Florida Agency?	Yes
Do you have a relative employed at the University of Florida?	No
If yes, indicate name(s) and department(s):	N/A
If you are male between the ages of 18 - 26, are you registered for selective service?	Registered

Professional References

Reference

Name	Roy Lee Carter
Email	rlcarter@ufl.edu
Phone Number	850-639-3200
Referrer Relationship	Professional

Name	David Wright
Email	wright@ufl.edu
Phone Number	850-875-7119
Referrer Relationship	Professional

Name	Ann Blount
Email	paspalum@ufl.edu
Phone Number	850-544-0905
Referrer Relationship	Professional

Name	Judy Corbus
Email	jcorbus@ufl.edu
Phone Number	850-638-6180
Referrer Relationship	Professional

Name	Jim Brook
Email	brook.jim@gmail.com
Phone Number	850-270-3117
Referrer Relationship	Professional

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. *How did you learn about this employment opportunity?

- ☐ 1. Gainesville Sun
- ☒ 2. UF Job Listing
- ☐ 3. Chronicle (Publication)
- ☐ 4. Chronicle (Web)
- ☐ 5. Other
- ☐ 6. No Answer

2. If other, please specify. Enter N/A if this does not apply.

N/A

3. *Have you ever received a pension or distribution / withdrawal from any State of Florida administered retirement plan (e.g. FRS Pension Plan, FRS Investment Plan, SUSORP or CCORP)? *If yes, you are still eligible to be considered for employment but are not eligible to participate or renew membership in a State of Florida retirement plan if you are rehired by an FRS-covered employer. Please refer to <https://www.rol.frs.state.fl.us/forms/reminder.pdf> for additional information.

- ☐ 1. Yes
- ☒ 2. No

☐ 3. No Answer

4. *If yes, please provide the date of your initial pension payment or distribution/withdrawal.
Enter N/A if you answered No or if this does not apply to you:

N/A

5. *Do you have a Master's degree or higher?

☒ 1. Yes

☐ 2. No

☐ 3. No Answer

Required Documents

Required Documents

Kind	Name	Conversion Status
Cover Letter or Letter of Interest	Cover Letter or Letter of Interest 02-20-15 18:02:17	PDF complete
Curriculum Vitae or Resume	Curriculum Vitae or Resume 02-20-15 19:27:41	PDF complete

Optional Documents

Kind	Name	Conversion Status
Other Document	Other Document 02-20-15 18:04:51	PDF complete

Certify

I authorize and release the University of Florida to verify all information submitted in support of my application for employment, including but not limited to my application and resume. I certify that the application and/or resume submitted are a complete and accurate description of my work experience, education, and background. I further certify that the answers to the above questions are true and complete to the best of my knowledge. I understand that any false statements or omissions made by me on this form, my application, my resume, or any supplementary or subsequently submitted materials may be grounds for disciplinary action, up to and including dismissal, as well as disqualification from any further employment opportunities at the University of Florida or its affiliated organizations.

I agree to promptly disclose any criminal actions that may occur AFTER completing this application and while employed at the University of Florida. I further understand and agree that failure to completely disclose this information in the future to my supervisor and the Office of Human Resource Services, within five (5) days of the action is just cause for my immediate dismissal from any employment at the University of Florida and removal from active consideration as an applicant for any position.

I understand that upon the acceptance of a job offer for a TEAMS or USPS position I am not eligible to apply for other positions outside the department I am now employed with for a period of six (6) months. I also understand that should I voluntarily resign in good standing from my position that I will not be eligible to reapply with the University for 180 days.

I understand that The Office of Human Resource Services collects social security numbers in compliance with federal and state laws for employment verification and certain benefit providers. For information, please visit the Social Security Number Privacy website.

☒ BY SIGNING BELOW, I certify that I have read and agree with these statements.

SDE Please type in your initials; Your initials will be used as your digital signature.

Submitted on February 20, 2015 at 08:35 PM by Shepard Eubanks