

**4-H State Advisory Board Minutes
October 13, 2019
Seattle Airport Marriott**

In Attendance: SW-Peggy Hirte-Uhlorn, Mayyadah Zagelow, Jean Lindsey, Abigail Hirte-Uhlorn; NE-Frances Hogg, Lindsey Kramme, Allen Smith, Elizabeth Weaver; NW-Jessica Kramme, Camas French, Serah Comstock; SE-Brandi Vance, Erin Hightower, Katrina Fenimore, Rachel George; Extension-Jana Ferris, Tony Dell; 4-H Program Director-Nancy Deringer; Treasurer-Chuck Todd; Secretary-Vicki Contini

The State 4-H Advisory Board meeting was called to order at 1:35 pm by President Erin Hightower.

Erin Hightower led the State 4-H Advisory Board in the Pledge of Allegiance and the 4-H Pledge.

The minutes were approved as of August 5, 2019, ten (10) board members responded and indicated their approval of the minutes as submitted. The minutes have been submitted for posting to the 4-H Advisory Board website.

Treasurer's Report

The checking account balance is \$39,215.93. This includes \$6,352.13 in the 4-H State Horse Program account. As of September 26, 2019, there was \$44,477.12 in the investment account.

Credit card fees are from previous company. The fees from the new company will not be as high. The new credit card company will not be charging a monthly fee, unlike the old company. The General Office expenses include stamps and the credit card machine. The final report will be held for audit.

January 2019 Action Items

3. Done - Nancy Deringer reported that the counties receive their portion of the enrollment fee on a quarterly basis.
4. Done - Nancy Deringer had the 4-H and FFA MOAs put on the 4-H website.
5. Done - Camas French (Public Awareness Committee - The committee rewrote the criteria for the Window Display Contest, but no entries were submitted.
12. Done – Jessica Kramme offered to help pick up the jackets, but her assistance wasn't needed.

April 2019 Action Items

1. Done - Jean Lindsey paid the bill for the Zoom account and added it to her expense report for the April meeting.
2. Done - Jana Ferris agreed to make a presentation at the next fireside chat. She is doing some club financial training at this time and will speak on this subject.

3. In Progress - Abby Hirte-Uhlorn will provide a link Jean Lindsey can use to connect with the Island County Leaders Council.
4. In Progress - Erin Hightower has a copy of the old donation letter and will put it in the shared drive in 2020, so it is available to all.
5. Done - Grants and Recognition Committee - Counties were notified of award winners from their counties. A press release to local newspapers was done to recognize award winners. Capital Press was sent a press release notifying them of the Hall of Fame winners.
6. Done - Peggy Hirte-Uhlorn emailed Kristi Axtel for the teen email site.
7. Cancelled - Mayyadah Zagelow was unable to contact the State Ambassadors to see if they are interested in a Facebook account for 4-H state teens. The State Ambassador Program is not operating this year.
8. In Progress - Public Awareness Committee - They are going to create a scoresheet for the Window Display Contest that takes place during 4-H week.
9. In Progress - Tony Dell will contact Nancy Deringer regarding finding someone at WSU that could review videos to ensure the video could be used in the Window Display Contest. We also need to know who and how WSU wants this to be done.
10. Done - Public Awareness Committee – A poster was put together about the Advisory Board for display at the state fair and at Forum. Tri-fold fliers were also made available for Forum attendees. Board members were encouraged to put pictures on google drive for use in future posters, etc.
11. Cancelled - By-Laws Committee - A copy of the By-Laws with the proposed changes was not provided to Vicki Contini. Additional changes need to be made and reviewed by others. Jana Ferris will assist the committee.
12. Done - Chuck Todd updated a list of county council presidents and sent it to board members.
13. Done - Erin Hightower will create a google form for board members to use to collect information about each county. The form will include the name/position of the county contact, their address/phone/email, who contacted them, when they were contacted, how they want to be contacted, and if they are a volunteer, their length of term.
14. In Progress - Tony Dell will contact the WSU Publications office to ask them for an update the state map to show current districts for the new member binder. The Publications office is the organization that updates this map. Tony will also meet with Nancy about the contents of the book and find out if there is something she would like added or removed.
15. Done - Grants and Recognition Committee - A separate document was created and attached to the State Advisory Board application form. This document includes the responsibilities board members, the number of board meetings members are required to attend each year, etc.
16. Done - Camas French sent Vicki Contini the auctioneer's name and contact information.
17. Done - 2019 Forum Committee - The KYG coordinator was be asked if the KYG training would be taking place at Forum. The KYG training was scheduled to take place at another time.

18. Done - Advisory Board members brought items for the wine basket and Taste of Washington basket. The wine basket includes wine and sparkling beverages this year. The Taste of Washington basket includes miscellaneous food and other items created in Washington.
19. Done - Vicki Contini will provide baskets for these two items.
20. Done - Mayyadah Zagelow sent members of the Advisory Board a definition of business casual.
21. Cancelled – After doing some additional research, Erin Hightower found that it was not financially feasible to create a snap chat filter “Seattle Airport Mariotte”.
22. Cancelled - Chuck Todd did not need to put #WA4HForum on the name tags.
23. Cancelled - Erin Hightower and Serah Comstock determined that it was not financially feasible to order more ribbons for the name tags. The existing ribbons are all that will be needed this year.
24. Done - Tony Dell sent Erin and Serah a list of the names of the tickets that need to be ordered.
25. Cancelled - Peggy Hirte-Uhlorn determined that it would not be financially feasible to order some thin bracelets to replace meal tickets. Meal tickets will be used this year.
26. Done - Tony Dell added the Consumer Science and Family Living Committee to the list of project committees meeting on Sunday.
27. Cancelled - 2019 Forum Committee was unable to get a biography for the auctioneer and the second speaker for the Forum booklet.
28. Done - Peggy Hirte-Uhlorn provided speaker/workshop presenter gifts.
29. Done - Vicki Contini got a gift for the auctioneer.
30. Done - Each board member brought a \$10 door prize to Forum.
31. In Progress - Camas French will put together a Teen Leader of the Year form.

State 4-H Director’s Report

Nancy Deringer reported that the Program Days for all 4-H Program Coordinators and 4-H Faculty occurred for western counties on September 24 in Puyallup and for eastern counties on September 26 in Moses Lake. Last year’s focus was training for LGBTQ+, this year it was expanded to train staff and volunteers on how to include youth with disabilities. Partnerships for Action provides training on including youth with special needs. They will be providing training to 4-H faculty & staff. Camas French asked for training on how to communicate the need for adults to assist youth with disability as an accommodation.

- Programmatic Focus Areas include:
 - Facing Racism – Seminar for 4-H Volunteers in Wenatchee, May 14-15, 2020
 - 4-H Junior Master Gardeners – Leader Training at Texas A&M, Feb. 23-26, 2020
 - Juntos 4-H, Latino/Latina Family Focus – training for key staff and faculty at Twin Falls, Idaho, Nov. 12-14\
 - 4-H Tech Changemakers – Microsoft funded and run through National 4-H Council. This is teens-teaching-teens who then teach adults about computer use, internet safety, social media, etc. Currently taking place in four counties

- (Whatcom, Skagit, Spokane, and Ferry) with the possibility of expansion depending on funding.
- FarmBeats Youth Kits – Microsoft funded. They are currently working with WSU 4-H Development office on securing funding.
 - Healthrocks, National Mentoring – Tech Wizards, Strengthening Families, Military Partnerships, Yay4-H! Food and Nutrition
 - STEM – Animal Science and food Science NSF Proposal with New Mexico State University. On-line and experiential curriculum will be used. Several people are being asked to assist.
- Fundraising

To find out about these fundraising opportunities local counties should sign up for national fundraising opportunities on 4h.org.

 - JoAnn’s Fabrics (Washington State was first in the nation.)
 - Tractor Supply
 - Georgia Boot
 - AVISTA and Northwest Farm Credit – AVIST (an electrical company) has given money to counties in their service area to use for enrollment fees for families who have financial challenges.
 - Emily Adams, Assistant Director of 4-H Development, continues to meet with prospective donors.
 - Enrollment – 4-H Club members are estimated to be 12,940, which is an increase of just over 100 for 2018-2019. Group enrollment numbers are due October 31. Enrollment fee data for 2018-2019 should be ready for distribution in November.
 - Strategic Plan – 4-H will continue to reach 1 in 5 by 2025. The goal is to reach and engage the underserved, continue to create partnerships within communities, and train staff, faculty, and volunteers.
 - Volunteer training development is being led by Jana Ferris, the Volunteer Specialist. This will be in person as well as thru distance education options. Stay tuned for training opportunities!
 - Volunteer recognition will be held at the county or regional level. We are looking to 4-H Development to help with these recognition events.
 - 2019-2020 Updated 4-H Policies and Procedures – Some of the new changes include the requirement of an adult chaperone in the cabin at overnight camps/events. The 4-H staff should review the venue and make recommendations for adult chaperones in each cabin.
 - Associate Dean and Director of Extension – The external search was unsuccessful. An internal search is currently underway with three candidates at this time.
 - The Adventure Education Specialist left for a new position. All positions go back to the College of Agriculture Human and Natural Resource Sciences (CAHNRS) Dean. He is giving us this position, but the position will now be a STEM Specialist.
 - The Puyallup 4-H office is closing the end of October or November. Tony Dell will be relocated to another office space. Tom Gwin will be relocated to the State 4-H Office pending a request and an approval from Kent Hojem.
 - Three 4-H Faculty were hired, and they all started in August. They are Ashley Hall-Hernandez in Snohomish; Stephanie Roeter in Chelan/Douglas/Grant; and Emmanuel Osafo in Benton/Franklin (Tri-Cities).

- Alex Laughery, the Teen Program Coordinator, was asked to work more with the Kalispel Tribe, so this left a void. We are hoping to hire a Teen Specialist after first requesting the position from the CAHNRS Dean. If this is not possible, we will use some of the Enrollment Fees to fund this position.
- Teen Programs – Know Your Government will continue as will Teen Rallies (led by counties). We are not sure about the status of Teen Summit. Options are being explored for Teen Conference. One possibility is to collaborate with the FFA Convention or the University of Idaho’s State Teen Association Convention. The State Ambassador Program has been temporarily suspended until we have a Teen Program Coordinator.
- The Washington State 4-H Teen Equity and Inclusion Task Force is made of up a strong group of committed teens. They had a retreat last weekend. NBC Learns filmed and interviewed one of the teens, Mayyadah Zagelow (who is a member of our board).
- The National 4-H Council has created the Access, Equity, and Belonging Committee with champion subgroups listed below. We currently reach many of these groups, but we want to continue to be more inclusive and welcoming. The subgroups include Incarcerated Youth; Immigrant and Refugee Youth; LGBTQ+ Youth/Community; Mental Health and Wellbeing; Youth Experiencing Homelessness; Youth in Foster Care; Youth With Disabilities; Youth Living in Poverty; and Racial and Ethnic Youth (African American Youth, Asian/Pacific Islander Youth, LatinX Advisory Committee, and Native American Youth).
- Board members were encouraged to contact the Andrea Wright, the new Dean of the WSU College of Agricultural, Human, and Natural Resource Sciences with positive messages about 4-H.

Election of Officers

According to the By-Laws of the Washington State 4-H Advisory Board, the following individuals are eligible for consideration as the President or Vice-President.

- Jean Lindsey
- Peggy Hirte-Uhlorn
- Rachel George
- Jessica Kramme
- Erin Hightower
- Kevin Buyer

Erin Hightower and Jean Lindsey were nominated for the position of President. Jean Lindsey was elected as President of the State 4-H Advisory Board.

Jessica Kramme, Peggy Hirte-Uhlorn, and Rachel George were nominated for the position of Vice-President. Jessica Kramme was elected as Vice-President of the Washington State 4-H Advisory Board.

Forum Research

Camas French reported that the biggest volunteer concern was cost. Volunteers indicated they would be interested in attending if the cost was between \$50 - \$70. WSU is concerned about liability, both financial and risk. Camas did some checking and found that an event on Friday, Saturday dinner, and Sunday brunch at Evergreen State Fairgrounds in Monroe could take place with a registration fee of about \$69. No hotel blocks would be provided. Attendees would be responsible for getting their own lodging. Hotels in the area cost about \$70-\$75 and RV spaces are available for about \$25. The fairgrounds have a foundation that currently holds liabilities for other events and would do that for us at \$100/day which is included in the \$69 estimate. Currently, Forum is reaching less than 1% of 4-H volunteers. At this site it would be possible to include more youth in this event. The State Ambassador Program was asked by WSU to take a year off. The Southeast District is where next year's Forum would have taken place. Katrina Fenimore asked that a SE district location be considered if we are able to have a Forum type event next year. Jana Ferris informed the Advisory Board that liability will stay with WSU no matter where it is held. Forum is an opportunity for people in a county to bond, do things together, and help each other. There are 3,922 volunteers in Washington State. The Advisory Board needs to reassess the Forum and take a step back. There are things that could be done in the interim (U-tube, one day district events, and others). The most important thing to consider is that we still need to do volunteer recognition and General Council meeting (recommendations). It was suggested that an Ad Hoc committee between the Washington State 4-H Fair Board and the Washington State 4-H Advisory Board be formed to discuss the future of council recommendations. Rachel George, Jessica Fenimore, and Tony Dell volunteered to be on this committee.

Because of changes taking place within WSU, funding is not available for Tony Dell to provide support to the State Advisory Board. The board may need to contribute funds for Tony to be able to provide administrative support.

January 2020 Hotel and Meeting Location

The Advisory Board members decided to meet on January 26-27, 2020, in Ellensburg. Rachel George will check to see if the Cattlemen's Association meeting room is available. Vicki Contini will check on the availability of the Econo Lodge that is across the street from the Cattlemen's Association office.

Respectfully Submitted,
Vicki Contini, Secretary
Washington State 4-H Advisory Board

April 2019 Action Items

3. In Progress - Abby Hirte-Uhlorn will provide a link Jean Lindsey can use to connect with the Island County Leaders Council.
4. In Progress - Erin Hightower has a copy of the old donation letter and will put it in the shared drive in 2020, so it is available to all.
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30. In Progress - Camas French will put together a Teen Leader of the Year form.

October 2019 Action Items

1. Rachel George will check to see if the Cattlemen's Association meeting room is available on January 26-27, 2020.
2. Vicki Contini will check on the availability of the Econo Lodge that is across the street from the Cattlemen's Association office.