

**4-H State Advisory Board
May 2, 2020
Zoom Meeting**

In Attendance: SW-Peggy Hirte-Uhlorn, Camas French; NE-Serah Comstock, Elizabeth Weaver, Jody Balcom; NW-Jessica Kramme, Jean Lindsey, Mayyadah Zagelow, Lindsey Kramme; SE-Erin Hightower, Karla Better, Rachel George; Extension-Jana Ferris, Tony Dell; Secretary-Vicki Contini; Treasurer-Chuck Todd; Fair Board Liaison-Sabrina Wood; WSU State 4-H Program-Nancy Derringer

The State 4-H Advisory Board meeting was called to order at 9:10 am by President Jean Lindsey.

Jean Lindsey led the State 4-H Advisory Board in the Pledge of Allegiance and the 4-H Pledge. Some of the Zoom features were explained by Jean.

The minutes of the January 2020 4-H Advisory Board meeting were approved as of April 21, 2020, six (6) 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 \$10,083.85. This includes \$3,756.96 in the 4-H State Horse Program account. As of March 27, 2020, there was \$17,196.56 in the investment account. Expenses for the January 2020 board meeting totaled \$1,736.80. Because our checking account has dropped below their minimum, US Bank is now charging us a monthly fee of \$20. Prior to the stay at home order and cancellation of most events, the 4-H Horse Program ordered ribbons for the year at a cost of \$260.75.

The secretary was requested to place the treasurer's report on file.

Audit Report – Postponed because of technical difficulties.

April 2019 Action Items

3. In Progress – Peggy Hirte-Uhlorn no longer has a contact with the Island County Leaders Council, they retired. Tony Dell will contact their new program coordinator for the name and contact information of the president. He will provide this information to Jean Lindsey.

January 2020 Action Items

1. Done – Lindsey Kramme contacted Chuck Todd and is now getting group emails.
2. Done – Chuck Todd provided receipts for the audit committee to use in performing the financial audit.
3. In Progress – Nancy Derringer will contact the Adolescent Leadership Committee (Joy Lyle or Michael Wallace) and ask them to provide an ex-officio representative.

4. In Progress – Jana Ferris will be sending out an email requesting examples of local farm credit bureaus that are another possible source of funding.
5. Done – A draft of the operational procedures for social media posting protocols has been completed by Rachel George and Erin Hightower. It will be reviewed in the Public Relations/Document Review Committee.
6. Done – Erin Hightower contacted Gayle Ashworth regarding the winery fundraiser and was referred to Emily Adams. Emily asked Erin not to talk to any wineries. Erin will see about doing something similar with coffee companies.
7. Done – Elizabeth Weaver shared the Spirit of 4-H award she drafted with the Adolescent Committee because they are working on trying to recognize youth.
8. In Progress – Camas French, Serah Comstock, Alicia Stanaway, and Mayyadah Zagelow will work on the draft of a state seal program. It would be similar to what Snohomish County is doing. Snohomish County has a program where clubs can earn a gold, silver, or bronze seal by earning points for doing different things. The committee will draft something by March 1 and hope to do a fireside chat on this subject.
9. In Progress/Still in Committee – Camas French and Mayyadah Zagelow will work with Nancy Deringer on a one-day recognition event for 2020. It will probably take place on October 10 at the Ellensburg Fairground.
10. In Progress – Nancy Deringer and a committee will work on a training event that would include a recognition event and state council meeting. It was decided to do a recognition event on October 10 with October 3 as a backup date.
11. Cancelled – Nancy will talk to Emily Adams at the WSU Foundation about the proposed winery fundraiser. The winery fundraiser would take place later in October, possibly the 24th.
12. Done – Rachel George contacted the Ellensburg Fairground organization about the possibility of having a recognition event at that location.
13. In Progress – The Teen Committee will create an action plan for a video showing examples/interviews of teens working on councils.
14. Cancelled – Because Peggy Hirte-Uhlorn was unable to attend the State Fair Board meeting because of flooding, she was unable to send the Advisory Board members any information on the meeting. Tony Dell set up the Zoom meeting for the State Fair Board and Kirk Gresham recorded meeting to his computer, but the file is too large to share. Tony will work with Kirk to move this file. Next Saturday another Zoom meeting is scheduled to work on the trustee’s handbook and other fair issues. The state fair in Puyallup may be cancelled.
15. Done – Jessica Kramme reported that there isn’t much happening in the Horse Project area because of virus. Hopefully, the State Horse Bowl will be able to take place on July 18. The status of Hippology is unknown at this time. The National Horse Bowl Contest is still going to take place either in person or via video.
16. Done – Peggy Hirte-Uhlorn was unable to find anyone to fill positions in her district. Since the Advisory Board meetings are now taking place on Zoom, there is one more person she can contact.
17. On Hold – The NW District has an open position. Since Camas French now lives in this district, Jean Lindsey is thinking of moving Camas to reflect her current location.

18. In Progress – Tony Dell tried contacting Gayle Ashworth, but she is now retired and not as involved with the 4-H Foundation. He may have to talk to Emily Adams. Jean Lindsey shared with the 4-H Foundation president that we need funding for awards that are presented at a volunteer recognition event. It is possible the 4-H Foundation could secure a sponsorship status and donate funds automatically every few years. Nancy Deringer thought that her 4-H Excellence fund could also be a source of funding.
19. In Progress – Nancy Deringer said that Emily Adams is trying to find new funding for a proposed one-day award ceremony.
20. Done – Emily Adams has done a video that could be shown at the State 4-H Fair while 4-H in Action is being showcased.
21. Cancelled – Because of the virus, all county extension offices were closed and unable to be used for Zoom meetings.
22. In Progress - Jana Ferris will send board members an email on Zoom etiquette.
23. Done – Jean Lindsey set up the Advisory Board Zoom meeting.

4-H Director's Report

4-H has been moving forward virtually. WSU hired a new provost. Elizabeth Chilton was the Dean of Arts and Sciences in New York. She doesn't understand extension but should be a strong leader. We have an excellent Associate Dean (Vicki McCracken). Nancy has been asking CAHNRS for marketing assistance. Lauren Paterson has been collecting 4-H stories. Send any stories to her at lauren.paterson@WSU.edu. She loves to do social media. 4-H has ½ of her time. Tony Dell has been working on Tuesday News and doing an awesome job getting it out every week. A number of counties are doing virtual fairs. People are being very creative. The Spokane Junior Livestock Show will be virtual. The 4-H Camp Committee has recommended that 4-H camps be cancelled. June 19 is earliest face-to-face date for 4-H. This date depends on the Washington State Governor's recommendations. The 4-H assessment showed that leaders and members want to be connected. One of several committees is working on children's mental health. There is an intentional focus on reaching underserved populations. Each county will be responsible for recommending who goes to state fair, regardless of whether or not a face-to-face contest took place. Nancy and Jana working on a program called "Question, Persuade and Refer" (QPR). It will be a 1.5-2 hour program. "Season of Hope" is a book on risk management by John C. Paterson and Barbara B. Oliver (ISBN# 1-893210-03-0). Mayyadah Zagelow is a finalist for a youth position on a national board. Her interview is May 6.

Civil Rights Report

WSU Extension has received the Civil Rights Review report from the National Institute of Food and Agriculture (NIFA) with recommendations for addressing areas needing improvement/compliance. Some of the recommendations address 4-H directly. Civil Rights training will be updated. Policies and practices will be developed that expand racial/ethnic minority participation on advisory boards and program committees at both the state and county level. It will be necessary to develop a proactive plan to increase females/minorities in tenure track positions and increase minorities in executive,

administrative, and managerial positions (middle management volunteers). We need to make reasonable efforts to decrease single race/gender 4-H clubs. Regular internal compliance reviews will be reinstated. A limited English proficiency needs assessment will be conducted and a language access plan developed. Improved participation data collection practices will be implemented. Policies and procedures will be developed to increase participation by Hispanics in 4-H scholarships/grants/financial assistance.

Washington State is about 25% Hispanic. The eastern side of the state has large oriental population. We need to ask ourselves if we have done everything we could to make sure our program is welcoming to all cultures and our underserved population. It takes intentional thought and action. We need to talk about opening up to all cultures. Juntos 4-H is a program of 4-H clubs bringing together food, culture, family with family involvement, summer camps, goal setting, and college prep. It takes place during the school day, so the school board needs to be on board.

Southeast District

The Do-It Program can be contacted for help with disabilities and computer access. There will be a Fireside Chat Zoom meeting on the first Wednesday of every month at 7:00 pm beginning in June. Topics have been identified for June thru September. Speakers are in the process of being confirmed.

Northeast District

Not a lot is happening in the district because of stay home orders. Many of the northern counties do not have good internet access, so they are having trouble staying connected. Videos will be put together to help provide learning to these leaders. State-wide videos need to include the statement that “this follows the policies and procedures for _____ county, check with your county for local requirements.” Videos need to be reviewed by WSU faculty before being shared.

Southwest District

They are busy trying to recruit members for the State 4-H Advisory Board.

Northwest District

The Evergreen State Fair has been cancelled/postponed. A lot of clubs are using Zoom to hold 4-H meetings.

Jana Ferris encouraged the board members to try joining county council Zoom meetings. Jana asked Tony Dell to see if he can get the Zoom information for these meetings and send it to board members.

Public Relations/Document Review Committee

The committee talked about the Facebook page and the procedures Erin Hightower provided. This procedure needs to be sent to the WSU Attorney General’s office for review. Tony Dell was added as an administrator to the Facebook page. The possibility of putting holiday posts on the Facebook page was discussed. The board was told that

the Attorney General's office needs to be asked about holiday posts on the Facebook page. Nancy Derringer will check with the Attorney General's office.

Grants and Recognition Committee

The committee discussed the state seal program and how to modify it. The committee will do more research. A Zoom call will take place the beginning of June to discuss the state seal program. Lannoye Emblems in Washington State makes pins for Jana Ferris. Rachel George will contact them about seals for this program. Elizabeth Weaver & Jana Ferris will research grants that could be used to pay for the cost of the state seals. They will also check into cost of creating a pin for the state teen leader of the year.

Education Community

By August 1 the committee members will review the leader trainings that are being prepared. Program faculty and staff are now responsible for leader training. It is a result of liability issues. We can work with program faculty and staff on leader training, but training needs to be science and research based. Training also needs to be within the scope and parameters of the position description of leaders.

Fund Development Committee

Peggy Hirte-Uhlorn has the financial information necessary to complete the financial audit and will send it to the rest of the committee members so the audit can be completed. Erin Hightower knows of a coffee company in Ellensburg that may be big enough to do work with us on a fund raiser. There is also a need to apply for as many grants as possible.

Teen Committee

The Teen Committee will be meeting during the next month.

Old Business

- There will be a recognition event on October 10 in Ellensburg on the fairgrounds. Hopefully, it will be possible to confirm it in July. It all depends on what happens in the future regarding the stay at home order. The committee working on the recognition event will meet again next week. They hope to find enough funding so there is no cost to attendees or the cost is no more than \$10-15. They are budgeting for 150 people. Rachel George, Tony Dell, Camas French, and Jana Ferris are on the committee.
- State 4-H Council meeting – Jean Lindsey, Jana Ferris, Kirk Gresham, and others need to meet to discuss how and when this state meeting would take place. Vicki Contini will send Tony Dell another copy of the 2019 Recommendations.
- Memorandum of Agreement – Jana Ferris has revised the Master Gardeners' MOA so it can be used for the State 4-H Advisory Board. Jean Lindsey will send to everyone, then she will do an electronic vote. WSU is doing this with every organization in the state. The MOA for the Master Gardeners has been done.

New Business

The Advisory Board discussed ways to help other groups (clubs and committees) hold Zoom meetings. Serah Comstock was asked to put together a google request form and send to Tony Dell for Tuesday News. Tony was also asked to include the resource page on how to use Zoom. It will also be put on the Advisory Board Facebook and sent to extension offices. Serah Comstock and Jean Lindsey will schedule the Zoom meetings. The google request form will include a lead time to eliminate last minute requests.

Liaison Reports

State 4-H Fair Board – see Action Item 14

Cats – Nothing happening with stay at home order. The committee is using social media to get the word out about the cat project.

Dogs – Jody Balcom's dog club and some neighboring clubs are doing some videos about how to work with their dog. His extension educator has reviewed them. Tony Dell will check with Kristi Axtell and may be able to put these videos on the 4-H Advisory Board webpage. There will be a Dog Project leader meeting next week via Zoom in June. Jana Ferris will discuss these videos at a WSU faculty meeting she is attending next week.

Horse – Jessica Kramme – Snohomish and Klickitat County are doing virtual riding events. The Horse Committee is meeting by Zoom.

4-H Foundation – Jean Lindsey wasn't able to attend the last meeting. She hasn't heard back about possible grants and doesn't have the next meeting date.

Shooting Sports – There is nothing to report.

Future Dates

Conferences – On-line conferences are a great possibility. Another advantage is that it can be recorded and viewed at any time. The Education Committee will research this possibility.

Next Meeting

July 18 at 9 am a Zoom meeting will take place to check on the status of the recognition event and other activities.

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

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2. Nancy Derringer – The possibility of putting holiday posts on the Facebook page was discussed. The board was told that the Attorney General's office needs to be asked about holiday posts on the Facebook page. Nancy will check with the Attorney General's office.

3. Rachel George – Lannoye Emblems in Washington State makes pins for Jana Ferris. Rachel George will contact them about seals for this program.
4. Elizabeth Weaver & Jana Ferris will research grants that could be used to pay for the cost of the state seals. They will also check into cost of creating a pin for the state teen leader of the year.
5. Education Committee Members – By August 1 the committee members will review the leader trainings that are being prepared.
6. Peggy Hirte-Uhlorn has the financial information necessary to complete the financial audit and will send it to the rest of the committee members so the audit can be completed.
7. State 4-H Council Meeting – Jean Lindsey, Jana Ferris, Kirk Gresham, and others need to meet to discuss how and when this state meeting would take place.
8. Vicki Contini will send Tony Dell another copy of the 2019 Recommendations
9. Jean Lindsey will send the draft Memorandum of Agreement to everyone, then she will do an electronic vote.
10. Serah Comstock was asked to put together a google request form that other groups (clubs and committees) can use to request the scheduling of a Zoom meeting. She will send the form Tony Dell for inclusion in the Tuesday News.
11. Tony Dell will put the google request form and the resource page on how to use Zoom into Tuesday News. He will also put them on the Advisory Board Facebook and send them to the extension offices.
12. Tony Dell will check with Kristi Axtell and may be able to put the dog training videos on the 4-H Advisory Board webpage.
13. The Education Committee will research the possibility of doing conferences on-line.