



## 4-H Planning Day Results

4-H Planning Day took place November 5, 2016 at the Goldendale Grange. Leaders met to discuss ideas for programs and educational workshops. Event dates were set for the upcoming 4-H year.

Leaders' Council nominations and election of officers (President and Treasurer) took place. Congratulations to Linda Enderby (President-elect for a second term) and Kay Carr (Treasurer-elect for a second term). They will take office in January 2017, serving a two-year term. They will join current Leaders' Council officers Vice-President Martha Parsons and Secretary Deborah Heart.

## New Enrollment Process for the 2016-2017 4-H Year

It's a new 4-H year! Many 4-H volunteer leaders have already taken the first steps towards getting their club or group ready for completing enrollments through the 4-H Online system. While the use of 4-H Online is not new to our Klickitat County 4-H program (this will be our third year using this system), this year marks the first 4-H year that members and leaders will use the internet to log into the online system (through their family profile) and re-enroll. No more paper enrollments! (For specific information about how to access the 4-H Online system, see the article included in this newsletter.)

### **What are those first steps?**

1. For each 4-H club or group, at least one 4-H volunteer leader (main leader, project leader, etc.) needs to attend a 4-H policy update training with Lisa Harness, 4-H Program Manager. Some training dates were held in October and November. One-on-one training sessions can be arranged - contact Lisa to arrange a time to do your training. Be sure to read the article in this newsletter about the 4-H policy update information and training. Additional dates/times for trainings will be scheduled in January and as needed.
2. Have an enrollment meeting with members and get started for the 4-H year!

## 4-H Annual Financial Summary Forms Due by Jan. 10, 2017

It's a new 4-H year! The 4-H Annual Financial Summary form was distributed to club and group 4-H volunteers at meetings in October and November. The form was also included in the re-enrollment packets that went to the main club or group leaders who were not at 4-H Planning Day in November. This form is to be completed for the previous 2015-16 4-H year. The deadline date to turn in these forms is January 10, 2017. Clubs or groups that have not turned in a completed form to the Extension office will be changed to an inactive status.

**An important reminder for club leaders: the Extension office should be notified ahead of time regarding any fundraising activities by 4-H clubs during the year to ensure proper use of the 4-H name and logo and that appropriate guidelines are followed.** Questions? Contact Lisa Harness at 509-773-5817.

## WSU Klickitat-Skamania County Extension Director Named

Please welcome Hannah Brause! Hannah has been named the new Washington State University Klickitat-Skamania County Extension Director and Agriculture and Natural Resource Unit faculty.

As County Director, this position is responsible for fostering a strong and collaborative relationship with Klickitat and Skamania county government, with the common goal to ensure continued partnership in providing outstanding WSU Extension programming. Her programming goals may include: improving livestock and crop production, enhancing market access for farmers, enhancing the economic viability and profitability of agriculture and natural resource businesses; and/or improved stewardship of natural resources.

Hannah graduated from Oregon State University where, in 2005, she earned a bachelor's degree in animal science, and, in 2006, a master's degree in agricultural education. She grew up on a family farm in Northwest Oregon.

Hannah's first day on the job in Klickitat was December 1. Please feel free to stop by the Extension office and welcome her to Goldendale.

## **No 4-H Leaders' Council Meeting until January 2017**

There is no Leaders' Council meeting in the month of December. Join us for the next meeting on Monday, January, 30, 2017. The Klickitat County 4-H Leaders' Council training and meeting will be held in the 4-H room at the Klickitat County Fairgrounds in Goldendale. The Leader training session will begin at 6:30 pm. The meeting will begin at 7pm.

## **4-H Enrollment and 4-H Online**

New for the 2016-2017 4-H year: Enrollments (new and re-enrolling members and leaders) will be done online through the 4-H Online system (no more paper forms). Every family will be entering their own enrollments into the 4-H Online program.

If you were enrolled last year, you already have a profile created. Do not select "I need to setup a new profile" if you were already enrolled in 4-H; it will create duplicate entries.

### **Follow these steps for an existing or re-enrolling family:**

- Go to <https://wa.4honline.com> .
- To obtain a temporary password to get into the system for the first time, select "I forgot my password", type in your email (that should match the one on your family record); check your email for the temporary password email and follow those directions.
- Select: "I have a profile" (if you already know your password or have the temporary password). Enter the email that is on your family record. If you have problems here, please contact Lisa Harness at the Extension Office, 509-773-5817, [lisah@klickitatcounty.org](mailto:lisah@klickitatcounty.org) . If the email you are entering does not match the email on record you cannot go any further in the enrollment process until it is corrected on-line, or you will create a duplicate entry. Duplicate entries will be deleted and you will need to re-enter the information.
- Role: select "Family" and log in.
- You will be prompted to create a new password if you used a temporary password to log in.
- Select a member to edit. Enter and/or update your family and members information. If you have any questions or difficulties, please contact Lisa Harness at 509-773-5817 to avoid duplicate entries. Duplicate entries will be deleted and you will not be enrolled into the 4-H program.

A new family/individual enrolling for the first time (online) will follow the following steps:

- Go to <https://wa.4honline.com> .
- Select "I need to setup a profile"
- Follow the steps, entering the information for the family, then add members.

### **SOME KEY THINGS TO REMEMBER:**

- Add members or volunteers (in your family) under your "family" name. Make sure all names and addresses are complete and correct. Please double check email addresses for accuracy as well. Most 4-H information is sent via email whenever possible.
- Make sure to include parent name(s), member birth date, year in 4-H, grade in school and that the desired club and projects are listed or added before submitting the enrollment.

### **4-H Horse Member Riding Time**

Riding time may be available on Wednesdays from 3pm to 5pm for **current, active enrolled** 4-H horse project members and horse leaders through March 2017 at the Klickitat County Fairgrounds. **Enrollment in Klickitat County 4-H must have been completed through the 4-H Online system at <https://wa.4honline.com> , enrollment status must be "active" and the 4-H insurance fee (\$2 for horse project) must have received at the WSU Extension office.** For more information, contact Lisa Harness at the WSU Extension office, 509-773-5817.

## **New for the 2016-17 4-H Year: Revised WA State 4-H Policy and Procedure Handbook**

There have been significant updates and revisions to the WA State 4-H Policy and Procedure Handbook that took effective October 1, 2016. Also, this will be the first year that families will be enrolling themselves online in our 4-H Online enrollment program.

Here are a few highlights:

- Enrollments (new and re-enrolling members and leaders) will be done online through the 4-H Online system (no more paper forms)
- All 4-H volunteers will need to attend a 4-H policy update training before their enrollment can be approved in the online system (training is about one hour in length – contact Lisa Harness).
- Age of youth before October 1 (of the current 4-H year) will determine age division and participation in 4-H (see news article below)
- 4-H Clubs must meet the definition of 4-H Club structure as noted in the October 1, 2016 revised Washington State 4-H Policy and Procedure Handbook and must be chartered to use the 4-H name and Emblem
- At least one 4-H volunteer in a club or group WA must attend a 4-H policy update training before their club/group can be activated in the 4-H Online system for accepting enrollments from new or returning members

The full 4-H policy handbook can be downloaded from the WA State 4-H website. There is a link located on the left navigation panel of the home page at <http://extension.wsu.edu/4h/> .

### **4-H Enrollment Age Requirements – Effective October 1, 2016**

The WSU Extension 4-H Youth Development Program abides with the nondiscrimination policies of the WSU and USDA. 4-H is open to all youth between the ages five (5) and nineteen (19) (4-H Age), regardless of race; sex/gender; sexual orientation; gender identity/expression; religion; age; color; creed; national or ethnic origin; physical mental or sensory disability, including disability requiring the use of a trained service animal; genetic information; and/or status as an honorably discharged veteran or member of the military as determined by the following age criteria:

- 4-H Age is determined by October 1st of the current 4-H year.
- Youth who have reached their 5th birthday (before October 1st of the current 4-H year), through those who have not reached their 19th birthday (before October 1st of the current 4-H year)

**\*\*Exception** – For the 2016-2017 4-H Year those 4-H members who are in 12th grade or who have not reached their 19th birthday before (January 1, 2017) may enroll in the 4-H Program through their local County Faculty.\*\*

-The following groups are identified for special programs and activity participation, including all competitive events/activities, within the WSU Extension 4-H Youth Development Program:

- Cloverbuds: 5 to 7 years of age
- Junior: 8 to 10 years of age
- Intermediate: 11 to 13 years of age
- Senior: 14 to less than 19 years of age

- Cross-age division competitive events are not allowed.

- Members must have reached their 8th birthday before October 1st of the current 4-H year to be eligible for:

- Competitive situations, including livestock shows or sales
- Enrollment in large animal projects including beef, dairy, goat, equine, sheep, llama, and swine
- Enrollment in shooting sports projects
- Enrollment in projects using motorized vehicles

## **WSU Online Food Preservation Course Reminder**

**Beginning Oct. 1, 2015**, according to WSU Extension policy, any adult volunteer enrolling or re-enrolling to give leadership in the **4-H Food Preservation project** **MUST** have completed the ***Preserve the Taste of Summer*** food preservation training series. Other training or previous experience cannot be accepted as a substitute for this requirement.

**The required course is available online:** <http://preservesummer.cahnrs.wsu.edu>; and is taken independently. Upon completion, the participant is issued a certificate verifying they have completed the eight lessons. There is a \$25 fee to register for the online course. To participate, you will need a computer made in the last five years and have a stable internet connection.

**Preserve the Taste of Summer** is a series of eight online lessons for consumers who want to learn about food preservation and food safety as well as those who want to update their knowledge and skills. Provided by WSU, the lessons cover the most current USDA approved food preservation recommendations. Topics include food safety, the basics of canning (pressure and boiling water), freezing, drying, as well as making fruit spreads and pickled foods. A certificate of completion is provided at the end of the course.

## **Washington State 4-H Program Scholarship Information**

Several 4-H scholarships are offered through the Washington State 4-H Program. Please refer to specific information and the application process at <http://extension.wsu.edu/4h/youth/scholarship-opportunities/>.

**1. Washington State 4-H Scholarships** (postmarked by **March 15, 2017** to Gayle Ashworth, Washington State 4-H Foundation, 2606 W. Pioneer, Puyallup, WA 98371-4998):

- J. Orville Young Memorial Scholarship -- One @ \$500
- Lewis County 4-H Leaders Scholarships – Two @ \$1,000, One @ \$500
- O.M. Plummer Memorial Scholarship -- One @ approximately \$575
- Washington State 4-H Foundation Scholarship -- One @ \$1,000
- Thomas R. Quann Scholarship Fund -- One @\$1,000

**2. 4-H Dairy Endowment Scholarship (only available for current or former dairy members)**

Washington State 4-H Foundation Dairy Endowment Scholarship: For information and application go to: <http://extension.wsu.edu/4h/wp-content/uploads/sites/3/2016/03/Scholarship-Application.pdf>

- Two @ \$500.00 (must be a current or former 4-H Dairy Member. One for a high school senior and one for a current college student).

**3. Avista/NW Farm Credit Services (NWFCS) / WSU CAHNRS Scholarships – March 31 Deadline**

(Link coming in January – check at <http://extension.wsu.edu/4h/youth/scholarship-opportunities/>)

To apply for the following scholarships, please use the link above and be sure to attach the documents requested in the application. You may apply for all scholarships where you meet the requirements. This application must be submitted by March 31.

- **Avista/NWFCS 4-H Scholarship** - to be considered for one of the ten \$500 scholarships you must be currently enrolled in 4-H and plan to attend a two or four-year college. You must be a resident of one of Adams, Asotin, Ferry, Grant, Klickitat, Lincoln, Skamania, Spokane, Stevens, or Whitman counties.
- **WSU CAHNRS 4-H Scholarship** - to be considered for one of the two \$3,000 scholarships available you must have been a 4-H club member for at least two years, leader among your peers, and plan to attend the College of Agricultural, Human, and Natural Resource Sciences at Washington State University your freshman year.

If you have questions, please contact Britta Nitcy at [nitcy@wsu.edu](mailto:nitcy@wsu.edu), or phone 509-335-6479.

## **Requirements for Certified 4-H Volunteers in Klickitat County**

Volunteers are the heart of 4-H! You make all the difference in the world. Whether you want to be a club leader or work with youth on a short-term project, there's a role for you in 4-H.

The goal of 4-H is to help youth develop critical life skills as individuals and as responsible, productive citizens in their communities. Adult volunteers who spend time with 4-H youth are key in this process. They form the foundation on which productive citizens are made.

How to become a certified 4-H volunteer:

Potential WSU Extension 4-H Youth Development Program Certified Volunteers must start the application process by signing and completing the WSU 4-H Volunteer Application Form (Part A), background check (Part B), and reference form. All new WSU Extension Certified Volunteers who work with youth, including host family members and chaperones, will be screened through a background check and reference process. Rescreening may be conducted at any time. The local WSU Extension 4-H faculty, staff, and/or WSU Extension 4-H Program Leader reserve the right to reject any applicant. The WSU Extension 4-H Youth Development Program requires a minimum level of training for certifying volunteers. The following elements are required components of the WSU Extension 4-H Youth Development Program Certified Volunteer certification process. They must all be completed and documented before the volunteer is considered certified.

- Submit a signed and completed WSU 4-H Volunteer Application Form (Part A), background check (Part B), and reference form to the WSU Extension County Office
- Provide a required minimum of three references
- Participate in an interview with the WSU Extension 4-H faculty, staff, or authorized representative face-to-face, by phone, or through other technology that allows participants to be heard verbally
- Complete the Four Western Region e-learning modules
- Complete the Child Protection e-learning module
- Register as a volunteer within 4-H Online system and complete all authorization forms including signing the Adult Valuable Partnership Agreement in 4HOnline
- Receive a login for the WSU Volunteer Hours Database
- Complete any other items as required specific to your county including these additional New Volunteer Training requirements: Participate in at least 4 hours of training provided by the Klickitat County Extension Office.

At any point in time, the certification process may be terminated by the WSU Extension 4-H faculty. If the potential volunteer does not complete the certification process in one (1) year or less and/or references are not received within that same one (1) year period, then the potential applicant will be notified of the termination process. If a potential volunteer does not sign and/or if they alter any form and then sign, the application can be terminated.

**The Klickitat County 4-H Program also requires volunteers to participate in six hours of additional training each year.** Volunteers submit their training hours into the WSU Volunteer Hours Database. Training options and topics are shared at New Leader Trainings and through the 4-H Focus newsletter.

All **direct** volunteers must have a background check!

A direct volunteer is anyone that has contact with youth.

\*\* Main 4-H club or group leaders are responsible for informing potential 4-H volunteers about requirements for volunteering.

An **indirect** volunteer might be a person that is on a board, a resource person, on a committee or doing a one hour program with supervision from another screened volunteer. It is prudent to do a background check on indirect volunteers if there will be an occasion for them to be alone with children at any time.

Please contact Lisa Harness, 4-H Program Manager, 509-773-5817, email [lisah@klickitatcounty.org](mailto:lisah@klickitatcounty.org), for additional information or if you have any questions about these 4-H volunteer requirements or would like to become a volunteer in our 4-H Program.

## **Klickitat County 4-H Calendar of Upcoming Events**

### **DECEMBER 2016**

- 11 NO 4-H Horse Leaders' Meeting in December  
NO Fair Board meeting in December
- 26 Christmas Holiday – County offices closed
- 26 NO Leaders' Council meeting in December

### **JANUARY 2017**

- 2 New Year's Day Holiday – County offices closed
- 9 4-H Family Living Leaders meeting, 6:30pm, Goldendale Grange hall
- 10 4-H Club/Group/Unit Annual Financial Summaries due**
- 10 4-H Leaders' Council Budget requests due to Extension Office**
- 16 4-H Sewing Clinic, details to be announced
- 16 Martin Luther King, Jr. Holiday - County offices closed
- 17 Fair Board meeting, 7pm, Klickitat County Fairgrounds
- 19 4-H Horse Leaders Meeting, 6:30pm, location to be announced
- 30 4-H Leaders' Council Meeting, leader training at 6:30pm, meeting at 7pm, 4-H Room, KC Fairgrounds

***4-H is a community of young people across America who are learning leadership, citizenship and life skills.***

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