

Clackamas County 4-H and Extension Budget Committee Meeting

Minutes

February 23, 2023 9:30-11:00am Zoom

The second Clackamas County 4-H and Extension Service District Budget Committee meeting was changed to a Zoom meeting due to inclement weather. The meeting was opened by Chair, Ed Winkler at 9:35am.

Attendees were: Committee members – Chair, Ed Winkler; Secretary, Cheryl Keithan, Rob Guttridge, and Don Wiley. Angela Sandino, Regional Director; Leah Sundquist, staff Liaison; Jan Williams, 4-H; Sarah Cameron, Forestry represented Extension staff. Guests included Dr Surendra Dara, Director of NWREC and Nik Wiman from NWREC staff.

Minutes from the January meeting were approved

Additional Budget Requests:

4-H staff requested an additional \$5000 for transportation and interpreter services for the Latino program. Members asked how many youth members were involved in county extension programs and were told that there are about 800 members currently enrolled and the final enrollment date is coming up, and in-school programs that fluctuate. Don Wiley moved (Cheryl Keithan seconded) to provide the Latino program with the extra funds. The motion was approved by committee members.

Dr Surenda Dara, NWREC Director, requested an additional \$15,000 to help cover administrative and operational costs for NWREC. The research center benefits seven surrounding agriculture counties but the counties contribute none or very little to general expenses. He stated that the agriculture researchers get most of their funding from commodity grants and salaries are paid by OSU but they are not allowed to use those funds to cover operating costs such for administration, supplies, and utilities. This leaves them with no other source for the additional \$200,000 it takes to run the facility. Committee members requested detailed information about how the funds would be spent and how they benefit Clackamas County citizens and noted that this 23-24 Extension budget already contributes \$85,000 to the center for staff support as well as half salary for the small farms agent. Angela pointed that Multnomah County supplies no funding for any Extension programs and Washington County has a negative budget. It was pointed out that if other more rural counties would increase their support Clackamas County Extension would still be paying their fair share. (NOTE: Clackamas County owns the 160 acre property and it is leased to NWREC at minimal to no cost.)

Voting on this issue will be held at the March meeting to give NWREC a chance to gather information requested.

Committee Bylaws: Leah has learned that this committee has the status of an advisory committee and is thus required to establish bylaws effective until the Board of County Commissioners approval meeting in May when our five members join the five county commissioners to become a, official Budget Board. Leah has drafts from other county budget committees and in order to save time, requested that she and Cheryl (as secretary) put together a draft for members to review before the March meeting.

Budget Review:

Pam attended recent budget training and found some items in this budget that needed to be adjusted in order to keep us in compliance with current budget laws. Leah discussed the current staff vacancies and is trying to get approval from campus to issue offerings for (1) .05 FTE 4-H Educational Program Assistant; (1) 1.0 FTE 4-H Administrative Program Assistant; and (1) 1.0 FTE EPA2 for a marketing/communications person. Other questions about the budget included:

- How much of the delinquent county taxes are actually collected? Pam reported the county usually gets back over 95 percent each year.
- How are landscape and maintenance fees determined? Since the office is on county property Extension is expected to pay their allocated portion of these fees.
- Salaries – more than half of the tax revenue will go to pay salaries, bonuses determined by OSU, and COLA's.

As there was no further business, Cheryl moved to close the meeting and Rob seconded. Motion passed. Meeting closed at 11:00am.

Submitted by Cheryl Keithan, Secretary - February 25, 2023