

Clackamas County Extension Budget Committee Meeting

March 9, 2021 2-4:30pm

Attendance: Cheryl Keithan, Leah Sundquist, Ed Winkler, Pamela Whitten, Rob Guttridge, Janaleen Williams and Rob Kappa attended. Don Wiley and Angela Sandino were unable to attend.

County Extension Strategic Priorities: Leah will send this file to all members.

1. Continue public trust –
2. Grow vibrant communities –
3. Encourage a strong infrastructure –
4. Ensure safe, healthy and secure communities-
5. Honor, utilize promote and invest in natural resources –

Reviewing the budget draft:

1. Learned today that Extension can anticipate about a 4% increase in income from the Service District funding. The county Assessor's office will send updates on revenue.
2. The County would like to charge Extension \$60K each year for budget email updates. Extension Administration has expressed their concerns about paying this fee since the county staff members are already paid to perform these tasks. Hope to have some resolution on this issue before final budget decisions.
3. Salaries for classified and unclassified staff consume over \$1.2 million each year.
4. Budget item investigation decision reached – The county is billing OSU Extension about \$157K for past unpaid rent from 2015-2020. Campus is working out repayment details. OSU has a contingency fund from past years that could help pay down this balance.
5. Leah will consult with a classified staff member who has been on extended leave for a return date.
6. Admin has buckled down on staff that do not take vacation time but work a lot of overtime. Overtime payment will become the responsibility of each program area if used.
7. Possible contract will be on the streets for a marketing representative to handle social media updates for 9 accounts, and putting together the Community Report unless the work can be allocated into a classified job position.

Rob Kappa moved to approve the draft budget with a few adjustments per discussion by the committee. It was seconded by Cheryl Keithan and Rob Guttridge. All members were in favor of the adjusted draft. There were no cost-saving changes or adjustments made to the draft.

The next meeting of this committee will be in April to review a final draft and develop the script for the Commissioner's meeting.

Cheryl Keithan
Budget Committee Secretary