

Chair, Ed Winkler called the meeting to order at 9:59 am and welcomed members of the budget committee and guests to this important session.

Attendees included:

- Extension Budget Advisory committee members: Ed Winkler, Chair; Rob Guttridge, Vice Chair; Cheryl Keithan, Secretary; and Don Wiley, member.
- OSU Administrative staff members: Dr. Ivory Lyles, Director of Extension; and Dr. Sam Angima, Associate Dean of Extension.
- Clackamas Extension Administration: Angela Sandino, North Willamette Regional Director; Leah Sundquist, Clackamas Extension Liaison, and Pamela Whitten, Extension Financial Coordinator.
- Clackamas Extension Staff: Janaleen Williams, Faculty Representative, Janet Nagele, 4-H Youth Development, Sarah Cameron, Classified Staff Representative, Kelly Redwine, Office Specialist.
- Other interested parties: Nik Wiman, NWREC Staff Representative, Michele Armstrong, Ag Supporter and NWREC Advisory Council member; and Dick Caldwell, Clackamas Extension Advisory Council Chair.

Approval of minutes: Cheryl summarized minutes from the last meeting. Motion: Rob moved that they be accepted. Don seconded the motion. The motion carried unanimously.

Old Business: Re-address the dollar amount for supplies and services (S&S) distribution to NWREC Ag faculty due to input, concerns, and recommendations from Clackamas Extension faculty during the March 13, 2023 staff meeting.

Jan: Explained how she uses her S&S funds to support programming, professional development, and travel and said that unused funds are returned to the Service District.

Ed: Explained that the approved budget allotment for NWREC from March 03, 2023 includes additional funding (\$85,950) for S&S (Supplies and Services) for NWREC staff tasked with a percent of their time working for Clackamas Extension programming. Ed explained that due to lack of visibility, the committee recommended withholding S&S funds and distributing them according to requests from NWREC staff. Clackamas County Extension staff members have the same arrangement and accountability rules to help cover their program costs, with any remaining unused funds going back to the Service District's Education Center reserve account. NWREC staff has been allotted this same S&S benefit in past years but the funds have not gone to individual researchers as they need them for programming. Funds have been put into the General Fund to help cover overall expenses.

Current approved NWREC funding for 23-24 is \$81,500 for Operations & Maintenance (managed by NWREC); along with \$53,099 to pay .5 FTE for the Small Farms program coordinator that is stationed at NWREC. These items bring the total support for NWREC to mangle to \$134,599. The Operations & Maintenance (O&M) funds of \$81,500 equal over 35% of the \$231K funding need.

Don: Noted that unused funds (from NWREC) have not been returned to the Service District. He read a legal document that established the Service District.

Since this committee is tasked to account for all SD (Service District) taxpayer dollars, the committee is asking that Clackamas Extension be the office to hold S&S funds and issue reimbursements through requests with appropriate documentation from NWREC staff. They would all be issued a TEX accounting code to use with their purchase card expenses.

Dr. Ivory Lyles and Dr. Sam Angima attended the meeting in order to discourage this committee from separating NWREC budget items and encouraged the committee to continue to send all funding through the NWREC General Fund so the NWREC Director can use funds as needed.

Discussion:

Dr. Lyles: I implore you not to go down this path because it presents bad precedents and ties my hands. We would be inserting ourselves in an OSU Administration conversation and we should not earmark those funds for NWREC staff as it is not our job to micro-manage any NWREC funds. Give us flexibility.

Dr. Angima: NWREC is the only research station formed in a different way where seven counties partnered to fund NWREC at the same time. The original location was in Oregon City. He reported that 8-15% of the Extension budget for these counties goes to NWREC. Also, the total budget is \$1,000,000, of which \$600,000 comes from Dr. Lyles and \$275,000 from counties. Clackamas County is the largest contributor – overall about 15% of their budget. NWREC is the largest experiment station in the state with research and programming helping statewide. Dr. Angima noted that the support that is being given to NWREC is appreciated. He acknowledged that the requesting funds process could be done but questioned if it would cause additional work and be helpful.

Janet: The Service District was only approved at this Extension office because staff members put in a team effort to get the measure passed so there would be continuous funding for programming. NWREC staff did not work alongside Clackamas Extension staff and volunteers to pass the district, and OSU Administration did try to discourage the attempt to pass the district. The Service District was established to support 4-H. NWREC pools the money. We have done more than our part to support NWREC which is taking away from our office with unfilled positions, but have lots of money for NWREC.

Leah: Clarified that there have been two failed searches for the two OSU1 and Marketing positions, but they are funded in the budget. Other vacant positions are fully funded in the 23-24 Budget.

Ed: Listed contributions by county: Marion (\$50,000), Yamhill (\$20,000), Clackamas (\$81,500), Washington, (\$10,000), Polk (\$12,000); Columbia (\$8,000); and Multnomah (\$0).

Ed's questions to Dr. Lyles:

1. What are other counties contributions?

Response: They have been relatively stable over the past few years, about 15% of the Extension budget. NWREC is part of Extension.

2. How did meetings like this one go when you talked to the other counties about increasing their contribution?

Response: Haven't met with other counties like this. This is the first such meeting I am aware of. Other county directors agreed to the suggestion of the budget.

3. How much additional funding was requested from other counties?

Response: None, nor was additional requested from Clackamas County. Request for additional funding did not come from the Directors office. Do no harm to last year's agreement.

Ed: We have a conflict that other counties have not been asked to contribute more.

4. Are you only asking from Clackamas County because we are pushing back?

Response: We are asking you to maintain the funding from prior year. Do no harm to last year's agreement.

Dr. Angima: The funding increase came from an MOU last year. \$81,500 was last year's request and \$81,500 is this year's request.

Ed: Our biggest concern is that there is a request for an increase from Clackamas County but no corresponding request from other counties.

Dr. Lyles: I want to spend the money supporting NWREC and will fund it somehow. It may mean faculty cuts if this source doesn't work out. I am not going to get into a confrontation with this Budget Committee. I did not direct the Regional Director to provide additional funds. I don't know if my staff did or not.

Ed: We want each county to be asked for similar increases.

Dr. Lyles: Do no harm and leave the S&S funds in the NWREC General Budget.

Dr. Angima: NWREC does meet with other counties. NWREC has had an \$800,000 deficit.

Leah: S&S only comes from Clackamas County. The request memo had \$100,000 for operations and overhead plus Heidi Noordijk's position. S&S was not part of the memo request. S&S is for use in Clackamas County with the same restrictions as Clackamas Extension faculty.

Dr. Lyles: You are interfering with operations of Extension.

Ed: There has been a fundamental shift in how our Service District spends tax dollars. Those days of compliance are over.

Dr. Lyles: That means he may choose to reduce staffing paid by OSU to make up for lost NWREC dollars.

Dr. Angima to Ed: You are digging a hole to ask them for more NWREC funding.

Ed to Dr Angima: But, you have not requested additional dollars from other counties. How is OSU interaction with other counties?

Response: They are saying they (NWREC) need help.

Leah: At the last budget meeting on March 3, this group reviewed the request from Dr. Dara, NWREC Director, for \$100,000 plus the \$53,099 for .5 FTE for Small Farms. There was no mention of money for staff S&S.

Dr. Lyles: That is a problem. It was not part of the official request.

Pam: S&S dollars were added for NWREC staff at my suggestion. Their staff should be treated the same way our county staff is with S&S determined by how much they contribute to county Extension programs and research.

Michele: I have been in Extension and farming all my life and my family donated part of the land NWREC is on. Our customers depend on the research center and the information they provide. Research feeds Extension; they go hand in hand. NWREC needs the freedom to make dollars work where they are needed. NWREC supports the Ag community which also support youth. It all blends together. Everything comes back to Extension for programming. NWREC staff also receives research dollars from commodity commissions.

Ed to Michele: I feel your passion, but this is about how the money is really being spent and in the past there has been no accountability.

Dr. Lyles disagreed: There has been accountability.

Ed: Dr. Lyles how long are you planning to be Extension Director before changing for a promotion or other factors?

Response: He listens to the farmers. Ag is first on his agenda and 4-H second.

Rob: We are in our third year on this committee and are still trying to figure out our roles and expectations for the committee as well as do the job for the taxpayers.

Leah: The County has just started requiring bylaws from committees and we are in the process of fine-tuning the sample from their legal department.

Ed: Three years into this committee and we have always been concerned that we are the county that NWREC comes to when they need money.

Janet: Concerns come from the committee, not from disgruntled employees. (This comment was in response to an earlier comment from Dr. Lyles that the committee is making decisions based on misinformation from disgruntled employees).

Dr. Angima: There is a Memo of Understanding to fund professional faculty.

Dr. Lyle's: I want to spend the money supporting NWREC and will fund it somehow. It may mean faculty cuts if this source does not work out.

Ed: Request similar meetings with involved counties for similar increases.

Jan: Supplied clarification on her 4-H S&S dollars: Her dollars go 75% to 4-H programming and 25% to prof. dev, travel, etc.

Janet: NWREC has an Extension mission but is not part of Clackamas County Extension Service District. Mike was very generous with NWREC because he was trying to be director of both NWREC and Clackamas Extension.

Nik from NWREC: We are not trying to increase funding, just trying to get back what was previously cut. They are only asking for 4% of the Extension budget. All counties are trying to make cuts.

Leah: We would welcome more Ag representation on this committee and the Extension Advisory Council. NWREC members were invited to join.

Don: The 22-23 Budget was agreed on and approved by Commissioners. Then Angela was told by you and Dr. Angima to provide an additional \$32,000 for NWREC without approval of this Budget Committee. Will that happen again? Will we have any control of budget items without OSU interference?

Ed to Dr. Lyles: This will be a shift from a known point to another target for all of us. I hear the threat made by Dr. Lyles to reduce program staffing. Leadership turbulence means shifting priorities as leadership positions change and many positions have changed.

Dr. Lyles: I need to leave the meeting with these statements: I may have to shift funds from Clackamas Extension paid staff to NWREC if this committee doesn't change the way S&S is handled per previous decisions by this board. I want all money sent to NWREC for their General Fund. Ag is too important in Clackamas County and I will continue to have talks with Commissioner Smith about this budget situation and request that staff direct this Committee to not go around OSU budget demands. Don't tell me how to do my job. Ag and 4-H are critically important to me. This is not a threat.

Ed with a few more questions for Dr. Lyle:

1. Will you commit to not going behind this committee's back with Commissioners?

Response: He will continue to have conversations with Commissioners and he and Commissioner Smith have each other's personal cell phone numbers.

2. Will you commit to your senior staff not going behind the committee's back with Commissioners?

Response: That's not how academia works.

Dr. Lyles: I implore you to think about the funds. Don't tell us how to use the funds. Do keep him accountable. Ag is my first priority and 4-H is second.

Ed: How long do you think you will be in this position at Extension?

Response: I am 60 years old and I'm here until I go home.

Rob: I think that this question is out of line since most everyone is fairly new at their jobs. He asked that we keep things civil and on track. The budget committee needs to be better informed.

Ed to the group: Leadership turbulence means shifting priorities as leadership positions change.

Motion: Rob moved to support NWREC at \$100,000 along with the .5 FTE for Heidi and S&S funds going to NWREC General Fund of \$85,950. Discussion followed.

Pam: Time is of the essence since the final budget is due at the Commissioner's office at noon today in order to qualify for any Service District funding. Pam added that Clackamas Extension county employees are not disgruntled employees, but feel that oversight of S&S funds for NWREC staff should follow the same rules that Clackamas Extension staff have to live by. Everyone wants programming & research to be provided by NWREC in cooperation with Extension.

Michele: Dr. Dara is trying to wrap his head around the budget. He may be asking other counties to up their contributions. He is working on better accountability.

Jan: I used my S&S funds to offer her tractor safety program at NWREC.

Janet: S&S for NWREC will probably not be spent the way we want it to.

Ron: Improve communication and not micro-manage funding to NWREC.

Pam: I am disappointed in Dr. Lyles. I recommended to budget to use (S&S) for professional development. They seem offended that we even have this plan.

Angela: Explained her email to Dr. Angima and Dr. Lyles about what NWREC funding would cover.

Michele: NWREC and Director Dara are working on getting budget funds from other counties and from the legislature and are also coming up with a plan for more accountability.

Angela: We want each facility to continue to do their programming. Multnomah County has a \$0 budget and contributes \$0 to NWREC and Washington County has to deal with county commissioner budget cuts as there is no Service District for Extension. Their contribution to NWREC will be cut from \$15,000 to \$10,000.

Janet: This Service District was never meant to support NWREC. We are an easy target because we have the District. Ag faculty members are at NWREC because there is no physical space to house them at Clackamas Extension.

Ed: Is there a second to the motion from Rob? As there is no second from committee members, the motion is dead.

Ed's questions to Pam:

1. Is the budget printed and shared today the same as we approved at the last meeting?

Pam: No, the S&S amounts have been adjusted according to how much each staff member contributes to County Agricultural programs. This was suggested by county staff at the latest staff meeting for this office. Staff S&S amounts are now based on their FTE% in Clackamas County to allow a more equitable distribution. The resulting total is \$85,950. Previous total was \$85,750 at the last meeting.

2. Is the S&S accounting process any more work for NWREC or Clackamas Extension staff?

Pam: No additional work required as financial coordinator.

Nik: There would be no additional work for staff members from his viewpoint.

Dr Sandino: She uses this same process for Washington County staff that has no Service District.

Dr. Angima asked the question about getting travel authorized:

Leah responded that supervisors already have to authorize travel requests.

Motion: Don moved to approve the budget per printed 3/20/23 edition. Cheryl seconded and a vote was taken with Cheryl and Don voting in favor of the motion and Rob objecting.

Other old business:

Draft bylaws were sent electronically in track changes for edits and review. Cheryl asked that members be sent a copy of changes that she and Leah went through to save time. Members are free to request changes at the April meeting. Leah pointed out county counsel feels that this committee needs bylaws and the original draft was provided by county legal staff to be reviewed by the committee members.

Next budget meeting is scheduled for April 4 from 10:00 to-11:30am at the Annex.

Rob asked to defer selecting quarterly meeting dates until the April meeting. Please bring your calendars.

Pam reminded members that the Commissioners usually only request the basic figures (front page in black and white) but have the authority to request the complete document for their review. Other pages are printed in line by line detail in color.

With no further business, Rob moved to adjourn the meeting and Don Seconded. Motion carried unanimously.

Meeting adjourned at 11:40am.

Cheryl Keithan, Secretary