

**PUBLIC ANNOUNCEMENT OF THE
Linn County Agricultural Extension District Council:
Public Meeting / Regular Meeting
Originally posted on 9/8/21, amended and posted on 9/10/21**

Date/Time: September 13th, 2021; 5:00 PM
Location: 383 Collins Road NE, Cedar Rapids, IA 52402
Large Conference room (2nd floor)

AGENDA

- I. Call to Order – council chair**
- II. Appointment of New Council Member Selinya Carew – RaeAnn Gordon**
- III. Roll Call – secretary**
 - ___Dennis Jordan (chair) ___Dana Nichols (vice chair) ___Mike Anderson (treasurer)
 - ___Leland Freie (secretary) ___ Mike Olinger ___Dan Abel ___Megan Fagle
 - ___ David McDonald ___ Selinya Carew
- IV. Public Comments:** *The Linn County Extension Council allows time for public forum, where the public may present information or concerns to the council. Each participant will be limited to 3 minutes. There will be no action taken at this meeting, but concerns may be an agenda item at future meetings. No defamation of character or slander will be tolerated during this forum and office personnel issues will be directed to the proper chain of command and not discussed in this forum.*
 - a. Anyone making public comment, please state your full name and address prior to comments**
- V. Review Council Packet – County Director**
- VI. Approval of Consent Agenda (5 minutes)**
 - a. Prior meeting minutes, staff reports, volunteer approvals
- VII. Guest Presentations –**
 - a. Prairie Union Wildcats – Jennifer Dunn (15 minutes)
- VIII. County Director Report (10 Minutes)**
- IX. Regional Director Report (10 Minutes)**
 - a. Wings2Water update
 - b. Other updates as necessary
- X. Committee Reports**
 - a. Personnel Committee report- Mike Olinger (10 Minutes)
 - i. Seeking approval to allow County Director discretion to provide flexible work arrangements for staff who need to isolate or quarantine due to the COVID-19 pandemic as necessary.
 - ii. Update – Flexible work policy
 - iii. Other updates as necessary
 - b. Fiscal Committee report – Mike Anderson (10 Minutes)
 - c. Strategic Plan Implementation report – Council Chair (10 Minutes)

IOWA STATE UNIVERSITY

Extension and Outreach

XI. New Business

- a. Seeking approval of 10/1/21-9/30/22 contract between CRCSD and ISUEO-Linn County for Iowa Nutrition Network School Grant Program (Farm-to-school activities including: PABS, Food Corp, Fresh Fruit and Vegetable Program, Summer Food Service Program).- Hailee Sandberg
- b. Seeking approval of 2021-2022 FoodCorps Service Site Agreement. – Hailee Sandberg
- c. Seeking approval of 2021-2022 Linn County Fair Board MOU - Hailee Sandberg
- d. Seeking approval to hire Jacquelin Montoya to the position of PEC Program Manager as presented in required letter of intent – Hailee Sandberg
- e. Seeking approval to hire Dawn Foss to the position of Nutrition Educator (PABS) as presented in required letter of intent – Hailee Sandberg
- f. Seeking approval to hire Heather Johnson to the position of PEC facilitator as presented in the required letter of intent – Hailee Sandberg
- g. Seeking approval to move forward with exploring the hire of a part time 4-H programing assistant and posting upon personnel committee approval of job description – Hailee Sandberg
- h. Seeking approval to close Linn County ISUEO office on Monday September 20th, 2021 so staff can attend the all-day Iowa State University Extension and Outreach Area Meeting to be held in Independence, IA.
- i. Seeking approval of proposed Tablet Policy for Council members. – Hailee Sandberg
- j. Seeking approval to dismiss Prairie Union Wildcats 4-H club leaders if necessary – Hailee Sandberg
- k. Seeking approval of an official posting of public meeting agenda policy– RaeAnn Gordon
- l. Seeking approval to continue pursuing the Iowa Department of Public Health Fresh Conversations regional grant in partnership with Linn County Public Health. <https://idph.iowa.gov/inn/fresh-conversations> . RaeAnn and Hailee

XII. Old Business

- a. Update COVID Plan
- b. Update WFH/Flexible Work Arrangement policy

XIII. Treasurer Report – Treasurer or designee

- a. Financial Detail – **August 2021**
 - i. Balance Sheet
 - ii. Revenue & Expenses
 - iii. Monthly Bank Reconciliation
 - iv. Outstanding checks

XIV. Information/Announcements

XV. Motion to Adjourn

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