

**LINN COUNTY AGRICULTURAL EXTENSION COUNCIL
MEETING MINUTES OF SEPTEMBER 13, 2021
@ LINN COUNTY EXTENSION OFFICE**

Call to Order- Chair Dennis Jordan called the meeting to order at 5pm

Appointment of new council member Selinya Carew- Rae Ann Gordon

Motion to approve - Mike Olinger moved to appoint Selinya Crew to the vacant Council Member position, second, Dan Abel, motion carried, ayes (8) nays (0)

Roll Call- Secretary, Leland Freie- present, Dennis Jordan, Dana Nichols, Mike Anderson, Leland Freie, Mike Olinger, Dan Abel, Megan Fagle, Selinya Carew, absent, David McDonald

Public comments- there were no public comments

Review Council Packet -Hailee Sandberg,

Approval of Consent Agenda- Prior meeting minutes, staff reports, volunteer approvals motion to approve consent agenda with attached list of volunteer names, Megan Fagle, second, Mike Olinger, motion carried, ayes (8) nays (0)

Guest Presentations, Jennifer Dunn, Prairie Union Wildcats Carl Rathje, Nathan Zumbach, Jennifer Dunn, John Rathje, Vicki Rathje, James Jordan. Presentation included comments regarding lack of response from ISU Extension on the issue of who should manage club funds, questions on how concerned the council is about PUWs' issues,

PUW has a record of club growth and accomplishments with their youth and in the community, the unreasonableness of policies that impede decisions being made at the club level that benefit youth and the community

County Director Report- Hailee Sandberg

Regional Director Report -RaeAnn Gordon

- Wings2Water project- met with ISU officials, well received with interest in expanding the program

Committee Reports-

Personnel committee- Mike Olinger, 90-day evaluation process for County Director, will work with RaeAnn Gordon (RD) to develop an evaluation process and document

- **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 to maintain business operations Motion to approve, Mike Olinger, second, Mike Anderson, motion carried, ayes (8), nays (0)
- Society for-Human Resource Management Membership- \$219 annually. Personnel committee gave approval and will present at September meeting
- Parent and 4H Club Member Meeting- Hailee, (CD) JD and Emily will host an informational meeting for members of the PUW 4H club and their parents on September 8,2021, at the Extension office to provide information on fiscal policy and expectations for 4H clubs.

Fiscal Committee report- Mike Anderson-none

Strategic Plan Implementation report- Chair Dennis Jordan-will present at the September 30th meeting

New business

- Seeking approval of 10/1/21-9/30/22 contract between CRSCD 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-Hallie Sandberg Motion to approve, Leland Freie, second, Mike Olinger, motion carried, ayes (8) nays (0)
- Seeking approval of 2021 FoodCorps Service Site agreement- Hailee Sandberg

Motion to approve, Mike Anderson, second, Dan Abel, motion carried ayes (8) nays (0)

- Seeking approval- of 2021-2022 Linn County Fair Board MOU- Hailee Sandberg motion to approve, Dana Nichols, second Megan Fagle, motion carried, ayes (8) nays (0)
- Seeking approval to hire Jacquelin Montoya to the position of PEC Program Manager as presented in required letter of intent- Hailee Sandberg

Motion to approve the hire of Jacquelin Montoya at the rate of \$24 an hour as stated in the letter of intent, Dennis Jordan, second, Dana Nichols, motion carried ayes (8) nays (0)

- Seeking approval to hire Dawn Foss to the position of Nutrition Educator (PABS) as presented in required letter of intent

Motion to approve the hire of Dawn Foss at the rate of \$15 an hour as stated in letter of intent, Dana Nichols, second, Mike Olinger, motion carried, ayes (8) nays (0)

- Seeking approval to hire Heather Johnson to the position of PEC facilitator as presented in the required letter of intent- Hailee Sandberg

Motion to approve the hire of Heather Johnson at the rate of \$35 an hour as stated in the letter of intent, Megan Fagle, second, Selinya Carew, motion carried ayes (8) nays (0)

- Seeking approval to move forward with exploring the hiring of a part time 4-H programming assistant and posting upon personnel committee approval of job description- Hailee Sandberg

Motion to approve, Mike Anderson, second, Mike Olinger, motion carried, ayes (8) nays (0)

- Seeking approval to close Linn County ISUEO office all day on September 20, 2021, so staff can attend all-day Iowa State University Extension and Outreach Area Meeting to be held in Independence Iowa

Motion to approve Dana Nichols, second Meghan Fagle, motion carried, ayes (8) nays (0)

- Seeking approval of proposed Tablet Policy for council members

Motion to approve Dana Nichols, second, Mike Olinger, Motion carried, ayes (8) nays (0)

1. Seeking approval to dismiss Prairie Union Wildcats 4-H club leaders as presented; Consistently this club and these club leaders have been out of compliance with policies and procedures that have been dictated to us by the state 4-H program to insure we are in compliance with the law.

2. Motion to approve, Mike Anderson, second Dana Nichols, motion carried, ayes (5) Dana Nichols, Mike Anderson, Dennis Jordan, Mike Olinger, Leland Freie nays (0) abstained (3) Megan Fagle, Dan Abel, Selinya Carew

- Seeking approval of an official policy posting of public meeting agenda- RaeAnn Gordon

Motion to approve policy requiring staff to post public meeting agendas to the Linn County Extension website concurrently with the posting of the agenda in the office as required by law, Leland Freie, second, Dana Nichols, motion carried, ayes (8) nays (0)

- Seeking approval to continue pursuing the Iowa Department of Public Health Fresh Conversations regional grant in partnership with Linn County Public health- RaeAnn and Hailee
- Motion to approve, Dana Nichols, second Dan Abel, motion carried ayes (8) nays (0)

Old Business-

Update on COVID and WFH Plan discussed earlier

Treasurer Report-Mike Anderson

Financial detail-August 2021

Balance Sheet

Revenue and Expenses

Monthly Bank Reconciliation


Outstanding Checks including AFT, #25676 thru # 25714 Total \$75,797.43

Motion to approve, Mike Anderson, second Dana Nichols, motion carried ayes (8) nays (0)

Information/announcements- none

Motion to adjourn, Mike Anderson, second Dana Nichols motion carried ayes (8) nays

Respectfully submitted,


Secretary
Leland Freie

**Master Gardner Volunteer
Certification**

Trainees approved w/o
restrictions

Heather Adams
Kathleen Albright
Jennifer Brown
Angela Benson
Kristin Bratton
Angel Burns
David Bums
Nuanpun, Chumnanont
Jeannie Davison
Yolanda Fraizer
Kileen Granata
Wendy Greene
Illona Hadley
Samantha Harrington
Diane Hughes
Charles Hugo
Tommi Karma
Karen Keenan

Ian Klopfenstein
Mari Klouda
Sherly Knutson
Elizabeth Lowen
Barbara Malina
Janice Mccusker
Deborah McDonough
Lisa Ogden
Frances Owen
Rodney Pohl
Emmaly Renshaw
Westley Stan'.
Shelia Stepanek
Hawiah Whitehouse
Jessica Wiskus

Existing M.G. Volunteers Approved for on-going volunteer work with no restrictions

Rose Blank
Julie Clemens
Sue Fletcher
Chrissy Littler
Dixie Long
Kara McGrail
Sue Murphy
Barb Neal
Betty Minehart
Carrie Nilsson
Wanda Ohrt
Philip Pfister

Karelyn Pohl
Heather Robertson
Rebecca Riedesel
Juli Schoff
Teresa Wake
Joan West
Barbara Wing
Karen Woeste

New Volunteers for the 4-H Program-cleared to work with children-no restrictions
Jaylen Ernzen

