Louisa County Extension Council Meeting
Monday, November 9th, 2020
Join in Person at the Louisa County Extension Council Office
317 Van Buren, Wapello Iowa
OR Online via Zoom:
Join Zoom Meeting by Computer or Tablet
https://us02web.zoom.us/j/85065553600?pwd=NjROYXZHcTh0WktHTm1wVE0ceFlfQT09

One tap on your mobile phone: +13126266799,,85065553600,,,0,,301903#
Dial On a Home or Office Phone: +1 312 626 6799
Meeting ID: 850 6555 3600  Passcode: 301903

5:30pm – Guest Dawn Dunnegan, Family Life Specialist, will be joining us via Zoom to share things that have been happening in Human Sciences in Region 27 and around the state and to answer any questions the council might have on your initiative, Engaging Iowans in Addressing Mental Health.

Council meeting commences at 6pm.

1. Approval of Consent Agenda including:
   - Agenda
   - Minutes of the meeting dated September 14th, 2020
   - Volunteers for approval: Michael Todd, Jackson Soy
   - Financials & Treasurers Report including the approval of vouchers numbered 11888 through 11933, EFT’s for IPERS, State Treasurer/Treasury, Alliant and Payroll from September 1st – October 31st for a total of $76,845.33 in expenses as well as deposits totaling of $129,670.90. A BANK Checking account balance of $156,335.78 a CD Balance at Washington State Bank of $76,910.42, Petty Cash $500 and Cash Box $20.00 for a total cash balance of $233,766.20.

2. Approval of Staff Resignation (Action)
3. Update on Louisa Development Group (informational)
4. Update on Initiatives for COVID Recovery (Informational)
5. Set Expectations for Office Closure; Meeting Room Use & Programming Due to COVID % (Action)
6. Approval of Additional Paid Day at Year End (Action)
7. Setting the date of the Organizational Meeting of the Extension Council (Action)
8. Election of a Chair for the Organizational Meeting of the Extension Council (Action)
9. Staff Reports (Informational)
10. Adjournment

This institution is an equal opportunity provider. For the full non-discrimination statement or accommodation inquiries, go to www.extension.iastate.edu/diversity/ext
An informal presentation of the activities and responsibilities of the Iowa Extension Council Association preceded the meeting with Jennifer Vit, IECA Director as our guest.

At 6pm the meeting was called to order by Chair Mark Carroll. Council Members present were Carroll, Mark Cooley, Marsha Gerot, Paul Gieselman, Joy Lekwa, David Wilson and Kasey Heindel. Others present included guest Jennifer Vit, Regional Director Janet Smith and County Director Kathy Jolly Vance.

With the addition of names for the volunteer list it was moved by Gieselman and seconded by Wilson to approve the consent agenda including the agenda for the evenings meeting; minutes of the meeting dated July 13th, 2020; previously approved via email consensus AND newly checked volunteers including: Richard Scott Heeter, Thomas Bonnichsen, Megan Pretz, Wade Edwards, Brooke Cooley, Tony Humiston, Nathan Whittaker, Ryan Orr, Linda Pierce, Janice Pugh, Terry Pugh, Craig Carlson, Paige Carlson, Donald Morrison and Robin Morrison (not for driving).

Newly approved volunteers this evening include: Scott Hintermeister, Emily Carroll, Adair Lents, Lisa Rees, Abbey Travis and Austin Edwards.

And the Financials & Treasurers Report including the approval of voucher number 11825 through voucher number 11887, EFT’s for IPERS, State Treasurer/Treasury, Alliant and Payroll from July 1st – August 30th for a total of $65,356.13 in expenses as well as deposits totaling of $23,561.99. A BANK Checking account balance of $103,561.45 a CD Balance at Washington State Bank of $76,910.42, Petty Cash $500 and Cash Box $20.00 for a total cash balance of $180,991.87. Motion approved unanimously.

Vance provided the nominating committee report that the ballot had been verified and candidates Paul Gieselman, Tara Howell, Joy Lekwa and Kelli Totemeier would appear on the ballot for terms of 4 years and Kasey Heindel would appear on the ballot to fulfill the unexpired term of 2 years for a resigned council member.

The council considered a request for a donation from the Southeast Iowa Research Farm and tabled that for further discussion. Vance was directed to have a member of the Ag Team give a presentation to the Council at a meeting in the spring.

The council considered a sponsorship of the Louisa County Art Show and approved $500 from the Louisa Development Group account. Motion by Lekwa, 2nd by Gieselman, motion passed unanimously. Vance was directed to inform the Art Show Committee that we would prefer to sponsor an educational experience in the future.
Following a short discussion about storage at the Fairgrounds it was moved by Heindel with a 2nd by Cooley to accept the offer from the Louisa County Fair Board to fully use the garage attached to the “4-H/Extension Office” at the Fair and move all of our equipment into that garage. Motion passed.

Motion by Wilson, 2nd by Heindel to approve the Staff Resignation of Abby Boysen from the position of Program Assistant for the SNAP-Ed Buy. Eat. Live Healthy position. Motion passed.

Moved by Lekwa 2nd by Heindel to move forward to fill the Program Assistant position with the SNAP-Ed grant and consider the offer from campus to increase the hours and add additional compensation if the candidates were interested in increased hours. Motion passed.

Moved by Gieselman, 2nd by Cooley to house a Youth Program Field Specialist in the Louisa County Office. Motion passed.

Motion by Lekwa, 2nd by Wilson to extend the Prosper Opioid Prevention Grant as offered by ISU to June of 2021 with Kathy Jolly Vance taking over the team leader duties of the grant. Motion passed.

Lekwa gave a report from the personnel committee on the review of the County Director and meetings with Vance about working toward retirement and what that might mean for the staffing of the office. Council members were asked to think about what their preferences and vision might be and plan for a work session on the topic in the spring.

Vance presented the council with the opportunity to stack-rank the COVID-19 Recovery initiatives with the understanding that the staff, with the support of the Program Committee and the Council would be working on those issues for the next 2 years. The council identified their top two issues as: “Expanding educational opportunities for youth” and “Engaging Iowans in addressing with mental health”.

Staff reports were read by Vance and shared by Smith.

Meeting was adjourned thru consensus at 7:55pm.

Respectfully,

Marsha Gerot
Secretary
## COVID-19 RECOVERY ACTION PLAN

<table>
<thead>
<tr>
<th>Initiative Area of Focus: (Check 1)</th>
<th>√ Reviving the Iowa Economy</th>
<th>√ Supporting Iowans in Improving Financial Security</th>
<th>√ Engaging Iowans in Improving Food Supply, Safety and Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXX Expanding Educational Opportunities for Youth</td>
<td>√ Engaging Iowans in Addressing Mental Health</td>
<td>√ Supporting Efforts to Increase Access to Quality Child Care</td>
<td></td>
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### Intent (why):

The learning gap is already large – COVID only adds to that; additional youth opportunities have to be provided by the families – there are fewer options in Louisa County to pick up the slack; free and reduced lunch rates are high; racial disparities cause some children to lag due to language barriers. Teachers are overwhelmed just with the basic classroom subjects and have lost many of their volunteers that assist students that are falling behind or just need extra time – those at the bottom and those at the top.

### Start Date: October, 2020  
### Completion Date: January, 2023

### Impact Action (what):

1. More services to youth – specifically in areas that can help with the education gap.
   --in school enrichment (to give teachers a break in the classroom)
   --support after-school programs – in math and reading in person
   --increasing summer reach – in math and reading in person
   --partner with the summer lunch programs – in person and virtual

2. Teaching parents how to manage tutoring and access online assistance and navigate virtual learning platforms.
   Learning about apps and tools to assist with learning

3. Increase math and reading skills thru an online volunteer corps of adults who will tutor and assist.
   --To help memorize things....
   --to listen to students read and assist with reading skills
   --to learn basic math facts using flash cards, songs and memorization skills as well as concepts
<table>
<thead>
<tr>
<th>Audience(s):</th>
<th>Small business owners</th>
<th>Community agencies</th>
<th>Governmental agencies</th>
<th>Human service agencies</th>
<th>Farmers</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Include all that apply)</td>
<td>□</td>
<td>X</td>
<td>X</td>
<td>□</td>
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</table>

- Community Action
- LULAC
- Big Bros/Big Sisters?
- Jr. Achievement
- Louisa County Fair
- Rodeo
- Farm Bureau

- Libraries
- Schools - SIAC
- AEA
- Belin-Blank Center
- Conservation
- S&WCD

- Food service workers

- Child care providers
  - Pre-school
  - After school
  - Summer school

- Caregivers
  - Parents
  - Family
  - Grandparents
  - Babysitters

- Other (specify):
  - Churches
  - Youth for Christ Ctr.

- Other (specify):
- Larger Business Employee Participation
- S&J Tube & Tyson & Bayer
- Kent Corp.

- Other (specify):
- Other (specify):
- Other (specify):
### Short-Term Outcomes (6 months):
- SIAC meeting
- Research of Free/Reduced Lunch Rates
- Research ITEST
- Check with superintendents/Administrators
- Talk with teachers/PTO
- School board approval
- Work on a county-wide initiative
- Continuing in-school enrichment (class by class)

### Medium-Term Outcomes (1 year):
- Volunteers on board
- Businesses on board
- Program developed about apps/online classroom resources etc.
- Summer programming & school enrichment continues and expands w/partnerships

### Long-Term Outcomes (2 years):
- Sustained volunteer program in all 4 districts (e.g., RSVP/Rotary)
- Enrichment becomes an expected and accepted part of the curriculum in the classrooms/summer school – with planned programs
- All parents have access to continually updated 2 minute videos on learning apps

### Short-Term Implementation Steps (how in 6 months)

<table>
<thead>
<tr>
<th>Step Description</th>
<th>Who?</th>
<th>When?</th>
<th>How?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Talk with Extension Council</td>
<td>All of us</td>
<td>Regular meetings</td>
<td>Emails/Work Session</td>
</tr>
<tr>
<td>2. Talk with Youth &amp; Human Sci Specialists</td>
<td>Kathy</td>
<td>By January</td>
<td>Calls/Emails</td>
</tr>
<tr>
<td>3. Talk with Regional Director</td>
<td>Staff/Council</td>
<td>Ongoing</td>
<td></td>
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<tr>
<td>4. Find out about SIAC meetings</td>
<td>Kathy</td>
<td>By January</td>
<td>Phone calls</td>
</tr>
<tr>
<td>5. Meet w/superintendents/admin/school board – How Can volunteers operate?? What can they address?</td>
<td>Kathy</td>
<td>January</td>
<td>Meetings</td>
</tr>
<tr>
<td>6. Look at the Data –</td>
<td>Specialists</td>
<td>2021</td>
<td>Email Requests</td>
</tr>
<tr>
<td>7. Research other such programs – identify other frameworks to meet these needs</td>
<td>Specialists &amp; other states</td>
<td>2021</td>
<td>E-Extension; Specialists</td>
</tr>
<tr>
<td>Medium-Term Implementation Steps (how in 1 year)</td>
<td>Who?</td>
<td>When?</td>
<td>How?</td>
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<tr>
<td>------------------------------------------------</td>
<td>---------------</td>
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<tr>
<td>1) Volunteer Onboarding (Recruitment/BG Checks/Training)</td>
<td>Samantha/Kathy Kathy/Samantha</td>
<td>Would anticipate fall of 2021 for these activities</td>
<td>Paperwork process Qualtrics Survey</td>
</tr>
<tr>
<td>2) Needs Assessment with Teachers for volunteer help</td>
<td>LDG Director</td>
<td>Fall 2021</td>
<td>In Person Visits</td>
</tr>
<tr>
<td>3) Develop a program to present to companies to introduce employees to the needs/opportunities</td>
<td>Tech Coordinator</td>
<td>Spring 2021</td>
<td>Work with Tech Coor. And provide resources to be vetted Community Meetings</td>
</tr>
<tr>
<td>4) Online portal at each district for resources for parents to learn tech &amp; apps and understand how it applies to their students and learn about what kind of tech is being used in the child's class.</td>
<td>Samantha</td>
<td>By Spring 2021</td>
<td></td>
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<tr>
<td>5) Identify new volunteers for the curriculum in-school for summer and after school enrichment.</td>
<td></td>
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<tr>
<td>Long-Term Implementation Steps (how in 2 years)</td>
<td>Who?</td>
<td>When?</td>
<td>How?</td>
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<td>-----------------------------------------------</td>
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<tr>
<td>1) Continue branding as you go into the classroom every time – market consistently.</td>
<td>Everyone</td>
<td>Every time</td>
<td>Using a standard pitch when talking &amp; in all writing pieces</td>
</tr>
<tr>
<td>2) Curriculum standards match</td>
<td>Samantha &amp; Partners</td>
<td>As curriculum is developed</td>
<td>Use already reviewed work OR put thru ISU Process</td>
</tr>
<tr>
<td>3) Develop a long-term tutoring program that is free to the kids but the tutors make $$</td>
<td>Kathy &amp; Stakeholders</td>
<td>Begin in 2021</td>
<td>When Plan is set, approach possible funders to participate</td>
</tr>
<tr>
<td>4) Funding model to pay your tutors</td>
<td>Kathy &amp; Regional Directors</td>
<td>Fall 2022</td>
<td>Work with colleges to offer opportunity</td>
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<td>5) College student internship for UNI teacher students to spend 100 hours as a tutor.</td>
<td>...</td>
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<td>Coordinator:</td>
<td>Collaborators or partners:</td>
<td>Marketing / Outreach:</td>
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<tr>
<td>Kathy Jolly Vance</td>
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<table>
<thead>
<tr>
<th>Team members:</th>
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<tbody>
<tr>
<td>Samantha Jamison</td>
<td></td>
<td></td>
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<tr>
<td>Kyler Waddle</td>
<td></td>
<td></td>
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<tr>
<td>Angela Shipley</td>
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<thead>
<tr>
<th>Resources Needed:</th>
<th>X Data</th>
<th>X Stakeholders</th>
<th>X Reporting</th>
<th>X Marketing</th>
<th>X Engagement</th>
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<tr>
<td>(Include all that apply)</td>
<td>□ Other (specify):</td>
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<tr>
<th>County Stakeholder Report completed by:</th>
<th>Name:</th>
<th>Date:</th>
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<tbody>
<tr>
<td></td>
<td>Kathy Jolly Vance</td>
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