



**Marion County Extension and 4-H Service District (MCE4H)
Meeting Minutes – April 1, 2026**

SERVICE DISTRICT SPECIAL MEETING

1. Open Joint Fiscal Year 2026-2027 Budget Committee Meeting and Service District Board Meeting

The meeting of the Fiscal Year 2026-2027 Budget Committee for Marion County Extension and 4-H Service District (MCE4H) was called to order by Director Cameron Willis at 3:00p.m. Introductions were made.

1.1. Note Attendance:

Budget Committee Members: Commissioner Danielle Bethell, MCE4H Director; Commissioner Colm Willis, MCE4H Director; Commissioner Kevin Cameron, MCE4H Director; Amy Goulter-Allen, Budget Committee Member; Destinee Schuster, Budget Committee Member (attending virtually); Dana Castano, Budget Committee Member (attending virtually)

Attending: Toni Whitler, MC Board's Office; Scott Norris, MC Legal; Jennifer Rogers, MC Legal; Laura McClellan, MC Community & Economic Development; Kelli Weese, MCE4H Secretary and Budget Officer; Richard Riggs, OSU Extension Regional Director; Elvira Alvarez, OSU Extension; Kelly Noack, OSU Extension; Alix Brant, OSU Extension; Amy Goulter-Allen, MCE4H Budget Committee Member;; Desirea Jackson, Stayton Soccer; Chris Sheilds, Stayton Soccer

1.2. Recess MCE4H Budget Committee Meeting

The District Budget Committee Meeting was recessed at 3:03pm

2. Open District Board Meeting

Marion County Extension and 4H Service District meeting was called to order at 3:03pm

2.1. District Minutes

The minutes from February 3, 2026 were presented for approval and signature.

MOTION: Director Cameron made a motion to approve the February 3, 2026 Marion County Extension and 4-H Service District Board meeting minutes as presented. Director Bethell seconded the motion. A voice vote was Unanimous **MOTION PASSED**

3. Community Projects

3.1. Willamette Workforce Partnership Report

Background Summary – Presented by Kelli Weese

- The District entered into a contract with Willamette Workforce Partnership (WWP) to support small agricultural businesses in hiring youth.



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- The contract expired in December 2024, and staff initially understood that no program funds had been expended.
- In December 2025, WWP notified staff that expenses had been incurred under the agreement but had not yet been reimbursed.
 - A total of \$36,434 remains outstanding.
- At its February 3, 2026 meeting, the Board directed staff to pursue payment to WWP through a supplemental budget, contingent upon WWP presenting a final report to the Board.
- Dean Craig is present to provide an overview of the program and deliver the final report. Dean Craig arrived at the meeting at 3:08 p.m.

3.1.1. Youth Wage Grant Presentation – presented by Dean Craig

- Dean Craig noted challenges in working with the agricultural community related to hiring youth participants. He also indicated that Willamette Workforce Partnership (WWP) does not have the capacity to continue administering the program.
 - WWP managed to work with 9 farms but would like to have seen double that number.
- Board members requested supporting documentation confirming that participating farms were reimbursed by WWP prior to the District issuing payment.
- The Board directed staff to prepare a supplemental budget and to obtain documentation from WWP verifying reimbursement expenditures before processing payment of the outstanding invoice.
- Dean Craig departed the meeting at 3:13 p.m.

3.2. Stayton Soccer Club YEDAAG Application

Background Summary– Presented by Kelli Weese

- Stayton Soccer Club presented at the February 3, 2026 meeting and was subsequently invited to apply for funding through the MCE4H Youth Education and Development, Agribusiness, and Agricultural Grant (YEDAAG) program.
- On April 1, 2026, Staff received the Stayton Soccer Club YEDAAG application and are presenting it to the Board for consideration. Stayton Soccer Club is requesting 50,700 to support its program.



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- Kelli explained that \$300,000 has been budgeted for grants within the Community-Based Distributions line item, with \$34,593 currently remaining. She noted that if the Board approves funding in excess of the available balance, a supplemental budget or resolution to reallocate funds will be required at a future meeting to accommodate the additional award.

Presentation – Stayton Soccer Club

- Stayton Soccer Club shared that it is in the process of merging with North Santiam Youth Athletics (NYSA), which will increase participation from approximately 150 to an estimated 250–260 youth.
- After approximately 15 years of operating, the club expressed a desire to expand its capacity to deliver programs and noted the need for additional funding to support this growth.

Discussion

- The club noted that it has operated on a limited budget for many years and has relied heavily on community support.
- Director Bethell emphasized the importance of establishing a long-term development plan with consistent operational structure. She supported the use of a portion of the requested funds to secure professional assistance in developing an organizational framework, such as a business plan and strategic model.
- Director Cameron directed Toni Whitler to connect Stayton Soccer Club with Willamette University for potential support and resources.
- Board members noted that similar soccer organizations have typically received funding awards of approximately \$35,000 and expressed desire to maintain consistency with that level of support.

MOTION: Director Cameron made a motion approving the YEDAAG Grant in the amount of \$35,000. Director Bethell seconded the motion. A voice vote was unanimous **MOTION PASSED**



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4. Community Project Reports

Mid- Project/Interim Reports - Presented Kelli Weese

- Two YEDAAG grantee reports have been received by staff. The YMCA and Chemeketa mid-project reports have also been received and are being provided to the Board for review at their leisure. Both programs will present to the Board later this year with their final completion reports.

5. OSU Extension: FY 2025-26 Annual Report and FY 2026-27 Work Plan

Background Summary – Presented by Kelli Weese

- The District maintains an Intergovernmental Agreement (IGA) with OSU Extension for the delivery of extension programs and services in Marion County.
- Under the terms of the agreement, OSU Extension is required to submit an annual report summarizing the previous year's activities and an annual work plan outlining program goals and deliverables for the upcoming fiscal year.
- Staff have received the required 2025 Annual Report and the 2026 OSU Extension Marion County Work Plan, which are provided to the Board as attachments for review.

Presentation – Richard Riggs

- No significant changes from previous years are anticipated.
- At a previous meeting, the board was informed of a potential 7% budget reduction regarding positions not funding from the District. OSU Extension has been notified that the anticipated 7% cut will not occur.
- Positions that had been placed on a hiring freeze pending budget clarity were temporarily held. With funding now confirmed at the state and federal level, the organization will proceed with filling all vacant positions.

6. Other

OSU Extension Presentation – Alix Brant and Kelly Nowack

- Worked with Highland and Kennedy Elementary Schools providing 6 hours of instruction over a 6-week period with bringing gardens and nutrition to classrooms.
 - Due to school scheduling constraints, 1 hour per week has proven to be the most feasible for most schools.
- Program conducts outreach to schools to assess interest in garden program.



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- Program provides technical assistance to schools needing support with their garden programs
- Classes include information on gardening and exposure to a variety of plants and vegetables.
- Currently working with Crossler Middle School, providing 1 hour of instruction twice a week (invited by the school to attend).

Discussion

- Board requested that planting trees be added to a future agenda
- Board asked staff to explore summer maintenance of school gardens, including:
 - What currently happens to gardens when school is not in session
 - Potential strategies to sustain and maintain gardens during the summer months when most growing occurs and students are not present

7. Adjourn District Board Meeting and Reconvene District Budget Committee Meeting

Meeting was adjourned at 3:45p.m.

MARION COUNTY EXTENSION and 4-H SERVICE DISTRICT

Chair, Colm Willis

Date

Director, Kevin Cameron

Date

Not Present at Meeting

Director, Danielle Bethell

Date

Orig: Clerk

Cc: Board of Commissioners – MCE4HSD
Community and Economic Development