



Marion County Extension and 4-H Service District (MCE4H)

Meeting Minutes – August 21, 2024

SERVICE DISTRICT MEETING

The meeting of the Marion County Extension and 4-H Service District (MCE4H) was called to order by Director Colm Willis at 4:00p.m. Introductions were made.

Attending: Commissioner Colm Willis, MCE4H Director; Matt Lawyer, MC Board's Office; Trevor Lane, MC Board's Office; Chris Eppley, MC Community Services Director and MCE4H Budget Officer; Lisa Novack, YMCA; Luis (Daniel) Castanedo, YMCA; Dakota Smith, YMCA; Laura McClellan, MC Community Services; Kathy Rogers, Community Member; Elvira Alvarez, OSU Extension Marion County Office Manager; Destinee Schuster, Volunteer; Amy Goulter-Allen, Volunteer; Scott Norris, MC Legal Counsel

Attending Virtually: Commissioner Kevin Cameron, MCE4H Director; Collin Box, Capitol Futbol Club (CFC); Anne Lewis, Director of Grants at Boys & Girls Club of Salem, Marion and Polk Counties (B&GC); Ryan Kinnet, Midvalley Soccer Club (MVSC);

District Minutes

The minutes from June 25, 2024 were presented for approval and signature.

MOTION: Director Kevin Cameron made a motion to approve the June 25, 2024 Marion County Extension and 4-H Service District board meeting minutes as presented. Director Willis seconded the motion. A voice vote was unanimous. **MOTION PASSED**

Soccer Contracts – Presented by Chris Eppley

- In September of 2022, the MCE4H Board entered into contracts with the MVSC for \$35,000, and CFC for \$15,000 to offer scholarships to youth in Marion County to participate in competitive soccer more affordably.
- Contracts were amended in FY 2023-24 to continue the youth soccer scholarship program with both clubs by providing grants in the same amounts to each contractors.
- During the FY 2024-25 Budget process, the Budget Committee and Board adopted a budget that again contained the same amount of funding for this program to continue for an additional year with the same contractors by providing grants to MVSC for \$35,000 and CFC for \$15,000 to offset the cost of participating in these competitive soccer programs by providing scholarships to youth in Marion County.
- The second amendment to each of these contracts has been processed and is presented for approval and signature.

Summary of Discussion

Director Willis described the history of this program and how children of farmers came forward asking for assistance in supporting their ability to play soccer. Director Willis stated that after passing a Request for Application, two local soccer clubs came forward and that since then the soccer clubs has been receiving funds from MCE4H. Destinee asked if there was any tracking on the percentage of children receiving scholarships still being children of farmers to know if the District is still serving the same demographic. Collin Box stated that while this information is not being tracked, from his experience of working with these children, he believes that they are still serving a large number of children of farm workers. Director Willis stated that while this is something he would be willing to discuss adding, he believes this program still serves its original objective and that he still supports this program.

MOTION: Director Willis made a motion to approve Amendment #2 for CS-4929-22 by increasing the total amount of funding available in the contract with Capital Futbol Club by \$15,000 for a total of \$45,000 and extending the end date of the contract to August 31, 2025. Director Cameron seconded the motion. A voice vote was unanimous. **MOTION PASSED**



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MOTION: Director Willis made a motion to approve Amendment #2 for CS-4880-22 by increasing the total amount of funding available in the contract with Mid Valley Soccer Club by \$35,000 for a total of \$105,000 and extending the end date of the contract to August 31, 2025. Director Cameron seconded the motion. A voice vote was unanimous. **MOTION PASSED**

YEDAAG Grant Applications

Boys & Girls Club (B&GC) – Presented by Chris Eppley

- The Youth Education and Development, Agribusiness, Agricultural Grant Program (YEDAAG) was presented and approved on May 21, 2024 providing the district with a flexible invitation only grant focused on providing funding to non-profits and other entities that provide programs that meet Marion County Extension and 4-H Service District priorities and needs.
- The B&GC has submitted a grant application for FY 2024-25 to help fund the cost of operating their Keizer location which offers after school educational activities and resources to low-income families. They have asked for \$60,000 for Fiscal Year FY 2024-25. These funds will help break down the cost barrier for families who rely on the B&GC for enriching after school programs. In reviewing their application, staff have determined that it meets the criteria for the YEDAAG program.

Summary of Discussion

Ann Lewis commented that this program serves the Keizer area and schools and that 91% of the children enrolled are low to moderate income. Ann stated that while they do not track this information, she believes a large population of the children they serve are children of farmworkers. Director Willis expressed concern as previous programs they have approved have all funded a specific program, not general funds as this application is presented. Director Cameron stated he would like to see more of a connection of 4-H, OSU Extension, or agriculture involved in the B&GC before approving this funding. Director Willis agreed and requested that the B&GC come back with modifications to their application. Ann stated she understood the concerns and added that the B&GC understands that if this grant is approved in the future, these funds may not be available again. Director Willis requested Chris work with Ann to modify their application.

YMCA of Marion and Polk Counties - Presented by Chris Eppley

- The YMCA has submitted a grant application for FY 2024-25 to help fund the cost of operating a youth sports program in Woodburn. In reviewing their application, staff have determined that it meets the criteria for the YEDAAG program.

Lisa summarized the following points from their application:

- Woodburn is at 15% poverty rate
- This is a program expanding into Woodburn
- Service K-6th Grade
- Asking for funding for 2 seasons.
- Includes food and gear
- Includes funding for 60 scholarships

Daniel from YMCA spoke about seeing firsthand experience the impact these programs have on the children that they work with and the positive results. He expressed his belief that this program is of great importance to the community. Director Cameron received clarification that the \$86,000 includes costs for entire program expansion including staffing. Director Cameron stated he supports the program with the understanding that this is to help get the expansion started. Director Cameron stated that in the future, they might be willing to fund portions of the program such as scholarships. Director Willis agreed with Director Cameron.

MOTION: Director Willis made a motion approving the YMCA Woodburn YEDAAG application for \$86,000. Director Cameron seconded the motion. A voice vote was unanimously. **MOTION PASSED**



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YEDAAG Contract Signing Authority

Chris described the following options regarding YEDAAG contracts.

Since the MCE4H Board only meets periodically, staff has prepared a Board Order for consideration granting authority to the District Secretary to sign the contracts for YEDAAG Grants on behalf of the Board once the Board has reviewed an application or applications and approved funding the YEDAAG Grant request(s) at an amount they deem appropriate.

Should the Board choose to approve this Board Order, staff will process the contracts for these grants through the contracts and procurement process and then sign them on behalf of the Board so that the entities don't have to delay implementing their programs until the next scheduled MCE4H Board meeting.

If the Board decides not to approve the Board Order granting the District Secretary signing authority on behalf of the Board for YEDAAG Grants, the grant contracts will be brought back to the next earliest MCE4H Board meeting for signatures. Alternatively, staff could schedule an impromptu Board meeting for the purpose of signing YEDAAG contracts once they have been processed through the Contracts and Procurement process.

Director Willis stated that as the application is viewed and approved during a meeting, he feels comfortable granting this authority to the District Secretary and Budget Officer. Director Cameron agreed.

MOTION: Director Willis made a motion to approve the Board Order delegating authority to the District Secretary and Budget Officer to execute YEDAAG contracts after they have gone through the County's approval process.

MOTION PASSED

Chemeketa/Kroc Center Youth GED Project Update

Chris noted that this is a program approved by the board in 2023 and wanted to share the following highlights from this report:

- 36 students enrolled, unduplicated for the 2023-24 school year at the Kroc Center.
- 14 students have graduated
- 2 students have their final tests scheduled this month (July 2024)
- 2 students applied to Chemeketa and are attending college classes, 3 additional students are planning for a 24-25 enrollment.
- 5 students are in good academic standing and will continue in the fall if they do not finish over the summer.
- 15 students out of the 27 students have dropped the program due to life circumstances (moving out of state, getting a fulltime job, family responsibility).

Director Willis asked for clarification regarding the 27 students mentioned on the ending highlight. Chris Eppley stated he believes that number should be 36 students but will verify that information for the board. Director Cameron wanted to share that the directors have been invited to their graduation ceremony.

Consideration of Oregon Farm Bureau lease extension Letter

Chris explained the following regarding the current lease agreement for the space at 1320 Capitol Street NE, Salem OR 97301.

- The lease was for 5 years with two options to extend for 5 additional years each for a total possible lease agreement of 15 years. The second extension option will expire on December 31, 2024. Each of the options to extend the lease continue the original terms as written in the lease agreement, which includes a 2.5% annual lease rate escalation clause. The current lease rate on this space is \$8,047.79 per month.
- The OSU Extension Service has expressed an interest in exercising the second and final 5-year extension option identified in the lease agreement while they work toward exploring options to meet future space needs.



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- Staff prepared Board Order delegating authority to the District Secretary to draft a letter to the Oregon Farm Bureau notifying them of the District’s intent to exercise the option for the second lease extension, which will begin on January 1, 2025 and expire on December 31, 2029, at which time a new lease agreement will need to be drafted and entered into, if other office space arrangements for the OSU Extension Service have not yet been identified.
- Additionally, MCE4H Service District will need to renew our sublease agreement with the OSU Extension Service, to whom we sublease the Farm Bureau Building commercial office space for their operational purposes. That sublease agreement will be coming back to the board in October for review.

Director Cameron commented that when this 5-year lease agreement comes to an end, he would like to explore options for a different space in the future. Chris agreed stating that this year’s budget includes OSU Extension hiring an architect to review future options and costs.

MOTION PASSED: Director Cameron made a motion to approve the attached Board Order delegating authority to the District Secretary to issue a letter to the Oregon Farm Bureau of the District’s intent to exercise the second extension option within the lease agreement with them to provide office space for the OSU Extension Service at 1320 Capitol Street in Salem, OR 97301. **MOTION PASSED**

Meeting was adjourned at 4:52p.m.

MARION COUNTY EXTENSION and 4-H SERVICE DISTRICT

Kevin Cameron 12.11.2024
 Chair, Kevin Cameron Date

Abstained
 Director, Danielle Bethell Date

Colm Willis 12/11/2024
 Director, Colm Willis Date

Orig: Clerk

Cc: Board of Commissioners – MCE4HSD
Community Services