



CSU Extension Boulder County  
Advisory Board Meeting Minutes  
March 09, 2021

Meeting called to order at 5:30 PM via Zoom.

**Board Members:**

Present: Hallie Adams, Rob Alexander, Lanie Cavazos, Joshua Coffie, Mary Mulry, Kate Newberg, Jay Ruggeri, and Betsy Shehigian. Absent: none. Quorum present? Yes

**Other Attendees:**

Extension staff members in attendance were Laura Larson and Dena Theis.

**Approval of Minutes:**

Motion: Jay motioned that the November 09, 2020 minutes of the Extension Advisory Board be approved as presented; Laine seconded that motion, all were in favor.

Motion: Jay motioned that the December 09, 2020 minutes of the Extension Advisory Board be approved as presented; Joshua seconded that motion, all were in favor.

**Director's Update:**

Laura reported that the Extension office in the Natural Resources Building flooded due to a broken fire sprinkler line, caused by freezing weather. Anticipated time of repair/reconstruction by the County is six months, during which time the building will be unavailable. Short-term storage has been secured in the neighboring Clover Building basement, and an office space for occasional use has been set-up in the NW corner office upstairs. Insurance with Boulder County Risk Management will cover the cost of the damaged equipment, such as the copier and mail meter, and other technology (being assessed by POS's IT department). To increase the safety of the Extension Office, the county will be redesigning the front reception area. There will be a plexiglass over the front reception counter with a pass-through slot, and a locked door which will need a keycard to enter. Rob suggested, as a larger project for Extension, the possibility to advocate for a larger office space for staff. Discussions were held.

Laura also reported that Eric Lane is resigning as Director of Parks and Open Space at the end of April. Interim co-directors will be Janis Whisman and Jeff Moline, with Jeff overseeing our area. Extension staff Anne Zander, Family and Consumer Sciences Agent, will be retiring at the end of March. This will present an opportunity for the county to look at a different focus for this position that better meets the needs of the County. Laura discussed the feedback she has received for the creation of a position that would be a bridge between public health and POS, focused on Community Health Education, and bilingual to better serve the Latinx community. For all new hires and any new positions we are able to create, Laura would like to be sure they are aligned with the strategic priorities that the County Commissioners have identified.

Laura will also be working on the Memorandum of Understanding between Boulder County and Colorado State University; the last update was in 1990. Conversations are starting with more of a Fall timeframe to complete.

### **Annual Election of Extension Advisory Board Officers:**

Officers will consist of Chairperson, Vice-Chairperson and Secretary. Kate volunteered for Chairperson and Rob was nominated for Vice-Chairperson. Jay volunteered to serve as Secretary. Discussions were held. Rob moved to close nominations, seconded by Joshua, all were in favor.

Motion: Joshua moved to appoint Kate Newberg as Chairperson, Rob Alexander as Vice-Chairperson, and Jay Ruggeri as Secretary for the Extension Advisory Board 2021, Mary seconded that motion, all were in favor.

### **Recap last meeting with Boulder County Commissioners:**

There were good conversations with the Extension Advisory Board and Boulder County Commissioners at the December 2020 meeting. Staff presentations went well. Recently, Laura had about 10 minutes to meet with the new County Commissioners, Claire Levy and Marta Loachamin, as well as with Matt Jones to talk about Extension, and they seemed very engaged and interested. The Commissioners had asked to wait until March 2021 to contact them to set up another meeting. The Extension Advisory Board would like to educate the Commissions about Extension on a more regular basis to talk about current issues. In the next coming meeting with the Extension Advisory Board, maybe the board can come up with a plan to best tell our story that will resonate with the Commissioners, with Jana Peterson (County Administrator) and the broader community.

### **Other Business:**

Mary had a question regarding the Ag Resource Manager position with Parks and Open Space, if it was being filled. Rob answered that yes, the new person is Mike Foster, and he started yesterday. He came from Jefferson County Open Space.

### **Next Steps and Closure:**

Kate asked about subcommittees for the Extension Advisory Board. The board had talked about subcommittees before but there was not enough interest to really get it going. Jay added that in relation to the strategic planning goals, he has reached out to some Extension staff regarding those priorities and has found it takes a lot of initiative to enter into a particular area (for Jay he is interested in 4-H and the partnerships with schools). He can see how it could take a subcommittee to bring information back to the board to bring up for discussion.

What is the Extension Advisory Board's 'plan of work' going forward? Finding ways to engage with issues that are in Extension's Strategic Planning Goals. Laine suggested that each of the board members think of 3 areas of interest/support within the strategic plan that each can do, contribute to, or has an interest in by the end of May. Laine has sent out via email an Extension Advisory Board–Areas of Interest document (Google Doc) to note each board members' thoughts, giving everyone the chance to review before the next board meeting in June.

Laura agreed to send out a doodle poll to determine the best Tuesday to schedule the next meeting in June.

### **The meeting adjourned 7:00pm**

Motion: Jay moved that we adjourn the meeting; Kate seconded that motion, all were in favor.

Minutes prepared by Dena Theis

## **Boulder County Commissioners' Strategic Priorities**

Boulder County Commissioners' Strategic Priorities: Affordable Living, Climate Action, Equity & Justice, Land & Water Stewardship and Organizational & Financial Stewardship.

Please review the 2019-2023 Board of County Commissioners Strategic Priorities <https://inbc.boco.co.boulder.co.us/sites/bocc/Pages/Strategic-Priorities.aspx> for more detail.