



CSU Extension Boulder County
Advisory Board Meeting Minutes
April 12, 2022

Meeting called to order at 5:35 PM via Zoom.

Board Members:

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

Boulder County Extension Staff:

Laura Larson and Dena Hyre were in attendance.

Approval of Agenda:

Motion: Jay motioned that the April 12, 2022 agenda of the Extension Advisory Board as presented be approved, Joshua seconded that motion; all were in favor.

Approval of Minutes:

Motion: Jay motioned that the September 7 and December 15, 2021 minutes of the Extension Advisory Board be approved as presented, Hallie seconded that motion; all were in favor.

Director's Update:

- *Marshall Fire:*

Extension staff have been engaged in topics around the Marshall Fire recovery. Extension staff along with CSU staff created [After the Disaster Guidebook](#) (in English and Spanish) for Boulder County which was distributed through the Disaster Assistance Center in hardcopy form and posted digitally on websites. Staff helped with the Call Center by scheduling several shifts during the first couple weeks of the fire. Laura spent most of her time during those weeks communicating with CSU staff with who is doing what in Boulder County. Learned a lot about the difference between how disaster management happens in rural counties through CSU Extension verses Boulder County. The county has full-time paid staff who do this, they are well sourced, not our office. Laura was in communication with the County Administrator Jana Peterson and Parks and Opens Space Director Therese Glowacki to let them know we are here if resources are needed.

Our primary goal is helping with the disaster recovery long-term with homeowners on how to re-landscape yards, what is safe to do in gardens, how to manage toxic soil deposits in the yard, what is safe for pets, etc. Boulder County Public Health did not have this information, and for the most part,

Extension in Colorado did not have the answers to the problems that these homeowners were facing. Extension staff did amazing research through California's Extension for small town recovery, they collected a whole bunch of resources, and contacted the experts at CSU and Green Industry. On April 2, our horticulture staff convened a webinar for Superior and Louisville and unincorporated Boulder County residents on [Post-Fire Landscaping](#). It's a recorded resource available to the public. The horticulture team is getting dozens of requests for presentations, site visits, etc. A bit overwhelming for staff, you are responding to a vital community need.

- *Recruitment, search processes and HR staff:*

Laura started the process for a CSU bilingual Community Health Specialist position last year (replacing the Family and Consumer Sciences position), with approval from CSU HR staff November 2021. So far, two failed searches for Community Health Specialist (candidates withdrawing because of low salary). Discussions were held regarding disparity between CSU and Boulder County position salaries, some perceived negative impacts if offering higher salary than existing staff.

Laura has talked directly with the CSU Vice President for Engagement & Extension, Blake Naughton, regarding the topic of increasing the salary ranges which has been postponed until after CSU has gone through the faculty status transition process. CSU is very focused about getting that done and trying to get people through an application process for promotion through this new structure. That was supposed to happen in July, now delayed until January.

The Extension Advisory Board would like to create a sub-committee to further discussion/brainstorm what can be done to address the salary issue. The Board could draft a *letter of concern* that establishes the points clearly and build a business case to identify the problem and options (e.g., use salary savings, same salary for same position in Pueblo County is not "fair" or "equitable" when compared to cost of living in Boulder County).

Motion: Jay motioned to establish a sub-committee to discuss CSU/Boulder County staff funding formula and its effects on staffing shortages, Rob seconded; passed unanimously. The sub-committee will develop talking points, engage with Lindsey Shirley, Assistant Vice President for Engagement & Extension and Deputy Director of CSU Extension, and then determine next steps after a response from Lindsey. Rob, Jay and Hallie will be on the sub-committee. Hallie will send out a doodle poll.

Some talking points could be: County pays 100% operating budget and vast majority of staff, and only 3.5 FTE out of 14 are formula funded CSU staff; look at Memorandum Of Understanding between CSU and Boulder County to see if there is anything that will encourage CSU to pay more; look into if a similar hiring, such as pooled adjunct faculty position, to see if position posting can stay open for one month or longer. Rob will represent Advisory Board and Boulder County and meet with Laura and Lindsey Shirley.

- *5 retirements in past year at Extension and 3 new hires as Boulder County FTE*

Laura shared some good news with the success of hiring new Boulder County FTE. Sharon Bokan retired from Small Acreage Management 11/30/21, Carol O'Meara retired from Home Horticulture Program Coordinator 1/3/22. We hired Ariana Gloria-Martinez as the new Small Acreage Management Coordinator at the end of January, excited to expand our diverse audiences and creative new ideas on how to do programming. We hired our .5 FTE Commercial Horticulture Assistant/Website Specialist

Emma Pett mid-February, who replaced Allison Appelhans. We hired Amy Lentz as the new Home Horticulture Coordinator, a great addition with all her knowledge to our team. In the process of hiring a new 4-H Secretary with Audra Harders retiring the end of March.

New Business:

A. Ideas for recruiting new board members

We did not get any new board members during this past recruitment period. By-laws require minimum of 7 Advisory Board members, and we are only at 6 members. Can have a director appointment verses waiting for 3-year appointment by County Commissioners. Consider individuals from underrepresented communities, nominate, then interview with Director and Chair. Discuss recruiting Advisory Board members at future meeting.

Old Business:

A. More follow-up on the document to discuss areas of interest is needed.

Review action items and decisions from today's meeting:

- A. Hallie will send out doodle poll for sub-committee.
- B. Late June for next meeting; Dena will send Doodle poll

The meeting adjourned 6:45pm

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

Minutes prepared by Dena Hyre.

Boulder County Commissioners' Strategic Priorities

2019-2023 Boulder County Commissioners' Strategic Priorities: Affordable Living, Climate Action, Equity & Justice, Land & Water Stewardship and Organizational & Financial Stewardship.

<https://inbc.boco.co.boulder.co.us/sites/bocc/Pages/Strategic-Priorities.aspx>