



LARIMER COUNTY
COLORADO STATE UNIVERSITY
EXTENSION

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Extension Advisory Committee Meeting Minutes

January 3, 2024
8:00 a.m. - 10:00 a.m. virtually via Zoom

Advisory Board members attending: Kara Rudnick, Matt Holloran, Kelly Pollard, Xochil Arellano, K-Lynn Cameron, Regan Thomas

Commissioners' Office: Commissioner Kristin Stephens - not present.

Extension staff attending: Cary Weiner, Andy Weakland, Alison O'Connor, Cari Brown, Christa Timmerman, Jess Callen, Diana Castro Gonzalez, Rachel Wildman

CALL TO ORDER: at 8:04 a.m. by Kara Rudnick.

PUBLIC COMMENT: No public comment.

AGENDA REVIEW: Agenda is approved.

APPROVAL OF LAST MEETING MINUTES: Minutes approved with no changes.

BOARD FEEDBACK: Trends and issues in the community? Other items?

Kara: Does anyone have any feedback?

K-Lynn: I have a comment about the Farmers' Market. My family and I filled out the survey where it's noted that there is a potential to increase the vendor fee for the upcoming year. I just wanted to note that Larimer County already has the highest fee among the other counties in Colorado. I just wanted that to be kept in mind because that would force us to increase the prices of our products. Larimer County is already at 8.75%, which is one of the highest rates.

Cary: Just a correction that we are currently at 6.5% plus a vendor fee of \$60.

K-Lynn: It would a 6.5% plus the city sales tax which brings it up to 8.5%.

Alison: Cary is correct that it is 6.5%. That is the rate that has been in place for at least ten years. We do know we are still a very equitable market compared to others. No decision is made lightly and please know we have thought long and hard about this. The city sales tax is not something we can control, and I am not sure how other markets get around that.

Cary: We have done a review of comparable markets and only Longmont has lower straight fees. I just want to make sure we have the same information.

COUNTY COMMISSIONER LIAISON REPORT/COMMENTS:

Commissioner Stephens: Not present.

INFORMATION ITEMS: (10 minutes, highlights)

4-H: (Rachel, Bailey, Pam, Diane and Diana)

- The 4-H enrollment deadline for returning members without a late fee is February 1, 2024. New members have until March 1, 2024 to enroll.
- The second cohort of Juntos graduated on November 30, 2023. Family nights will begin at the end of January with the first meeting focusing on 4-H.

Ag & Natural Resources (Jess)

- In conversation with the Rocky Mountain Farmers Union and CSU Food Systems to expand Grant and Grow (Ag grant informational event for producers) statewide.
- Partnering with Weld and Boulder Counties and CSU new soil health group, IN-RICHES, to have a soil health demonstration project at a farm in Larimer County.
- Teaching Berthoud Elementary School students agriculture and land management with Lyndsay Gonzalez (Boulder County Small Acreage Specialist) on January 18, 2024.
- Attended West Greeley Conservation District symposium, CSU Food Summit, Soil Revolution Conference, and CFVGA labor conference.
- Working with Paula on starting up NPM for this summer and will be working with Boulder County to add another location as well as three additional instructors to our program.

Community Development (Lisa)

- FLTI has received funding from La Familia for another civic learning lab. The lab will consist of ten sessions and a trip to the Colorado Capital starting in February 2024.
- Nueva Vida will be receiving donated goals thanks to Ricardo Perez and the Fort Collins Soccer Club.
- With assistance from community partners, including Extension, the Community Language Cooperative will be hosting interpreter training in January/February 2024.
- The Spanish Aging Mastery class graduated on December 6, 2023, with eight local graduates and one graduate that attended classes from Mexico. Moving forward the alumni club will meet monthly.
- The Aging Mastery club participated in a holiday food safety class facilitated by Analecia and Amber with interpretation on December 19, 2023.

Farmers' Market (TBD)

- The 2024 market applications will open January 15, 2024.
- Rachel and Alison will be updating the market application information and creating better language for the Rules and Regulations.

Food Safety & Nutrition (Amber and Analecia)

- The Larimer County Community Corrections classes are winding down but will continue in 2024.
- Amber and Christa will be co-teaching a financial literacy with a mental health component to the Neighbor-to-Neighbor audience in early 2024.
- Master Food Safety Advisors made 548 contacts at the 2023 Larimer County Farmers' Market.
- Virtual food preservation and nutrition classes for 2023: There were 267 participants for the AARP online webinars, and a total of 518 participants for all live and recorded virtual classes.
- Analecia and Amber developed a class covering food safety basics for the holiday season. The materials have been translated to Spanish as well. With help from Lisa, we presented to the Aging Mastery class in December. It included live interpretation in Spanish.
- Retail Food Safety snapshot: There were 134 total participants for the Certified Food Protection Management (CFPM) courses (full class: 94%, other options: 90%). There were 153 participants virtually and in person for Food Safety Works (FSW).
- Analecia is making tremendous strides in the Estes Park Latin community by providing classes at restaurants, senior and health care centers with Spanish interpretation.
- Partnered with NOCO Latino Chamber of Commerce to host a CFPM class (eight business owners/managers went through training), as well as with La Familia, Fuerza Latina and ISAAC to offer two FSW trainings with interpretation.
- Analecia collaborated with Larimer County Department of Health and Environment on a voucher program with 14 CFPM and nine FSW vouchers redeemed.

Health & Well-Being (Christa and Cheryl)

- Market Days 2023 stats: 310 participants served (up from 225 in 2022). 2,050 produce bags distributed (up from 1,281 in 2022). \$20,000 raised in sponsorships. A voucher program was implemented in September to provide participants with \$18 voucher packets (the value of a produce bag) to shop the market. This was the model used pre-Covid and will be the model going forward in the 2024 season. 114 voucher packets were distributed in September and October. Click [here](#) to view the 2023 community impact report.
- Senior Access Points (larimerseniors.org): a 2023 community report will be completed in early 2024; however, early statistics show website users are up from 2022. There were 612 total website users for the month of November compared to 478 users in November 2022 (December analytics have not been completed).
- Larimer Advance Care Planning: the program launched in April 2023. A community impact report with outreach and completed advance directives will be completed in early 2024.

- The Radon Education Campaign starts in January, and we will supply free test kits through an online platform. The education campaign will be on social media platforms and direct people to take action by testing their homes. We are collaborating with the Larimer County Department of Health and Environment and the City of Fort Collins to educate the public (including two workshops and a press release) and provide test kits.
- We are collaborating with faculty at the Behavioral Science Department to recruit and host Learning to Breathe, an eight-week mindfulness workshop for teens. The workshops will start on Tuesday, January 16, 2024. We will be observing the full course to see if it is a training we can offer in the future to local teens.

Horticulture (Alison)

- The CMG banquet on December 16, 2023 was a great success! The 128 Master Gardeners volunteered over 5,600 hours, completed over 1,800 hours of continuing education, and contributed nearly \$180,000 in service to Larimer County.
- With Erica Wharton, a CMG and certified horticulture therapist, we are launching “Evergreen Elders” in 2024, a program providing gardening education to older adults. The programs will have specific learning objectives and goals. If you know of a group that would benefit, please contact Alison.
- Green School training is going great! It started at the beginning of November. Total Larimer County participants include 15 CMG apprentices and 37 certificate trainees.
- The ProGreen Expo will be held at the end of January. Alison will be teaching four sessions (woody plant ID, turf ID, perennials, and a CSU research update).
- The Master Gardeners will be doing three public presentations at the Loveland Library on April 15, 22, and 29, 2024, at 11am. The topics are yet to be determined.

General/Other (Cary)

- Maggie Switzer has been hired as the Farmers Market and Food Systems Coordinator and officially begins on February 1, 2024.
- The Extension Showcase is on January 31, 2024, beginning at 8:30 am. Please arrive by 8:00. There will not be a virtual option this year. The gift bag stuffing is scheduled for January 30, 2024.
- Stay tuned for the upcoming review and revisions to the [Bylaws](#).

PRESENTATION: Ag and Natural Resources – Jess

(Refer to PowerPoint slides for presentation for background, first six months, Climate Smart Future Ready, Ag Extension Meet and Greet, Grant and Grow, next six months and future plans).

DISCUSSION: 2024 Workplan (2023 workplan [here](#) for reference)

Cary: We need a 2024 workplan. Each board and commission needs to have a workplan in place. Whatever you come up with now I will pass through to my Larimer County liaison. Our workplan just needs to be aligned with the County mission. This can be as simple as what you came up with in 2023.

Kara: Please look at the 2023 workplan. Cary, did you want us to go over this now or have this ready for the next meeting?

Cary: I would say that we can go over this now and then we can move it forward.

Kara: Let’s all take a minute and review last year’s plan.

1. County Fair Involvement
2. Mercado
 - a. For new members to Advisory, there is a plan to build a second location at Powerhouse that would be community oriented and have a possible mercado there.
 - b. Cary: As far as I know there haven't been any additional discussions around this. I am hoping once we get our new Farmers Market Coordinator on board that can continue.
 - c. Kelly: I don't know if this is something we want to keep since we haven't had any discussions around it. If we are going to keep this on our workplan then we need to list what our intentions are and what we are moving towards. I think it is a great vision, but we have had no discussion about it.
 - d. Kara: Part of the problem is we do not have an actual date that this will be built and ready to go.
 - e. Matt: I just wanted to ask what Extension's involvement in this is if it becomes a mercado. Originally, we discussed this being an expansion of the Farmers Market, but now we are talking about something beyond what Extension will be involved in.
 - f. Cary: Matt, I would agree that the conversation has moved. Right now, this is not an Extension project with the mercado. We may have some educational classes around how to run a business (Vendor 101), but the mercado itself will not be an Extension project. Our involvement is not clear.
 - g. Regan: That was my understanding as well and that Lisa was going to be highly involved. We could be supporting vendors that want to set up there, but nothing like what we are doing at the Farmers Market. With that said, it doesn't hurt to leave it on, but it would be a secondary option in our workplan.
 - h. Kara: I understand what Kelly is saying. Is this something we are committed to or not?
 - i. Cary: I think our idea around our new Farmers Market Coordinator and moving it to a full one FTE position is that they will have more involvement in food systems and not just the Farmers Market. Also, looking at our strategic guidance it is in there as well as far as our involvement.
3. Strategic Guidance

Kara: Does anyone have a problem with us removing this specific item? Are there any other additions? Motion moved, seconded, and approved to proceed with items discussed for the 2024 workplan.

OFFICER ELECTIONS:

- a. Kara: We are supposed to hold elections at the beginning of the year. We have a Chair and a Vice Chair. As Chair, you will meet with Cary for about an hour a week before the meeting. I will open the floor for nominations. I am interested in continuing if no one else wants the position.
- b. Regan: I move and nominate Kara for Chair.
- c. Kara: With that I will close nominations and I will take a motion to approve the slate.
- d. Kara: Approved. I will now take nominations for Vice Chair.
- e. Matt: We will have to nominate someone else because my term is ending this year.

- f. Kelly: I nominate myself for Vice Chair
- g. Kara: Do I hear a motion to approve the slate?
- h. Kara: Motion approved for Kelly as Vice Chair.

MEETING ADJOURNED: 9:12 a.m.

NEXT MEETING SCHEDULED: March 6, 2024, at 8:00 a.m.

Respectfully submitted,
Andy Weakland
January 3, 2024

Per the Americans with Disabilities Act (ADA), Larimer County will provide reasonable accommodation to qualified individuals with a disability who need assistance. Services can be arranged with at least seven (7) business days' notice. Please email us at aweakland@larimer.org or call (970) 619-6002 or Relay Colorado 711. "Walk-in" requests for auxiliary aids and services will be honored to the extent possible but may be unavailable if advance notice is not provided.