

4-H Leaders Council Agenda

November 2, 2020

Call to Order

Introductions

Minutes (Posted at <https://douglas.extension.colostate.edu/4-h/douglas-county-4-h-leadership-resources>)

Treasurer's Report

Email Kirsten for Balance

- No changes from last month – [REDACTED] – Still need to pay for leader council supported achievement night awards

Fairboard Report – Tabled for this month

CALF Report – Tabled for this month

Director Report – TANF info (See flyer attached)

Old Business

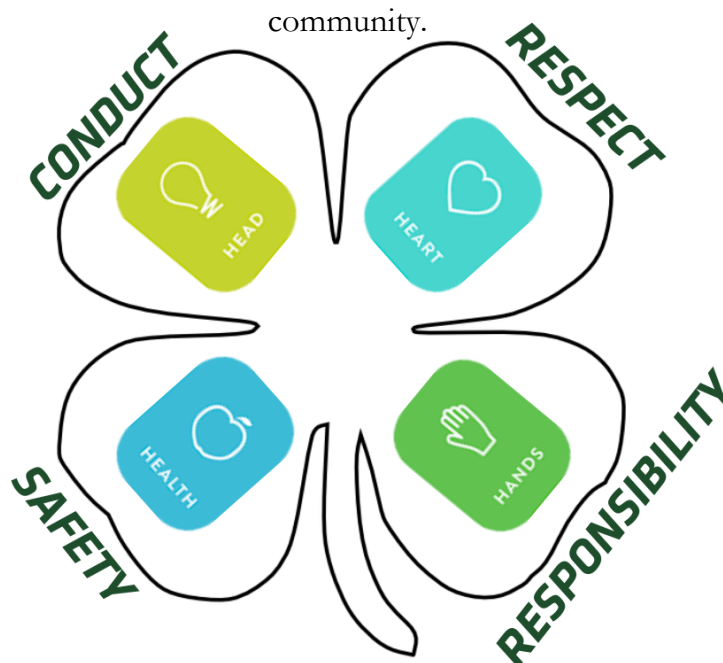
- **Douglas County – “Safer at Home: Level 2 – Concern” – 11/2/2020 Updates**
 - Please see attached! ***UPDATED***
 - All leaders should be helping to set good examples for COVID policies – None of us like this, but this is what we have to work with and we need to put our best foot forward and set a good example for those around us.
 - **All face-to-face programming must receive written approval from either Kirsten or Nicole.**
 - We appreciate your patience with the restrictions changing more frequently again. We understand the frustration and anxiety the unknown can cause. Please know your 4-H team are doing the best we can to keep the program moving forward in a positive way.
 - <https://tchd.org/818/Coronavirus-COVID-19>
- **Clover Clan Fire Relief Drive**
 - The Clover Clan did an incredible thing for our Colorado community at the end of October. The group organized and collected human and animal donations for those affected by the horrific forest fires up north. In total they collected over 80,000lbs of goods from animal feed, hay, straw, dog food, blankets, clothes, water, and other goods someone might be in need of. This group saw a need and knew they had to do something about it. The original plan was for them to use a two-horse trailer and it ended with multiple trailers and a semi. **THANK YOU for truly making the best better Clover Clan**
 - News 9 Interview: https://www.9news.com/video/news/local/wildfire/douglas-county-4-h-club-helps-families-animals/73-8f05d869-4601-44c0-8c36-95d688700766?fbclid=IwAR1E4S_Q8lPpXJJMrzc0fQDK_guhQ2jgPQzZL0aNt3nJ8Q3ZgEMxcdOdy08
- **Achievement Night Recap**
 - THANK YOU to everyone who helped make the night a huge success – We know it underwent a very drastic last-minute change and we so appreciate the flexibility in helping us celebrate the youth's achievements.
 - Award Winners: <https://files.constantcontact.com/8112e441701/58f7587c-3fd9-4269-b23b-9fd4e2bf4ec.pdf>
 - Slide show: <https://www.youtube.com/watch?v=d3RBpNF-azw&feature=youtu.be>
 - Livestream: https://www.facebook.com/watch/live/?v=1568358770020586&ref=watch_permalink

- **2020-2021 4-H Enrollment – *TENTATIVLY NOVEMBER 1st***
 - 4-H Re-Enrollment: \$50 enrollment fee and paperwork completed by **December 31st**
 - Returning 4-H Members may reenroll up to **March 1st** with a \$25 late fee in addition to regular enrollment fee.
 - If a returning 4-H member fails to re-enroll on 4HOnline by March 1st, they will not be eligible to participate in county or state competitions, including the Douglas County Fair & Rodeo.
 - New 4-H Regular Membership Enrollment: \$50 enrollment fee and paperwork completed by **March 1st**
 - New Enrollments will be accepted after March 1st; However, participation is limited to the Douglas County Discovery 4-H Activities; youth will not be eligible to compete at the Douglas County Fair & Rodeo or Colorado State Fair.
 - Cloverbud enrollment: \$20* enrollment fee and may enroll at any point during the 4-H Year
 - * \$20 enrollment fee for the 2020-2021 year only (Normally \$40).
 - ***Financial Assistance is available for families in need – families can contact one of our Douglas County 4-H agents (Nicole or Kirsten) to find out more information. Requests and any information kept in confidence. New this year – Additional funds available through a TANF grant (see flier attached)***
 - Register: <https://douglas.extension.colostate.edu/4-h/>
 - Leader Registration instructions attached here (please let us know if you have troubles – we are still learning more about the 2.0 version ourselves)

- **Leaders Council 2020-2021 Road to Leadership Excellence!**
 - **This process is one the DC 4-H team hopes leaders will find engaging and beneficial. We know there has been instability in our Extension Office and we know we can do better. We are all here for the same reason: for the kids – But at the same time we all might get to that end goal of positive youth development in different ways. Together we will identify areas of weakness, what is lacking, what resources we need to continue forward making the best better.**
 - November – Introductory Session with Kelly Wyngarden organizing and discussing data gathered – adding additional points or marking off if you agree with a point already made.
 - December – All data points have been gathered and we will now work on plotting trends and outlining a path forward with actions steps.
 - January and beyond – Leader Training Modules based off of work done in November and December
 - Tonight we were joined in person by Kelly Wyngarden to begin our deeper dive into the survey results. We went over the basic outline for the process (PDF of PowerPoint attached in Leader Minutes Email) and the responses gathered from the survey were posted around the room. Those in attendance were asked to go around the room reading the input, checking off which thoughts they agreed with, and adding comments that they felt were missed. Those joining virtually were asked to review the summary document (PDF attached to leader Minutes Email) and go through the same process of agreeing with statements or adding their own thoughts at the original survey link: https://docs.google.com/forms/d/e/1FAIpQLSe4Ei2lgI4Wj2PJTfwfcTD0dGi7Jb6Dq264GOVYr_6PTnPWnA/viewform. Those not in attendance can still contribute by reviewing the information and submitted responses. These data points will then be organized by Kelly and at our next meeting we will work on identifying trends, needed resources, areas needing additional training, and problems we need to work through.

Douglas County 4-H Leadership Model

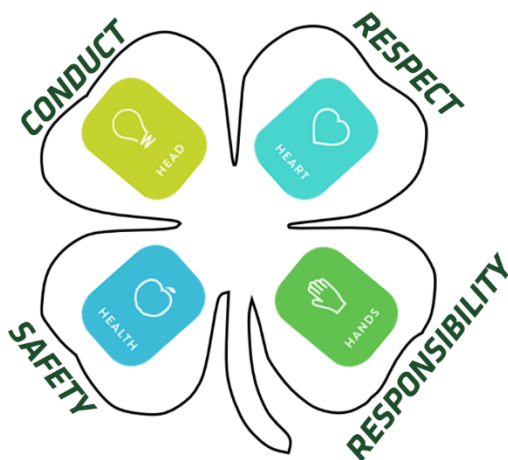
The Douglas County 4-H Extension Team is recommending the creation of a visual version of the Colorado 4-H Code of Conduct and 4-H model of Hands, Heart, Head and Health into a combined visual to anchor the vision and goal for future behavior of those involved with the Douglas County 4-H community.



 HEAD	 HANDS	 HEART	 HEALTH
Conduct Conduct themselves in a courteous, respectful manner, use appropriate language, exhibit good sportsmanship, and act as positive role models. ✿ Abstain from abuse (physical and/or verbal) and harassment. ✿ Adhere to program rules, curfews, dress codes, policies, and rules of the facility being used.	Responsibility Accept personal responsibility for behavior including any financial damage. ✿ Be responsible for any financial damage caused by inappropriate behavior. ✿ Fully participate in scheduled activities	Respect Respect others property and privacy rights. ✿ Respect the rights and authority of parents, leaders and Extension Agents.	Safety Adhere to principles and rules of safety ✿ Abstain from illegal behaviors, use of alcohol, marijuana, illegal or illicit drugs, and tobacco including e-cigarettes and vaping device during 4-H events and activities

Douglas County 4-H Expectations

1. Douglas County Extension Team holds the Colorado 4-H Code of Conduct in the highest regard. Leaders, youth, families, and community partners who are found to be in violation with any points of the code of conduct will first be asked to meet with the Douglas County extension staff. Further consequences for violating any part of this code of conduct may include, but are not limited to: removal from participation in the event in which the code of conduct has been violated (at the individual's expense); sanctions on participating in future 4-H events; forfeiture of financial support for the event; removal from offices held, etc.
2. The Douglas County Extension team expects leaders, youth, families, and community partners to all work together towards the vision of Colorado 4-H: A world in which youth and adults learn, grow, and work together. The Douglas County Extension Team expects this to be done by empowering youth to reach their full potential by working and learning in partnership with caring adults.
3. The Douglas County Extension team expects all leaders, youth, families, and community partners to respect the Colorado 4-H policy that all of its programs and activities be offered without discrimination on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status.
4. The Douglas County Extension team expects all leaders, youth, families, and community partners to work together as a team. As such, we expect small conflicts to be worked out in a timely manner amongst all appropriate parties. If a conflict is not resolved in a way where all parties involved are satisfied the Douglas County Extension team expects the conflict to be brought to their attention. The Douglas County Extension teams expects those involved to present the conflict with a potential reasonable solution.
 - a. Parents & Youth → Leaders
 - i. Project Leaders → Organization Leaders
 - b. Leaders → Extension Agents
 - c. Parents & youth → Extension Agent (If they do not feel safe or comfortable approaching leaders)
5. The Douglas County Extension team expects all leaders, youth, families, and community partners to treat each other with mutual respect. We understand that not everyone is going to always agree. However, we expect individuals in our 4-H community to work together respectfully.
6. The Douglas County Extension team expects all leaders, youth, families, and community partners to always keep the focus of all our effort on positive youth development.



Upcoming Important Dates

Some dates subject to change as we work with CSU on COVID protocols

Calendar Posted: <https://douglas.extension.colostate.edu/4-h/resources/>

November

November 1st – 4-H Registration Opens!

November 2nd – Youth & Leaders Council

November 4th – Ambassador Interviews

November 5th – Shooting Sports Advisory & Leaders Meeting at 6pm

November 7th – Douglas County 4-H Leadership Day

November 7th – Cat Project Interest Meeting (Members & Cloverbuds)

November 8th – Buckle Series Horse Show

November 11th – Veterans Day ~ Extension Office Closed

November 14th – Livestock Nutrition Clinic

November 17th – Sylvia's Baking Series - Pie

November 18th – Ambassador Training

November 21st – Castle Rock Star Lighting

November 26th & 27th – Thanksgiving ~ Extension Office Closed

December

December 1st – Sylvia's Baking Series -Bread

December 3rd – Leathercraft Workshop

December 7th – Youth & Leaders Council

December 12th – Poultry Project Info Session

December 14th – Horse Steering Committee Meeting at 6:30pm in Extension Office

December 24th & 25th – Christmas ~ Extension Office Closed

December 31st – Deadline to re-enroll in 4-H without \$25 late fee (\$75 total)

January

January 1st – 4-H Re-Enrollment now \$25 Additional charge (\$75 total) until MARCH 1st!

January 4th – Youth & Leaders Council

January 16th – Douglas County 4-H: STEM 1st Flight (Session 1)

January 19th – Mandatory Horse Leader Meeting

January 23rd – Douglas County 4-H: STEM 1st Flight (Session 2)

January 30th – Douglas County 4-H: STEAM 1st Flight (Session 3)

COLORADO WORKS

4-H FINANCIAL ASSISTANCE

IN THE 2020-2021 4-H YEAR, WE ARE PLEASED TO OFFER FINANCIAL ASSISTANCE TO ELIGIBLE FAMILIES DURING THESE HARD TIMES.

Eligibility Requirements include:

- Lawful presence in the United States
- Household income of \$75,000 or less
- At least one dependent child under 18 in the home

Assistance may cover 4-H registration fees, manuals, and attendance to select conferences and webinars.

FOR MORE INFORMATION AND TO APPLY, VISIT OUR WEBSITE
DOUGLAS.EXTENSION.COLOSTATE.EDU

PLEASE CONTACT THE EXTENSION OFFICE WITH QUESTIONS AT
(720) 733-6909 OR SARAH.SHINN-MOLIERI@COLOSTATE.EDU

**This process is
completely confidential.**



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Douglas County COVID Policy for All 4-H Youth In-Person Programming

Dear Douglas County Families,

We want to remind everyone of our current policies of in-person programming. We have provided the policies in this document for your convenience. We will continue to follow these guidelines for current Douglas County 4-H programming.

Douglas County is currently considered a **“Safer at Home: Level 2 – Concern”**. Currently, 4-H programming is still approved to run following CSU approved exceptions. However, things could change at any time and our level classification could alter. **It is now more than ever imperative that we follow these protocols if we want to continue with in-person programming.** We as a 4-H staff know how important face-to-face programming is for our youth. Please join us in ensuring that we continue to offer this. As always, we will continuously communicate with you all ASAP if things do shift.

Please see the Tri County Health Department website for specifications on protocol within levels [here](#).

The 4-H Extension Agents have the right to shut down any 4-H related meetings or activities where protocol is not being followed.

- **All youth, adults and guests must always wear a mask during any in-person programming, including meetings, gatherings, etc.**
- It is imperative that you practice social distancing of at least 6 feet apart from non-family members at all times.
- Frequent hand sanitizing/hand washing should be done in addition to avoiding high touch surfaces whenever possible
- Anyone participating in 4-H programming needs to have an updated COVID release form on file with our office.
- Eating is prohibited at all meetings and gatherings.

Please note:

- If you cannot tolerate a mask, alternative participation options will be provided (virtual, phone call, email, etc.).
- If you refuse to wear a mask, participation in face-to-face programming will not be permitted. Alternative participation options will be provided (virtual, phone call, email, etc.).
- Please understand that if you come to an in-person gathering and refuse to follow protocol, the entire program will be stopped until protocols are being followed. If participants are still unwilling to follow protocol, program will be ceased, and future programs will be reevaluated. Please be conscious of these rules and demonstrate good character.
 - If this happens (where members are not complying with above protocol), in-person programming and approval of in-person programming will be stopped for the foreseeable future.
 - Not following this protocol is a violation of the Colorado 4-H Code of Conduct. You will be required to meet with the 4-H Extension Agents and discuss further implications.

Attendance:

- In-person attendance is not currently required.
 - Due to this, leaders please make sure you are offering an alternative program for those who do not feel comfortable attending in-person meetings/gatherings.
 - Alternative attendance still counts. Contact your 4-H Agents for more information.
- Please reach out to the office if you need ideas on alternative methods for those who cannot attend in-person.
- Attendance to in-person programming is verifying that you have not been experiencing COVID-19 symptoms or have been around someone who has tested positive.

Douglas County 4-H COVID Protocol as of 11/2/2020 (always subject to change)

No one should be meeting in groups face to face without written permission from Agents Kirsten or Nicole.

Even if you received permission to practice this past summer or spring – please re-submit your request for the 2020-2021 4-H year!

Douglas County is at a Safer at Home: Level 2 – Concern

Current Policy

- Up to 25 Youth are permitted in one area at one time (Case by case exceptions for meetings greater than 25 participates are no longer permitted)
- Instructors (leaders) would ***NOT*** be counted to this number
- Parents are also permitted to observe and are ***NOT*** counted in the 25 person limit for that area. Parents should maintain 6' of distance at all times
- Youth should maintain their 6' of distance to the greatest extent possible.
- Face masks are currently mandatory while inside and mandatory while outside if 6' of distance cannot be maintained.
- All additional policy points in the program-specific exception – Agents will send this once program is approved.

Points of Contact:

- **Kirsten** for all animal related practices/meetings/workshops/etc.
 - Kirsten.Cowan@Colostate.edu
- **Nicole** for general small group meetings and shooting sports practices
 - Nicole.speeding@Colostate.edu

How to get approval for Face to Face meetings & programming:

- **Step 1** – Contact the agent with the information below
 - **Leader Name(s)**
 - **Practice Location address and how social distancing is possible**
 - **Meeting Schedule/Expected meeting schedule**
 - **Participant/Expected Participant Numbers Total:** (how will you handle if more that 25 want to attend)
 - **Expected Participant Attendance**
- **Step 2** – Receive written permission from the agent to hold that meeting, agent will add the information to the exception through CSU, and send you the current rules & regulations for that type of activity.
- **Step 3** – Run your program, workshop, training, meeting using best policies as laid out in the exception paperwork. Take attendance of everyone present (including parents, leaders, helpers, siblings, etc.
- **Step 4** – Send attendance to agent following the meeting (We as agents need to send monthly updates to campus to cover all face to face programming that is taking place here in Douglas County)
- **Step 5** – If it is the same type of meting (Example- Weekly dog practice or weekly horse ride nights) list all dates for the exception that you know of and keep agent updated of attendance and any changes that are made, you do NOT have to ask permission for each individual practice. IF you want to run a new or different type of event just send the above info for the new event to the agent and we will get you squared away.



4-H Online 2.0 Volunteer Renewal Guide

New Enrollment

Join over 11,000 adults committed to youth across Colorado by joining the Colorado 4-H youth development program! How do you become a 4-H leader? **Contact your county office** to learn more! The safety of 4-H members is paramount. You will be asked to fill out an application and undergo a national background and motor vehicle check in order to become a volunteer. [Volunteer Resources](#) can be found on the [Colorado 4-H](#) website as well.

Re-enrollments

Log into co.4honline.com.

- 1) Enter the **email address and password** you used previously, then click “Sign in.”

- a) Forgot your password? Scroll below the “Sign in” button and click “Reset password.” A temporary password will be sent to the email address associated with your account. You will be prompted to change this to a permanent password.
- b) Not sure which email address you used? Contact your local staff to ask them to look it up.
- c) Problems with your password? 4HOnline 2.0 has higher password standards, so it's possible that your password is too short or requires additional security. Contact your local staff.

- 2) Click on “Member List” to see a list of youth and adults in your family account.
- 3) Select your name, then click “**Enroll Now.**”

- 4) When you see “I’m confirming I want to enroll in 4-H as a Volunteer,” click “**Enroll.**”
- 5) Select **Volunteer Type(s)**. You may select 1 or more of the following 3 types:
 - a) **Club** – allows you to select a club.
 - i) 4-H Club Adult Volunteer = a general volunteer in your club.
 - ii) 4-H Club Contact Leader = if you are the main leader of your club.
 - b) **Project** – allows you to select projects, especially useful if you help with this project at the county level or if you want to receive project-specific emails about this project.
- 6) **Select Units** (clubs or groups):
 - a) This will only appear if you selected the Club volunteer type.
 - b) Find club name and click “Add.”

- c) Click "Next."

7) **Select Projects**

- a) This will only appear if you selected the Project volunteer type.
- b) Select whether you work on this project (or would like to) at the county or club level.
- c) Select the project and click "Add."
- d) Click "Next" when finished adding projects.

8) **About You**

- a) Click "Show Questions."
- b) Review data that is carried over and fill in any blank required fields.
- c) Click "Next" when done.

9) Review **Consents**. This is the same information that was on your original application as a new volunteer.

- a) Type your full name and click "Agree."
- b) Click "Next."

10) Click "**Submit**," then "Confirm."

Confirm Submission

×

Are you sure you want to continue? Once you complete this step your application will be submitted and you will no longer be able to go back. You may need to complete additional steps in order to be an Active Volunteer

- a) You will receive an email confirmation that your enrollment has been submitted.
- b) Additional Information will be needed once the initial enrollment has been submitted.

Confirm

Cancel

11) Click "Show Screening" – **REQUIRED to Re-enroll for this year ONLY!**

- a) Type 'n/a' under "Other Names"

Other Names (including maiden name) - put "n/a" if none **required**

- b) Scroll to the bottom of the page and sign and agree with the statement **ONLY**. Background checks will **ONLY** be completed on NEW volunteers or non-active status is greater 12 months. Click "**Submit**"

Member Name **required**

☒ I agree with all information outlined above

Save

Submit

- 12) You will receive an email from 4-H Online with a confirmation. Please allow for several business days for final approval. Should you have any questions please contact your [local extension staff](#) directly.



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General Project/Consumer Science Upcoming Events!

Contact Nicole for more information :)

Tuesday, November 17 – Sylvia's Baking Series!

- Kirk Hall
- 6:30pm-8pm
- RSVP link is sent in weekly blast
- \$5 (cash or check made payable to "Douglas County 4-H Council" – pay at door)
- Limited to 12 spots



November 17th
6:30 pm - 8:00 pm

Bring your mask, rolling pin, and apron and join us in Kirk Hall for...

SYLVIA'S BAKING SERIES!

Learn how to bake a pie!

Cost: \$5 (cash or check, made payable to Douglas County Youth Council)

How to RSVP: call the Extension Office at (720) 733-6940
or email Sylvia (Sylvia.worcester@colostate.edu)
or Nicole (nicole.speeding@colostate.edu)

Classes will be capped at 12 people!



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Tuesday, December 1 – Sylvia's Baking Series!

- Kirk Hall
- 6:30pm-8pm
- RSVP link is sent in weekly blast
- \$5 (cash or check made payable to "Douglas County 4-H Council" – pay at door)
- Limited to 20 spots



December 1st
6:30 pm - 8:00 pm

**Bring your mask and your apron and
join us in Kirk Hall for...**

SYLVIA'S BAKING SERIES!

Learn how to bake bread!

Cost: \$5 (cash or check, made payable to Douglas County Youth Council)

How to RSVP: call the Extension Office at (720) 733-6940
or email Sylvia (Sylvia.worcester@colostate.edu)
or Nicole (nicole.speeding@colostate.edu)

Classes will be capped at 12 people!



DOUGLAS COUNTY
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Thursday, December 3 – Leathercraft Workshop

- Multipurpose Barn
- 6pm-8pm
- Limited to 25 spots
- FREE
- RSVP link is sent in weekly blast

This workshop will be taught by Gabe Ryan (Fair Board Member) who is a local small leathercraft business owner!

When: December 3rd, 6pm - 8pm

Where: Douglas County Fairgrounds - South Multipurpose Barn

Who: All Douglas County 4-H'ers interested in the Leathercraft project are invited to join!

Cost: Free!

This event will be capped at 25 participants. Make sure to RSVP!

Remember, masks will be required.

Douglas County 4-H'ers interested in the Leathercraft project will learn skills like: stamping, buck stitch, carving and more! Please bring your leathercraft tools, more tool kits will be provided.



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Upcoming Youth Council Events

Saturday, November 7 – 4-H Leadership Day

Date: Saturday, November 7th

Time: 11am - 1pm

Location: Douglas County Fairgrounds Multipurpose Barn - North

Who? Open to all Douglas County 4-H Youth!

Cost: FREE!

Come learn valuable leadership skills and have FUN while doing it! Youth Council Execs have planned a fun Leadership Day filled with lessons on: Communication, problem solving, creativity and passion.

Sign up now! Only 21 spots available. Come dressed as your favorite decade!

Things to remember: Please bring a face mask, they will be required during this event. 6-foot social distancing will also be enforced. Please remember to keep one another safe and healthy during this time! If you refuse to wear a mask, we have the right to turn you away from this event.

RSVP is sent in weekly blast, reach out to Nicole with questions!



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Douglas County 4-H STEM 1st Flight

8 Week Series – Be Part of a Team Building a Flying Airplane!

Beginning Saturday, January 16th, 2021

Program Description

Robert Palmer, Douglas County 4-H Leader, will host a hands-on, 8-week academy. Youth will meet once a week and **will build a 6' wing span electric remote-control airplane**. Each session will begin with a short STEM based lecture on an aspect of the engineering and science behind flying. After the lecture, youth will break into smaller build teams working a different part of the airplane construction. Upon completion of the build (on the 8th week) they will fly the airplane!

These participants will have their projects displayed during the 2021 Douglas County Fair, along with footage of Douglas County's very first STEM 1st Flight Team!

Breakdown of Engineering Discussions by Week

- Week 1: Safety for the build
- Week 2: Free Body Diagrams
- Week 3: Lift and Drag
- Week 4: Wing Loading and different wing shapes
- Week 5: Body design and effects on Drag
- Week 6: Wind Tunnel Testing
- Week 7: Critical areas and catastrophic (total) failures
- Week 8: Flight training



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Who can sign up?

This class is limited to 25 participants. The age recommendation is 13 years old. However, if you have a younger child that you believe would be interested in this, please contact Robert Palmer at 720-384-7661, rpalmer@strategics.net or Nicole Speeding at Nicole.speeding@colostate.edu.

Dates of the Program

- **Every Saturday, 9am – 12pm from >> 1/16/2021 through 3/6/2021**
 - Session 1 > **January 16th** (Palmer Residence)
 - Session 2 > **January 23rd** (Douglas County Fairgrounds, Multipurpose Barn)
 - Session 3 > **January 30th** (Multipurpose Barn)
 - Session 4 > **February 6th** (Palmer Residence)
 - Session 5 > **February 13th** (Palmer Residence)
 - Session 6 > **February 20th** (Palmer Residence)
 - Session 7 > **February 27th** (Multipurpose Barn)
 - Session 8 > **March 6th** (Multipurpose Barn)

Cost of the Program

Cost is \$25 per child. Please bring cash or check to the Douglas County Extension Office. Checks can be made out to: Douglas County 4-H Council. If you need financial assistance, it is available. Please contact Nicole at the Extension Office at 720-733-4805.

How do I sign up?

Click the link here to RSVP: https://docs.google.com/forms/d/e/1FAIpQLSfV9O_-4UNbIDGW13soTCE59YMYDj_MzucaZEqnluXX9BQWEw/viewform