



PA 4-H Horse Program Development Committee

May 10, 2006

Minutes

(Subject to approval at next meeting)

Members Present – Pat Comerford, Patty Kelly, Duane Duncan, Dave Gallaher, Tammy Eichstadt, Stacie Domer, Kirsten Dubbs, Bryan Dickenson, Christine Corl, Lori Benner, and Donna Zang.

The meeting was called to order by Chairperson, Patty Kelly.

It was moved, seconded, and passed to accept the minutes of the April 10, 2006 meeting as distributed.

Pat welcomed the new committee members elected at the April 10th Advisory Committee meeting – Bryan Dickinson, extension educator and Dave Gallaher, volunteer. A list of committee member information was distributed for review and correction as needed.

It was moved, seconded, and passed to retain the current committee officers. Discussion on appointment of industry representatives followed. It was moved, seconded, and passed to appoint Tammy Eichstadt to the committee as an industry representative. Tammy’s participation and input as a veterinarian and industry representative is appreciated and is valuable to the committee. It was also noted that because of a change in responsibilities within the department, Brian Egan’s university position may need to be filled. Patty will talk to Brian to see if he would continue to participate on an interim basis until the position vacancy is filled.

Financial statements and the 2005 show financial statement were distributed. To date, forty-four counties have acknowledged receipt of transportation checks for the 2005 show. State funding mandates that we have 10 district shows and provide transportation allowances to state show participants.

It was noted that there have been significant increases in the cost of operating the state show. Increased facility costs are responsible for a significant amount of the increase costs.

A question was raised on how receipts from the regional production shows are reflected in the treasurer’s report. Entry fees are currently \$10 per class. Are the production shows self supporting? A suggestion has been made to have a single secretary process all entries for each of the regional production shows from county to regional to state levels. If the committee proceeds with this idea, where would funds come from to support the position?

Currently the state show secretary attends each of the regional shows and processes the entries from the regional to the state level. Based on the current financial statement, \$100 per day covers the state show secretary’s fees. Travel expenses are handled separately. Stacie Domer will be the acting state

show secretary at the regional production shows for 2006. She will handle state show entries at the production shows. It was moved, seconded, and passed to provide \$100 per day plus travel expenses for this purpose.

It was moved, seconded, and passed to accept the treasurer's report as presented.

Walt Jeffers has been contacted about the cost of Officers and Directors insurance. Duane has also contacted an insurance representative regarding coverage. It was moved, seconded, and passed that we purchase Officers and Directors insurance as soon as possible. The committee officers will pursue this and make the final decision. There was discussion on some of the questions included on the insurance application. Does the Development Committee (DC) have a written harassment and anti-discrimination policy? It was moved, seconded, and passed that the DC adopt a policy that is the same as the official PSU policy. Pat will forward copies of the policies to Duane.

A change in the DC address for IRS purposes will be made with the next return is filed. As treasurer, Duane Duncan's address will be used as the committee address.

An accountant was consulted to review the committee's financial operations. He recommended continued financial reviews of the committee's records on a regular basis. Duane will send reminders to counties with outstanding transportation checks. It was moved, seconded, and passed to ask Lori Little, Jim Sharp, and Ben Nolt to conduct the financial review for 2005.

Discussion on the competitive trail ride followed. If this activity is to continue in the long term someone will need to be identified to coordinate the trail ride. Brian Egan is no longer coordinating the ride. The event came close to breaking even in 2005. The amount of time involved relative to the number of members served is a consideration. Stacie can help with some of the coordination for 2006. It was moved, seconded, and passed that the competitive trail ride should be a self supporting event, based on previous participation, with entry fees to be raised accordingly.

In the past, 4-H administration, through Ag and Extension Education, has provided financial support for the 4-H Horse Forum. It is anticipated that they will not be doing this in 2007. Bryan will inquire about this. It was moved, seconded, and passed that the DC budget \$2,500 in support of the 2007 forum.

Past support for the Pennsylvania teams attending the national contests in hippology, horse judging, horse bowl, and communication averaged between \$1,800 and \$2,300. It was moved, seconded, and passed to pay entry fees for contests at the Quarter Horse Congress and entry fees plus \$50 per team member travel allowance for the Eastern National 4-H Horse Roundup in Louisville, KY.

It was moved, seconded, and passed to provide \$500 in sponsorship to the Eastern National 4-H Horse Roundup and \$500 in sponsorship to the 2007 American Youth Horse Council Symposium.

The 4-H horse program is at a point where we are ready to grow but we do not have staff to support all the requests for programs and information. The program cannot maintain itself or grow at the current human resource level. At the Advisory Committee meeting there was discussion and support for assessing some type of member or program fee to help provide additional staff support. Visibility to counties and coordination of events are important considerations. The DC was charged with looking into funding opportunities. Patty, Pat Duane, Tammy, Donna and Tom Murphy, were designated as the committee to review and develop funding opportunities.

There was additional discussion on the concerns associated with a fee assessment. There are concerns about collection of a per member fee and uniformity in assessments. Grants are a possibility but not a way to secure major, long term support. The DC needs a plan to foster growth in the short-term and the long-term. Bryan indicated that he would be willing to research grant opportunities in support of a three year position.

There is money that was collected in memory of Jim Gallagher that the DC needs to look into for the start of an endowment. Industry people need to be involved in the endowment process. We need to schedule a full day and invite industry representatives to continue the discussion on endowments.

Regional Horse Camps were discussed. The southwest is looking at an adult camp but does not have a date set. The central camp will be held July 13 to 16 at the Ag Progress Days site. Other camps will be held in the southwest and southeast.

The request for presentations for the 2007 4-H Horse Forum has gone out. Deadline for proposals is June 15th. The committee is in place and working on plans for the forum.

Terry Etherton joined the meeting to discuss the current staffing situation and options for additional funding. It is the consensus that we need to look at both short term funding and a long term endowment. Short term funded positions can be hired through wage payroll as a fixed term, renewable position. Currently need to plan for 8.2% over the hourly rate to cover fringe benefits. The DC needs to be entrepreneurial to keep the program growing.

It was moved, seconded, and passed that the DC develop a plan to collect a program/project fee from every 4-H horse club member to fund a new support staff position. In the event that we are unable to collect an individual fee, the DC will pursue other options for fee collection.

It was moved, seconded, and passed that, as soon as possible, we begin efforts to establish an endowment to further support the 4-H horse program in the long term. Pat distributed copies of the AYHC and Penn State research project report, "Impact of Equine Activities on Youth Horse Development" and copies of the Professional Animal Scientist article, "Horsemanship and Life Skills of Youth in Horse Programs". These publications assess impact of youth horse programs on youth development. The committee could use this documentation to help in soliciting potential donors.

It was moved, seconded, and passed that we approve the strategic plan as presented. This can also be used to inform potential donors of program plans, priorities and needs.

A level 3-4 Horsemanship Skills testing is planned for York County in June. Committee members will participate.

It was moved, seconded, and passed that we approve the shared horse program guidelines as presented. A primary objective is to provide additional opportunities for non-horse owning members. Pat will share the document with Christy Bartley before distributing to counties.

Recommendations for changes to the Ohio safety book to make it appropriate for Pennsylvania need to be made by June 1st. The committee will review the proposed changes and make suggestions to Pat. The book will be a tool to be used in support of the Quality Assurance program. The committee needs to make Dennis Murphy aware of this effort and seek his input.

There are currently three acknowledgement of risk forms in use. Pat presented a draft of a form to be considered for use with 4-H members in 2007. The proposed form lists specific risks associated with participation in activities with horses. The proposed form does not replace the forms to be used for open horse shows. It was moved, seconded, and passed to accept the acknowledgement of risk form for 4-H members as presented. Pat will forward the form to Christy Bartley and suggest that this be the approved form for 2007.

There has been some concern expressed regarding the current curriculum activity that includes practicing giving injections with oranges. This is an activity that is used as part of the Quality Assurance program. Dr. Dave Wolfgang, Veterinary Science, is working on a document outlining appropriate procedures for teaching these techniques to reduce the risk of accidental sticks.

Discussion turned to the State 4-H Horse Show. It was agreed that no further review of the 2005 show operations is needed.

A new photographer will be used for 2006. There were a number of complaints from families not receiving photos in a timely manner that had been purchased at the 2005 show. Patty is taking recommendations and will secure a show photographer. We will ask that the photographer take win/publicity photos in place of a portion of sales returned to the show. Including publicity photos on the web site worked well. We need to be sure that exhibitors are aware that win photos are not "free" photos or available for purchase.

We are in need of someone to coordinate ads for the show catalog. Patty and Pat will find someone to do this.

The class and exercise schedules are still in the draft stage. Do we want to rotate classes to move the contest division to a different day, etc.? We will move the fence classes to daylight hours to reduce concerns with lighting in the practice area. It was moved, seconded, and passed that some adjustments be made to the show schedule to address safety, efficiency and exhibitor requests.

Patty has received quotes for stall rental and rental costs will increase. It was moved, seconded, and defeated to increase stall fees to \$55. There is a potential need to cover some other income shortfalls with stall fees. It was moved, seconded, and defeated to increase stall fees to \$60. There was further discussion on what it would cost to have more bedding options. The show must pay additional fees for removal of bedding other than straw. Permitting the use of bedding other than straw will be helpful to the committee, less time, less paperwork. Patty will check on the cost of hauling shavings. It was moved, seconded and passed to increase the stall fee to \$65 if the cost of handling the alternate bedding materials does not exceed \$5 per stall. Patty and Pat will finalize stall fees based on show costs, including costs for bedding removal.

It was moved, seconded, and passed to increase the camper fees to cover costs, including the cost of camper electricity and security for campers. Show management will make the final fees decision.

It was moved, seconded, and passed to not increase commercial vendor fees. These fees were increased in recent years.

Kirsten is trying to get additional sponsors for the model horse show. The model show rules and schedule have been revised and distributed.

Jackie Simon will coordinate the dance.

Tammy distributed a proposal for a production show secretary to manage all regional show entries across the state. The production show secretary would manage all entries from the county to regional level. This individual would be in addition to having Connie Garmen handle the state show entries. This individual may be a good one to have apprentice with Connie as a backup for the state show secretary duties. Lawrence County would be willing to handle the entry fees for one year, sending one check to Duane for all entry fees. Consensus was that it would be too late to implement state-wide for 2006. It was moved, seconded, and passed to pilot this procedure with the Northwest production show for 2006 and then review for state-wide use in 2007. A maximum of \$400 will be allocated for operating expenses. Expenses to be deducted from the regional show entry fees.

It was moved, seconded, and passed to raise the regional production show entry fees to \$15 per class to cover increases in operating expenses for the shows. Many show costs have increased significantly.

See program and rule change actions on following pages.

**Recommendations for Pennsylvania 4-H Horse Program and
2008 State 4-H Horse Show Rule Changes**

**Approved by
PA 4-H Horse Program Development Committee
on May 10, 2006**

Please note:

- These are **PROPOSALS ONLY**.
- Wording of proposed rules **IS NOT FINAL**. Proposals may be changed, accepted, or rejected after review by Advisory and/or Development Committees.
- **IF approved by the PA 4-H Horse Program Development Committee, rules will become effective in 2008. THIS IS A CHANGE FROM PAST YEARS. A rulebook supplement will NOT be printed in 2007, unless there is an extenuating circumstance or safety issue.**
- Item in parenthesis indicates the district or committee proposing rule change.
DC = Development Committee; YPCC = Youth Program Coordinating Council

General Horse Program Concerns

1. *The Development Committee will explore strategies for securing short-term and long-term funds, to include but not limited to staff support, for the PA 4-H horse program. The Advisory Committee is encouraged to go back to the districts and counties for additional ideas and input as discussed at the meeting on April 21. The Development Committee will provide information to Advisory Committee representatives as soon as a plan is determined. It was pointed out that counties need to be aware of a fundraising plan by September or October in order to implement for the 2007 program year.*
2. Betsy Ullrich has volunteered to work on the recreational program including riding recognition/saddle log program. *Pat will follow up with Betsy as soon as possible.* No action has been taken on this activity to date due to limited resources and other program priorities.
3. Guidelines for a shared horse program have been developed by the Development Committee. *Pat will send to Christy Bartley and then distribute to counties as soon as possible.*
4. Consider revision of current calendar of 4-H horse events to change dates of county, district and state shows to earlier in the year. This would allow more time for program planning, curriculum development, and planning for events in subsequent calendar years. Also consider various options for qualification for state show. (DC)
The DC will consider options and bring suggestions back to the Advisory Committee in 2007. This is a long term goal, changes will not occur in the next year or two. Motion passed. If looking at August for the state show, try to alternate weeks to avoid continual conflict for counties. If not August, look at moving to September. Goal will be to initiate changes no sooner than summer of 2010.

General Rules

1. Consider use of a Danish system in addition to standard placing. 4-H members must receive a blue ribbon to advance to the next show regardless of what placing they receive. (DC)
It was moved, seconded, and passed that the DC consider the use of the Danish system as part of the long term plan for changes to the horse program calendar and qualification for the state show.
2. Consider use of Danish system in classes with 4 or fewer horses. In classes with 4 or fewer horses the judge will place the class, but must ALSO assign a Danish rating to each entry. In order to advance to the next show, the entry MUST receive an Excellent (Blue) or Very Good (Red) rating. (Good is a Yellow ribbon; Needs Improvement/Does Not Meet Acceptable Standard is a White ribbon) (suggestion to DC) *Approved to consider as per item 1.*

Production Rules

1. Consider a minimum age for showing foals of current year at regional shows. Should foals be weaned before showing? There are a significant number of foals shown at very young ages (less than 3 or 4 months of age). Some foals have been shown as young as a week old. Concern that this is a humane issue and may adversely affect the health and welfare of the foals. Some production judges have expressed significant concerns with showing young foals. (suggestion to DC) *Foals born after a specified deadline can still be carried as production projects and shown as yearlings. From an educational standpoint and as a management practice, purebred foals should be born before June 1st. Establishing a foaling deadline would help counties to schedule horsemanship skills testing in advance for members that need to complete this requirement to show in the production division. It was moved, seconded, and passed to have a June 1st foaling deadline to show production projects as weanlings (effective in 2008). The DC will start publicizing this change in 2006.*

Contest Classes

1. Page 44, Classes 22 and 23, Clover Leaf Barrel Race; Need minimum distance for barrels from the rail. (none listed in the rule book) (IX) *Currently rulebook includes a statement that allows for adjustment of the pattern to fit the arena. Motion passed. Tammy will look into this, have a recommended distance to be published for 2006 and 2007, and to be included in the 2008 rulebook.*

Driving Division

1. Add an Obstacle Trail Driving Class, open to all categories of driving animals similar to the draft horse trail driving class at the Farm Show. (IV)
It was moved and seconded to add Obstacle Trail Driving. Districts I and IV currently hold this class. There is a safety concern and it was suggested that the Horsemanship Skills for driving be implemented before considering this class. Motion defeated. It was moved, seconded, and passed to table further discussion until the rules for the class are presented for consideration.
2. Class 44 Draft Horse Driving, page 58; Should attendant be allowed to remain in the cart at all times or be required to exit the cart and stand in front during inspection as in the other driving classes? (V) Have someone from outside the ring to head the horse. This would be safer since there could be a problem while the attendant is dismounting the cart. (Suggestion to DC) *Tabled until November meeting. Dave will look into "industry" rules/standards. Need to inquire outside of District V.*
3. Class 45, Miniature Horse Driving; Current rule on page 56 states "A knowledgeable adult attendant over 4-H age is required to ride in the vehicle with the driver." Amend the rule to read that "an adult rider is optional with a senior driver" since it is often difficult for the mini's to haul two adult sized people through the footing in ring. (IX)
Tabled until November meeting.

Therapeutic Riding Division

1. Pages 62, 63, Clothing and Equipment: Need clarification of proper dress attire for aides. Is the judge allowed to consider the aides' dress attire when pinning the class? (I) *Referred to DC. Tabled until November meeting.*

Miscellaneous

1. One person should take ALL entries for ALL Production shows. 4H members should mail entries directly to this person (by passing the county extension office). (IX)
It was moved and seconded to pilot this procedure in the northwest region and consider this for statewide use in future years. A central data base would be established and counties would send

project enrollment information to a designated person who would, in turn, distribute and collect all of the entry information for the production shows. Would need a means to be sure that everyone meets project requirements. Motion passed.

General State Show Concerns

1. *Adjustments to the show schedule are being made.*
2. *Tying to a trailer overnight is a concern. Horses should not be tied to a trailer overnight or left unattended for long periods while tied to a trailer. This will be added to the state show code of conduct.*
3. *More volunteers would be helpful to supervise exercise areas, but they may not be able to enforce rules and policies consistently. Considerable effort is made to provide proper supervision for practice areas and address exhibitor concerns. More volunteers to help supervise practices and enforce rules and show policies would be appreciated. It is difficult to provide specific practice times with the number of different disciplines that we have. The committee will attempt to send requests for volunteers to the districts sooner.*
4. *There will no longer be a photographer from Penn State at the show. There are no free pictures taken at the state show. There will be a new photographer for 2006 who will take photos that will be available for sale to exhibitors. There will also be a photographer taking class winner photos at a separate location. Win photos are for publicity purposes and are not available for sale.*
5. *Show management will make a decision regarding additional tack stalls based on facility capacity. We will add additional tack stalls as possible.*
6. *Several of the temporary stalls assigned to our county at States were in such disrepair they were unsafe for use. Some of the stalls had loose and/or ripped panels, bent frames, and missing zip strips that were used to stretch the canvas panels to form the stall walls. We had to repair several of our stalls to make them useable. In addition, we had one bored colt that was well on his way to visiting his back-door neighbor because he disassembled his stall wall by chewing the zip strips in two. (IX) The committee recognizes the problem and will look into it further.*
7. *Bedding: Revisit the contract to haul bedding and manure from the State Horse Show so that the participants would have the option to use shavings for bedding (IX) May be possible to do this but stall fees would likely increase significantly. This will be addressed as per previous discussion.*
8. *Rope off front section of seats to prevent people from standing or hanging over. (IV) Will address.*
9. *Spectators by the gate in the large arena should be prohibited. Several people felt this was a safety issue as spectators at this location spooked several horses. It was also noted that during the 2004 State Horse Show the same issue occurred when several kids banged on the door of the gate. (VIII) Individuals manning the in-gate will need to deal with this; will try to address.*
10. *No wireless headsets in classes. (IV) Consider a rule to prohibit wireless headsets, with consideration for adaptations for individuals with disabilities or special needs. Is this enforceable?*
11. *Motorized vehicles for handicapped only. If show committee/security is using them speed should be slower. (IV) Not aware of problems, but will address with committee as needed.*

Meeting adjourned.

Respectfully submitted,
Donna Zang