

57th National 4-H Dairy Conference

October 2 - 5, 2011



University of Wisconsin-Madison Campus

Delegate and Adult Advisor Registration Materials & Handbook

 A 4-H YOUTH DEVELOPMENT Program *Sponsored by:* 
Cooperative Extension System

Tentative Schedule

SUNDAY, OCTOBER 2

- 1:00-3:00 p.m. Stampin' Good Times – Lowell Center Upper Lounge (Optional)
2:30-4:00 Registration, Lowell Center – Lowell Center Lower Lounge
Room Check-In Lowell Center Front Desk
State/Province Photos – Lowell Center Dining Room
4:00-5:00 Ice Breakers - Lowell Center B-1
5:00-5:45 Team Meetings (plan presentation/skits) - Lowell Center B-1
6:15 Pin Exchange - Lowell Center Dining Room
6:30 Dinner, Welcome: Beth Heinze, UW Youth Dairy Specialist; Key Note speaker, Delegate/Leadership
Team Orientations - Lowell Center Dining Room
9:00 Adult Orientation – Lowell Center Lower Lounge
9:00-10:00 Recreation - Lowell Center Dining Room
10:00 State/Province Meetings

MONDAY, OCTOBER 3

- 6:30 a.m. Pick up boxed breakfast, Lowell Center Dining Room
7:00 Busses depart; breakfast enroute
7:30 ABS Global tour, De Forest
10:00 Brunch, Fort Atkinson Congregational Church
11:30-3:00 Hoard's Dairyman Registered Guernsey Farm, Hoard's Dairyman Magazine, National Dairy Shrine
Museum, and Nasco International, Fort Atkinson
4:00 Free time on State Street or UW Campus tour
6:30 Dinner and speakers, Lowell Center Dining Room
8:30 Recreation - Lowell Center Dining Room
10:30 State/Province Meetings

TUESDAY, OCTOBER 4

- 7:00 a.m. Breakfast & Speaker, Lowell Center Dining Room
7:45 "Become a Dairy Advocate", *Beth Meyer, American Dairy Association & Dairy Council Inc*
9:00 Seminars
A. "Who Moved My Cheese?", *David & Deb Grusenmeyer, Cornell University Dairy*
B. "Dairy Issues Forum", *David Winston, Virginia Tech*
C. "Science Fun with Dairy Foods", *Dr. Bob Horton, Ohio 4-H Specialist*
12:15 p.m. Lunch
1:00 Busses depart
1:30 Tour of Sassy Cow Creamery or
Tour of Guenther Custom Heifer farm
2:45 Alternate tours of replacement heifer farm and creamery (everyone tours both sites)
4:30 Tour of Crave Bros. Farm and Crave Bros. Farmstead Cheese LLC, Waterloo
6:00 Portland Boosters 4-H Club Dinner, Crave Bros. Farm
8:00 Recreation (barn dance)
10:30 State/Province Meetings

WEDNESDAY, OCTOBER 5

- 7:00 a.m. Breakfast & Speakers, Lowell Center Dining Room
8:00 Buses depart for UW Agriculture Campus
-
- | | |
|--|--|
| Seminars (Attend three sessions) 1: 8:30-9:20 2: 9:30-10:20 3: 10:30-11:20 | A. "How to Artificially Inseminate Dairy Cattle", <i>Gary Fredericks, Washington Dairy Agent</i> |
| | B. "Dairy Foods Evaluation", <i>Pam Robinson, Indiana 4-H Volunteer Leader</i> |
| | C. "Marketing Dairy Products", <i>Janis Rtchie, Idaho 4-H Volunteer</i> |
| | D. "Trek into Biotech", <i>Cheryl Redman, UW Biotechnology Outreach</i> |
| | E. "Roaming through the Rumen", <i>Dr. Dave Combs, Prof. UW Dairy Science</i> |
| | F. "Farm Finance", <i>Charlie Crave, Dairy Leader</i> |
| | G. "Devel. Comprehensive Herd Mating Strategy", <i>Ted Halbach, Dairy Outreach</i> |
| | H. "Feeding Calves to Meet Their Full Potential", <i>Instructor TBA</i> |
| | I. "Goat & Sheep Dairy Products", <i>Instructor TBA</i> |
- Noon Lunch at World Dairy Expo, *Speaker TBA*
1:00 p.m. Tour World Dairy Expo
6:30 Dinner & Speaker: Barrett Keene, Lowell Center Dining Room
10:00 Farewell Dance

- THURSDAY, OCTOBER 6** 7:00-9:00 a.m. Complementary continental breakfast & departure

Table of Contents

| | |
|---|----|
| What is National 4-H Dairy Conference | 2 |
| Background and History of the National 4-H Dairy Conference | 2 |
| Purpose & Educational Objectives..... | 3 |
| Alumni Comments | 3 |
| Who Can Attend | 4 |
| Delegate Selection and Responsibilities | 4 |
| Adult Advisor Roles, Support & Responsibilities..... | 4 |
| Registration | 5 |
| Registration & Lodging Fees | 5 |
| Cancellation Policy..... | 5 |
| Special Needs Arrangements..... | 5 |
| General Information | 6 |
| Lodging Information | 6 |
| Parking | 6 |
| Room Check-in upon Arrival | 6 |
| On-site Registration | 6 |
| Getting Acquainted Opportunities | 6 |
| Pin Swap/Trading Items | 7 |
| Representing Your Local 4-H Program | 7 |
| Reporting Back..... | 7 |
| Sponsors | 7 |
| State/Province Photos | 7 |
| Meals | 8 |
| Special Diets..... | 8 |
| Behavior at Sponsored Meals and Events..... | 8 |
| Room and Cell Phones | 8 |
| Check-out Policy | 8 |
| Weather..... | 8 |
| Scheduled Tours | 9 |
| Transportation During Conference..... | 9 |
| Free Time Options | 9 |
| What to Bring | 10 |
| Money..... | 10 |
| Cameras | 10 |
| Packing Tips | 10 |
| Check List | 10 |
| Dress Code | 12 |
| Seminars and Leadership Teams | 13 |
| Seminar Descriptions and Registration..... | 13 |
| Leadership Team Participation and Preferences | 14 |
| Safety and Security | 16 |
| Insurance | 16 |
| Safety & Security Issues | 16 |
| In Case of Emergency at Home | 16 |
| In Case of Health Emergency at Conference..... | 16 |
| Planning information | 17 |
| Airport/Travel Safety and Security | 17 |
| Airport Shuttle Service..... | 18 |
| Madison Area & UW-Madison Campus Maps | 19 |
| Forms | 21 |
| Adult Expectation Statement (<i>Submit original to WI 4-H by Sept. 1</i>) | 21 |
| Youth Expectation Statement (<i>Submit original to WI 4-H by Sept. 1</i>) | 23 |
| UW Uniform Statement of Responsibility, Release, & Authorization (<i>Submit Original to WI 4-H by Sept. 1</i>)..... | 25 |
| Youth Medical History & Consent (<i>Submit 1 orig. to WI 4-H, 1 orig. to your State Dairy Leader by Sept. 1</i>)..... | 27 |
| Registration Form (<i>Complete and return this form to your State/Province Dairy Leader.</i>) | 31 |

What is National 4-H Dairy Conference?

Background and History of the National 4-H Dairy Conference

The first 4-H Dairy Conference materialized after Guy C. Noble proposed to the International Dairy Show Committee in 1954 that a program should be specifically designed for 4-H youth involved in dairy achievement projects. Several state 4-H leaders and other Extension staff members, and an American Guernsey Cattle Club Secretary developed the first agenda in 1955. Eighty-five 4-H members and their leaders representing Illinois, Indiana, Iowa, Massachusetts, Michigan, Missouri, New York, Ohio, and Wisconsin gathered for the first conference at Chicago's historic Conrad Hilton Hotel.

The educational strength of the program was apparent from the very beginning. High standards were set at that first meeting that have been maintained in the years to follow. Respected authorities representing all areas of the dairy industry were present as speakers and for informal question-answer sessions. Tours of dairy processing plants, the Chicago Stockyards, numerous exhibits and the International Dairy Show broadened delegates' knowledge. The early days even featured a Dairy Show Parade down the Windy City's famous State Street.

After 15 years in Chicago, the 16th Annual 4-H Dairy Conference opened in Madison, Wisconsin in October 1970 in conjunction with the World Dairy Expo. Madison, famous for its four lakes, scenic beauty, long-standing tradition as the state capitol, and excellent University of Wisconsin College of Ag and Life Sciences, has become the official meeting place for the National 4-H Dairy Conference.

Since its beginning in 1955, approximately 10,000 young people have attended the National 4-H Dairy Conference. This year the tradition continues as 4-H youth from 30 states and provinces meet for educational tours and seminars as well as networking opportunities with national leaders in the dairy industry and with youth from around the U.S.A. and Canada that share similar interests.

The National 4-H Dairy Conference is sponsored and presented by University of Wisconsin-Extension 4-H Youth Development, Cooperating Friends of 4-H and the Dairy Industry, World Dairy Expo, and the National 4-H Dairy Conference Planning Committee.



Purpose of the National 4-H Dairy Conference is to:

- provide a means by which various individuals and groups interested in the dairy industry and youth can cooperate to achieve educational objectives based on the developmental needs of youth;
- promote and sponsor an educational program which will provide a better understanding of the operations involved in the production, processing, marketing and use of dairy products, as well as related areas; and
- provide a broader understanding of careers available in dairy production, processing, marketing and other selected areas.

Educational Objectives are to help selected 4-H youth:

- increase their understanding of the dairy industry;
- learn about additional vocational and professional opportunities in the dairy industry;
- practice good citizenship, group participation and leadership responsibilities; and
- develop additional individual initiative and competence in areas of special interest and aptitude in the dairy field and related areas.

National 4-H Dairy Conference offers an excellent opportunity to interact with leaders in the dairy industry, UW-Madison dairy science professors, dairy specialists from around the country, 4-H volunteer dairy leaders, corporate representatives and new friends with similar interests from across the U.S. and Canada.



Alumni Comments

- The farm tours were AMAZING!
- What a great conference! If we only had more 4-H project-based conferences just like this one...
- Science Fun with Dairy Foods was great!
- I really enjoyed the 4-H dairy conference. For someone who doesn't raise or show dairy cows, it allowed me to learn a lot. It let me meet many new people and is helping keep my eyes open for other careers.
- Met lots of awesome people.
- This was probably the best experience of my life. I have never met so many people with my similar interests and had so much fun at the same time.
- It broadened my horizons I was trying to narrow for college purposes.
- Life changing!

Who can attend?

Youth delegates should be selected from outstanding 4-H Dairy Program members who:

- ❖ have participated at least three years in the 4-H Dairy Program, including the current year;
- ❖ are at least 15 but not more than 18 years of age before January 1 of the conference year;
- ❖ have outstanding records of 4-H Dairy accomplishments;
- ❖ have abilities and talents that will enable them to make a real contribution to the conference;
- ❖ have an interest in the production, marketing, processing and use of dairy products;
- ❖ are capable of bringing the inspiration and information back to their state and passing it on to others through talks, reports, news stories, etc.;
- ❖ have not attended the National 4-H Dairy Conference more than two years;
- ❖ are **not exhibiting** dairy animals at this year's World Dairy Expo; and
- ❖ are **not participating** in this year's National 4-H Dairy Cattle Judging Contest.

Delegate Responsibilities

Youth selected to participate must be willing to:

- ❖ participate fully in all activities of the program;
- ❖ meet each day with their delegation; and
- ❖ abide by Youth Expectation Statement.



Adult Advisors attending must:

- ❖ be at least 21 years old at the time of the Conference;
- ❖ be selected and approved by a state/province dairy leader; and
- ❖ abide by the expectations set forth in the National Dairy Conference Adult Expectation form.

Adult Advisor Support & Responsibilities

Adult Leaders and Adult Advisors selected to participate must be willing to:

- ❖ participate fully in all activities of the program;
- ❖ ensure their delegates participate fully in the program and attend all scheduled events;
- ❖ guide their delegation through the day's scheduled events;
- ❖ meet each day with their delegation;
- ❖ help their delegation discuss the programs they attend; and
- ❖ supervise and discipline any delegates as needed.

Registration

Adult and Youth Delegates must complete the “Registration and Lodging Reservation Form” and return it to their state or province contact person. It is the responsibility of the state or province contact person to electronically register the delegation **by August 19**. (All reservations must be submitted to Wisconsin 4-H via on-line registration since the Lowell Center staff CANNOT accept reservations.) No rooms can be held later than September 1 due to hotel reservation restrictions. As a consequence, **no registrations can be accepted after September 1**. A late fee of \$25 per person applies to those registering after Aug. 19.

Send your original signed health, expectation, and field trip waiver forms directly to the on-site coordinator (WI 4-H Outreach, 436 Lowell Hall, 610 Langdon Street, Madison, WI 53703-1195) postmarked no later than September 1. Please note the health and expectation forms each contains two (2) pages! Sorry, no faxed copies can be accepted.

All Conference youth must complete and sign the appropriate Health Form found in this handbook. Please make a copy for travel, if needed. NOTE: Two copies of the health form are provided in this handbook, one to be returned to the on-site coordinator, the other to be returned to your state coordinator.

Parents/Guardians: you are responsible for advising your delegate’s Adult Advisor who registers the delegation whether there are any health changes as follows:

- 1) Have there been any changes in your teen’s health status since the medical form was submitted?
- 2) Is the number you listed on the initial health form as emergency contact number still valid? If not, at what emergency number can you be reached?

NOTE: If there are any changes, the youth must report them at registration to the on-site First Aid Coordinator. Medications must be brought in original containers. All prescriptions for those who need assistance administering their medication must be turned in to the First Aid Station at Registration. All controlled drugs (i.e. Codeine, Ritalin, Adderall, Dexedrine, etc.) must, by law, be administered by event health staff, and will also be collected at Registration.

Registration and Lodging Fee

The registration fee of \$275 for each youth and adult delegate covers the costs of conducting the conference, lodging for Sunday, Monday, Tuesday and Wednesday nights in the Lowell Center, state/province delegation photo, conference pin, bus transportation, recreation, and meals. Participants should contact their state or province coordinator regarding payment arrangements.

Cancellation Policy

All cancellations must be **in writing** and sent to Wisconsin 4-H Outreach, 436 Lowell Center, 610 Langdon St, Madison WI 53703-1195; fax: (608) 265-6407; or e-mail peter.nordin@ces.uwex.edu The late cancellation penalty is the full registration fee of \$275 per person if the cancellation notice is received by Wisconsin 4-H after noon CDT on September 1.

Special Needs Arrangements

If any youth or adult in your delegation has special needs, please contact the Conference coordinator for any special transportation or other needs at kay.hobler@ces.uwex.edu or call (608) 262-1557. Accommodations will be made to the best of our abilities.

General Information

Lodging information

All delegates, youth and adult, are required to stay at the conference lodging facilities. The lodging facility is the Lowell Center, 610 Langdon Street, Madison WI 53703, tel (608) 256-2621. Lodging reservations are made by submitting the "Registration and Lodging Reservation Form" to your state or province contact person who will register the entire state or provincial delegation electronically by August 19. Dairy judging teams may NOT stay at the Lowell Center due to space limitations.

All delegates will be housed with their state or province to the best of our ability. If your state or province has an odd number of delegates, one or two youth may be housed with someone from another delegation. Delegates will share rooms with 1 to 3 other youth. Adults will be housed 2 per room when possible. If someone has special needs, please let us know and we will do our best to accommodate them.



Parking

Very limited parking is available on-site to registered guests at the Lowell Center at the cost of \$8 per day. Lowell Center will issue off-site free parking permits for parking in Lot 83 (Fluno Center) or University Inn (both about 3 blocks away). For special parking needs such as buses or large trailers, contact UW Transportation Services, 21 North Park Street, Madison WI 53704 (tel 608-263-6666). Parking is not guaranteed and is assigned on a first-requested, first-served basis. Please indicate your parking requests on the Registration Summary & Payment Form found in the Coordinator Handbook.

Room Check-in upon Arrival

When you arrive, you may temporarily park in the rear of the building while you check in at the front desk. For permission to park a vehicle on-site at the Lowell Center or at University Inn or Lot 83 for the duration of the conference, request a parking permit to place inside your vehicle. After obtaining your room keys, delegation Adult Advisors should come to the Lowell Center Lower Lounge to register and collect conference materials.

On-site registration

Plan to be at the Lowell Center for on-site registration between 2:30-4:00 p.m. Sunday. Come to the conference headquarters in the Lower Lounge of the Lowell Center.

Getting Acquainted Opportunities

Many delegations arrive on Saturday in order to have time to tour area farms and become familiar with the conference setting. Groups often congregate in the Lowell Center Upper Lounge/lobby area, offering an excellent opportunity to become acquainted with other delegations.

A Stamping Good Time, sponsored by Idaho 4-H, is offered to early arrivals on Sunday afternoon in the Lowell Center Upper Lounge. Come and join the fun while meeting new friends.

Pin Swap/Trading Items

Most delegates bring state 4-H pins or other small items to exchange with delegates from other states/provinces on Sunday afternoon. Trading serves as a means of quickly meeting and getting to know other delegates. Check with your state/province 4-H office about obtaining pins or get creative and make your own original items.

Representing Your Local 4-H Program

During the conference you may be asked many questions about 4-H, in interviews or in conversation with sponsors and guests at meal functions. Therefore, you should have at your fingertips such information as:

- the 4-H Pledge;
- 4-H enrollment in your county/state/province;
- who conducts the 4-H program nationally and locally;
- how you earned your trip; and
- the name(s) of your sponsor(s).

Reporting Back

Take notes during Conference so you can report to clubs or civic groups and prepare news articles. Those at home will want to share your National 4-H Dairy Conference experience. Seek ways to use the benefits of your experience to aid fellow club members and your community. Your delegation may also use free time and the evening delegation meetings to discuss what they are learning and how it can be shared back home.

Sponsors

Don't forget to write a letter of appreciation to your own sponsor when you return home. Your trip didn't "just happen"; someone was interested enough in 4-H to make the funds available. That "someone" is your sponsor. Don't forget to express your appreciation to your local Extension personnel and volunteer leaders as well.

Corporate sponsors provide over \$30,000 to help defray conference costs for delegates. They include: ABS Global; Accelerated Genetics, AgStar Financial Services; Alltech; Alta Genetics USA, Inc.; American Dairy Science Assoc.; AMPI; Bader Rutter & Associates; Cargill, Inc.; CHS Inc., Cooperative Resources International; Cotton Incorporated; Crave Brothers Farm, Crave Brothers Farmstead Cheese, LLC; Dairy Farmers of America; Foremost Farms USA; Harvest Land Cooperative; Idaho Dairyman's Association; Hoard's Dairyman; Land O'Lakes Purina Feed LLC; Mycogen Seeds; Nasco International, Inc.; National Dairy Shrine; Nestle Pizza Division; Purebred Dairy Cattle Association (PDCA); Sassy Cow Creamery; Schoep's Ice Cream Co.; Select Sires, Inc.; Ski-Hi; Swiss Valley, Udder Tech, Inc.; Wisconsin Milk Marketing Board; and World Dairy Expo.



State/Province Photos

Individual state/province photos will be taken while you are at Conference. You'll receive copies of them on Wednesday evening to take home. You may wish to provide a copy to your local newspaper or state/province dairy leader to include with his/her press release for publication.

Meals

Most meals will be in the Lowell Center Dining Room on the lower level. Sponsors will be present at most meals and will have an opportunity to interact with delegates and Adult Advisors. A few meals will be served off-site while on tour. Generous portions and a variety of foods are offered at every meal.

Special Diet

Vegetarians will find a vegetarian entrée and several options offered at most meals. Please contact the Conference Coordinator for any special dietary needs at (608) 262-1557 or kay.hobler@ces.uwex.edu. Accommodations will be made to the best of our abilities.

**Behavior at Sponsored Meals and Events**

As a guest of various donors, you will be served several large meals. It is impolite not to eat when you are someone's guest at a meal. If you are not hungry, at least eat some of the basics such as soup, fruits or vegetables. As a guest of various donors, you will be expected to attend all seminars and meals. It is impolite not to attend a function or a meal because you want to do something else.

Room and cell phones

Telephones are available in each guest room; however, room telephones will be turned off between midnight - 6:00 a.m. during quiet time. You will still be able to call the front desk in case of emergency. You may bring your cell phone but please respect all speakers and turn off your cell phone during all scheduled activities.

Check-out Policy

Check out time at Lowell Center is at 11:00 a.m. Ask at the front desk about luggage storage if you must leave later.

Weather

Wisconsin's weather is highly variable in early autumn. First frost usually occurs between September 15 and October 1. (Peak season for fall colors around Madison is approximately October 7-15.) Expect evening temperatures of 30°-60° F. and daytime temperatures of 50°-70°F. Rain is possible but snow is unlikely. A light jacket will be necessary and layered clothing is recommended.

Scheduled tours

A tour of the World Dairy Expo is included in the conference schedule from 1-4 p.m. on Wednesday. If you prefer to spend more time at the Expo, you may wish to extend your visit in Madison. Several farm tours are also scheduled into the Conference. For bio-security reasons, plastic boots will be supplied for you to wear while at those farms.

Transportation during Conference

Transportation to off-site locations will be provided via school bus or coach. Vans are also available for transportation between seminar sites on the ag campus upon request. For special needs, please contact the conference coordinator in advance of the conference to make arrangements.



Free time options

Tours or special arrangements for your delegation may be possible if arranged beforehand. Your delegation may have some extra time prior to and after the closing of National 4-H Dairy Conference to schedule a group activity at one of the following interesting sites:

- Allen Centennial Gardens, Babcock & Linden Dr. (Horticulture Dept.)
- Babcock Ice Cream (made & sold on campus), 1605 Linden Dr. Also at the Wisconsin Memorial Union.
- Chazen Museum of Art, 800 University Ave.
- Kohl Center (UW Badgers' sports arena), 601 W. Dayton St.
- Memorial Union Terrace, Langdon & Park St.
- Monona Terrace Convention Ctr. (Frank Lloyd Wright design)
- Shopping on State Street
- State Historical Society Museum, 30 N. Carroll St.
- UW Arboretum, 1207 Seminole Hwy.
- UW Botany Dept. greenhouse, Birge Center, left side of Bascom Hill between Langdon St. & University St. on Park St.
- UW Geology Paleontology Museum, 1215 W Dayton St.
- UW-Madison campus (tours available from the Red Gym on Langdon St.)
- Vilas Park Zoo, 702 S. Randall Ave.
- Walk along the Lakeshore Path (Lake Mendota)
- Wisconsin State Capitol, east end of State St.
- Wisconsin Veterans' Museum, 30 W. Mifflin St.



What to Bring

Money



All meals from Sunday dinner through Thursday breakfast and off-site transportation during Conference are included in your registration fee. However, you may need money for airport parking or cab service in your home state or province, meals during travel days, shuttle service between Dane County Regional Airport and the Lowell Center, souvenirs, pizza, or for pre- and post-conference expenses if you are coming early or staying late.

Cameras

If you bring a camera, please label it with your name and state or province. We advise you not to bring expensive equipment. Never leave your camera or valuables unattended in your room. A delegation photo and national conference photo will be given to you on Wednesday evening.



Packing tips

- A rolling suitcase is handy but you won't need to carry luggage very far so duffels, carry-ons or garment bags will not pose problems.
- Put nametags on all luggage.
- Label camera with your name and state/province.
- Place bottles that might leak (shampoo, lotions) in zip-lock bags. Don't bring glass bottles.
- Don't bring valuable jewelry or cameras.

Checklist

- camera (not expensive), labeled w/your name & state/province
- cell phone or telephone calling card (optional)
- comfortable but nice shoes for walking outdoors (plastic bio- boots will be supplied on farms)
- contact solution, if needed
- jacket
- money or traveler's checks
- nightwear, lightweight bathrobe and slippers or flip-flops (2-4/room lodging; private bath)
- pen or pencil for making notes
- personal business cards for trading (optional)
- personal toiletries
- prescriptions that you'll need
- raingear
- sheet music if you like to play piano for fun during free time (optional)
- small trade items that are provided or you make, buy or solicit locally (for Pin Exchange)
- snack or sack meal for an airline flight since meals are no longer included in airfare.
- wristwatch (alarm clock and wake-up calls available on-site)

What not to bring

You do not need to bring an alarm clock, iron, blow dryer, linens or towels all of which are provided by the Lowell Center. Don't pack anything sharp in your carry-on bag, such as nail file, nail clippers, scissors, pocket knife, tweezers with sharp points, or razors which will be confiscated by airport security personnel. Electric shavers are acceptable in carry-on luggage.

Definitions of appropriate attire:

- **Casual:** well maintained jeans, plain T-shirts without logos, slogans, etc.
- **Conservative casual:** t-shirts & blue jeans are not acceptable; other colored jeans are ok; polo shirts or shirts w/collars & slacks recommended; nice slacks for girls. Skirts might not be your preferred choice for daytime. Comfortable but well maintained shoes recommended for walking outdoors.
- **Conservative dress-up:** slacks or colored jeans, and dress coat and tie for boys; dress, or top and skirt or dress slacks for girls (blue jeans are not acceptable, but other colored jeans are ok).

Activity and appropriate attire:

| | |
|---------------------------|---|
| Sunday afternoon | <i>Casual</i> |
| Sunday delegation photo | <i>Conservative dress-up, optional. (per state delegation)</i> |
| Sunday evening recreation | <i>Casual</i> |
| Monday all day & evening | <i>Conservative casual (Plastic boots supplied for farm tours.)</i> |
| Tuesday all day & evening | <i>Casual (Plastic boots supplied for farm tours.)</i> |
| Wednesday breakfast | <i>Conservative casual</i> |
| Wednesday Expo & lunch | <i>Conference t-shirt over casual</i> |
| Wednesday dinner | <i>Conservative dress-up</i> |
| Wed. farewell dance | <i>Casual</i> |



National 4-H Dairy Conference Dress Code

A dress code is in effect during the conference. You should be well groomed and appropriately dressed for all occasions. You will be in contact with sponsors/donors throughout the conference and will want to represent 4-H in the best possible way. Our best advice is to select a complimentary wardrobe with individual pieces that can be worn several times.

Bring comfortable shoes, light jacket, and raingear. You can bring a swimsuit but you would swim at your own risk in the indoor pool available at the Lowell Center; there is no lifeguard on duty.

What is not allowed?

Caps or hats are not allowed to be worn inside a building or a tent. Spaghetti straps, bare midriffs and other revealing attire is not allowed. Skirts and shorts must be longer than finger-tip length when arms are at your sides. Tops and bottoms must meet when arms are raised overhead. Clothing printed with objectionable logos, language and inappropriate, tobacco or alcohol advertising is not allowed, nor is torn and very faded clothing. Jackets identifying other youth organizations and awards received from other organizations are not appropriate. Adult Advisors, at their discretion, may ask delegates to change clothing if attire is inappropriate.

Dress Code Violations



Special thanks to Cynthia Sperry, National 4-H Council, for granting permission to use her sketches.

Seminars and Leadership Teams

Seminar Descriptions and Registration

Tuesday and Wednesday mornings will be filled with fun, educational hands-on, interactive seminars taught by dairy or biotechnology leaders, specialists and professors. All delegates and Adult Advisors must participate and attendance will be taken.

Several seminars will be held concurrently Wednesday morning and will be offered three times (8:30-9:20, 9:30-10:20 and 10:30-11:20) so participants will attend three different seminars. Seminar titles and descriptions follow. Rank these nine seminars in the order of interest on your registration form, with the most preferred seminar being #1 and the least preferred seminar being #9. Every effort will be made to accommodate preferences to the best of our ability considering space allotments.

A. "How to Artificially Inseminate Dairy Cattle"

Basics of cattle reproduction and artificial insemination (AI) will be introduced. Participants will have a hands-on opportunity to practice AI techniques. Participants will learn to perform AI using bovine reproductive systems from a local slaughterhouse. If you object strongly to participating in this seminar, it should be noted as your last preference on your registration form.

B. "Dairy Foods Evaluation"

Participants will experience a hands-on style workshop by tasting dairy products to study quality. They will compare the relationship of the quality of what they produce on the farm and the final consumer product's quality. There will also be an opportunity to visit the Babcock Center Dairy Store.

C. "Marketing Dairy Products"

What happened to the clever "Got Milk?" ads on TV? Why spend advertising money on research? innovation? analysis of market trends? You'll find the answers to these and other marketing questions you may have in this seminar. Then you'll be given a marketing challenge and time to develop and present a creative solution to it. Tasting new products is a MUST in solving your challenge!

D. "Trek into Biotech"

Explore how DNA works to encode the genetic information of life. You'll get to extract DNA from wheat germ and use the tools of biotechnology, micropipettes, to conduct an experiment involving the first food product of biotechnology, chymosin. You will then tour labs where DNA is synthesized and sequenced, then get a preview of genomics, the science of sequencing and mapping all the genes of an organism.

E. "Roaming through the Rumen"

Get hands-on experience in understanding the dairy cow as a ruminant. A fistulated cow will provide you with an opportunity to examine a rumen through a viewing window. This is your chance to actually reach inside the rumen of a dairy cow to explore how it works.

F. "Farm Finance"

This seminar gives practical examples to teach the importance and understanding of the following:

1. Balance sheet (debt and asset evaluation).
2. Profit and Loss statement (and cash flow statement).
3. Partial budget building to help with farm business decision making.

G. “Developing a Comprehensive Dairy Herd Mating Strategy”

Presentation of the basic concepts and elements needed to devise a successful dairy herd mating program. This seminar will include interactive discussion using the Holstein Association USA Red Book Plus and hands-on computer experience with Multi-Mate software programs.

H. “Feeding Calves to Meet Their Full Potential”

Calves are the future of every dairy farm, and its important to get them off to the right start for lifelong success. This workshop will focus on do’s and don’ts of raising healthy calves and heifers and why many of the traditional ways calves are raised may have become outdated. Remember, there aren’t any second chances to raise your calves right!

I. “Goat and Sheep Milk Products”

This seminar will focus on the differences between goat, sheep, and cow milk, goat and sheep dairy practices from farm to consumer, and niche marketing of goat and sheep dairy products.



Leadership Team Participation & Preferences

While at National 4-H Dairy Conference, you will be a member of a Leadership Team comprised of delegates. As a team member, you will take an active part in the operation of the conference and work closely with an Adult Advisor and other team members to provide daily news and weather updates, recognize and introduce sponsors, assist with hospitality and transportation details, lead recreational activities, host meals or assist with a linear evaluation exercise.

Seven leadership teams will work together to ensure a smooth running conference. Leadership team titles and descriptions follow. Rank these six teams in the order of interest on your registration form, with the most preferred team being #1 and the least preferred team being #6.

1. Transportation
2. News and Weather Reports
3. Head Table
4. Sponsor Appreciation
5. Dairy Cattle Linear Evaluation
6. Hospitality

Following is a description of each team's duties.

1. Transportation

Responsibilities

- Busing instructions at assemblies
- Serve as Assistant to Bus Coordinator
- Introduce tour schedule and background on the bus.
- Help load snacks/water on busses when leaving Lowell and unload snacks/water left over when returned to Lowell.
- Assist and communicate health and safety tips, including dispensing sanitary hand wipes to delegates following agricultural tours held during the conference. (this came from recreation/fitness)
- For off-site activities, communicate to delegates on buses of water and healthy snacks available (this came for recreation/fitness)

Desired interests and skills

- Interest in health and food safety
- Interest in meeting and interacting with people.
- Organizational, planning and people skills
- Physically able to lift up to 20 pounds (boxes of apples and cases of water)

2. News and Weather Reports

Responsibilities:

- Provide participants with a current weather forecast each morning.
- Provided participants with daily current events report, especially those events specific to the conference.

Desired interests and skills:

- Interest in current events
- Public speaking skills

3. Head Table

Responsibilities:

- Master of Ceremonies(MC)
- Lead 4-H Pledge and Pledge of Allegiance.
- Lead Invocation
- Announcements
- Interview and introduce sponsors/speakers
- Present the sponsor/speaker with a conference pin

Desired interests and skills:

- Interest in meeting and interviewing people.
- Public speaking and professional meeting skills (changed this by putting in professional meeting skills and took out digital photography skills, I think Dave Winston takes these pictures)

4. Sponsor Appreciation

Responsibilities:

- Prepare thank you packets for delegates
- Prepare thank you card information at the delegation orientation meeting Sunday evening
- Make sure thank you cards to our generous sponsors are completed by all conference delegates
- Be available to help other delegates with their thank you cards if need be.
- Approve acceptable thank you cards.
- Greet sponsors when they arrive to conference prior to each meal.
- Present sponsors with gifts of appreciation
- Welcome sponsors/speakers
- Place sponsorship signs prior to each meal
- Invite sponsors/speakers to join selected delegates for photo w/ sponsorship sign

Desired interests and skills

- Interest in meeting and interacting with people.
- Organizational, planning and people skills.
- Good public speaking skills
- Good composition and writing skills
- Work well without constant supervision
- Willingness to help others

5. Dairy Cattle Linear Evaluation

Responsibilities

- Assist with demonstration.
- Assist with scoring.

Desired interests and skills

- Understanding of judging process.
- Organization and public speaking skills.

6. Hospitality

Responsibilities:

- Greet delegates at the dining room door
- Check name tags and dress code of delegates when greeting them at the door.
- Work with your state on selected nights to arrange recreation space..
- Place any handouts on the tables 15 minutes prior to meals.

Desired Interest and skills:

- People and organizational skills
- Positive attitude to motivate others and work as a team.
- Have physical ability to move tables and chairs
- Clear understanding of dress code and of need to have name tags.

Safety and Security

Insurance

Individual delegates and their families and/or states and provinces are responsible for obtaining health and accident insurance.

Safety and Security Issues: Although the UW-Madison campus and Madison, in general, have low crime rates, we encourage delegates to stay in groups of at least three whenever walking off-site. State Street, only one block from the Lowell Center, is a popular hangout and shopping area for young people. It's fun to visit during free time, but we strongly discourage youth from being there after dark.

Keep your hotel room door closed and locked at all times even when you are in your room. Keep the key with you at all times.

A swimming pool is available on the lower level of the Lowell Center between the hours of 6:30 a.m. and 10:30 p.m. Please note that there is no life guard on duty at any time. Swimmers should never be alone in the pool for safety reasons.

In Case of Emergency at Home

In the event of an emergency at home, any Conference participant may be reached 24 hours/day by calling the Lowell Center front desk (608-256-2621) whose staff will relay a message or locate the conference coordinator upon request.

In Case of Health Emergency at Conference

One or more Adult Advisors will be asked to serve as First Aid Assistants during the Conference and will be available during the program for assistance. A First Aid kit is available in the WI 4-H Youth Development Office at 436 Lowell Center or upon request from a Planning Committee member.

For prescription or over-the-counter medications, both a pharmacy and drugstore are located on State Street within walking distance of the conference site. Ask the front desk staff for directions.



If a Conference participant is in need of emergency medical treatment while at Conference, he/she can be taken to the University Hospital emergency room. The contact person listed on the individual's Health Form will be notified immediately. Be sure both the contact's day and night telephone numbers are listed on the Health Form.

Health service is offered at University of Wisconsin Hospital and Clinics, 600 Highland Ave. 608-263-6400. General Information telephone number for the clinic is 608-263-8580 and the hospital emergency room is 608-262-2398. For transportation to the hospital or clinic, ask a Planning Committee member for assistance or call Campus Security at 608-262-2957.

Planning Information



Airport/Travel Safety and Security

Following are some new guidelines that are being strictly enforced at airports. Please read them carefully so that you are prepared when you get to the airport.

Arrive at the airport a minimum of two hours prior to departure. You will need to present a government issued ID (such as a passport, or State ID card, or drivers' license) at check-in. Only ticketed passengers are allowed beyond the security check-points.

- Airlines are restricting carry-on luggage to one bag, plus purse. Fasten luggage tags to all bags.
- Airlines are now charging for checked baggage of any size. There is a large surcharge for overweight or extra bags. See your airline's website for specific information. Plan ahead!
- Be prepared for the security check. Wearing metal items (jewelry, belts, etc.) will detain you and your group. Please be considerate of others' time.
- No liquids can be carried on, except in containers of 3 oz. or less which must be placed into one clear quart-sized zipper bag.
- Remove your shoes at the security checkpoint. (Wear nice socks!!!)
- Remove jackets to place on the conveyor to go through x-ray screening.
- Remember, all conversation is taken seriously by airport security – no jokes or comments about illegal substances, weapons, etc.
- You will not be able to leave your seat for one-half hour before landing. Be prepared for that announcement and use the restrooms prior to that time.
- For up-to-date flight safety information, visit www.faa.gov.

Travel (Price information current as of 7/6/11)

Travel dates: Please plan to arrive at the Lowell Center before 4:00 p.m. on Sunday, October 2. Note for delegates traveling with National Dairy Judging Contest contestants: their event is scheduled for Monday, October 3, 2010.

Flight arrangements: You have several choices of destination airports: Dane County Regional Airport is located on the north side of Madison, 25 minutes from the Lowell Center. It may be more economical to fly into Chicago or Milwaukee than into Madison, making the connection via bus.

Van Galder Bus from Chicago: Van Galder Bus Company offers shuttle buses from O'Hare Airport and Midway Airport to Madison (\$29 and \$31 respectively, one way). The bus stops at O'Hare and Midway terminals and at the Memorial Union in Madison, 800 Langdon Street, just 1½ blocks west of the Lowell Center. The bus ride takes about three hours. Call 1-800-747-0994 for current schedules and fare information or visit their website at www.vangalderbus.com.

Badger Bus from Milwaukee: Badger Bus Company offers shuttle buses from Mitchell International Airport to Madison for approximately \$22 one-way. The bus departs outside the lower level, at Northwest baggage at 9:30 a.m., and at 12:00, 2:30, 5:30, and 8:30 p.m. for a 1½-2 hour ride to the Memorial Union in Madison, 800 Langdon Street, just 1½ blocks west of the Lowell Center. Call (414) 276-7490 for current schedules and fare information or visit their website at www.badgerbus.com.

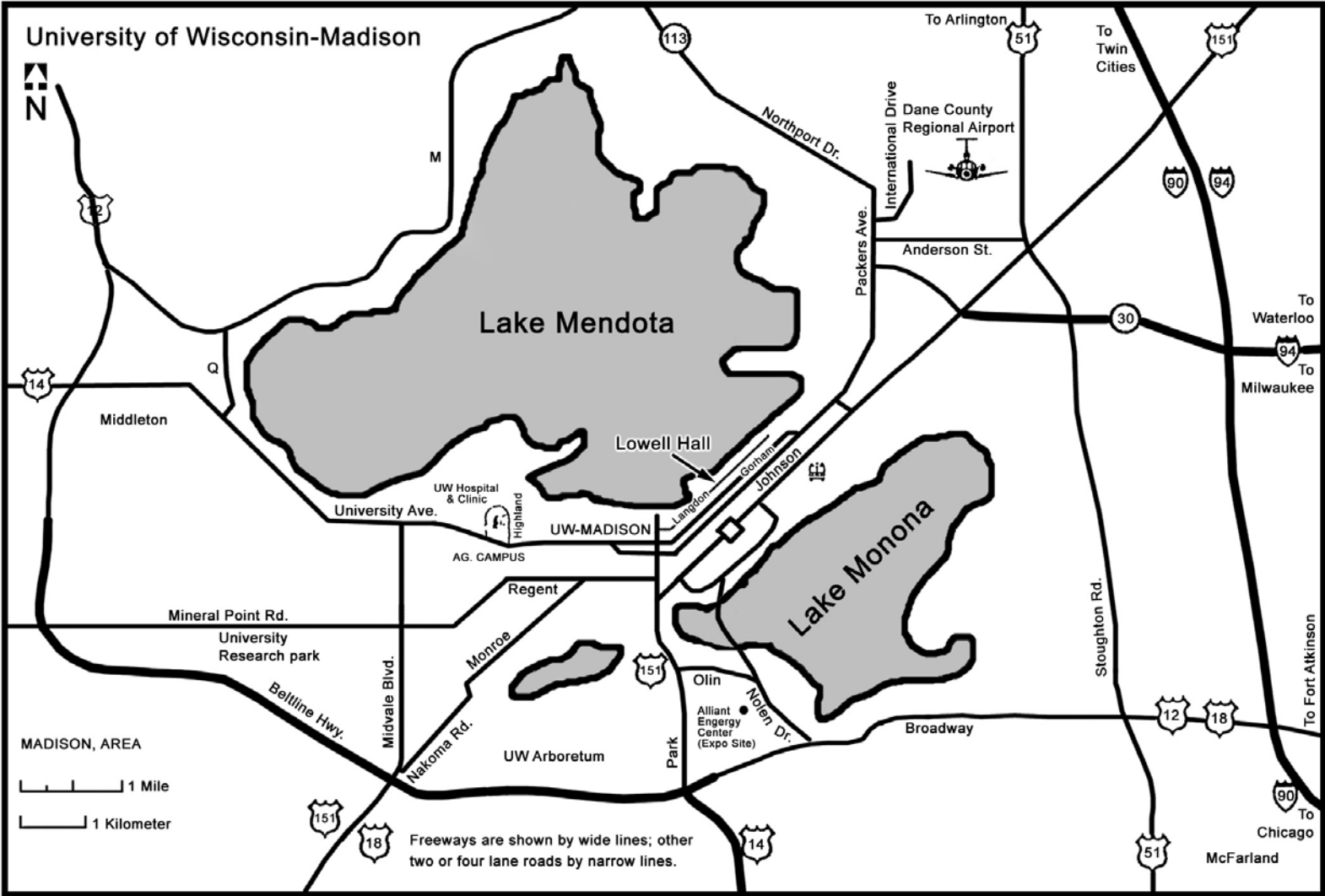
Greyhound bus: If you arrive by Greyhound bus, disembark at the Madison Greyhound drop-off point, which is in the process of finding a permanent location, and take a taxi to the Lowell Center. Call 1-800-231-2222 for current schedules and fare information or visit their website at www.greyhound.com.

Shuttle Between the Madison Airport and Lowell Center

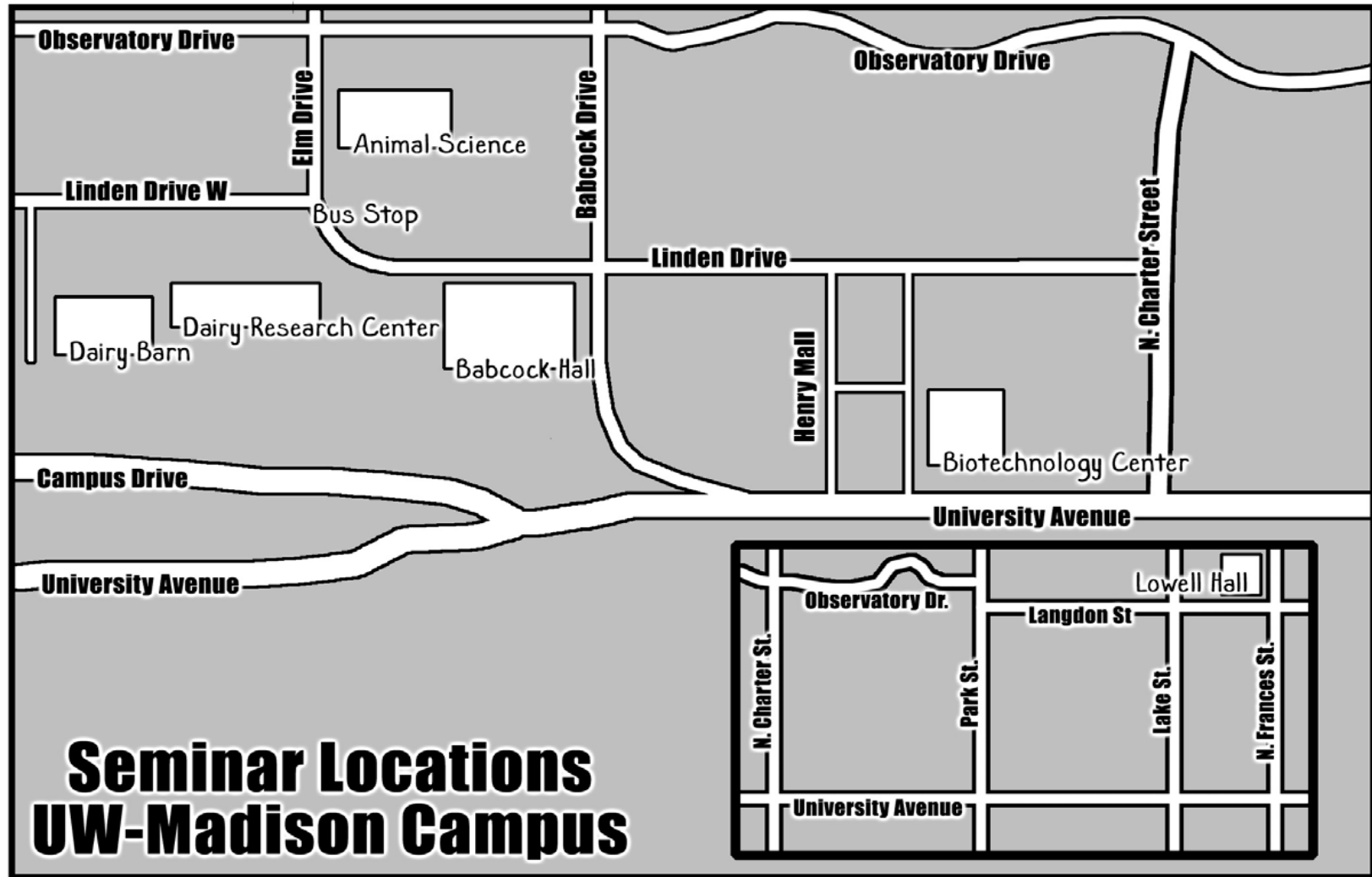
States/provinces must make their own travel arrangements between Dane County Regional Airport (Madison) and the UW-Madison campus conference site. You may wish to coordinate your trips with other states/provinces. Listed below is information regarding some available taxi/shuttle service options. All costs are approximate and are subject to change.

- 1) Madison Taxi: 608-255-8294 – This taxi service will accept reservations for airport and bus terminal service. Taxi cabs will be standing by for small groups at the airport. Up to four persons may ride in a single cab for approx. \$16 PER CAB. Otherwise a minivan will hold up to 6 passengers (\$20 PER VAN). A full sized van will hold 14 passengers (\$75 per first hour per van [one hour minimum]; \$15 per every 15 minutes after that (needs to be reserved 1 day ahead.) Visa, MasterCard, American Express, and Discover cards accepted.
- 2) Union Cab of Madison: 608-242-2000 – Standard meter service. Four (4) person per car maximum. Metered but probably about \$17 per trip per cab. Would be able to accommodate larger groups if called a day in advance. Also, a van service is available (6 people maximum per van) at the standard meter cost or about \$17 per van per trip. Accepts all major credit cards including Visa, MasterCard, American Express, and Discover.
- 3) Badger Cab Shared Ride Service: 608-256-5566 – Airport to Lowell \$10.75 for 1 PERSON and \$1 each extra PERSON up to 4 people maximum as long as all 4 people are in the same group. To use Badger Cab service, when exiting the Madison Airport go to Door 7, where there is a taxi stand. If there are no Badger Cabs available there, then call the service to request one. Badger Cab does not have any vans. They accept debit cards and all major credit cards, including Visa, MasterCard, American Express and Discover. NOTE: “Shared ride” indicates that if the cab is not full, the cab may stop and pick up additional passengers on the way to your destination.

Madison Area Map



University of Wisconsin Madison Campus Map



Name _____ State/Province _____

(Print clearly.)

EXPECTATION STATEMENT FOR ADULTS ACCOMPANYING YOUTH TO NATIONAL 4-H DAIRY CONFERENCE

October 2- October 5, 2011

University of Wisconsin- Madison

Capable caring adults play important roles in the lives of youth involved in UW-Extension Programs. This expectation statement acknowledges the need to provide the safest environments possible for youth.

This form applies to all adults, paid staff and volunteers, accompanying youth on an UW-Extension-sponsored trip or event. The adult, by signing this form, agrees to conduct herself/himself in a responsible manner and abide by all expectations as stated below.

Adult Responsibilities:

1. The adult agrees to accept supervision and support from salaried Extension staff or designated management volunteers.
2. The adult will consider herself/himself the youth's support person.
3. The adult will enforce all written and signed behavior expectations established for youth participation in the event. This will include room checks, when appropriate.
4. The adult will keep health and insurance information available as may be needed in handling emergency situations.
5. The adult will not dispense medication, or anything relating to the physical or mental health of the youth, unless specifically directed in writing by the parent or guardian. The adult should be aware of any medications to be taken by youth.
6. In an emergency situation, the adult will act in the best interest of the youth. Seek assistance from an event coordinator, professional staff, medical and/or law enforcement personnel as needed.
7. The adults should provide the youth with information on how they can be reached, and should be accessible to consult with youth participants when needed.
8. In the case of inappropriate youth behavior, the adult will consult with local and/or home county contacts in determining appropriate disciplinary action.
9. The accompanying adult will participate in assigned activities and assist with tasks as needed.
10. The adult will not ignore situations involving bullying, hazing or harassment, or fail to intervene if youth are being threatened, humiliated or intimidated by other youth or adults.
11. The use of illegal drugs is not allowed during the entire trip or event.
12. The possession and/or use of alcohol is not allowed during the entire trip or event.
13. The use of any form of tobacco should be avoided in the obvious or known presence of youth.
14. Sexual contact of any type with youth is strictly forbidden. Any behavior considered in violation of the Wisconsin child abuse and sexual assault laws are grounds for suspension of affiliation until investigation is completed.
15. Swearing, cursing and abusive language is not condoned.
16. Operate motor vehicles (including machines or equipment) in a safe and reliable manner when working with youth, only with a valid operator's license and the legally required insurance coverage.
17. The adult will observe the curfew hour. The adult is expected to remain in the dormitory during curfew hours.
18. The adult will make contact with each youth he/she has assumed supervision responsibility for at least twice a day.

(over)

Enforcement:

1. Allegations should be written and signed.
2. The person or group responsible should investigate the charge to determine what type of action is needed.
3. An executive committee of National 4-H Dairy Conference Planning Committee members will determine action for failure to meet expectations.
4. Home state/province 4-H staff will determine action for failure to meet the expectations for volunteer staff.
5. The county office chair will receive complaints and determine action for state/province staff.

Support for Adults Accompanying Youth on UW-Extension-Sponsored Trips/Activities:

1. Orientation will be provided.
2. Youth taking part in overnight activities will submit a signed Expectation Statement that they understand the rules and the roles of the accompanying adult(s). Youth will be required to submit a health form that includes information on any special needs, medication to be taken, and how to contact a parent or guardian.

Adult Leader’s Statement of Agreement

I have read and understand the rules and penalties in this agreement and agree to be bound by them. In addition, I understand that participants of this event are occasionally photographed and/or videotaped for 4-H promotional or educational materials. I also understand that no personal information about the participant, such as name, age or address, will be used with photos or videos in state promotional program materials. However, photos may be released to county Extension staff for local publication where participants may be identified. I give my permission to U.W.-Extension to use such images of this participant without any expectation of compensation.

Signature of Adult Leader

Date

**Postmark by September 1, 2011 to
Wisconsin 4-H Outreach, 436 Lowell Center, 610 Langdon St., Madison WI 53703-1195**

Name: _____ State/Province _____

National 4-H Dairy Conference Youth Expectation of Conduct Form

October 2- October 5, 2011

University of Wisconsin- Madison

This form applies to all youth on UW-Extension sponsored trips or events. The youth, by signing this form, agrees to conduct him/herself in a responsible manner and abide by all expectations as stated.

Youth responsibilities:

1. Attend and participate in program orientation; prepare for the program in advance.
2. Be on time and participate in all scheduled sessions including workshops, recreation, evening activities and delegation meetings. Those not feeling well or having a schedule conflict must inform an adult leader.
3. Bring back ideas and experiences to share with county's youth and/or adult leader groups.
4. Cooperate with the adult advisors' and program staff's leadership. Contact the adult advisor in regard to any conflict or problems during the event.
5. Show respect and courtesy for programs and speakers in progress by remaining for the entire program and be courteous when taking flash photos during speeches and entertainment.
6. Be respectful of public property and the facilities used during the activity or event. Be responsible for your own property.
7. Behave in accordance with applicable federal, state and municipal laws.
8. Behave in ways that are acceptable to other delegates, adult advisors and hosting organizations and uphold high standards for the group by respecting the ideas, abilities and bodies of others. Use of language and gestures found to be objectionable to others is not permitted.
9. Refrain from participating in initiation ceremonies, hazing, harassment, and other behaviors that involve humiliation or embarrassing another person. Such activities will not be tolerated.
10. Remain on the premises or assigned program area throughout the program; unauthorized absence is not permitted.
11. Visiting or leaving the premises with non-registered persons is discouraged. Adults in charge must be notified in advance by the participant's parent/guardian if guests are expected.
12. Refrain from driving any vehicle during the event without expressed permission of the group advisor.
13. Wear program nametag to all program activities unless removal is specified. Use good judgement in selecting clothing appropriate for weather and occasion, abiding by any established dress code. Clothing that is revealing or with obscene language/pictures or with drug, tobacco or alcohol advertising is never allowed.
14. Abide by the lodging assignments for the entire event for easy location in emergency. No room switching is allowed.
15. Abide by established written curfew and quiet times or by adult advisor's spoken word. (Curfew means being in the assigned room with the lights out.) Be quiet and considerate of others when they wish to sleep. Do not order food to be delivered after curfew.
16. Respect the privacy of others. Visiting sleeping rooms of any member of the opposite sex is forbidden.
17. Youth are encouraged to interact with all members of the group and not pair up with another person. Necking, kissing and other displays of personal affection are in poor taste and will not be tolerated. Refrain from all sexual activity during the program.
18. Possessing, using and/or being in the presence of alcohol, tobacco, fireworks, weapons, illicit drugs or medication(s) unapproved by program staff will result in disciplinary action for the offender(s). Adult advisors must be informed of all prescription medications present during the program.

Participants and their families understand the adult Adult Advisor's role is:

1. To serve as an advocate for the participants;
2. To maintain regular contact with participants to monitor health, attitude, problem situations, behavior, etc.;
3. To be aware of all prescription medication but do not dispense medication;
4. To make appropriate decisions in emergency situations to enhance the health and well-being of the participants;
5. To have responsibility to determine the occurrence of inappropriate behavior and take appropriate actions as follows.

(over)

Adult Advisors will take the following steps for violations of this Expectation Agreement:

1. Counsel involved participants to reach an understanding and stop the inappropriate behavior;
2. Take disciplinary actions at the time of occurrence. This will not include physical punishment but might consist of restriction of privileges, restriction to an assigned area, apology to the group, additional duties, etc.;
3. Inform parents and local Extension personnel of misbehavior at time of occurrence if Adult Advisor feels severity of situation warrants such immediate notification; and
4. When the infraction is serious, decide as part of a committee of at least two adults to remove a participant from the program and send him/her home immediately. (Participants removed from the program will wait for transportation at the General Headquarters or other area designated by program representatives.)
5. Write a letter describing disruptive behavior to be sent to the participant's parents, the WI 4-H Youth Development Office and the county 4-H office within ten (10) days after the event concludes.

Consequences of disciplinary action:

1. Families of participants removed from the program will be responsible for the participants' transportation, including bus/plane fares and supplemental "Unaccompanied Child" fares or expenses for a Adult Advisor. Event registration, lodging or other participant fees will not be reimbursed.
2. If damage/destruction of property occurred, participants will be assessed for the cost of damages and repairs.
3. Participants removed from the program may be required to relinquish all funds donated to help meet his/her financial obligations for the event.
4. Youth who do not follow the guidelines in this Expectation Agreement while participating in a 4-H event may be required to appear before a county Disciplinary Review Committee in addition to consequences that occur during the event.
5. Disciplinary action may result in restricted opportunity to participate in future 4-H related activities for the involved members.
6. Youth who break public laws will be dismissed from the program and will be subject to legal action by law enforcement authorities.

Youth Statement of Agreement:

I have read and understand this Expectation Agreement and will abide by it.

Youth Participant's Signature

Date

Parent/Guardian Statement of Agreement:

I have read and understand the rules and penalties in this agreement and agree to be bound by them. In addition, I understand that participants of this event are occasionally photographed and/or videotaped for 4-H promotional or educational materials. I also understand that no personal information about the participant, such as name, age or address, will be used with photos or videos in state promotional program materials. However, photos may be released to county Extension staff for local publication where participants may be identified. I give my permission to U.W.-Extension to use such images of this participant without any expectation of compensation.

Parent/Guardian's Signature

Date

Address and telephone where parent or guardian can be reached during this program:

Name: _____

Address: _____

City, State, Zip Code: _____

Daytime phone: _(_____) _____ Night phone: _(_____) _____

**Postmark by September 1, 2011 to
Wisconsin 4-H Outreach, 436 Lowell Center, 610 Langdon St., Madison WI 53703-1195**

**UNIVERSITY OF WISCONSIN SYSTEM
UNIFORM STATEMENT OF RESPONSIBILITY, RELEASE, AND AUTHORIZATION
TO PARTICIPATE IN A FIELD TRIP**

I _____ desire to participate in the 2011 National 4-H Dairy Conference field trips sponsored by the University of Wisconsin-Extension ("University") and the University has approved my participation in the field trips during the period of October 2 - 5, 2011. I hereby agree as follows:

- 1) I assume full legal and financial responsibility for my participation in the field trip.
- 2) I grant the University, its employees, agents and representatives the authority to act in any attempt to safeguard and preserve my health or safety during my participation in the trip including authorizing medical treatment on my behalf and at my expense and returning me home at my own expense for medical treatment or in case of an emergency.
- 3) I understand that accident and health insurance, medical evacuation, and repatriation insurance are recommended for my participation in the field trip. I understand that the University encourages me to have appropriate insurance coverage for the entire time of the field trip.
- 4) I agree to abide by and shall conform to all applicable policies, rules, regulations and standards of conduct as established by the University to ensure the best interest, comfort and welfare of the field trip. I understand that violation of applicable policies, rules, regulations and standards of conduct may result in my removal from the field trip and may subject me to discipline pursuant to the University's non-academic student disciplinary code. I shall accept termination of my participation in the trip by the University with no refund of fees and accept responsibility for transportation costs home if I fail to maintain acceptable standards of conduct as established by the University;
- 5) I understand that the University reserves the right to make changes to the field trip at any time and for any reason, with or without notice, and that the University shall not be liable for any loss whatsoever to program participants as a result of such changes. Any refund, if appropriate, shall be issued pursuant to the University's policies.
- 6) I agree for myself, my heirs and my personal representative, to hold harmless and forever release, discharge and hold harmless the University, Board of Regents of the University of Wisconsin System, their respective officers, employees, and agents from any and all liability, loss, damages, costs, or expenses (including attorney's fees) on account of damage to personal property, personal injury, or death which may result from or arise out of my participation in the field trip and which do not arise out of the negligent acts or omission of an officer, employee, and agent of the University and/or Board of Regents while acting within the scope of their employment or agency;
- 7) I acknowledge that I have read this document and understand and accept its terms.
- 8) I agree that this Release and Authorization to Participate in a Field Trip shall be construed in accordance with, and governed by, the laws of the State of Wisconsin. Any litigation regarding this Release and Authorization or arising out of my participation in the field trip shall be brought in a court of competent jurisdiction located in the State of Wisconsin.

Participant's Signature

Date

Signature of Parent/Guardian (if Participant
is less than 18 years of age)

Date

University of Wisconsin Youth Event Health Form
For Your State or Provincial 4-H Dairy Leader/Adult Advisor

| | | |
|--------------------------------------|--------------------------|------------------------------|
| National 4-H Dairy Conference | October 2-5, 2011 | State/province: _____ |
|--------------------------------------|--------------------------|------------------------------|

Contact Information

| | | | |
|--|--|--------------------|-------------------------|
| Youth Name (last name, first name) | Youth Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male | Birth Date (m/d/y) | Age on 1st Day of Event |
| Parent/Guardian Name (last name, first name) | Address (street, city, state, zip code) | | Email |
| Home Phone | Work Phone | Cell Phone | |
| Second Parent/Guardian Name | Second Address | | Second Email |
| Second Home Phone | Second Work Phone | | Second Cell Phone |

Health Conditions

| | | | |
|--|--|--|---|
| <input type="checkbox"/> Heart: include if physician denied or restricted sports participation | <input type="checkbox"/> Epilepsy | <input type="checkbox"/> Dizziness or Fainting | <input type="checkbox"/> Diabetes |
| <input type="checkbox"/> Cognitive or Developmental Please describe: | <input type="checkbox"/> Psychiatric Please describe: | <input type="checkbox"/> Muscular/Skeletal Please describe: | <input type="checkbox"/> Other Please describe: |
| | | | <input type="checkbox"/> Asthma: Is an inhaler required and carried by the youth? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Allergies

| | | | |
|--|--|---|--|
| <input type="checkbox"/> Insect (bee) stings | <input type="checkbox"/> Foods | Please list the allergen and describe the reaction: | Is an EpiPen® required and carried by the youth? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> Medications | <input type="checkbox"/> Other, please describe: | | |

Insurance and Tetanus Booster Information

| |
|---------------------------------------|
| 1. Name of Insurance Company |
| 2. Policy Number |
| 3. Date Of Last Tetanus Booster Shot: |

Accommodations and Special Instructions

| |
|---|
| 1. Does the youth require an accommodation to participate in this event? Please describe: |
| 2. Please describe any limitations or restrictions regarding the youth's participation In event activities. |
| 3. Is there any other information you want to share? |

Medications

| | | | | |
|---|---|--|--|---|
| Parent/Guardian: Some programs may choose to have limited over-the-counter medications available. Please select which medications can be provided, if they are available. | Acetaminophen (Tylenol) <input type="checkbox"/> Yes <input type="checkbox"/> No | Hydrocortisone (anti-itch) cream <input type="checkbox"/> Yes <input type="checkbox"/> No | Benadryl <input type="checkbox"/> Yes <input type="checkbox"/> No | Ibuprofen <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|--|--|---|

Medications Youth is Bringing to Event

| Prescription Medication Name | Purpose | Dosage (mg) | Times of day given | Side Effects | Prescribing Physician | Physician Phone Number |
|------------------------------|---------|-------------|--------------------|--------------|-----------------------|------------------------|
| | | | | | | |
| | | | | | | |

Please describe any special instructions or additional information regarding medication:

Consent for Medication Treatment and Medication Administration

TO THE PARENT(S) OR LEGAL GUARDIAN(S):

If your son, daughter, or ward will be under the age of 18 while at the University of Wisconsin, it is event/camp policy to secure your consent for medication distribution and for the use of medical devices. The medication or medical device can be self-administered or be administered by designated camp health staff with the exception of controlled drugs, **All medication must remain in the original packaging** (bottle labeled with the youth participant's name, doctor's name, medication name, dosage, prescription number, date prescribed, and instructions). A limited amount of medication for life-threatening conditions may be carried by the youth (i.e. EpiPen®, inhaler, etc.). **Please select one option below:**

- No medication(s) has been brought to event/camp.
- The youth participant if age 14 or older, may administer the medication or operate the medical device. Please note that controlled drugs (i.e. Codeine, Ritalin, Adderall, Dexedrine, etc.) must, by law, be administered by health staff.
- The designated health care staff will administer the medication or operate the medical device.



If your son, daughter, or ward will be under the age of 18 years while at the event/camp, it is our policy to secure your

consent for all of the following. By signing below as parent/guardian,

- I am giving my consent in advance for medical treatment at an appropriate medical facility in case of illness or injury.
- I confirm that I have read the program description and that the youth can participate in planned activities.
- I am aware of and accept the risk inherent in the program activity.
- I attest that all information on both sides of this form is correct.
- I agree to hold harmless and indemnify the Board of Regents of the University of Wisconsin System, and the University of Wisconsin, their officers, agents, and employees from any and all liability, loss, damages, costs, or expenses which are sustained, incurred or required arising out of the actions of my son, daughter or ward in the course of the event/camp.

| | | |
|------------|------------------------------|------|
| Youth Name | Signature of Parent Guardian | Date |
|------------|------------------------------|------|

To be Completed by Event Staff at Check In

| |
|--|
| Are there any changes in the youth's health status, medications or other related information since this form was completed? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Will the parent, guardian or Emergency Contact be available at this number during the event? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Must be postmarked by September 1, 2011 to your state/provincial dairy leader for travel.

University of Wisconsin Youth Event Health Form
For University of Wisconsin Extension- 4-H

| | | |
|--------------------------------------|--------------------------|------------------------------|
| National 4-H Dairy Conference | October 2-5, 2011 | State/province: _____ |
|--------------------------------------|--------------------------|------------------------------|

Contact Information

| | | | |
|--|--|--------------------|-------------------------|
| Youth Name (last name, first name) | Youth Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male | Birth Date (m/d/y) | Age on 1st Day of Event |
| Parent/Guardian Name (last name, first name) | Address (street, city, state, zip code) | | Email |
| Home Phone | Work Phone | Cell Phone | |
| Second Parent/Guardian Name | Second Address | | Second Email |
| Second Home Phone | Second Work Phone | | Second Cell Phone |

Health Conditions

| | | | |
|--|--|--|---|
| <input type="checkbox"/> Heart: include if physician denied or restricted sports participation | <input type="checkbox"/> Epilepsy | <input type="checkbox"/> Dizziness or Fainting | <input type="checkbox"/> Diabetes |
| <input type="checkbox"/> Cognitive or Developmental Please describe: | <input type="checkbox"/> Psychiatric Please describe: | <input type="checkbox"/> Muscular/Skeletal Please describe: | <input type="checkbox"/> Other Please describe: |
| | | | <input type="checkbox"/> Asthma: Is an inhaler required and carried by the youth? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Allergies

| | | | |
|--|--|---|--|
| <input type="checkbox"/> Insect (bee) stings | <input type="checkbox"/> Foods | Please list the allergen and describe the reaction: | Is an EpiPen® required and carried by the youth? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> Medications | <input type="checkbox"/> Other, please describe: | | |

Insurance and Tetanus Booster Information

| |
|---------------------------------------|
| 1. Name of Insurance Company |
| 2. Policy Number |
| 3. Date Of Last Tetanus Booster Shot: |

Accommodations and Special Instructions

| |
|---|
| 1. Does the youth require an accommodation to participate in this event? Please describe: |
| 2. Please describe any limitations or restrictions regarding the youth's participation In event activities. |
| 3. Is there any other information you want to share? |

Medications

| | | | | |
|---|---|--|--|---|
| Parent/Guardian: Some programs may choose to have limited over-the-counter medications available. Please select which medications can be provided, if they are available. | Acetaminophen (Tylenol) <input type="checkbox"/> Yes <input type="checkbox"/> No | Hydrocortisone (anti-itch) cream <input type="checkbox"/> Yes <input type="checkbox"/> No | Benadryl <input type="checkbox"/> Yes <input type="checkbox"/> No | Ibuprofen <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|--|--|---|

Medications Youth is Bringing to Event

| Prescription Medication Name | Purpose | Dosage (mg) | Times of day given | Side Effects | Prescribing Physician | Physician Phone Number |
|------------------------------|---------|-------------|--------------------|--------------|-----------------------|------------------------|
| | | | | | | |
| | | | | | | |

Please describe any special instructions or additional information regarding medication:

Consent for Medication Treatment and Medication Administration

TO THE PARENT(S) OR LEGAL GUARDIAN(S):

If your son, daughter, or ward will be under the age of 18 while at the University of Wisconsin, it is event/camp policy to secure your consent for medication distribution and for the use of medical devices. The medication or medical device can be self-administered or be administered by designated camp health staff with the exception of controlled drugs, **All medication must remain in the original packaging** (bottle labeled with the youth participant's name, doctor's name, medication name, dosage, prescription number, date prescribed, and instructions). A limited amount of medication for life-threatening conditions may be carried by the youth (i.e. EpiPen®, inhaler, etc.). **Please select one option below:**

- No medication(s) has been brought to event/camp.
- The youth participant if age 14 or older, may administer the medication or operate the medical device. Please note that controlled drugs (i.e. Codeine, Ritalin, Adderall, Dexedrine, etc.) must, by law, be administered by health staff.
- The designated health care staff will administer the medication or operate the medical device.



If your son, daughter, or ward will be under the age of 18 years while at the event/camp, it is our policy to secure your

consent for all of the following. By signing below as parent/guardian,

- I am giving my consent in advance for medical treatment at an appropriate medical facility in case of illness or injury.
- I confirm that I have read the program description and that the youth can participate in planned activities.
- I am aware of and accept the risk inherent in the program activity.
- I attest that all information on both sides of this form is correct.
- I agree to hold harmless and indemnify the Board of Regents of the University of Wisconsin System, and the University of Wisconsin, their officers, agents, and employees from any and all liability, loss, damages, costs, or expenses which are sustained, incurred or required arising out of the actions of my son, daughter or ward in the course of the event/camp.

| | | |
|------------|------------------------------|------|
| Youth Name | Signature of Parent Guardian | Date |
|------------|------------------------------|------|

To be Completed by Event Staff at Check In

| |
|--|
| Are there any changes in the youth's health status, medications or other related information since this form was completed? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Will the parent, guardian or Emergency Contact be available at this number during the event? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Must be postmarked by September 1, 2011 to Wisconsin 4-H Outreach, 436 Lowell Center, 610 Langdon St., Madison WI 53703

2011 NATIONAL 4-H DAIRY CONFERENCE REGISTRATION AND LODGING RESERVATION FORM

The National 4-H Dairy Conference is designed for youth in 10th – 12th grades to enable them to gain and share knowledge of the various aspects of the dairy industry through hands-on activities, workshops, large group seminars, off site experiences, and opportunities for networking. This event begins Sunday, October 2, 2011 and ends at midnight, Wednesday, October 5, 2011. The event is held at UW-Madison with lodging in the Lowell Center. Health staff consists of volunteers who have first aid and/or nursing training. Youth will be under the direct supervision of older youth leaders and/or adults. The ratio of adults to youth participants is 1:10 or less. Adult Advisors are active 4-H volunteers or staff. Adult Advisors assist by monitoring youth activities, facilitating meetings, and assisting with operational committee work. Participants will eat in several venues including a private dining room, a church hall, and a farm picnic; share a hotel room (with private bath) with a queen bed, or one or two single beds (and possible rollaway) with 2-3 roommates of the same gender. Adult Advisors are assigned to rooms on the same floors as their assigned delegates. During the conference, adults and youth will participate in large group activities which may involve any of the following: discussion, writing, reading aloud, crafts; role plays or skits, running, dancing, climbing stairs, standing or sitting for long periods, or having personal contact with other participants; they will walk distances of approximately ½ mile on sidewalks or uneven ground while touring farms or dairy-related companies; will view and perhaps have contact with live animals during tours or seminars; they may ride school buses and/or coaches to off site locations up to 50 miles away.

Note: delegates must be at least 15 but not more than 18 as of January 1, 2011; Adult Advisor must be at least 21 at Conference.

Delegates: Complete this form and return it to the Contact Person for your State or Province.

Please TYPE OR PRINT CLEARLY. The address you provide will be printed in the conference roster.

Last Name First Name

Nickname for Nametag (if different from above) E-mail address

Address (Street/Rural Route/Box Number)

City State/Province Zip/Postal Code

Daytime Telephone Best time to call

T-shirt size (*subject to availability*): ___ sm ___ med ___ lg ___ XL ___ 2X ___ 3X

Ethnic Code (check one): ___ Hispanic ___ Non-Hispanic

Race Code (check all that apply): ___ American Indian/Alaskan Native ___ Asian ___ Black/African American
___ Native Hawaiian/Other Pacific Islander ___ White

Roommate Preference: _____
(If no preference is indicated, a roommate will be randomly assigned.) Last Name First Name

Adult: O Adult Advisor ___ Planning Committee ___ female ___ male

Youth Delegate: Birth date _____ ___ female ___ male

Adult Advisor's name _____ from _____ state/province.

ARRIVAL INFORMATION- I will travel by:

___ van or car ___ charter bus ___ Greyhound ___ bus from Chicago ___ bus from Milwaukee ___ airline to Madison

Arrival at Lowell Hall: ___ Saturday, Oct. 1 ___ Sunday, Oct. 2 Time of Arrival: _____ a.m. ___ p.m.

DEPARTURE INFORMATION:

Departure from Lowell Hall: ___ Thursday, October 6 ___ Friday, October 7 ___ other: _____

Approximate Time of Departure: _____ a.m. ___ p.m. Airline: _____ Flight Number: _____

SEMINAR PREFERENCE: Please refer to the Delegate and Adult Advisor Registration Materials and Handbook for seminar descriptions.

Rank in order of your preference (1 being first choice and 9 being last choice).

- | | |
|--|--|
| _____ A. "How to Artificially Inseminate Dairy Cattle" | _____ F. "Farm Finance" |
| _____ B. "Dairy Foods Evaluation" | _____ G. "Develop Comprehensive Herd Mating Strategy" |
| _____ C. "Marketing Dairy Products" | _____ H. "Feeding Calves to Meet Their Full Potential" |
| _____ D. "Trek in Biotech" | _____ I. "Goat and Sheep Milk Products" |
| _____ E. "Roaming through the Rumen" | |

LEADERSHIP TEAM PREFERENCE: Please refer to the Delegate and Adult Advisor Registration Materials and Handbook for committee descriptions. Rank in order of your preference (1 being first choice and 6 being last choice).

- | | |
|-----------------------------------|---|
| _____ 1. Transportation | _____ 4. Sponsor Appreciation |
| _____ 2. News and Weather Reports | _____ 5. Dairy Cattle Linear Evaluation |
| _____ 3. Head Table | _____ 6. Hospitality |

Deadline: _____ **To:** _____
(Coordinator: register delegates on-line between July 1-Aug. 19, 2011)