

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: April 8, 2013

Meeting called to order by: Chairman Borland at 8:30 a.m.

Members Present: Borland Bregant Foelker Hanneman

Agents Present: Eisenmann Grabow Roberts

Also present : Kathi Cauley, Interim County Administrator; John Molinaro, County Board Chair

Certification of Open Meetings Law : The agenda has been duly posted and the door is open.

Approval of Agenda for Possible Rearrangement: None

Motion made by Hanneman and seconded by Foelker that the minutes of both the March 11, 2013 be approved as drafted.

Motion passes: 4-0

---

### Communication/Citizen Input and Comments: None

---

**Item:** Update on Hiring Process for the 4-H Youth Development and Agriculture Agent Position Hiring Processes

**Discussion Points:** Eisenmann provided an overview of the 4-H Youth Development position hiring process. The schedule is as follows: May 17, preliminary interviews; May 31 final interviews here. This committee will meet at 8:30 a.m. that day, with interviews to begin at 9:00 a.m.

Grabow provided an overview of the timeline for the Agriculture Agent position: April 26, position posted (will close the end of May); End of May/early June, paper screen; June 15 – 20, preliminary interviews; June 27, final interview here; person in position, perhaps August 1 or thereafter.

**Item:** 2014 Budget Process Update

**Discussion Points:** Eisenmann provided a brief update on the ongoing plans for capital improvement to the meeting room technology in the building.

**Item:** Agent Reports

**Discussion Points:** Grabow reported on library projects in Whitewater and Fort Atkinson; the Search and Screen process for the County Administrator in regard to input from Department Heads. Eisenmann reported on the Affordable Care Act; the Early Childhood website; and the Head Start Assessment. Roberts gave an overview of her report. She indicated the summer intern has been hired and will start the third week of May.

---

**Upcoming Agenda Items and Meeting Dates:** The committee cancelled the May 13, 2013 meeting and the July 8, 2013 meetings. They will meet on May 31, 2013 for the 4-H Agent final interviews; June 10, 2013 is on hold; and July 16, 2013 for the final Agriculture Agent interviews.

---

**Adjournment:** Motion made by Hanneman and seconded by Foelker that the meeting be adjourned.

Motion passes: 4-0

Meeting adjourned at 9:50 a.m.

---

Secretary