

UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: October 11, 2018

Meeting called to order by: Zastrow called the meeting to order at 9:03 a.m.

Members Present: Herbst, Kelly, Kannard and Zastrow were present. Roberts absent.

Members Absent: None

Educators/County/UWEX Staff Present: Ben Wehmeier, County Administrator; Chrissy Wen, Area Director; LaVern Georgson, Agriculture Educator; Kim Buchholz, Administrative Specialist; John de Montmollen, Interim 4-H Program Director joined for interviews.

Others Present: None

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

Public Comment: None

Roll Call (establish a quorum): Quorum present

Approval of Agenda for Possible Rearrangement: None

Approval of September 10, 2018 Meeting Minutes: Motion by Kannard, seconded by Kelly, to approve the September 10, 2018 meeting minutes as printed. Unanimously approved.

Communications: None

Item: Discussion and Possible Decision on shared Community Extension Educator

Wen explained that Jefferson County has been working with Waukesha County on an agreement to share a Community Extension Educator. Wen handed out the draft agreement to committee members. The Community Extension Educator in Waukesha County is a fully funded County position. The agreement would cost Jefferson County \$25,000 (.3 FTE). Wehmeier explained that Jefferson County would utilize 2018 budget savings to cover the cost of this position in 2019. The agreement would be a one year trial basis. After that, there would be discussions if the relationship should continue. If continued, a yearly plan of work would be developed. Wehmeier reminded everyone that this document is a starting point. The committee was asked for their feedback if Jefferson County should move forward with finalizing the intergovernmental agreement. Consensus was that the position should move forward. Wehmeier stated then the committee should plan to discuss the agreement at the November meeting and forward to the County Board.

Item: Update on Foodwise Programming in Jefferson County

Wen explained that Foodwise is a federally funded program that Extension runs which serves Wisconsin residents with limited incomes. Walworth County is hiring a Foodwise Program Coordinator. Part of this

individual's position will be to work, very limited hours, in Jefferson County with food pantries as needs arise. Discussion followed.

Item: Review of 2018 Departmental Budget

Wen stated that department is in good shape due to the open educator position. Current flexible spending report was handed out.

Item: Update of Jefferson County Farm Technology Days

Georgson reported that the committees are functioning well. An all committee monthly meeting was started to improve communication between committees. Innovation Square is looking at 4 main areas to highlight Jefferson County: History; Health; Energy/Innovation; and Recreation/Tourism. Discussion followed. Wehmeier stated that there may be more opportunity for Farm Technology Days within Jefferson County. There will be more information at upcoming meetings.

Item: Discussion of Monthly Agent Reports

Georgson reviewed his written report with the Committee.

Item: Closed Session

Motion by Kannard, seconded by Herbst, to convene in closed session pursuant to section 19.85 (1)(c) Wis. Stats. for "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" for the purpose of discussion and possible action on hiring an applicant for the University of Wisconsin Extension 4-H Coordinator position. Roll call vote was unanimous.

Motion by Kannard, seconded by Kelly, to come out of closed session. Roll call vote was unanimous.

Kannard moved to adjourn the meeting, seconded by Kelly, at 12:16 p.m.

Upcoming Agenda Items and Meeting Dates: Farm Technology Days, Monthly Reports

Next Scheduled Meetings: Monday, November 12 and December 10, 2018.

Signature of Secretary

Minutes completed by Kim Buchholz, Administrative Specialist