

Extension Education Committee Minutes

Date of Meeting: November 8, 2021

Meeting Called to Order: Zastrow called the meeting to order at 8:30 a.m.

Members Present in Person: Herbst, Kannard, Morris, Roberts, Zastrow.

County/Extension Staff Present: Kara Loyd, 4-H Educator; Chrissy Wen, Area Director;

Extension Staff Present via Videoconference: Katelyn Broedlow, Administrative Assistant; Kim Buchholz, Administrative Specialist, Steve Chmielewski, Community Educator

Others Present via Videoconference: None

Certification of Open Meetings Law: The agenda with videoconference link was duly posted and the door is open.

Public Comment: None

Roll Call (establish a quorum): Quorum present.

Approval of Agenda for Possible Rearrangement: No rearrangement needed. Motion by Dan, seconded by John to approve agenda as written. Motion approved.

Approval of October 11, 2021 Meeting Minutes: Motion by Kannard, seconded by Herbst, to approve the October 11, 2021 meeting minutes with change to dropping the "s" from supervisors under "Others Present via Videoconference". Motion approved.

Communications: None per Wen and Buchholz

Discussion and Possible Action for the 2022 Extension Contract: Committee members received a copy of the 2022 Extension Contract in their agenda packet. Wen explained that this is the annual contract for the educator positions within Jefferson County. Discussion occurred about why Community Educator position was different than others. Wen explained that the position is a fully funded County position. Wen also made committee members aware that the contract had been reviewed by both the County Administrator and County Legal Counsel. Motion by Morris, seconded by Kannard to approve the 2022 Extension Contract. Motion approved. Committee members then signed the contract. Wen will execute the contract for final Extension signatures.

Loyd had a 9 a.m. meeting so asked if Educator Reports could be moved up. Committee approved.

Discussion of Monthly Educator Reports:

- Kara Loyd provided an oral report to the committee from her written report that was included in the agenda packet.
- Steve Chmielewski provided an oral report to the committee from his written report that was included in the agenda packet.
- Wen provided a brief update for the FoodWise program since Lisa Krolow was unable to join the meeting. The program update is similar as to last month's report. FoodWise continues to search for new partnerships within the County. Maddie Buchholtz is working with two different subsidized housing sites to provide monthly educational programs.
- A question was asked of Wen regarding the Master Gardener Program and how that is now being handled in Jefferson County. Wen stated that there have been many changes to that program and suggested that this be an agenda item for an upcoming meeting.

Review of 2021 Departmental Budget: Committee members received a copy of the current departmental budget report at the meeting. Wen reported the 2021 budget is in good shape and asked for any questions.

Review of 2022 Departmental Budget: Committee members received a copy of the submitted 2022 budget. Wen explained that this will be voted on at the County Board meeting and is simply being included for your information and if there are any questions. No questions.

Update on Regional Crops Educator: Wen reported that the position was declined. The position will be reposted.

Update on Regional Dairy Educator: Wen stated that this position has resulted in a failed search. It will be reposted. Wen reminded committee that this is a shared position between Dodge, Dane, Jefferson and Rock Counties.

Update on Regional Natural Resources Educator: Wen is not the immediate supervisor for this position. Nothing new to share for this position.

Next Scheduled Meetings: December 13 and January 10, 2022

Adjourn – Motion by Herbst, seconded by Roberts, to adjourn at 9:45 a.m. Motion approved.

Minutes recorded by Kim Buchholz, Administrative Specialist