

## Extension Education Committee Minutes

**Date of Meeting:** September 12, 2022

**Call to Order:** Chair Kannard called the meeting to order at 8:35 a.m.

**Roll Call:** Committee members Matt Foelker, Dan Herbst, John Kannard and Dwayne Morris were present in person.

Area Extension Director Chrissy Wen, Steve Chmielewski, Jerry Wilcenski and Kim Buchholz were present in-person.

County Board Supervisor Anthony Gulig, Lisa Krolow and Katelyn Broedlow were present via Zoom.

Quorum present.

**Certification of Compliance with Open Meetings Law:** In compliance.

**Public Comment:** None

**Approval of Agenda:** Motion by Herbst, seconded by Foelker to approve the agenda as written. Motion approved.

**Approval of University Extension Education Committee Minutes from August 8, 2022:** Motion by Foelker, seconded by Herbst, to approve the minutes as printed. Motion passed.

**Communications:** None

**Review of Department Budget:** A copy of the to date 2022 budget was emailed to committee members in the agenda packet. Copies were also available at the meeting. Wen stated that the 2022 budget is on target.

**Review of 2023 Proposed Departmental Budget:** A copy of the proposed 2023 budget was emailed to committee members in the agenda packet. Copies were also available at the meeting. Wen explained that the budget has been submitted. Due to being at full staff, line items such as mileage was increased. Also, there is an increase Educator Contract with the University. Questions and discussion occurred. The committee asked Wen to email out the bottom line to them after the meeting.

**Discussion on Jefferson County's Extension Participation in ICC:** At the previous meeting, County Board Chair Steve Nass asked that Jefferson County's participation in ICC on the agenda. Wen explained that the department is currently exploring what Extension's role in in this group and how Extension should be part of it. Wen provided a brief overview. She is still gathering information and will report back to the committee in the future. Committee agreed to have it remain as an agenda item for upcoming meetings.

**Review of 2023 Extension Educators Draft Contract:** Committee members received a copy of the draft contract with the agenda packet. Copies were also available at the meeting. Wen explained that the contact language is the same for all 72 counties. Wen reviewed with the committee the highlighted portions of the document; language changes. Wen also shared that this contact has been shared with the County Administrator and Corporation Council. The contact will be on October's agenda for the committee's approval.

**Discussion of Monthly Educator Reports:**

- Steve Chmielewski, Community Educator, provided an oral report from his written report that was distributed to members in the agenda packet. He continues to work on Community

Economic Analysis Program Application with Wisconsin Economic Development Corporation, a survey for the City of Lake Mills regarding Sandy Beach; and a Poverty Simulation in Jefferson County.

- Lisa Krolow, FoodWise Coordinator, provided an oral report. FoodWise continues to make connections and work with current partners in Jefferson County. They are wrapping up visiting Farmers Markets. Maddie will be attending a monthly playgroup with the Watertown Family Connections group. She will be providing a healthy snack and recipe at each visit. They are working with the Bread Basket in Watertown. Please reach out to Lisa with any questions regarding the FoodWise program.
- Jordan Schuler, Regional Crops Educator, was unable to attend the meeting. Please review her written report for updates and reach out to her with any questions.
- Jerry Wilcenski, 4-H Educator, provided an oral report. Wilcenski stated that this is a busy week the 4-H program. Thursday is the Open House from 4-7 p.m. here at the Extension Office. The Open House was advertised through Facebook that targeted certain demographics. Flyers were also emailed to the majority of local elementary schools for distribution. This week is also the first Sparks Day competition. Entries are due on Wednesday and will be judged. Entries will be displayed at the Open House to provide project examples for those interested in 4-H. In addition, this month, the 4-H program is working on reviewing and approving project grants, organizing, coordinating and hosting the annual awards banquet for members and leaders and continuing to work with our local committees.
- Alison Pfau, Regional Dairy Educator, will be on maternity leave for the next couple of months. She had her baby girl early last week. Congratulations was unable to attend the meeting due to an appointment. Please feel free to contact her with any questions.
- Julie Hill, Horticulture Educator, was unable to attend the meeting.

**Next Scheduled Meetings:** October 10, November 14 and December 12

**Adjourn** – Motion by Morris, seconded by Foelker, to adjourn meeting at 9:52 a.m.

Note: Supervisor Gulig left the meeting at 9:25 a.m.

*Minutes recorded by Kim Buchholz, Administrative Specialist*