

Extension Education Committee Minutes

Date of Meeting: January 12, 2026

Call to Order: John Kannard called the meeting to order at 8:32 am.

Roll Call: Committee members present in person: John Kannard and Matt Foelker.

Chrissy Wen, Jerry Wilcenski, Steven Chmielewski, Alison Pfau, and Sarana Stolar were present in-person. Elizabeth Hafften was present via Teams.

Certification of Compliance with Open Meetings Law: In compliance.

Approval of Agenda: Motion by Foelker to approve the agenda as printed. Seconded by Kannard and passed.

Public Comment: None.

Approval of University Extension Education Committee Minutes from December 08, 2025: Motion by Foelker to approve the minutes as printed. Seconded by Hafften and passed.

Dwayne Morris in person at 8:34 am.

Communications: None.

Review of 2026 Departmental Budget: Wen stated we are on track for this year.

Update on 4-H Associate Position: Posting of this position was opened and is now closed. Screening of applicants was completed and four (4) people will be moving on to final interviews that are scheduled for January 20, 2026. Discussion followed.

Update on Office Staffing/Hours: Update provided by Chrissy Wen.

The position has been posted and the hiring process will begin as soon as possible. The team is working together to ensure office coverage and keep the doors open during regular business hours. If no one is available in the office, signage will be posted on the doors. A general notice will also be placed on the website asking visitors to call before coming in, as office hours may be limited during this transition period.

Discussion of Monthly Educator Reports: Steve Chmielewski (Community Educator), Alison Pfau (Bilingual Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Josh Kamps (Regional Crop Educator)

Steve Chmielewski, Community Development Educator, provided an oral report based on the written report provided to the committee.

- A study to better understand the economic impact of the Wisconsin & Southern Railroad system with communities and businesses.
- Preplanning and program introduction/community discussion with community stakeholders to begin program planning launch for strengthening local small business development ecosystem.
- Planning for a Southeastern Wisconsin Housing Summit.
- Planning for community needs assessment in collaboration with community

leaders, businesses, and organizations in Jefferson County.

- Several new initiatives were discussed.

Alison Pfau, Bilingual Regional Dairy Educator, provided an oral report based on the written report provided to the committee.

- A Statewide program promoting humane dairy cow-handling practices.
- A statewide survey for dairy producers.
- Several new initiatives were discussed.

Jerry Wilcenski 4-H, provided an oral report based on the written report provided to the committee.

December Program Highlights:

- Bake-Off challenge
- Youth will learn about safe food handling, common pathogens, and proper internal temperatures of meat products.
- Countywide Cloverbud Programing.
- You will learn about all aspect of draft horse management and care.
- Youth learn about the science of chocolate at local 4H groups.

January through March Program Highlights:

- Youth will learn the science of Chocolate.
- Several new initiative ideas discussed.

Julie Hill, Horticulture Educator, provided a written report for the committee.

Josh Kamps, Regional Crops Educator, provided a written report for the committee.

The full reports are included in the meeting packet distributed prior to this meeting and are also available on Jefferson County's website at www.jeffersoncountywi.gov.

Possible Items of Discussion/Agenda Items for Upcoming Meetings: The update on the 4-H Associate and Administration positions will remain on the February agenda. Morris requested the development of a standing quarterly agenda item in which each department, along with Chrissy Wen, provides an update from Madison and explains how it relates to their department.

Next Scheduled Meetings: February 9, March 9, and April 13

Adjourn: Motion by Morris to adjourn at 9:50 a.m. Seconded by Foelker and passed.

Minutes recorded by Sarana Stolar. Paralegal, Corporation Counsel's Office