

Jefferson County University Extension Education Committee
August 11, 2008

Call to Order - Chairman Greg Torres called the meeting to order at 8:31 a.m.

Roll Call – Committee members Ron Buchanan, Mike Burow, and John Kannard. Robert Yachinich joined the meeting at 8:32 a.m.

Staff present: Ken Bolton, Joe Bollman, Kathleen Eisenmann and Gail Roberts. Also present were Gary Petre, County Administrator, Carlton Zentner (Interested Citizen) and Richard Pederson (via phone). Phil Ristow joined the meeting at 8:33 a.m.

Certification of Compliance with the Open Meetings Law

Meeting posting was certified in accordance with Open Meeting Law requirements.

Approval of the Agenda for Possible Rearrangement - Agenda approved on a motion by Buchanan; seconded by Burow followed by a unanimous voice vote.

Approval of Minutes from July 14, 2008 Minutes

Motion to approve July 14, 2008 minutes made by Buchanan; seconded by Burow. Motion approved.

Citizen Input and Comments – None

Clientele Contact by Committee Process (Phil Ristow & Dick Pederson)

Phil Ristow, Jefferson County Corporation Counsel, distributed a copy of an email communication between himself and Tom Stafford, U.W. Legal Council of UW-Extension. Ristow explained to committee members that the current Extension practice is a “practice”. It is not an administrative code or a statute. It is a method to try to balance the need for clientele who desire some level of confidentiality with regards to their identity as opposed for the committee’s need for the opportunity to speak with those people to evaluate how things are going. Past practice has been for the committee to communicate with Extension agents their need for clientele contacts; the agent then contacts the clientele and asks for permission to release their information, upon receiving the release, the Extension agent may give the contact information to the committee, supervisor or individual requesting the information so that they can contact directly. Ristow believes that is the desired method from Extension of how to proceed now. Ristow suggested the committee try the past practice and see if it is sufficient for their needs. If it is not, then other alternatives would need to be investigated. Dick Pederson, Southern District Director, agreed with Ristow’s explanation and recommendation. Discussion followed. Kannard asked the agents to provide committee member contact information to their clientele so they know who to contact.

Discussion on public records request versus including specific contact information in monthly agent reports.

Committee requested that the next agenda include an agenda item of “discussion of agent reports”.

Kannard moved that the agents provide the committee members clientele information asked for as per the policy and encourage clientele contact with committee members. Motion seconded by Yachinich. Burrow amended motion staff would contact the clientele and ask them if they would give their name and numbers to the committee. Kannard seconded the amendment. Amendment passed unanimously. Motion passed unanimously.

(Note: the meeting was not taped for the following agenda items due to technical difficulty.)

Departmental Budget

Eisenmann reviewed the departmental operating and capital budgets with committee members. Eisenmann also pointed out that a non-planned capital request for a duplicator was made within the budget due to administrative changes with the copy center.

Monthly Educational Program Report

Ken Bolton, Dairy & Livestock Agent, gave an in-depth presentation on his position and answered questions from the Committee.

District WACEC Meeting

Roberts reminded committee members of the upcoming District WACEC Meeting on August 21, 2008. Torres indicated that he would be attending the meeting.

(Note: the meeting was taped for the following agenda items.)

Identify Next Meeting Dates and Possible Agenda Items

Agenda items for upcoming meetings: discussion of agent reports, committee orientation, potential duplication of services (December or January), changes desired for Extension. Tentative Upcoming Meeting Dates – September 8, 2008.

Adjournment

Motion to adjourn by Buchanan; seconded by Kannard. Meeting adjourned.

Respectfully submitted,

Ron Buchanan, Secretary