

**Jefferson County University Extension Education Committee**  
**March 10, 2008**

**Call to Order**

Chair Howard Wiedenhoeft called the meeting to order at 8:33 a.m. Others present included committee members Glen Borland, Dick Jones, Gregory Torres. Carlton Zentner absent. Staff present: Ken Bolton, Joe Bollman, Kathleen Eisenmann, Steve Grabow and Gail Roberts. Dick Pederson, Southern District Director, also present.

**Roll Call** – Borland, Jones, Torres and Wiedenhoeft. Quorum established.

**Certification of Compliance with the Open Meetings Law**

Meeting was posted in accordance with Open Meeting Law requirements.

**Review and Approve Agenda** - Agenda approved by Wiedenhoeft.

**Approval of Minutes from January 14 Minutes**

Motion to approve February 11, 2008 minutes made by Jones, seconded by Torres. Motion approved 4-0.

**Citizen Input and Comment** - none

**Discuss Employee Family Leave; Request Backfill**

Motion to support and approve backfill request while Kim Buchholz is on Family Leave made by Jones, seconded by Borland. Motion approved 4-0.

**Dog Claims** – None

**Identify Next Tentative Meeting Date(s) and Possible Agenda Items** - April 14; May 12; June 9

**Review Process for Agent Evaluations**

Richard Pederson, Southern District Director, reviewed the agent performance review process with the committee.

**Agent Evaluations**

Motion by Borland to convene into closed session pursuant to the exemption contained in Wisconsin Statute 19.85 (1)(c) for the evaluation of UW-Extension agents. Seconded by Jones. Roll call vote Borland, yes; Jones, yes; Torres, yes; Wiedenhoeft, yes. Unanimously approved. Also present were Dick Pederson and Steve Grabow.

Committee remained in closed session for agent evaluations of Gail Roberts, Kathleen Eisenmann, Steve Grabow, Ken Bolton and Joe Bollman.

Motion by Jones to reconvene in open session. Seconded by Borland. Roll call vote: Wiedenhoeft, yes; Borland, yes; Jones, yes; Torres, yes. Unanimously approved.

Motion by Borland, seconded by Jones, all agent's performance is highly successful and essential for the well-being of Jefferson County residents. Motion by Torres to take out "essential" from the above motion. No second received. Torres believes that agents are "highly successful" but disagrees with adding "essential" to the motion. Motion by Borland, seconded by Jones, to accept all agents highly successful and essential for the well-being of Jefferson County residents. Motion approved, 3-1 (Torres).

**Adjournment**

Motion to adjourn by Jones, seconded by Torres. Meeting adjourned at 11:40 a.m.

Respectfully submitted,

Dick Jones, Secretary