



**University Extension Education Committee Agenda  
Jefferson County  
864 Collins Road, Room 12  
Jefferson WI 53549**

**DATE:** Monday, June 11, 2018

**TIME:** 8:30 a.m.

**Committee Members:** Dan Herbst, Mike Kelly, John Kannard, Mary Roberts, Lloyd Zastrow

1. Call to Order
2. Roll Call ( to establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
5. Approval of Agenda (for possible rearrangement)
6. Approval of University Extension Education Committee Minutes from May 14, 2018
7. Communications
8. Update on Positive Youth Development Educator Position
9. Update on the nEXT Generation Model
10. Review of 2018 Departmental Budget
11. Update on Jefferson County Farm Technology Days (July 2019)
12. Discussion of Monthly Educator Reports – LaVern Georgson
13. Discussion and possible action on future meeting schedule and agenda items
14. Adjourn

**Next Scheduled Meetings:**

Regularly scheduled meetings are at the UW-Extension Office in Room 12 on the 2<sup>nd</sup> Monday of the month at 8 a.m. Next meetings are scheduled for: July 9, August 13 and September 10

**A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.**

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**

***“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.***

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

**Date of Meeting:** May 14, 2018

**Meeting called to order by:** Mr. Schroeder called the meeting to order at 8:30 a.m.

**Members Present:** Herbst, Kelly, Kannard and Zastrow were present. Roberts absent.

**Members Absent:** None

**Educators/County Staff Present:** Ben Wehmeier, County Administrator; LaVern Georgson; Chrissy Wen, Area Director; Kim Buchholz, Administrative Specialist; Alexa Zoellner, Daily Union

---

**Others Present:** None

---

**Certification of Open Meetings Law:** The agenda has been duly posted and the door is open.

---

**Public Comment:** None

---

**Roll Call (establish a quorum):** Quorum present

---

**Approval of Agenda for Possible Rearrangement:** None

---

**Approval of April 9, 2018 Meeting Minutes:**

Motion by Zastrow, seconded by Kannard, to approve the March 12, 2018 as printed. Motion unanimously approved.

---

**Communications:** None

---

**Item:** Election of Committee Chair, Vice Chair and Secretary

- Chair: Kannard nominated Zastrow, seconded by Kelly. No other nominations. Motion to close nomination and elect Zastrow by acclamation. Motion unanimously approved.
- Vice Chair: Zastrow opened nominations for vice chair. Motion by Kelly seconded by Herbst, for Kannard to be elected as vice chair. Motion unanimously approved.
- Secretary: Zastrow opened for secretary. Motion by Kannard, seconded by Kelly, to elect Herbst as secretary. Motion passed by unanimous ballot.

**Item:** Overview of Open Meetings Law

Wehmeier reminded the committee members there is a process to ensure that open meeting law is not violated. Sometimes a natural nexus may occur with County business. Please be aware of the meetings you are attending. If you think there may be a quorum present, please

notify Ben or Blair so that the meeting may be properly posted. Wehmeier noted that if you are receiving an email for informational purposes, please reply directly to the individual staff if you have questions so that a walking quorum is not established by replying to all. It is everyone's personal responsibility that if you are at a meeting and a quorum is present, it is your responsibility to make it not a quorum. Again, anything where there is potential, please notify Ben or Blair.

**Item: Committee Orientation Packet**

Wen introduced herself to the committee and explained her role and position within UW-Extension. She stated that programming in the Counties is not going to change with moving to UW-Madison. Wen reviewed the hard copy of the PowerPoint presentation that was included in the packets. She also stated there was additional informational pieces for the committee to review. These included: What is the Wisconsin idea and 2017 County Annual Report. Wen stressed that the County partnership is really important. A question was posed as what is the difference between a branded versus a non-branded program. Wen explained that a branded program has a logo and structure in place that are connected to UW-Extension., i.e. like Master Gardener Program.

**Item: Committee Orientation Packet**

Motion by Kannard, second by Kelly to move the proclamation of June is Dairy month to the County Board in June. Unanimously approved.

**Item: Update on Positive Youth Development Educator Position**

Wen stated that the 4-H position within the office is currently vacant. This has been a long process that started in February. There have been barriers that are of no fault of the County. In the County budget there is support for the full time educator to do the work within 4-H. The position description is ready to go. Wen reported that she has received permission to move ahead with the hiring process. There is a potential for an internal candidate; an educator that has been doing special projects at the State. Wen will work with the State to determine if this individual is a good fit for the staff, office and County. If not, then the position will be posted and the process will begin as normal. Kelly asked about the realistic timeframe we are looking at. Realistically, we are probably looking at September 1 start date. The good news is that we are moving forward on the position.

**Item: Update of nEXT Generation Model**

Wen asked if there were questions. Zastrow asked if Extension would still have its own governing body for Extension. Wen stated that it her understanding that structure will be there. Wen

explained that a lot of work is being done. Georgson added that there will still be governance but how UW-Extension fits into UW-Madison will continue well in 2019. Wehmeier stated that Chancellor Blank met with County Administrators and emphasized that the County partnership is very valuable.

**Item: Review of 2018 Departmental Budget**

Wehmeier handed out an example of the flexible spending report for the committee and asked committee for feedback. The County is trying to standardize the report so that every committee is reporting information the same way. Georgson reported that the budget looks good.

**Item: Update of Jefferson County Farm Technology Days**

Georgson reviewed his written report with the committee. The foundational work with the fundraising committee is starting to bear fruit. Sponsors are being contacted. Opportunities to sponsor and volunteer. Starting to bring in some dollars. Wrapping up the initial budgeting process for operating committee in June. Six sponsorship levels from \$250 to \$25,000 with various items that go with each level are available.

Scott Schneider and LaVern attended the state board meeting. They met with Wood County early in the morning. This was a really valuable meeting. The state meeting was with the whole board and every county now involved in the process.

Publicity committee. They are currently working on a brochure to be used at the Wood County Farm Technology Days. Will be printing about 40,000 copies and will be distributed now until our show. The committee made the decision to go ahead with the 1/16 scale toy model. An Oliver tractor with a 2 row mounted corn picker will be the model. Production costs are over \$100,000. We will produce 1,000 of them. Jefferson County Farm Technology Days will be on the box and equipment. The cost will be \$185 plus shipping and handling. It is anticipated to have the prototype in June. They have also found a full size tractor to assist with marketing.

**Item: Discussion of Monthly Agent Reports**

Georgson reviewed his written report with the committee. See his attached report for details. Horticulture programming questions have picked up. Plant health advisors have started twice a week in the office. Commercial questions as well as site visits are handled by Georgson. Crops programming. Crop markets are up and down. Planting decisions are being made; it will be interesting to see what happens with all the rain we have received.

Dairy and Livestock programming. A lot of conversations that milk prices are very low. We have lost close to 500 dairy cows in Jefferson County within the last few months. There is a lot of milk; a lot coming in from Michigan. A new plant is being built in Michigan which will help. Ag bankers have stated that dairy farmers are losing equity if they don't quit now there will be a negative balance. A fair amount of land that has been rented with has some changing hands. People are asking \$10-12,000 an acre for their land as a sale price. Seeing some investor money come in. We are also getting a little bit of a pressure from land sold elsewhere by the square foot versus acre. Frustration and confusion from those that want to farm; how are they going to get started. 2 polarizing sides. What is Jefferson County going to look like; time will tell.

Department activities. 4-H took quite a bit of time this last month with a few situations that have occurred.

---

**Upcoming Agenda Items and Meeting Dates:** Update on Jefferson County Farm Technology Days, Update on nEXT Generation, update on Positive Youth Development Educator hiring, Monthly Reports

---

Committee members introduced themselves to the committee and provided a background of themselves.

**Wehmeier asked members to be flexible for a possible meeting for all chairs.**

**Adjournment:** Motion by Kannard, seconded by Herbst, to adjourn at 10 a.m. Meeting adjourned the meeting at 9:58 a.m.

Note: Next scheduled meetings are Monday, June 11, July 9 and August 13, 2018.