



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

DATE: Monday, December 10, 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 November, 2018
7. Communications
8. Discussion and possible action on shared Community Extension Educator
9. Discussion and possible action on 2019 UW-Extension Contract
10. Review of 2018 Departmental Budget
11. Update on Jefferson County Farm Technology Days (July 2019)
12. Discussion of Monthly Educator Reports – LaVern Georgson, Kara Loyd
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 2nd Monday of the month at 8:30 a.m. Next meetings are scheduled for: January 14 and February 11, 2019.

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.

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UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: November 12, 2018

Meeting called to order by: Zastrow called the meeting to order at 8:32 a.m.

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

Members Absent: None

Educators/County/UWEX Staff Present: Ben Wehmeier, County Administrator; Chrissy Wen, Area Director; LaVern Georgson, Agriculture Educator; Kara Loyd, 4-H Program Coordinator. Kim Buchholz, Administrative Specialist; joined the meeting during Georgson's report.

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: Motion by Herbst, seconded by Kannard, to approve the agenda as printed.

Approval of October 11, 2018 Meeting Minutes: Motion by Kannard, seconded by Kelly, to approve the October 11, 2018 meeting minutes as printed. Unanimously approved.

Communications: None

Item: Introduction of Kara Loyd, 4-H Coordinator

Wen introduced Loyd to the members of the committee. Loyd provided a little background on herself and answered questions.

Item: Discussion and Possible Action on Shared Community Extension Educator

Wen and Wehmeier reviewed the resolution that was distributed electronically to committee members. Discussion occurred. Edits were recommended to add in second to last paragraph, after Administrator in the first line, "with concurrence of the County Committee". Motion by Kelly, seconded by Kannard, to advance the resolution with the edits to the County Board on Tuesday, November 13 for approval.

Item: Review of 2018 Departmental Budget

Wen stated that department is in good shape.

Item: Update of Jefferson County Farm Technology Days

Georgson provided an update for the Committee on the work being done for Farm Technology Days.

Item: Discussion of Monthly Agent Reports

Georgson reviewed his written report with the Committee.

Upcoming Agenda Items and Meeting Dates: Community Extension Educator, Farm Technology Days, Monthly Reports

Next Scheduled Meetings: Monday, December 10, 2018 and January 14, 2019.

Signature of Secretary

Minutes completed by Kim Buchholz, Administrative Specialist