



Extension

UNIVERSITY OF WISCONSIN-MADISON

**Extension Education Committee Agenda
Videoconference (See link at bottom of agenda)
OR
Jefferson County Extension Office
864 Collins Road, Jefferson, WI 53549**

***REVISED 02-10-2023**

DATE: ***Monday, February 13, 2023**

TIME: 8:30 a.m.

Committee Members: Matt Foelker, Dan Herbst, John Kannard, Dwayne Morris, Mary Roberts

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 ***January 9, 2023**
7. Communications
8. Review of 2023 Departmental Budget
9. Regional Crop Position Update
10. Discussion of Monthly Educator Reports – Steve Chmielewski (Community Educator), Lisa Krolow (FoodWise), Alison Pfau (Regional Dairy Educator), Jordan Schuler (Regional Crops Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator)
11. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: January 9, February 13, March 13, 2023
12. Adjourn

Join Zoom Meeting

<https://us06web.zoom.us/j/89023756316?pwd=dEtDeXYrc1FMeTU0b0R0aG81a1VPdz09>

Meeting ID: 890 2375 6316

Passcode: 162604

Dial by your location: +1 312 626 6799 US (Chicago)

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 & Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX & ADA.

Extension Education Committee Minutes

Date of Meeting: January 9, 2023

Call to Order: Chair Kannard called the meeting to order at 8:30 a.m.

Roll Call: Committee members Matt Foelker, Dan Herbst, John Kannard and Dwayne Morris were present in person. Mary Roberts joined meeting at 8:34 a.m.

Area Extension Director Chrissy Wen, Jordan Schuler, Alison Pfau, Jerry Wilcenski and Kim Buchholz were present in-person. Steve Chmielewski joined the meeting at 8:32 a.m.

Katelyn Broedlow, Lisa Krolow and Julie Hill were present via Zoom.

Certification of Compliance with Open Meetings Law: In compliance.

Public Comment: None

Approval of Agenda: Motion by Herbst, seconded by Morris, for agenda will stand as presented.

Approval of University Extension Education Committee Minutes from December 12, 2022: Motion by Morris, seconded by Foelker, to approve the minutes as printed. Motion passed.

Communications: None

Review of 2023 Department Budget: A copy of the approved 2023 budget was emailed to committee members in the agenda packet. Copies were also available at the meeting. Wen stated that the 2023 budget is as it was approved at County Board.

Discussion of Monthly Educator Reports:

- Lisa Krolow, FoodWise Coordinator, provided an oral report. The FoodWise program is hiring as we have lost both educators who took other positions.
- Alison Pfau, Regional Dairy Educator, provided an oral report from her written report that was distributed in the agenda packet. Pfau continues to make farm visits to meet farmers and network with local ag businesses. During February, she is assisting in the coordination of holding a Veterinary Educational Meeting on February 3 and the annual CAFO meeting on February 17. Video production is slated to begin this month with hopes that they will be available in the Spring. She is also working with the State on the Badger Dairy Insight webinars that will be offered monthly for the next few months.
- Jordan Schuler, Regional Crops Educator, provided an oral report from her written report that was distributed to members in their agenda packet. Schuler was able to attend some professional training events in December. She, along with Pfau, hosted a Farmer Round Table sessions in Rock, Walworth and Jefferson Counties. Jefferson County was the only one that was attended. They hope to have another round of meetings this Spring where the topic of discussion will be on Farm Financials. Schuler is focusing on her work with the producer led watershed groups in the region to assist them with growing their membership which in turn will increase the clientele of Extension.
- Jerry Wilcenski, 4-H Educator, provided an oral report. A current focus is on Project Learning Day which will be held on February 18 from 9-2 p.m. He is also working on getting certified himself so that he can train local volunteers for 4-H. This is the time where many of the 4-H projects kick-off for the year. For example, the dog project starts next week.
- Julie Hill, Horticulture Outreach Specialist, provided an oral report from her written report that was distributed to members in their agenda packet. Hill answered a number of diagnostic horticulture questions during last year of which approximately 10% were from Jefferson County. (Wen started answering for Jefferson County in July 2022.) Hill has several upcoming webinars and in-person classes that are listed with specific information on her report. Two of the upcoming programs will be held at the Dwight Foster Library in Fort Atkinson, WI. Hill continued to plan and develop programming for will be for Wisconsin Master Gardeners Wen highlighted some of the numbers that Julie is reaching through her programming from her written report. Please feel free to reach out to Julie with any questions on her written report.

- Steve Chmielewski, Community Educator, provided an oral report from his written report that was distributed in the agenda packet. The Lake Mills Sandy Beach survey results were presented to the Common Council last Tuesday. They are now in discussions on next steps for the project. A Poverty Simulation was held with Human Services in November. Chmielewski will be meeting with Brent Ruehlow to discuss next steps from the feedback received from the simulation. Chmielewski will be meeting with City of Fort Atkinson this month to determine ways they can collaborate to review and/up their comprehensive plan, needs assessment, etc.

Chmielewski stated that their or 5 individuals from Jefferson County that have registered for the Local Government Academy. They are currently working on their next communication that will be sent to all local municipalities statewide regarding upcoming Statewide programming for the Spring quarter.

Kannard asked about the ICC group. Chmielewski stated that Steve Nass was to provide a list of topics to him. Once received, Chmielewski will work with the other area CNRED educators to schedule and provide the resource speakers for those identified topics for the group. Jaeger and Buchholz will continue to provide administrative support for the group for Jefferson County.

Next Scheduled Meetings: February 13, March 13 and April 10, 2023

Adjourn – Motion by Foelker, seconded by Herbst, to adjourn meeting at 9:34 a.m.

Minutes recorded by Kim Buchholz, Administrative Specialist

02/10/2023
12:56:57

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2023 01 TO 2023 12

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13301 Uw Extension								
13301	411100	General Property Taxes	-274,223	.00	-274,222.55	.00	-274,222.55	.0%
13301	451100	Misc. Billed	-3,000	.00	-3,000.00	-30.00	-2,970.00	1.0%
13301	457020	Publication Sales	-50	.00	-50.00	.00	-50.00	.0%
13301	457027	4-H Annual Fees	-11,000	.00	-11,000.00	-475.00	-10,525.00	4.3%
13301	471130	State Billed-Other	-2,608	.00	-2,608.00	.00	-2,608.00	.0%
13301	511210	Wages-Regular	114,996	.00	114,996.43	8,117.88	106,878.55	7.1%
13301	511330	Wages-Longevity Pay	349	.00	348.75	.00	348.75	.0%
13301	512141	Social Security	8,824	.00	8,823.91	589.62	8,234.29	6.7%
13301	512142	Retirement (Employer)	6,772	.00	6,772.41	518.02	6,254.39	7.6%
13301	512144	Health Insurance	0	.00	.00	2,097.56	-2,097.56	.0%
13301	512145	Life Insurance	20	.00	19.80	2.71	17.09	13.7%
13301	512173	Dental Insurance	2,208	.00	2,208.00	184.00	2,024.00	8.3%
13301	521258	Computer Maintenance	500	.00	500.00	.00	500.00	.0%
13301	529299	Purchase Care & Service	101,134	.00	101,134.25	.00	101,134.25	.0%
13301	531298	United Parcel Service	50	.00	50.00	.00	50.00	.0%
13301	531303	Computer Equipmt & Soft	1,000	.00	1,000.00	.00	1,000.00	.0%
13301	531311	Postage & Box Rent	2,608	.00	2,608.00	.00	2,608.00	.0%
13301	531312	Office Supplies	5,000	.00	5,000.00	.00	5,000.00	.0%
13301	531314	Small Items Of Equipmen	500	.00	500.00	.00	500.00	.0%
13301	531322	Subscriptions	600	.00	600.00	.00	600.00	.0%
13301	531324	Membership Dues	500	.00	500.00	.00	500.00	.0%
13301	531326	Advertising	500	.00	500.00	.00	500.00	.0%
13301	531348	Educational Supplies	5,000	.00	5,000.00	.00	5,000.00	.0%
13301	532325	Registration	1,000	.00	1,000.00	.00	1,000.00	.0%
13301	532332	Mileage	8,100	.00	8,100.00	.00	8,100.00	.0%
13301	532335	Meals	500	.00	500.00	.00	500.00	.0%
13301	532336	Lodging	1,000	.00	1,000.00	.00	1,000.00	.0%
13301	532339	Other Travel & Tolls	100	.00	100.00	.00	100.00	.0%
13301	533225	Telephone & Fax	2,000	.00	2,000.00	.00	2,000.00	.0%
13301	535242	Maintain Machinery & Eq	2,900	.00	2,900.00	.00	2,900.00	.0%
13301	536535	Activity Center Rental	4,000	.00	4,000.00	.00	4,000.00	.0%
13301	571004	IP Telephony Allocation	1,061	.00	1,061.00	.00	1,061.00	.0%
13301	571009	MIS PC Group Allocation	16,819	.00	16,819.00	.00	16,819.00	.0%
13301	571010	MIS systems Grp Alloc(I	1,508	.00	1,508.00	.00	1,508.00	.0%
13301	591519	Other Insurance	1,331	.00	1,331.00	.00	1,331.00	.0%
TOTAL General Fund		0	.00	.00	11,004.79		-11,004.79	.0%
TOTAL REVENUES		-290,881	.00	-290,880.55	-505.00		-290,375.55	
TOTAL EXPENSES		290,881	.00	290,880.55	11,509.79		279,370.76	

02/10/2023
12:56:58

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	.00	.00	11,004.79		-11,004.79	.0%

Steve Chmielewski
Community Development Educator
University of Wisconsin-Madison, Division of Extension
Waukesha and Jefferson Counties

February 13, 2023

1. **Broadband:**

I attended the Broadband Equity, Access and Deployment (BEAD) planning program for Wisconsin counties and tribes with the Wisconsin Broadband Office. The first of three sessions were held 2/6. The mission is to make high speed internet service accessible and affordable for all Wisconsinites. This is part of the Bipartisan Infrastructure Law that provides \$65B for several programs that support broadband planning, infrastructure and adoption. States administer funding under the BEAD program and Digital Equity Act programs. Next Local Planning Webinar is March 6, 12 PM.

Takeaways from BEAD Local Planning Grant Program:

- \$1.5M will be distributed equally among counties and Tribes
- Forthcoming 'letter of intent' to opt in by March 7, 2023 at 1:30 PM
- What goes into the plan:
 - Vision for the future
 - Needs assessment
 - Establish a planning committee and conduct community conversations
 - Partnership
 - Coordination and logistics

2. **New Program Development:**

To build on efforts to increase public participation and civic engagement, we are modifying the Local Government Academy program model to further address unique needs with Fort Atkinson.

I met with Rebecca LeMire, City Manager with City of Fort Atkinson to discuss community needs and explore some new programming opportunities on 1/17. We discussed levels of current challenges and goals the city is working on as well as civic participation, downtown market vitality, and quality of life in the community. This input is helping to provide direction for offering the Local Government Academy late spring or summer. Program development is underway in cooperation with Rebecca.

Next, I met with Shauna Wessely, Executive Director of Fort Atkinson Chamber of Commerce to discuss current operations, goals, challenges, their leadership program and other community building initiatives and the identified need for developing an entrepreneurial support system. We also discussed how the Local Government Academy would differentiate from the Project Lead and the Council Orientation.

I also met with Kitty, owner of Carpe Café and gathered some input for program development on content that would be of most value to potential audience. Also received feedback from two formal council members. This effort led to assistance gathering additional input through Heart of the City and connections with administrator of the Fort Atkinson Community Network Facebook page, 'a virtual neighborhood gathering place for Fort folks,' that has over 7,000 participants. The intent is to seek support promoting the event here and even gather some input from administrators.

3. **Community Needs Assessment**

Following up on a previous opportunity identified with ThriveED, I reached out to Roxanne White for an update on their efforts with small communities. After reviewing Waterloo's Comprehensive Plan Update,

numerous opportunities were identified for Extension to align outreach with goals and department plans. More to come.

4. Statewide Opportunities:

We are preparing to send out another communication to local government officials to help inform Jefferson and surrounding counties with statewide Training Opportunities. One current example is the Regional Resiliency Series (data may be specific to St. Croix Valley, yet concepts transferable).

4/12/23 "Resilient Main Street – Resilient Region"

5/10/23 "Childcare's Role in Resiliency"

For more info: <https://www.scvfoundation.org/resiliency>



Healthy Choices, **Healthy Lives**

FoodWise is federally funded by the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) and the Expanded Food and Nutrition Education Program (EFNEP). We advance healthy eating habits, active lifestyles and healthy community environments for Wisconsin residents with limited incomes through nutrition education at the individual, community and systems levels.

The **Landscape**

14%

of population lives in census tracts that are low income & have low access to healthy foods



34%

of adults have obesity



8%

of individuals are food insecure

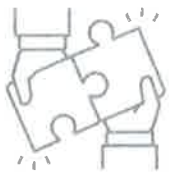


12%

of households receive SNAP benefits



Achieving More **Together**



UW-Madison Division of Extension works alongside the people of Wisconsin to deliver practical educational programs where people live and work – on the farm, in schools and throughout urban and rural communities. In Jefferson County, FoodWise partners with schools, after-school programs, Head Start programs, senior meal programs, and food pantries to help make the healthy choice the easy choice in our communities.

Community Impacts **In 2022**



Engaged county residents in a variety of settings including classrooms, libraries, subsidized housing sites and farmer's markets.

Residents at 3 senior subsidized apartment sites received a monthly recipe encouraging the use of seasonal, budget friendly ingredients.

Helped families introduce their young children to new foods.

Kids in the **Kitchen!**



The FoodWise team partnered with Watertown Family Connections to work with families with young children.

Educators worked with parents and preschoolers separately and then we all came together to prepare a meal.



One week, the families enjoyed pasta salad in a mason jar. The parents and children measured the dressing ingredients in a small mason jar and shook it up to mix.

Each week FoodWise provided a recipe and highlighted a fruit or vegetable and the health benefits of eating it. The partner made a recipe book for each family at the end of the series.

Farmers **Markets**



We visited Jefferson County Farmer's Markets for the first time this year. We engaged market customers and distributed recipes with fresh ingredients that could be found at the market. We offered tours and information for WIC and Food Share participants to learn how to use their benefits at the markets.



Connect **With Us**

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Elkhorn, WI 53121



Lisa Krolow
Nutrition Coordinator
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262-741-4957



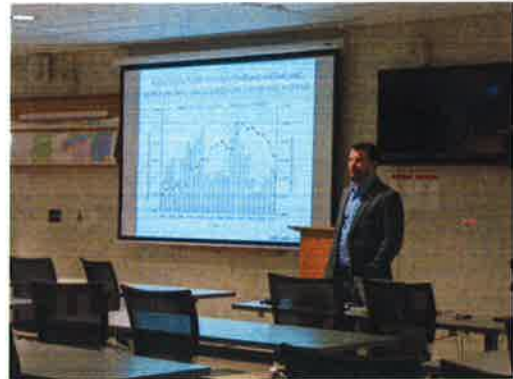
January 2023 Outreach – Alison Pfau, Regional Dairy Educator



Development of a workshop called “Repro Roadshow” (Exclusive for Veterinarians) at Jefferson Office. The roadshow was hosted by UW-Madison Extension Jefferson County and Zoetis. The meeting had 2 specialists as speakers in animal reproduction from UW-Madison (Dr. Paul M. Fricke and Dr. JP Martins DVM). This Roadshow was an update on UW-Madison dairy reproduction research, covering heifer reproduction, sexed semen, the high fertility cycle, and more. The attendees of the meeting obtained Vet CEUs and a great educational session.

I have been involved in the planning and development of:

- The Annual CAFO meeting 2023 at Jefferson Office. The meeting will be on February 17th from 10am - 4pm and will be hosted by DNR and UW-Madison Extension. Some of the topics of the meeting will be Nutrient management, Engineering (Digester, Wastewater design), Enviro-Money demonstration, Local extension topic (Factors impacting Feed Efficiency in dairy cattle) and Manure innovation and management.



For networking, I have been visiting farms every week with the idea to meet farmers, understand the challenges that they are going through, introduce ourselves and discuss the tools that UW Extension offers to the agricultural community, as well as get feedback of what educational information the farmers want to get from Extension. In most of the farm visits are facing some challenges with their Spanish speakers' employees, showing lack of communication, poor training, and low labor retention, which shows us the necessity of those program videos and other extension resources and how those tools could impact and mitigate those issues.

Planning and filming short educational videos in Spanish and English, emphasizing different dairy farming practices and topics such as calf care, nutrition, dairy production, reproduction, health, farm worker/farm manager relationship and animal welfare. Also, in partnership with the regional crops educator, will plan videos about soil health, weed and pest management and diversified cropping systems. These videos will help the communication between employees and managers, due to the knowledge being shared with everyone in the dairy operation. Planning of those videos includes creating storyboards for each video to be reviewed by the program manager and a specialist in the topic, with the idea to create a video with the most updated information; find locations and farms to interview, equipment and editing coordination and timeline for posting. These videos will be posted on the Extension website, Facebook, and Instagram in Spring 2023.

Continue the relationship building through the participation of agricultural community meetings, farm visits and field plant representative meetings. These events offer good opportunities to recognize and collect information from informal conversation about the educational needs of the region and strengthen trust-based relationships between the farmers and UW Extension.



January 2023 Outreach:

Planning and Development of the Jefferson County CAFO meeting hosted by the DNR and UW-Madison Division of Extension. The event will be held on February 17th, 2022, from 10am – 4pm and will discuss topics related to CAFO regulations, feed quality, cow health and manure.

Planning and Development of the Focus on Forage webinar series hosted by UW-Madison Division of Extension colleagues within the forage workgroup. There will be three webinars discussing corn production, alfalfa production, and alternative forages that will start February 1st and run biweekly until March 15th. More information about the webinar will be posted once topics and duties are fully developed.

Planning and developing a regional summer field day program, called “Crop Care Clinic”, where farmers become the agronomist to learn how to identify crop agronomic issues and pests and understand how to mitigate those issues on their farms. This program is anticipated to be state-wide and regional, where regional educators can customize the topics discussed based on the needs of their region.

Development of collaboration effort with local newspapers to start a biweekly crops and agronomy newspaper column. Articles will include upcoming Extension programs, both regional and statewide, as well as pest and nutrient management and current agriculture topics. Articles will be cross posted within the regional newsletter. The most recent article highlighted the producer led watershed groups receiving their second year of funding.

Continuation of a monthly newsletter for farmers, managers, farm employees, and agribusiness professionals, where subscribers learn about new/recent agricultural law changes, additional extension and university resources, and other agricultural related news specific to the readers region. The newsletter was designed to provide reliable and appropriate crops and soils management news and updates.

As many of you know, I have been the Regional Crops Educator for Jefferson, Rock, and Walworth Counties since April 2022. Though I have not been in this position long, I have had some amazing opportunities within this region working with many different folks in Agriculture. It saddens me to say that I will be leaving my Regional Crops Educator position. I have accepted a new position with UW-Madison, College of Agricultural and Life Sciences, Horticulture Department, as the Nutrient and Pest Management Regional Outreach Specialist covering Southeastern Wisconsin. Though I’m leaving my role within the counties, I will still be providing nutrient and pest management outreach for the SE region of Wisconsin. Please feel free to reach out with any questions and I hope to see many of you on my new endeavors with NPM.

Extension Jefferson County February 2023 Highlights

Julie Hill, Horticulture Outreach Specialist

HORTICULTURE PROGRAM

The UW-Madison's Extension Horticulture Program provides research-based horticulture information to Wisconsinites so they can make gardening decisions that keep their plants healthy while protecting the environment. We provide research- and evidence-based horticulture management education, resources and decision-making tools to home gardeners and commercial horticulture practitioners.

- **Coordinates Webinars for WI Gardeners** - These engaging mini-webinars are 20 minutes each followed by Q&A. More information and recordings of past webinars can be found on the website:

<https://hort.extension.wisc.edu/mini-webinars-for-gardeners/>

- ***Indoor Plant Care During Winter, Wednesday, February 8, 12:00 p.m.***
Presented by: Johanna Oosterwyk, DC Smith Greenhouse Manager, UW-Madison
Join us to learn how you can keep your indoor plants thriving through late winter. You will learn how to recognize common pests on indoor plants and management options. We will also discuss maintenance practices that you can use to minimize indoor plant problems and keep your plants growing healthy.
 - ***Rejuvenating Neglected Apple Trees, Wednesday, February 15, 12:00 p.m.***
Presented by: Darrin Kimbler, Agriculture Educator, UW-Madison Division of Extension Iron County
Do you have old and overgrown apple trees that need some attention? Then make sure to join us to learn about how to properly prune these neglected apple trees to support fruit production and prevent diseases. We will discuss correct pruning techniques including timing and encouraging proper tree structure.
 - ***Planning for a Seed Saving Vegetable Garden, Wednesday, February 22, 12:00 p.m.***
Presented by: Lisa Johnson, Horticulture Outreach Specialist, UW-Madison Division of Extension Dane County
Saving seeds is a great way to keep your favorite garden vegetables for next year, but there are some things you need to know before you plant. You will learn about the different plant life cycles, preventing cross pollination, and which crops are the best for home gardeners to grow for seed saving.
- **Spongy Moths: What to Expect in 2023**, March 8, 6:00 p.m., online webinar. Spongy moth populations increased dramatically in 2022. We'll discuss where

spongy moth defoliation occurred and what to expect in 2023. We'll highlight a variety of management options to reduce damage from spongy moths for urban, wooded residential and forest landowners. Presented by: Patrick (PJ) Liesch, UW-Madison Extension entomologist and director of the University of Wisconsin Insect Diagnostic Lab and Mike Hillstrom, Forest Health Specialist, Wisconsin Department of Natural Resources (DNR), hosted by Julie Hill.
Register here: <https://go.wisc.edu/97xqoy>

- **Seed Starting Program**, March 13, 2:00 p.m. at Dwight Foster Public Library, Fort Atkinson, presented by Master Gardeners.
- **Beyond Birdfeeders: How to be a bird-friendly gardener all year long**, March 18, 10:00 a.m., UW-Whitewater's Community Engagement Center, presented by Julie Hill. <https://www.uww.edu/ce/gardenlandscape/beyondbirdfeeders>
- **Planting for Pollinators Program**, April 4, 2:00 p.m. at Dwight Foster Public Library, Fort Atkinson, presented by Julie Hill.
- Still planning and developing additional programming for 2023, including local Pollinator Week events and programs, and seeking additional outreach opportunities.
- **Answer diagnostic questions:** A yearlong activity/service for residents of Jefferson County to provide research based reliable information to their horticulture questions. The goal of this effort is to educate individuals of Jefferson County so they can implement best practices in their landscapes that will positively affect the environment and their communities.



Get Ready to Garden Again!

FREE WEBINARS

Indoor Plant Care During Winter

February 8, 12:00 p.m.

Rejuvenating Neglected Apple Trees

February 15, 12:00 p.m.

Planning for a Seed Saving Vegetable Garden

February 22, 12:00 p.m.



Extension

UNIVERSITY OF WISCONSIN-MADISON
HORTICULTURE PROGRAM

For more information and to register,
Visit: bit.ly/3QNUdMS

