



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**

DATE: Monday, June 12, 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 May 8, 2023
7. Communications
8. Review of 2023 Departmental Budget
9. Update on Regional Crops Educator Position
10. Update on 4-H Summer Assistant
11. Discussion of Monthly Educator Reports – Chrissy When (Area Director), Steve Chmielewski (Community Educator), Alison Pfau (Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator)
12. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: July 10, August 14, September 11
13. 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 accommodation 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: May 8, 2023

Call to Order: Vice Chair Foelker called the meeting to order at 8:34 a.m.

Roll Call: Committee members present in person: Matt Foelker, Dan Herbst and Dwayne Morris. Mary Roberts attended virtually.

Ben Wehmeier (County Administrator), Alison Pfau, Jerry Wilcenski, Lisa Krolow, Christine Wen (Area Director) and Kim Buchholz were present in-person.

Steve Chmielewski, Julie Hill, Heidi Johnson (Ag Institute Director), Allen Sweeney (Rock County Supervisor), and Katelyn Broedlow were present via Zoom.

Certification of Compliance with Open Meetings Law: In compliance.

Public Comment: None

Approval of Agenda: Approved with rearrangement of Monthly Reports going after Communications and then coming back to the 2023 Departmental Budget and going down the agenda.

Approval of University Extension Education Committee Minutes from April 10, 2023: Motion by Herbst, seconded by Morris, to approve the minutes as printed. Motion passed.

Communications: None

Discussion of Monthly Educator Reports:

Committee members received the Extension April 2023 written report in their agenda packets.

Steve Chmielewski, Community Development Educator, provided an oral report to the committee.

- Assisting the City of Fort Atkinson in planning for the Local Government Academy to increase civic participation in local government. There are five sessions set for late summer. It will be announced today.
- In discussions with City of Watertown regarding the Local Government Academy program.

(John Kannard joined the meeting at 8:42 a.m. Katelyn Broedlow left the meeting at 8:45 a.m.)

- Continuing to work with the Town of Koshkonong on Park Planning based on concern identified by their attorney.
- In discussion with the City of Jefferson Chamber of Commerce regarding the update of their Strategic Plan. They have a new director and it has been some time since it was updated.

Lisa Krolow, FoodWise Coordinator, provided an oral report for the committee.

- FoodWise is still in the hiring process for the 2 educator positions.
- Farmer markets are starting up in May. Will be focusing on the farmers markets, especially in Watertown, to work with them to offer food dollars to their participants.
- Continuing to work with Watertown Family Connections in partnership with their monthly play groups where we coordinate a healthy snack.
- Lisa will be attending the Fort Atkinson community event on Saturday.

Alison Pfau, Regional Dairy Educator, provided an oral report for the committee.

- Her dairy educational videos are all recorded and are in the editing stage. Hoping to be able to release them soon.
- She has joined the Dairy Vulnerable Workers Group and is working on program development with the group.

- She is working on sending a TMR nutrition survey to producers this month. This will gather information that has been requested on robotics and its effects on nutrition. Results will be shared at year end after all data is collected.
- Alison is currently recruiting farms to participate in the Alternative Forages research project (cover crops) to understand why producers are using them and what is the nutritional value of these crops. So far she has 7 farms in three counties interested.
- She is working with the grazing crops program to develop different articles and field days to be held this summer.
- Alison continues her work with the Climate Program in writing articles on feed additives and production of methane.
 - In June, Alison will be attending an animal nutrition course for professional development.

Jerry Wilcenski, 4-H educator, provided an oral report for the committee.

- Saturday, May 13 the Dairy Project will be hosting a Dairy Farm Tour to look at the variety of dairy operations in the County.
- Upcoming events include the Livestock Project Learning Day on May 21 and Dairy Project Learning Day on June 10 and 11.
- There is 1 Jefferson County 4-H Club that will be transitioning to a SPIN club this fall.
- 4-H held a Lamb cake back-off that was popular. Members were encouraged to check out the 4-H Facebook page for pictures.
- Jerry reported that for next year, 2023-24, there will be a focus on foods and arts within the programming of 4-H.
- Jerry is leading the horse judging group within the Horse and Pony Project. They meet monthly and will have a competition during Fair.

Julie Hill, Horticulture Educator, provided an oral report for the committee.

- Julie is answering many horticulture questions on random topics.
- Included in the packet are brochures on upcoming horticulture programming in the next couple of months. All educational opportunities are free but must pre-register.
- She will be presenting at The Gathering Place in Milton later this month.

Review of 2023 Department Budget: A copy of the to date 2023 budget was emailed to committee members in the agenda packet. Copies were also available at the meeting. Wen stated that everything is on track.

Discussion on the 2024 Educator Contract and the Regional Crops Educator Position:

Wen opened the conversation with a brief overview of the position and asked questions from the committee. Kannard asked, "Are we serving the public? Kannard has spoken with quite a few producers. They are saying that the producer-led groups are working. Foelker stated that the producer utilizes the information for their crops that is provided by the consultant from which their seed is purchased. Kannard stated that the 80-acre farm is non-existent. A general Ag Educator would be sufficient.

Heidi Johnson, Extension Ag Institute Director, stated that Extension has 30 years' worth of budget data on agriculture. The Institute is able to support 55 educators throughout the State where there are 72 counties. There has been a struggle to maintain staffing. The regional positions were developed to respond to the needs of the producers. Farms are using consultants. Educators need to be specialists. Extension connects the research to the consultants.

Wehmeier asked how do you respond to the needs of the County? How does it work in the model? Johnson explained that the Regional Crops Educator was working on the cropping system which there were similar needs identified across the counties that she was working in. Wehmeier stated that there is a perception that

needs are not being met within the County. If there are needs identified, how does that work into the educator's plan of work?

Roberts asked Johnson if the trend of agriculture was going back to the family farm or larger farms. Johnson explained that the day of the family farm as we know it is no longer. The larger farms are still family farms. The markets will continue to push the size of farms. Johnson explained that with 55 educators statewide, it is not possible for Extension to reach every farm. There is a huge push environmentally which will provide benefit to all farms. Wen referred individuals to the ag portal.

Wehmeier referred to the County's Strategic Plan and how those are implemented in the Plan of Work for the educators? Johnson explained that the key issues that farmers are facing throughout the area are identified. The County can provide input and the educator can work that into their plan of work. The gathering of information is done in a variety of ways: informal as well as formal.

Morris stated that the committee does not have a metric that tells us if we are meeting the agricultural needs. We need a metric. He referred to the link that Edgar had provided at the last meeting. He was able to review that information and found it very beneficial. He said there needs to be a metric such as geographical line, crop, size of system etc. that can be of assistance to the committee.

Johnson said that the Economic Report for which Edgar has referred to is done by Extension from the Ag census that is done every five years. An educator will do evaluation; the previous Regional Crops Educator did not get to that phase of programming because she left the position.

A question was asked as to what the committee needed to do today. Wehmeier explained that the committee needs to authorize the position and it's posting. Kannard stated that the position is relevant in today's agriculture world.

Johnson stated that the need drives educational programming not the topics of phone calls coming into the office. Further discussion on how everything is connected, and it the land needs to be stewarded all together.

Wen stated that the details of an educator's plan of work can be shared with the committee to provide more transparency. Kannard asked Mr. Sweeney of Rock County if he had any comments. He stated that Extension's connectivity to the regional position provides unbiased advice, and that Extension has to be adaptable to the needs.

The budget impact of the position is around \$15,000. Morris stated that when reports are provided by other committees there are greater details and metrics. That is what the supervisors are looking for across the board then with the committees that we sit on.

Johnson explained that Extension is a network. There is a lot going on behind the scenes and it is hard to tell Extension's story.

Morris recommended that the committee move forward with the Regional Crops position due to the minimal budget impact. Roberts agreed; this position is our feet on the ground in the area. Foelker stated that his experience now is much better than when he previously served on the committee; communication is better.

The consensus of the committee was to move forward with the position.

A few more comments were made regarding the need for compensation for the position to be competitive, so we are not a revolving door.

Next Scheduled Meetings: June 12, July 10, August 14 and September 11, 2023

Adjourn – Motion by Herbst, seconded by Morris, to adjourn meeting at 9:40 a.m.

Minutes recorded by Kim Buchholz, Administrative Specialist

06/09/2023
11:54:16

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2023 01 TO 2023 12

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
13301 UW Extension							
13301 411100 General Property Taxes	-274,223	.00	-274,222.55	-114,259.40		-159,963.15	41.7%
13301 451002 Private Party Photocopy	0	.00	.00	-7.30		7.30	.0%
13301 451100 Misc. Billed	-3,000	.00	-3,000.00	-495.00		-2,505.00	16.5%
13301 457020 Publication Sales	-50	.00	-50.00	.00		-50.00	.0%
13301 457027 4-H Annual Fees	-11,000	.00	-11,000.00	-1,515.00		-9,485.00	13.8%
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	44,648.31		70,348.12	38.8%
13301 511330 Wages-Longevity Pay	349	.00	348.75	.00		348.75	.0%
13301 512141 Social Security	8,824	.00	8,823.91	3,242.91		5,581.00	36.8%
13301 512142 Retirement (Employer)	6,772	.00	6,772.41	2,849.11		3,923.30	42.1%
13301 512144 Health Insurance	0	.00	.00	11,536.58		-11,536.58	.0%
13301 512145 Life Insurance	20	.00	19.80	13.61		6.19	68.7%
13301 512173 Dental Insurance	2,208	.00	2,208.00	1,104.00		1,104.00	50.0%
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	38.21		11.79	76.4%
13301 531303 Computer Equipmt & Soft	1,000	.00	1,000.00	4,477.22		-3,477.22	447.7%
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	834.99		4,165.01	16.7%
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	1,454.28		3,545.72	29.1%
13301 532325 Registration	1,000	.00	1,000.00	.00		1,000.00	.0%
13301 532332 Mileage	8,100	.00	8,100.00	1,815.04		6,284.96	22.4%
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	39.96		1,960.04	2.0%
13301 535242 Maintain Machinery & Eq	2,900	.00	2,900.00	1,192.17		1,707.83	41.1%
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	442.10		618.90	41.7%
13301 571009 MIS PC Group Allocation	16,819	.00	16,819.00	7,007.90		9,811.10	41.7%
13301 571010 MIS Systems Grp Alloc(I	1,508	.00	1,508.00	628.35		879.65	41.7%
13301 591519 Other Insurance	1,331	.00	1,331.00	496.85		834.15	37.3%
13301 594813 Capital Office Equip	0	8,000.00	8,000.00	.00		8,000.00	.0%
13301 699999 Budgetary Fund Balance	0	-8,000.00	-8,000.00	.00		-8,000.00	.0%

06/09/2023
11:54:17

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2023 01 TO 2023 12

ACCOUNTS FOR:
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL General Fund	0	.00	.00	-34,455.11		34,455.11	.0%
TOTAL REVENUES	-290,881	-8,000.00	-298,880.55	-116,276.70		-182,603.85	
TOTAL EXPENSES	290,881	8,000.00	298,880.55	81,821.59		217,058.96	

06/09/2023
11:54:18

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	.00	.00	-34,455.11		34,455.11	.0%



AGRICULTURE



If it happens on a farm or in a field, the Extension Institute of Agriculture works with you to achieve better results. Our innovative dairy management programs range from genetics to farm and business management. Extension researchers work hand-in-hand with row crop, forage and fresh produce growers to provide best practices for every aspect of the growing phase. We also advise communities on using sustainable practices to create inviting spaces free from invasive species. Our work supports people, communities and businesses.

- The University of Wisconsin Madison Division of Extension is developing a research project involving alternative forages. The goal of this research is to answer the farmer questions about the use and feeding guidelines, and also get a better understand the economic implications of planting and harvesting these alternatives forages. (Alison Pfau)
- An article written for the Dairy Topic Hub for dairy farmers and consultants explaining the importance of the colostrum after calving. The goal of this effort is to provide readers with a base level understanding of the importance of feeding colostrum to newborn calves in the first hours of birth and the positive effects of the colostrum over the calf health. (Alison Pfau)
- An article written for the Dairy Topic Hub for dairy farmers and consultants explaining the digestive system of the calves. The goal of this effort is to provide readers with a base level understanding of the digestive system and the development of itself in order to make informed decisions about feed and nutrition of those animals during their stage of growth. (Alison Pfau)
- Planning and developing 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 planning videos about soil health, weed and pest management and diversified cropping systems. (Alison Pfau)

COMMUNITY DEVELOPMENT



The Community Economic Development program promotes local economic well-being and quality of life in Wisconsin communities. We work with and support community economic development practitioners and organizations, tribal and governmental entities, and business and nonprofit organizations and help gain access to the information, research, education, and technical assistance necessary to make informed decisions.

- Pre-planning and needs assessment conducted for the Jefferson Chamber of Commerce with Executive director to determine need and readiness/commitment level of stakeholders to initiate a strategic planning process. (Steve Chmielewski)
- Pre-planning for Town of Koshkonong by analyzing situation for development of park use plan(s) with County Board Supervisor to determine end product of highest value. (Steve Chmielewski)



HEALTH & WELL-BEING



The Extension Institute of Health & Well-Being works to catalyze positive change in Wisconsin families through evidence-based programs focused on nutrition, food security and safety, chronic disease prevention, mental health promotion, and prevention of substance abuse. Rooted in both urban and rural communities, we're working together to help solve the state's most pressing well-being needs and to ensure that all Wisconsinites live stronger, healthier lives.

- A community event where we taught community members how to read nutrition labels and convert sugar from grams to teaspoons. This activity was designed to reduce the amount of sugar consumed daily for better health outcomes. (Lisa Krolow)

HORTICULTURE



The UW-Madison's Extension Horticulture Program provide 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.

- An online webinar for consumer horticulture audiences across the state where participants learned about what soil characteristics are important for gardening and how to improve garden soil. The goal of this effort is to improve garden soil to grow healthy and productive plants while decreasing the overuse of horticultural chemicals. (Julie Hill)
- Planning and development of the optional Lab component of the fall 2023 Foundations in Gardening online course that will provide an opportunity for course participants to dig deeper into important horticulture concepts and apply what they learn through interactive activities. (Julie Hill)
- 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. (Julie Hill)
- A community of practice for horticulture educators where we explore strategies and resources to expand horticulture education and outreach to underrepresented audiences. The goal of participating in this group is to dig into ways we can locally continue to grow and enhance our horticulture programs to reach more diverse audiences. (Julie Hill)
- Planning for the creation of a repository of existing horticultural resources in multiple languages for home/community gardeners of all abilities. The goal of this effort is to make this repository accessible on the Horticulture Topic Hub. (Julie Hill)
- Planning statewide and local activities for consumer audiences (home gardeners) for National Pollinator Week in collaboration with local, regional and state partners. This effort is designed to increase knowledge and awareness of pollinators, pollinator habitat, and adopt practices that increase habitat and mitigate pollinator decline. (Julie Hill)



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- Developing informal learning communities utilizing the Horticulture Program's social media for all Wisconsin gardeners, including underserved populations. The goal of this effort is to provide accurate, practical and up-to-date information to the public primarily through the topic hub in order to bolster educational outreach efforts in support of addressing the Horticulture Program objectives. (Julie Hill)
- Planning for a statewide webinar series for consumer horticulture audiences where participants learn best horticultural practices to mitigate pollinator decline and climate change, decrease environmental contamination and pollution, and grow healthy plants for sustainable gardens and communities. The goal of this effort is to increase adoption of best horticultural practices addressing environmental issues in Wisconsin. (Julie Hill)

Positive Youth Development



The UW-Madison's Extension Horticulture Program provide 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.

- A county wide project learning course for 4-H horse and pony project members, where youth can build on horse knowledge and care skills. This effort is designed to create a greater knowledge base in equine vet sciences, color genetics, breed standards, equine nutrition and care. (Jerry Wilcenski)
- Dairy science educational county wide programming focused on youth Spark and expanding understanding of the whole dairy industry in Jefferson County. The goal of this effort is to provide opportunities for youth who do not live on farms to learn about and work hands-on at dairy farms as well as learn about industry career paths. (Jerry Wilcenski)
- A five month program for grades 5k-2nd, where Cloverbuds complete hands on projects. This effort is designed to introduce Cloverbuds to the variety of projects they can participate in when they become regular 4-H members. (Jerry Wilcenski)
- A county wide project learning day for 4-H meat animal project members, where youth can build on livestock feeding and care skills. This effort is designed to assist all youth troubleshoot livestock care problems, develop a plan of work for their projects, and build on livestock handling skills. (Jerry Wilcenski)
- A county wide project learning course for 4-H livestock project members, where youth can build on livestock feeding and care skills. This effort is designed to assist all youth troubleshoot livestock care problems, develop a plan of work for their projects, and learn about food safety and quality. (Jerry Wilcenski)



May 2023 Report



We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

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