



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, August 14, 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 July 10, 2023
7. Communications
8. Review of 2023 Departmental Budget
9. Review of 2024 Submitted Departmental Budget
10. Update on Regional Crops Educator Position
11. Discussion of Monthly Educator Reports – Steve Chmielewski (Community Educator), Alison Pfau (Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Lisa Krolow (FoodWise)
12. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: September 11, October 9, November 13, December 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: July 10, 2023

Call to Order: Chair Kannard called the meeting to order at 8:32 a.m.

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

Steve Chmielewski, Alison Pfau, Christine Wen (Area Director) and Kim Buchholz were present in-person. Jerry Wilcenski joined the meeting at 8:45 a.m.

Lisa Krolow and Katelyn Broedlow were present via Zoom.

Certification of Compliance with Open Meetings Law: In compliance.

Public Comment: None

Approval of Agenda: Motion by Herbst, seconded by Foelker to approve the agenda as printed. Motion passed.

Approval of University Extension Education Committee Minutes from June 12, 2023: Motion by Foelker, seconded by Herbst, to approve the minutes as printed. Motion passed.

Communications: None

Review of 2023 Departmental Budget: Committee members received a printout of the current budget. Wen stated that the budget is on-target. No questions were asked.

Update on Regional Crops Educator Position:

Wen stated that the interviewing for the Regional Crops Educator position was completed on June 28th. She is working on calling references currently and is hoping to extend an offer next week. Wen anticipates a start date in early Fall. She will provide an update at the August meeting.

Discussion of Monthly Educator Reports:

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

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

- Continuing to work with the City of Fort Atkinson with their Local Government Academy to increase civic participation in local government. A grant was secured to support this programming through the community foundation.
- Work continues with the City of Jefferson Chamber of Commerce Board of Directors on a strategic plan. The four-session series with the board will kick off in September. They are also working on a membership survey to be distributed as well as applying for funding through the Watertown Community Health Foundation to support the outreach.
- Took some vacation time during June/July.

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

- Planning has begun for a Carbon Conference to be held in 2024. She is serving on the planning committee.
- Work continues on the Alternative Forages research project (cover crops) to understand why producers are using them and what is the nutritional value of these crops. Samples will again be taken in the Fall.
- Wrote a feed additives article. Due to the length of the article, she will be splitting it into 2 or more.
- Work will continue on producing educational videos on a variety of topics.
- Coordinating a webinar series in September in full Spanish.

(Jerry joined the meeting during Alison's report)

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

- This is Jefferson County Fair week. The office will be promoting 4-H through a booth at the Fair. Each day will have an art-themed project for youth to do. We will be surveying our 4-H youth with the focus on growth mindset. The Livestock Committee will be hosting a skillathon competition on Friday afternoon.
- The Livestock Committee has kicked off their Sweepstakes Raffle as a fundraiser.

Julie Hill, Horticulture Educator, was unable to attend the meeting. Buchholz provided a brief report. provided an oral report for the committee.

- Julie has an upcoming program at the Jefferson Public Library later this month about climate change and gardening.
- Julie continues to answer a variety of gardening questions from residents.

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

- Lisa has hired a new educator who started about a month ago. The educator is doing a lot of shadowing currently with Lisa.
- Continuing to work with the Bread Basket, a food pantry, in Watertown.
- The Bread Basket also does a mobile pantry at subsidized sites, mainly elderly and disabled. It is the goal that FoodWise will also be able to participate in these mobile pantries in the future.

Next Scheduled Meetings: August 14, September 11 and October 9, 2023

Adjourn – Motion by Foelker, seconded by Herbst, to adjourn meeting at 9:11 a.m.

Minutes recorded by Kim Buchholz, Administrative Specialist

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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
13301 UW Extension								
13301	411100	General Property Taxes	-274,223	.00	-274,222.55	-159,963.16	-114,259.39	58.3%
13301	451002	Private Party Photocopy	0	.00	.00	-10.30	10.30	.0%
13301	451100	Misc. Billed	-3,000	.00	-3,000.00	-795.00	-2,205.00	26.5%
13301	457020	Publication Sales	-50	.00	-50.00	-28.50	-21.50	57.0%
13301	457027	4-H Annual Fees	-11,000	.00	-11,000.00	-1,790.00	-9,210.00	16.3%
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	60,877.96	54,118.47	52.9%
13301	511240	Wages-Temporary	0	.00	.00	990.00	-990.00	.0%
13301	511330	Wages-Longevity Pay	349	.00	348.75	.00	348.75	.0%
13301	512141	Social Security	8,824	.00	8,823.91	4,504.22	4,319.69	51.0%
13301	512142	Retirement (Employer)	6,772	.00	6,772.41	3,901.73	2,870.68	57.6%
13301	512144	Health Insurance	0	.00	.00	14,682.92	-14,682.92	.0%
13301	512145	Life Insurance	20	.00	19.80	19.15	.65	96.7%
13301	512153	HRA Contribution	0	.00	.00	80.92	-80.92	.0%
13301	512173	Dental Insurance	2,208	.00	2,208.00	1,288.00	920.00	58.3%
13301	521258	Computer Maintenance	500	.00	500.00	.00	500.00	.0%
13301	529299	Purchase Care & Service	101,134	.00	101,134.25	35,165.13	65,969.12	34.8%
13301	531298	United Parcel Service	50	.00	50.00	53.72	-3.72	107.4%
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	890.35	4,109.65	17.8%
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	81.19	418.81	16.2%
13301	531326	Advertising	500	.00	500.00	.00	500.00	.0%
13301	531348	Educational Supplies	5,000	.00	5,000.00	2,251.07	2,748.93	45.0%
13301	532325	Registration	1,000	.00	1,000.00	.00	1,000.00	.0%
13301	532332	Mileage	8,100	.00	8,100.00	3,178.11	4,921.89	39.2%
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	117.88	1,882.12	5.9%
13301	535242	Maintain Machinery & Eq	2,900	.00	2,900.00	1,784.99	1,115.01	61.6%
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	707.36	353.64	66.7%
13301	571009	MIS PC Group Allocation	16,819	.00	16,819.00	11,212.64	5,606.36	66.7%
13301	571010	MIS Systems Grp Alloc(I	1,508	.00	1,508.00	1,005.36	502.64	66.7%
13301	591519	Other Insurance	1,331	.00	1,331.00	794.96	536.04	59.7%

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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
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%
TOTAL General Fund		0	.00	.00	-14,522.08		14,522.08	.0%
TOTAL REVENUES		-290,881	-8,000.00	-298,880.55	-162,586.96		-136,293.59	
TOTAL EXPENSES		290,881	8,000.00	298,880.55	148,064.88		150,815.67	

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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	-14,522.08		14,522.08	.0%



July 2023 Report

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)

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 with Jefferson Chamber of Commerce leadership team to prepare for strategic planning process to provide direction and updated goals for the organization. (Steve Chmielewski)
- Five sessions of the Local Government Academy initiated with Fort Atkinson residents to strengthen relationships and understandings of city operations, challenges and goals. (Steve Chmielewski)
- Pre-planning with Fort Atkinson Chamber of Commerce leadership team to prepare for strategic planning process to provide direction and updated goals and implementation plan for the organization. (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.



July 2023 Report

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.

- 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)
- 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)
 - Upcoming Webinars:
 - Growing Garlic in Wisconsin, August 30, 12:00pm
 - From Scraps to Soil: Composting Basics, September 6, 12:00pm – presented by Julie Hill
 - Soil Testing – Why, When, and How, September 13, 12:00pm
 - To register for any of these webinars or watch recordings of previous programs, please visit: <https://hort.extension.wisc.edu/mini-webinars-for-gardeners/>
- All in-person presentation in partnership with Jefferson Public Library for consumer horticulture audiences where participants learned about climate change and gardening practices mitigate the impacts of climate change. The goal of this activity is to increase awareness of climate change mitigation practices through horticultural techniques and knowledge of resources to reduce the effect of climate change. (Julie Hill)
- All in-person presentation in partnership with Jefferson Public Library for consumer horticulture audiences where participants learned about pollinators and their habitats and gardening strategies to improve habitat availability. The goal of this activity is to mitigate pollinator decline by increased use of gardening practices that increase pollinator habitat and reduce use of horticulture chemicals. (Julie Hill)
- An in-person presentation in partnership with Eager Free Public Library (Evansville) for consumer horticulture audiences where participants learned about proper horticulture practices to encourage bird visitors. The goal of this program is to reduce environmental contamination from overuse of horticulture chemicals and improve habitat availability. (Julie Hill)



July 2023 Report

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 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 trouble shoot livestock care problems, develop a plan of work for their projects, and learn about food safety and quality. (Jerry Wilcenski)



Extension

UNIVERSITY OF WISCONSIN-MADISON

July 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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