



## 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 9, 2025

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

**Committee Members:** Matt Foelker, Elizabeth Hafften, Dan Herbst, John Kannard, Dwayne Morris

1. Call to Order
2. Roll Call (to establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda (for possible rearrangement)
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
6. Approval of University Extension Education Committee Minutes from May 12, 2025
7. Communications
8. Review of 2025 Departmental Budget
9. Discussion regarding continuing .2FTE Horticulture Educator in 2026
10. Discussion of Monthly Educator Reports – Steve Chmielewski (Community Educator), Alison Pfau (Bilingual Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Lisa Krolow (Bilingual FoodWise Coordinator), Josh Kamps (Regional Crop Educator)
11. Possible Items of Discussion/Agenda Items for Upcoming Meetings
12. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: July 14, August 1, September 8
13. Adjourn

Virtual TEAMS Link

[Join the meeting now](#)

Meeting ID: 240 650 167 874 2

Passcode: Re2YX3UE

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 12, 2025

**Call to Order:** John Kannard called the meeting to order at 8:30am.

**Roll Call:** Committee members present in person: John Kannard, Dan Herbst, Dwayne Morris and Matt Foelker.

Chrissy Wen, Lisa Krolow, Jerry Wilcenski, Steven Chmielewski, Meghan Splinter and Katelyn Broedlow were present in-person.

Michael Luckey was present via zoom.

**Certification of Compliance with Open Meetings Law:** In compliance.

**Approval of Agenda:** No changes.

**Public Comment:** None.

**Approval of University Extension Education Committee Minutes from April 14, 2025:** Motion by Morris, seconded by Foelker, to approve the minutes as printed. Motion passed.

**Communications:** None.

**Review of 2025 Departmental Budget:** Wen stated the budget is on track.

*Josh Kamps joined the meeting at 8:33am.*

**Discussion regarding continuing .2FTE Horticulture Educator in 2026:** Wen referred to the attached memo. The total cost for Julie Hill for 2026 would be \$19,288. Wen stated that the increased cost over the years is due to her increased time in the office and there is a big need for her services. Discussion was had.

*Julie Hill joined the meeting at 8:38am.*

*Elizabeth Hafften joined the meeting at 8:39am.*

*Alison Pfau joined the meeting at 8:40am.*

### **Discussion of Monthly Educator Reports:**

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

- Continues to work with the City of Jefferson Rural on Extension's program – Rural Entrepreneurial Venture.
- Will be facilitating the Real Colors Training to Jefferson County Department Heads this week.
- Continues to work on the office needs assessment.
- Working with Whitewater on their childcare crisis that they currently have.
- Meet with the Wisconsin Towns Association on April 29 in the Town of Oakland.
- Continues to work with the Southern Rail Commission. They are currently working on a study to put together a proposal on the economic impact.
- Discussion was had.

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

- The program with Dr. Temple Grandin in Madison on animal welfare in dairy cattle went very well.
- The first dairy newsletter was sent out and is attached. It is sent out in both English and Spanish. Another newsletter will be sent out next month.

- Planning another Calving Management Practice and Neonate Care in Dairy Cattle program in this area – it will most likely be held in whitewater.
- Attending a conference in Columbus, Ohio next week on animal welfare.

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

- Many programs have happened in the last month.
- Attended a Beyond Ready Conference which focused on career paths and college readiness.
- Helped teach at the Kutz Dairy Farm Tour last week. Around 500-600 youth attended.
- Preparing for many youth livestock carcass meetings that are coming up.
- Things are going well with the fair. The office is taking the lead on the Farmers Olympics.
- Discussion was had.

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

- Presented at the Lake Mills Club 55. Had an interactive program with older adults on container planting.
- Conducted a program on tree troubles at the L.D. Fargo Public Library in Lake Mills.
- Questions are starting to come in more and more. Working on promoting this service to the public.
- Very busy with ongoing programming as well as creating new programs.
- Had a great time at Youth Government Day.
- Discussion was had.

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

- Continues to plan summer programming
- Had a total of eight meetings with Head Start parents via zoom. The meetings were on budgeting for healthy food and food safety. Incentives were given to families who joined the meeting.
- Met with the ADRC Nutrition Manager to schedule a series at the Lake Mills Senior Dining Site starting in July.
- Met with some Social Workers from the Community Support Program to plan a cooking series for their clients.
- Working with the Bread Basket Food Pantry to do a gleaning program at the Watertown Farmer's Market at Riverside Park. This program would gather food from the market that may go bad before the next market and take it to the local food pantry.
- Talked with the House of Peace domestic abuse shelter about lessons there.
- Discussion was had.

Josh Kamps, Regional Crops Educator, provided an oral report for the committee.

- Attended a brainstorming meeting with Jefferson County departments that deal with agriculture. This group will meet quarterly.
- Attended a groundwater meeting in Jefferson
- Food plot planning was done last month.
- Hosted a Field Day at the Rock County Farm on cover crops and small grains.
- Working with growers on the cost of production for the upcoming year and gave them tools that Extension has.
- New moth trapping sites were placed.
- Badger Crop Connect has started up again and will be held twice a month through October.
- There has been an increase in effort to monitor slugs since they were a big problem last year.
- The Crop Scout Training will be starting soon. This program will introduce crop scouting to new scouts and agronomy businesses.
- Discussion was had.

**Possible Items of Discussion/Agenda Items for Upcoming Meetings:** None.

**Next Scheduled Meetings:** June 9, July 14, August 11

**Adjourn** – Motion by Morris, seconded by Herbst, to adjourn at 9:29am.

*Minutes recorded by Katelyn Broedlow, Administrative Specialist*

06/05/2025  
 12:28:45

 Jefferson County  
 FLEXIBLE PERIOD REPORT

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FROM 2025 01 TO 2025 12

ACCOUNTS FOR:		ORIGINAL	ESTIM REV	REVISED	ACTUAL	REMAINING	PCT
100 General Fund		ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
<b>13301 UW Extension</b>							
13301 411100	Gen Prop T	-297,454	0	-297,454	-123,939.30	-173,515.07	41.7%
13301 424001	22217 Fed Grants	0	0	0	.00	.00	.0%
13301 451002	PP Photo	0	0	0	.00	.00	.0%
13301 451100	Misc Bill	-1,500	0	-1,500	-605.30	-894.70	40.4%
13301 457020	Publ Sales	-30	0	-30	.00	-30.00	.0%
13301 457027	4-H Annual	-11,000	0	-11,000	-1,695.00	-9,305.00	15.4%
13301 471100	St Bill	0	0	0	.00	.00	.0%
13301 471120	St Bill Mc	0	0	0	.00	.00	.0%
13301 471130	St Bill Or	-2,608	0	-2,608	.00	-2,608.00	.0%
13301 485200	Donat Res	0	0	0	.00	.00	.0%
13301 511210	Wage Reg	102,136	0	102,136	39,051.23	63,084.68	38.2%
13301 511210	22101 Wage Reg	0	0	0	.00	.00	.0%
13301 511220	Wage Ovt	5	0	5	78.27	-73.67	*****%
13301 511240	Wage Temp	0	0	0	.00	.00	.0%
13301 511310	Wage SL	0	0	0	.00	.00	.0%
13301 511320	Wage Vac	0	0	0	.00	.00	.0%
13301 511330	Wage Long	0	0	0	.00	.00	.0%
13301 511340	Wage Hol	0	0	0	.00	.00	.0%
13301 511350	Wage Mic	0	0	0	.00	.00	.0%
13301 511380	Wage Berv	0	0	0	.00	.00	.0%
13301 512141	SS	7,155	0	7,155	2,389.46	4,765.47	33.4%
13301 512141	22101 SS	0	0	0	.00	.00	.0%
13301 512142	Ret (Emlr)	6,665	0	6,665	2,719.49	3,945.60	40.8%
13301 512142	22101 Ret (Emlr)	0	0	0	.00	.00	.0%
13301 512144	Health	20,738	0	20,738	11,903.13	8,834.90	57.4%
13301 512144	22101 Health	0	0	0	.00	.00	.0%
13301 512145	Life	5	0	5	4.85	-.17	103.6%
13301 512145	22101 Life	0	0	0	.00	.00	.0%
13301 512147	ED & Train	0	0	0	.00	.00	.0%
13301 512150	FSA Contr	0	0	0	.00	.00	.0%
13301 512151	HSA Contri	1,800	0	1,800	.00	1,800.00	.0%
13301 512152	Limted FSA	0	0	0	.00	.00	.0%
13301 512153	HRA Contri	0	0	0	.00	.00	.0%
13301 512173	Dental	1,104	0	1,104	440.28	663.72	39.9%
13301 512173	22101 Dental	0	0	0	.00	.00	.0%
13301 521258	Comp Maint	500	0	500	500.00	.00	100.0%
13301 529170	Grounds Ke	0	0	0	.00	.00	.0%
13301 529299	Purch Care	100,093	0	100,093	.00	100,093.00	.0%



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12:28:46

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FROM 2025 01 TO 2025 12

ACCOUNTS FOR:			ORIGINAL	ESTIM REV	REVISED	ACTUAL	REMAINING	PCT
100 General Fund			ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	COLL
13301	531243	Furniture	0	0	0	.00	.00	.0%
13301	531298	UPS	50	0	50	18.72	31.28	37.4%
13301	531303	Comp Eq	7,210	0	7,210	.00	7,210.00	.0%
13301	531311	Postage	2,608	0	2,608	.00	2,608.00	.0%
13301	531312	Office Sup	5,000	0	5,000	814.51	4,185.49	16.3%
13301	531313	Print & Dp	0	0	0	.00	.00	.0%
13301	531314	Small Item	500	0	500	-123.37	623.37	-24.7%
13301	531314	22101 Small Item	0	0	0	.00	.00	.0%
13301	531314	22217 Small Item	0	0	0	.00	.00	.0%
13301	531322	Subscript	300	0	300	.00	300.00	.0%
13301	531324	Memb Dues	500	0	500	161.16	338.84	32.2%
13301	531325	4H & Ext B	0	0	0	.00	.00	.0%
13301	531326	Advertise	500	0	500	.00	500.00	.0%
13301	531348	Educ Sup	5,000	0	5,000	773.64	4,226.36	15.5%
13301	532325	Registr	1,200	0	1,200	.00	1,200.00	.0%
13301	532332	Mileage	3,500	0	3,500	1,261.40	2,238.60	36.0%
13301	532334	Com Travel	700	0	700	.00	700.00	.0%
13301	532335	Meals	500	0	500	.00	500.00	.0%
13301	532336	Lodging	1,000	0	1,000	.00	1,000.00	.0%
13301	532339	Other Trvl	30	0	30	.00	30.00	.0%
13301	533225	Tele Fax	1,000	0	1,000	104.80	895.20	10.5%
13301	533236	wirel Int	0	0	0	.00	.00	.0%
13301	535242	Maint Mach	3,600	0	3,600	644.65	2,955.35	17.9%
13301	536535	Act Center	4,000	0	4,000	.00	4,000.00	.0%
13301	571004	IP Tel All	1,275	0	1,275	531.25	743.75	41.7%
13301	571005	Dup Allc	0	0	0	.00	.00	.0%
13301	571007	MIS Direct	0	0	0	.00	.00	.0%
13301	571009	MIS PC	29,650	0	29,650	12,354.15	17,295.85	41.7%
13301	571010	MIS Sys	1,879	0	1,879	782.90	1,096.10	41.7%
13301	591519	Oth Ins	1,190	0	1,190	399.60	790.53	33.6%
13301	591519	33001 Oth Ins	1,200	0	1,200	.00	1,200.00	.0%
13301	594813	Cap Office	8,000	0	8,000	.00	8,000.00	.0%
13301	594819	Cap Oth Eq	0	0	0	.00	.00	.0%
13301	594950	Oper Res	0	0	0	.00	.00	.0%
13301	699700	Res Oper	0	0	0	.00	.00	.0%
13301	699999	Budget FB	-8,000	0	-8,000	.00	-8,000.00	.0%
TOTAL General Fund			0	0	0	-51,429.48	51,429.48	.0%
TOTAL REVENUES			-320,592	0	-320,592	-126,239.60	-194,352.77	
TOTAL EXPENSES			320,592	0	320,592	74,810.12	245,782.25	

06/05/2025  
12:28:48

Jefferson County  
FLEXIBLE PERIOD REPORT

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FROM 2025 01 TO 2025 12

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL REVENUE	REMAINING REVENUE	PCT COLL
GRAND TOTAL	0	0	0	-51,429.48	51,429.48	.0%



**Steve Chmielewski**  
Community Development  
Educator

# Community Development

## April Program Highlights

- An updated Economic Impact Study Proposal of the Southern Wisconsin Rail System was developed to help the Wisconsin River Rail Transit Commission better understand the economic value rail users bring to the region. This data will support more informed infrastructure decisions and demonstrate the ongoing return on investment in rail service for communities and businesses across southern Wisconsin. Proposal was presented to WRTC June 6.
- Conducted interactive Real Colors team workshop 5/15 with Jefferson County leadership, department heads and staff to improve workplace dynamics. Participants reported increased ability to: Recognize their own and others' strengths, build rapport quickly, understand different communication styles, and adapt their approaches for more effective collaboration. As a result, teams are now better equipped to handle internal challenges, improve group decision-making, and foster inclusive work environments.
- In partnership with a local coalition and UW-Whitewater, survey instruments are near ready to engage: Households to assess childcare access and affordability, employers to understand workforce-related childcare gaps, and providers to identify operational needs and barriers. Findings will inform a community-based childcare model aimed at improving availability, quality, and sustainability of local childcare options.
- Monthly facilitation of a community-led discovery process with local leadership to identify strengths, gaps, and support structures within their entrepreneurial ecosystem. This work will guide future programming and investments to help small businesses grow, innovate, and access needed resources more efficiently.
- Continuing a countywide needs assessment in collaboration with local leaders, businesses, and organizations. The goal is to: Engage new and diverse participants, understand evolving trends and challenges, and develop programs that respond to identified community priorities. This effort aims to increase awareness of available resources, strengthen networks, and generate actionable insights for future community development.



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**Alison Pfau**  
Bilingual Regional  
Dairy Educator

# Agriculture Dairy

## April Program Highlights

- Bovi-noticias is a collaboration between Educators on the Dairy team and Farm Management team. This bilingual (English & Spanish) newsletter was designed to support dairy farms and their employees. This publication delivers accessible, research-based information in both English and Spanish, aiming to: Provide relevant, practical insights for workers, managers, and owners. Increase awareness of the “why” behind practices to encourage employee understanding and enhance engagement of dairy teams Serving as a resource for team meetings, facilitating discussions between management and workers, and fostering problem-solving.



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**Jerry Wilcenski**  
4-H Program Educator

# Jefferson County 4-H

## April Program Highlights

- Youth will learn about safe food handling, common pathogens, and proper internal temperatures of meat products. Participants in each session will learn about the nutritional components of meat products, the cost of production and innovative production methods focused on climate and sustainability. Youth will also learn about animal welfare and how it effects consumer demands and product quality.
- A series of events that break down into four main categories: Youth care of animals, Meat Science and Carcass Quality, Genetics Marketing and Public Speaking.
- Countywide Cloverbud Programing that highlights the various projects and activities 4-H has to offer.
- Cook-Off is a series of challenges that allow youth to expand cooking skills and master a wide range dishes. Each month focusses on technical, creative and group challenge for a wide range of foods.
- Youth will learn about all aspects of draft horse management and care, from reproduction to nutritional needs to safe handling. Programming involves hands on lessons throughout the year.



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**Julie Hill**  
Horticulture Educator

# Agriculture Horticulture

## April Program Highlights

- An in-person presentation for consumer horticulture audiences where participants learned about proper horticulture practices to provide food resources and decrease/eliminate pesticide use to improve habitat availability for Wisconsin pollinators.
- An in-person presentation for consumer horticulture audiences where participants learned about the factors for tree decline and about the invasive insect spongy moths, including identification, life cycle, and management options. The goal of this activity is to encourage proper tree planting and care practices, reduce contamination and pollution from the overuse and misuse of horticulture chemicals and encourage pollinator protection.
- A yearlong activity/service for residents of Jefferson County to provide research-based answers 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.





**Lisa Krolow**  
Bilingual FoodWise  
Nutrition Coordinator



**Priscilla Gonzalez**  
Bilingual FoodWise  
Nutrition Educator



## April Program Highlights

- Planning for a Gleaning Program in collaboration with the Bread Basket Food Pantry, the Riverside Farmer's Market, and the Watertown Chamber of Commerce. The goal is to establish a program at the market that will reduce food waste and distribute healthy, local produce to low-income residents.







**Josh Kamps**  
Regional Crops & Soils  
Educator

# Agriculture Crops & Soils

## April Program Highlights

- Planning for a hybrid foundational crop scout training program for entry-level crop scouts. The goal is to provide the key skills necessary to scout row crop and forage fields for common pests, identify crop nutrient deficiencies, perform basic specimen sampling and communicate results to managers and farmers so that we can better identify and address economically important crop challenges in season.



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# Youth Government Day



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