



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, March 09, 2026
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 February 10, 2025
7. Communications
8. Review of 2026 Departmental Budget
9. Introduction of Candace Hawk, 4-H Associate Educator.
10. Update on Support Position
11. Discussion of Monthly Educator Reports – Steve Chmielewski (Community Educator), Alison Pfau (Bilingual Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Josh Kamps (Regional Crop Educator)
12. Possible Items of Discussion/Agenda Items for Upcoming Meetings
13. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: April 13, May 11, June 8
14. 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." The University of Wisconsin–Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law.

Extension Education Committee Minutes

Date of Meeting: February 09, 2026

Call to Order: John Kannard called the meeting to order at 8:34 am.

Roll Call: Committee members present in person: John Kannard and Dwayne Morris. Present via Teams: Elizabeth Hafften.

Chrissy Wen, Jerry Wilcenski, Steven Chmielewski, Alison Pfau, Josh Kamps, and Sarana Stolar were present in-person.

Certification of Compliance with Open Meetings Law: In compliance.

Approval of Agenda: Agenda approved as printed.

Public Comment: None.

Approval of University Extension Education Committee Minutes from January 12, 2026: Motion by Morris to approve the minutes as printed. Seconded by Hafften and passed.

Communications: None.

Review of 2026 Departmental Budget: Wen stated we are on track for this year.

Update on 4-H Associate Position: Update provided by Chrissy Wen. Verbal accepted offer. Waiting for formal acceptance this next week. An email with an update will be sent and if the offer is accepted, the start date will be 2/23/2026. Discussion followed.

Update on Office Staffing/Hours: Update provided by Chrissy Wen. The position was posted late 2025 and the team was able to access the applications for review last week. Once they are reviewed, applicants will be contacted and interviews will be scheduled as soon as possible. The team will continue working together to ensure office coverage and keep the doors open during regular business hours.

Discussion of Monthly Educator Reports: Steve Chmielewski (Community Educator), Alison Pfau (Bilingual Regional Dairy Educator), Jerry Wilcenski (4-H), Julie Hill (Horticulture Educator), Josh Kamps (Regional Crop Educator)

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

- A study to better understand the economic impact of the Wisconsin & Southern Railroad system with communities and businesses.
- Preplanning and program introduction/community discussion with community stakeholders to begin program planning launch for strengthening local small business development ecosystem.
- Planning for a Southeastern Wisconsin Housing Summit.
- Planning for community needs assessment in collaboration with community leaders, businesses, and organizations in Jefferson County.
- Several new initiatives were discussed.

Alison Pfau, Bilingual Regional Dairy Educator, provided an oral report based on the written report provided to the committee.

- A Statewide program promoting humane dairy cow-handling practices.
- A statewide survey for dairy producers.
- Bovi-noticias is a bilingual (English & Spanish) newsletter created through collaboration between the Dairy and Farm Management teams.
- Presentation as a speaker on the Dairy Cattle Welfare Council Spanish webinar about the importance of the first 24 hours of the calves after born.
- Planning and developing a Forage management workshop on March 27 in collaboration with the Crops & soils educator of the region.

Jerry Wilcenski 4-H, provided an oral report based on the written report provided to the committee.

Winter Program Highlights:

- Bake-Off challenge
- Carcass Education: Youth learn about how animals are transformed into consumer meat products.
- Food4ward Chocolate- From bean to bar youth learn about the production of cacao and the science behind how it becomes chocolate.
- Youth Livestock Marketing- 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.
- Palmyra In School Club- Every Friday, serries goes through all of the project areas of 4-H from rabbits to Legos.
- Several new initiatives were discussed.

Julie Hill, Horticulture Educator, provided a written report for the committee.

Josh Kamps, Regional Crops Educator, provided an oral report based on the written report provided to the committee.

January Program Highlights:

- A study to better understand the influence of corn management on corn rootworm beetle populations.
- A breakout session presentation during the 2025 WWASH Conference for farmers, agronomists, and conservation professionals where participants learned about the management considerations for cereal rye to use as a cover crop tool for weed suppression and soil health promotion in Wisconsin grain production systems.
- Planning for an educational workshop for farmers, agronomists, and conservation professionals in collaboration with the Nitrogen Optimization Pilot Program (NOPP), On-Farm Research Program and Farmers on the Rock.
- An on-farm study to better understand the influence of soil management and nitrogen rate on corn grain yield potential.
- Planning for an educational workshop for farmers, agronomists, and conservation professionals in collaboration with multiple Producer-Led group leaders and County Conservation staff.

The full reports are included in the meeting packet distributed prior to this meeting and are also available on Jefferson County's website at www.jeffersoncountyiwi.gov.

Possible Items of Discussion/Agenda Items for Upcoming Meetings: The update on the 4-H Associate and Administration positions will remain on the March agenda.

Next Scheduled Meetings: March 9, and April 13

Adjourn: Motion by Morris to adjourn at 9:19 a.m. Seconded by Haffen and passed.

Minutes recorded by Sarana Stolar. Paralegal, Corporation Counsel's Office

03/05/2026
13:43:56

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2026 01 TO 2026 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13301 UW Extension							
13301 411100 Gen Prop T	-319,030	0	-319,030	.00	.00	-319,029.69	.0%
13301 451100 Misc Bill	-1,500	0	-1,500	.00	.00	-1,500.00	.0%
13301 457020 Publ Sales	-50	0	-50	-49.00	.00	-1.00	98.0%
13301 457027 4-H Annual	0	0	0	-2,230.00	.00	2,230.00	.0%
13301 471130 St Bill Or	-2,608	0	-2,608	.00	.00	-2,608.00	.0%
13301 511210 Wage Reg	55,196	0	55,196	4,562.53	.00	50,633.55	8.3%
13301 512141 SS	3,091	0	3,091	341.57	.00	2,749.54	11.1%
13301 512142 Ret (Emlr)	3,974	0	3,974	107.70	.00	3,866.42	2.7%
13301 512144 Health	23,496	0	23,496	.00	.00	23,496.48	.0%
13301 512145 Life	7	0	7	.00	.00	6.60	.0%
13301 512151 HSA Contri	1,600	0	1,600	.00	.00	1,600.00	.0%
13301 512173 Dental	1,104	0	1,104	65.72	.00	1,038.28	6.0%
13301 521258 Comp Maint	0	0	0	500.00	.00	-500.00	.0%
13301 529299 Purch Care	180,071	0	180,071	.00	.00	180,071.27	.0%
13301 531298 UPS	50	0	50	.00	.00	50.00	.0%
13301 531311 Postage	2,608	0	2,608	.00	.00	2,608.00	.0%
13301 531312 Office Sup	4,600	0	4,600	.00	.00	4,600.00	.0%
13301 531314 Small Item	500	0	500	.00	.00	500.00	.0%
13301 531322 Subscript	150	0	150	.00	.00	150.00	.0%
13301 531324 Memb Dues	370	0	370	.00	.00	370.00	.0%
13301 531348 Educ Sup	2,000	0	2,000	79.71	.00	1,920.29	4.0%
13301 532325 Registr	1,200	0	1,200	.00	.00	1,200.00	.0%
13301 532332 Mileage	3,500	0	3,500	.00	.00	3,500.00	.0%
13301 532334 Com Travel	700	0	700	.00	.00	700.00	.0%
13301 532335 Meals	500	0	500	.00	.00	500.00	.0%
13301 532336 Lodging	1,000	0	1,000	.00	.00	1,000.00	.0%
13301 532339 Other Trvl	30	0	30	.00	.00	30.00	.0%
13301 533225 Tele Fax	315	0	315	26.20	.00	288.80	8.3%
13301 535242 Maint Mach	2,100	0	2,100	335.81	.00	1,764.19	16.0%
13301 571004 IP Tel All	1,650	0	1,650	.00	.00	1,650.00	.0%
13301 571005 Dup Allc	65	0	65	.00	.00	65.00	.0%
13301 571009 MIS PC	30,244	0	30,244	.00	.00	30,244.00	.0%
13301 571010 MIS Sys	2,063	0	2,063	.00	.00	2,063.00	.0%
13301 591519 Oth Ins	1,003	0	1,003	.00	.00	1,003.03	.0%
13301 594809 Cap Build	0	0	0	7,608.00	.00	-7,608.00	.0%
13302 UW 4-H Program							
13302 457032 Prg Public	-11,405	0	-11,405	-940.00	.00	-10,465.00	8.2%

03/05/2026
13:43:57

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2026 01 TO 2026 12

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13302 521258 Comp Maint	500	0	500	.00	.00	500.00	.0%
13302 531326 Advertise	500	0	500	.00	.00	500.00	.0%
13302 531348 Educ Sup	4,175	0	4,175	83.98	.00	4,091.02	2.0%
13302 532335 Meals	500	0	500	.00	.00	500.00	.0%
13302 535242 Maint Mach	1,000	0	1,000	.00	.00	1,000.00	.0%
13302 536535 Act Center	4,000	0	4,000	.00	.00	4,000.00	.0%
13302 591519 33001 Oth Ins	730	0	730	.00	.00	730.00	.0%
13302 594950 Oper Res	483	0	483	.00	.00	482.59	.0%
13302 699700 Res Oper	-483	0	-483	.00	.00	-482.59	.0%
13303 UW Ag Programming							
13303 457032 Prg Public	-1,000	0	-1,000	.00	.00	-1,000.00	.0%
13303 531348 Educ Sup	700	0	700	.00	.00	700.00	.0%
13303 532335 Meals	300	0	300	.00	.00	300.00	.0%
13303 594950 Oper Res	3,710	0	3,710	.00	.00	3,710.31	.0%
13303 699700 Res Oper	-3,710	0	-3,710	.00	.00	-3,710.31	.0%
13303781 UW Ag Pesticide							
13303781 594950 Oper Res	8,003	0	8,003	.00	.00	8,002.83	.0%
13303781 699700 Res Oper	-8,003	0	-8,003	.00	.00	-8,002.83	.0%
TOTAL General Fund	0	0	0	10,492.22	.00	-10,492.22	.0%
TOTAL REVENUES	-347,788	0	-347,788	-3,219.00	.00	-344,569.42	
TOTAL EXPENSES	347,788	0	347,788	13,711.22	.00	334,077.20	

03/05/2026
13:43:58

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2026 01 TO 2026 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	0	0	0	10,492.22	.00	-10,492.22	.0%

REPORT OPTIONS

Sequence 1	Field #	Total	Page Break	From Yr/Per: 2026/ 1
Sequence 2	1	Y	Y	To Yr/Per: 2026/12
Sequence 3	9	N	N	Budget Year: 2026
Sequence 4	0	N	N	Print totals only: N
	0	N	N	Format type: 1

Report title: FLEXIBLE PERIOD REPORT

Includes accounts exceeding 0% of budget.
 Print Full or Short description: S
 Print full GL account: N
 Sort by full GL account: N
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N

Double space: N
 Suppress zero bal accts: Y
 Amounts/totals exceed 999 million dollars: N
 Roll projects to object: N
 Print journal detail: N
 From Yr/Per: 2026/ 1
 To Yr/Per: 2019/10
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Multiyear view: D



Steve Chmielewski
Community Development
Educator

Community Development

March Program Highlights

- Facilitated 3 of 5 strategic planning sessions in our process with Jefferson Area Food Pantry.
- Completed and presented the findings of our study to better understand the economic impact of the Wisconsin & Southern Railroad system with communities and businesses. Results will help communicate value of the Rail Transit Commissions work and help inform opportunities for improvement with the system.
- Conducted 3 small business development workshops with 5 participants. Topics included: Planning to start up a business, marketing, financing and accounting.
- Announced 5/7 Southeastern Wisconsin Housing Summit invite for Housing advocates, policymakers/local government officials, developers, urban planners, real estate agents, non-profit leaders, community members, financial institutions, school districts, and businesses. Planning sessions are being conducted in collaboration with SEWRPC, WHEDA, and M7. The goal is to provide data to support community-level housing conversations, practical strategies for communities to address NIMBYism, and raise awareness of best practices and current initiatives in SE and beyond. These goals hope to support an increase for all income levels throughout Southeastern Wisconsin. We reached out to Watertown community to present their innovative approach to new housing.
- Palmyra REV team building goals and strategies from community economic data. This is a community-led process where local leadership team discovers gaps and support needed to then strengthen their entrepreneur ecosystem.
- Beginning to finalize county community needs assessment in collaboration with community leaders, businesses and organizations in Jefferson County. The goal is to engage new participation to learn about trends, challenges and goals to develop new programming, raise awareness of local and statewide resources, and increase relational capital.



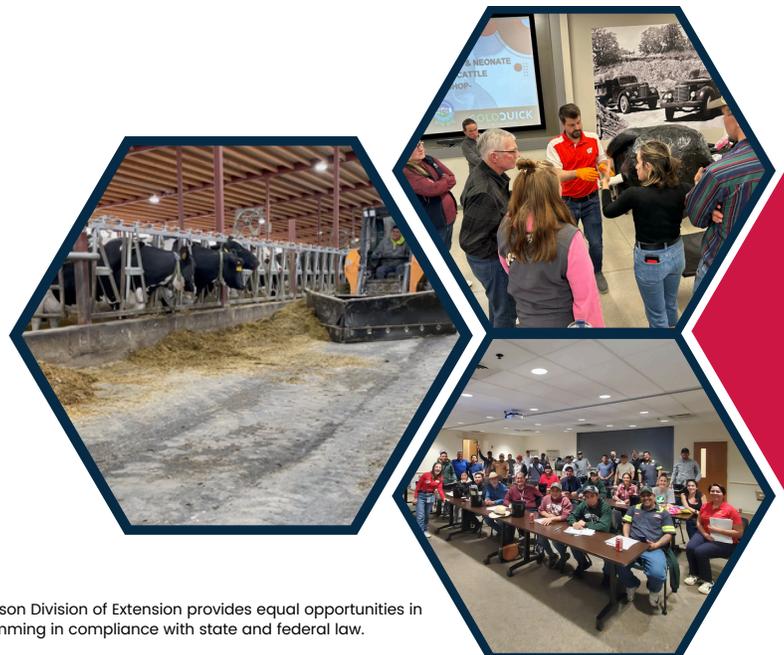


Alison Pfau
Bilingual Regional
Dairy Educator

Agriculture Dairy

March Program Highlights

- A statewide program promoting humane dairy cow-handling practices for dairy cow handlers where the participants will learn to be aware of their own beliefs about working with cows, which affect how they interact with them. They will also learn how to form or maintain good habits, which will make the cows easier to handle and their job smoother.
- A statewide survey for dairy producers, where participants shared detailed records on inputs, management practices, and expenses associated with raising replacement heifers to generate updated benchmarks and highlight cost-saving opportunities, to support more informed decision-making and improve the economic sustainability of dairy operations.
- Developing a certification training called “Milk Quality from the Udder World” in Madison WI on March 18th and 19th. This initiative is specifically designed to equip farm owners, parlor managers, and industry consultants with the advanced communication and training tools necessary to lead high-performance milking teams.
- Developing the Bilingual Forward Farm Safety Toolbox. This hands-on resource is designed to support practical, effective safety training on dairy farms. This pilot event will be on March 16th and 17th at the Research Station in Arlington WI.
- Planning and developing a Forage management workshop on March 27 in collaboration with the Crops & soils educator of the region. In this program, we will discuss BMR alternatives and the importance of short corn as a forage alternative, the impact of corn rootworm on the plant, and the new updates about soybean oleic acid on animal nutrition.



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JEFFERSON COUNTY

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Jerry Wilcenski
4-H Program Educator

Jefferson County 4-H

Winter/Spring Program Highlights

- Bake-Off is a series of challenges that allow youth to expand baking skills and master a wide range of baked goods. Programming takes place at the Club level from December to July.
- Carcass Education: Youth learn about how animals are transformed into consumer meat products. Youth learn about yields, grades, margin factors for producers as well as how quality effects price and consumer demand.
- Food4ward Chocolate- From bean to bar youth learn about the production of cacao and the science behind how it becomes chocolate.
- Youth Livestock Marketing- 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 Programming that highlights the various projects and activities 4-H has to offer.
- Palmyra In School Club- Every Friday, serries goes through all of the project areas of 4-H from rabbits to Legos.





Jerry Wilcenski
4-H Program Educator

Jefferson County 4-H

Winter Program Highlights

State Meats Judging



Jefferson County 4-H kids had a great weekend at the State Meats Judging Contest at UW Madison. The Senior team of Keilah, Olivia, Gracelynn and Cheyenne finished in fourth place. The Junior team of Emmett, Fynnley, Nathan, Elliot and Gracie finished in fifth place. Nathan was Second in Evaluation and 4th Over- All. Keilah was 2nd in Reasons. Olivia was 2nd in Evaluation and 9th Over- All.





Julie Hill
Horticulture Educator

Agriculture Horticulture

March Program Highlights

- 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.
- An in-person presentation in partnership with Jefferson Public Library, where participants learned about plant health requirements and proper maintenance techniques to successfully grow indoor plants. The goal of this effort is to increase awareness and knowledge of environmentally-sound gardening practices that simultaneously provide physical, social and emotional benefits of gardening.
- Upcoming Program:
 - **Making the Cut: Hands-on Fruit Tree Pruning Workshop** at UW-Whitewater, March 7, 10:00 a.m. For more information, see attached flyer or <https://www.uww.edu/ce/gardenlandscape/handsontreepruning>
- Master Gardeners, certified by UW-Madison Division of Extension, completed 1,666 hours of volunteer service for 15 organizations throughout Jefferson County. Activities included educating others, gardening, and administration functions for various boards or committees. Organizations served in Jefferson County: City of Fort Atkinson Parks and Recreation Department, City of Fort Atkinson Police Department, City of Jefferson Parks, Recreation and Forestry Department, Evergreen Cemetery Association, Hoard Historical Museum, Jefferson County Fair Park, Jefferson County Master Gardener Association, Jefferson Public Library, Palmyra-Eagle Area School District, Jefferson High School, West Elementary, St. Coletta of Wisconsin, St. John's Lutheran Church, St. Paul's Episcopal Church, and Town of Aztalan.



Leah Meyer, Jefferson County Master Gardeners and Volunteer Association, information booth at the Earth Day Festival in Jefferson, April 26, 2025.



Josh Kamps
Regional Crops & Soils
Educator

Agriculture Crops & Soils

March Program Highlights

- An educational workshop for farmers, agronomists, and conservation professionals where participants learned about updated research-based nitrogen management considerations and explored strategies to improve crop production profitability and local water quality through fine tuning on-farm nitrogen management. The workshop strengthened collaboration among farmers, agronomists, and conservation professionals, supporting broader adoption of nutrient-management practices that enhance both economic and environmental sustainability in the region.
- A multi-year, multi-location, nitrogen management on-farm study to better understand nitrogen value of manure, biosolids, or decomposing cover crops as nitrogen sources for corn production across the region. Results of this study will help farmers, agronomists, and crop consultants in targeting nitrogen rate recommendations to improve profitability with corn production and reduce the amount of residual nitrogen at risk of leaching into groundwater. The study generated regionally relevant data that improves understanding of how organic nitrogen sources contribute to corn fertility needs.
- Participation in regional winter agronomy meetings alongside farmers and agronomists promotes relationship building, program needs assessment and opens opportunities for new partnerships and collaborations. The goal of this participation is to serve as professional development and a measurement of the relevancy of my Extension education and outreach programming. Stronger relationships with farmers and agronomists led to new collaborations and invitations for future outreach efforts.
- An educational program for farmers seeking restricted use certification to apply pesticides for controlling weeds, pest insects, or plant pathogens that are impacting crop production. Participants learned about using pesticides safely for themselves, employees, and plants and animals within natural areas nearby to crop fields. As a result, farmers within the region are better positioned to manage crop pests effectively while maintaining compliance with regulations and promoting long-term agricultural and environmental sustainability.
- An educational workshop for farmers, agronomists, and conservation professionals where participants learned about the economics of cover cropping and other soil health practices for crop production. Research based information was shared from on-farm demonstration networks and replicated field trials that studied cover crop species selection, nitrogen rate, cover crop termination timing, crop rotation diversity, and beneficial insect populations to influence crop production decision making and move soil management towards more conservation cropping systems in Southern Wisconsin.

UPCOMING EVENTS:

- March 17th, Pesticide Applicator Safety Training
 - Elkhorn, WI (8:30am - 3:00pm)
- March 27th, Field to Feed Workshop
 - Jefferson, WI (9:00am - 3:00pm)
- April 9th, Spring Cover Crop Field Day
 - Janesville, WI (12:00pm - 3:00pm)



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JEFFERSON COUNTY