



## 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, April 13, 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 March 09, 2026
7. Communications
8. Review of 2026 Departmental Budget
9. Update on Support Position and introduction of Lilianne Bidwell.
10. 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)
11. Possible Items of Discussion/Agenda Items for Upcoming Meetings
12. Discussion and Possible Decision on Dates/Times of Extension Education Committee meetings: May 11, June 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." 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:** March 09, 2026

**Call to Order:** John Kannard called the meeting to order at 8:33 am.

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

Chrissy Wen, Alison Pfau, Cadance Hawk, and Sarana Stolar were present in-person. Michael Luckey, James from Watertown Daily Union, Julie Hill, and Josh Kamps were present via Teams.

**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 February 09, 2026:** Motion by Herbst to approve the minutes as printed. Seconded by Foelker and passed.

**Communications:** None.

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

**Introduction of Cadance Hawk, 4-H Associate Educator:** Cadance was present and introduced herself.

**Update on Support Position:** Update provided by Chrissy Wen.

Interviews were held and a candidate was chosen. Human Resources is completing the background check and following up on the referrals. There should be an update early this week and if everything checks out, an offer can be made. In the next week or two, an update email will be sent with the outcome and starting date. 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 a written report for the committee.

- 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.
- 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.
- Palmyra REV team building goals and strategies from community economic data.
- Beginning to finalize county community needs assessment in collaboration with community leaders, businesses, and organizations in Jefferson County.

**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.
- Developing a certification training called “Milk Quality from the Udder World” in Madison WI on March 18th and 19th.
- Developing the Bilingual Forward Farm Safety Toolbox. 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.

**Jerry Wilcenski 4-H**, provided a written report for the committee.

Winter/Spring 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, series goes through all of the project areas of 4-H from rabbits to Legos.

**Julie Hill, Horticulture Educator**, provided an oral report based on the written report provided to the committee.

- A yearlong activity/service for residents of Jefferson County to provide research based answers to their horticulture questions.
- 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.
- Upcoming Program: Making the Cut: Hands-on Fruit Tree Pruning Workshop at UW-Whitewater, March 7, 10:00 a.m.
- Master Gardeners, certified by UW-Madison Division of Extension, completed 1,666 hours of volunteer service for 15 organizations throughout Jefferson County.

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

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.
- 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.
- Participation in regional winter agronomy meetings alongside farmers and agronomists promotes relationship building, program needs assessment and opens opportunities for new partnerships and collaborations.
- 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.
- 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.

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.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

**Possible Items of Discussion/Agenda Items for Upcoming Meetings:** The update on the Administration position will remain on the April agenda.

**Next Scheduled Meeting:** April 13

**Adjourn:** Motion by Foelker to adjourn at 9:13 a.m. Seconded by Morris and passed.

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

04/02/2026  
11:30:14

Jefferson County  
FLEXIBLE PERIOD REPORT

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FROM 2026 01 TO 2026 03

ACCOUNTS FOR:  
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>13301 UW Extension</b>							
13301 411100 Gen Prop T	-319,030	0	-319,030	-79,757.43	.00	-239,272.26	25.0%
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 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	48.54	.00	4,551.46	1.1%
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	125.00	.00	245.00	33.8%
13301 531348 Educ Sup	2,000	0	2,000	125.69	.00	1,874.31	6.3%
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	52.40	.00	262.60	16.6%
13301 535242 Maint Mach	2,100	0	2,100	424.18	.00	1,675.82	20.2%
13301 571004 IP Tel All	1,650	0	1,650	326.01	.00	1,323.99	19.8%
13301 571005 Dup Allc	65	0	65	16.26	.00	48.74	25.0%
13301 571009 MIS PC	30,244	0	30,244	7,553.01	.00	22,690.99	25.0%
13301 571010 MIS Sys	2,063	0	2,063	515.76	.00	1,547.24	25.0%
13301 591519 Oth Ins	1,003	0	1,003	131.97	.00	871.06	13.2%
13301 594809 Cap Build	0	0	0	7,608.00	.00	-7,608.00	.0%
13301 594813 Cap Office	0	8,000	8,000	.00	.00	8,000.00	.0%
13301 699999 Budget FB	0	-8,000	-8,000	.00	.00	-8,000.00	.0%
TOTAL UW Extension	0	0	0	-57,302.09	.00	57,302.09	.0%

04/02/2026  
11:30:15

Jefferson County  
FLEXIBLE PERIOD REPORT

PAGE 2  
glflxprt

FROM 2026 01 TO 2026 03

ACCOUNTS FOR:  
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL General Fund	0	0	0	-57,302.09	.00	57,302.09	.0%
TOTAL REVENUES	-323,188	-8,000	-331,188	-79,806.43	.00	-251,381.26	
TOTAL EXPENSES	323,188	8,000	331,188	22,504.34	.00	308,683.35	



**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 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 April 14th and 15<sup>th</sup> at the Research Station in Arlington WI.
- Creation of interactive and educational hands-on models for trainings. Dairy farmers and their employees and adult learners benefit significantly from tactile, hands-on practice. The creation these models would be an invaluable addition to my regional teaching programs and will help to keep animal health and welfare.



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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 4<sup>th</sup> Over- All. Keilah was 2<sup>nd</sup> in Reasons. Olivia was 2<sup>nd</sup> in Evaluation and 9<sup>th</sup> Over- All.





**Cadance Hawk**  
4-H Associate Educator

# Jefferson County 4-H

## April Program Highlights

- Learning the organizational structure, culture, and logistics of 4-H programming in order to construct a foundation for future work and more effective outreach.
- Website updates to increase information accuracy, navigability, and presentation. The goal of this initiative is to increase accessibility to accurate program information for club members, volunteers, interested parties, and the community. Embedded within this is a subgoal to increase program participation and expand program reach.
- Expansion of social media presence to Instagram. The goal of this initiative is to expand awareness of Jefferson County 4-H programming and to connect with youth on the platforms they engage with on a regular basis. An additional goal is to connect with volunteers of varying age groups, following an expressed gap in connection with volunteer audiences.
- Development of Experiential Learning and Youth-Adult Partnership training modules for 4-H volunteers. These modules fill an expressed gap in volunteer training topics and provide an opportunity for interactive engagement with materials, which enhances information retention. The goal of these trainings is to uplift both volunteers and youth through education that serves as a foundational basis for 4-H principles and operations.





**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.
- Started a Social Media campaign, “This Week in the Garden: Your Questions Answered” where I share gardening questions that came in, links to resources, and other timely tips. Weekly posts will continue throughout the growing season. On Facebook: Jefferson County UW Extension: <https://www.facebook.com/share/p/1Dsm1jqCNH/>
- Participate in the Horticulture Environmental Stewardship workgroup where we created new website articles and .pdf handouts for in-person programs about Finding the Right Certified Arborist and Hiring a Lawn Care Service. Available on the Extension Horticulture website: <https://hort.extension.wisc.edu/>. Handouts will be shared at local programs.
- Coming up:
  - April 24, 10 a.m., at Lake Mills Club 55, presenting Beyond Birdfeeders: How to be a bird-friendly gardener all year long.



**Josh Kamps**  
Regional Crops & Soils  
Educator

# Agriculture Crops & Soils

## March Program Highlights

- A study to better understand the nutrient availability of mint biomass. Results from this study will help farmers in the area better utilize mint biomass as a crop fertilizer increasing profitability and reducing the risk of nutrient loss from agricultural crop fields.
- Planning for educational programming, relationship building, and needs assessment of farms and agribusinesses in collaboration with County-Led Ag Business Councils. The goal is to continue working on expanding the scope and influence of Extension work with new audiences while evaluating the topics covered related to the current needs of clientele.
- Planning and preparation for an educational workshop for grain farmers, dairy farmers, and crop and nutrition consultants in collaboration with the agriculture industry. The goal of the program is to provide research-based information to assist with decision-making that balances crop production goals with feed nutrition goals which reduces confusion between farm advisors and improves farm profitability.
- Material development and program planning for the 2026 Foundational Crop Scout Training being designed for entry level crop scouts. The goal of the training program is to teach the basic skills necessary for successful monitoring of field crops in Wisconsin with an emphasis on crop stand development, nutrient availability, and pest presence.
- An educational meeting for farmers, agronomists, and conservation professionals where on-farm nitrogen rate trial results, irrigation water nitrogen content, and soil sampling and nutrient management topics were discussed to inform field crop nutrient application rates that maximize crop production profitability and reduce the risk of nutrient loss from agricultural fields.

### UPCOMING EVENTS:

- April 9<sup>th</sup>, Badger Crop Connect
  - 2<sup>nd</sup> and 4<sup>th</sup> Thursday's of each month
  - April-October (12:30pm - 1:30pm)
- April 10<sup>th</sup>, Spring Field Day at the Rock County Farm
  - Janesville, WI (10:00am - 12:30pm)
- May 19<sup>th</sup>, Foundational Crop Scout Training
  - Janesville, WI (10:00am - 2:30pm)



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