

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

**Date of Meeting:** March 14, 2016

**Meeting called to order by:** Chair Paul Babcock called the meeting to order at 8:30 a.m.

**Members Present:** Babcock, Borland, Morse and Schultz. Hartz was absent.

**Agents Present:** Eisenmann, Georgson, Grabow and Torbert.

Others Present: Jim Schroeder, County Board Chair

**Certification of Open Meetings Law:** The agenda has been duly posted and the door is open.

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**Approval of Agenda for Possible Rearrangement:** None

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### **Approval of February 8, 2016 Meeting Minutes:**

Motion was made by Schultz and seconded by Morse that the minutes of the February 8, 2016 meeting be approved. Motion approved: 4-0.

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**Communications:** None

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**Public Comment:** County Board Supervisor Greg David addressed the committee in support of UW-Extension. He will send a letter. Encouraged the committee to fill vacant positions.

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### **Item: Welcome to Lindsey, Administrative Assistant**

The team introduced Lindsey Schreiner our new Administrative Assistant in the office to the Extension Education committee members.

### **Item: Update, Discussion and Input on the nEXT Generation Model**

Grabow, Eisenmann and Georgson provided a brief overview of information that has occurred within the last month regarding the nEXT Generation Model. There was really not much new information to report.

### **Item: Review of 2016 Department Budget**

Georgson reported that now that the 2015 budget has been finalized, we can focus attention on the 2016 budget. Budget is on track; looks good at this point.

**Item:** Convene into closed session

Convene into closed session pursuant to Section 19.85(1)(c), Wis. Stats., Considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Committee members were briefed on the annual performance review process and typical evaluation criteria. Reviews were conducted for Kathy Eisenmann and LaVern Georgson. Steve Grabow was the UW-Extension Faculty Governance Unit Representative for these reviews. Roll call vote was taken: Babcock, yes; Borland, yes; Morse, yes; Schultz, yes.

Move into open session pursuant to Section 19.85(2), Wis. Stats., to conduct business as detailed on the duly posted agenda. Roll call vote was taken: Babcock, yes; Borland, yes; Morse, yes; Schultz, yes.

Sarah Torbert, 4-H Youth Development Agent, announced her resignation. She has accepted a 4-H Volunteer Management State Specialist position with University of Wyoming-Extension.

All agent monthly reports were sent electronically to the committee prior to the meeting.

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**Upcoming Agenda Items and Meeting Dates:** The next committee meeting will be held on April 11, 2016. Future agenda items: State WACEC (WI Association of County Extension Committees) meeting to be held in Wausau on June 20 & 21, 2016.

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**Adjournment:**

A motion was made by Schultz, seconded by Borland, to adjourn the meeting at 9:45 a.m. Motion passes: 5-0

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Secretary