

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

**Date of Meeting:** October 9, 2017

**Meeting called to order by:** Lloyd Zastrow, Chair called the meeting to order at 8:30 a.m.

**Members Present:** Hartz, Kannard, Nelan and Zastrow were present. Patrick joined the meeting during Lloyd Zastrow's recognition.

**Members Absent:** None

**Agents Present:** Georgson, Jones, Ben Wehmeier, County Administrator, Chrissy Wen, Area Director.

**Others Present:** Anita Martin, City of Lake Mills; Kim Buchholz, Administrative Specialist

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

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**Roll Call (establish a quorum):** Quorum present

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

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**Approval of September 8, 2017 Meeting Minutes:**

Motion made by Kannard seconded by Hartz, to approve the September 8, 2017 minutes as printed.

Motion unanimously approved.

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**Communications:** None

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**Public Comment:** Anita Martin from the City of Lake Mills addressed the committee explaining that she was attending to learn more about County government. She also distributed a copy of an email titled "Update, Livestock expansions". (See attached)

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**Item:** Wisconsin Associated County Extension Committees Recognition

Georgson presented Lloyd Zastrow with a certificate for his five years of serving of the University Extension Education Committee and thanked him for his contributions and service.

**Item: Review of Information Received from Information Meeting on Community Resource Educator Position that was held on September 14, 2017 at Watertown Public Library**

Wen distributed a document that summarized the outcomes from the September 14 meeting. She explained how the document was set up; color coded to match between the counties; outlined by issue and then response. She stated that there was not anything surprising that was brought out in the meeting. Many comments were reflective of the work that was done in the past. Since the University Extension Education Committee meeting on August 14, Dodge County has informed Wen that they are moving forward with the 1.0 FTE position with their community educator position.

Wen asked committee for questions. Kannard asked that Wen review the document with them. Wen then walked the committee through the document item by item. See attached document for details.

Nelan asked if Jefferson County would be sharing the CNRED position. Georgson stated that was one thing that came up throughout the discussion at the September 14 meeting was there was a lot of work to do in both counties. Dodge County is moving forward with 1.0 FTE position; taking the sharing of a position of Dodge County off the table.

**Item: Update on the nEXT Generation Model**

Wen stated that in the very near future probationary faculty will be transitioning into academic staff roles. What it means is that there are some choices for these staff to remain in their position. Deadlines are coming quickly. This will provide a really good idea of where those roles are in the future. Tenured faculty within the counties will remain the same. Wen stated that the University is trying to really play fair; to allow individuals to stay in their positions. Kannard stated that they may see some additional movement yet.

Georgson shared that he is in this position. He had to declare his decision by tomorrow in order to stay in Jefferson County. He stated that the decision should not affect the day to day work of the position

rather how he is designated by the University. Georgson stated that he anticipated applying for tenure next year; now he does not have that opportunity. It was a difficult decision.

Wehmeier informed the committee that there would not be a Memorandum of Understanding (MOU) for the first year. He assumes that there will be a contract. Wen stated that when a MOU does come out it will be for a one year to allow adjustment if needed throughout that year. Wen stated that the University has changed to emailing their project updates every other Friday.

**Item: Discussion and Possible Action on Educator Positions**

Wehmeier updated the committee on the final decision that was made at the Finance Committee. The Finance Committee was presented with the staffing of 1 FTE agriculture educator; 1 FTE Youth and Family Educator; .5 FTE 4-H Coordinator; and .5 CNRED. The Finance committee would like to see what the hiring practices will be for the open positions to ensure that the County needs are met. Therefore, their final recommendation was to move the funding for the open positions into contingency; creating another check and balance prior to those positions being hired. Funds will be available for the position(s) regardless of how they are structured. This is how the budget will be presented at County Board tomorrow evening. Wehmeier stated that supervisors have a right submit budgetary amendments.

Kannard asked whether a conversation to determine County needs for the CNRED position should be a future agenda item. Discussion occurred. Wehmeier stated that if we sit then the money will sit also. The sharing of a position with Dodge County is no longer on the table. A full time CNRED educator would be approximately \$4,000 more than what is currently in contingency. Wehmeier indicated that if the needs determined the need for a full-time position, there was some flexibility. Discussion occurred. The local communities need to be talked to, to determine their needs with this position. Kannard stated that we need to look to the future not the past. Georgson stated that if the committee identified the CNRED position as full time, the needs can then be assessed; define the position better. If the committee does not reconsider their August decision, it handicaps getting a position description posted and recruited. Wehmeier reminded the committee that there are various definitions of planning with distinct difference in terms of functionality.

Wen explained that the hiring process. There are 20 positions that will be posted soon. In the future, UW-Extension is looking to do hiring as a group. The hiring process will be faster; waiting for the position to be posted may take longer. The Area Extension Director has the hiring authority. There will be an initial interview done by UW-Extension and the second interview will be in the county.

Jones asked what Wen needed from the committee to move the position forward. Wen explained that a needs assessment can be done two ways; you hire the person and they are involved in the assessment or it is done prior to hiring the position. Discussion occurred around the CNRED position. From a budget standpoint, there is approximately \$40,000 in contingency. Feedback is needed from the communities and an assessment would collect feedback from them and the stakeholders to develop support for the CNRED position. Georgson explained that the committee can help craft the process used to gather the information needed. Wehmeier stated that there is an urgency with the need for a sound process of how needs determination is to be made. A comment was made that if a decision is not made prior to next year's budget, the money will most likely be removed from the budget.

Hartz excused himself from the meeting at this time.

**Item: Update of Jefferson County Farm Technology Days**

Georgson stated the working committees are starting to meet. The organization is firming up. Committees are starting to take up on their tasks and moving forward. Fundraising has been very active the last couple of weeks and they are now ready to accept and solicit donations. The committee expects to hear an update about the scale collectible model at the October meeting. Georgson stated that Farm Technology Days is taking a little bit more time every week.

**Item: Review of 2017 Departmental Budget**

Georgson handed out the September 2017 budget summary. Wehmeier reminded committee members that the professional services line item is where we will see savings due to the reconciliation of the 133 contract. \$30,000 of the 2017 savings will be carried over into next year for our financial obligation in support of Farm Technology Days. Georgson explained that the

money goes to support the exhibitor coordinator which would probably be a July/August 2018 expenditure.

Wehmeier excused himself from the meeting to attend another meeting.

**Item: Discussion and Possible Action on 2018 Budget**

Georgson distributed an updated copy of the 2018 budget to be presented to the County Board. The biggest thing here is to understand establishing the contingency line for the open positions.

**Item: Discussion of Monthly Agent Reports**

Georgson reviewed his written report with the committee. In horticulture programming, he has been looking at the Master Gardener Program and how the state level applies to the County. Master Gardener Association meets once a month. In crops programming, a lot of soybeans are coming out dryer in the 8-9% range. Corn is usually sold at 15% moisture. Bigger farmers are probably 2/3rds done with their soybean harvest; corn is just starting to come off. It has been a challenging year. Yields are a little better than expected; pleasantly surprising. A lot of fine tuning of alfalfa management; cover crops continue to gain interest. In Dairy & Livestock programming there has been a lot of work on horse pastures. Milk markets are huge. If a new dairy wants to start, I don't know if they have the option to start due to where they can ship their milk to. Most processors do not own cows in the United States. Small farmer are the ones that are struggling more.

Jones stated 4-H is in switch over mode with working on ending last year and beginning the New Year. Six of our 28 4-H Clubs have transition in their general leader. One club has merged with another club; there is a possibility of 1 or 2 new clubs starting. Jones has had many discussion on what does it mean to be a 4-H member in good standing. He continues to work with the leadership in the County to develop functioning subcommittees for many of the committees and Leaders Board. Jones is working with the dairy committee with the oversight of State Fair activities. The Goat committee is well organized this year. The Small Animal Committee is working on processors, especially for ducks and geese where the available processors are no

longer processing animals. Jones has met with the three new FFA advisors in the County; the Waterloo FFA Representative is now a member of the Meat Animal Project Committee. A question was asked if he has had any feedback regarding the 4-H fee decision. Jones explained that one general leader stepped down due to the decision. All new members in 2018 will have the new fee structure.

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**Upcoming Agenda Items and Meeting Dates:** Future Agenda items: Update on Jefferson County Farm Technology Days, Update on nEXT Generation (draft MOU, job duties of combining positions), 2017 Budget, 2018 Budget, Monthly Reports

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**Adjournment:** Adjourned the meeting at 9:50 a.m.

Note: Next scheduled meetings are Monday, November 13 and December 11, 2017.