

UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: February 12, 2018

Meeting called to order by: Lloyd Zastrow, Chair called the meeting to order at 8:35 a.m.

Members Present: Hartz, Kannard, Nelan, Patrick and Zastrow were present. Patrick joined meeting at 8:36 a.m.

Members Absent: None

Educators/County Staff Present: Ben Wehmeier, County Administrator; LaVern Georgson; Chrissy Wen, Area Director; John de Montmollin, Wisconsin 4-H Youth Development Interim Co-Program Director; Kim Buchholz, Administrative Specialist; Alexa Zoellner, Daily Union

Others Present: None

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

Roll Call (establish a quorum): Quorum present

Approval of Agenda for Possible Rearrangement: Motion by Nelan, seconded by Kannard, to approve the agenda as printed. Motion approved.

Approval of January 8, 2018 Meeting Minutes:

Motion by Nelan, seconded by Kannard, to approve the January 8, 2018 with change in date of meeting to February 12. Motion unanimously approved.

Communications: None

Item: Proclamation for National Agriculture Day

Motion by Kannard, seconded by Nelan, to forward the resolution proclaiming March 20, 2018 as National Agriculture Day to County Board. Motion passes unanimously.

Item: Discussion of Jefferson County Communities Extension Educator Visioning Session & Report

Wen reviewed the report that was distributed both electronically and in hard copy with the committee. Wen asked the committee for any questions. No questions were asked.

Item: Discussion & Possible Action on Communities Extension Educator Vacancy

Wen asked the committee how they would like to move forward with the current vacancy explaining that from a budget standpoint, there is currently a .5 Community Resource Development Educator planned. Committee then decided to discuss both the Positive Youth Development Educator (4-H educator) and Communities Educator together.

Item: Discussion & Possible Action on 4-H Vacancy

The committee asked John de Montmollin to join the discussion. He addressed the committee regarding 4-H vacancy explaining that the 4-H program is volunteer driven and connected to a lot of youth. Montmollin distributed a map of Wisconsin that depicted number of members, clubs, adult volunteers and youth reached in 2017 per County (see attached) and described to the committee the difference between a 4-H Coordinator and Positive Youth Development Educator position.

A 4-H Coordinator is a bachelor required position that works solely on the 4-H program. The positive youth development educator is a broader in that the position may do more youth programming throughout the County. The primary duty of the positive youth development educator is the oversight of the County 4-H program. The salary for the coordinator is \$4-5,000 less than the educator; there is some flexibility with salary. The coordinator position job description will include expanding access; volunteer management; organizational systems and program coordination. The position description for the Positive Youth Development Educator will include the coordination of the 4-H program, expanding access and then 2-3 of the following: pathways to the world of work, community engaged leadership (service, service learning) or living healthy (alcohol, tobacco, drugs, nutrition and exercise).

Montmollin stated that the pools he has been working with are between 30-40 people. Question was asked about how soon the position may be filled. Montmollin commented that the UW is hiring in waves and the process will take time. Currently the biggest backlog is occurring at Human Resources as there has been a hiring freeze for so long that there is a tremendous

amount of positions being hired. Kannard stated he believed the County should hire a Positive Youth Development Educator. Question was asked of the committee about the current .5 Coordinator position within the budget. Kannard commented that position may make sense to add down the road but not currently. Montmollin stated that Extension can be helpful when the committee is at the point of having those discussions. UW-Extension is developing guidelines and other helpful materials to assist counties in making those decisions.

Discussion followed. Kannard motioned, seconded by Patrick, to proceed with the Positive Youth Development Educator with 4-H being the primary focus of the position. Motion approved.

Discussion then turned to the Community Development Educator. Kannard asked Wehmeier if there was enough need to move forward with the position at this time. Wehmeier stated that the Committee needs to be have that discussion based around the information that has been provided; scoping out what makes sense for the County. Discussion followed.

Kannard commented that a fee for service may be a better way to move forward. Nelan stated that the primary focus is education. Kannard stated that the committee should postpone filling the position until a future date. Motion Hartz, seconded by Kannard, to postpone the discussion on Community Development Educator until the next meeting. Motion carried.

Item: Approval of 2018 UW-Extension Contract

Kannard asked that the County only pay for the positions that we currently have, eliminating the .5 Communities Extension Educator and .5 4-H Program Coordinator from the contract. Wen explained that this contract is for the future and would hesitate removing the Communities Extension Educator from the contract because then it is not a contracted position.

Corporation Council Ward and Wehmeier have participated in conference calls regarding the contract. Wehmeier stated that UW-Extension did work fairly well to address some of our concerns. Wehmeier stated that we need to continue to work on the contract for the future. A question was asked about the amendment process for the contract. Wen will work on determining the contract amendment procedure. Wehmeier explained to the committee that per the budget, the committee has the authority to contract for the 2 current positions; the other funding for the positions is in contingency and therefore the committee would need approval

from Finance to release the funds. Motion made by Patrick, seconded by Kannard, to move forward with the contract that includes the ag extension educator and positive youth development educator. Motion unanimously approved.

Item: Update of nEXT Generation Model

Wen stated that there is not too much new. Some positions are shifting because of feedback that has been received. UW-Extension will transition into UW-Madison on July 1. Wen explained that due to the nEXT Generation, Extension is in a better position to align with UW-Madison. Wen noted that not a lot will change at the local level. Wehmeier stated that at his meeting last week, UW Chancellor Blank provided a very positive conversation; nice outreach with her and her staff that attended; one of the better ones Extension has held.

Item: Update of Jefferson County Farm Technology Days

Georgson reported that we are at half time; we are now in the second half of planning for Farm Technology Days in 2019. The Fundraising Committee has been meeting weekly. They have developed a PowerPoint presentation to be used for different potential sponsor presentations. Georgson has been part of the team that has visited some of the potential major local sponsors. The Utilities Committee (cell and electrical service) has an opportunity for a potential sponsorship. All committees have been presenting their budgets to the Executive committee. Georgson stated that it is the goal of the Executive Committee to have as much as possible completed for the show by June 15, 2019. This will allow the farm families involved to enjoy the County Fair in 2019 since the events are so close together. We have very resourceful people in the County. The committee asked Georgson on the status of the toy tractor. Georgson stated that the committee is awaiting new numbers. Georgson believes we are still in pretty good shape for the toy tractor. He is hopeful to have a prototype in June to be used at this year's event.

Item: Review of 2018 Departmental Budget

Georgson stated that the 2018 budget is tracking well.

Item: Discussion of Monthly Agent Reports

Georgson reviewed highlights from his written report with the committee. Master Gardener Level 1 training has started; there are 12 individuals attending the class. The class meeting every other Monday night until mid-June. Crop programming questions have been around crop rents; crop prices are not leaving very much room for profitability. For Dairy, milk prices are very poor.

Georgson has been working with a business looking to relocate to provide for processing of animals. They are currently in the final zoning stages; Jefferson County has a strong history of livestock production. This new business would be a benefit to our County for a long time. Department activities working with the County compensation study for Kim and Katelyn. Georgson is also now providing the support to the 4-H program along with Kim and Katelyn in the absence of a 4-H Educator.

Upcoming Agenda Items and Meeting Dates: Update on Jefferson County Farm Technology Days, Update on nEXT Generation, contract, contract amendment process, CNRED Educator, update on Positive Youth Development Educator hiring, Monthly Reports

Adjournment: Adjourned the meeting at 9:56 a.m. Motion by Patrick, seconded by Kannard.

Note: Next scheduled meeting is Monday, March 12, 2018.

