

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

**Date of Meeting:** July 9, 2018

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

**Members Present:** Kannard, Roberts and Zastrow were present. Herbst & Kelly absent.

**Members Absent:** None

**Educators/County Staff Present:** Ben Wehmeier, County Administrator; LaVern Georgson; Chrissy Wen, Area Director; Kim Buchholz, Administrative Specialist; John Exo, UWEX; Michelle Scarpace, UWEX

---

**Others Present:** Anita Martin, citizen

---

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

---

**Public Comment:** None

---

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

---

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

---

**Approval of June 11, 2018 Meeting Minutes:**

Motion by Zastrow, seconded by Kannard, to approve the June 11, 2018 as printed. Motion unanimously approved.

---

**Communications:** None

---

**Item:** Update from Area Director – Chrissy Wen

Wen provided a brief update for the committee on happenings within UWEX. Not many changes to report.

**Item:** Update on Positive Youth Development Educator Position

Wen stated that the position has been posted. She will conduct the initial screen of applicants. Georgson and Wen will conduct the initial interviews by phone, etc. Final interviews are tentatively planned for August meeting.

**Item:** Review of Statewide Situational Needs Analysis

Wen conducted a short situational needs analysis of Jefferson County with the committee. Committee members were asked what they saw as needs within Jefferson County. Discussion occurred. Wen will compile the findings and share with the committee.

**Item:** Review of 2018 Departmental Budget

Wen and Georgson stated that we are good due to the open educator position.

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

Georgson provided the committee with an update on Farm Technology Days. Refer to his written report for more details.

**Item:** Discussion of Monthly Agent Reports

Georgson reviewed his written report that was handed out to the Committee.

---

**Upcoming Agenda Items and Meeting Dates:** Update on Jefferson County Farm Technology Days, update on Positive Youth Development Educator hiring, Monthly Reports

---

**Adjournment:** Meeting adjourned the meeting at 9:58 a.m.

Note: Next scheduled meetings is Monday August 13, 2018.

---

Signature of Secretary