

**Jefferson County University Extension Education Committee  
Minutes for January 7, 2013**

**Call to Order** – Chair Glen Borland called the meeting to order at 8:30 a.m. in Room 12.

**Roll Call** – Committee members present: Glen Borland, Sarah Bregant, Matt Foelker, Jennifer Hanneman, and Mike Kelly.

Also present: Agents Kathy Eisenmann, Steve Grabow and Heidi Johnson; Gary Petre, County Administrator; Matt Hanson, Southwest Region Director, UW-Extension; and Karyn Sporry, Daily Jefferson County Union.

**Certification of Compliance with the Open Meetings Law**

Meeting posting was certified in accordance with Open Meeting Law requirements.

**Approval of the Agenda for Possible Rearrangement** – Agenda approved by consent.

**Approval of Minutes from November 12, 2012 Meeting**

Motion by Hanneman to approve November 12, 2012 minutes. Seconded by Foelker. Motion passed 5-0.

**Communications/Citizen Input & Comments:** None

**Review and Approval of the 2013 Purchase of Care and Services Contract (133 contract) –**

Eisenmann and Hanson explained the contract. They indicated there will be savings due to open positions. Motion by Hanneman to approve the 2013 Purchase of Care and Services Contract. Seconded by Foelker. Motion passed 5-0.

**Review and Discussion of the Agriculture Education Program Needs Assessment & Acceptance of the Agriculture Agent's Resignation** – Johnson presented the needs assessment. Motion by Foelker to accept Heidi Johnson's resignation. Seconded by Bregant. Motion passed 5-0.

**Review and Discussion of the Transition Plans for the 4-H Youth Development and Agriculture Education Agents positions** – Matt Hanson.

**Agent Reports**

**Identify future meeting dates** – February 11, 2013; March 11, 2013; April 8, 2013. **Possible agenda items** – March 11 will be performance review unless we are doing position interviews. Then, April 8 will be performance reviews.

**Adjournment**

Motion by Foelker to adjourn meeting. Seconded by Hanneman. Motion passed 5-0.  
Meeting adjourned at 10:10 a.m.

Respectfully submitted,

Mike Kelly, Secretary