

## UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: February 11, 2013

Meeting called to order by Chairman Glen Borland at 8:30 a.m.

Members Present: Borland Bregant Foelker Kelly

Agents Present: Eisenmann Roberts

Also present: County Board Chair John Molinaro. Supervisor Hanneman and CRD Agent Grabow were excused.

Certification of Open Meetings Law: The meeting was duly posted and the committee is in compliance. A quorum is present.

Approval of Agenda for Possible Rearrangement: We will postpone consideration of the January 7, 2013 meeting minutes until the March 11, 2013 meeting in order for a correction to be made.

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**Communication/Citizen Input and Comments:** Eisenmann shared an email correspondence from Lois Wiedenhoeft along with Eisenmann's reply.

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### **Item: Review and Discussion of 4-H Youth Development Education Program Needs Assessment**

**Discussion Points:** Roberts shared her Vision to Action Needs Assessment Summary from November, 2011 with the committee members. Roberts explained how the process was conducted and its results. Included in the packet of information shared was also a description of her roles and responsibilities related to her position and the Extension Education Committee Policies Pertaining to the Youth Development Position from 2007/08. Discussion was had on the program needs, the agents' role and responsibilities, and the policy. No action was taken.

### **Item: Update on the Agriculture Education Agent Position Hiring Process**

**Discussion Points:** Eisenmann made the report in lieu of Grabow's absence. UW-Extension administration is moving forward on both positions. As Matt Hanson had told the committee in January, there are a large number of positions open across the state, including many Agriculture Agent positions. There is a backlog within the Human Resources department due to staff shortages and an unanticipated number of position openings. Hanson emailed Eisenmann and Grabow last week inquiring about which position – Agriculture Agent or 4-H Youth Development Agent- was a higher priority for posting. Eisenmann responded back to Hanson that both positions were a priority. Discussion by the committee was had on the issue.

Motion made by Kelly and seconded by Foelker that both the Agriculture Agent and 4-H Youth Development Agent positions were a high priority for hire and UW-Extension should post both positions as soon as possible.

Motion passes 4 -0

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**Item:** Wisconsin Association of County Extension Committees (WACEC) Annual Conference

**Discussion Points:** Roberts shared the information regarding the upcoming annual conference with the committee members scheduled for April 8-10, 2013. Discussion was had by the committee regarding attendance. Registration deadline is March 17, 2013. Committee members can let Roberts know their plans at the March 11, 2013 meeting or before.

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**Educational Reports:** Eisenmann Roberts

**Discussion Points:** Committee members reviewed the reports and had no questions for the agents. Grabow will submit his report at the next committee meeting.

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**Dog Claims:** None

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**Upcoming Agenda Items and Meeting Dates:** The committee reviewed the upcoming meeting dates. Eisenmann advised members they should plan on an extended meeting on March 11, 2013 due to the annual agent performance reviews. Committee members noted it for their calendars.

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**Any Other Business:** None

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**Adjournment:**

Meeting adjourned at 10:00 a.m.

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Mike Kelly, Secretary