



**University Extension Education Committee Agenda
Jefferson County
864 Collins Road, Room 12
Jefferson WI 53549**

DATE: Monday, April 11, 2016

TIME: 8:30 a.m.

Committee Members:

Paul Babcock (Chair)	Ed Morse
Glen Borland (Vice Chair)	Dick Schultz
Peter Hartz (Secretary)	

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda (for possible rearrangement)
5. Approval of University Extension Education Committee minutes for February 8, 2016
6. Communications
7. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
8. Update, Discussion and Input on nEXT Generation Model
9. Review of 2016 Departmental Budget
10. Annual Report and Update to Matt Hanson, UW Extension Southwest Region Director, on pending personnel and other changes at UW Extension
11. Discussion and Possible Action on Refilling of the 4-H Youth Development Agent Position
12. Discussion of Monthly Agent Reports – Sarah Torbert, LaVern Georgson, Steve Grabow, Kathleen Eisenmann
13. Discussion to Identify Future Agenda Topics
 - State WACEC Conference – June 20-21 in Wausau, WI
14. Adjourn
 - Next Scheduled Meeting: Monday, May 8, 2016

A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

“Enriching people with knowledge, perspective, skills and aspirations. “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

UNIVERSITY EXTENSION EDUCATION COMMITTEE MINUTES

Date of Meeting: March 14, 2016

Meeting called to order by: Chair Paul Babcock called the meeting to order at 8:30 a.m.

Members Present: Babcock, Borland, Morse and Schultz. Hartz was absent.

Agents Present: Eisenmann, Georgson, Grabow and Torbert.

Others Present: Jim Schroeder, County Board Chair

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

Approval of Agenda for Possible Rearrangement: None

Approval of February 8, 2016 Meeting Minutes:

Motion was made by Schultz and seconded by Morse that the minutes of the February 8, 2016 meeting be approved. Motion approved: 4-0.

Communications: None

Public Comment: County Board Supervisor Greg David addressed the committee in support of UW-Extension. He will send a letter. Encouraged the committee to fill vacant positions.

Item: Welcome to Lindsey, Administrative Assistant

The team introduced Lindsey Schreiner our new Administrative Assistant in the office to the Extension Education committee members.

Item: Update, Discussion and Input on the nEXT Generation Model

Grabow, Eisenmann and Georgson provided a brief overview of information that has occurred within the last month regarding the nEXT Generation Model. There was really not much new information to report.

Item: Review of 2016 Department Budget

Georgson reported that now that the 2015 budget has been finalized, we can focus attention on the 2016 budget. Budget is on track; looks good at this point.

Item: Convene into closed session

Convene into closed session pursuant to Section 19.85(1)(c), Wis. Stats., Considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Committee members were briefed on the annual performance review process and typical evaluation criteria. Reviews were conducted for Kathy Eisenmann and LaVern Georgson. Steve Grabow was the UW-Extension Faculty Governance Unit Representative for these reviews. Roll call vote was taken: Babcock, yes; Borland, yes; Morse, yes; Schultz, yes.

Move into open session pursuant to Section 19.85(2), Wis. Stats., to conduct business as detailed on the duly posted agenda. Roll call vote was taken: Babcock, yes; Borland, yes; Morse, yes; Schultz, yes.

Sarah Torbert, 4-H Youth Development Agent, announced her resignation. She has accepted a 4-H Volunteer Management State Specialist position with University of Wyoming-Extension.

All agent monthly reports were sent electronically to the committee prior to the meeting.

Upcoming Agenda Items and Meeting Dates: The next committee meeting will be held on April 11, 2016. Future agenda items: State WACEC (WI Association of County Extension Committees) meeting to be held in Wausau on June 20 & 21, 2016.

Adjournment:

A motion was made by Schultz, seconded by Borland, to adjourn the meeting at 9:45 a.m. Motion passes: 5-0

Secretary

**March 2016 Activity Report
To the University Extension Education Committee
For Steve Grabow**

Economic Development

- The March JCEDC Board meeting was canceled.

Community Vitality and Placemaking

- Continued distribution of my new publication entitled: *Principles and Practice of Community Placemaking* was printed. A local press release about this publication was prepared and distributed. This appeared in the Watertown Daily Times. The official UW Extension press release link is: <http://fyi.uwex.edu/news/2016/03/01/enhancing-a-communitys-sense-of-place/>
The publication is available online at the UW Extension Learning Store: <http://learningstore.uwex.edu/Principles-and-Practice-of-Community-Placemaking-P1786.aspx>
- In conjunction with UW Extension Land Use and Community Development Specialist from UW River Falls/Extension Todd Johnson, developed and co-facilitated the March 3rd “Imageability and Public Concept Mapping” workshop. This required extensive detailed planning for this detailed exercise to develop concept maps for downtown and the broader community using the research-based methods of former MIT planning professor Kevin Lynch. Pre-event setup required the assembly of a full set of table resource materials, two aerial photos at each table, and other items for an interactive community workshop. This agent provided the orientation and background education along with the facilitation of input by the participants. About 50 community members participated in this 3-hour interactive workshop.
- Compiled a Proceedings Report from the March 3rd “Imageability and Public Concept Mapping Workshop”. This included two “Cognitive Maps” (one for Downtown and one for the broader community) that were developed by Todd Johnson using specific methodology for synthesizing community ideas. This has been distributed to the Steering Committee and has been placed on the Community Placemaking Initiative website.
- Designed and prepared an Agenda for the fifth and final workshop of the Fort Atkinson Community Placemaking Initiative which will be held on April 7th. Resource materials are being assembled for this workshop.
- Completed final preparation and continued leadership of the UW Extension Community Vitality and Placemaking Team which conducted a major training for UW Extension colleagues on “The Foundations of Community Vitality”. This training was held in Mineral Point on March 29-31. In addition to general wise counsel for this training, I provided formal presentations on: 1) Building Community Capacity, 2) Purpose-Based Action, and 3) Principles and Practice of Community Placemaking. 25 Colleagues participated in this training, and informal evaluations were very positive.
- Discussed my new book on *Principles and Practice of Community Placemaking* on Michael Clish’s Morning Magazine half-hour radio show on April 1st.

Planning and Change Processes

- At the request of the Parks Director, this educator presented a Proceedings Report, with findings, to the Glacial Heritage Implementation Team on March 16th. The report described a process that resulted in a recommended alternative to address the needed function of Glacial Heritage Area Coordinator.

Local Government

- Met with the County Administrator, County Clerk and County Corporation Counsel to prepare for the “Orientation of New and Continuing County Board Supervisors” workshop which will be held on April 12th. This educator updated some resources, and will be giving a presentation on The Basics of County Structure and Governance.
- Shared UW Extension research with leaders in Fort Atkinson on “Women and Running for Elected Office”.
- Participated in a farewell tribute to outgoing Fort Atkinson City Council member Leslie LaMuro, and networked with community leaders.

Leadership and Organizational Development

- Participated in UW-Extension faculty governance and Community, Natural Resource and Economic Development Program (CNRED) matters including individual faculty reviews, counsel and human resources activities in my role as Program Liaison.
- Responded to a UW Extension survey about County faculty’s impressions/opinions on the “tone” and “mood” of the County Partner (County government and communities) relative to the nEXT Generation proposal. Our response was a direct and honest interpretation. We were also asked to provide copies of any formal actions so the official County Board Resolution was attached. Although County faculty have requested the finding and results from this survey, nothing has been shared with County faculty as of yet.
- I have continued to share my decision to retire later this summer. The formal announcement (mentioned in last month’s report) was widely distributed and discussed with County leadership and the University Extension Education Committee at their March 14th meeting.

Kathleen Eisenmann
Jefferson County
Extension Education Committee Report
March, 2016

Program Development/Teaching Highlights

Program Priority: How can Jefferson County build capacity of public institutions and community-based or nonprofit organizations serving children and families?

People Against Domestic and Sexual Abuse, Inc. – Met with organizational leaders to discuss additional organizational development opportunities and the need for some additional planning. May be engaging in some additional planning later this summer.

Community Action Coalition of Southcentral Wisconsin, Inc. - Consulted with the executive director on progress toward goals from last summer's organizational assessment. The organization has made excellent progress to date. Responded to request for additional planning and organizational development. May be moving forward with additional work later this spring or summer.

Greater Watertown Community Health Foundation – Responded to additional request for information on early childhood prevention programs and family demographics. Will be presenting information at an upcoming board retreat in May and meeting with the executive director to plan for the retreat.

Team Leadership/Family Living Programs Work:

Office Team – Met with the office team, county administrator and UW-Extension regional director to discuss transition plans for the 4-H Youth Development and Community Resource Development positions. Met additionally with the office team to plan for the transitions.

UW-Extension Faculty Senate – Attended the regular faculty governance meetings. Am chairing the committee responsible for developing the new UW-Extension policy on faculty layoffs and recommending revisions to existing policies to bring them into alignment with the new Regents' policy on faculty layoffs. This will be a six week commitment of 3 meetings in anticipation of a vote at the June, 2016 Faculty Senate meeting.

ICC Meeting – Represented the office at the monthly regional ICC meeting for Community Resource Development education. The topic was heroin addiction and how to intervene effectively. I will be following up on the meeting outcomes with Kathi Cauley at her request.

UW Extension Agriculture Report
To the Jefferson County Extension Education Committee
By LaVern Georgson

April 11, 2016

Agriculture Programming

Our continuing effort to support the beef farmers in Jefferson County was demonstrated by a Beef Feeders meeting. As part of a statewide series, Jefferson County UWEX hosted the meeting with collaboration and invitations extended to surrounding counties. Bill Halfman, Monroe County Agriculture Agent, presented on the facility costs related to raising beef cattle. Dr. Brenda Boetel, UW Extension Livestock Marketing Specialist and Professor at UW River Falls, discussed the prices and trends of both beef cattle and the feed needed to raise them. Adam Hady, Richland County Agriculture Agent, outlined the impending rules regarding medicines/antibiotics in feeds commonly referred to the Veterinary Feed Directive (VFD). Under these new regulations farmers must have a working relationship with a veterinarian. As part of that relationship, the veterinarians will be authorizing the use of various medicinal feed ingredients in a prescription format for a specific ailment and duration of treatment.

The Private Pesticide Application Training sessions are completed. Nearly 90 farmers and employees were trained during three sessions. Evaluation showed a strong growth in knowledge and support for my part as the instructor in the trainings. Training session participants significantly supported that the time in training was worthwhile. There were an additional number of individuals that scheduled time and were tested through independent study. Time constraints or scheduling conflicts occasionally indicate that the independent study is the best option for meeting certification or recertification. We also work with neighboring counties to share dates and training opportunities.

Close to 40 people interested in farm succession planning attended a workshop in Elkhorn. Agriculture agents and educators from Jefferson, Racine, Rock and Walworth counties had planned this three-part series. This was the second training with one more planned for late this year or early in 2017. Questions continue to arise regarding the planning for the future of family farm businesses.

The Wisconsin Dairy and Beef Well-Being Conference was held in early March at UW Platteville. This conference is held annually moving around Wisconsin. The conference offers national speakers addressing major topics that are facing the dairy and beef industry. There also breakout sessions providing information of a more practical nature. The keynote speaker Wanda Patsche, from Minnesota, presented on Building Your Ag Story Through Social Media. John Freitag of the Wisconsin Beef Council shared information from a national study that examined consumers perspectives and preferences in regards to meat choices and purchases. There also were sessions on cow comfort, handling skills, pain control options when dehorning, handling facilities and technology in monitoring animal well-being. I was part of the planning team for this regional conference. Some of my more specific activities involved contacting sponsors, arranging for speakers and logistics.

Several meetings were held to work on the coordination and planning of the 2016 Walworth County Farm Technology Days. Leigh Presley, the Racine-Kenosha Agriculture Educator and I are working with the exhibitors and the logistics of the education tents. In collaboration with UWEX from Rock and Walworth counties, I am the lead working on the dairy farm tour and script, the grain elevator tour and script and a video production of a grain handling facility and its markets.

There was a considerable amount of effort that was valuable in the ongoing discussion regarding the large dairy goat farm seeking to locate in Jefferson County. Research, conversations and meetings were used to provide insight, information, facts and education in an emotionally charged atmosphere. The latest information indicates that the proposed dairy has found a more acceptable location.

A pollinator workshop was held in response to questions and as an emerging topic. Christelle Guedot, a State Specialist with the UW Department of Entomology talked about the impact of domestic and wild bees on pollination. Deb Schut, Executive Director of the Jefferson County USDA Farm Service Office, addressed the federal programs and assistance available for plantings. Dale Staude from the Jefferson-Dodge County Beekeepers Association demonstrated the practical applications of beekeeping. The program received high remarks for topics, presentations and impact.

Sarah Torbert
4-H Youth Development Agent
January Extension Report

Communication

- Keeping members up to date through continued use of Social Media pages. Lindsey Schriener is working to schedule posts and keep members up to date.
- Continued use of 4-H newsletter to communicate with members about upcoming programs.
- Started new Monday Update e-mails to let families know what is happening this week in the world of Jefferson County 4-H. Have received positive comments on this new addition to our communication strategy.

Project Related Work

- Met with the Horse Committee. Focus on communication strategies and future sub-committee policies.
- Held Foods Revue with over 25 entries. Working on transitioning all of the Foods Revue related tasks to Fair Park staff.
- Attended MAP Committee meeting. Working to plan successful educational experiences for youth.
- Assistant with State 4-H Livestock Skillathon Contest. Jefferson County youth placed 3rd in this event, with two youth placing in the top ten.
- Held first Lego Project meeting. Recruited two new leaders to continue project in the future.

Overall County 4-H Work

- Held first ever Family Game Night with about 25 people in attendance. Looking to host additional activities to promote safe and affordable family time for anyone in the 4-H program.
- Held five New Leader Trainings. Looking to complete leader trainings before May 11th.
- Held the March Leaders Association meeting with a focus on Fair information for the 2016 Jefferson County Fair.
- Working to revamp our camping experience. Due to a low interest shown by counselors and adults we have made the June 15-18 camp a State Camp and Upham Woods staff will do all programming for this camp. Jefferson, Sauk and Columbia counties will continue to do Outpost Camp for 7th and 8th graders and Discovery Camp for 6th graders.

Office Responsibilities

- Interviewed candidates for the Jefferson County 4-H Internship position. Hired Amanda Strauss, 4-H alumni in Jefferson County.

Professional Development

- Attended Foundational Topics Team Meeting. Resigned as Volunteer Development Team leader. Working with the Volunteer Development Team and the State 4-H Office to transition to new leadership.
- Held Jefferson County Connections Leadership Conference at Bethesda Lutheran Communities. At the conference I lead all introduction activities, taught a session on leadership personalities and did the wrap up activity. Over 100 youth from Jefferson County High Schools attended.
- Judged the District FFA Creed Speaking contest.
- Attended a state Mapping meeting to look at how maps can better help the Volunteer Development Team to serve and recruit new and existing volunteers. The Mapping project also focuses on helping counties identify new audiences and how to reach them.
- Continue work as part of the Joint Council of Extension Professional Conference planning team. Working to help with workshops and speakers for the April conference.