



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

DATE: Monday, May 9, 2016

TIME: 8:30 a.m.

Committee Members: Glen Borland Mark Klubertanz
Peter Hartz Gregg Patrick
Lloyd Zastrow

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Election of Committee Officers
5. Approval of Agenda (for possible rearrangement)
6. Approval of University Extension Education Committee minutes for April 11, 2016
7. Communications
8. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
9. Orientation to University Extension Education Committee Members
10. Discussion of Jefferson County potentially hosting Farm Technology Days in 2019
11. Update, Discussion and Input on nEXT Generation Model
12. Review of 2016 Departmental Budget
13. Update on the Refilling of the 4-H Youth Development Agent Position
14. Update on the Refilling of the CNRED Agent Position
15. Discussion of State WACEC Conference – June 20-21 in Wausau, WI
16. Discussion of Monthly Agent Reports – Sarah Torbert, LaVern Georgson, Steve Grabow, Kathleen Eisenmann
17. Discussion to Identify Future Agenda Topics
18. Adjourn
 - Next Scheduled Meeting: Monday, June 13, 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: April 11, 2016

Meeting called to order by: Vice Chair Glen Borland called the meeting to order at 8:30 a.m.

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

Agents Present: Eisenmann, Georgson, Grabow and Torbert.

Others Present: Jim Schroeder, County Board Chair; Matt Hanson, UW-Extension Southwest Region Director; Alexa Zoellner, Daily Union

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 March 14, 2016 Meeting Minutes: Motion was made by Schultz and seconded by Morse that the minutes of the March 14, 2016 meeting be approved. Motion approved: 3-0.

Communications: None

Public Comment: None

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

Matt Hanson provided the committee with an update on the nEXT Generation. The University has hired a Project Coordinator. 16 work teams are currently being assigned that will start meeting in early May. Each work group will consist of 5-10 individuals that will meet one day per week to research, survey, gain input on their group topic. Committee asked questions. Matt explained that there is currently a call for nominations for the work group participation for internal colleagues, commodity groups – process to populate internal/external participation. Matt also stated that they hoped for County Administrators and County Board Chair to participate. The committee was concerned about how the changes will affect Jefferson County. Matt stated that we were too early in the process to know the specifics.

Item: Review of 2016 Department Budget

Georgson reported that the 2016 budget is on track; dollars will be available at year end.

Item: Annual Report and Update from Matt Hanson, UW Extension Southwest Region Director, on Pending Personnel and Other Changes at UW Extension

Matt provided an update on the nEXT Generation model under agenda item number 8. The 4-H Youth Development and CNRED position were discussed. Currently, they will look to filling the 4-H Youth Development position and bridging the CNRED position by using Specialist and other agents (although this is very conceptual at this point). Other alternatives were discussed by staff.

Item: Discussion and Possible Action on refilling of the 4-H Youth Development Agent Position

Matt stated that UW-Extension is committed to filling the 4-H position. Matt will discuss it with the 4-H Program Area and try to recruit a permanent replacement. Matt then provided an overview of the hiring process; position would be posted in a couple of weeks; recruitment would be for 4 ½ weeks; then preliminary screenings/interviews would be set up; then County interviews would be set up; the entire process would take about three months. Motion made by Schultz, seconded by Borland that the 4-H Youth Development Agent should be hired full time.

Item: Discussion of Monthly Agent Reports

All agent monthly reports were sent electronically to the committee prior to the meeting. Review and highlights from their written monthly reports were provided by Torbert, Eisenmann, Georgson and Grabow. It was noted that a cake/coffee Open House will be held for Sarah on May 9th from 4 to 6 p.m. All committee members are invited to attend.

Upcoming Agenda Items and Meeting Dates: The next committee meeting will be held on May 9, 2016. Future agenda items: State WACEC (WI Association of County Extension Committees) meeting to be held in Wausau on June 20 & 21, 2016. Borland will be recognized for his years of service.

Adjournment:

A motion was made by Schultz, seconded by Morse, to adjourn the meeting at 9:44 a.m. Motion passes: 3-0.

Secretary

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

Economic Development

- Attended the April JCEDC Board meeting, and networked with the WEDO Executive Director and Dean of Economic Development for Madison College; provided follow up UWEX resources to the Dean on “What is Economic Development?” along with the Jefferson County Economic Vision.

Community Vitality and Placemaking

- Continued distribution of my new publication entitled: *Principles and Practice of Community Placemaking*. The publication is available online at the UW Extension Learning Store:
<http://learningstore.uwex.edu/Principles-and-Practice-of-Community-Placemaking-P1786.aspx>
- Appeared on the WFAW Morning Magazine radio show with Michael Clish to discuss my new book: *Principles and Practice of Community Placemaking*.
- Provided copies of my book on the *Principles and Practice of Community Placemaking* to a City Council member from the City of Wauwatosa who will be sharing this resource with other leaders in Wauwatosa; an article in the Tosa Times described the book for the public.
- Facilitated the fifth and final workshop of the Fort Atkinson Community Placemaking Initiative which was held on April 7th.
- Compiled a Proceedings Report for the final Steering Committee workshop for the Fort Atkinson Community Placemaking Initiative in which the Steering Committee finalized a Consensus Vision Sketch, developed a general implementation approach and also outlined the event for sharing the results of this five-part placemaking series to the Fort Atkinson Community.
- Worked with the City Manager and Core Group on the next steps for the Fort Atkinson Community Placemaking Initiative.
- Drafted a “Community Report” which compiles the results from the entire Fort Atkinson Community Placemaking Initiative in a user-friendly format.

Planning and Change Processes

- Designed and facilitated the first strategic planning workshop for the Board and staff of the Hoard Historical Museum. This will be a multi-part series. This is the third strategic planning cycle that I have facilitated for this organization in the past 15 years.
- Designed and facilitated an adapted strategic planning workshop for the Jefferson County Historical Site Preservation Commission. This organization did not have a formal mission statement or other foundational components of an organizational plan. The Board was very complimentary about the process and the important progress made to guide this organization.
- Co-facilitated a work session with representatives from the three-county area that comprises the 54 mile Glacial River Bike Trail; led an action planning and implementation session on a new trail guide, signage considerations, marketing and other decisions related to continued implementation of this new system.

Local Government

- Presented the component on The Basics of County Structure and Governance for the “Orientation of New and Continuing County Board Supervisors” workshop which was held on April 12th. About 20 County Supervisors and most all County Department Heads attended this session. Favorable comments were received by participants.
- Participated in the April 18th Intercounty Coordinating Committee meeting on “Methods of County Budgeting” and contributed to the presentation by Chair Schroeder.

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.
- Participated in a special meeting with UWEX SW Region Director Matt Hanson, County Leaders and UWEX faculty on April 7th to discuss transitions in UW Extension, Jefferson County Office.
- Participated in the annual UWEX Joint Council of Extension Professionals conference, and I received three awards for my work with the Strategic Planning Team, the Wisconsin Design Team and for my many years as a community development professional.

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

May 9, 2016

Agriculture programming

The warming temperatures and some mild days led to an increasing number of calls relating to consumer horticulture. The flurry of activity included topics for soil testing, interpreting of the soil test reports, questions on crabgrass control, concerns about plants that did not winter well and conversations surrounding the Plant Health Advisors. The Plant Health Advisors are a group of certified Master Gardener Volunteers that hold regular office hours here at the Jefferson County UWEX office. The dedicated group of trained individuals serve as the initial responders from May through September for consumer horticulture questions. They work in cooperation and collaboration with Kim Buchholz and myself while basing their responses on the resources of the University of Wisconsin Extension.

UWEX Jefferson County hosted a very successful workshop on fruit tree pruning with people registered from Jefferson and surrounding counties, even as far away as Milwaukee County. The primary instruction was by Amaya Atucha, UW-Extension Fruit Crop Specialist. The workshop was conducted in two parts. We began here in our large classroom with over 22 participants. Amaya presented important points on tree growth, production and management through pruning, tree health and answered questions reinforcing correct procedures. Despite cold conditions with occasional snow flurries, the class was adjourned to a nearby orchard. Instruction continued there on apple trees, pear trees and grapevines. Participants were able to see demonstrations firsthand and practice techniques. Evaluations consistently rated the program as excellent.

There were a number of meetings and conversations regarding the changes of faculty within our office. Concerns were expressed and addressed regarding the continuity of duties and responsibilities, stakeholder needs and future considerations. Planning for the future is complicated by the ongoing process and uncertainty surrounding the restructuring of UW-Extension. It is recognized that 4-H agent and CNRD agent positions are important.

Dave Kammel who is a professor and engineer with UWEX Biological Systems Engineering Department spent a day visiting Jefferson County. His visit was coordinated through our office to address facility questions that farmers have. Our first visit was to an established dairy farm that is looking to reduce the physical wear and tear in their daily chores. Options for this family farm include a low-cost parlor, changing feed delivery, cattle movement and cow housing. There will be follow-up visits with this family as they have questions regarding business planning and succession concerns.

Reducing the physical strain while looking at efficiencies that are economical and realistic to implement are important. The volatility of the price of milk has increased and is currently represented by the lowest milk price we've seen in several years. Many farmers are below breakeven. Milk prices are only expected to rise modestly between now and the end of the year.

Two other family farms that have beef cows and raise calves were visited. One operation led by a woman farmer had questions about the location, construction and utilization of a cattle handling facility. The use of lanes, pens and restraint chutes provides for animal safety, management efficiency and human safety. The second farm had the same questions and concerns. There was also more interest in looking at a complete, new facility. This included location of waters, feed storage, feeding options, animal handling, building location and construction plan. There have been several follow-up calls with this farmer and his questions regarding the developing of a construction management and sequence plan.

There also have been a series of conversations and meetings regarding Wisconsin Farm Technology Days. There is an interest at the state level in having Jefferson County consider hosting this event in 2019. It is a significant undertaking with nearly 3 years of planning for a three-day outdoor exposition. Involvement will reach across the County with nearly 20 committees and many hundreds of volunteers. There is some economic benefit to the County residents along with considerable community and leadership development. We are planning a broad survey to gauge the level of interest and more importantly commitment to this effort.

Additional work involved the wrap up of the Animal Well-Being Conference, ongoing planning for the 2016 Walworth County Farm Technology Days and work on tillage demonstration plots with Rock and Walworth counties.

Sarah Torbert
4-H Youth Development Agent
April/May Extension Report

This will be my final report to the Jefferson County Extension Education Committee. The 4-H Youth Development position in Jefferson County has been my dream job since I graduated from High School. I was so excited when everything fell into place and I was able to start working here just less than three years ago. I am excited for the new opportunity in front of me, but honestly sad to leave something that I love so much. It is hard to believe I only have two weeks left here in Jefferson County. I have created some amazing friendships with the youth and adults that are part of 4-H and youth development here. I am excited to come back and visit and see where this program can go in the future. Thank you for the amazing opportunity you have provided me to make a difference in the lives of young people.

Much of my work this month has been spent putting together the pieces for the transition that is about to happen.

Communication

- Keeping members up to date through continued use of Facebook page. Striving for daily posts keeping members informed on meetings and events. Additional weekly posts for "Throw Back Thursday" photos of 4-H alumni and "Monday Memos" of quotes about the 4-H program or 4-H values. Update with pictures of member participation in events.
- Continued use of 4-H newsletter to communicate with members about upcoming programs.
- Offering members online option for entry into most programs and activities.
- Continuing with Monday Updates to inform members of what is happening during the week related to Jefferson County 4-H.

Project Related Work

- Facilitated MAQA testing.
- Met with MAP Committee. Major change is the addition of the Dairy Project to the committee. Dairy project members will be part of the MAP auction. Working to revamp MAP brochure and MAP Constitution to include this information.
- Met with Stephanie Hardin to revamp MAP sale program to include new changes being made.

County 4-H Programming

- Held New Leader certifications.
- Assisting Hubbleton Hustlers 4-H club in finding resources needed to conduct club geocaching event.
- Working with Upham Woods and Sauk and Columbia counties to transition to state planned camping experience for Jefferson County youth.
- Updating intern that will start on May 16th of job duties for the first three weeks of her job.
- Assisting Leader Association to draft a letter to the Jefferson County Horse and Pony Committee about lack of compliance with 4-H Constitution and By-Laws and a need for better communication.
- Met with Kim and Lindsey to go over calendar year and typical 4-H programming during that year.

Professional Development

- Attended Mental Health Summit in Minocqua on Cyberbullying in Adolescence.
- Served on Speakers and Workshops committee for JCEP Conference.
- Attended e-academy learning session on essential elements and working with volunteers.
- Attended SPIN club wisline to learn more about opportunities to start new types of club experiences.

Kathleen Eisenmann
Jefferson County
Extension Education Committee Report
April 2016

Program Development/Teaching Highlights

Program Priority: How can we strengthen community-based prevention and intervention efforts to address risk behavior in youth and families (including family violence, juvenile delinquency, alcohol and other drug abuse, school readiness)?

Continuum of Care - This is a coalition of programs serving low-income and homeless individuals and families. Attended the quarterly meeting of the group to receive up-to-date information on the status of homelessness in the county.

Jefferson County Interagency Collaborative Council - Convened the fourth quarterly meeting of this policy education council on the topic of a state legislative update. Sen. Steve Nass presented a comprehensive review of the 2015/16 session to the group and it was discussed at length. Identified topics for 2016/17 meeting dates. One topic for next year will be a review of a pilot project in the Whitewater School District to incorporate school-based mental health programs in the high school. This was a topic first raised by the council as an area of interest two years ago. We will be very interested to learn from Whitewater's experiences. The hope is to establish opportunities for similar programs in school districts across the county.

Dialogue for Student Success – Presented the signature hour of *Raising of America* DVD series to this community-based group including the school district, local elected and appointed officials, and nonprofit programs serving youth and families. Led a discussion of the policy implications and insights gained from the information and discussed next steps.

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

Community Action Coalition of Southcentral Wisconsin, Inc. - Met with the executive director to discuss progress on the organizational assessment and next steps. Provided advice and counsel on several organizational development topics. Will continue to meet with him as needed.

Greater Watertown Community Health Foundation – Met with the executive director twice to diagnose and develop a plan for a board retreat. Researched and designed a Powerpoint presentation on the family demographics for the Watertown area to present to the board at its retreat.

Team Leadership/Family Living Programs Work:

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.