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

DATE: Monday, June 13, 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. Approval of Agenda (for possible rearrangement)
5. Approval of University Extension Education Committee minutes for May 9, 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. Orientation to University Extension Education Committee Members (Continuing)
9. Update, Discussion and Input of Jefferson County potentially hosting Farm Technology Days in 2019
10. Update, Discussion and Input on nEXT Generation Model
11. Review of 2016 Departmental Budget
12. Discussion and possible decision on Administrative Assistant Position
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 Monthly Agent Reports – LaVern Georgson, Steve Grabow, Kathleen Eisenmann
16. Discussion to Identify Future Agenda Topics
    - State WACEC Conference – June 20-21, Wausau, WI
17. Adjourn
    - Next Scheduled Meeting: Monday, July 11, 2016
    - Farm Technology Days Presentation and Information Sharing: Monday, June 27 at 9 a.m. at UWEX Office

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: May 9, 2016

Meeting called to order by: LaVern Georgson called the meeting to order at 8:37 a.m.

Members Present: Borland, Patrick and Zastrow present. Hartz and Klubertanz absent.

Agents Present: Eisenmann, Georgson, Grabow and Torbert present.

Others Present: Jim Schroeder, County Board Chair; Ben Wehmeier, County Administrator, Alexa Zoellner, Jefferson County Daily Union.

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

Election of Committee Officers

Chair: Patrick nominated Borland for position of Chair; seconded by Zastrow. No other nominations. Nominations closed. Borland will serve as Committee Chair.

Vice Chair: Borland opened nominations for Vice Chair. Patrick nominated Zastrow for Vice Chair; seconded by Borland. Nominations closed. Unanimous ballot cast for Lloyd Zastrow to serve as Vice Chair.

Secretary: Borland nominated Gregg Patrick for Secretary; seconded by Zastrow. Nominations closed. Unanimous ballot cast for Gregg Patrick to serve as Secretary.

Approval of Agenda for Possible Rearrangement: Approved as posted.

Approval of April 11, 2016 Meeting Minutes: Motion was made by Borland and seconded by Patrick that the minutes of the April 11, 2016 meeting be approved. Motion approved: 3-0.

Communications: None

Public Comment: None

Item: Orientation to University Extension Education Committee Members

Grabow distributed an orientation packet to the committee members and briefly reviewed materials included for the committee. Packet information included: UW Extension Office Informational brochure, UW-Extension Overview brochure; Shared Leadership Overview Handout; Background Information on the University Extension Education Committee Handout; What is the Wisconsin Idea? Handout; 2015 Annual Report; 2013-2016 Needs Assessment and Multi-Year Program Plan; Jefferson County Demographics handout.

Item: Discussion of Jefferson County potentially Hosting Farm Technology Days in 2019

LaVern informed the committee that Jefferson County has been asked to host the 2019 Farm Technology Days. LaVern gave a general overview and provided committee members with a copy of an email received from the Dean Klemme last week. Discussion occurred. The office will continue with the County evaluation which will include a short survey to producers. We are in the process of the survey right now – general evaluation. Typically are monies that would remain in the County after the event. Many questions remain. LaVern hopes that a decision can be made by first part of June.

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

Continuing orientation for the new committee members. Current status is that the planning is continuing. Will announce this week or next week 15-16 work teams to come up with the final plan for the response to the budget which has reduced the funding revenue. Has been recognition that this is taking a long time that there could be 6-9 month timeline extension. Spring or early summer of 2017 because of the complexity of the reorganization. Same resources for the County with less services. Biggest push back is the additional layer of administration that doesn't exist now and the regionalization. We are partnered with Rock and Walworth County as our partners. Counties continual reiteration is certainly makes a lot of sense to the committee. One this that has caused pause is the feedback from the Counties. They have taken that seriously.

Item: Review of 2016 Department Budget

LaVern reported that we are in good shape. Administrator Wehmeier added that Sarah will be hired for fair week. Money will be shifted between line items.

Item: Update on the Refilling of the 4-H Youth Development Agent Position

Administrator Ben Wehmeier stated that he has been in communication with Matt Hanson and hopes the position will be posted shortly. He was encouraged to review the job description to ensure the language provides for maximum flexibility as well as Bachelor Degree with Master's Degree preferred. Eisenmann explained the interview process to the committee and stated that they may want to tentatively plan for interviews to occur at their August or September meeting.

Item: Update on the Refilling of the CNRED Agent Position

Grabow distributed a handout to committee members documenting the work projects that are currently underway as well as imminent for the Community Development Educator position in Jefferson County. The document includes what he sees as important initiatives that should be continued in his absence. Grabow will retire on July 5. Administrator Wehmeier has been in conversations with Matt Hanson and will continue those discussions. At this point, UWEX administration is still in support of the bridge scenario.

Item: Discussion of State WACEC Conference – June 20-21 in Wausau, WI

LaVern stated that Borland will be recognized for his 10 years of service on this committee at the upcoming WACEC Conference. Any committee member is welcome to attend. Borland was provided with a registration packet for his information. This is a budgeted item within the UW-Extension's annual budget.

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, Georgson, Grabow and Eisenmann. Agents briefly reviewed their written reports and provided highlights for the committee. Sarah was asked how camp would be handled this year. Our camp has been turned

into a State camp and Upham Woods staff will be running the base camp. Other camps will be done by volunteers who have been running the camp for a number of years. We will continue to camp with Sauk and Columbia Counties and their staff will be attending. Borland asked Grabow how his projects would be handled upon his retirement. Grabow explained that they will be on hold. Discussion occurred.

Upcoming Agenda Items and Meeting Dates:

The next committee meeting will be held on June 13, 2016.

Future agenda items: Orientation to University Extension Education Committee Members; State WACEC (WI Association of County Extension Committees); update on positions; farm technology days and next generation model.

Adjournment:

A motion was made by Zastrow, seconded by Patrick, to adjourn the meeting at **10:36** a.m. Motion passes: 3-0.

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Secretary