

## **AGRICULTURE AND EXTENSION EDUCATION COMMITTEE**

November 6, 2012

USDA Service Center, Extension Meeting Room 2

**Call meeting to order:** Krug called the meeting to order at 10:05 a.m.

**Members Present:** Krug, Metz, Mildbrand, Soper

**Members Absent:** None

**Extension Staff Present:** Albrecht, Nordgren, Grimm, Herrell

**Staff Absent:** Stuttgart (teaching at NTC)

**Other Attendees:** None

### **Approve Minutes of the September 4, 2012, and October 9, 2012, meetings:**

Mildbrand moved to approve the minutes of the September 4, 2012, and October 9, 2012, meetings; Soper seconded the motion. All ayes. Motion carried.

**Approve Agenda:** Metz moved to approve the agenda for this meeting; Mildbrand seconded. All ayes. Motion carried.

**Approve Bills and Vouchers for Payment:** Metz moved to approve the September 2012 and October 2012 bills and vouchers for payment; Soper seconded. All ayes. Motion carried.

**Department Head Report:** Albrecht introduced new Administrative Assistants, Karyn Eckert and Cathy Mauer.

**Approve and sign FLA job description:** Mildbrand moved to approve the Family Living Agent job description; Soper seconded. All ayes. Motion carried.

### **Staff Reports:**

**Stuttgart** – not available, Ag activity report shared

**Albrecht:** Albrecht reported on the newly developed Ag Film Plastic Collection program. It was kicked off at the Taylor Co Fair followed with newspaper and radio promotion until the collection October 24 and 25. Forty-three super totes and ten bales were brought in by twenty farmers and will be trucked to the processor in Indiana. Albrecht and Stuttgart worked jointly on this effort, and it was deemed by all a great success. They will revise the instruction sheet and continue promotion of the program for an April 2013 collection.

**Grimm:** Mary Hebda is the 4-H Assistant for Afterschool. The 4-H Day of Learning will be November 11, at Holy Rosary Community Center. This includes the award banquet, Annual Leaders Training, and Club Officer Training

**Herrell:** Herrell reported on the Shopping Matters Program and a series of lessons including information on unit pricing, labels, and shopping/cooking for 1 or 2. Seniors were from Gilman and Jump River senior meal site locations. The program will be repeated in the spring for Stetsonville and Rib Lake seniors. She also shared FY12 year-end WNEP participation information: 6,103 teaching contacts were made during the year; 77% of these were youth.

**Nordgren:** Nordgren distributed the latest Focus on Families newsletter and pointed out upcoming programs. Shifting Gears is a program for farm families to help families transition to later years. Stuttgart and Nordgren are planning the program with Rusk and Price County agents. It will be held at the Jump River Community Center on December 12 and 19. Speakers will include Extension educators, financial planner, attorney, tax accountant and family counselor/mediator specializing in family stress. Grant money is available to defray

some costs. Nordgren is also working with the Health Department to explore a Strong Women, Strong Bones program in Taylor County. This is an evidence based, weight bearing exercise program designed to improve balance, flexibility and bone strength for middle aged and older adults. It includes a pre- and post-testing to show results. Pam Peterson has been trained to teach the class with Nordgren as a backup teacher. The Health Department has written for a grant to purchase equipment and pay a teacher from outside both departments. Two sessions on December 11 will be held to see interest and explain what the program involves.

**Next Committee Meeting:** The next meeting of the Taylor County Agriculture and Extension Education Committee will be **Tuesday, January 8, 2013, at 10:00 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 11:20 a.m.; Mildbrand seconded. All ayes. Motion carried.

## **AGRICULTURAL & EXTENSION EDUCATION COMMITTEE**

September 4, 2012

USDA Service Center, Extension Meeting Room #2

**Call Meeting To Order:** Krug called the meeting to order at 10:00 a.m.

**Members Present:** Krug, Metz, Mildbrand, Soper (Krug left the meeting at 10:15 a.m.)

**Members Absent:** None

**Extension Staff Present:** Albrecht, Nordgren, Grimm, Herrell

**Staff Absent:** Stuttgart (teaching at NTC)

**Other Attendees:** None

**Approve Minutes of the July 3, 2012 meeting:** Mildbrand moved to approve the minutes of the July 3, 2012 meeting; Metz seconded the motion. All Ayes. Motion Carried.

**Approve Agenda:** Soper moved to approve the agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

**Approve Bills and Vouchers for Payment:** Mildbrand moved to approve the July and August bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

**Department Head Report:** Albrecht talked about the new used desks given to us from the FSA office, informed the committee that Karyn Eckert will be starting September 10<sup>th</sup>, and informed the committee of the retirement of Sue Cullen, Administrative Assistant.

**Discuss and sign agents' yearly contracts:** Mildbrand moved to approve and sign the yearly contracts for all four agents; Soper seconded. All Ayes. Motion Carried.

**Discuss and act on office budget:** Motion by Metz to approve the office budget as presented; Mildbrand seconded. Motion Carried, with Soper voting no.

**Discuss and act on filling Administrative Assistant position:** Motion by Metz to approve filling the administrative assistant position at 100% and forward it to personnel committee; Mildbrand seconded. Motion Carried with Soper voting no. Soper discussed the option of postponing filling until after January 1st when more hiring options might be available.

### **Staff Reports:**

**Nordgren** shared two stories of people who have come back after UW-Extension programs and shared how what they learned has improved their lives. In June, at County Market's Food Preservation Update program, a woman came up to Nordgren and said she and her daughter had attended the Meal Planning program at Medford Chamber of Commerce Women's Weekend. She said since then, her daughter had been planning her menus ahead of time and had noticed they were eating healthier and saving money at the grocery store.

Nordgren stated when she was at the Medford Clinic, the cashier mentioned she had been in one of the Managing Your Money classes. She had made a spending plan in class. She was now divorced and still was following her spending plan. She was doing okay and had money in an emergency fund and had shared the financial information from class with her ex-husband.

**Stuttgart** was not able to attend due to teaching classes at Northcentral Technical College. Stuttgart's Ag Activity Report was shared in her absence.

**Albrecht** talked about the Small Towns Workshop he attended with 2 representatives from each Gilman and Rib Lake. It was held in Greenwood and covered issues small villages under 1000 population were facing. He also shared the progress toward improving the Gilman Industrial Park for two possible tenants.

**Grimm** reported 4-H Afterschool hires Mary Hebda as the new 4-H Assistant.

**Herrell** shared materials from the Milk Marketing Board and new nutrition lesson activities for in-school settings.

**Next Committee Meeting:** The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, November 6, 2012 at 10:00 a.m.**

**Adjournment:** With no further business, Mildbrand moved to adjourn the meeting at 11:40 a.m.; Soper seconded. All Ayes. Motion Carried.

## **AGRICULTURAL & EXTENSION EDUCATION COMMITTEE**

July 3, 2012

USDA Service Center, Extension Meeting Room #2

**Call Meeting To Order:** Krug called the meeting to order at 10 a.m.

**Members Present:** Krug, Metz, Mildbrand, and Soper

**Members Absent:** None

**Extension Staff Present:** Albrecht, Grimm, Herrell, Nordgren, and Stuttgart

**Staff Absent:** None

**Approve Minutes of the May 1, 2012 meeting:** Mildbrand moved to approve the minutes of the March 6, 2012 meeting; Soper seconded. All Ayes. Motion Carried.

**Approve Agenda:** Metz moved to approve the agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

**Approve Bills and Vouchers for payment:** Mildbrand moved to approve May and June bills and vouchers for payment; Metz seconded. All Ayes. Motion Carried.

**Department Head Report:** Jim Metz and Albrecht attended the WACEC Conference on June 25-26 and reported on the presentations and program tours.

**Approve Fiscal Year 2013 WNEP County Agreement:** Motion by Mildbrand, second by Metz, to approve and authorize Chairman Krug to sign the Fiscal Year 2013 WNEP County Agreement Letter. Motion Carried

**Act on Filling Vacated Administrative Assistant Position:** Motion by Metz, second by Mildbrand, to fill the vacant Administrative Assistant Position at 100% time as is currently staffed. Motion carried. Albrecht was instructed to forward this recommendation to the Personnel Committee at the July 5<sup>th</sup> meeting.

Mildbrand excused himself from the meeting at 10:50 am.

### **Staff Reports:**

#### **Grimm:**

#### **EYSC (Engaging Youth, Serving Communities Grant)**

#### **May 22 - 8:30-2:30 Campus Trail Work Day -**

20 - Adult Volunteers

8 - Youth Leaders

160 - 8th grade students

5 - Dump trucks loads of gravel

#### **Afterschool:**

Survey from the teachers at 4-H Afterschool sites:

1. Have you observed or heard comments from your students about what they learned at 4-H Afterschool? **92% replied Yes**
2. Have you observed or heard comments from your students about a science topic that they learned at 4-H Afterschool? **68% replied Yes**
3. Have you noticed an increase in attendance or engagement of students involved in 4-H Afterschool? **50% replied Yes 33% replied unsure**
4. Have you observed students that are involved in the 4-H Afterschool program using problem solving skills? **60% replied Yes 40% replied unsure**
5. Comments:

- " I think the 4-H Afterschool program has been a great opportunity for our students.*
- " Keep up the great work!*
- " Great job! I love the enrichment.*
- " Keep doing what you are doing! The students love 4-H and always talk about how fun it is. I can also tell they really are learning new things while having fun, which is exactly what should be happening. Thanks for having such a fantastic program.*

**Herrell** shared a learn-while-you-wait lesson taught to seniors receiving Farmer's Market coupons at Commission on Aging.

**Nordgren** shared information on what UW-Extension is doing to help reduce the incidences of child abuse and neglect in Taylor County. Providing information to parents during more stressful family times is one way to support families. Parenting newsletters have been distributed to over 2,000 families since 2000. Nordgren has taught programs on being safe when home alone to most third graders in the county since 1988: 812 in Rib Lake and over 3,400 in cooperation with the Medford school district counselor. Nordgren has taught divorcing parents how to help their children through the stressful time with the S.M.I.L.E. class. School districts, Parent Resource Center, Health Department, Early Childhood Committee and other agencies/organizations in the county have contributed to the decrease in substantiated cases of child abuse and neglect in Taylor County. Nordgren shared a chart based on county and state data documenting the decrease in cases.

**Stuttgen** discussed county/city animal emergency response which was sparked by the recent bull escaping from the fairgrounds program and had to be put down.

**Albrecht** reported on his work in Gilman Industrial park progress and had an in depth discussion on an Ag Plastics collection and recycling program he and Stuttgen have been working on. It will be at little or no cost to the county and was approved by the Solid Waste Committee at their June meeting. It is expected to be ready for implementation by August 1 and they will have educational materials ready for the fair and distribution to farmers.

**Next Committee Meeting:** The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, September 4, 2012 at 9:30 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 11:45 a.m.; Soper seconded. All Ayes. Motion Carried.

## **AGRICULTURAL & EXTENSION EDUCATION COMMITTEE**

May 1, 2012

USDA Service Center, Extension Meeting Room #2

**Call Meeting To Order:** Krug called the meeting to order at 10 a.m.

**Members Present:** Krug, Metz, Mildbrand, and Soper

**Members Absent:** None

**Extension Staff Present:** Albrecht, Grimm, Herrell, Nordgren, and Stuttgart

**Staff Absent:** None

**Approve Minutes of the March 6, 2012 meeting:** Mildbrand moved to approve the minutes of the March 6, 2012 meeting; Soper seconded. All Ayes. Motion Carried.

**Approve Agenda:** Metz moved to approve the agenda for this meeting; Soper seconded. All Ayes. Motion Carried.

**Approve Bills and Vouchers for payment:** Metz moved to approve March and April bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

**Department Head Report:** Jim Metz and Albrecht will be attending the WACEC Conference on June 25-26. Arlen requested that he be allowed to participate in the county department clustering conversations. Nordgren reported on the challenges the new phone system has brought, but we are working through them.

### **Staff Reports:**

#### **Grimm:**

#### **EYSC (Engaging Youth, Serving Communities Grant)**

Receive this grant renewable for five years to build on youth and adult partnerships, service learning and leadership.

In February, youth attended training at Upham Woods.

May 9 - is the planning meeting the Campus Trail work day.

**May 22 - 8:30-2:30 Campus Trail Work Day** - Volunteers are needed and welcome.

#### **Strengthening 4-H Community Clubs:**

- ❖ 4-H Summer Camp: June 11-14 at Trail's End in Bruce, WI
- ❖ Cloverbud Day Camp: July 18 at UWEX

#### **STEM: Science, Technology, Engineering + Math**

- ❖ June 25-27 Robotics Rally Summer Day Camp
- ❖ May 21 STEM Night

**Herrell** shared an elementary school lesson on Portion Sizes. It is one of four focus areas for the Wisconsin Nutrition Education Program. The three other areas are Whole Grains, Fruit and Vegetables, and Parents of Young Children. The Clark/Taylor Counties FY13 grant proposal is due in May. Funding for this program remains stable. Additional teaching in the area of Parents of Young Children is planned.

**Nordgren** discussed her work on the Taylor County Continuum of Care committee which is working towards transitional housing or a homeless shelter in the county. Currently Salvation Army and Indianhead Community Action Agency help families or individuals who

need temporary housing. However, the number of people is increasing with 17 individuals needing housing so far this year and 32 people in 2011. Nordgren's role on this committee is to help the group develop a board of directors, bylaws and policies in order to start a non-profit agency to run the shelter and write grants for funding. The committee is currently in the process of getting board members and looking at timelines for grants.

**Stuttgen** discussed her role in the upcoming Heart of the Farm Agricultural Conference for Women to be held in Jump River on May 2.

**Albrecht** reported on his work in Gilman and the outcome of the community meetings—the possibility of three new industries interest in expanding to their industrial park. He will be meeting with the industries, village officials, NWRPC, and engineers on designing the industrial park and starting the grant writing research to fund the infrastructure. He also reported on the recently held Land Stewardship conference with 120 participants. He co-taught three sessions: Fish Ponds, What is a Tree Worth, and Small Unique Revenue Sources from your Woods.

**Next Committee Meeting:** The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, July 3, 2012 at 9:00 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 11:30 a.m.; Mildbrand seconded. All Ayes. Motion Carried.



## **AGRICULTURAL & EXTENSION EDUCATION COMMITTEE**

March 6, 2012

USDA Service Center, Extension Meeting Room #2

**Call Meeting To Order:** Krug called the meeting to order at 9:00 a.m.

**Members Present:** Krug, Mildbrand, Soper

**Members Absent:** Metz

**Extension Staff Present:** Albrecht, Nordgren, Stuttgen, Grimm, Herrell

**Other Attendees:** Tom Schmitz, UW-Extension Central Region Director

**Approve Minutes of the January 3, 2012 meeting:** Mildbrand moved to approve the minutes of the January 3, 2012 meeting; Soper seconded the motion. All Ayes. Motion Carried.

**Approve Agenda:** Soper moved to approve the legally amended agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

**Approve Bills and Vouchers for Payment:** Mildbrand moved to approve the January and February bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

**Department Head Report:** Albrecht reminded the committee of the Annual WACEC meeting to be held in Green Bay on June 24, 25, 26. He will forward information on registration when it is released.

Albrecht also talked about an upcoming International Assignment. He proposed to take one week of vacation and one week of University time for this work. The Committee was in agreement.

**Act on Resolution Proclaiming Extension Centennial Celebration:** Mildbrand moved to approve the resolution commemorating the 100<sup>th</sup> Anniversary of Cooperative Extension, a division of the University of Wisconsin-Extension; Soper seconded. All Ayes. Motion Carried.

**Discuss and act on transfer of 2011 funds for the 2012 4-H Afterschool program:** Motion by Soper to approve transfer of 2011 residual funds totaling \$7,000 for the 2012 4-H Afterschool program; Mildbrand seconded. All Ayes. Motion Carried.

**Tom Schmitz, Central Region Director, talked about district business and evaluation process:** Schmitz talked about the new UW-Extension Administrative Regions—down from 6 as a cost savings. Taylor County will continue to be in the Central Region. He also talked about the evaluation process with the committee.

**Closed Session:** Soper motioned to go into closed session for the purpose of faculty and staff performance reviews at 9:45 a.m.; Mildbrand seconded. Unanimous Roll Call Vote. Motion Carried.

**Motion to leave closed session:** Mildbrand moved to return to open session at 12:15 p.m.; Soper seconded. All Ayes. Motion Carried.

Motion by Mildbrand to give satisfactory performance rating to all academic staff and agents for 2011 programming; Soper seconded. All Ayes. Motion Carried.

**Next Committee Meeting:** The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, May 1, 2012 at 10:00 a.m.**

**Adjournment:** With no further business, Mildbrand moved to adjourn the meeting at 12:30 p.m.; Soper seconded. All Ayes. Motion Carried.

## **AGRICULTURAL & EXTENSION EDUCATION COMMITTEE**

January 3, 2012

USDA Service Center, Extension Meeting Room #2

**Call Meeting to Order:** Krug called the meeting to order at 10 a.m.

**Members Present:** Krug, Metz, Mildbrand, and Soper

**Members Absent:** None

**Extension Staff Present:** Albrecht, Grimm, Herrell, Nordgren, and Stuttgart

**Staff Absent:** None

**Other Attendees:** Star News Reporter

**Approve Minutes of the November 1, 2011 meeting:** Mildbrand moved to approve the minutes of the November 1, 2011 meeting; Metz seconded. All Ayes. Motion Carried.

**Approve Agenda:** Soper moved to approve the agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

**Approve Bills and Vouchers for payment:** Metz moved to approve November and December bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

**4-H Afterschool Funding:** Motion by Metz to bring this request of line item transfers to the March meeting with budget analysis, with money to be taken out of 2011 residual funds; Mildbrand seconded the motion. All Ayes. Motion Carried.

### **Staff Reports:**

**Albrecht** reported on his attendance at a Mining Issues Workshop held in Ashland. He will be working with the Zoning Dept. and the Mining Committee in the future to keep them abreast of happenings and provide information on a possible mining ordinance for Taylor Co. He also presented on recent work for a business lead for Gilman with their development group and village government. In addition he shared the draft for an EPA grant being worked on for the Rib Lake Log/Sediment effort.

### **Grimm:**

#### **EYSC (Engaging Youth, Serving Communities Grant)**

Receive this grant renewable for five years to build on youth and adult partnerships, service learning and leadership.

Youth attended training, planned a project, and invited the community.

The results: 15 alternative high school students and 22 youth and members from the community worked on trail maintenance of the Campus Woods Trail. Twenty community members also made Aldo Leopold Benches for the trail.

#### **STEM: Science, Technology, Engineering + Math**

The goal of STEM is to encourage students to consider science-related careers by offering 4-H projects that build technical problem-solving and critical-thinking skills. Taylor County has built a strong STEM program. Taylor County took these steps to in 2010 to increase STEM programming:

- Co-wrote a challenge for the Wisconsin Robotics Rally used through the State.
- Hosted a Robotics Rally Summer Day Camp.
- On the third Monday of each month we host STEM (Science, technology, engineering and math) night and invite youth to participate in a science experiment.

- Science, technology, engineering and math topics are part of the afterschool and 4-H summer camp programs.

### **Afterschool**

There is a 4-H Afterschool program in all four elementary schools. The 4-H agent hires, trains, and supervises a limited-time employee to conduct the 4-H afterschool program and other 4-H events. WNEP and AmeriCorps partnered in both Rib Lake and Gilman afterschool program. Each lesson concentrates on three different areas: physical activity, nutrition, and a 4-H STEM project. This fall we have had 554 contacts, 100 more than last year at this time. There are 100 different youth that regularly attend afterschool; many of these youth come from an underserved population.

**Herrell** provided an update on the program and new Nutrition Educator. Michelle Oates started as Clark/Taylor WNEP Educator on November 15. She will be attending two WNEP nutrition focused trainings during her first six months of employment. Stetsonville Elementary School is now eligible for WNEP and monthly lessons for Pre-K through Grade 4 will start this month. In 2011, 1,961 Taylor County youth and adults received lessons from WNEP educators for a total of 4,236 teaching contacts. Program plans for 2012 include working on new educational approaches to reach food pantry participants.

**Nordgren** discussed the purpose of a pilot survey when conducting research by comparing the results from the 2008 Employed Caregiver Pilot Survey with one county employer and a 2011 survey with another Medford employer. Not all results could be directly compared because after a pilot survey, some questions are reworded or changed to improve the survey. Both surveys indicated a group of employees in each work place that found caregiving to provide challenges when working. They tended to use vacation or personal days or lunchtimes to handle some caregiving activities. The majority are caring for a spouse or parents and generally spend one to seven hours a week in their caregiving role. They were most interested in information on employer benefits, handling caregiving financial issues, a directory of services for caregivers and they preferred receiving this information at work by newsletter, not face-to-face programs. Nordgren has provided directories and caregiving information to both employers which employees received by employer email.

**Stuttgen** gave an update concerning her Spring 2012 program planning.

**Next Committee Meeting:** The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, March 6 at 9 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 12 noon; Soper seconded. All Ayes. Motion Carried.