

## **AGRICULTURE AND EXTENSION EDUCATION COMMITTEE**

**November 5, 2019**

**USDA Service Center, Extension Meeting Room 2**

**Call meeting to order:** Ray Soper, Chairman, called the meeting to order at 9:00 a.m.

**Members Present:** Ray Soper, Catherine Lemke, Jim Metz

**Members Absent:** Myron Brooks (excused)

**Extension Staff Present:** Art Lersch, Brenda Fierke, Michelle Grimm, Sandy Stuttgen

**Staff Absent:** None

**Other Attendees:** None

**Approve Minutes of the previous meeting:** Lemke moved to approve the minutes of the September 3, 2019, meeting; Metz seconded the motion. All ayes. Motion carried.

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

**Approve Bills and Vouchers for Payment:** Metz moved to approve the September 2019 and October 2019 bills and vouchers for payment; Lemke seconded. All ayes. Motion carried.

### **Educator Highlights Reports:**

**Fierke (FoodWise):** Brenda reviewed plans for 2020 programming. She also highlighted efforts to provide nutrition education to low-income seniors. She is working with various entities such as the Commission on Aging and Rod Becker Villa Senior Housing that are helping her/her educators reach that audience. Coordination and teaching of nutrition lessons continues at Indian Head Food Pantry and Medford Head Start. At the latter facility, education is provided to both adults and children.

**Stuttgen (Agriculture):** Sandy discussed programming plans for 2020. Her focus areas will continue to be beef quality assurance (BQA) training and farm management. Both are based on Taylor County needs, but surrounding counties are also invited to programs. Also, BQA is a statewide initiative that she is helping to lead.

**Grimm (Community Development):** Michelle reported that she will be helping to coordinate the county's Complete Count Census Committee. The committee is designed to educate residents, particularly hard to reach households, about the census. The main goal is to increase census participation. Increased participation leads to more federal funding for the area and can help maintain the area's congressional representation. Other future programming will include continued work on rural broadband and recycling.

**Grimm (Families):** The fall Strong Bodies program will be winding down; new classes will start in January and registrations are being accepted.

**Division of Extension, Taylor County 2020 budget:** Lersch said that the 2019-2020 budget was passed with a few adjustments to the program assistant lines. The budget was \$650 less than the 2019 budget. Soper noted that it was unlikely that the funds for the Positive Youth Development half of what was once the combined 4-H/Positive Youth Development position, which were kept in the 2020 budget, would remain in the 2021 budget if the PYD position is not combined with a similar position in another county. Soper mentioned that it is possible that if the PYD position is not filled in 2020 the county could use the funds to offset the anticipated elimination by the university of the \$10,000 first position credit for the 2021 budget.

**2020 Contract between Taylor County and UW Board of Regents:** Lersch outlined the fees the county pays in support of Extension. The language has not changed from 2019 except the term of the contract. Instead of January 1, 2019 –December 31, 2019 it was changed to January 1, 2020 – December 31, 2020. The percentage of FTE for each position are Agriculture – 0.80%, 4-H Program Coordinator – 0.50%, Community Development – 0.80%, and Health & Well - Being (Strong Bodies program) – 0.20%. Even though the county kept funds in its 2020 budget in support of the .50 Positive Youth Development position, that position is not listed in the contract because there is no prospect of filling it by January 1, 2020. Thus, the county will not be charged for it. The \$10,000 first position credit from the university remains in effect for 2020. There are also professional development fees of \$1,500 (\$500 for each of the 3 educator positions listed in the contract.) The total fee is \$86,950.00. Metz moved to approve the contract as presented. Lemke seconded the motion. Following discussion, motion carried to approve the contact, and the three committee members present signed the contract.

**Update on 4-H position search; committee involvement in interviews:** There were four applicants for the position. UW-Madison Human Resources directs and coaches the search process. The search committee will review the applications on November 11. There will probably not be preliminary interviews, and final interviews are tentatively scheduled for November 20 at 9 a.m. Lersch will lead the interviews and may make an oral offer soon after finals depending on whether the interviewers agree on who should be hired. The job description does include a youth development component.

**University related updates from AED:** Ray Cross, University of Wisconsin System President, is retiring as soon as a new president can be hired. The Dean of Extension, which is now filled on an interim basis by Karl Martin, has been posted. Applications for the latter position close January 17. Both positions involve a national search.

**Next Committee Meeting:** The next meeting of the Taylor County Agriculture and Extension Education Committee will be **January 7, 2020, at 9:00 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 10:25 a.m.; Lemke seconded. All ayes. Motion carried.

## **AGRICULTURE AND EXTENSION EDUCATION COMMITTEE**

**September 3, 2019**

**USDA Service Center, Extension Meeting Room 2**

**Call meeting to order:** Ray Soper called the meeting to order at 9:00 a.m.

**Members Present:** Ray Soper, Myron Brooks, Catherine Lemke, Jim Metz

**Members Absent:** None

**Extension Staff Present:** Art Lersch, Stephanie Boehnlein, Michelle Grimm, Brenda Fierke, Sandy Stuttgen

**Staff Absent:** None

**Other Attendees:** None

**Approve Minutes of the previous meeting:** Brooks moved to approve the minutes of the July 2, 2019, meeting; Metz seconded the motion. All ayes. Motion carried.

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

**Approve Bills and Vouchers for Payment:** Brooks moved to approve the July 2019 and August 2019 bills and vouchers for payment; Lemke seconded. All ayes. Motion carried. As a follow-up to the previous meeting, Lersch noted that the tax on the copier lease was not a monthly item.

### **Educator Highlights Reports:**

**Fierke:** Healthy Food Pantries program; fruit and vegetable consumption are up. Pantries are displaying an increased variety of fruits and vegetables.

**Stuttgen:** Sandy discussed the series of beef workshops, three of which have been held and one that will be held in September. She also discussed an upcoming livestock emergency planning session that will include local sheriff departments.

**Grimm:** Gardeners in the Community Gardens, especially one of the Master Gardeners, donate produce to the Indianhead Medford Food Pantry, and vendors from the Tuesday Medford Farmers Market donate to food pantries, as well. The recent Friends of the Downtown event was considered a success. Members of the Taylor County Broadband Committee decided to go forward with a "middle-mile approach", whereby the County owns the fiber and leases it to users. The County would partner with power companies. They will be looking at public and private grant opportunities. The August Learning for Life program was on the topic of civility in public discourse and was well received.

**Grimm:** Sign-ups for StrongBodies are underway.

**Positive Youth Development and 4-H Programming:** Lersch reported on 4-H, based on Stephanie Boehnlein's exit report, which will be shared with the new person to be hired for the position. At the end of the 2018-2019 4-H year, there were 179 youth members, 55 adults, and 7 clubs. One club dissolved during the year due to inactivity. There are 9 chartered entities – the seven clubs, the Horse Project, and the Federation of 4-H. There were no afterschool clubs, but Boehnlein started a STEM afterschool in Rib Lake and Gilman and hopes to see this continue.

**Division of Extension, Taylor County 2020 budget:** Lersch reviewed the 2019/2020 budget comparison that the committee members had received. He noted that a 4-H Coordinator position would be charged the same fee as a Positive Youth Development position. If it was a

less than full-time position, the fee would go down accordingly. Metz moved to accept the 2020 budget as presented by Lersch and send it to budget review; Lemke seconded the motion. There was no further discussion, and the motion carried on a voice vote.

**Status of 4-H Program Coordinator/Positive Youth Development position:** Lersch informed the committee that state Extension still is unclear about how the position will be filled. He is pushing for a 50 percent 4-H, 50 percent Youth Development position. Human Resources in Madison would require the position to be posted as two separate positions which would be posted at the same time. There is no guarantee that the county will get both positions and one person to fill both. The county is unlikely to get a 100 percent Youth Development position. Lersch will be meeting next week with Matt Calvert, Director of the Positive Youth Development Institute and will discuss the position. It is possible that Calvert may propose Taylor County sharing the position with another county. Soper stated that Youth Development rather than just 4-H has more potential to help all youth and all schools and noted that the position as previously filled at 50% 4-H only supported 179 youth members. Brooks stated that he preferred an emphasis on 4-H. Lersch commented that the 4-H coordinator would be working to build membership in the 4-H program via afterschool programming, which will serve mostly a non 4-H youth audience that will receive information on 4-H.

**Pressure canner testing:** Both the office and Soper were contacted by a resident who was looking to have her pressure canner lid/gauge tested. Extension Taylor County no longer has anyone certified to do this testing. Getting one of the staff certified would be at the discretion of Extension's Health & Well Being Institute. The Institute is trying to regionalize the service. Price, Lincoln, and Clark Counties currently have someone who is certified. The committee had two options: leave the status as it is, with Taylor County residents needing to go to one of the other counties or getting someone in the office certified. Apparently, Extension Taylor County does not have someone with the correct programming emphasis to be trained. Office staff know where testing can be done and can inform clients.

**University related updates:** Lersch is completing Extension county Area 3 budgets. He will be meeting with the Taylor County Finance Committee in September. He has scheduled midpoint conversations with the county educators; the conversations are formal reviews of programming goals and progress toward reaching them. Lersch reviewed the status of UW-Madison appropriations to Extension. There has been discussion of equity pay raises for Extension educators, who presently make less than comparable staff on the Madison campus. There is a question of how much will be covered by Extension vs UW-Madison. The state legislature has appropriated funds for UW-Madison, but it is not clear yet how much will be going to Extension. Lersch noted that Area 3 is currently fully staffed except for Taylor County 4-H/Youth Development.

**Next Committee Meeting:** The next meeting of the Taylor County Agriculture and Extension Education Committee will be **November 5, 2019, at 9:00 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 10:40 a.m.; Lemke seconded. All ayes. Motion carried.

## **AGRICULTURE AND EXTENSION EDUCATION COMMITTEE**

**July 2, 2019**

**USDA Service Center, Extension Meeting Room 2**

**Call meeting to order:** Ray Soper, Chair, called the meeting to order at 9 a.m.

**Members Present:** Ray Soper, Myron Brooks, Catherine Lemke, Jim Metz

**Members Absent:** None

**Extension Staff Present:** Art Lersch, Stephanie Boehnlein, Michelle Grimm, Brenda Fierke, Sandy Stuttgen

**Staff Absent:** None

**Other Attendees:** Akilah Dillon, *Star News*

**Approve Minutes of the previous meeting:** Brooks moved to approve the minutes of the May 7, 2019 meeting; Lemke seconded the motion. All ayes. Motion carried.

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

**Approve Bills and Vouchers for Payment:** Metz moved to approve the May 2019 and June 2019 bills and vouchers for payment; Lemke seconded. All ayes. Motion carried. Request was made to check on property tax issue on copier.

### **Educator Highlights Reports:**

**Fierke:** Has given presentations at the food pantry in Medford, most recently discussing low sodium foods. She has worked with local schools on the Smarter Lunchrooms program.

**Stuttgen:** Shared the Taylor County profile from the 2017 Agriculture Census. She also discussed a recent Tractor Safety Class that was held in Gilman.

**Grimm:** Under her Community Development programming, Grimm discussed her work with broadband. Taylor County is continuing to work with Vantage Point, a consulting firm, in an effort to provide better broadband service in the county. A survey to gather residents' opinion of internet service in this area has been posted online; so far there have been 500 participants. Grimm attended a Rural Broadband and Partnership Opportunities meeting. In addition to educators, county board members, and electric cooperative representatives, the meeting included participation by internet service providers (ISPs). Recycling and Clean Sweep were held recently. About 100 people participated in the appliance/small electronics collection, which was down from previous years. Participation was also down in the collection of pharmaceuticals. Learning for Life, a series of programs organized by Grimm, is continuing the first Tuesday of each month. She also works with the Farmers Market in Medford., providing information on regulations and assisting with special event planning. In addition, the Friends of the Downtown have planned a community 4<sup>th</sup> of July event, which includes a bike ride.

**Grimm:** StrongBodies classes are on hiatus this summer except for one class that is being held in Medford. New classes will begin in September.

**Boehnlein:** The COWS program was offered at Stetsonville Elementary. Boehnlein taught robotics to 8<sup>th</sup> grade students at Rib Lake Elementary school. 4-H members, including two from Taylor County, will be taking part in Leadership Washington Focus the last two weeks in July. Boehnlein will be one of the 4-H staff leading the trip. One of the goals is to build

leadership skills in the participants. 4-H Intermediate camp, which was held at Upham Woods, had two campers and one junior counselor from Taylor County. Some of the participating counties are looking for a different site for next year.

Lersch announced that Boehnlein is relocating and will be leaving the 4-H/Positive Youth Development position in mid-August. Soper expressed appreciation for her work.

**WACEC to WEXA Transition:** Information concerning the transition from the WACEC (Wisconsin Associated County Extension Committees) to the newly created WEXA (Wisconsin Extension Association). *[The agenda improperly referred to the existing organization as WEECDA, as did the meeting notes.]* The change results from the restructuring of Extension. Two differences include that the Wisconsin Counties Association will serve as administrator for the new organization, and rather than individual committee members voting on questions, each county committee will have a vote. In order to dissolve WACEC, 80% of the individual members need to sign a consent resolution. Following discussion, the committee decided that the committee members would sign one resolution rather than separate resolutions, which was done. Lersch will forward the signed resolution to the appropriate person(s).

**University Updates from Art Lersch, Area Extension Director:** As of July 1, educators are now employees of the University of Wisconsin – Madison. Lersch explained the steps that were involved in the transition. The change may offer the opportunity to bring even more research and knowledge to the counties, including by professors who don't have Extension funding.

The state budget passed the legislature and was sent to Governor Evers. The legislature's Joint Finance Committee had not moved Evers' proposals for Extension funding forward with the state budget. Dean Martin is hopeful that Evers may resubmit a request for funding.

Lersch will be meeting with Taylor County Finance Director Larry Brandl to review the proposed 2020 Extension Taylor County budget. The University of Wisconsin – Madison will be charging the same fee for all county-based Extension educators in 2020, \$41,500. This makes a total fee decrease of \$2,500 for Taylor County compared to 2019. In addition, the \$10,000 discount will still be offered in 2020.

**Taylor County Positive Youth Development/4-H Coordinator Position:** The Division of Extension is satisfied with keeping the position the same but would like it retitled to 4-H Program Coordinator. Lersch shared the position description and duties. If the committee approves moving forward, Lersch will begin the paperwork for filling the position asap. Soper commented that he sees the position more as youth development rather than a focus on 4-H. Brooks moved to move forward with filling the position as a Positive Youth Development and 4-H position; Lemke seconded the motion. Motion carried. Lersch said that his goal is to have the position filled by the September committee meeting. Soper asked if the committee will be involved in the hiring process, with final interviews. Lersch said that they would be.

**Next Committee Meeting:** The next meeting of the Taylor County Agriculture and Extension Education Committee will be **September 3, 2019, at 9 a.m.**

**Adjournment:** With no further business, Metz moved to adjourn the meeting at 10:20 a.m.; Lemke seconded. All ayes. Motion carried.

## **AGRICULTURE AND EXTENSION EDUCATION COMMITTEE**

**May 7, 2019**

**USDA Service Center, Extension Meeting Room 2**

**Call meeting to order:** Ray Soper called the meeting to order at 9:00 a.m.

**Members Present:** Ray Soper, Myron Brooks, Catherine Lemke

**Members Absent:** Jim Metz

**Extension Staff Present:** Art Lersch, Stephanie Boehnlein, Michelle Grimm, Brenda Fierke, Sandy Stuttgen

**Staff Absent:** None

**Other Attendees:** None

**Approve Minutes of the previous meeting:** Brooks moved to approve the minutes of the March 5, 2019, meeting; Lemke seconded the motion. All ayes. Motion carried.

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

**Approve Bills and Vouchers for Payment:** Lemke moved to approve the March 2019 and April 2019 bills and vouchers for payment; Brooks seconded. All ayes. Motion carried.

### **Educator Highlights Reports**

Sandy Stuttgen (Agriculture), Brenda Fierke (FoodWise), Michelle Grimm (Community Resources and Strong Bodies), Stephanie Boehnlein (Positive Youth Development and 4-H)

Stuttgen gave updates about her programs, including the Well-being Conference and Who Gets Grandma's Yellow Pie Plate, and she presented a first look at the 2017 USDA Census of Agriculture for Taylor County. She discussed the upcoming tractor safety class that will be held in Gilman this June; Soper asked if the fee for the class should be revisited.

Fierke discussed her efforts to engage in programming in the Indianhead Food Pantry and her efforts to teach youth about nutrition through the Smarter Lunchroom displays in Gilman schools. She also mentioned her efforts to organize teaching efforts during summer school programs and at the Impact 7 senior housing complex.

Grimm provided additional information about the Clean Sweep event that took place over the weekend. Attendance appeared to be slightly down from last year, but overall, the event went very well. She discussed upcoming meetings between county stakeholder institutions (e.g. TDS, school districts, businesses, etc.) and the broadband consultant and discussed her efforts to organize the meetings. She mentioned that Strong Bodies spring sessions are nearly completed and that there will be one summer session, which will take place in Medford.

Boehnlein provided details about her program with the Rib Lake School District to teach youth about energy production, including pedaling a stationary bicycle to produce electricity. She also discussed her work to develop and host a Leaders Social with the 4-H Federation. The social allowed volunteer leaders to discuss new ideas for energizing 4-H clubs, new programs that can be developed, etc. She is also working on establishing a 4-H club in Rib Lake.

### **FoodWise Agreement Letter for FY 2020**

Fierke presented the FoodWise agreement letter for fiscal year 2020 and requested that the chair and AED sign. Discussion took place. Chair and AED signed the document.

### **University related updates**

Lersch reminded the committee that Extension email, business cards, badges, etc. are changing due to Extension becoming a division of UW-Madison. He stated that there will be more changes to come, but none would adversely affect Extension's partnership with counties.

Lersch said that he had just completed educator performance reviews and that they were all positive for Taylor County.

### **2020 Extension budget updates**

Lersch mentioned that in his initial budget proposal, the governor recommended that Extension be provided an additional \$2 million. He said that there is a very long way to go in the state budget process, and it is thus not clear at this time whether any proposed increase will occur. Related to the county budget, he said that he approached IT about purchasing Microsoft Office suite software for Cathy Mauer's county computer. More county budget updates will be placed on the July agenda.

### **Update on FoodWise Nutrition Educator vacancy**

Fierke confirmed that there are no plans to hire another FoodWise educator for Taylor County and that she will continue to perform the dual role of coordinator and educator for the county.

**Next Committee Meeting:** The next meeting of the Taylor County Agriculture and Extension Education Committee will be July 2, 2019, at 9:00 a.m.

**Adjournment:** With no further business, Lemke moved to adjourn the meeting at 10:10; Brooks seconded. All ayes. Motion carried.

## **AGRICULTURE AND EXTENSION EDUCATION COMMITTEE**

**March 5, 2019**

**USDA Service Center, Extension Meeting Room 2**

**Call meeting to order:** Ray Soper called the meeting to order at 9 a.m.

**Members Present:** Ray Soper, Myron Brooks, Catherine Lemke, Jim Metz

**Members Absent:** None

**Extension Staff Present:** Art Lersch, Stephanie Boehnlein, Michelle Grimm, Brenda Fierke, Sandy Stuttgen

**Staff Absent:** None

**Other Attendees:** None

**Approve minutes of the previous meeting:** Brooks moved to approve the minutes of the January 15, 2019, meeting; Lemke seconded the motion. All ayes. Motion carried.

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

**Approve bills and vouchers for payment:** Lemke moved to approve the January 2019 and February 2019 bills and vouchers for payment; Brooks seconded. All ayes. Motion carried.

**Educator Annual Report for 2018:** Lersch recognized the work of Cathy Mauer, Program Assistant, in preparing the annual report. Educators summarized their highlights from 2018

**FoodWise Nutrition Educator vacancy:** two positions in the state have been filled; the rest are on hold, and the Taylor County position is not on the list to be filled.

**2020 budget, preliminary discussion:** Lersch will be meeting with other AEDs and the Assistant Dean on March 15 to discuss the 2020 budget. The \$10,000 discount on educator contract fees that the state gave the counties for the 2019 budget will not be available for the 2020 budget. Lersch is looking at using some funds from the department's copier account if needed to help offset the loss of the discount. Justification for eliminating the discount includes a plan to align educator salaries with those at UW-Madison, which are higher.

**Next Committee Meeting:** The next meeting of the Taylor County Agriculture and Extension Education Committee will be **May 7, 2019, at 9:00 a.m.**

**Adjournment:** With no further business, Lemke moved to adjourn the meeting at 10:00 a.m.; Brooks seconded. All ayes. Motion carried.

**Taylor County Agriculture and Extension Education Committee  
Minutes  
January 15, 2019**

1. **Call meeting to order:** Meeting was called to order by chair Ray Soper at 9:03 a.m. Other committee members present were Myron Brooks and Catherine Lemke. Jim Metz was excused. Also present were Brenda Fierke, Michelle Grimm, and Stephanie Boehnlein.
2. **Approve minutes of the November 13, 2018 meeting:** Brooks made the motion to approve the minutes. Lemke seconded the motion. All ayes.
3. **Approve the agenda:** Lemke made the motion to approve the agenda. Brooks seconded the motion. All ayes.
4. **Approve bills and vouchers:** Lersch explained that there were no unusual bills/vouchers for November and December. Brooks made the motion to approve the bills and vouchers. Lemke seconded the motion. All ayes.
5. **Educator Highlight Reports**
  - a. Brenda Fierke: Foodwise Nutrition education/programming
  - b. Sandy Stuttgen: Agriculture education/programming
  - c. Michelle Grimm: Community Development education/programming
  - d. Michelle Grimm: Strong Bodies programming
  - e. Stephanie Boehnlein: Positive Youth Development and 4-H Programming

Educators presented highlights of their recent programming based on the written reports included in their packets. Fierke discussed programming and outcomes related to her recent food resource management sessions. Grimm focused on how she is helping Taylor County stakeholders plan for and potentially implement rural broadband expansion projects. Boehnlein discussed her STEM programming efforts in conjunction with Rib Lake schools and 4-H organizational matters. Discussion took place related to the Stuttgen's Beef Quality Assurance written overview. Committee members were encouraged to contact her with any questions about the program.

6. **Update on FoodWise Nutrition Educator Vacancy:** Fierke explained that it has not yet been determined by FoodWise leadership if/when the position is to be posted.
7. **Set date for next meeting:** March 5, 2019, 9:00 a.m. (County/USDA Service Center, Meeting Room 2.)
8. **Adjournment:** Lemke made the motion to adjourn. Brooks seconded the motion. All ayes. The meeting was adjourned at 9:43 a.m.