

## UW-EXTENSION EDUCATION COMMITTEE

Monday, November 13, 2017

5:00 PM, Room 104

Location: Agriculture & Resource Center  
227 1<sup>st</sup> Street W  
Altoona WI 54720

### AGENDA

1. Call to Order
2. Farm Technology Days
  - a. Written report
3. Review / Approval of Committee Minutes / Discussion - Action
  - a. [October 16, 2017](#)
4. Review Bills
  - a. [October 2017](#)
5. Public Input
6. Eau Claire County Extension Reception / Discussion-Action
7. Update on nEXT Generation Model / Discussion - Action
8. Budget Updates / Discussion - Action
9. Educator Report – Brook Berg Family Living Educator
10. Scheduling of Future Meetings / Agenda Items
11. Adjourn

Post:

- Media
- Committee Members
- Extension Staff

**PLEASE NOTE:** Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669, (TDD) 839-4735 or by writing to the ADA Coordinator, Personnel Department, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703

**EAU CLAIRE COUNTY**

**2020**  
JULY 21-23



You are cordially invited to:

### Host Farm Family Introduction

Eau Claire County 2020 Wisconsin Farm Technology Days  
Tuesday, November 14<sup>th</sup> from 10:00A.M. to 12:00P.M.

#### Location:

Huntsinger Farms  
W2394 State Highway 37  
Eau Claire, WI 54701

There will be a short program to introduce the Huntsinger Family and staff. After which they, along with members of the Eau Claire County Farm Tech Days Executive Committee will be available for interviews. Light refreshments and treats will be served afterwards.

#### Directions to Huntsinger Farm:

From Eau Claire/I-94 Exit #65: Take Hwy 37 South about one mile and you will see the farmhouse on your right. Turn right into the driveway and take an immediate right to park. Please enter the tent upon arrival.

R.S.V.P to Amber Leininger at 715.830.9677 or  
[aleininger@silverspringfoods.com](mailto:aleininger@silverspringfoods.com)

## UW-EXTENSION EDUCATION COMMITTEE

Monday, October 16, 2017

5:00 PM, Room 104

Location: Agriculture & Resource Center  
227 1<sup>st</sup> Street W  
Altoona WI 54720

### MINUTES

**Members Present:** Robin Leary, Heather DeLuka, Colleen Bates, Tami Schraufnagel

**Members Absent:** Doug Kranig

**Others:** Mark Hagedorn, Erin LaFaive, Catherine Emmanuelle

#### **Call to Order**

Chair Robin Leary called the meeting to order at 5:15pm

#### **Farm Technology Days / Discussion – Action**

Mark Hagedorn provided an update on Farm Technology Day 2020. Farm has been selected and will be announced soon.

#### **Review / Approval of Committee Minutes / Discussion - Action**

A motion was made by Supervisor Bates to approve minutes. Motion carried 4-0.

#### **Review Bills**

The bills were reviewed

#### **Public Input**

Erin Amalia, Colleen's daughter from France

#### **Staffing Updates / Discussion-Action**

Catherine Emmanuelle provided clarification about the difference between 4H Coordinators and Family and Youth Development Educator. Emmanuelle described the changes need in office staff to take into account budget changes. An Office Coordinator position is being created to address the need for more oversight duties when the Department Head position at the UW level is phased out. The Office Coordinator position will replace the current Fiscal Associate position description. Current Administrative Assistant II .73 FTE will increase to .80 FTE. Vacant Administrative Assistant II will not be re-posted in 2018.

Motion was made by Colleen Bates to affirm support to staffing changes of two administrative specialist II to one Administrative Specialist II (.80 FTE); creating new position of Office Coordinator (.80 FTE); and elimination of Fiscal Associate position. Motion carried 4-0.

#### **Update on nEXT Generation Model / Discussion - Action**

Emmanuelle reviewed President Ray Cross's message about the upcoming restructure of UW system.

#### **Budget Updates/ Discussion - Action**

Budget updates' were discussed at UWEX and county level. The UWEX's new county/tribal fee structure was reviewed. Emmanuelle discussed possible paid internships in partnership with UWEC Career Services.

## Educator Report – Erin LaFaive Horticulture Agent

Erin LaFaive provided a report about youth gardening programs, horticulture inquiries, master gardener volunteer hours, urban forestry pruning workshop, and department head duties. Committee thanked her for her efforts.

## Scheduling of Future Meetings / Agenda Items

November 13 at 5:00pm

## Adjourn

Chair Leary adjourned the meeting at 6:30pm

Post:

- Media
- Committee Members
- Extension Staff

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Expenses October 2017				
Payment to	Reason	Amount	Account Description	Revenue Source
UPS*000000W9Y127347	Mailing Packages	\$4.01	State Postage	Grant
UPS*000000W9Y127357	Mailing Packages	\$7.67	State Postage	Grant
UPS*000000W9Y127377	Mailing Packages	\$23.75	State Postage	Grant
NATIONAL 4-H COUNCIL SUPP	National Youth Science Kits	\$134.70	After school Programs	Grant
CESSPOOL CLEANER COMPANY	Jeffers Rd Garden Portable Toilet	\$131.00	Garden Equipment Rental	Rent
KOBUSSEN BUSES LTD	FTD Tours	\$301.13	Education Programs	Fees
Bohl & Proulx Plumbing	Drain lines for Jeffers Rd garden	\$105.00	Garden Grounds Maintenance	Rent
Brook Berg	Travel	\$74.97	Travel - Regular	Fees
Mark Hagedorn	Travel	\$226.95	Travel - Regular	Fees
EO Johnson Business Technology	Rizo Printer	\$97.00	Printing & Duplicating	Fees

For 01/01/17 - 10/31/17

Expenditure Summary Report

FJEXS01A

Periods 00 - 10

Expenditure Summary

Expenditure Summary

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>17 YEAR 2017</b>						
<b>100 GENERAL FUND</b>						
<b>21 EXTENSION</b>						
<b>56140 FAIRS AND EXHIBITS</b>						
<b>000</b>						
17-100-21-56140-141-000 FAIRS/ BOARD PER DIEM	200.00	.00	60.00	60.00	140.00	30.00
17-100-21-56140-142-000 FAIRS/ CNTY BRD & COMM MILEAGE	75.00	.00	9.99	9.99	65.01	13.32
17-100-21-56140-151-000 FAIRS/ SOCIAL SECURITY	25.00	.00	4.57	4.57	20.43	18.28
17-100-21-56140-195-000 FAIRS/ EXTRA HELP NON P/R	3,000.00	.00	4,361.33	4,361.33	-1,361.33	145.38
17-100-21-56140-214-000 FAIRS/ DATA PROCESSING	289.00	.00	259.00	259.00	30.00	89.62
17-100-21-56140-313-000 FAIRS/ PRINTING & DUPLICATING	500.00	.00	398.99	398.99	101.01	79.80
17-100-21-56140-324-000 FAIRS/ MEMBERSHIP DUES	412.00	.00	412.20	412.20	-.20	100.05
17-100-21-56140-360-000 FAIRS/ OPERATING SUPPLIES	450.00	.00	78.96	78.96	371.04	17.55
17-100-21-56140-733-000 FAIRS/ PRIZES & AWARDS	5,000.00	.00	6,640.45	6,640.45	-1,640.45	132.81
<b>000</b>	<b>9,951.00</b>	<b>.00</b>	<b>12,225.49</b>	<b>12,225.49</b>	<b>-2,274.49</b>	<b>122.86</b>
<b>56140 FAIRS AND EXHIBITS</b>	<b>9,951.00</b>	<b>.00</b>	<b>12,225.49</b>	<b>12,225.49</b>	<b>-2,274.49</b>	<b>122.86</b>
<b>56141 4-H PROGRAMS</b>						
<b>000</b>						
17-100-21-56141-214-000 4H PROGRAM DATA PROCESSING	400.00	.00	.00	.00	400.00	.00
17-100-21-56141-300-000 4-H PROG/ SUPPLIES & EXPENSE	1,100.00	.00	1,442.20	1,442.20	-342.20	131.11
<b>000</b>	<b>1,500.00</b>	<b>.00</b>	<b>1,442.20</b>	<b>1,442.20</b>	<b>57.80</b>	<b>96.15</b>
<b>56141 4-H PROGRAMS</b>	<b>1,500.00</b>	<b>.00</b>	<b>1,442.20</b>	<b>1,442.20</b>	<b>57.80</b>	<b>96.15</b>
<b>56520 GARDENS</b>						
<b>000</b>						
17-100-21-56520-246-000 GARDENS/ GROUNDS MAINTENANCE	500.00	.00	501.61	501.61	-1.61	100.32
17-100-21-56520-370-000 GARDENS/ REPAIR & MAINT SUPP	300.00	.00	441.27	441.27	-141.27	147.09
17-100-21-56520-533-000 GARDENS/ EQUIP RENT	500.00	.00	425.75	425.75	74.25	85.15
<b>000</b>	<b>1,300.00</b>	<b>.00</b>	<b>1,368.63</b>	<b>1,368.63</b>	<b>-68.63</b>	<b>105.28</b>
<b>56520 GARDENS</b>	<b>1,300.00</b>	<b>.00</b>	<b>1,368.63</b>	<b>1,368.63</b>	<b>-68.63</b>	<b>105.28</b>
<b>56700 EXTENSION</b>						
<b>000</b>						
17-100-21-56700-111-000 UW EXT/ SAL PERM-REGULAR	99,771.00	.00	56,537.99	56,537.99	43,233.01	56.67
17-100-21-56700-121-000 UW EXT/ SAL TEMP-REGULAR	5,900.00	.00	5,447.96	5,447.96	452.04	92.34
17-100-21-56700-151-000 UW EXT/ SOCIAL SECURITY	7,633.00	.00	4,530.91	4,530.91	3,102.09	59.36
17-100-21-56700-152-000 UW EXT/ RETIREMENT EMPLR SHARE	6,784.00	.00	3,844.60	3,844.60	2,939.40	56.67
17-100-21-56700-154-000 UW EXT/ HOSPITAL & HEALTH INS	22,223.00	.00	11,796.19	11,796.19	10,426.81	53.08
17-100-21-56700-155-000 UW EXT/ LIFE INSURANCE	.00	.00	18.08	18.08	-18.08	.00
17-100-21-56700-200-000 UW EXT/ CONTRACT SVCS	135,955.00	.00	66,327.00	66,327.00	69,628.00	48.79

For 01/01/17 - 10/31/17

Expenditure Summary Report

FJEXS01A

Periods 00 - 10

Expenditure Summary

Expenditure Summary

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
<b>17 YEAR 2017</b>						
<b>100 GENERAL FUND</b>						
<b>21 EXTENSION</b>						
<b>56700 EXTENSION</b>						
<b>000</b>						
17-100-21-56700-214-000 UW EXT/ DATA PROCESSING	320.00	.00	320.00	320.00	.00	100.00
17-100-21-56700-225-000 UW EXT/ TELEPHONE & TELEGRAPH	3,500.00	.00	2,318.42	2,318.42	1,181.58	66.24
17-100-21-56700-310-000 UW EXT/ OFFICE SUPPLIES	3,000.00	.00	1,851.94	1,851.94	1,148.06	61.73
17-100-21-56700-311-000 UW EXT/ POSTAGE & BOX RENT	1,000.00	.00	59.10	59.10	940.90	5.91
17-100-21-56700-313-000 UW EXT/ PRINTING & DUPLICATING	1,750.00	.00	2,006.47	2,006.47	-256.47	114.66
17-100-21-56700-320-000 UW EXT/ REFERENCE MATERIALS	500.00	.00	36.00	36.00	464.00	7.20
17-100-21-56700-324-000 UW EXT/ MEMBERSHIP DUES	50.00	.00	50.00	50.00	.00	100.00
17-100-21-56700-330-000 UW EXT/ TRAVEL-REGULAR	6,000.00	.00	3,675.55	3,675.55	2,324.45	61.26
17-100-21-56700-340-000 UW EXT/ TRAVEL-TRAIN & CONF	6,000.00	.00	1,830.81	1,830.81	4,169.19	30.51
<b>000</b>	<b>300,386.00</b>	<b>.00</b>	<b>160,651.02</b>	<b>160,651.02</b>	<b>139,734.98</b>	<b>53.48</b>
<b>56700 EXTENSION</b>	<b>300,386.00</b>	<b>.00</b>	<b>160,651.02</b>	<b>160,651.02</b>	<b>139,734.98</b>	<b>53.48</b>
<b>56701 UWE EDUC PROG</b>						
<b>000</b>						
17-100-21-56701-300-000 EDUC PROG/ UWE - SUPPLIES	16,000.00	.00	13,106.98	13,106.98	2,893.02	81.92
<b>000</b>	<b>16,000.00</b>	<b>.00</b>	<b>13,106.98</b>	<b>13,106.98</b>	<b>2,893.02</b>	<b>81.92</b>
<b>56701 UWE EDUC PROG</b>	<b>16,000.00</b>	<b>.00</b>	<b>13,106.98</b>	<b>13,106.98</b>	<b>2,893.02</b>	<b>81.92</b>
<b>56706</b>						
<b>000</b>						
17-100-21-56706-390-000 Safety Grant-other supplies	500.00	.00	790.30	790.30	-290.30	158.06
<b>000</b>	<b>500.00</b>	<b>.00</b>	<b>790.30</b>	<b>790.30</b>	<b>-290.30</b>	<b>158.06</b>
<b>56706</b>	<b>500.00</b>	<b>.00</b>	<b>790.30</b>	<b>790.30</b>	<b>-290.30</b>	<b>158.06</b>
<b>56710 PARENTING EDUCATION</b>						
<b>000</b>						
17-100-21-56710-300-000 PARENTING EDUCATION/ SUPPLIES	4,000.00	.00	598.00	598.00	3,402.00	14.95
<b>000</b>	<b>4,000.00</b>	<b>.00</b>	<b>598.00</b>	<b>598.00</b>	<b>3,402.00</b>	<b>14.95</b>
<b>56710 PARENTING EDUCATION</b>	<b>4,000.00</b>	<b>.00</b>	<b>598.00</b>	<b>598.00</b>	<b>3,402.00</b>	<b>14.95</b>
<b>56713</b>						
<b>000</b>						
17-100-21-56713-390-000 SCHOOL OUTREACH PROG/SUPPLIES	400.00	.00	621.70	621.70	-221.70	155.43
<b>000</b>	<b>400.00</b>	<b>.00</b>	<b>621.70</b>	<b>621.70</b>	<b>-221.70</b>	<b>155.43</b>
<b>56713</b>	<b>400.00</b>	<b>.00</b>	<b>621.70</b>	<b>621.70</b>	<b>-221.70</b>	<b>155.43</b>
<b>56715</b>						
<b>000</b>						
17-100-21-56715-311-000 UW EXT STATE POSTAGE/ POSTAGE	1,988.00	.00	1,469.81	1,469.81	518.19	73.93
<b>000</b>	<b>1,988.00</b>	<b>.00</b>	<b>1,469.81</b>	<b>1,469.81</b>	<b>518.19</b>	<b>73.93</b>
<b>56715</b>	<b>1,988.00</b>	<b>.00</b>	<b>1,469.81</b>	<b>1,469.81</b>	<b>518.19</b>	<b>73.93</b>

County of Eau Claire

For 01/01/17 - 10/31/17

Expenditure Summary Report

FJEXS01A

Periods 00 - 10

Expenditure Summary

Expenditure Summary

<u>Account No/Description</u>	<u>Adjusted Budget</u>	<u>Y-T-D Encumb</u>	<u>Period Expended</u>	<u>Y-T-D Expended</u>	<u>Available Balance</u>	<u>Percent Used</u>
17 YEAR 2017						
100 GENERAL FUND						
21 EXTENSION						
56727						
000						
17-100-21-56727-390-000 SUSTAINABILITY FESTIVAL EXP	2,000.00	.00	.00	.00	2,000.00	.00
000	2,000.00	.00	.00	.00	2,000.00	.00
56727	2,000.00	.00	.00	.00	2,000.00	.00
21 EXTENSION	338,025.00	.00	192,274.13	192,274.13	145,750.87	56.88
100 GENERAL FUND	338,025.00	.00	192,274.13	192,274.13	145,750.87	56.88
17 YEAR 2017	338,025.00	.00	192,274.13	192,274.13	145,750.87	56.88

County of Eau Claire  
Revenue Summary Report

For 01/01/17 - 10/31/17

FJRES01A

Periods 00 - 10

Revenue Summary

Revenue Summary

<u>Account No/Description</u>	<u>Budget Amount</u>	<u>Period Amount</u>	<u>Y-T-D Amount</u>	<u>Balance</u>	<u>Percent Received</u>
17 YEAR 2017					
100 GENERAL FUND					
21 EXTENSION					
17-100-21-43333-000-000 UW EXTENSION REVENUE-CLEARING ACCOUNT	.00	200.00	200.00	-200.00	.00
17-100-21-43571-000-000 FAIRS & EXHIBITS	4,000.00	4,062.17	4,062.17	-62.17	101.55
17-100-21-43573-000-000 STATE POSTAGE	1,988.00	1,018.00	1,018.00	970.00	51.21
17-100-21-43578-000-000 SAFETY GRANT	1,300.00	.00	.00	1,300.00	.00
17-100-21-43581-000-000 POSTAGE FEES	200.00	.00	.00	200.00	.00
17-100-21-43582-000-000 4H ACTIVITY FEES & DUES	3,000.00	.00	.00	3,000.00	.00
17-100-21-43583-000-000 COUNTY FAIR FEES	3,000.00	.00	.00	3,000.00	.00
17-100-21-46740-002-000 UW EXT/ FAIRS & EXHIBITS	5,951.00	3,351.50	3,351.50	2,599.50	56.32
17-100-21-46741-000-000 4-H PROGRAMS	1,500.00	590.29	590.29	909.71	39.35
17-100-21-46741-007-000 SCHOOL OUTREACH PRG. GRT	400.00	1,552.00	1,552.00	-1,152.00	388.00
17-100-21-46771-000-000 REFERENCE MATERIALS - UWE	100.00	70.00	70.00	30.00	70.00
17-100-21-46772-000-000 DUPLICATING - UWE	500.00	86.97	86.97	413.03	17.39
17-100-21-46774-000-000 EDUCATIONAL PROGRAMS - UWE	17,500.00	15,803.41	15,803.41	1,696.59	90.31
17-100-21-46920-000-000 GARDEN RENT	2,300.00	1,929.00	1,929.00	371.00	83.87
17-100-21-48503-000-000 PARENT NEWSLETTER DONATIONS	4,000.00	1,250.00	1,250.00	2,750.00	31.25
17-100-21-48505-000-000 FAIR DONATIONS	.00	500.00	500.00	-500.00	.00
17-100-21-48506-000-000 SUSTAINABILITY DONATIONS	2,000.00	.00	.00	2,000.00	.00
17-100-21-49300-000-000 N/L FUNDS APPLIED	10,610.00	.00	.00	10,610.00	.00
21 EXTENSION	58,349.00	30,413.34	30,413.34	27,935.66	52.12
100 GENERAL FUND	58,349.00	30,413.34	30,413.34	27,935.66	52.12
17 YEAR 2017	58,349.00	30,413.34	30,413.34	27,935.66	52.12