

Agenda

Eau Claire County

Extension Committee

Date: November 18, 2020 at 4:00PM

Virtual meeting via WebEx

Meeting link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=ma0d3587ed7e772f4b3df5b4c292281f2>

Meeting number:

145 953 8071

Password:

mX3pYEUR2d6

Join by phone

+1-415-655-0001 US Toll

Access code: 145 953 8071

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. October 21, 2020
5. Fair Committee Relationship - Discussion
6. Area Extension Director Report - Catherine Emmanuelle
7. Scheduling of Future Meetings / Agenda Items
 - a. December 16, 2020 4:00pm
8. Announcements
9. Adjourn

Minutes

Eau Claire County

Extension Committee

Date: October 21, 2020 at 4:00PM

Virtual meeting via WebEx

Members Present: Don Mowry, Missy Christopherson, Melissa Janssen, Heather Deluka and Colleen Bates

Others Present: Catherine Emmanuelle, Kristi Peterson, Nick Smiar, and Lyssa Seefeldt

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. September 16, 2020
Janssen moves to approve, second Christopherson. Motion passes.
5. Educator Report – Lyssa Seefeldt, Agriculture Educator
 - a. Provided an overview of her long- and short-term plan of work
 - b. Relationship building has been more challenging with Covid-19
6. Area Extension Director Report - Catherine Emmanuelle
 - a. Monthly Highlights displays our virtual technologies growth audiences
 - b. 4-H in a box was created to allow education to be done by zoom
 - c. Administrative Specialist II will be assisting in the Parks & Forest Department part time
 - d. Fair model updating
7. Scheduling of Future Meetings / Agenda Items
 - a. November 18, 2020 4:00pm
Add Fair Report and possibly Friends of the Fair
8. Announcements – Board of Visitors meeting November 3, 2020 Covid-19 Response
9. Adjourn at 5:30 pm



Extension

UNIVERSITY OF WISCONSIN-MADISON

Guidelines on the Educational Roles of County Extension Educators at County Fairs

Approved May 16th, 2019 by the Division of Extension Leadership Team

*This document has been reviewed and endorsed by the
Wisconsin Association of Fairs*

Introduction

The University of Wisconsin System has a three-fold mission in resident instruction, research and extension. In 1973, and again in 1982, the UW Board of Regents affirmed the historic commitment of all its institutions to public service and the public good. Concurrent with this reaffirmation was the assignment of the University of Wisconsin-Madison Division of Extension to lead, coordinate, plan and administer the extension function of the UW System.

Over the years Extension has demonstrated its strong support for county fairs. This is appropriate because county fairs can offer numerous educational opportunities for participants and the general public. Participating in educational initiatives at the fair also provides extension educators and program coordinators an opportunity for relationship building and interaction with the public. Fairs have also added a special dimension and focus to a variety of educational programs involving individuals of all ages as well as local organizations.

The Role of Extension Educators and Program Coordinators in County Fairs

The role of all extension educators and program coordinators working in county and regional settings is **education**. Extension educators and program coordinators are often the first point of contact with the University of Wisconsin System for people throughout the state. Extension educators and program coordinators teach, learn, lead and serve connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

The educational purpose is accomplished in many ways – through seminars, workshops, information meetings, tours, demonstrations, exhibits, field studies, teleconferencing, Facebook, twitter, web sites, publications, and the mass media, both public and commercial. Extension educators and program coordinators work with personnel from other agencies, organizations, institutions and elected bodies to develop educational programs and provide professional expertise based on the research

and knowledge foundation base of the University. Extension educators and program coordinators are also charged with upholding the integrity, policies and guidelines of Extension and the Wisconsin 4-H Program.

Area Extension Directors, in cooperation with County oversight Committees, will review the roles and responsibilities of educators and program coordinators. Increasing and strengthening the involvement of local residents in planning and conducting county fairs will help the fairs achieve their goals as major educational, cultural, economic and social events in the lives of people.

There is a need for extension educators and program coordinators across institutes to work closely with county fairs, whether the county fair is an official county event, or sponsored by a private organization. However, it is the responsibility of Extension administration and individual educators and program coordinators to monitor the job descriptions and day-to-day responsibilities to ensure that services provided to county fairs are directly related to specific educational goals.

Adequate clerical staff ought to be employed by county fair organizations specifically to assist with fair responsibilities, so that support for ongoing extension programs can be maintained without disruption. We expect county extension educators and program coordinators to focus on educational roles at county fairs. Examples of these educational roles may include:

1. Direct education with youth and volunteers related to 4-H Projects
2. Coordinating trainings for fair boards and superintendents; particularly in the areas of decision-making, leadership and organizational stewardship.
3. Instructing volunteer leaders in how to conduct a demonstration, prepare an exhibit, improve displays or supervise others.
4. Teaching at workshops, demonstrations or exhibits at the county fair (which may include pre-fair events).

5. Providing advice and counsel to fair boards, managers and various other fair committees to ensure that the educational dimensions of the fair are strengthened. Members of the county extension staff may serve as a non-voting liaison to the fair governing board. Examples of advisory roles:
 - a. Advisement on the development of job descriptions for paid and volunteer leaders working directly with the fair board;
 - b. Advising fair boards and various fair committees on state premium list recommendations;
 - c. Advising on publicity, promotion and display arrangements;
 - d. Advising on selection and scheduling of judges and training and evaluation of judges.

Administration or organizational roles in connection with county fairs are **not appropriate** for county extension educators or program coordinators. Examples of such inappropriate roles include:

1. Serving as fair secretary or manager or superintendent
2. Serving as a voting member of the fair board
3. Booking, contracting, and/or setting up for carnivals or other non-educational entertainment
4. Scheduling or supervising the maintenance and upkeep of the fairgrounds or its buildings
5. Handling fair receipts and/or disbursements, or selling tickets at the fair
6. Employing and/or supervising paid personnel for the fair, including judges and departmental superintendents.

Specific questions regarding roles or responsibilities (and what may or may not be appropriate at each given fair) should be discussed between the Extension Educator(s), Program Coordinator(s), the Area Extension Director and the Fair Board.

1 Enrolled No.

ORDINANCE

File No. 20-21/090

2

3 TO AMEND SECTION 2.04.450 A. 1. & 2. OF THE EAU CLAIRE COUNTY CODE:
4 COMMITTEE ON UW-EXTENSION EDUCATION

5

6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

7

8 SECTION 1. That paragraphs 1. and 2. of Subsection A. of Section 2.04.450 of the
9 code be amended to read:

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11 2.04.450 Committee on UW-Extension education.

12 A. The committee shall be responsible to the county board for the departmental
13 policy and oversight of the county extension department and its board authorized functions
14 including: County 4 H youth programs.

15 ~~1. Eau Claire County Junior Fair Committee;~~

16 ~~2. County 4-H youth programs.~~

17

18 ENACTED:

19

20 I hereby certify that the foregoing
21 Correctly represents the action of the
22 UW-Extension Education Committee
23 On November ____, 2020, by a vote
24 of ____ for, and ____ against.

25

26

27

28 _____
29 Donald Mowry, Chair
30 UW Extension Education Committee

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TJS/yk