

UW-EXTENSION EDUCATION COMMITTEE

Wednesday July 17, 2019

4:00 PM, Room 103

Location: Agriculture & Resource Center
227 1st Street W
Altoona WI 54720

AGENDA

- 1. Call Meeting to Order**
- 2. Public Comment**
- 3. Review / Approval of Committee Minutes /**
 - a. June 19, 2019
- 4. Staff transitions & Recognition** - Staff Transitions for Mark Hagedorn, Agriculture Agent and Brook Berg, Human Development and Relationships Educator.
 - Guests (via Zoom): Heidi Johnson, Extension Interim Agriculture Institute Director and Catherine Neiswender, Extension Assistant Dean
 - a. Transition for Human Development and Educator position
 - b. Transition for Agriculture Agent position, including Farm Technology Days
 - c. Recognition: Committee invited to share appreciation and recognition to educators Hagedorn and Berg for their service with Eau Claire County
 - d. Input for filling two vacancies
 - i. Committee members invited to share their priorities and vision for Agriculture and Human Development and Relationship educator positions. Area Extension Director will use input as part of request to fill the vacancies.
- 5. 2020 Budget Overview / Report – Discussion**
 - a. Review numbers, highlight changes, high-level department activity, and review new format used for performance section
- 6. Area 6 Meeting – Discussion**
- 7. Fair Committee/ Discussion - Action**
 - a. Motion to approve By-Law addendum
- 8. Fair – Discussion**

Requested by Chair Schraufnagel
- 9. Area Extension Director / Report & Discussion**
 - a. Housing update – Requested by Chair Schraufnagel
- 10. Scheduling of Future Meetings / Agenda Items**
 - a. Future Coordinator/Educator Report*: Mark Hagedorn
- 11. Adjourn**

*Another Coordinator/Educator will give a report if the name listed has a scheduling conflict.

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

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4:00 PM, Room 103

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Minutes

Members present: Heather Deluka, Colleen Bates, Don Mowry, Melissa Janssen, Tami Schraufnagel

Others present: Catherine Emmanuelle, Kristin Peterson, Joseph Malual

Call Meeting to Order

Supervisor Schraufnagel called the meeting to order at 4:03 pm

Public Comment

No one from the public was present

Review / Approval of Committee Minutes May 29, 2019

Action: Supervisor Deluka made a motion to approve and Supervisor Janssen seconds. Motion carries 5-0

Educator Report – Joseph Malual - Community Educator

Joseph discussed his observations and needs assessment within EC County include mental health, poverty, alcohol abuse, homelessness, food insecurity, obesity, farming crisis, water environmental. This listing seems to be consistent within all counties in this area. Within Clear Vision he is addressing the access to food dessert areas and brainstorming how to build and connect the community. The Resource Directory was provided and reviewed.

Fair tour – Tami Schraufnagel discussion

Tami offered to provide a tour for anyone interested as well as volunteer opportunities

Area Extension Director / Report & Discussion

Discussed some relationship building teams that have come about across counties

- a. 2020 Eau Claire County Extension Department Budget – materials were reviewed, and the committee agreed with the ideas.
- b. Area 6 meeting update August 14, 2019

Scheduling of Future Meetings / Agenda Items

Future Coordinator/Educator Report*: None

July 17, 2019

Adjourn

The meeting was adjourned at 5:18pm

Add to the next agenda fair grounds and fair

Respectfully submitted by,

Kristi Peterson
Committee Clerk

**Overview of Revenues and Expenditures
Extension**

		2018	2019	2019	2020	%	2020	2020
Fund	Revenue:	Actuals	Budget	Estimate	Request	Change	Recommend	Adopted
100	01-Tax Levy	293,195	272,413		282,696	4%		
100	04-Intergovernment Grants and Aid	7,156	6,287		3,388	-46%		
100	06-Public Charges for Services	31,829	15,001		7,800	-48%		
100	09-Other Revenue	1,150	1,200		35,450	2854%		
	11-Fund Balance Applied	0	8,450		11,550	37%		
	Total Revenues:	\$333,331	\$303,351	\$0	\$340,884	12%	\$0	\$0

		2018	2019	2019	2020	%	2020	2020
Fund	Expenditures:	Actuals	Budget	Estimate	Request	Change	Recommend	Adopted
100	01-Regular Wages	68,541	74,596		77,668	4%		
100	02-OT Wages	625	0		0			
100	03-Payroll Benefits	43,072	46,742		50,231	7%		
100	04-Contracted Services	116,763	140,563		140,780	0%		
100	05-Supplies & Expenses	32,977	33,350		33,667	1%		
100	07-Fixed Charges	626	600			-100%		
100	09-Grants, Contributions, Other	5,798	7,500		3,888	-48%		
100	10-Other	21,500	0		34,650			
	Total Expenditures:	\$289,902	\$303,351	\$0	\$340,884	12%	\$0	\$0

Net Surplus/(-Deficit) - Extension		\$43,429	\$0	\$0	(\$0)		\$0	\$0
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Eau Claire County Fair Committee Structure with Oversight by the Eau Claire County Extension Education Committee

- A. The Fair Committee is a working committee comprised of volunteer members that provide hands-on assistance in producing a well-run, family-oriented and sustainable fair for all. As volunteers, Fair Committee members serve as representatives of Eau Claire County, UW-Extension and a USDA sponsored youth development program called 4-H. In this capacity, volunteers must comply with all federal, state and county nondiscrimination laws and policies. Volunteers are also expected to abide by the behavior standards for volunteers established by UW-Extension, and to conduct themselves as positive role models for youth.
- B. A representative from the Fair Committee will report to the Extension Education committee one time per month either in person or in a written report. The Extension Education Committee can change the frequency of reporting.
- C. The 4-H Youth Program Coordinator will be a non-voting member of the Fair Committee. Either the 4-H Youth Program Coordinator or another Extension staff member will be present at Fair Committee meetings.
- D. Membership of the Fair Committee will be established by a nomination and confirmation process. Nominations will be open for the new term on May 1st of each year. The Extension Education Committee will confirm the nominations. The Fair Committee adult members will be nominated for a 2-year staggered term and youth members will be nominated for 1-year term and may reapply after serving their term. The Fair Committee will establish the staggered membership terms for the newly nominated Committee to allow for overlap of terms. The year will begin on ~~August 1~~ **September 1** and will end on ~~July 31~~ **August 31** of the next year, this will allow for the committee to complete its obligation to the fair. Vacancy outside of the normal application period will require application with Eau Claire County and review of the application by the Eau Claire Education Extension Committee with the established nomination and confirmation process. A Fair Committee chair and secretary will be elected for the each year at the first Fair Committee meeting in August.
- E. The Fair Committee will hold meetings each month with the date, time and location to be determined at a prior meeting and noted in the meeting minutes. Committee members are encouraged to attend all meetings. Committee members that miss more than 3 meetings during the year may be removed from the committee.

F. Membership will consist of the following representatives:

1. (1) 4-H Youth Program Coordinator (non-voting)
2. (1) FFA or agriculture teacher (current or retired), FFA Alumni, or a member of a Livestock Group (Wisconsin Simmental Association, Wisconsin Pork Producers)
3. (3) Youth (One youth must represent exhibits other than livestock, example would be Photography, Arts & Crafts, Rockets)
4. (1) County Board member
5. (2) Individuals from a business or from a youth-service agency (Boys and Girls' Club, YMCA, Boy Scouts, etc.)
6. (2) Citizens at Large with interests in the fair
7. (1) Friends of the Fair member
8. (1) 4-H Leaders Association member

This would give a total of 11 voting members on the committee.

G. The Committee will follow standard public meeting protocol:

1. Members will abide by Robert's Rules of Order
2. The committee will abide by Wisconsin's Open Meeting Law
3. Agendas and minutes will be posted on the County and UW-Extension websites
4. Minutes will be made available to the Extension Education Committee

Addendum effective upon adoption:

With the adoption of these by-laws there creates a gap in service for committee members whose term ends in 2019 and 2020. For the year 2019 only, the term of service for committee members will be extended to August 31, 2019. Thereafter the service of committee members will be adjusted to reflect the change in the by-laws to a two-year period commencing on September 1st and ending on August 31st. Those members who are part way through their term will have the end date of their term adjusted accordingly so that their term will now end on of August 31st of the last year of their term.

Approved 9/19/18 by Fair Committee to:
Extension Education Committee