

Agenda
Eau Claire County
Extension Education Committee
February 15, 2023, at 4:00PM
227 1st Street West Altoona, WI 54720 Room 103/104

Those wishing to make public comments can submit their name and address no later than 30 minutes prior to the meeting to Kristi Peterson kristin.peterson@eauclairecounty.gov or attend the meeting in person. Comments are limited to three minutes; you will be called on during the public comment section of the meeting.

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m4c1e1104f93ad74f3cbc5a8567b6cc34>

Join by phone 1-415-655-0001

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment [Form Builder List View | Eau Claire County \(eau-claire.wi.us\)](#)
4. Review/Approval of Committee Minutes – Discussion/Action
 - a. January 18, 2023
5. Introduction to Agriculture model – Discussion/Action
 - a. Heidi Johnson, Agriculture Institute Director
 - b. Megan Nelson, Dairy & Livestock Program Manager
6. Fair Committee– Discussion/Action
 - a. Mutual Respect Policy
 - b. By-Laws
 - c. Vacancy
7. Kristen Bruder – AED Report
 - a. Educator Reports Rotation – Discussion
 - b. Educator Reports
8. Scheduling of Future Meetings
 - a. March 15, 2023, at 4:00pm
9. Future Agenda Items
10. Announcements

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

11. Adjourn

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Minutes
Eau Claire County
Extension Education Committee
January 18, 2023, at 4:00PM
227 1st Street West Altoona, WI 54720 Room 103/104

1. **Call to Order** at 4:00pm and confirmation of meeting notice was provided.
2. **Roll Call**
Members Present: Heather Deluka, Missy Christopherson, Kyle Johnson, and Amanda Babb (virtual)
Members Absent: Jodi Lepsch
Others Present: Kristi Peterson, Kristen Bruder, Rachel Hart-Brinson, Erika Gullerud, Kevin Adams, Addison Vang, Lyssa Seefeldt, Sandy Tarter, Laticia Papke, Wendy Strauch, Tammy Schlewitz, Jenni Haan, Debbie Kitchen, Meg Mueller, Amber Boone, Emily Boone, and Joe Boone
3. **Public Comment**
 - a. Debbie Kitchen-emailed
 - b. Emily Boone – verbal
 - c. Kevin Adams – verbal
 - d. Strauch – verbal via webex
4. **Review/Approval of Committee Minutes – Discussion/Action**
 - a. November 30, 2022 – Supervisor Johnson approves, all in favor 4-0, motion passes.
5. **Fair Committee - Discussion/Action**
 - a. Improvement Process
 - b. Fair Committee By-Laws - Draft

Deluka makes a motion to change section A. Membership of the committee to the following:

Committee members, voting and non-voting, will not be voting members or serve in leadership roles or executive board members of friends of the fair, livestock project leadership team and 4-H leaders association and must not be of immediate family relation and living in the same household. The Committee will consist of Two (2) non-voting members and Nine (9) voting members created from the following:

Johnson seconds. Vote Aye – 1 Neh – 3 Motion fails.
6. **Roles and Responsibilities**
 - a. Rachel Hart-Brinson shared the role of 4-H Leaders Association and with the Fair and fair committee.
7. **Extension Strategic Plan discussion**
 - a. Kristen Bruder asked for opinions and committee members shared thoughts and ideas.
8. **Kristen Bruder – AED Report**

- a. Department head meeting update – all staff met and shared programming at meeting to make connections.

9. Scheduling of Future Meetings / Agenda Items

- a. February 15, 2023, at 4:00pm
- b. Fair Committee By-laws
- c. Financials
- d. Agriculture model

10. Announcements

- a. March 4, 2023, from 1-4pm we will host 4-H Discovery Day.
- b. February 16, 2023, there is an event at the airport from 6-8pm for future plans.

11. Adjourned at 6:27pm

Eau Claire County Fair MUTUAL RESPECT AND TRUST POLICY

Policy: It is the policy of the Eau Claire County Fair (hereinafter "Fair") that all individuals, youth and adults, be treated fairly, respectfully and with dignity. The mission of the Fair is to effectively support and build a community of youth learning leadership, citizenship, and life skills. All youth organizations which participate in the Fair have similar missions to accomplish this positive youth development.

Scope: This policy pertains to ALL individuals, youth and adults, who participate in the Fair activities, regardless of membership. This includes the members of all youth organizations who are eligible to enter the county fair, including FFA, 4-H, scouting organizations, breed organizations, etc. This applies to all types of interactions including those that are face-to-face, electronic, across all social media platforms, and written.

Objective: To promote a safe, cooperative, and enjoyable environment that supports the growth and mentorship of youth and adults alike. This means:

1. Supporting the missions of the Fair.
2. Creating positive, fun environments for all.
3. Developing policies and procedures that are ALWAYS for the good of the youth.
4. Focusing on future solutions, rather than past blame.
5. Looking for solutions that meet everyone's needs.

Procedure: Everyone is expected to adhere to the Mutual Respect and Trust Standards demonstrating mutual respect toward youth and adults alike.

Always Demonstrating proper manners and common courtesy.
Using respectful language in all verbal, written and electronic communication.
Being open and attentive to the point of view of others.
Listening actively and effectively to understand others.
Using input and feedback in a respectful manner.
Expressing disagreements tactfully and respectfully.
Respecting the ideas, values, and traditions of others.
Maintaining composure under stress or pressure.
Following the ground rules established for committees and other groups.
Empowering and trusting individuals and committees to do the tasks they have been charged with.

Everyone has the responsibility to support an organization free from all forms of disrespectful behavior. Disrespectful behavior can be directed at or instigated by anyone having an interaction whether youth or adults.

Disrespectful behavior includes ignoring, condescending, sarcastic, rude or any other ill-mannered language or conduct such as disrespectful tone of voice or body language, mimicry, sexual harassment, or any other form of disrespectful behavior directed towards others, whether verbal, written, visual or using electronic communications, and across all social media platforms.

Disrespectful behavior of any kind, ranging from subtle hints or conduct to overt acts, is not acceptable.

How to respond to an offender:

A. Anyone who is treated disrespectfully is encouraged to make it known to the offending individual that the behavior is offensive. Whenever possible, the recipient should make a direct attempt at resolution by informing the offending individual, either verbally or in writing that the conduct is considered disrespectful and must stop immediately.

B. If the response of the offender is unsatisfactory, or the recipient feels uncomfortable confronting the offender a grievance can be submitted to the Fair Committee Chair. The Fair Committee Chair will attempt to mediate with both parties seeking a resolution. If there is a conflict of interest between the Chair and the person(s) involved, the Vice chair will mediate. If the vice chair has a conflict of interest, the secretary will mediate. If the Secretary has a conflict of interest, the matter will be taken to the Fair Committee at a publicly noticed meeting to address the concerns. Conflict of interest is defined as family member involvement in the complaint or if the mediator or the mediator's family stand to gain personally or financially and as defined in the EC county code and the Wisconsin state statutes.

C. If resolution is not accomplished, this grievance shall be presented to the Fair Committee at a publicly noticed meeting. Upon creation of the EC county ethics board the FC would be subject to rules created therein.

D. A formal meeting will occur between the parties involved, the leadership team of the Fair Committee and Fair Coordinator. The Fair Committee and Fair Coordinator have the right to request separate or joint meetings between parties. If reconciliation cannot be accomplished, it will remain the right of the Fair Committee and Fair Coordinator to make final recommendations to all parties involved following mediation. Based on the severity of the violation in mutual respect, actions may include requesting those youth or adults involved to abstain from attending any Eau Claire County Fair events. In severe cases, exploring termination of participation in any future Fair may be suggested.

At all times, mediation and resolution will be done respectfully between all parties involved.

Mutual Respect and Trust Standards

How we treat and communicate with each other drives the success and enjoyment of everyone's involvement in the Fair. This applies to all types of interactions including those that are face-to-face, electronic, written, and across all social media platforms.

Respect: Everyone shall always be treated with respect. Listening until the speaker is finished, use of appropriate tone of language, positive nonverbal behavior and gestures, positive attitudes, all shall reflect this respect and dignity of the individual especially during times of disagreement. Examples of disrespectful behavior would also include gossiping, negative labeling, questioning someone's decisions or actions in a public forum and ignoring an individual.

Language: Everyone is expected to be courteous and professional in communicating with others. No one shall use language that is profane, vulgar, condescending, demeaning, degrading, sarcastic, sexually suggestive or explicit, or intimidating, racially/ethnically/religiously slurring in any setting when communicating with or about others.

Behavior: Everyone is expected to refrain from any behavior that is deemed to be disrespectful, harassing, or intimidating to another individual.

Confidentiality: Protecting the privacy of individuals during mediation/reconciliation is the responsibility of the Fair Committee and Fair Coordinator. Everyone has the right to have issues dealt with in a confidential manner.

Feedback: Everyone will strive to give others prompt, direct and constructive feedback when concerns or disagreements arise. Feedback should be given objectively, respectfully, and directly to the person(s) involved in a confidential, private setting.

The Eau Claire County Fair Equity, Social Justice, Diversity and Inclusion (ESDI) Policy.

The Fair will work within the guidelines set forth by the Eau Claire County policy.

Definitions of the ESDI:

Equity: Conditions that support fairness and justness based on individual needs and circumstances where all members have opportunities to thrive and realize their best within the community

Social Justice: The objective of creating a fair and equal society in which each individual matters, their rights are recognized and protected, and decisions are made in ways that are fair and honest.

Diversity: Both observable and non-observable individual differences (life experiences, work context, learning and working styles, personality types among others) and group/social differences (race, gender identity and expression, age, social class, country of origin, ability, beliefs, intellectual and cultural perspectives, among others) that can contribute to organizational vibrancy and a dynamic community

Inclusion: Proactive, intentional, and thoughtful engagement with diversity to the extent that all feel welcome and have the ability to contribute fully and effectively throughout the community as authentically as each individual chooses to present themselves, with room to grow.

FINAL APPROVAL Eau Claire County Fair Committee - February 8, 2023

FINAL APPRAL (pending) Eau Claire County, Eau Claire County Education Extension Committee –

**EAU CLAIRE COUNTY FAIR COMMITTEE
RULES AND BY-LAWS**

The Eau Claire County Fair Committee (hereinafter "Committee") consists of volunteers who provide hands-on assistance in the planning and production of the annual Eau Claire County Fair ("Fair"). The fair partners with University of Wisconsin Madison, Division of Extension, Eau Claire County (including, but not limited to, the Eau Claire County 4-H program), FFA, and any other approved youth organization. The Committee is a working committee included within the structure and under the guidance of the Eau Claire County Extension Education Committee (hereinafter "Extension Committee").

BY-LAWS:

A. MEMBERSHIP OF THE COMMITTEE:

Committee members, voting and non-voting, must not be of immediate family relation and living in the same household. The Committee will consist of Two (2) non-voting members and Nine (9) voting members created from the following:

1. The 4-H Program Educator as a non-voting member.
2. The Fair Coordinator as appointed by the Friends of the Fair, as a non-voting member.
3. One (1) member who is either an FFA or agricultural teacher (active or retired); a FFA Alumni; or a member of a livestock group such as Wisconsin Simmental Association, or Wisconsin Pork Producers, or Eau Claire County Livestock Project. This person will act as the Livestock Liaison between Fair Committee and the livestock project.
4. Two (2) youth members, of which one must represent the Expo exhibits i.e., photography, arts & crafts, etc. and one must represent livestock exhibits.
5. One (1) member of the Eau Claire County Board of Supervisors, serving on the Extension Committee, to be appointed by the Extension Committee.
6. Two (2) members who are employed by a business or a representative of a youth service agency or organization that provides services to youth such as the Boys & Girls Club, YMCA, Boy Scouts, Girl Scouts, etc.
7. Two (2) members who are citizens at large and who have an interest in the fair.
8. One (1) member who is a member of the Friends of the Fair, other than the Fair Coordinator or One (1) member who is a member of the 4-H Leaders Association.

B. TERMS OF MEMBERS:

1. In August 2023 a new committee will be appointed to 1- or 2-year terms as determined by the Extension Committee.
2. Members, other than youth members, will be appointed for a two-year staggered term. Terms will begin on September 1 and end on August 31. Five Three (3) of the members will begin their terms in even years, and the remaining

- Four (4) ~~six~~ will begin their terms in odd years. When 00000000vacancies occur the person appointed to fill the term of the departing member will fill out the term of the member who left and then will need to be re-appointed consistent with the staggered term of the member who left the committee.
3. Youth members will be a minimum of 14 years of age when appointed serving one (1) year terms. Youth members may reapply for appointment up to and including the year they turn 21.
 4. All members of the Committee except for the County Board member will be confirmed by the Extension Committee. Nominations for the year will open on ~~May 1~~ June 1 of each year and need to be submitted no later than ~~July 31~~ August 7. ~~The Fair Committee will meet in August to discuss applications and make recommendations for the appointments. The Fair Committee Chair will provide appointment recommendations to the Extension Committee Chair.~~ Appointments will be confirmed at the August Extension Committee meeting so that those who are confirmed are able to begin their term on September 1.
 5. Members of the Fair Committee will not be voting members or executive board members of other organizations involved in fair activities e.g., Friends of the Fair or Livestock Committee unless they are appointed as a representative of that organization under section A. If they are serving a term with these other organizations at the time of their appointment to the Fair Committee, they will step down from the other committees within 30 days of appointment. If the committee member does not step down within 30 days of appointment, they will be removed from the Fair Committee.

C. **MEETINGS:**

1. The Committee will hold a minimum of one (1) meeting per month.
2. The meetings will comply with the Wisconsin Open Meetings Law and will post notice of the date, time, place, and agenda of the meeting on the Eau Claire County website.
3. Meetings will be conducted according to Roberts Rules of Order and follow the published agenda.
4. The Chair of the Committee will be a voting member.
5. The Committee will determine the date, time, and location of the following month's meeting as an agenda item for the current meeting.
6. Committee members are encouraged to attend all meetings. If a member misses more than three (3) meetings during a calendar year the Committee may take action to remove the member from the Committee.
7. Annually, after the conclusion of the annual fair and during the September meeting, the Committee as part of its agenda will elect a Chair, Vice Chair, and a recording Clerk from its members. The function of the Chair will be to establish the agenda for the meeting, and to conduct the meetings according to Roberts Rules of Order and consistent with the published agenda. The recording Clerk will take the minutes from the meeting, record the results of votes on motions,

type the minutes and provide them to the county for posting on the county website and inclusion with the member meeting packets provided prior to meetings. Copies of the approved minutes will be made public record on the Eau Claire County Website and stored at the offices of the Fair Coordinator.

D. REPORTING:

The Committee will designate a member to at least one time per month report the activities of the Fair Committee to the Extension Committee. The report can either be in person or by written report. The Extension Committee can change the frequency of the reporting.

E. AMENDMENTS:

These by-laws may be amended by a majority vote of the total members of the Committee. Prior to taking the vote the moving member must provide a written copy of the proposed amendment to all the members of the Committee and the matter must have been placed on the agenda for consideration at a properly noticed meeting.

Once approved by the Fair Committee, the Fair Committee Chair will forward the proposed changes to the Chair of the Extension Committee for review and final approval by the Extension Committee.

F. FRIENDS OF THE FAIR:

The committee member representing the Friends of the Fair on the Fair Committee is the liaison for the financial support of the Fair. The Friends of the Fair helps secure the resources needed to provide the financial stability that will assure the future of the Eau Claire County Fair as a family and youth focused event.

