

**Green County
Agriculture and Extension Education Committee
January 6, 2021, MINUTES**

The January 6, 2021, meeting of the Agriculture and Extension Education Committee was called to order at 12:34 PM by Extension Green County Ag and Extension Chair, Erica Roth.

Members present were: Erica Roth, Sue Nelson, Oscar Olson, Art Carter, and Dawn Sass. Also present—Jayne Butts, Extension Green County Office Manager; Paul Ohlrogge(z), Extension Area Director, Ellen Andrews(z), 4-H Youth Development Educator; Jackie McCarville(z), Agriculture Educator; Hannah McMunn(z) Health and Well-Being Educator; Donna Peterson, Nutrition Coordinator, and guest Shannon Rabotski, Monroe Times. (Note: (z) members/attendees were present via Zoom). Those not attending Victoria Solomon and Maria Schmid.

Green County Educator Reports—

Written Report for Educators

Roth asked if anyone had any questions regarding the written reports provided by the educators. No questions were presented.

Hannah McMunn—Health & Well Being Educator

McMunn presented on the Adult Mental Health First Aid program that she trained in a couple months ago. The program is designed to teach participants how to understand and identify Mental Health issues and is similar to CPR training. Participants are able to recognize signs of someone experiencing crisis. The program is geared towards Health Workers, Firemen, EMT's and anyone wanting to learn more about identifying Mental Health issues. The class consists of 2-Hours of online training and 6-Hours of Instructor Lead training. Previously, the class was offered for \$25, however due to COVID, it is currently being offered virtual for free. Extension was awarded a grant from the state to offer the class for free. McMunn noted advertising the program has just begun and already 6 participants are registered. Class size is limited to 20 participants and therefore, more classes may be added.

Jackie McCarville—Agriculture Educator

McCarville discussed working on Clean Sweep paperwork and noted the site has been closed for the season. The final collection reports were filed with the State and we are hoping the awarded funds from last year arrive soon. A total of 575 pounds of Ag products were collected this year, down a little from last year. A total of 7,300 pounds of household products were collected, up a little from last year. McCarville also filed the paperwork for another grant and we have been awarded approximately \$8,500.00 to continue the program.

McCarville also discussed the Winter Programming she has been working on. Badger Dairy Insight, held Tuesday afternoon had 120 people signed up ahead, with 40 logging on the actual meeting. People logging on included out of state and international folks. These programs began in December and will continue through March. Carter questioned about Crops Webinars, as farmers are debating on planting corn or

soybeans and which will be the best marketable crop for them. McCarville noted some crops topics will be coming up and we are posting them on facebook and our website.

Roth questioned the committee McCarville is helping for another processing plant in the County. McCarville noted it began with some interested Blanchardville/Mt Horeb people. Discussions and preliminary investigations are being made. Carter noted while there is a need, the bigger issue is finding trained butchers to work at the plant. Follow up is continuing.

Minutes Approval—Sass moved to approve the minutes from the November 2020 meeting and Olson seconded. Motion passed.

Updates on Well Water Annual Testing and Water Trends Monitoring Project-Year 2-

Butts apologized for limited data on the Water Trends Monitoring Project, as it was placed on the agenda a little early. We will be following up with more details for that in the next couple months. Victoria Solomon, supplied information, through Butts, to say 342 Sample Kits were mailed out for year 2 in December and approximately 294 have been returned. This is well within the goal of having 240 turned in each year. Reminders will be sent to folks who have not yet turned them in. Data will then be collected for a summary to be presented in late March or April. Follow up will continue.

Solomon also asked Butts to note the Yearly Water Testing program is in planning stages for the North West corner of Green County, which would be Adams, New Glarus, Washington, and York townships. Plans are being made for bottle distribution in late May, with an educational results program scheduled for late June 2021.

Bill Approval --The committee reviewed the UW-Extension office bills for November and December 2020. Carter moved to approve the November EFT payments totaling \$47.84, the December EFT payments of \$213.02, the November check payments totaling \$5360.42 and the December check payments totaling \$2,345.38. Second by Sass to approve the vouchers for payment. Motion carried.

Paul Ohlrogge, Area Extension Director/Jayne Butts, Office Manager, Extension Green County:

Furlough Days—Ohlrogge discussed the following recommended furlough days and noted furlough days are used as a means to save jobs.

- Jan. 15 (Friday before Martin Luther King Jr. Day)
- April 2 (Friday before Easter and when UW-Madison has no classes and many k-12 schools are on recess)
- May 28 (Friday before Memorial Day)

Professional Fees Balance--Ohlrogge noted the professional fees balance for Green County as of December 31, 2020 is \$4,739.00. Butts presented the supporting balance sheet.

“Hits” on the Extension Website-Ohlrogge noted he did not have information yet available for this.

“Hits” on the Extension Facebook page- Butts presented a report from Lana Heins, who maintains the facebook site. We currently have 102 page likes and 105 followers. The page is relatively new (since November) but appears to be growing. We try to keep

posts to one a day to allow time for viewing. Each of our program areas, Agriculture, Community Resource Development, Health & Well Being, 4-H and Foods & Nutrition are represented. Posts are edited to be visually appealing and professional looking.

Support Staff & Office Manager Review Forms—Butts presented a paper form proposed to be used for reviews of the Extension Support Staff and Office Manager positions. If approved the form will be transmitted in survey form for completion by Educators, Area Director and Ag & Extension Committee Members. If anyone has any changes, please submit by the end of the week. Forms will be distributed via email next week.

Any Other Business

Ken Hodgson- Friend of Extension Award—Butts noted Ken Hodgson, prior board member was presented with the Friend of Extension Award in December. Press releases have been hitting the papers for Ken for this well-deserved award.

County Mail Runner --Butts presented information from a recent Department Head meeting about a possible post office runner position. Details are still a bit sketchy, however at the last meeting, discussions included presenting to Personnel & Labor, an idea for unified mail person. Butts noted this may not be feasible for the Extension office, as so much of our mail is specialty items, i.e., Forage Samples, Soil Samples, Newsletters/Mail going by bulk mail, etc. The committee appreciated the feedback.

County Policy for Bills Approval—Butts discussed a presentation that may be coming to Finance Committee about the committee approval of bill paying. Because there are new Department Heads and the procedure seems to vary by Department, it is felt a more uniform policy needs to be in place. Butts noted she had discussions with other small departments and while bills may be small, in small departments, they can have a large impact. Butts further noted she understands the need for a uniform approach, however, again, it may not be a one size fits all policy. The committee appreciated the feedback.

County COVID Vaccine Update—Carter gave an update on the COVID vaccine within the County. The vaccine is currently in the County being administered to Health Care workers, etc., and then will be administered to Nursing Homes, Assisted Living Areas, etc. When it is presented to County employees, they will be strongly encouraged to get the vaccine, however it will not be mandated.

Certified Arborist—Sass questioned who to contact for a Certified Arborist in the area. Butts noted a couple in the area and suggested visiting the website for more details.

The next meeting will be scheduled for February 3, at 12:30 pm.

Motion by Nelson, second by Olson to adjourn at 1:29 pm. Motion carried.