

**Green County
Agriculture and Extension Education Committee
August 2, 2023 MINUTES**

The August 2, 2023, meeting of the Agriculture and Extension Education Committee was called to order at 8:31am by Extension Green County Ag and Extension Chair, Sue Nelson.

Chair Nelson asked for a moment of silence in memory of Oscar Olson (prior board member) and John Emmons (prior Fair Board member) whom both passed away in the last month.

Members present were: Sue Nelson, Peg Sheaffer, Dawn Sass, Jerry Guth and Kathy Pennington. Also present—Jayne Butts, Extension Green County Office Manager; Lynn Perkins, Area Extension Director; Victoria Solomon, Community Development Educator, Jackie McCarville, Agriculture Educator, Ellen Andrews, 4-H Youth Development Educator, Maggie Milcarek, Nutrition Coordinator and Kathy Lange, Nutrition Educator.

Green County Educator Reports--Written Report for Educators

Nelson asked for comments or questions on the written reports.

Presentation- Kathy Lange, Nutrition Educator and Maggie Milcarek, Nutrition Coordinator

Recipes, including “Super Salsa” used for educational classes were presented to the group. Kathy discussed a failed class due to a communication mixup, followed by a very successful meeting. Learning to make smart choices can affect our moods and have an impact to our health. FoodWise has partnered with Family Promise and created gardens that are getting lots of support. 24 ½ pounds of produce has been donated to local food pantries, as well as helped families in need. A grant, secured by Kathy/Maggie has provided funds to aid in the startup of this project. Future Plans: Maggie/Kathy will be exploring the Monroe Farmer’s Market to investigate options to use “senior vouchers”. They will be working on a way to promote usage of those vouchers. Classes in 2nd, 3rd & 4th grades will be starting up in October when enrollment information is settled. Food Pantries are also being contacted for direct and indirect education.

Minutes Approval – Sass moved to approve the June Ag & Extension committee meeting minutes and the July 11, 2023, Multi-Committee Meeting minutes, Sheaffer seconded. Motion passed.

Bill Approval – The committee reviewed the UW-Extension office bills as follows:

May EFT: \$323.39; May Check Payments: \$77,335.76 (*After approved, reduced total after cost reduction in advertising bill*)

Jun EFT: \$242.34; Jun Check Payments: \$905.79 (*Previously approved outside of a meeting*)

July EFT: \$360.52; July Check Payments: \$1,210.78

Motion to approve by Sass, second by Guth. Motion passed.

Area Extension Director Updates

Area 17 Staffing Update

- **Iowa County Health & Well-Being Educator**—Perkins noted a small, however competitive pool has applied and applicants are being narrowed down for interviews.
- **Regional Livestock Agriculture Educator**, position has been posted. A small, however strong pool is being reviewed for interviews with hopes of hiring by the end of August. A new writing procedure required with the application procedure has proven to be very effective.
- **Regional Ag Educator-NEW Mileage Expense Plan** – Perkins noted with the implementation of the state mileage reimbursement for Agriculture Educators, the remaining funds at Iowa County are being distributed to the four counties in the amount of \$266 each.
- **Portal Reporting** -Perkins noted a program reporting system is in place for educators to record their program experiences and involvement, which includes abstract statements (used mostly by the state to search for information by topic, location, etc.) and Outcome Statements, that state why you engaged in the project, how you engaged, what happened or changed because of your effort, what evidence you have regarding your programming outcomes, and how your outcome impacts the people involved.

Office Manager Updates

Clean Sweep--Butts noted since our last meeting in June, we have now found a more applicable Department to assist with the Clean Sweep processes. Green County Land & Water Conservation Department, Todd Jenson, has agreed to be the financial responsibility and work with the Green County Landfill. McCarville noted in the latest Clean Sweep program, 67 households and 8 farm locations participated. We are currently waiting for collection results from the collection company, Veolia. UW-Extension will be working with Land & Water to make the transition with budget, final reports, and future details as needed. Guth thanked McCarville/Butts for help in the transition.

County Activity Assistant Position--Butts noted Samantha Wileman has been hired and is already becoming a strong asset for our office team. Samantha previously worked for our office as a Summer Intern during the Covid year, and brings many strong points to us.

Summer College Intern / Student Assistant Updates—Butts shared all the students have come and gone in the whirlwind of the summer processes. Sydney Delzer, a UW-Platteville student majoring in Ag Education, completed projects designated to her. Katie Brooks, who will be a senior at Juda Schools this fall brought strong animal leadership to our office to aid in those areas and Abbygail Andrews, gave us great small animal expertise and creative efforts for any projects she was assigned. Butts thanked the committee for allowing the hiring of the two student assistants during the absence of our regular Activity Assistant this year.

Vacation Carryover Request & Possible Action—Butts shared with the committee, due to the absence of the Activity Assistant, she was unable to use vacation as provided by the anniversary date of August 15th. And as the summer season rolled in, with hiring additional staff, it was necessary to be in the office with them. In light of these issues, Butts requested to carry over the regular 40 hours of vacation and one additional week of 40 hours. Guth moved, Sheaffer second. Motion passed. Butts thanked the committee and will forward this item to Personnel and Labor Relations Committee for further approval consideration.

Preliminary Budget Discussion—Butts noted she did not have information to share yet and therefore, no discussion is needed at this time.

Other Business –

Butts added additional comments regarding Oscar Olson and John Emmons, specifically noting both were honored as “Friend of Extension” recipients in previous years, after spending many generations contributing to youth programs. Solomon added this truly is the Wisconsin Idea in action.

Discussion was made regarding the end of the 2023 fair. As time progresses, the County Fair/Extension relationship continues to evolve including volunteer management, educational opportunities, and roles within the fair. Extension is committed to ensure youth and families have a positive and rewarding experience as fair participants.

The next meeting will be September 6, 2023, at 8:30am.

Motion by Sass, second by Pennington to adjourn at 9:58 am. Motion carried.