

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

November 1, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting to Order: Krug called the meeting to order at 10 a.m.

Members Present: Krug, Metz, Mildbrand, and Soper

Members Absent: None

Extension Staff Present: Nordgren, Albrecht, and Herrell

Staff absent: Stuttgart and Grimm

Approve Minutes of the September 13, 2011 meeting: Mildbrand moved to approve the minutes of the September 13, 2011 meeting; Soper seconded. All Ayes. Motion Carried.

Approve Agenda: Metz moved to approve the agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

Approve Bills and Vouchers for payment: Metz moved to approve September and October bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

Department Head Report: Albrecht talked about the January 6 District 3 WACEC conference in Plover. The Committee agreed on six questions to forward to the State Legislative Panel. They all expressed interest in attending the conference. Ray Soper is considering being a candidate for the UWEX-WACEC PILD conference in Washington DC April 2012.

Branding Efforts: Nordgren updated the committee on UW-Extension's branding efforts. The University of Wisconsin-Extension has given all counties the opportunity to obtain funds to promote UWEX with standardized marketing materials which had been developed after marketing research was done in Western District. The Taylor County office has used its funds to purchase a banner and several signs made locally which have been used at the fair and with displays at other events. Placemats for restaurants have been printed in-house and are in the process of being delivered. The office has purchase pens to give out at educational programs and will purchase shirts with the UW-Extension logo for staff with the funds from the university.

Staff Reports:

Stuttgart: In her absence, a document with past month's activities was distributed.

Albrecht reported on his work with the "First Impressions" program. Medford was contacted by Park Falls and asked to do the exchange visits. Five people from each community traveled together and conducted a day-long community survey—a series of things to look for: downtown, municipal buildings, signage, hospital clinic, housing stock, services in general, and retail mix to name a few. We conducted this on October 18 and are currently writing up the results. Medford will get their report card with the same type of research so they can make changes or be proud of their community. Albrecht also reported on his upcoming attendance at a Metallic Mining workshop in Ashland. The committee agreed with his participation. Albrecht also discussed his participation in an international assignment that is part of his UWEX time buyout for four days in November. The Committee understood and agreed with his participation. This participation is not at any cost to the County.

Grimm: In her absence, a document with past month's activities was distributed.

Herrell provided an update on the status of hiring a new WNEP nutrition educator. She also reported on the afterschool program at Rib Lake and Gilman Elementary schools. More than 60 students are attending the program at these two school locations; 83% of the students from last year have returned. A recent UW-Extension article on poverty in Wisconsin and Taylor County with information on FoodShare participation trends, unemployment, and hunger statistics was shared.

Nordgren updated the committee on financial education that is taking place in Taylor County. She participated in a Reality Fair at Medford Area Senior High where all seniors in the county try to develop a budget based on various family situations. Managing Your Money class attendance is not increasing so it will be held five instead of six times next year. Next week Nordgren will teach a class on protecting retirement for family caregivers. More families will run into this issue of how to pay for increased care of older adults. In January, she will teach Top Ten Money Saving Tips for Seniors at one of Aging Council's monthly Chat and Snack programs.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, January 3 at 10 a.m.**

Adjournment: With no further business, Metz moved to adjourn the meeting at 12 noon; Soper seconded. All Ayes. Motion Carried.

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

September 13, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting to Order: Krug called the meeting to order at 10 a.m.

Members Present: Krug, Metz, and Soper

Members Absent: Mildbrand

Extension Staff Present: Nordgren, Albrecht, Grimm, and Herrell

Staff absent: Stuttgen

Approve Minutes of the August 16, 2011 meeting: Metz moved to approve the minutes of the August 16, 2011 meeting; Soper seconded. All Ayes. Motion Carried.

Approve Agenda: Soper moved to approve the agenda for this meeting; Metz seconded. All Ayes. Motion Carried.

Approve Bills and Vouchers for payment: Metz moved to approve July and August bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

Department Head Report: Albrecht informed the committee that in 2013 there will be only four UWEX Districts versus the six Districts we currently have, and that Taylor County would probably move to the Northwestern District. Albrecht included a map of the new Districts.

Albrecht also discussed the concealed carry law and its impact on our building and inquiring if the County Board would consider passing a resolution banning weapons from the USDA Service Center, just like the courthouse.

Review and Approve Budget: Metz moved to approve proposed 2012 budget and forward it on to the budget review committee; Soper seconded. All Ayes. Motion Carried.

Update on Afterschool Program: The AmeriCorps volunteer stayed on as the 4-H Assistant. The 4-H Afterschool program is three days a week in all of Taylor Counties Elementary schools. Each lesson will include Physical Activity, Nutrition and 4-H STEM.

Karen's Retirement and Refilling the WNEP Position: Herrell notified the committee of Karen Thell, WNEP Nutrition Educator's retirement on October 1. UW-Extension has approved hiring a full-time educator and the position is currently being advertised. This is a federally-funded position administered by UW-Extension at the state level.

Staff Reports:

Nordgren shared the report she gave to the Taylor County Wellness Committee on results from the Meal Planning in Less Time presentations she did for their worksite wellness grant. The purpose of the programs was to teach families to plan their meals on a regular basis in order to improve nutrition, save money and prepare meals in less time. With families' busy schedules, healthy meals aren't always the first priority.

Programs were taught at Star News, TP Printing, Memorial Health Center and Rib Lake Schools with forty-two people participating. A pre-, post-evaluation showed the participant's understanding of what to consider in planning meals, how to read a nutrition label, time-saving strategies and making healthier recipes improved considerably. Participants stated after the program they were more likely to practice thrifty shopping, add more whole grains, fruits and vegetables to their meals, and evaluate their menus for ease of preparation. If families can do some planning of meals, they can save money, spend less

time in the kitchen and eat healthier meals which may ultimately affect their health care costs.

Stuttgen: In her absence, a document with past month's activities was distributed.

Albrecht reported on his work on the new 2011 Taylor County Economic and Data Profile and the document's distribution to date. It is a very well received document in the county for use in economic development and grant writing.

Grimm: Wisconsin 4-H Youth Development has received funding from National 4-H Council to help strengthen rural communities in the state. The four-year Engaging Youth, Serving Communities (EYSC) program will help Wisconsin communities grow by providing leadership, service and educational opportunities and resources to rural youth, especially those from underserved and diverse populations.

UW-Extension, Cooperative Extension 4-H Youth Development educators in each county will build on existing institutional relationships and budding youth-adult partnerships to train youth-adult teams to facilitate half-day forums. Each community's forum will focus on local issues with broad significance that can be addressed through engaging local community members outside.

Herrell provided an update on WNEP. Starting this fall, Stetsonville Elementary School students will receive nutrition lessons during the school day. Rib Lake and Gilman Elementary School students will receive school day and afterschool lessons. WNEP fruit and vegetable nutrition information materials were shared with Rib Lake Elementary School to supplement a Fruit and Vegetable grant they received for the 2011/2012 school year. She attended an afterschool conference in August and shared information on managing behaviors for afterschool students and new lesson and activity ideas.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, November 1 at 10 a.m.**

Adjournment: With no further business, Metz moved to adjourn the meeting at 11:35 a.m.; Soper seconded. All Ayes. Motion Carried.

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

August 16, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting to Order: Krug called the meeting to order at 9:30 a.m.

Members Present: Krug, Metz, Mildbrand, and Soper

Members Absent: None

Extension Staff Present: Nordgren, Albrecht, Stuttgen, Grimm, and Herrell

Staff absent: None

Approve Minutes of the July 5, 2011 meeting: Metz moved to approve the minutes of the July 5, 2011 meeting; Soper seconded. All Ayes. Motion Carried.

Approve Agenda: Mildbrand moved to approve the agenda for this meeting; Soper seconded. All Ayes. Motion Carried.

Metz moved to approve all four 2011-2012 agent contracts and sign them for advancement to the UWEX Administration; Mildbrand seconded. All Ayes. Motion Carried.

Metz moved to proceed with acquiring a lease contract for a Konica Minolta copier from Bauernfeind based on the current quotes; Mildbrand seconded. All Ayes. Motion Carried.

The committee discussed combining existing AmeriCorps funds currently in the budget (approximately \$7,200) with \$7,000 from the Taylor County 4-H Leader's Federation to fund a LTE UWEX employee to work with the 4-H afterschool program in Gilman, Rib Lake and Stetsonville. The Federally funded AmeriCorps program is not available this year. The 4-H leader's Federation has approved their portion of the funds. UWEX district director would handle payroll and the person would be a limited-term state employee. Mildbrand moved to approve funds from the current AmeriCorps line item to fund a 4-H assistant for the 4-H afterschool program from September 2011 through June 2012; Metz seconded. All Ayes. Motion Carried.

The committee discussed purchasing a new refrigerator of the UWEX Office. The old one stopped working a month ago and the one from county storage stopped working over the weekend. It's needed for cold storage for afterschool program, WNEP food demonstration materials and Ag lab samples. This is a priority so will use money in this year's budget from capital purchases line item. Metz moved to purchase new refrigerator for UWEX program needs; Mildbrand seconded. All Ayes. Motion Carried.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, September 13 at 10:00 a.m.**

Adjournment: With no further business, Mildbrand moved to adjourn the meeting at 10:05 a.m.; Soper seconded. All Ayes. Motion Carried.

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

July 5, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting to Order: Krug called the meeting to order at 10:00 a.m.

Members Present: Krug, Metz, Mildbrand, and Soper

Members Absent: None

Extension Staff Present: Nordgren, Albrecht, Stuttgen, and Herrell

Staff absent: Grimm

Approve Minutes of the May 3, 2011 meeting: Metz moved to approve the minutes of the May 3, 2011 meeting; Soper seconded the motion. All Ayes. Motion Carried.

Approve Agenda: Mildbrand moved to approve the agenda for this meeting; Metz seconded. All Ayes. Motion Carried.

Approve Bills and Vouchers for payment: Metz moved to approve May and June bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

Department Head Report: Albrecht informed the committee that funding for the AmeriCorps program has been reduced and that Taylor County was not accepted for a position this year. Grimm proposed to use the money currently in the budget (\$5,500) and match this with funds from the 4-H Leaders Federation to support a part-time position to manage the afterschool program. The funds would be handled through the UWEX District office in Stevens Point. This will be further researched and a final plan would be presented to the committee for consideration. He also talked about the State Budget impact on the University and UWEX. UWEX will experience an 11% budget cut which will most likely result in 45-60 county agents, state specialists and administration reductions. It may also mean a reduction from 6 to 4 administrative districts by 2013.

Nordgren talked about the potential impact to the 2012 UWEX office budget of switching to the county's print management program after the current copier lease ends May 2012. Under current charges it would mean about a \$3,250 increase in departmental costs. The committee approved Nordgren to explore other options like an extension on current contract or a new contract and see if there would be cost savings by looking at other companies. Nordgren also informed the committee that the State UWEX office will be reimbursing the county for some of an unanticipated increase in the benefit package for 133 contracts. The county will receive that check in January 2012.

Staff Reports:

Grimm was on vacation but provided a fact sheet talking about her activities and program thrusts: 4-H camp, two STEM Robot Camps, preparation for 4-H Club Congress, and the Citizenship Washington Focus and American Spirit trips.

Herrell shared lesson information and evaluation results from a Rib Lake Elementary School lesson on portion awareness. Students were taught how to determine the size and number of servings of different foods found in packages or containers. Results showed 43% of 4th and 5th grade students would read nutrition facts labels on food packages more often after participation in the lesson.

Nordgren reported on the value of home food preservation teaching in Taylor County. She will be offering question and answer sessions in July and August on preserving jams and jellies, canning and freezing vegetables, tomatoes and salsa, meats and making pickles and sauerkraut. The main purpose is to teach the safest methods of food preservation based on

research to a growing number of people who are preserving food at home for the first time. This population is increasing because more families are trying to save money or eat healthier. Last year half the people attending were relatively new to home food preservation. Nordgren also shared the results of evaluations conducted at the programs last year and follow up after the preservation season was over.

Stuttgen discussed her activity report.

Albrecht reported on the redistricting process for Taylor County Supervisory Districts and the addition of municipal wards. The process is going smoothly and the Board will have a final vote at its August/September meeting. He also talked about the May Clean Sweep and the record volumes of materials collected.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, September 13 at 10:00 a.m.**

Adjournment: With no further business, Soper moved to adjourn the meeting at 11:45 a.m.; Mildbrand seconded. All Ayes. Motion Carried.

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

May 3, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting to Order: Krug called the meeting to order at 10:05 a.m.

Members Present: Krug, Metz, and Soper

Members Absent: Mildbrand

Extension Staff Present: Nordgren, Albrecht, Grimm, and Herrell

Staff absent: Stuttgen – attending workshop

Approve Minutes of the February 28, 2011 meeting: Metz moved to approve the minutes of the February 28, 2011 meeting; Soper seconded the motion. All Ayes. Motion Carried.

Approve Agenda: Soper moved to approve the agenda for this meeting; Metz seconded. All Ayes. Motion Carried.

Approve Bills and Vouchers for payment: Metz moved to approve March and April bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

Annual WACEC Meeting: Krug and Albrecht informed the committee on the workshops they attended or taught. Part of the conference included meeting with Rep. Williams and Senator Galloway and the two answered questions about the "Wisconsin Idea Partnership".

Department Head Report: State contracted services fringe benefits will be up to 44% as of July 1, 2011. Metz moved to approve purchase of a portable PA system; Soper seconded. All Ayes. Motion Carried.

Out-of-County Travel: As per the Finance committee request, the staff provided a listing of out-of-county travel for the next two months indicating the purpose and funding source. Committee members talked about the importance of this travel for programing efforts and to learn new techniques for incorporation within county programs. The committee decided that Agents will not need to seek permission in the future.

Discuss/Act on WNEP Grant: Soper moved to authorize Krug to sign the WNEP Letter of Agreement; Metz seconded. All Ayes. Motion Carried.

Staff Reports:

Grimm:

Training and Advising Events

- Working with the club that is having trouble meeting the 4-H Charter requirements.
- Advisor for Fair Board, working to implement committee structure. I now advise on the Exhibits committee and have helped to update the Superintendent Handbook, Barn Policy, and Volunteer Policy.

EYSC Grant

- Engaging Youth Serving Communities grant which is a five-year grant for youth to conduct service learning projects in Taylor County.
- Service learning is community service with a leadership and learning opportunities for the participants.

STEM: Science, Technology, Engineering + Math

The goal of STEM is to encourage students to consider science-related careers by offering 4-H projects that build problem-solving and critical-thinking skills.

- Hosting Gear-Tech 21 summer day camp. The youth built and programmed a robot, learn how to read and use maps and GPS units.
- Hosting Robotics Rally Summer Day Camp.
- STEM night for youth to participate in a science experiment.
- **Space** is the theme for 4-H summer camp programs.

Herrell shared results of after-school parent surveys and the April after-school program for parents and teachers. She also reported on plans for Head Start and elementary school nutrition lessons for the 2011/2012 school year. Rib Lake, Gilman, and Stetsonville schools, and Rib Lake and Medford Head Start agencies will be participating.

Nordgren shared information on self-care programs for 3rd graders in Rib Lake and Medford that she has taught in cooperation with the schools over the past two decades. Many 3rd graders (4,093) have learned skills to keep themselves safe and comfortable about being home alone and parents have been given information to help them decide when their child is ready to be home alone. Children become mature enough to stay home alone around 10-11 years old. However, research in Taylor County in the late '80's indicated that parents were having children stay home alone eight years old or younger.

Stuttgen: In her absence, a document with past month's activities was distributed.

Albrecht talked about the Land Stewardship Conference held in April with 120 in attendance. He distributed evaluations from program participants who indicated it to be highly valuable and very worthwhile. Soper attended the conference as well and concurred it had high value.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, July 5 at 10:00 a.m.**

Adjournment: With no further business, Metz moved to adjourn the meeting at 12:30 p.m.; Soper seconded. All Ayes. Motion Carried.

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

February 28, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting To Order: Krug called the meeting to order at 10:35 a.m.

Members Present: Krug, Mildbrand, and Soper

Members Absent: Metz

Extension Staff Present: Nordgren, Albrecht, Grimm, Stuttgen, and Herrell

Other Attendees: None

Approve Minutes of the January 4, 2011 meeting: Mildbrand moved to approve the minutes of the January 4, 2011 meeting; Soper seconded the motion. All Ayes. Motion Carried.

Approve Agenda: Soper moved to approve the agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

Approve Bills and Vouchers for payment: Mildbrand moved to approve January and February bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

Annual WACEC Meeting: Albrecht reported that David Krug is registered for the WACEC meeting March 28-30. He will be joining the conference on March 29th and give two presentations on economic development and attend the legislative visits.

Department Head Report: Albrecht discussed the two administrative assistants request to stay overnight at an upcoming in-service in Stevens Point. Motion by Mildbrand, seconded by Soper to approve the two Administrative Assistants request to attend the Federal Women's Conference on March 23 and that they can stay overnight with hotel reimbursement only if they car pool with the FSA personnel and no mileage is claimed to the county. Motion passed unanimously.

2011 Budget: Nordgren and Albrecht reported to the committee the status of the 2011 UWEX Budget and there could be funds made available to fund the 10% increase in the Ag position time starting July 1.

Reassess the Ag Position Resolution for Re-submittal to the Finance Committee: Motion by Mildbrand seconded by Soper to ask the Taylor County Finance Committee to reconsider the January 4th resolution requesting additional funds to increase the UWEX Agricultural Agent position to 60% time and resubmit a resolution stating that the \$1,172 will come out of the current 2011 UW Extension Budget to cover the cost for the increased time starting July 1, 2011. Motion carried unanimously.

Funding for AmeriCorps: Motion by Mildbrand seconded by Soper to transfer \$5,500 from the 2010 UWEX Budget into the 2011 UWEX Budget in the AmeriCorps account/ line item. Motion passed unanimously.

Staff Reports:

Albrecht reported on the Rib Lake Development Foundation Business Appreciation Banquet held on February 16. It was attended by 70 persons and focused on total community involvement in supporting economic growth and stability. Albrecht worked in identifying and securing speakers, and provided a 10 minute presentation on the importance of all businesses, clubs and organizations working towards this effort. He also gave a brief update on the work on the Winter Sports area and the Gilman Cheese Project.

Grimm:

EYSC Grant

Engaging Youth Serving Communities grant which is a five-year grant for youth to conduct service learning projects in Taylor County. Service learning is community service with a leadership and learning opportunities for the participants. This grant will give youth who seek leadership skills the opportunity to learn and give back to the Community.

Herrell reported on a planned change in the FY 12 WNEP grant to a childhood obesity focus. She shared nutrition and physical activity statistics from the Wisconsin Youth Risk Behavior Survey and explained how the current nutrition education lessons address students' needs. A Taylor County Helpful Programs referral handout was also shared. The referral sheet has been shared with other agencies working with low income audiences.

Nordgren started a discussion about the public value of the work Extension educators do in Taylor County using two examples; teaching programs and working with other agencies in committees or coalitions to tackle a family issue.

A program such as Managing Your Money is of value to the individual, family and local economy because deciding where to spend one's money and paying bills on time is necessary for the family and the local economy to function. Court costs, taxes and local businesses need to be paid function properly and on time and a program such as Managing Your Money teaches people how to make that happen. Nordgren teaches this class 12 times a year and evaluations six weeks after the class show participants are still following their spending plan.

In the late 90's, the Safe and Stable Families Committee worked together to support families in order to reduce child abuse and neglect in the county. Using grant money from the state and federal government, several agencies put together a plan to prevent child abuse by teaching families about children and parenting through the development of the following programs such as: Family visitor program (Parent Resource Center), parenting newsletters (UW-Extension), HELP packets with child development and community support information (Taylor County Health department and Parent Resource Center), mentoring program (BB/BS), after school program (Medford Schools and Human Services). Child abuse cases have steadily declined since the late 90's. Nordgren has been chair of this committee and has coordinated the committee's work.

Stuttgen reported on progress of the Farmwomen's Network meetings in Abbotsford and Gilman.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, May 3 at 10:00 a.m.**

Adjournment: With no further business, Mildbrand moved to adjourn the meeting at 12:25 p.m.; Soper seconded. All Ayes. Motion Carried.

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

January 4, 2011

USDA Service Center, Extension Meeting Room #2

Call Meeting To Order: Krug called the meeting to order at 9:30 a.m.

Members Present: Krug, Metz, Mildbrand, and Soper
Extension Staff Present: Albrecht, Grimm, Herrell, Nordgren, and Stuttgart
Other Attendees: Tom Schmitz, UW-Extension Central District Director
Karyn Eckert, Medford Star News

Approve Minutes of the November 2, 2010 meeting: Mildbrand moved to approve the minutes of the November 2, 2010 meeting; Soper seconded the motion. All Ayes. Motion Carried.

Approve Agenda: Soper moved to approve the agenda for this meeting; Mildbrand seconded. All Ayes. Motion Carried.

Approve Bills and Vouchers for payment: Metz moved to approve November and December bills and vouchers for payment; Soper seconded. All Ayes. Motion Carried.

Discuss and act on proposal to increase time and funding for the Ag Position: Motion by Soper to increase the Ag Position from 50% to 60% with a starting date of February 1, 2011 and forward the funding request of \$2,375 to the finance committee; Mildbrand seconded the motion. All Ayes. Motion Carried.

Discussion on AmeriCorps funds for 2011-2012: Motion by Metz to proceed with the AmeriCorps application process with funding commitment to be made at the March meeting; Mildbrand seconded the motion. All Ayes. Motion Carried.

Closed Session: Metz motioned to go into closed session for purpose of faculty and staff performance reviews at 10:10 a.m.; Mildbrand seconded. All Ayes. Motion Carried.

Motion to leave closed session: Metz moved to return to open session at 12:05 p.m.; Mildbrand seconded. All Ayes. Motion Carried.

Motion by Mildbrand that all UWEX facility and staff performed at satisfactory level in 2010 and to continue with Peggy Nordgren and Arlen Albrecht as Co-Department Heads. Seconded by Soper. All Ayes. Motion Carried.

Next Committee Meeting: The next meeting of the Agricultural & Extension Education Committee will be **Tuesday, March 1 at 10:00 a.m.**

Adjournment: With no further business, Metz moved to adjourn the meeting at 12:20 p.m.; Soper seconded. All Ayes. Motion Carried.