

University of Wisconsin Education, Extension and Agriculture Committee
Thursday, July 16th, 2020
Zoom Virtual Meeting

Members Present: Tom Snider, Steve Binder, Tom Borchart, and via Zoom: Mike Brunn and Karen D. Powers.

Members Absent: None.

UW-Extension Staff: Amy Hendrickson and via Zoom: Chris Viau, Mandi Dornfeld and Kim Miller.

Others Present: Winnefox Library Representatives: Clairellyn Sommersmith (Winnefox Assistant Director), Jeff Gilderson-Duwe (Oshkosh Library & Winnefox Executive Director), Julie Stobbe (Omro Library), Holly Selwitschka (Winneconne Public Library), and via Zoom: Nicole Hardina-Wilhelm (Neenah Library), Vicki Lenz (Menasha Public Library, Chris Acy (Fox-Wolf Watershed Alliance), Mike Norton (Winnebago County Board), and 092201 (unidentified).

Meeting called to order at 9:06 a.m. by Tom Snider.

Comments from the Public related to items on the agenda: None.

Approval of Minutes: Binder moved to approve the 6/18/2020 minutes; seconded by Borchart. Motion carried 3-0 (Zoom wasn't yet connected at the time of the vote).

Safety Share: Borchart highlighted the current pandemic as a safety concern; he recommended following health and safety guidelines and local mandates.

Winnefox Library System Annual Report and Budget Renewal/Approval: Sommersmith distributed copies of the 2020 Highlights of Winnebago County Libraries and 2021 Winnebago County Library Services Levy Request. Library representatives shared highlights from their respective libraries over the past year. Library representatives shared how the current pandemic has altered plans and the ways they've been serving the community within current health and safety guidelines. Extension Committee members inquired how libraries have responded to known infection/exposure. Gilderson-Duwe shared the example from Oshkosh Public Library when a staff member tested positive.

Gilderson-Duwe expressed his appreciation to the Extension Committee for their continued support throughout the years. He highlighted a numerical error in the Budget Request document that affected multiple tables throughout the document. Sommersmith forwarded the corrected document to Hendrickson, who forwarded it to the Extension Committee Members. Gilderson-Duwe reviewed the budget request for the committee. Powers moved to endorse the 2021 Winnebago County Library Services Levy Request; seconded by Borchart. Snider took a roll call vote: Snider – Aye, Borchart – Aye, Binder – Aye, Powers – Aye, and Brunn – Aye. **Motion passed 5-0.**

Program Reports:

Aquatic Invasive Species: Snider introduced Acy. Acy stated he has a PowerPoint presentation he would like to share, considering much of his work is best conveyed by visuals. Acy and Snider agreed to postpone his presentation to a later date when he can attend in person.

UW Division of Extension Program or Educator Reports and Updates: Viau directed the committee to the July 2020 Extension Winnebago County in Review document for summaries of educator program updates. Viau briefly highlighted the staff updates. Miller has been focusing on the Community Gardens and transitioning the Master Gardener program to an online format. John Thompson has been focusing on customer inquiries regarding crop concerns and program planning. Berger has focused on 4-H Fun in a Box for distribution with various themes. Sarah Thompson has focused on 4-H Fun in 15 Minutes videos. Ljung has focused on her work with the Regional People of Color Business Association. Dornfeld has been transitioning various programming to an online format and has continued contact with Grandparents Raising Grandchildren participants through collaboration with Sandy Bell (GRG Coordinator). Wenzel has been developing and delivering an online version of Rent Smart. Soper has been partnering with Soar to provide virtual nutrition education in coordination with participants receiving boxed ingredients for a cooking lesson. Borchart inquired about food pantry deliveries/pickups. A list of local food pantries is on the Extension Winnebago County website. Borchart provided feedback about the format for this meeting trying to merge remote and in-person attendance: issues include tripping hazards due to cords being plugged in for necessary technology and connection/sound issues. Powers inquired about what sort of items are in the 4-H in a Box. Viau referred to the July 2020 Extension Winnebago County Review document for more info.

Committee Chair Report: Snider had no report to share.

UW-Extension – Administration:

Staff Updates: Extension staff continue to work remotely until further notice.

Facility Updates: Viau and Hendrickson will be collaborating with Facilities to determine options for plexiglass dividers between administrative staff in the front office area. Viau shared that Extension will be using funding from 2020 and likely also from 2021 for staff technology needs. Further discussion with other county departments for determining technology upgrade needs and funding for the meeting rooms are expected.

Department Activities: Viau is completing return to work safety plans. Winnebago County has issued a directive requiring facial coverings for any staff in common spaces and for anyone entering a county public building.

Area/Region/State Updates: Further reductions in state agency budgets are expected in response to revenue reductions resulting from the pandemic. A hiring freeze is currently in place for UW-Madison positions. Racial Equity and Inclusion continues to be an area of focus. Creating awareness and educational opportunities for staff are some initiatives addressing this focus. External communication from Division of Extension will be released regarding best practices and responses to COVID-19.

Financial Overview: Viau shared his screen via Zoom for virtual attendees to see the draft budget document sent to committee members by Hendrickson via email. Viau reviewed the budget categories and some of the notations regarding changes between 2020 and 2021. Hendrickson and Viau will be collaborating with Finance to determine whether an increase of \$5,000 to both revenue and expense targets will be allowed. The Grandparents Raising Grandchildren Coordinator position has been converted from a part-time temporary position to a part-time permanent position. The travel expenses category is likely to change prior to submission of the budget request tomorrow. Viau highlighted some of the other changes to the expense requests. Binder inquired regarding funding for adding a water spigot and updating the sign with a name for the new garden site. Binder requested Viau add in funds needed for these issues in the 2021 budget request. Snider and Powers agreed to support the request. The committee requested Viau have an updated request to fund the remaining Community Gardens work to present at the Budget Hearing on August 5th.

Comments by Committee Members: Brunn announced that this will be his last meeting as an Extension Committee member. Doug Zellmer will be taking his place. Snider will forward the contact information for this new member. Snider suggested having a meeting between himself, Viau, and Mark Harris regarding meeting room technology needs, staff support, and funding.

Next Meeting: Next regular committee meeting will be held Thursday, August 20th, 2020.

Adjourned: Borchart moved to adjourn; seconded by Binder. Motion carried 5-0, 11:07 a.m.

Respectfully submitted by:

Amy Hendrickson