

University of Wisconsin Education, Extension and Agriculture Committee
Thursday, August 20th, 2020
Zoom Virtual Meeting

Members Present: Tom Snider, Steve Binder, Karen D. Powers, Doug Zellmer, and Tom Borchart.

Members Absent: None.

UW-Extension Staff: Chris Viau, Dana Berger, Kim Miller, and Amy Hendrickson.

Others Present: Mike Brunn and Mike Norton.

Meeting called to order at 9:00 a.m. by Tom Snider.

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

Approval of Minutes: Binder moved to approve the 7/16/2020 minutes; seconded by Powers. Motion carried 5-0.

Safety Share: Borchart reminded attendees to be aware of their surroundings and wear appropriate personal protective equipment.

Committee Chair Report: Snider welcomed Doug Zellmer to the committee. Snider nominated Powers as secretary; seconded by Binder. Motion carried 5-0. Snider drew attention to Mandi Dornfeld's program update regarding the Diversity and Inclusion Committee. This will be an item on the September Extension Committee Meeting agenda.

Wisconsin Extension Association (WEXA) Benefits and Dues: Snider briefly reviewed the history of WEXA, formerly WACEC (Wisconsin Associated County Extension Committees). Snider moved to pay the \$50 dues; seconded by Powers. Motion carried 5-0. The dues will be paid by Extension Winnebago County.

Program Reports:

Aquatic Invasive Species: Acy was not in attendance to present.

UW Division of Extension Program or Educator Reports and Updates: Viau directed the committee to the August 2020 Extension Winnebago County Review document for summaries of educator program updates. Staff will continue providing written updates with some staff scheduled to present each month.

4-H Youth Development: 90 orders of 4-H Fun Boxes were completed and distributed. Responses from participants have been positive. Berger reported discouragement from 4-H members and leaders about events being cancelled or transferred to alternate formats due to not being able to meet in person. The 4-H program has received approval for clubs to meet with specific guidelines 5 pods of 10 or less for up to 50 people, distancing between individuals within pods, with pods 20 feet apart. Berger is advising clubs on how to implement the guidelines and work within them. Record Books are due by November 1st. Fair Showcase entries were due August 15th and received about 300 entries. The Fair Association will roll them out via social media soon. The 4-H Leaders Association has continued meeting monthly via Zoom. Planning is underway for developing a drive through version of the awards banquet. They are considering utilizing an open radio frequency/station and developing a commemorative video. Berger's current focus is on member retention and engagement during the pandemic and associated changes. Snider requested a report from the Meat Animal Board for stats on the sale. Berger will reach out to Sharon Gibson for that information.

Extension – Administration/Department Reports:

Staff Updates: Viau gave a brief introduction of his role and history with Extension, per Zellmer's request. Viau is collaborating with HR to secure flexible telecommuting agreements for county staff to work from home when needed due to illness, need for isolation, or to limit the number of staff in the office to meet distancing guidelines. Staff are continuing their Monday morning staff meetings via Zoom. Borchart inquired whether staff had had opportunities for training when transitioning to new formats. Viau gave examples of some of the trainings staff have been required to complete or given the opportunity to use.

Facility Updates: Hendrickson and Viau collaborated with Facilities to install plexi guards around the administrative staff desks in the front office. They are expected to reduce transmission risk and sound interference

while maintaining visual contact when the office reopens to the public. The JPCC remains closed to the public with departments available by appointment only. Departments expect to coordinate opening the building with when the DNR Service Center reopens to the public to reduce customer frustrations and exposure to other departments. Viau shared that during the budget hearings it was determined that Extension is fiscally responsible for updates to the meeting rooms, including technology. Any technology updates to the meeting rooms need to be coordinated with I.S. and facilities to ensure technology is compatible. Snider suggested I.S. host a training session for JPCC departments to learn how to use available technology in the meeting rooms. Committee members suggested requesting someone from I.S. attend a meeting at the JPCC utilizing technology to see what types of needs meetings often have in the moment.

Financial Overview: Net New Construction amounts came in lower than originally expected, resulting in reduced levy targets for the 2021 Executive Budget Request. Viau brought the committee's attention to the colored budget document mailed to committee members for review. View briefly reviewed the document, highlighting variations between 2020 and 2021 and changes to the 2021 request due to the updated levy targets. One of the greatest account changes is a reduction to Small Equipment Technology. With approval from Finance, Extension was able to move the purchase of the additional laptop and related expenses for increased telecommuting flexibility to this year's budget to secure COVID-19 reimbursement. Viau reviewed Contracted Services to explain changes in how Extension staff funding is calculated. The additional expenses for completing the new Community Garden site are not included in this budget request. An amendment may be needed the day of the final budget review or a new request could be submitted once final estimates are available. Norton inquired via chat whether ADVOCAP has been secured as the fiscal agent for the Community Gardens going forward so they can plan for their budget. Miller shared the plan is still to transfer fiscal responsibility to ADVOCAP, likely after the end of this season. The transfer of responsibilities to ADVOCAP will require training of their staff by our staff. Training options are currently limited due to pandemic guidelines. Binder requested a violation be reported to DNR regarding the ditch seeding and matting still not having been done by the Highway Department at the Community Garden.

Department Activities: Extension staff continue to develop new ways to deliver programming and network during the pandemic. Some in-person meetings may be required with approval, but staff have found benefits to virtual programming as well. Borchart expressed his appreciation toward Extension staff for pivoting to alternate ways of providing education to the community. He encouraged everyone to not get frustrated if things don't work smoothly when trying new formats.

Area/Region/State Updates: There is a state budget proposal for funding Regional Specialists with limited flexibility to meet various community needs. Furloughs, and an extended hiring freeze are not ideal but are needed to meet required budget reductions on the state level.

Comments by Committee Members: None.

Next Meeting: Next regular committee meeting will be held Thursday, September 17th, 2020.

Adjourned: Powers moved to adjourn; seconded by Borchart. Motion carried 5-0, 10:17 a.m.

Respectfully submitted by:

Amy Hendrickson