

**University of Wisconsin Education, Extension and Agriculture Committee**  
**Thursday, September 20<sup>th</sup>, 2018**  
**James P. Coughlin Center – Volunteer Room**

**Members Present:** Tom Snider, Steve Binder, Mike Brunn, and Thomas Borchart.

**Members Absent:** Karen Powers.

**UW-Extension Staff:** Catherine Neiswender, Kimberly Miller, Ashley Rolph, Melissa Haight, and Mandi Dornfeld.

**Others Present:** None.

**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:** Brunn moved to approve the 8/16/2018 minutes; seconded by Binder. Motion carried **4-0**.

**Program Reports:**

**Horticulture:** Miller distributed the *2018 Tree Planting Workshop* brochure and explained the necessity of these workshops. The workshops started in 2012 and originally consisted of only 3 regional workshops partnering between Brown, Outagamie, and Winnebago UW-Extension (UWEX) and the Department of Natural Resources (DNR). Workshops have expanded statewide by partnering with other counties to host due to need and requests for the workshops. Since they have expanded, they have been even more successful. This year, the topic will be “tree planting”.

Miller also gave an update on the *Landscape Professionals Conference* that will be held in March of 2019. They are currently working on trying to expand to make it bigger and better.

The DNR has given us a one year contract for the current community gardens location, dated until May of 2020. Neiswender explained what will happen when signing the contract. Binder talked about the 20 acres of land that was recently purchased for the Parks Department and the request for a budget amendment to purchase the adjoining 20 acres. The intent is to have approximately 5 of those acres used for a community garden. Binder asked that Neiswender or Miller talk to Rob Way of the Parks Department and be present at the County Board Meeting to make sure that the intentions of the garden being moved to this location are not lost in the process.

**Committee Chair Report:** Snider had nothing to report.

**UW-Extension – Administration:**

**2019 Budget Update:** Neiswender had no updates to report as of right now.

**Staff Updates/Area Updates:** Haight introduced herself as the Family Living 280-Intern for this year. Neiswender reported that Sarah Thompson also has two new interns for 4-H this fall: Megan Wikel and Krystal Kasuboski.

Neiswender was granted permission to refill the Agriculture Educator position and is currently working on a position description update. The CRD position has closed. There were about 40 applicants they will be looking through. A final interview is anticipated on October 15 or 19. Neiswender requested a representative from the committee to join the final interviews. Michael Brunn volunteered. There are 3 Interim 4-H positions available. There are currently people in those positions, but they will have to reapply for the permanent position. There is a Healthy Communities Coordinator Position for FoodWise available that will be posted in the next week or so.

County staff performance reviews are due in October. Neiswender is currently getting feedback from staff on the 4 county employees.

**Department Activities:** Neiswender reported on the meeting room updates and changes that have been made this year. Instead of having meetings reoccur indefinitely, groups who have reoccurring meetings will now have to renew their meeting room requests annually. Neiswender confirmed with the committee that the third Thursday of every month will work for the Extension Committee meetings. These dates will be reserved in the meeting room calendar.

There will be an Active Shooter/Safety Training on Monday, September 24<sup>th</sup>. Other departments in the J.P. Coughlin Center have been invited to participate.

The office is preparing for Amy Hendrickson's maternity leave, expected to begin in January, 2019. Rolph is training with Hendrickson on the financial duties, and Neiswender is searching for a temporary hire to assist with program support while Hendrickson is on leave.

**State Activities:** Neiswender described a new Extension Board of Visitors which will be forming soon to provide feedback, guidance, and information to Cooperative Extension. The board is being coordinated out of the Dean's office and will have some WACEC members on it as well as other partners.

**Comments by Committee Members:** Borchart mentioned that he talked to a grocery store about the issue with spices not being covered by WIC. He requested we determine whether Kris Soper followed up with Amber on this issue.

**Next Meeting:** Next regular committee meeting will be held Thursday, October 18<sup>th</sup>, 2018.

**Adjourned:** Borchart moved to adjourn; seconded by Binder. Motion carried **4-0**, 9:39 a.m.

Respectfully submitted by:

Ashley Rolph