

Green County Agriculture and Extension Education Committee May 3, 2023 MINUTES

The May 3, 2023, meeting of the Agriculture and Extension Education Committee was called to order at 8:32am by Extension Green County Ag and Extension Chair, Sue Nelson.

Members present were: Sue Nelson, Kathy Pennington, Peg Sheaffer, and Dawn Sass. Jerry Guth was excused. Also present—Jayne Butts, Extension Green County Office Manager; Lynn Perkins, Area Extension Director; Jackie McCarville, Dairy Agriculture Educator; Bridget Mouchon, Health & Well-Being Educator; Maggie Milcarek, FoodWise Nutrition Coordinator; and Kathy Lange, FoodWise Nutrition Educator. Amanda Cauffman, Livestock Agriculture Educator, Josh Kamps, Crops and Soils Agriculture Educator, and Catherine Neiswender, Southern District Assistant Dean attended via zoom.

Green County Educator Reports--Written Report for Educators

No additional discussion was made regarding the written educator reports.

Presentation- Regional Agriculture Educators:

Jackie McCarville, Dairy; Amanda Cauffman, Livestock; Josh Kamps, Crops and Soils

McCarville gave a brief overview of the needs assessment procedure completed by the our Regional Ag Educators. She discussed how producers, consultants, ag lenders, etc were approached in the 4-county area for feedback. A short survey was used to ask questions regarding opportunities and challenges. Each educator documented approximately 60 conversations. Following those contacts, each educator held a focus group with additional contacts for continued discussions, resulting in the summary needs assessment documents supplied.

Each educator took a turn to discuss answers to questions about current opportunities, challenging issues, and how Extension could address those issues. In addition, the educator discussed ways to strengthen and build relationships, preferred methods of programming, and recommended areas for improvement.

Highlighted challenges included limiting in-person meetings, high costs for production, regulations implementing tight constraints, changing protocols, workforce shortages, weather extremes, pest management, and disease & treatment changes.

Board member Pennington was very pleased with the process, noting it solidified what is needed and brings a valued feeling to our customers. Nelson questioned changes in over-the-counter animal medications--Cauffman related it to a comparison of human medicine (like Penicillin)--trying to stay on top of changing medications, diseases for control, and better bio-security measures. Other areas of improvement included being sure to rotate events in the 4-county region, allow adequate time for promoting events, providing accessibility to more resources, possible Podcast creations, and reaching out to local papers for "free press". (Referred to a recent four-page paper insert called "Farm Focus" with no Extension articles)

Minutes Approval – Sheaffer moved to approve the April minutes with one change on a paragraph in Victoria Solomon's report. In the 2nd paragraph—the sentence should read "*To reiterate, recommendations to pursue further research on "water quality" resulted from this study*". Pennington seconded. Motion passed.

Bill Approval – The committee reviewed the UW-Extension office bills. Sass moved to approve the April EFT payments totaling \$45.85 and the April check payments totaling \$338.78, Sheaffer second. Motion passed.

Area Extension Director Updates

Area 17 Staffing Update

- **Iowa County 4-H Educator**—Perkins noted Ruth Schriefer, Family Living Educator, will be retiring July 14. Schriefer has over 40 years with Extension programming.

- **Catherine Neiswender**, University of Wisconsin, Southern District Assistant Dean, spoke about the Division of Extension-County Partnership Guidance document. This document was created in August 2021 by the Wisconsin Counties Association (WCA) and 8 of the 72 counties in Wisconsin. Catherine specifically addressed page 6 of the document about the “Role of AEDs and Performance Evaluations”.

Perkins shared she does performance evaluations twice a year—formal reviews in Jan/Feb and a midterm review the middle of the year. Evaluations include job responsibilities, criteria for success, building relationships, and contributing to organizations, both at the local level and state level. She also does informal check-ins via staff meetings, coaching, and one-on-ones with educators. Formal discipline measures are in place, however, rarely used.

The 360 process previously used by Extension, as part of the evaluation process from constituents, is no longer used. Neiswender stated the evaluation process has evolved with the development of the AED’s, however the County Committee should still be allowed to provide positive or negative feedback to the AED. She further stated the 360 process was a great way to get positive feedback by sending the 360 forms to the selected sources of the educator.

Office Manager Updates

County Activity Assistant Position--Butts noted interviews and offers were made to three possible candidates, however, when offered the position and presented with the pay structure, the candidates declined noting they expected \$23-25 per hour. New ads will be placed for another pool of candidates. Emailed Agendas and Meeting Documents- Butts noted emails will look like they are sent to “Jayne” from “Jayne” going forward.

Wisconsin Counties Association Updates

Nelson reported about her participation on the Wisconsin Counties Association including an informal meet & greet meeting. More detailed information will be coming regarding their meetings and opportunities to improve UW-Extension and county communications. Nelson also shared a number of resources for the committee to review.

Other Business –

Nelson questioned the Active Shooter Training—Butts noted while the training was not an active hands-on participant type training, the details and information presented by the Sheriff’s Department was very valuable and was shared at a staff meeting.

Nelson also questioned additional information about Clean Sweep. McCarville noted we are meeting with Matt Cauffmann this week. Pennington noted E-Waste can be collected now and taken to URT in Janesville for free. Several events are happening for those collections.

The next meeting will be June 7, 2023, at 8:30am.

Motion by Sass, second by Sheaffer to adjourn at 10:01 am. Motion carried.