

Conservation/UW-EX Education Committee
April 13, 2015
Minutes

Committee members present: Tom Rudolph, Robb Jensen, Scott Holewinski, Jim Intrepidi, and Kim Simac. Bob Mott excused.

Others present: Jean Hansen, Michele Sadauskas, Dennis Lawrence, Lisa Charbarneau, Jim Tharman, Lynn Feldman, Sara Richie, and Merry Lehner.

Call to order: The meeting was called to order by the Chairman at 1:30 p.m. noting the meeting has been properly posted and the facility is handicap accessible.

Chair Announcements: The meeting via telephone functioned very poorly last month. There were two or three people speaking at the same time making it very difficult to hear or be heard. It was suggested to use Go to Meeting software next time.

Approve Agenda: Motion by Intrepidi/Jensen to approve today's agenda with the order of the items at the Chair's discretion. All ayes; motion carried.

Approve Minutes: Motion by Holewinski/Intrepidi to approve the minutes of 3/16/15. All ayes; motion was carried.

Date(s) of future meetings:

May 11, 2015	1:30 p.m.	Extension meeting room
June 8, 2015	1:30 p.m.	Extension meeting room

NCWRPC Study

Dennis Lawrence provided a quick overview of the UW Extension and Land-Water Conservation Departments. They reviewed staffing, budgets, and job descriptions for the last several years. Then they looked at a 60-90 day review of departments. Value was identified and both departments did very well having a strong contact with public, where 20% of people in the county had contact. No duplication of services was identified and the study revealed collaboration and good partnerships existed. Land and Water was identified as the biggest change in being a department by itself. If it is maintained as a stand along department staffing capacity of the department will be challenging. An option was to merge Land and Water with a larger department in order to maximize staffing. It was recommended to have Land and Water merge with the Planning and Zoning department. The department is large enough to absorb them where there is an office manager and support staff available. It would allow the conservation duties to be maintained at a full time level and not juggle department head duties. With the Extension office, reporting was an issue, where reports were generated but it was just a matter of them being distributed to appropriate people on a consistent basis. Much of this was due to the turn-over of staff which contributed to these issues. When no agent was present there were gaps in reporting. A general re-focusing once fully staffed would be to keep the agents in a position long term. No re-structure was seen as necessary.

The committee questioned why only Planning and Zoning was considered. There are other departments that could be considered. It was chosen because it has more staff for merging and that department already works with land owners. Planning and Zoning has been very busy with many projects and Rudolph felt that Land Water priorities would not get the proper attention. His concern was that tree planting and other very specific duties might end up at the bottom of the totem pole. Land and Water rents equipment to the Forestry department and also there is the tree planting program and this connection should have been looked at in the study. Lawrence's reply was that assessments and analysis were completed in the other counties and it seems to work well.

Forestry was another option. It was pointed out that conservation in other counties in the state differ from ours, where our lakes and rivers are the important part of our conservation. Chippewa County merged Land and Water with Forestry and it has worked out very well. The Committee never really discussed Forestry as an option. Holewinski commented John Bilogan of Forestry Department stated they thought Land and Water could help *their* department, when asked about it. Rudolph pointed out that each county has to have a Land and Water according to Chapter 92. Lawrence replied that if the merge with Zoning were to occur then the Oversight Committee would be maintained.

Jensen asked about Department Divisions of UW Extension and wondered about analysis of some of the numbers on the report. He questioned that there was no duplication of services. Lawrence re-reminded him that the review was exclusive between Land and Water and UW Extension. Both departments are doing well at long range planning. UW Extension provides information, resources, and advice to other organizations; where a fine line exists between education of others and taking over leadership and responsibilities. All agree this is a challenge where the plan is eventually for these organizations to be able to do things on their own. Rudolph commented that this is what coordination, collaboration and cooperation are about.

Schedule Joint Meeting with LRES Regarding Study

A meeting will be scheduled with LRES regarding Study Results. The date decided upon is May 7, Thursday at 1:30 pm at Conference Room. The Committee will discuss the issues and then present any concerns.

Feldman and Charbarneau will create an agenda.

Jean Hansen asked if decision to merge was based on their department as a stand-alone program was ruled out due to staffing. Yes, they looked at the reality of the situation and made a decision based on that. All were requested to study the report and to bring any more issues to the scheduled joint meeting. Please be prepared with your questions. The Committee will discuss what the options are and measure strengths or limitations of each option. This is the purpose of the joint meeting. Hansen asked Lawrence if they had more staff members would they remain a stand-alone department. It was suggested she meet with Charbarneau on regarding this. Land and Water already has a list of pros and cons for each option. Feldman and Hansen will also discuss topics to be addressed for the meeting.

Hansen is concerned over the field season coming upon them and there is no additional help in the office. By the time all is resolved they will be far into the season. She was advised to request an LTE for the summer. The Committee asked Hansen to draft up request for whatever help she needs and bring it to them. This study came about due to a request for a full time for a Program Assistant last fall that was denied. Can it be requested again? Most urgent is the need an LTE right now.

Lisa and Dennis were excused at 2:03 pm.

USDA Claim – Jim Tharman

Tharman distributed a summary of the claim they are looking for approval on for the Winger property. The approval is for the 2014 crop year. The claim was assessed for \$557.52, minus the \$500 deductible came to \$57.72. The delay was due to a compliance issue. To be eligible for a claim they had to shoot 50% of the deer within 45 days and 80% by December of that year. The land owners met the 45 day objective but for December they only shot 7 of 8 deer. It came down to if they were willing to waive the one deer or if it had to be eight deer. Over course of the time the deer started coming out at night later in the season. During the deer season one can only shoot bucks. The agricultural shooting permit only allows them shoot antler-less deer. Now registration can be completed by telephone. Regulation will be interesting. Signature approval of this claim is needed today and verification of it was completed correctly. A motion was made by Jensen to approve USDA claim to the Winger crop damage claim for a total of \$57.52 with documentation as presented. Intrepidi seconded it. The motion approved. Tom Rudolph signed the Wildlife Damage Claim.

Farmland Preservation Plan Update

Hansen spoke with Heider last week regarding the updates. It was the consensus of the Committee to receive DATCP approval first and then to get the whole County Board approval on this. Fred sent her the County Application for the Farmland Preservation Plan Certification, which she will give to Brian Desmond to go over. She also noted that the April update of the Plan shows areas highlighted where corrections were made. She

will have to make sure that the Plan Certification is complete and she will discuss it further with Desmond. It may take a month or more to get the approval. The new extension is to the end of this year. After we get this approved by DATCP then we may have to change the resolution because then it will include not only the County Board approving the plan itself but then approving it to be on the comprehensive plan. So they will make one resolution and get the whole thing completed at one time.

Approval of Farmland Preservation Plan Resolution

We do not have this resolution yet.

Forward Services Work Study Position

Forward Services is an agency that provides work experience to people who come to them for help finding a job. The Job Service applicant for this position would be working with Land and Water in their office as a training situation. This would be a non-paying position where training will be provided by Land and Water. It would be a free service to them and no pay to the individual. The person is a teacher who approached Forward Services to gain work experience. Her background was in environmental and special education. When student graduates, they will be in a better position to find a job once out of school. It helps their resume and work experience. This position will not fill their vacancy or the department's labor shortage. They will not go out into the field. They interviewed this person last Friday. No approval is really needed; the information was just being shared with the committee. The committee agreed to the Work Study position.

AIS Program Information

Sadauskas presented some grant information and contact numbers showing data from Oneida and Vilas counties. The presented data shows where her time is devoted to in her position. Of her time, 95% of her time is devoted to outreach. Outreach is defined as anything to do with reaching out to schools, contributions to newsletters, and training people about Aquatic Invasive Species. This includes training for lake groups; she was out in a boat three times last summer training groups to monitor lakes. Coordination involves working with LTE's in the field. The LTE employees devote about 10% of their hours to management and monitoring out in the field. Coordination also includes workshops and events. Technical assistance is defined as providing answers and involves communicating with contacts for various projects. It could be contacting for a diver or can be obtaining photos for brochures. Outreach and Coordination are the big two areas. The LTEs and Sadauskas made 7,746 hard contacts in 2014. These are face to face contacts where they would speak with people at boat landings, or training events. Soft contacts are with media and these contacts are in the hundreds of thousands. Vilas County has 2,000 to 3,000 contacts. This does not include Clean Boats Clean Waters (CBCW).

In Oneida County we have 58 active lake associations. Vilas County has 100+ associations. Presently they work with about 50% of the associations. Time devoted to administration of grant numbers is also a significant factor. The CBCW program costs will sometimes involve just placing an inspector at a boat landing. They funded 201 grants for \$33,775 in Oneida County and \$102,000 in Vilas County. There are two grant categories split into grants lower than \$50,000 and over \$50,000. She showed the grants of the various counties and who received money.

Grants for less than \$50,000 cover areas such as education, prevention and planning. Oneida County sits right on top here due to their diverse programs and the many different things they do. The grants for over \$50K are for counties or regions who are asking for AIS coordinators. Only seven counties received them.

Ranking systems depend on the diversity of requests, on the type of projects, or how well the grant was written. There is a downward trend in 2015 for AIS application grants. Our county is at the right place in this category for asking for 10,000 to \$50,000 in funding. The salary of our AIS Coordinator is used as a match for the WDNR grant, allowing Oneida County to better leverage their grant application. There are only three monitoring specialists in the state between three districts: Lake Superior Basin, Lake Michigan Basin and Mississippi basin. They are funded by the federal government.

Joint DATCP/DNR Grant Application

Hansen has the completed application which needs Rudolph's approval and signature. This is an application for a staffing grant. It is for the salaries and fringe benefits of full time and part time, and LTE staff. The total

monetary amount totals \$178,237 for all the positions. DATCP will look at the first three positions. The staffing and planning grant includes one position at 100%, the second is supposed to be at 70% and 50% for the third. However, they are not funding the third position and they are not at 70% for the second. The calculated breakdown comes to \$131,320 for the department. The cost sharing grant request is brought to this committee for 2016 and will need a motion. Hansen will ask for \$50,000 in cost sharing. The very first year they were given \$85,000 and now it is down to 35,000. DATCP pays 1.49 for a full time employee (FTE) and all others to the DNR and Lumberjack are paid out at 1.41 FTEs for the department. The county only funds .91% of this, so this should be kept in mind when reviewing for approval of additional help. The five LTE's are paid for by grants. Presently there are two FTEs, Hansen, Sadauskas, and Jewell as part time support. Approval by committee on cost share money will be for \$50,000. The cost share is for the land owners. A motion was made by Holewinski for approval of the cost share grant at \$50,000 from DNR as presented and approval of the staffing grant. Intrepidi seconded it. All Ayes; motion was carried.

Consent Agenda Items:

A motion by Jensen to approve the consent agenda items as presented for A, B, C, & D was made and Holewinski seconded it. All ayes; motion was approved with the changes presented.

Agency Reports

No comments were made specifically on the agencies. Simac did comment that in regard to FSA we do not have large traditional agricultural demand in our counties but we need to have recognition. Funds are being depleted and our agriculture is our forests and lakes. That money should not disappear.

CNRED Visioning Session Results

One hundred people were invited to the visioning session and 21 people attended. A report distributed to the members listed who attended the Visioning Meeting. There was effort to have a diverse group of people share their viewpoint from both the public and private sectors. Rudolph stated that they will have to boil down the things they want to look for and find concrete priorities for a permanent CNRED position. The Visioning Session is a good way to look for a new person. There is a need for more public awareness of what UW position offers. Feldman stated that once person is in the position then you can look at how to personalize their work for Oneida County. The visioning is more of a working document where the purpose is to guide in the hiring. Now the results of the session will go out to the people who attended. Those results will be included in the job description as "the focus" of the position. It points out what areas the group felt the position should cover. For example broad band development would be a focus as opposed to traditional agriculture for Oneida County. The focus will change as time goes on. There are several steps to the interviewing and application process and the final step will be to have this oversight committee make the final say and final approval on the position. It was asked if this would be presented to the county board. The board was invited to the visioning session. Holewinski asked about work Knutson was currently engaged in and wants to be sure it is the work the committee requested. Feldman replied that Knutson is attending training deemed necessary by the state. Feldman's concern is that we need to know what was accomplished at the end of the interim. The committee wants to know the outcome at the end of the four months. They want to be able to evaluate if he has been successful while in the position. Knutson does know what is expected of him and he is performing well.

CNRED Agent Recruitment Update

Due to budget issues with University the position may not post until July. If position ends before we can fill it; perhaps the hours can be reduced and extend out the position to six months. The Committee would like to request this. Lynn will check with the state and report back to the committee.

Office Space /Air Quality

Lynn spoke with Luanne Brunette from Building and Grounds about the Extension office remodel for 2015. Brunette will resubmit the \$100,000 to Capital Improvement this June. The timeline is June 1st. Regarding air quality, the air intakes are on the southeast corner of the building so some fumes are going to be drawn into the interior of the building. Moving air out with a fan where the luggage movers are located is supposed to

remedy the situation. Holewinski said that Brauer will see if engineers can build a negative pressure in the garage area where the diesel fueled vehicles are used to transport luggage to the luggage conveyor belt. This should prevent fumes from entering the building. Brauer is checking about having the vents re-cleaned in response to recent complaints of debris coming out the vents. Brauer will be changing air filters more often in response to these complaints. For this month there were 10 complaints of bad air versus last months of 26 due to the warmer weather. There were 18 reports of fumes for this month, five complaints of scratchy throats, and three for debris were submitted.

Public Comments

No comments.

Items to include on next agenda

Forward Services position, Kim Simac to send information to Lynn. Three Lakes cooperative venture between Oneida and Vilas Counties.

Adjournment

A motion to adjourn was made by Intrepidi and Holewinski seconded it. All ayes and meeting adjourned at 4:00 PM.

Respectfully Submitted,

Merry J. Lehner, Recording Secretary

Thomas Rudolph, Committee Chair