

**Conservation/UW-EX Education Committee**  
**November 6, 2017**  
**Minutes**

**Committee members present:** Acting Chairman Robb Jensen, Alan Van Raalte, Jim Winkler, and Mitch Ives. Kim Simac and Bob Mott excused.

**Others present:** Lynn Feldman, Sara Richie, Myles Alexander, Steve Nelson, Karl Jennrich, Michele Sadauskas, Beckie Gaskill, Fred Andrist, and Merry Lehner.

**Call to order:** Acting Chairman Jensen called the meeting to order at 1:00 p.m. noting it was properly posted and the facility handicap accessible.

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

**Approve Minutes:** Van Raalte/Winkler made a motion to approve the 10/2/17 minutes. All ayes; motion carried.

**Date(s) of future meetings:**

December 11, 2017                      1:00 p.m.                      UWEX Conference Room

**Land and Water Conservation Department – Michele Sadauskas:**

- a. Website updates were presented to the Committee and Sadauskas thanked Jewell for her efforts. She walked them through the various topics, including items b and c. The Protect Your Shoreline tab includes the 2017 cost share projects with before and after pictures, along with costs and solutions that were achieved. They have experienced increased traffic on the website since the site has been upgraded.
- b. Courthouse Garden: On October 30, 2017, a ground breaking ceremony was held for the newest Pollinator site on the east side of the courthouse. The money came from the Bayer Grant for this project. Students from the Lakeland Union High School's Applied Science class, their instructor, Laure McCloskey, along with Conservationist, Michele Sadauskas and Pollinator Coordinator, Baerbel Ehrig, and the Buildings & Grounds Staff were present. They removed 700 square feet of sod. The county received a \$5,000 grant to put in pollinator gardens.
- c. Deer/Turkey Donation Programs featuring helping those in need were approved at the October meeting. Oneida County currently has two Deer Donation Program processors: Lake Tomahawk Custom Processing, who has also agreed to process turkeys, and TJ's Butcher Block, Minocqua. In addition, Trigs was contacted about both deer and turkey donations. The information is posted on the new, updated website.
- d. Nine County Pollinator Network: Sadauskas has continued pursuing the \$50,000 Monarch Grant. There are nine counties and ten partners involved in the formation of this group. They had their first meeting two weeks ago and their next meeting is on December 4 where they will come up with goals and objectives for the grant. They are starting to come together as a team for the project.

**Cost Share Update:**

- a. Dave and Renee Kim/Minocqua Shores: An update for the Committee on the Minocqua Shores project will be held off until a deposit is received. Committee approval will be needed to accept the first project of 2018 (Dave & Renee Kim) in the amount of \$8,000. A motion by Winkler/Van Raalte was made for approval on the removal of a seawall and walkway for this first project of 2018. All ayes; motion carried.
- b. Ranking Form: A Cost Share Ranking Form was created to accommodate common projects where categories can be checked. Examples would be seawall removal, pollinator habitat, and Lake Nokomis projects where there are many erosion issues. The use of the form is pending and subject to approval by the Committee.

**Consent Agenda Items- Land and Water:**

- a. Approve out of county travel requests as presented.

- b. Approve Monthly Budget Reports – October and November
- c. Approve Monthly invoices/purchase orders.
- d. Line Item Transfers – SARE grant

Jensen/Van Raalte made a motion to approve items a through d as presented. All ayes; motion carried.

Jennrich, excused at 1:25 p.m.

#### **Consent Agenda Items – UW Extension**

- a. Approve out-of-county travel requests as presented.
- b. Approve monthly budget reports – October and November
- c. Approve Monthly invoices/purchase orders.
- d. Line Item Transfers – State Aid to 4-H supplies, Fair Continued Appropriations to Fair Capitol Equip.

Van Raalte/Jensen made a motion to approve items a through d as presented. All ayes; motion carried.

**UW-Extension Office Air Environment Update:** No update.

#### **UW Extension Educator Staff Recommendation Based on Budget Status – Steve Nelson**

Jensen reviewed that the Administration Committee chose option two, which approved 2.5 educators. Feldman and Richie were each appointed 1.0 FTE, and Alexander was appointed 0.5 FTE for Oneida County. The monetary amount was approved but not the final appointment of the positions themselves. Steve Nelson shared new information with Committee showing an alternative appointment on the three educator positions. Nelson proposed to assign Richie, Family Living Educator to 0.4 for Oneida County, Vilas County at .34 and Forest County at .26 to total 1.0, and have her work out of Vilas County. Alexander would be appointed 1.0 FTE CNRED position in Oneida County and Chris Stark would divide 0.5 between Vilas and Forest Counties as the CNRED Educator. The formerly approved proposal total was \$93,185 for the educators where the new proposal will be \$91,320 due to salary differences of \$1,863. Nelson has to work with all four counties to ensure this arrangement works out for all of the counties involved. If this change is voted on in December, LRES and Administration will have to approve the change in the positions with the corresponding lower budget amount. The Committee accepted the proposed staffing arrangement and anticipates the change will go through the County Board with no problems.

Nelson presented a letter from Dean Karl Martin regarding the annual contract and a Memorandum of Understanding (MOU). The document defines the programming fees, responsibilities, and general conditions of the agreement. It reflects the new flat-fee structure of the annual contract. The draft MOU helps clarify the responsibilities of Cooperative Extension and the Board of Regents. Nelson would like to present the 133 contract for signature on December 11, which is now called the 2018 State 136 Contract. Cooperative Extension is organized around geography and academic disciplines.

- Two departments, Agriculture & Natural Resources and Youth, Family & Community Development oversee the programs and academic functions. There remains a commitment to maintain an office in every county to keep a local presence of Extension.
- Administration functions are managed by two Assistant Deans who report to the Dean of Cooperative Extension. Nelson presented a map depicting the two state zones (north and south).
- Area Extension Directors are responsible for maintaining county and tribal partnerships, developing annual work plans and contracts, determining the priorities of staffing, securing new funding and partnerships, and ensuring relevant programming.

The county responsibilities include providing support staff, educational meeting rooms, adequate office space and supplies, and travel expenses for faculty and staff. The county will provide access to computer, internet, and access to Cooperative Extension's Google+, Drive and Hangouts. County will continue to have input into hiring decisions for county based positions and will provide insurance for programs. The oversight committee will continue to provide feedback on service needs, staffing decisions and performance.

### **UW Extension Re-organization / UW-System Restructuring Update – Steve Nelson**

Per Bob Mott's request, Nelson explained what is known about UW System restructuring, proposed by UW System President, Ray Cross. UW-Extension will now fall under the UW-Madison state land-grant institution. UW-Extension was included in this restructuring. Cooperative Extension became part of the University of Wisconsin-Madison. UW System is the four year college system in which Extension is currently located. The UW Colleges are the two year campuses that were their own system, but now will become part of the UW System. Historically, Extension was under the land grant University of Wisconsin from 1914 to the 1970's.

Cross stressed the importance the current Extension relationships, along with the funding partnership with county boards that provide many opportunities to connect the work of local Extension educators with the world class research enterprise at the UW-Madison. The merging of the two year colleges with the four year institutions is related to declining enrollment. Over the last five years, two year enrollment has dropped by 70,000. There are currently 13 two-year UW Colleges located throughout the state which will integrate into the UW four-year institutions, effective July 1, 2018. There will be a reduction in administrative positions between the two and four year institutions. The restructuring proposal will come before the Board of Regents on Thursday, November 9, 2017 to seek approval and proceed with implementation planning.

Sadauskas excused at 2:50 p.m.

### **Oneida County Broadband Update (Economic Development Project)**

Roger Luce - no update.

### **Oneida County Fair:**

- a. Fair Update & Liaison Report: Jim Winkler provided an update on the re-structuring of the Fair Committee. Winkler noted that several committee members have resigned. There will be an election of new officers at the Tuesday Fair meeting. Winkler introduced Fred Andrist, who has been working with Winkler on appointing new Fair Committee Board members. They have an individual who is interested in the Fair Coordinator position. Due to the upcoming holidays, there will be delays in finding and appointing new Fair Committee Board members. There will be a drop in the number of actual committee members from the past. Winkler also informed of his intentions to propose additional funding for the Fair to the County Board. Discussion regarding proposed additional funding for the Fair ensued.
- b. Sub-Committee Structure: Drafts of the Roles and Responsibilities of the Fair Committee Chairpersons and Members were distributed to the Committee. Job Descriptions for Fair Committee Chair and that of a Fair Committee Member were distributed. All of this will need to be presented to a Committee of Jurisdiction. The Oversight Committee can only review the documents and discuss further at the December CUW meeting. The Fair Committee must report the job descriptions to the Department Head or its equivalent for approval. The documents will be presented to the Fair Committee for action at the Fair meeting tomorrow. The results of their decision will come back to the CUW Committee for final approval or information shared.
- c. Fair Support: It was agreed that the Extension support staff would continue to provide administrative duties in some capacity as they have in the past.
- d. Fair Coordinator Position Description: Winkler provided a draft of Fair Coordinator Areas of Responsibility for the oversight committee to review. A draft copy of an Independent Contract Agreement for the Coordinator was presented for review as well. Advertising for the replacement of the Coordinator shall proceed immediately.

### **Program Presentation – Sara Richie: Family Living**

Richie presented her report on the process of her Promotion from Instructor to Assistant Professor. The Department of Family Development required Richie to write a professional resume, a letter of recommendation, and a summary of program development and accomplishments. She reviewed her Statement of Professional Contributions and Scholarship with the Committee. Her Abbreviated Portfolio also includes all multi-year plans of work, a brief county snapshot, major program accomplishments, and 15 examples of her work. She will present the portfolio to a six person committee who will review it and then approve or deny it.

Her initial needs assessment showed a need for programming in Health among Vulnerable Populations and Building Healthy, Resilient Families. Both programs have a connection to the dimensions of wellness: emotional, physical, social, environmental,

intellectual, financial, occupational, and spiritual, which affects all aspects of life. Health among Vulnerable Populations included Community Health Collaborative, where Oneida, Vilas and Forest County formed the Community Health Improvement Team (CHIP). Richie was responsible for researching and providing demographic data and facilitated a final analysis. Coalition Leadership involved (LEAN) Northwoods Linking Education Activity Nutrition Coalition, which addresses the management and prevention of chronic disease. Richie formed a partnership with the UW-Extension and UW Carbone Cancer Center's Statewide-Reducing Rural Cancer Disparities Together Project, where she coached and expanded work in chronic disease and cancer prevention. Supportive Programming efforts that align with coalition goals include educational opportunities to help individuals make healthy decisions. Richie implemented the StrongWomen/StrongBodies program to improve flexibility and strength, and Cancer Clear and Simple, to provide vital cancer prevention education to community members. She partners with the FoodWise to promote healthy eating for lower income residents in the county. Building Healthy Resilient Families, offer parenting programs through education, newsletters and email blasts. A High Tech Kids Blog Project, eParenting, was adopted by the all Oneida County school districts. Weekly blogs and emails help enhance parenting skills. Richie also facilitates a co-parenting program called Parents Forever, as well as co-facilitates the Strengthening Families program through a partnership with the Health Department. Each program provides parents with the tools to strengthen and create healthy relationships with their children. Richie's emerging work is on a program for Creating Aging-Friendly Community to address our aging population. She will continue to connect her programming to the dimensions of wellness to increase health outcomes and quality of life, as well as build resiliency within families and relationships.

**Public Comment:** None

**Items to Include on next Agenda:** Cost Share, Grants, UW Staffing and Re-organization, Fair Coordinator update, new officers, Fair support and Sub-Committee structure, Air environment, and Broadband.

**Adjournment:** A motion to adjourn was made by Van Raalte/Winkler at 3:55 p.m. All ayes; motion carried.

Respectfully Submitted,

  
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Bob Mott, Committee Chair

  
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Merry J. Lehner, Recording Secretary