

Draft
Buffalo County Minutes

Committee/Board: Agriculture and Extension Education Committee

Date of Meeting: July 2, 2018

Electronic and Hardcopy Filing Date July 5, 2018

Call to order: Meeting called to order by Chair Don Black.

Members present: Ms. Nettie Rosenow and Mr. Don Black. Jon Seipel was unable to attend.

Others present: Ms. Pat Malone, Ms. Annie Lisowski, and Mr. Carl Duley.

Public Comments regarding Agenda Items: None

Introductions: Introductions were not necessary.

Review/Discussion/Action – Minutes of May 7, 2018, meeting:

Motion by Rosenow/Black to adopt minutes of the May 7, 2018 meeting as printed. Carried

Review/Discuss – Revised 136 contract with UW-Extension: The committee reviewed the revision to the 136 contract. The revised contract just shows the addition of the money for the program assistant to the budget. Motion by Black/Rosenow to accept revised budget as corrected. Carried.

Review/Discussion/Action – Memorandum of Understanding between Buffalo County Agricultural Fair Association, Inc. and UW-Extension Buffalo County: The memorandum of understanding between the fair association and UW-Extension Buffalo County is still on hold until after the fair.

Review/Discussion/Action – Letters from Judge regarding drainage board. Identify and recommend appointees to the drainage board: The committee discussed the letters received from the Judge regarding the Drainage Ditch Board. There is some confusion on the names identified in the letters and how many individuals the committee needs to recommend to the Judge. Black directed the AED to seek additional information from the Judge's office regarding what the specifically need for the recommendations. The committee will then act on this at their next meeting.

Review/Discussion – What are the roles and responsibilities of the Buffalo County Ag and Extension Education Committee? The AED led the committee in a discussion of the roles and responsibilities of the Ag and Extension Education Committee. She covered what is listed in the state statutes, the county board rules, past practice, and best practice. The changes in nEXT Generation are redefining what cooperation means for functions that occur jointly between UW-Extension and the committee. One item discussed in depth was the role of the committee in identifying local Extension priorities for the educators. Requests for assistance from the Extension educators that require a

significant investment of time should go through the Extension Committee and the AED to see if they within the mission and purpose of the department. The presentation is on file.

Review/Discussion/Action – Buffalo County Strategic Planning Process. Identify and discuss department priorities: The committee discussed the strategic planning process and reviewed the priorities the staff had identified in a staff meeting. The committee agreed that maintaining and expanding the Teen Court program should be a county priority. It is a priority of the department. Lisowski pointed out that if the program continues to expand, additional support will be needed. The committee agreed that hiring a full-time 4-H Program Coordinator, funded by and working for two counties to support 4-H programming in Buffalo and Pepin County is a priority as well.

The staff also identified the importance of including their department in the county's five-year rotation to update office technology.

The committee also wants to include the idea that if other departments/supervisors want significant changes in the use of staff time that the request should come to the committee to see if it fits the mission, vision, purpose, and time availability of the staff. Malone will prepare a summary to share with the committee and staff.

Review/Discussion/Action – Establish next AEEC meeting date and identify future agenda items: The next AEEC meeting date will be September 10, 2018, at 5:30 p.m. Agenda items need to include the following:

- Drainage Ditch Board recommendations
- FoodWise contract
- Budget
- Strategic Planning Update

Public Comments Not Relating to the Agenda: None

Adjournment: Black declared the meeting adjourned at 8:03 p.m.

Submitted by:

Patricia Malone
Area Extension Director