

**Draft**  
**Buffalo County Minutes**

**Committee/Board:** Agriculture and Extension Education Committee

**Date of Meeting:** November 21, 2019

**Electronic and Hardcopy Filing Date** November 22, 2019

**Call to order:** Meeting called to order by Chair Black at 6:05pm.

**Members present:** A roll call of members was conducted. Don Black and Nettie Rosenow were present.

**Others present:** Pat Malone and Carl Duley

**Public Comments regarding Agenda Items:** None

**Review/Discussion/Action – Minutes of May 16 and June 19, 2019 meeting:** Motion by Rosenow, seconded by Black to accept the minutes of the July 17, 2019 meeting as printed. Carried.

**Review/Discuss/Action – WDACP 2019 Deer Donation Program Agreement/2020 Wildlife Damage Abatement and Claims Program Budget:** Because of the DNR due date for the deer donation agreement and the wildlife damage abatement and claims budget, Chair Black signed the required paperwork so no additional action needed to be taken.

**Review/Discuss/Action – 4-H Program Extension Associate position:** Malone updated the committee on the 4-H Program Extension Associate. Once the budget was passed, Malone completed the RTF (request to fill form) and submitted it to the Dean's Leadership Team for approval. It will automatically go through a process for approval at the university level. The position will be posted and applications will go through a search and screen committee that includes Lisowski, Malone, and Ginther. Final interviews will involve the committee and Brenda the HR director. We will try to expedite the hiring so we can get the new person on board as close to January 1, 2020, as possible.

**Review/Discuss/Action – MOU with the Buffalo County Fair Association:** Malone shared the status of the MOU with the Buffalo County Fair Association. Malone was able to meet with the Executive Committee of the Fair Association. They were comfortable with the draft offered by the Buffalo County staff. Malone sent the draft MOU to Madison for their review and consideration. They had a number of questions and concerns that Malone will share with the Executive Committee. The process continues.

**Review/Discuss/Action – 2020 Extension Budget Update:** The 2020 Extension budget passed without questions.

**Review/Discuss/Action – 2020 Buffalo County 136 Contract:** Malone shared the 2020 Buffalo County 136 Contract with the committee. She highlighted the change to the flat fee of \$41,500 per educator regardless of type of educator and the fact that the \$10,000 discount is still in place for 2020. Motion by Black seconded by Rosenow to approve the 2020 136 contract. Carried. Malone, Black, and Rosenow signed the contract. Duley will give the contract to Roxane to get to Sonya for her signature.

**Review/Discuss/Action – Ag and Extension Education Committee meeting schedule and possible change in oversight committee:** The group discussed the Ag and Extension Education Committee meeting schedule. We believe that meeting quarterly should be adequate unless there are special circumstances. The group also felt it made more sense to continue as a stand-alone committee and meet less frequently rather than be combined with another standing committee. We also discussed the importance of remembering to send bullet points highlighting the educators' efforts in the county to all committee members. The chair would share this information at the regular county board meetings. The next full board meeting is December 16. All educators are asked to have bullet points to Malone no later than December 13 in order to share them with committee members prior to the board meeting.

**Extension Educator Reports:** Mary Wood was unable to attend the meeting, but she shared a written report with the group. She shared the work she is doing with criminal justice systems and justice-involved audiences. She also updated the group on the status of the Literacy Link project and other major programming efforts. Her written report is on file.

Carl Duley shared the programming he is currently working on. This time of year, he is focused on writing grants to help support his educational work. He is working on a grant that is looking at fungicide treatments for a variety of grains. He is also working with a farmer on grants to help support the development of a cheese plant. His work on hemp continues. He plans to be able to provide data on his work at the next committee meeting.

**Review/Discussion/Action – Establish next AEEC meeting date and identify future agenda items:** The next Ag and Extension Education Committee will be held **February 6, 2020, at 6:00 p.m.** Agenda items will include meeting with Alec Sundelius, the MOU with the Fair Association, and meeting the new Extension Associate.

**There were no public comments not regarding agenda items.**

**Adjournment:** Chair Black declared the meeting adjourned at 7:44p.m.

Submitted by:  
Patricia Malone, recording secretary  
Area Extension Director