

**Minutes are provided for informational purposes only. The official record can be obtained from the County Clerk's office. All minutes are unofficial until approved. Minutes are generally approved at the following meeting**

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
Revised  
January 10, 2006**

**Present:** Don Nellessen, Jerry Kosin, LeRoy Peterson, Mel Pittman, Diana Alfuth, Greg Andrews, Frank Ginther, Ed Hass, Lori Zierl and Curt Kephart.

Bill Gilles was excused from the meeting.

Chairman Don Nellessen called the meeting to order at 8:37 a.m.

Motion to approve the minutes of November 17, 2006 by LeRoy Peterson, second by Melvin Pittman. Motion carried.

Preliminary 2005 Financial Report indicates some savings in salary due to re-fill of part time secretary and estimate on agent salaries. Some savings on fringes also due to re-fill of part-time secretary position which was open for a time. Other savings in office expenses and personnel services due to less expenditures and use of county vehicles. Revenue account showed federal penalty mail allocation to assist with educational mailings.

Administrative Coordinator/District Director/Staff Meeting – agenda was shared. Thanks to Melvin Pittman and LeRoy Peterson for joining the meeting. Discussed county priorities, development of leadership, horticulture position, and new ideas for what UWEX can further offer to county.

Performance Review Process – scheduled for March 14<sup>th</sup> for Performance Review process with agents and District Director. The meeting will begin at 8:30 a.m.

Secretarial Retirement Position Refill – current and revised position descriptions shared. Major categories to the revised description were added to reorganize the information and add updated language. “Lead” title to this Extension Secretary position reflects the fiscal management responsibilities of the job. Essential duties include fiscal management, computer technology, program support for Extension educators, and clientele assistance. Seeking authorization to re-fill and to look potentially at re-classifying position to a higher level when labor agreement opens. Good comments on the specificity added to the revised job description. Motion made by Melvin Pittman to adopt new job description, second by LeRoy Peterson. Motion carried. Motion by Melvin Pittman to refill Lead Extension Secretary position and recommend posting and/or

advertising if required, second by LeRoy Peterson. Motion carried.

Melvin Pittman made a motion to recommend to Personnel Committee to evaluate this position for re-classification at the next opportunity, second by Don Nellessen. Motion failed on a tie vote.

WACEC PILD Conference – Great opportunity for committee members to go to Washington D. C. to participate in seminars relating to the Federal Extension and represent local Extension programs with the congressional delegation. Interested committee members would need to submit a resume for consideration.

WACEC District 5 Meeting – Friday, April 7 is annual meeting date in Eau Claire. State WACEC Conference is June 25-27 in Oshkosh.

Family Living Programs Report – Lori Zierl shared evaluation of Strengthening Families program, more detail at performance review. Parenting education program on bullying coming up. Lori received request to facilitate poverty simulation in River Falls in February. The “Raising Your Spirited Child” class will again be offered by Lori Zierl as well. A “Living With Grief” satellite program is also planned. Lori will be teaching at a regional presentation on “Overindulgence” at UW-Stout. Lori shared resource on “College of the Overwhelmed” topic and hopes to do research with UW-River Falls faculty. She plans to use information to write curriculum for parents on the “overwhelmed”/stress or related topic.

Request for Funding for Northwest Parenting and Family Education Conference – Lori Zierl accepted to present bullying information at this national presentation. Motion by Melvin Pittman, second by Jerry Kosin to support request for \$250.00 from Extension Professional Development line item. Motion carried.

Agent Announcements – March 3, Summer Agent interviews at 1:30 p.m. Don Nellessen and Jerry Kosin have indicated interest in helping. Ginther shared information on Risk Management program he will be teaching at January 17<sup>th</sup> Western District faculty in-service. If supervisors are interested in more information on topic, they can contact Frank Ginther. The 4-H Creative Communications Festival is Saturday, January 14<sup>th</sup> at the UW-River Falls Fine Arts Building. The event is free and open to public. It runs from 8:30 a.m. – 12:30 p.m. and features 4-H arts performances in music, public speaking and demonstration.

The next Agriculture and Extension Education Committee meeting will be March 14<sup>th</sup> at 8:30 a.m. in Meeting Room 1 of the Pierce County Office Building.

Motion to adjourn by Melvin Pittman, second by LeRoy Peterson. Motion carried. Meeting adjourned.

Respectfully submitted by,  
Frank Ginther  
4-H Youth Development Agent

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
March 14, 2006**

**Present:** Chairperson Don Nellessen, Mel Pittman, Jerry Kosin, LeRoy Peterson, and Bill Gilles present (via speakerphone), Curt Kephart, Mike Perkl, Ed Hass, Greg Andrews, Lori Zierl, Frank Ginther, Diana Alfuth, JoAnn Manor.

Chairperson Don Nellessen called the meeting to order at 8:30 a.m.

Motion to approve the minutes of January 10, 2006 by LeRoy Peterson, seconded by Mel Pittman. Motion carried.

**Budget line item for Special Grants** – there was discussion about the issues related to the procedures and timelines involved in seeking and receiving the various grants that the department utilizes in programs. Grant opportunities come along at any time of year and many times have very short application deadlines. It is not possible to budget for these types of grants because they are generally for new and innovative programs and do not fit into the budget cycle. In many cases they are under the state fiscal year which involves expenditures within two county fiscal years. Once a grant is received a budget adjustment is necessary to be able to expend funds from the expenditure budget.

In a discussion with staff from the department and the Administration office it was suggested that establishing a specific line item in the budget for special grants would provide the opportunity to receive grant funds and track their expenditures for accounting purposes. It was also suggested that a departmental policy be developed to accommodate the necessary committee approvals to facilitate a more efficient method of applying for, accepting and administering grants. Currently due to the logistical issues associated with grants in most cases an outside fiscal agent has administered the grants rather than the county.

Motion to establish a budget line item 204 termed “Special Grants” for the Extension Department Budget by Mel Pittman, seconded by Jerry Kosin. Motion carried.

Motion to direct the UWEX Department to draft a policy for review by the Extension Committee and Finance/Personnel Committee for the development of a streamlined policy for county approval for the use of special grants by Mel Pittman seconded by Jerry Kosin. Motion carried.

**Discussion of WI Nutrition Education Program.**

Motion to approve annual grant for WI Nutrition Education Program by Mel Pittman, seconded by LeRoy

Peterson. Motion carried.

**Discussion of Structure for Extension/Fair Secretarial work:** Currently there are part-time positions in the Extension Department, and in the Fair Department, which is vacant at present. There was discussion about issues associated with part-time positions regarding turnover, training, benefits, and future budget concerns. Motion by Mel Pittman to approve the concept of a shared workload arrangement, and to continue discussing options including seeking input from the secretaries, seconded by Jerry Kosin. Motion carried.

**Discussion of Horticulture Educator Position Expansion:** There was a discussion about the background of the position, how it evolved since inception, and the increasing demand for horticulture education regarding diseases, invasive species, environmental protection and the economic impact of the horticulture industry. Currently the position is at 0.40 FTE and cost savings from restructuring other positions would provide potential funding for expansion. District Director Mike Perkl described options whereby the state could provide additional funding for expansion if the county decided to increase the position. Motion by Mel Pittman to continue efforts to increase the Horticulture Educator position up to 0.60 FTE contingent upon cost savings from other position restructuring in the department, and contingent upon the availability of the state portion of funding, seconded by Bill Gilles. Motion carried with Jerry Kosin voting against.

**Discussion of State WACEC District 5 Meeting:** Committee members are encouraged to attend with registration deadline on April 1, 2006. Invitation extended to County Administrator, C.Kephart to attend also. UWEX office will reconfirm with members regarding attendance plans.

**Discussion of WACEC PILD Conference:** Mel Pittman has been selected as a Wisconsin delegate to the Public Issues Leadership Development conference in Washington D.C. to represent Extension. Agents have provided information regarding the local impact of their programs to Mel for use in meeting with the Congressional delegation.

**Committee convenes into closed session under Wis. Stats. Section 19.85 (1) (c) for the purpose of annual performance evaluations of agents, and discussion of Department Head annual appointment. Motion to approve convening into closed session** by LeRoy Peterson, second by Mel Pittman. J.Kosin-aye, B.Gilles-aye, L.Peterson-aye, D.Nellessen-aye, M. Pittman-aye. Motion carried.

Bill Gilles had to leave the teleconference meeting hookup at 11:29 a.m.

**Committee reconvenes in Open Session.** Motion to go back into Open Session by Mel Pittman, seconded by Jerry Kosin. M.Pittman-aye, J.Kosin-aye, D. Nellessen-aye, L. Peterson-aye. Motion carried.

By consensus the Committee rated the performance of all agents as successful.

Motion by LeRoy Peterson to appoint Ed Hass as Department Head for 2006, seconded by Mel Pittman. Motion carried. Meeting adjourned.

Respectfully submitted by,

Frank Ginther  
4-H Youth Development Agent

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
July 11, 2006**

**Present:** Rich Purdy, Bill Gilles, Jerry Kosin, Mel Pittman, Don Rohl, Diana Alfuth, Frank Ginther, Ed Hass, Lori Zierl, Melissa Klein, Mike Perkl and Curt Kephart.

Greg Andrews was connected to the meeting via audio-conference.

Chairman Rich Purdy called the meeting to order at 8:50 a.m.

Motion to approve the minutes of May 9 by Bill Gilles, second by Don Rohl. Motion Carried.

Ed Hass led the committee through a discussion revolving around the details of the 2006 budget. The group then reviewed 2005 budget and staffing levels program worksheet that itemized all programs in the department as well as the cost to provide each program. Next, Ed Hass presented a 2007 Budget Planning Scenarios document with several options reflecting a 15% reduction in the 2006 tax levy for the department. In addition, new initiatives were proposed to address the themes and priorities identified by the County Board.

Motion by Mel Pittman, second by Don Rohl to approve the 2007 Personnel request to increase the Horticulture position by 0.10 FTE from 0.40 to 0.50 FTE subject to the state's ability to fund their 60 percent portion. Jerry Kosin voted no. Rich Purdy, Bill Gilles, Don Rohl and Mel Pittman voted yes. Motion carried.

Motion by Mel Pittman, second by Jerry Kosin to approve \$500 from the professional development line item to support Lori Zierl's lodging and meal costs for the National Extension Association of Family and Consumer Sciences Annual Session in Denver. Motion carried.

Jerry Kosin left the meeting at 12:15 p.m.

Motion by Don Rohl, second by Bill Gilles to approve secretarial overtime at county fair. Unanimous. Motion carried.

Motion by Mel Pittman, second by Bill Gilles to defer agenda items and the agent report to a future meeting. Unanimous. Motion carried.

Deferred items include: CPAG, 4 Year Plan of Work, Reporting Agent – Ed Hass, WACEC, and discussion of partnership.

Motion by Mel Pittman, second by Bill Gilles to recommend to the Finance/Personnel Committee to accept the UW-Extension Program Innovation Grant for \$15,867 sought out by Lori Zierl to support the College Transition project that focuses on specific solutions and best practices in managing stress and physical and mental health in students pursuing post-secondary educational opportunities. Unanimous. Motion carried.

The next Agriculture and Extension Education Committee meeting will be July 31 at 8:30 a.m. in Meeting Room 1 of the Pierce County Office Building.

Motion to adjourn by Mel Pittman, second by Don Rohl. Motion carried. Meeting adjourned.

Respectfully submitted by,  
Lori Zierl, Family Living Agent  
Diana Alfuth, Horticulture Educator

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
July 31, 2006**

**Present:** Rich Purdy, Bill Gilles, Jerry Kosin, Mel Pittman, Don Rohl, Diana Alfuth, Frank Ginther, Ed Hass, Lori Zierl, and Curt Kephart.

Chairman Rich Purdy called the meeting to order at 8:30 a.m.

Mel Pittman made the motion to approve the July 11 minutes, second by Bill Gilles. Passed unanimously.

Ed Hass described the department program worksheet for 2006. Motion to approve the 2006 Program Worksheet as presented by Mel Pittman, seconded by Bill Gilles. Motion passed. Unanimous.

Ed Hass reviewed the 2007 Budget Reduction Planning and New Initiative Proposals. The revised scenarios were explained to the committee. A summary of the cumulative reduction was presented. Motion by Mel Pittman to approve the department's reduction plan to 15 percent as listed on page 7 as steps, but not recommending the full 15 percent cut. Seconded by Jerry Kosin, motion passed. Unanimous.

Ed Hass reviewed program initiatives, including grant writer potential and production unit. Motion by Don Rohl to recommend departments suggested Proposed New Initiatives to move on to Finance and Personnel for consideration, seconded by Bill Gilles, passed unanimously.

Ed described the status of the Extension Secretary position which will be opening up due to a posting. Ed detailed the duties and need for the 0.80 FTE secretary position, and the current need to work through the Fair.

Motion by Mel Pittman to refill the 0.80 FTE secretary position, seconded by Don Rohl, motion passed. Jerry Kosin opposed.

Mel Pittman was excused at 9:55 a.m.

The Community Partner Advisory Group (CPAG) process was described by Greg Andrews. The committee gave their encouragement to bring forth a CPAG implementation plan at a future

meeting as a discuss/take action agenda item.

Don Rohl and Ed Hass reported on the Wisconsin Associated County Extension Committees state conference in June.

Ed Hass was the reporting agent and described Township Drinking Water Research and Education Program conducted in the Town of Martell. As background, he explained the geology of the region and how it impacts groundwater. Ed demonstrated examples of how contaminants can negatively impact groundwater/drinking water quality. The health problems of drinking water contaminants can be both acute and chronic. Ed explained how private well owners can test their drinking water quality and he reviewed the Martell Township Water Quality Study. A map of nitrate and bacteria levels in the township private wells was illustrated in the PowerPoint presentation. The Extension Department provides drinking water testing services for county residents. The program charges a user fee for the testing. Currently, the testing program utilizes the Water and Environmental Analysis Lab at UW-Stevens Point. Ed explained that other townships in Pierce County could utilize a testing and study process similar to that provided by Pierce County UW-Extension to Martell Township.

The next Agriculture and Extension Education Committee meeting will be September 5th at 7:00 p.m. in Meeting Room 1 of the Pierce County Office Building.

Motion to adjourn by Bill Gilles, second by Jerry Kosin. Motion carried.

Respectfully submitted by,  
Greg Andrews

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
September 5, 2006**

Present: Rich Purdy, Bill Gilles, Lori Zierl, Gary Zielske, Greg Andrews, Ed Hass, Frank Ginther, Diana Alfuth, Don Rohl, Mel Pittman, Jerry Kosin arrived 7:30 p.m. Jeff Holst arrived at 8:40 p.m.

Called to Order: The meeting was called to order by Chair Rich Purdy at 7:00 p.m.

Minutes: Motion by Don Rohl 2<sup>nd</sup> by Bill Gilles to approve. Mel Pittman abstained as he had to leave the July 2006 meeting early. Passed unanimous.

County Demonstration Forest Research: Gary Zielske provided a Butternut sample with canker problems. This was first discovered in Wisconsin in the 1960's. Looking for trees that are resistant. May be some in the county, Gary Zielske provided photo evidence of a potential tree in the County Demonstration Forest. Motion by Don Rohl to allow US Forest Service to take a branch of Butternut tree from County Demonstration Forest for research to identify a disease resistant tree, 2<sup>nd</sup> by Mel Pittman. Passed unanimous. Gary Zielske will be notified when branch sampling will take place.

Family Living Agent Position Description: Lori Zierl is planning to submit for a rank change from Associate Professor to Professor. It is recommended to update position descriptions at this time of proposed change in rank. Lori Zierl provided an updated copy for signing and inclusion in her Portfolio for review by peers, UW Administration and the Board of Regents. Motion by Mel Pittman 2<sup>nd</sup> by Don Rohl to approve the updated position description for Lori Zierl. Passed unanimous.

2007 Budget: The proposed 2007 operating budget by the Department is less than 1% over the 2006 appropriation. Line item 141 Per Diem typo, \$1205 was accidentally carried over to 2007 proposed. Correct figure is \$1800, same as 2006 appropriation. This brings 2007 request up by \$595. Motion by Bill Gilles to approve the proposed 2007 budget of \$311,525 operating budget; \$1900 Pesticide budget; and \$9834 revenue budget on the recommendation of Chair Rich Purdy, 2<sup>nd</sup> by Jerry Kosin. Passed unanimous.

Horticulture Program Report: Diana Alfuth talked about the State and local Horticulture

websites. A Western Wisconsin Horticulture Team has been formed to pool resources of the many part-time educators in our area of the State, with aim of getting large number of Horticulture Education needs met. Efforts have been made to educate temporary seasonal workers who are often the first point of contact for horticulture education questions. Master Gardener class starts next week Wednesday and is at overflow capacity again with a waiting list this fall. The website will eventually include an "Ask an Expert" link to connect people to Master Gardeners. The program adds value by educating people about how to properly use horticultural chemicals, economic developmental value through horticultural improvements to homes and property, and advice to potential new business development, lately an interest in vineyard and winery development in Pierce County.

Agent Reports: These were mailed. Additional information provided as follows - River Falls Partnership for Youth that Lori Zierl works with, received a Drug-Free Communities Grant for \$100,000. An October Town Hall meeting on under-aged drinking will be held to help address this issue.

Greg Andrews attended the Biobased Economic Outlook in Ames, Iowa looking at the bio-fuels and agriculture relationship. Western WI Renewable Energy Coop opened in Wheeler. Greg Andrews will be putting on a workshop related to the bio-fuel issues with the new plant.

Agent Announcements: Farm and Rural Safety Day is scheduled for all fourth grade students at the Fairgrounds on October 3 & 4.

4-H Awards Day is Sunday, October 15 at 2 p.m. at the Prescott High School. All County Board members are invited to attend.

November Meeting: The next meeting will be on November 1, 2006 at 7 p.m. in the EOC Meeting Room in the Courthouse.

Adjourn: Motion by Bill Gilles 2nd by Jerry Kosin to adjourn. Passed unanimous.

Respectfully submitted by,  
Frank Ginther

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
November 1, 2006**

Present: Bill Gilles, Jerry Kosin, Don Rohl, Mel Pittman, Greg Andrews, Frank Ginther, Ed Hass, Lori Zierl, Paul Barkla, and Jeff Holst. Diana Alfuth was excused from the meeting.

Absent: Rich Purdy

Vice-Chairman Mel Pittman called the meeting to order at 7:05 p.m.

Motion to approve the minutes of September 5, 2006 by Bill Gilles, seconded by Jerry Kosin. Motion carried.

Motion by Bill Gilles, seconded by Jerry Kosin to approve 133 contract renewal of \$128,635. Motion carried.

Motion by Jerry Kosin, seconded by Don Rohl to approve carryover of grant funds to 2007 budget and recommend approval to Personnel and Finance Committee. Motion carried.

Discussion ensued around a document entitled, "Duties of the Pierce County Extension Secretary Position (0.8 FTE)" that was provided to illustrate the need for the position. Frank Ginther spoke to the importance of this position as it relates to 4-H enrollment, junior fair duties, and meat animal project. No action taken.

Greg Andrews presented information about the possibility of Pierce County hosting the 2010 Wisconsin Farm Technology Days. Motion by Jerry Kosin, seconded by Don Rohl to direct Greg Andrews to set a date for Glenn Thompson, Executive Director of WFTD to meet with the Agriculture and Extension Education Committee with an invitation to the full county board and other key stakeholders. Motion carried.

Greg Andrews also led a discussion about the Community Partner Advisory Group with a request for committee members to identify individuals that might serve on the committee. AEEC members were asked to submit names of potential CPAG members. Agents will assemble department suggestions and AEEC suggestions and present the list at the January 9<sup>th</sup> AEEC meeting.

Greg Andrews gave a presentation about how Extension Ag Programs respond to emerging needs. He highlighted a number of collaborative projects on topics such as manure management, bio-based energy, dairy modernization, and soybean diagnostics.

Greg mentioned that Diana Alfuth is teaching Master Gardener class tonight. She has almost 140 people on a waiting list for the class and documented over 4,000 volunteer hours donated by Master Gardeners in 2006.

Frank Ginther reported that he was an active member of the committee that hosted the National 4-H Agent Conference in Milwaukee last week.

The WACEC District Meeting will be held in February 2007 in Eau Claire with the final date to be determined. The State Conference will be held March 26-28, 2007 at Madison. UW-Extension and UW-College Chancellor Wilson will be visiting Pierce County UW-Extension staff on November 28, 2006.

The next Agriculture and Extension Education Committee meeting will be January 9<sup>th</sup> at 8:30 a.m. in Meeting Rooms 2 & 3 of the Pierce County Office Building.

Motion to adjourn by Jerry Kosin, seconded by Bill Gilles. Motion carried. Meeting adjourned.

Respectfully submitted by,

Lori Zierl

Pierce County Family Living Agent

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
November 28, 2006**

Members Present: Mel Pittman, Don Rohl, Jerry Kosin, Rich Purdy, Greg Andrews, Frank Ginther, Lori Zierl, Paul Barkla, Curt Kephart, Don Nellessen, Mike Perkl, Glenn Thompson, David Wilson, Mary Huser, Greg Kerr. Bill Gilles was excused from the meeting.

Chairman Rich Purdy called the meeting to order at 3:42 p.m.

Movement of Agenda Item

Motion to amend agenda to move Farm Technology Days application discussion to top of agenda, by Pittman, seconded by Kosin. Passed.

Application for 2010 WI Farm Technology Days

Question about when county can back out of an accepted application. Suggestion from Thompson to avoid application if there are doubts about accepting. Discussion of potential benefits and workload. The timetable is favorable for preparation of a county board resolution. Motion by Jerry Kosin, seconded by Don Rohl to recommend to Finance and Personnel that an application be prepared for 2010 Farm Technology Days. Motion passed.

Minutes from November 1, 2006

Motion by Melvin Pittman, seconded by Jerry Kosin to approve minutes. Passed with abstention from Purdy.

Introductions

Welcome to Chancellor of UW Colleges and UWEX David Wilson; Western District Director Mike Perkl for UWEX; Mary Huser, Family Living Specialist; Curt Kephart, County Administrative Coordinator.

Recognition of Resource Agent Ed Hass Resignation

Ed Hass has resigned his position. Mike Perkl, Western District Director for UWEX requested

that the vacancy be placed on a special or upcoming regular Agriculture and Extension Education Committee agenda to enable a complete discussion from all parties involved in the process.

### Closed Session on Appointment of Department Head

Move to go into closed session by Jerry Kosin, seconded by Mel Pittman. Mel Pittman-yes, Don Rohl-yes, Jerry Kosin-yes, Rich Purdy-yes. Motion passed.

Motion by Mel Pittman, seconded by Jerry Kosin to reconvene into Open Session at 4:35 p.m. Mel Pittman-yes, Don Rohl-yes, Jerry Kosin-yes, Rich Purdy-yes. Motion passed.

Motion by Mel Pittman, seconded by Don Rohl to confirm Greg Andrews as Department Head for UWEX effective December 1, 2006. Motion passed.

### Discuss CNRED Position Vacancy

There will be a meeting on December 20, 2006 at 7 p.m. in Meeting Room 1 of the Pierce County Office Building. Agenda items may include recognition for Ed Hass service as well as discussion of the CNRED agent vacancy.

### Agent Announcements

Greg Andrews – Don Rohl will be a host of the low cost milking parlor tour program.

Motion by Don Rohl, seconded by Jerry Kosin to adjourn. Motion passed.

Respectfully submitted by  
Frank Ginther

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
December 20, 2006**

Members Present: Don Rohl, Bill Gilles, Jerry Kosin, Rich Purdy, Mel Pittman (by phone), Greg Andrews, Frank Ginther, Lori Zierl, Diana Alfuth, Mike Perkl, Tom Blewett

The meeting of the Pierce County Agriculture and Extension Education Committee was called to order by Chairperson Rich Purdy at 7:00 p.m. at the Pierce County Office Building in Ellsworth on Wednesday, December 20, 2006.

Jerry Kosin moved to amend the agenda so that Mike Perkl could discuss the CNRED Resource Agent vacancy first. By consensus of the committee and Chair Purdy, the order for the agenda was amended. Rich Purdy was in favor of developing a process to determine the future of the position. Tom Blewett described how the generic CNRED position description can be personalized to fit the needs in the county. Tom passed out a sample outline for a visioning process that could be used to determine the priorities for the position. The consensus of the committee is to proceed with a visioning process. At the next meeting the agenda should include a discussion on the representation of those involved in the visioning process.

Motion by Jerry Kosin, seconded by Bill Gilles to approve minutes of the November 28, 2006 meeting. Motion passed unanimously.

Greg Andrews announced that the District 5 WACEC meeting will be on Friday, January 26<sup>th</sup>. Greg encouraged all committee members to register for the meeting. Greg will coordinate rides through the office.

Greg Andrews will be soliciting letters of support for the Farm Technology Days Application. The process will involve some travel to organizations and local government meeting locations.

The committee agreed to send a letter and card to Ed Hass in recognition of his work in Pierce County.

Frank Ginther reported that 4-H enrollment is completed as of today. January 6<sup>th</sup> is the date for the 4-H Creative Communications Festival at UWRF. Also, a Leadership Retreat will be held on December 22, 2006.

Diana Alfuth will be offering the Master Gardener program beginning in January 2007.

Lori Zierl announced that they have received the results of the focus groups for the College Transition project. Lori and colleagues will be presenting the project at the CYFAR (Children, Youth and Families) Conference in Chicago in May, 2007.

Greg Andrews updated the committee about the current support staff situation, including the hiring of part-time temporary help of up to 140 hours.

Greg handed out the registration for the State WACEC Conference in March, 2007.

The next meeting date is set for January 25, 2007 at 7:00 p.m. in Meeting Room 1 of the Pierce County Office Building. The January 9<sup>th</sup> meeting has been cancelled.

Motion by Don Rohl, seconded by Bill Gilles, to adjourn. Meeting adjourned.

Respectfully submitted,  
Lori Zierl