

**Pierce County Agriculture and Extension Education Committee**  
**MEETING MINUTES**  
**Friday, January 8, 2010 - 8:30 a.m.**  
**Lower Level Lunch Room, Pierce County Office Building**  
**412 West Kinne Street, Ellsworth**

#	Action	
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Ben Plunkett, Jim Ross
	Staff Members Present:	Diana Alfuth, Greg Andrews, Frank Ginther, Jerry Kosin, Heidi VanderLoop, Lori Zierl and Western District Director Deb Jones
1	Call to order	The meeting was called to order by Chair Mel Pittman at 8:34 a.m.
2	Adopt Agenda	Motion to adopt the agenda by Ben Plunkett, seconded by Jim Ross. Motion passed.
3	Discuss/Take Action on Minutes of November 6, 2009	Motion to approve the minutes of November 6, 2009 by Jim Ross, seconded by Jerry Kosin. Motion passed.
4	Discuss/Take Action on Jim Ross selection and representation at 2010 PILD Conference, Washington, D.C.	Discussion regarding Jim Ross being selected to attend the PILD conference in Washington, D.C. Motion to recommend to Finance & Personnel committee that Jim Ross attend PILD by Don Rohl, seconded by Ben Plunkett. Motion passed.
5	Discuss/Take Action on Lori Zierl attendance to JCEP Regional Meeting, Nashville, Tennessee in February	Discussion regarding Lori Zierl's request to attend the JCEP regional meeting in Nashville in January for 3 days, with all costs paid for by the Wisconsin Association for Family and Consumer Science. Motion to approve by Jerry Kosin, seconded by Jim Ross. Motion passed.
6	Discuss and Set Dates for 2009 Agent Performance Reviews	Agent performance reviews and next meeting of AEEC was set for February 19, 2010.
7	Discuss/Take Action on Community, Natural Resource and Economic Development (CNRED) Agent Vacancy	Discussion regarding CNRED vacancy. The existing Position Description was distributed and reviewed, as well as the results of the visioning session held just over 2 years ago. UWEX District Director Deb Jones described options for developing a new Position Description. Committee members discussed the need for the position, providing a resource of where residents and businesses can go for answers, such as for energy efficiency matters. Deb Jones explained the important skills Extension Educators require, and approaches to the interview process that help committees choose a good fit for the position. Noted areas of focus for the CNRED position are Economic

		<p>Development and Natural Resources, but all Extension Educators adapt to the specific needs of the county. Current county budget constraints were also discussed along with possible options for working within those constraints.</p> <p>Deb Jones will explore draft position descriptions and other options to bring to future meetings to help the committee determine county needs and opportunities. Committee member Ben Plunkett indicated he believes this is an extremely important position that should not remain empty. Motion by Ben Plunkett to refill the position now. Motion failed for lack of a second to the motion.</p> <p>Ben Plunkett recommended increasing the Horticulture position using savings from open CNRED position. Deb Jones will pull together more information about these possible scenarios for future discussions.</p> <p>No action taken.</p>
8	Agent and Educator Abbreviated Reports and Announcements	<p>Reports: Family Living Educator Lori Zierl highlighted three new projects that she will be working on including the Family Table Cooking Club, Reach Out &amp; Read literacy project, and implementing a new parenting program, Raising a Thinking Child.</p> <p>4-H Agent Frank Ginther described the i-Mentor program at Plum City Schools, which is possible from a Healthy Living grant he wrote to the Wisconsin 4-H office. Frank is also working with the Farm Technology Days Youth Tent committee, and the Creative Communications Festival is scheduled for January 9.</p> <p>Horticulture Educator Diana Alfuth noted scheduled spring horticulture classes she has planned. They include Got Dirt?, which teaches elementary school teachers and day care providers how to teach kinds about gardening and growing vegetables; a Community Gardening seminar; an Emerald Ash Borer workshop; and an in-depth composting workshop. Alfuth is also involved as Education Co-Chair for Farm Technology Days.</p>

		Agriculture Agent Greg Andrews reported on the status of Farm Technology Days. December was outstanding in terms of fundraising. Andrews and the FTD Executive Committee will be meeting with River Falls city officials to discuss their involvement and economic impact. Andrews reported that all other county departments involved in FTD have been very cooperative and he publicly thanked those departments. Also described were the Ag Lenders Conference, the Energy conference (planned by CNRED agent), and upcoming programs on Farm Transfer, Farmer Estate Planning, Farm Law, and Private Pesticide Applicator training.
8	Future agenda items	Mel Pitman reported that he will be involved with obtaining the county mass gathering permit for Farm Technology Days.
9	Next meeting date	Agent performance reviews and next meeting of AEEC was set for February 19, 2010, 8:30 a.m. in Conference Room C.
10	Adjourn	Motion by Jerry Kosin to adjourn. Seconded by Don Rohl. Motion passed.
Questions regarding this agenda may be made to Greg Andrews at 715-273-6781		
Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-6851.		

**Pierce County Agriculture and Extension Education Committee**  
**MEETING MINUTES**  
**Friday, February 19, 2010 - 8:30 a.m.**  
**Conference Room C, Pierce County Office Building**  
**412 West Kinne Street, Ellsworth**

#	Action	
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross
	Staff Members Present:	Diana Alfuth, Greg Andrews, Frank Ginther, Jerry Kosin, Lori Zierl and Western District Director Deb Jones, Pete Kling
1	Call to order	The meeting was called to order by Chair Mel Pittman at 8:37 a.m.
2	Adopt Agenda	Motion to adopt the agenda by Jerry Kosin, seconded by Don Rohl. Motion passed.
3	Discuss/Take Action on Minutes of January 8, 2010	Motion to approve the minutes of January 8, 2010 by Jerry Kosin, seconded by Don Rohl. Motion passed. Unanimous.
4	<p>Committee will convene into closed session pursuant to Sec. 1985 (1) (c), Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:</p> <ul style="list-style-type: none"> <li>○ Family Living Agent - Annual Performance Evaluation</li> <li>○ 4-H Youth Development Agent - Annual Performance Evaluation</li> <li>○ Horticulture Educator - Annual Performance Evaluation</li> <li>○ Agricultural Agent and Department Head – Annual Performance Evaluation</li> </ul>	<p>Motion by Jerry Kosin to go into closed session pursuant to Sec. 1985 (1) (c), Wis. Stats. for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Seconded by Don Rohl, roll call vote – Mel Pittman – yes; Jerry Kosin - yes, Don Rohl – yes.</p> <p>Closed session.</p>
5	Committee will return to open session and take action on any closed	Motion by Don Rohl, seconded by Jerry Kosin to return to open session, roll call vote – Mel

	session items if necessary	Pittman – yes; Jerry Kosin - yes, Don Rohl - yes, Jim Ross - yes.
6	Discuss CNRED programming needs  Also present: Paul Barkla, Jeff Holst, Deb Jones, Pete Kling	Greg explained the approach to exploring the county’s needs and benefits related to the CNRED position. Pete talked about activities he is involved with in St. Croix County including strategic planning with County Board and other groups, energy issues, land use and economic development, transportation, etc. Options to explore were discussed regarding full vs. shared position or other combinations. Committee would like to talk with Andrew Dane, CNRED agent for Barron and Chippewa County regarding challenges and logistics of a shared position.
7	Future agenda items	Next meeting options are March 26 <sup>th</sup> and March 17 <sup>th</sup> depending when Andrew Dane is available.
8	Next meeting date	
9	Adjourn	Motion by Don Rohl to adjourn. Seconded by Jerry Kosin. Motion passed.
<p>Questions regarding this agenda may be made to Greg Andrews at 715-273-6781</p> <p>Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-6851.</p>		

A quorum of County Board supervisors may be present.

**Pierce County Agriculture and Extension Education Committee**  
**MEETING MINUTES**  
**Wednesday, March 17, 2010 - 8:30 a.m.**  
**Lower Level Lunch Room, Pierce County Office Building**  
**412 West Kinne Street, Ellsworth**

#	Action	
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross, Ben Plunkett
	Staff Members Present:	Greg Andrews, Frank Ginther, Lori Zierl and Western District Director Deb Jones, Andrew Dane
1	Call to order	The meeting was called to order by Chair Mel Pittman at 8:35 a.m.
2	Adopt Agenda	Motion to adopt the agenda by Jerry Kosin, seconded by Don Rohl. Motion passed.
3	Discuss/Take Action on Minutes of January 8, 2010	Motion to approve the minutes of February 19, 2010 by Jim Ross, seconded by Don Rohl. Motion passed. Unanimous.
4	Discuss CNRED programming needs: Andrew Dane, Barron and Chippewa County CNRED Agent by Teleconference	<p>Mel P. described a conversation held at a recent state WACEC Board phone conference regarding shared programs and shared positions. Andrew Dane described his CNRED programming in Chippewa and Barron Counties:</p> <ol style="list-style-type: none"> <li>1. Direct market / value – added agriculture</li> <li>2. Energy conservation/renewable energy outreach</li> <li>3. Strategic planning for local governments and non-profits.</li> </ol> <p>Andrew gave specific examples of his work in each county. He described some of the benefits and challenges of working in two counties. Following Andrew’s presentation, a question and answer session ensued. Ross recommended that a position description should be drafted and ready within 30 days to be brought back to the Ag &amp; Extension Committee for their input.</p>
5	Discuss/Take Action on WACEC District 5 Meeting April 16	Chairman Pittman highlighted the upcoming District 5 Annual WACEC Meeting to be held on April 16, 2010. To date, Jim Ross, Mel Pittman and Don Rohl plan to attend. Jerry Kosin is undecided and Ben Plunkett will not be attending. The State WACEC will be held in Milwaukee in June.
6	Discuss/Take Action on JCEP Conference attendance	Motion to allow Frank Ginther and Lori Zierl attend the JCEP Conference made by Jerry Kosin. Seconded by Jim Ross . Motion passed.

7	Future agenda items	Suggestion by Supervisor Plunkett to look at Ag Hemp Bill and Medical Marijuana Bill currently in the Wisconsin legislature. CNRED position description drafts.
8	Next meeting date	The next Agriculture and Extension Education Committee meeting will be Friday, April 30 <sup>th</sup> , 2010 at 8:30 a.m. in the Lower Level Meeting Room in the Pierce County Office Building
9	Adjourn	Motion by Don Rohl to adjourn. Seconded by Ben Plunkett. Motion passed.

Questions regarding this agenda may be made to Greg Andrews at 715-273-6781

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A quorum of County Board supervisors may be present.

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**Pierce County Agriculture and Extension Committee  
MEETING MINUTES**

**April 30, 2010**

**8:30 a.m.**

**Lower Level Meeting Room, Pierce County Office Building  
412 West Kinne Street, Ellsworth**

**Draft**

#	Action	
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross, LeRoy Peterson
	Staff Members Present:	Greg Andrews, Frank Ginther, Lori Zierl, Diana Alfuth, Sarah Johnson
1.	Call to order	The meeting was called to order by Chair Mel Pittman at 8:34 a.m.
2.	Adopt Agenda	Motion to adopt the agenda by Jerry Kosin, seconded by Jim Ross. Motion passed.
3.	Election of Officers	Greg Andrews coordinated reorganization and election by asking for nominations for chair. Jim Ross nominated Mel Pittman. Don Rohl nominated Leroy Peterson. Motion by Don Rohl to close nominations, second by Jerry Kosin. Voting ballots distributed and collected resulting in the election of Leroy Peterson as Chair. New chair Peterson asked for nominations for vice chair. Don Rohl nominated Mel Pittman, seconded by Jerry Kosin. Don Rohl moved to close nominations and cast unanimous vote for Mel Pittman as Vice Chair, seconded by Jerry Kosin. Motion passed.
4.	Public Comment	None.
5.	Discuss/Take Action on Minutes of March 17, 2010 meeting	Motion to approve the minutes of March 17, 2010 by Jerry Kosin, seconded by Don Rohl. Motion passed. Unanimous.
6.	Discuss April 16 District 5 WACEC Meeting	Mel Pittman, as President of District 5 WACEC, asked for feedback from supervisors about the recent meeting. Jim Ross indicated it was a very good meeting. Jim Ross, Don Rohl and Jerry Kosin all agreed the panel discussion was especially useful.
7.	Discuss Public Issues Leadership Development Conference	Jim Ross summarized his recent trip to Washington DC as part of PILD. Meetings there addressed budgets and funding. Wisconsin was the only state with youth delegates. Jim Ross coordinated a private tour of the capitol for the two Wisconsin youth delegates. He met with Feingold's office and directly with Mr. Kind. Sessions were great and very worthwhile. Jim Ross personally invited Mr. Kind and Mr. Feingold to Farm Technology Days.

8.	Discuss State WACEC Conference June 22-23	Lori Zierl described the upcoming State WACEC conference which will be held in Milwaukee. Bus transportation will be available. Registration is online or to our office by May 15. Jim Ross and Mel Pittman are planning to go, and others are unsure at this time. Mel Pittman gave more details on bus transportation and tour of botanical domes prior to conference.
9.	Discuss Shared Department Head Model	Greg Andrews described how Lori Zierl and Frank Ginther will share some of the department head duties with Greg Andrews for the next 6 months. This will spread administration duties among different educational program areas. Greg Andrews will remain the main county contact.
10.	Discuss/Take Action on CNRED Position Description Draft	Lori Zierl distributed the latest draft position description and highlighted the section reflecting local needs based on past committee input. Jim Ross suggested the possibility of this position taking a key role in Pierce County tourism. Jim Ross and Jerry Kosin will explore this further.  (Lori Zierl left to teach a class at 9:30 a.m.)
11.	Wisconsin Nutrition Education Program (WNEP)	Sarah Johnson reviewed the grant-funded WNEP program. Sarah is currently 34 hours per week WNEP and also serves as Hunger Prevention coordinator 10 hours per week. Through WNEP, she attends WIC clinics, senior sites, and food pantries.
12.	Reporting Agent: Sarah Johnson, WNEP Educator	Sarah Johnson distributed her Food Resource Directories and other educational materials she uses. Everyone present received a handout on portion size.
13.	Agent and Supervisor Announcements	Frank Ginther announced he has partnered with Pierce County Sheriff Department's DARE office in teaching internet safety. The summer 4-H program assistant will be Kaleb Santy, a UWRF student from Pulaski, WI, who will begin in May. A year long Americorp/VISTA position has been filled by Nina Borchowicz.  Sarah Johnson distributed information about a senior commodity distribution program and an underage alcohol consumption prevention program.  Greg Andrews announced Lee Milligan received the Distinguished Agriculturist award from UWRF. He also distributed the latest version of the FTD tent city map.

14.	Future agenda items	Jim Ross requests a discussion of what role UWEX can play in the development of a county strategic plan.
15.	Next meeting date	The next Agriculture and Extension Education Committee meeting will be Friday, May 28, 2010 at 8:30 a.m. in the Lower Level Meeting Room in the Pierce County Office Building. A second meeting was set for Friday, June 25, 2010.
16.	Adjourn	Motion by Jim Ross to adjourn the meeting at 10:15 a.m. Seconded by Jerry Kosin. Motion passed.

Questions regarding this agenda may be made to Greg Andrews at 715-273-6781.

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A quorum of County Board supervisors may be present.

April 30, 2010

**Pierce County Agriculture and Extension Committee  
MEETING MINUTES**

**April 30, 2010**

**8:30 a.m.**

**Lower Level Meeting Room, Pierce County Office Building  
412 West Kinne Street, Ellsworth**

#	Action	
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross, LeRoy Peterson
	Staff Members Present:	Greg Andrews, Frank Ginther, Lori Zierl, Diana Alfuth, Sarah Johnson
1.	Call to order	The meeting was called to order by Chair Mel Pittman at 8:34 a.m.
2.	Adopt Agenda	Motion to adopt the agenda by Jerry Kosin, seconded by Jim Ross. Motion passed.
3.	Election of Officers	Greg Andrews coordinated reorganization and election by asking for nominations for chair. Jim Ross nominated Mel Pittman. Don Rohl nominated Leroy Peterson. Motion by Don Rohl to close nominations, second by Jerry Kosin. Voting ballots distributed and collected resulting in the election of Leroy Peterson as Chair. New chair Peterson asked for nominations for vice chair. Don Rohl nominated Mel Pittman, seconded by Jerry Kosin. Don Rohl moved to close nominations and cast unanimous vote for Mel Pittman as Vice Chair, seconded by Jerry Kosin. Motion passed.
4.	Public Comment	None.
5.	Discuss/Take Action on Minutes of March 17, 2010 meeting	Motion to approve the minutes of March 17, 2010 by Jerry Kosin, seconded by Don Rohl. Motion passed. Unanimous.
6.	Discuss April 16 District 5 WACEC Meeting	Mel Pittman, as President of District 5 WACEC, asked for feedback from supervisors about the recent meeting. Jim Ross indicated it was a very good meeting. Jim Ross, Don Rohl and Jerry Kosin all agreed the panel discussion was especially useful.
7.	Discuss Public Issues Leadership Development Conference	Jim Ross summarized his recent trip to Washington DC as part of PILD. Meetings there addressed budgets and funding. Wisconsin was the only state with youth delegates. Jim Ross coordinated a private tour of the capitol for the two Wisconsin youth delegates. He met with Feingold's office and directly with Mr. Kind.

		Sessions were great and very worthwhile. Jim Ross personally invited Mr. Kind and Mr. Feingold to Farm Technology Days.
8.	Discuss State WACEC Conference June 22-23	Lori Zierl described the upcoming State WACEC conference which will be held in Milwaukee. Bus transportation will be available. Registration is online or to our office by May 15. Jim Ross and Mel Pittman are planning to go, and others are unsure at this time. Mel Pittman gave more details on bus transportation and tour of botanical domes prior to conference.
9.	Discuss Shared Department Head Model	Greg Andrews described how Lori Zierl and Frank Ginther will share some of the department head duties with Greg Andrews for the next 6 months. This will spread administration duties among different educational program areas. Greg Andrews will remain the main county contact.
10.	Discuss/Take Action on CNRED Position Description Draft	Lori Zierl distributed the latest draft position description and highlighted the section reflecting local needs based on past committee input. Jim Ross suggested the possibility of this position taking a key role in Pierce County tourism. Jim Ross and Jerry Kosin will explore this further.  (Lori Zierl left to teach a class at 9:30 a.m.)
11.	Wisconsin Nutrition Education Program (WNEP)	Sarah Johnson reviewed the grant-funded WNEP program. Sarah is currently 34 hours per week WNEP and also serves as Hunger Prevention coordinator 10 hours per week. Through WNEP, she attends WIC clinics, senior sites, and food pantries.
12.	Reporting Agent: Sarah Johnson, WNEP Educator	Sarah Johnson distributed her Food Resource Directories and other educational materials she uses. Everyone present received a handout on portion size.
13.	Agent and Supervisor Announcements	Frank Ginther announced he has partnered with Pierce County Sheriff Department's DARE office in teaching internet safety. The summer 4-H program assistant will be Kaleb Santy, a UWRF student from Pulaski, WI, who will begin in May. A year long Americorp/VISTA position has been filled by Nina Borchowicz.  Sarah Johnson distributed information about a senior commodity distribution program and an underage alcohol consumption prevention

		<p>program.</p> <p>Greg Andrews announced Lee Milligan received the Distinguished Agriculturist award from UWRF. He also distributed the latest version of the FTD tent city map.</p>
14.	Future agenda items	Jim Ross requests a discussion of what role UWEX can play in the development of a county strategic plan.
15.	Next meeting date	The next Agriculture and Extension Education Committee meeting will be Friday, May 28, 2010 at 8:30 a.m. in the Lower Level Meeting Room in the Pierce County Office Building. A second meeting was set for Friday, June 25, 2010.
16.	Adjourn	Motion by Jim Ross to adjourn the meeting at 10:15 a.m. Seconded by Jerry Kosin. Motion passed.
<p>Questions regarding this agenda may be made to Greg Andrews at 715-273-6781.</p> <p>Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-6851.</p>		

A quorum of County Board supervisors may be present.

April 30, 2010

**Pierce County Agriculture and Extension Education Committee**  
**MEETING MINUTES**  
**June 25, 2010 8:30 a.m.**  
**Lower Level Meeting Room, Pierce County Office Building**  
**412 West Kinne Street, Ellsworth**

#	Action	Presenter
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross, LeRoy Peterson
	Staff Members Present:	Greg Andrews, Frank Ginther, Lori Zierl, Diana Alfuth, Sarah Johnson, Deb Jones, Western District Director, Kaleb Santy, Nina Borchowiec
1	Call to order	The meeting was called to order by Vice-Chair Mel Pittman at 8:30 a.m. Chair LeRoy Peterson arrived at 8:40 a.m. and chaired the meeting.
2	Adopt Agenda	Motion to adopt the agenda by Jim Ross, seconded by Don Rohl. Motion passed.
3	Public Comment	
4	Discuss/Take Action on Approval of April 30, 2010 AEEC Minutes	Motion to approve the minutes of April 30, 2010 by Mel Pittman, seconded by Don Rohl. Motion passed. Unanimous.
5	Discuss 2010 State WACEC Conference attendance	Mel Pittman and Jim Ross attended the 2010 State WACEC Conference in Milwaukee June 21-23. Mel has been elected the secretary-treasurer of the State WACEC.
6	Discuss/Take Action on National Conference attendance request for Frank Ginther, 4-H Youth Development Agent and Lori Zierl, Family Living Agent	Both Frank and Lori requested permission to attend their respective national professional association conference. Frank is requesting approximately \$500 and Lori \$400. Motion by Mel Pittman, seconded by Don Rohl to approve. Motion passed.
7	Discuss Americorps/VISTA	Frank Ginther introduced our new Americorps/VISTA staff person, Nina Borchowiec. She will be splitting her time between Pierce and Dunn County.
8	Discuss/Take Action on CNRED position	Lori Zierl noted that we continue to get requests for CNRED related requests. Examples of these requests were handed out to the Extension Committee. Jim Ross spoke to the value of having someone who can implement strategic planning for the county. Mel Pittman agreed and added how important this position could be toward economic development. Discussion ensued about the current county budget situation. Jerry Kosin made a motion to delay a decision about the CNRED position to be reconsidered at a later date, seconded by Don Rohl. During discussion Jim Ross

		wanted it on record that he thinks this position should be filled. Jerry Kosin, Don Rohl and LeRoy Peterson voted in favor of the motion, Jim Ross and Mel Pittman opposed the motion. Motion passed.
9	Discuss 2011 Budget instructions and Personnel Request form	The committee instructed Greg to leave the CNRED position on the Personnel Request form noting the directive to make the decision at a later date. Deb Jones spoke to the issue of district-wide horticulture coverage due to increased demand for horticulture services.
10	Discuss/Take Action on Overtime Request for Support Staff at Fair	Frank Ginther presented an overtime request for Extension support staff at the fair. All three support staff have requested comp time. Jerry Kosin moved to approve, Jim Ross seconded. Motion passed
11	Agent Reports-Reporting Agent, Diana Alfuth, Horticulture Educator	Diana described the value of the Master Gardener program. Diana is a contributor in updating the Master Gardener Textbook and developing other training materials. Diana demonstrated the State Website which utilizes interactive learning modules that clientele can access at home. Internet users can learn to diagnose, for example, insect problems. Modules continue to be updated.
12	Discuss 2010 Pierce County Farm Technology Days planning process	Greg and Mel summarized that the entire event is ready to go.
13	Agent and Supervisor Announcements	Greg – Dunn and St. Croix Ag progress Diana – Described the Master Gardener project at the Petersons in honor of Mary Alice Peterson. Kaleb – Introduced himself and described the projects he is working on. Frank – Frank described the venues of the Youth Tent at Farm Technology Days including the youth tent, Family Farm Adventure and other activities. Frank cited several 4-H trips and activities during the upcoming weeks.
14	Future agenda items	
15	Next meeting date	The next Agriculture and Extension Education Committee meeting will be Friday, September 3, 2010 at 8:30 a.m. in the Lower Level Meeting Room in the Pierce County Office Building.
16	Adjourn	Motion by Mel Pittman to adjourn the meeting at 10:35 a.m., seconded by Don Rohl. Motion passed.
Questions regarding this agenda may be made to Frank Ginther at 715-273-6781.		
Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-6851.		

A quorum of County Board supervisors may be present.

June 17, 2010

# Draft

**Pierce County Agriculture and Extension Education Committee**  
**MEETING MINUTES**  
**September 3, 2010 8:30 a.m.**  
**Lower Level Meeting Room, Pierce County Office Building**  
**412 West Kinne Street, Ellsworth**

#	Action	Presenter
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross, LeRoy Peterson
	Staff Members Present:	Greg Andrews, Frank Ginther, Lori Zierl, Diana Alfuth
1	Call to order	The meeting was called to order by Chair LeRoy Peterson.
2	Adopt Agenda	Motion to adopt the agenda by Jim Ross, seconded by Jerry Kosin. Motion passed.
3	Public Comment	None
4	Discuss/Take Action on Approval of June 25, 2010 AEEC Minutes	Motion to approve the minutes of June 25, 2010 by Mel Pittman, seconded by Jerry Kosin. Motion passed. Unanimous.
5	Discuss Signatures for 133 Contract Amendment	All committee members signed the UWEX/Pierce County 133 Contract Amendment per Corporation Counsel Brad Lawrence's direction.
6	Discuss/Take Action on 2011 Budget	Motion made by Mel Pittman and seconded by Jim Ross to accept budget A and recommend to Personnel and Finance Committee. In favor: Pittman, Peterson, Rohl, Ross. Opposed: Kosin. Motion carried.
7	Discuss 2011 Budget Meeting Date with Administration, Co-Department Heads, and Committee Chair	Tuesday September 7 <sup>th</sup> at 8:00 a.m. or 11:00 a.m., will confirm.
8	Reporting Agent-4-H Youth Development Agent	Frank Ginther discussed the importance of trained trustworthy adult volunteers in the 4-H program and how the 4-H Youth Protection training works. Pierce County has over 400 adult volunteers. Frank detailed the background check process.
9	Agent and Supervisor Announcements	Greg invited all to the FTD Volunteer Appreciation Event. Frank announced we will be posting for the 4-H Program Assistant position with interviews on Tuesday September 21 <sup>st</sup> . Greg announced that Jim Ross has been

		<p>selected for the 2011 PILD Conference. Lori Zierl announced her upcoming "Raising a Thinking Child" program for parents of kids ages 4-7. Diana announced upcoming the upcoming Master Gardener Volunteer Training. Dairy Banquet will be Oct. 7<sup>th</sup> at 7:00 p.m. in Elmwood. The 4-H Awards Day will be Nov. 7<sup>th</sup> in Prescott.</p>
10	Future agenda items	
11	Next meeting date	The next Agriculture and Extension Education Committee meeting will be Friday, Nov. 12 <sup>th</sup> at 8:30 a.m. in the Lower Level Meeting Room in the Pierce County Office Building.
12	Adjourn	Motion by Mel Pittman to adjourn the meeting at 10:22 a.m., seconded by Don Rohl. Motion passed.
Questions regarding this agenda may be made to Frank Ginther at 715-273-6781.		
Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-6851.		

A quorum of County Board supervisors may be present.

**Pierce County Agriculture and Extension Education Committee**  
**MEETING MINUTES**  
**December 17, 2010 8:30 a.m.**  
**Lower Level Meeting Room, Pierce County Office Building**  
**412 West Kinne Street, Ellsworth**

#	Action	Presenter
	Committee Members Present:	Mel Pittman, Jerry Kosin, Don Rohl, Jim Ross, LeRoy Peterson
	Staff Members Present:	Greg Andrews, Frank Ginther, Lori Zierl, Diana Alfuth, Sarah Johnson
1	Call to order	The meeting was called to order by Chair LeRoy Peterson at 8:30 a.m.
2	Adopt Agenda	Motion to adopt the agenda by Jim Ross, seconded by Jerry Kosin. Motion passed.
3	Public Comment	None
4	Discuss/Take Action on Approval of September 3, 2010 AEEC Minutes	Motion to approve the minutes of September 3, 2010 by Jim Ross, seconded by Don Rohl. Motion passed. Unanimous.
5	Discuss revised Pierce County Travel Policy	The committee recommended that the Extension Department get on the next Finance and Personnel meeting for clarification.
6	Discuss State WACEC Conference	Lori Zierl notified the committee members of the March 28-30 State WACEC Conference in Madison. Mel Pittman as State WACEC Treasurer described the conference. The District 5 WACEC leadership is working on chartering a bus to save costs to counties.
7	Report on attendance at all-faculty Cooperative Extension Conference and NAEFCS & NAE4-HA conferences	Frank described the All Staff Conference which all attended. Most of the agents had teaching, facilitation and evaluation roles at the conference. Frank explained the technology utilized. Jim Ross asked about the conference summary website and staff will provide that to Jim Ross. Lori described the NAEFCS Conference including many skills and knowledge she will apply here in Pierce County. Parent education was a key area of study. Frank described the NAE4-HA Conference where he learned skills on leadership development which he is incorporating into a Youth Leadership Retreat in Pierce County. Jim Ross attended the local Leadership Retreat. Frank also was an instructor at the national conference.

8	Discuss Program Planning process.	The office sent out a needs assessment survey to all County Board members and key leaders all across the county. LeRoy Peterson, Jim Ross and other committee members gave feedback. The staff will do follow-up calls to try to maximize feedback.
9	Reporting Agent-Family Living Agent	Lori Zierl discussed Raising a Thinking Child class. The parenting class teaches problem solving. It is geared towards parents of children age 4 to 7. She also discussed her research and curriculum development work. A current project is on an i-Parenting curriculum. Lori also talked about her grant writing and strategic planning roles. Lori also is an evaluator for local program work and is a supervisor with WNEP. Her work as mentor and administrator was also discussed. Lori summarized how Extension empowers people to help themselves and with community capacity building. Committee members asked questions and provided input.
10	Agent and Supervisor Announcements	<p>Greg handed out an information piece on agriculture structure risk of snow loads. He also circulated the All-Staff Conference websites.</p> <p>Diana cited the number of master gardeners and how many volunteers have contributed to community capacity building.</p> <p>Sarah cited the value of Master Gardeners on building and growing community gardens.</p> <p>Jim Ross mentioned the Leadership retreat and how youth are developing public speaking skills. Jim saw first hand why the skill worked while he was at the PILD Conference.</p> <p>Sarah described the Food Resource Directory. The River Falls Food Pantry has moved. The Elmwood Food Pantry now has a permanent location and is open the first and third Tuesdays. Sarah taught a Girls Group meeting on food preparation and food affordability. Frank invited the committee to the upcoming Creative Communications Festival. Frank also mentioned he is interested in running for the State 4-H Youth Development Academic Department chair role. The committee response was favorable. The committee only questioned the amount of out-of-</p>

		<p>county time. It would involve some time. Mel mentioned the all county FTD meeting as a wrap-up and publicly thanked the Extension Office and all of the agents and staff for their efforts.</p> <p>The District 5 WACEC Meeting is tentatively set for Monday, June 6<sup>th</sup> at 3 Bears at Warrens. More details are being discussed. A Tour of the Cranberry Industry is being planned.</p>
11	Future agenda items	The Performance Review Process will be the majority of the emphasis of February meeting.
12	Next meeting date	The next Agriculture and Extension Education Committee meeting will be Friday, February 25th at 8:30 a.m. in Conference Room C in the Pierce County Office Building.
13	Adjourn	Motion by Mel Pittman to adjourn the meeting at 10:45 a.m., seconded by Jim Ross. Motion passed.