

**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  
January 10, 2008  
7:00 p.m.**

Meeting Called to Order	Chairman Rich Purdy called the meeting to order at 7:00 p.m.
Committee Members Present:	Rich Purdy, Don Rohl, Mel Pittman, and Bill Gilles. Jerry Kosin was excused.
Staff Members Present:	Greg Andrews, Lori Zierl, Frank Ginther, Darien Simon
Approve minutes of November 5, 2007	Motion to approve the minutes of November 5, 2007 by Mel Pittman, seconded by Don Rohl. Unanimous. Motion carried.
Demonstration Forest Maple Tapping Agreement	Gary Zielske suggested some minor changes to the Maple Tapping Agreement. Motion by Mel Pittman, seconded by Don Rohl, to approve the Maple Tapping Agreement with recommended changes. Motion carried.
Performance Review Date	Date for Self-Initiated Performance Review has been set for Friday, February 15, 2008, 9:00 a.m.
District 5 WACEC Meeting, Feb. 1, 2008 – Plaza/Eau Claire	Rich Purdy, Don Rohl, Mel Pittman, Lori Zierl, Greg Andrews, Darien Simon plan to attend. Tentative – Jerry Kosin and Diana Alfuth.
CPAG Issue Statements	Frank Ginther gave an update about the Community Partnership Advisory Group process. The next CPAG meeting will be held on Wednesday, January 30, 2008 at River Falls.
Reporting Agent: Darien Simon, Pierce County Resource Agent	Darien Simon gave a report about her background. She described her past work experiences including data analysis, community planning and more.
Agent Written Reports	Agent written reports were included in the packet mailed out to committee members.
Agent Announcements	Lori Zierl reported about upcoming parenting classes and the work she is doing with the River Falls Partnership for Youth around the underage drinking issue.  Sandra Radkey, .4 FTE Support Staff, will be starting with UW-Extension on January 21 <sup>st</sup> .  Greg is getting responses back from the cash-rent survey. There has been a lot of activity around the Farm Technology Days. Executive Committee members and committee chairs attended a meeting with counties that held Farm Technology Days in the past during December. Mel Pittman reported that one of the upcoming tasks will be to set up a budget for

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
February 15, 2008  
9:00 a.m.**

Meeting Called to Order	Vice-Chairman Mel Pittman called the meeting to order at 9:03 a.m.
Committee Members Present:	Don Rohl, Mel Pittman, and Jerry Kosin. Chair Rich Purdy and Bill Gilles were excused as absent.
Staff Members Present:	Diana Alfuth, Greg Andrews, Lori Zierl, Frank Ginther, and Darien Simon
Approve minutes of January 10, 2008	Motion to approve the minutes of January 10, 2008 by Don Rohl, seconded by Mel Pittman. Motion carried. Jerry Kosin abstained because he was not at the meeting.
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.	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 – all yes.
Return to open session.	Motion by Jerry Kosin, seconded by Don Rohl to return to open session, roll call vote – all yes.
Performance Reviews of Agents and Department Head	Motion by Jerry Kosin that performance evaluations were completed, seconded by Don Rohl, motion carried.
Agent Announcements	Darien Simon, CRNED Agent, described her identification of programming areas she will be working on.  Frank Ginther invited committee members to Animal Ultrasound Workshop on February 26 <sup>th</sup> .

	<p>Frank invited committee members to participate in 4-H Summer Intern Interviews on March 10<sup>th</sup> at 2:00 p.m.</p> <p>Discussion was held on how to respond to scheduling requests for Multipurpose Room.</p> <p>The Agriculture and Extension Education Committee directed the Extension Office to begin to assemble a list of needs for the Seyforth Building Meeting Room. Additionally, the Extension Office was directed to defer users of the Multipurpose Room, regarding the Building Committee decision, on to the Building Committee.</p>
Next Meeting Date	<p>The next Agriculture and Extension Education Committee meeting will be April 4 at 9:00 a.m. in Meeting Room 2 &amp; 3 of the Pierce County Office Building.</p>
Meeting Adjourned	<p>Motion to adjourn by Jerry Kosin, seconded by Don Rohl. Motion carried. Meeting adjourned.</p>

	<p>the program.</p> <p>The committee directed Greg to approach Julie Brickner about the \$20,000 appropriated for Farm Technology Days.</p>
Next Meeting Date	<p>The next Agriculture and Extension Education Committee meeting will be Friday, February 15th at 9:00 a.m. in Meeting Room 1 of the Pierce County Office Building.</p>
Meeting Adjourned	<p>Motion to adjourn by Mel Pittman, seconded by Don Rohl. Motion carried. Meeting adjourned.</p>

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
May 2, 2008  
8:30 a.m.**

Meeting Called to Order	Greg Andrews, as temporary acting chair, called the meeting to order at 8:30 a.m.
Committee Members Present:	Mel Pittman, Don Rohl, Jerry Kosin, Jim Ross, Ben Plunkett
Staff Members Present:	Diana Alfuth, Greg Andrews, Lori Zierl, Frank Ginther, Darien Simon, Curt Kephart - Administrative Coordinator
Committee Elections	Committee elections were held. Don Rohl nominated Mel Pittman for chairperson, seconded by Jim Ross. Motion by Don Rohl to close nominations and cast a unanimous ballot for Mel Pittman, seconded by Jim Ross. Motion carried. Unanimous. Newly elected Chairperson Mel Pittman asked for nominations for vice-chairperson. Jerry Kosin nominated Don Rohl, seconded by Jim Ross. Motion by Ben Plunkett, seconded by Jim Ross, to cast a unanimous ballot for Don Rohl as Vice-Chairman. Motion carried. Unanimous.
Approve minutes of February 15, 2008	Motion to approve the minutes of February 15, 2008 by Don Rohl, seconded by Jerry Kosin. Motion carried with Jim Ross and Ben Plunkett abstaining because of not being at the previous meeting.
Orientation	Greg Andrews led an orientation discussion about UW-Extension for new members of the committee. All agents briefly described their programs and initiatives. Greg invited the new members to visit the department for a continuation of the orientation.
Wisconsin Nutrition Education Program Grant	Lori Zierl presented a request to renew the Wisconsin Nutrition Education grant. Motion by Jim Ross, seconded by Don Rohl, to approve submission of grant. Motion carried. Unanimous.
133 Contract	The previously approved 133 contract was circulated for committee member signatures.
Maple Tapping Agreement	The previously approved maple tapping agreement on the county woodlot, including language regarding storage of equipment and density of taps, was circulated for committee

	member signatures.
Confirmation of Dean Dale Gallenberg to Pierce County Farm Technology Days 2010 Executive Committee	Motion made by Jim Ross and seconded by Don Rohl, to approve the appointment of Dean Dale Gallenberg to the Farm Technology Days Executive Committee. Motion carried. Unanimous.
Seyforth Meeting Room Accommodations	Discussion of Seyforth meeting room accommodations, including secure storage of equipment, acoustics and technology needs.
Future Meeting Dates	Future meeting dates were discussed, with the committee agreeing to have a regular meeting date of the second Friday of every other month. Meeting dates will be July 11, September 12, and November 14. An extra meeting may be set for August to discuss budgeting.
WACEC Conference	Greg Andrews provided information on the state WACEC conference set for June 16-18 in Stevens Point. A potential for auction items might be Pierce County 2010 Farm Technology Days shirts. Attendance intentions: Mel Pittman – yes; Don Rohl – yes; Jerry Kosin, Jim Ross and Ben Plunkett to be determined.
Excused	Jim Ross was excused at 9:45 a.m.
Reporting Agent – Diana Alfuth	Horticulture Educator Diana Alfuth presented an overview of recent horticulture programs and needs.
Horticulture Position	Greg Andrews led a discussion of the horticulture position.
Excused	Jerry Kosin was excused at 10:35 a.m.
	The report of the 4-H program assistant was distributed to committee members.
Next Meeting Date	The next Agriculture and Extension Education Committee meeting will be July 11th at 8:30 a.m. at the Seyforth Building.
Meeting Adjourned	Motion to adjourn by Don Rohl, seconded by Mel Pittman. Motion carried. Meeting adjourned.

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
July 11, 2008  
8:30 a.m.**

Committee Members Present:	Mel Pittman, Ben Plunkett, Don Rohl, Jim Ross and Jerry Kosin
Staff Members Present:	Diana Alfuth, Greg Andrews, Lori Zierl, Frank Ginther, Darien Simon, Sarah Johnson Deb Jones, Western District Director was also in attendance.
Meeting Called to Order	Chairman Mel Pittman called the meeting to order at 8:35 a.m.
Adopt Agenda	Motion by Jim Ross, seconded by Don Rohl, to adopt the agenda. Motion passed unanimous.
Approve minutes of May 2, 2008	Motion to approve the minutes of May 2, 2008 by Jim Ross, seconded by Jerry Kosin. Unanimous. Motion passed unanimous.
Request for overtime for 2008 Pierce County Fair	Motion by Don Rohl, seconded by Jim Ross, to approve scheduled overtime for the 2008 Pierce County Fair. Unanimous. Motion passed unanimous.
Report on WACEC State Conference	Mel Pittman, Jim Ross, Ben Plunkett, Don Rohl and Greg Andrews attended the State WACEC Conference. Agriculture & Extension Education Board members made comments about how useful the education sessions and tours were.
Discussion with Deb Jones, Western District Direction, UW-Extension Cooperative Extension	Deb invited the Agriculture & Extension members to talk about the needs of their districts/county. Ben Plunkett spoke to the needs of the renters in his district. The foreclosure fallout is contributing to the economic situation in the county. The devaluation of property is also a factor. A second question asked by Deb was about how the members felt Extension could respond to the problems.
Discussion with Colleen Bates, President, WACEC	Colleen Bates was unable to attend. Her attendance at the next meeting will be attempted.
<b>UW-Extension Department Staffing Plan</b>	<b>Greg presented the current UW-Extension Office Staffing Plan. Motion by Jerry Kosin, seconded by Don Rohl, to accept staffing plans as presented. Motion carried.</b>
<b>UW-Extension Department Personnel Request Form</b>	<b>Don Rohl made a motion, seconded by Ben Plunkett, to increase the horticulture position from .4 to .5 for 2009. Motion carried, Jerry Kosin no. Motion by Don Rohl, seconded by Ben Plunkett, to approve increasing the .4 support staff position to .8 for 2009 and then reduced to .4 after the 2010 show. Motion passed, Jerry Kosin no.</b>

Reporting Agent – Sarah Johnson, WNEP Educator	Sarah Johnson described the programs she is involved in with the Wisconsin Nutrition Education Program. She teaches families at WIC sites, senior meal sites and food pantries about basic nutrition and meal preparation information. She is also involved in the surplus food distributions throughout the county. She currently serves as president of the Hunger Prevention Council.
Agent Announcements	<p>Lori – Foreclosure Workshops; St. Croix Valley Parenting Website; Poverty Summit in November</p> <p>Darien – Foreclosure Workshops to be held in July &amp; August</p> <p>Frank – Service Learning Trip to Washington State with 8 4-H participants; Pierce County Fair August 7-10.</p> <p>Diana – Horticulture E-line, Master Gardener Training begins in September.</p> <p>Greg – Conservation Observance Day was successful; increase in dairy modernization information requests</p>
Next Meeting Date	The next Agriculture and Extension Education Committee meeting will be Friday, September 12 <sup>th</sup> at 8:30 a.m. in the County Board Room.
Meeting Adjourned	Motion to adjourn by Don Rohl, seconded by Jerry Kosin. Motion carried. Meeting adjourned.
Submitted by Lori Zierl Pierce County Family Living Agent	

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
September 12, 2008  
8:30 a.m.**

Committee Members Present:	Mel Pittman, Don Rohl, Jim Ross and Jerry Kosin
Staff Members Present:	Diana Alfuth, Greg Andrews, Lori Zierl, Frank Ginther, Darien Simon
Meeting Called to Order	Chairman Mel Pittman called the meeting to order at 8:36 a.m.
Adopt Agenda	Andrews announced that Colleen Bates had a meeting conflict in Menomonie so she wishes to reschedule a meeting time with the Pierce County AEEC. Move by Don Rohl 2 <sup>nd</sup> by Jerry Kosin. Passed
Approve minutes of July 11, 2008	Motion to approve the minutes of July 11, 2008 by Jim Ross, seconded by Don Rohl. Unanimous. Motion carried.
Annual Amendment of UW-Extension 133 Contract	Motion by Don Rohl, seconded by Jim Ross to approve annual amendment to 133 contract.  Unanimous. Motion carried.
Discussion with Colleen Bates, President, Wisconsin Associated County Extension Committees (WACEC)	Bates unable to attend meeting due to conflict with meeting in Menomonie. Committee will attempt to reconnect with Bates at later time.
WACEC State Conference Survey	Mel Pittman reported that Wisconsin Associated County Extension Committees (WACEC) is looking to share ideas across county lines. May consider more than one district meeting per year. The survey is to collect ideas from committee members. Would prefer to collect surveys by the end of the meeting.
Seyforth Meeting Room Improvements and Budget	Greg Andrews was asked by Chairman Paul Barkla to assure that details of Seyforth Meeting Room improvement for meeting space get forwarded to Building Committee. Room improvement budget figures shared with committee to keep room compatible with functions as: meeting room space, exhibit space during Fair, and Polka Fest venue.  Suggestion to consider closing in the temporary room inside the Seyforth Building up to the ceiling to help secure the room for AV equipment, adding \$200 for either suspended ceiling or extending walls up to the existing ceiling.  Suggestion to have Darien Simon work with Al Huppert to determine comparison of R values by maintaining original

	<p>ceiling throughout Seyforth Building versus placing a suspended ceiling in the entire meeting room space.</p> <p>Motion by Don Rohl, seconded by Jim Ross to have Building Committee consider making meeting room improvements to the Seyforth Building based on initial draft presented at Ag and Extension Committee.</p> <p>Unanimous. Motion carried.</p>
<p>2009 UW-Extension Department Budget</p>	<p>The budget showed a 2.14% decrease as presented.</p> <p>Motion by Jim Ross, seconded by Don Rohl to approve budget for 2009 as presented. Jerry Kosin voted no. Motion carried.</p>
<p>Discussion of Budget Instructions</p>	<p>Greg Andrews informed committee that process will include Mel Pittman, Greg Andrews, Paul Barkla, and Julie Brickner. No further action will be requested by Ag and Extension Education Committee as per Department Head instructions from Department of Administration.</p>
<p>Reporting Agent – Greg Andrews, Pierce County Agriculture Agent/Department Head</p>	<p>Greg Andrews distributed information on State WACEC Conference, June 15-16, 2009 at Radisson LaCrosse. Greg Andrews presented update on 2010 Farm Technology Days. Executive Committee has been formed and leadership development exercises have been undertaken with future training planned.</p> <p>Forty committee co-chairs for 21 show Committees have been identified and are working on regular communication. Co-chairs undertook a visit to the Brown County Farm Technology Days Show in July 2008.</p> <p>One hundred thirty volunteers have been registered to date but many more are pending. The goal is 1600 volunteers for the event.</p> <p>The host family farm is Roger &amp; Beverly Peterson. The host site has been 50% seeded and the Peterson family is considering a 2009 Dairy Modernization Project.</p> <p>Committees are currently developing budgets and will submit to Treasurer on 10/2/08.</p> <p>Greg Andrews offered thanks to colleagues in UWEX Department. The UWEX Department will continue to be actively involved in the project.</p>
<p>Agent Announcements</p>	<p>Frank Ginther, 4-H Youth Development Agent, announced that Farm and Rural Safety Days will be held for all fourth graders in partnership with Emergency Management and Public Health on September 23<sup>rd</sup> &amp; 24<sup>th</sup> at the Fairgrounds</p>

	<p>from 9 a.m. – 2 p.m., all are invited to stop by and see the program in action.</p> <p>Diana Alfuth, Horticulture Educator, announced that the Master Gardeners will be working to update the landscape in front of the Pierce County Office Building on September 23<sup>rd</sup>. Drawings of the proposed landscape project were shared.</p> <p>Lori Zierl, Family Living Agent, announced that she will be attending the Galaxy Conference for Extension Educators and presenting a poster session on “The College Transition” program. Lori Zierl will be receiving a national award for this program.</p> <p>Darien Simon, Community Development and Natural Resource Education Agent, announced that an application to the Bremer Foundation will be made for further work on the foreclosure prevention education project.</p> <p>Mel Pittman announced that the state WACEC meeting for 2009 is being hosted by the Western District.</p>
Next Meeting Date	The next Agriculture and Extension Education Committee meeting will be Friday, December 12 <sup>th</sup> at 9:00 a.m. in the County Board Room.
Meeting Adjourned	Motion to adjourn by Jerry Kosin, seconded Don Rohl. Motion carried. Meeting adjourned.

**Pierce County Agriculture and Extension Education  
Committee Meeting Minutes  
December 19, 2008  
9:00 a.m.**

Committee Members Present:	Mel Pittman, Don Rohl, Jim Ross, Jerry Kosin. Ben Plunkett arrived at 9:30 a.m.
Staff Members Present:	Diana Alfuth, Greg Andrews, Frank Ginther, Darien Simon, Lori Zierl
Meeting Called to Order	Chairman Mel Pittman called the meeting to order at 9:00 a.m.
Adopt Agenda	Motion by Jerry Kosin, seconded by Don Rohl. Motion carried.
Approve minutes of September 12, 2008	Motion to approve the minutes of September 12, 2008 by Jerry Kosin, seconded by Don Rohl. Unanimous. Motion carried.
Discuss Maple Tapping Agreement at County Woodlot	Frank Ginther reviewed the existing agreement and history of the tapping agreement. Will be put on agenda for the February meeting to decide on any revisions.
Discuss Workplace Safety and Computer Screen Magnifier Purchase	Frank Ginther explained the Blue Ribbon conversion to 4-HPlus and problems with small print. IT department has worked to improve as much as possible, but suggestion is to use a screen magnifier. Committee also requested Frank Ginther to draft a letter to state 4-H Program Area on behalf of the committee requesting improvement of the computer program.
Discuss/Take Action on Carryover Recommendation of Special Grants Line Item 204	Lori Zierl described how the special grants budget line item works and the need to carryover funds since the project is not yet finished. Motion by Jerry Kosin, seconded by Jim Ross to approve carryover of grant funds to 2009 budgets and recommend approval by Finance and Personnel Committee. Unanimous. Motion carried.
Discuss February AEEC Meeting- Plans of Work and Performance Reviews	Committee agreed to have plans of work and performance reviews for agents on Friday, February 13 at 9:00 a.m. and to schedule April 3 at 9:00 a.m. to meet with Deb Jones, UW-Extension Western District Director, regarding performance reviews.
Reporting Agent Frank Ginther	Frank Ginther explained 4-H mandate to complete chartering process. Accountability and risk management are major components of chartering process. Frank explained how each club/group has completed applications for EIN. He also talked about the 4-H Green Guarantee. Finally he went through Leader Training materials. Four essential elements of belonging, mastery, independence and generosity were described.
Agent Announcements	Lori highlighted the partnership for youth activities focusing on Underage Drinking. Diana noted planning for spring classes focus on growing your own food, but many requests for a variety of classes have been received. Darien noted

	<p>activities related to foreclosure prevention and planning, and municipal energy efficiency. Greg reviewed the office Civil Rights Days and our efforts. Frank mentioned dates of upcoming programs: Leadership Workshop, Dec. 30, 9:00 a.m. to 4:00 p.m.; Creative Communications Festival Jan. 17<sup>th</sup>, 9:00 a.m., Meyer Middle School in River Falls, Livestock Committee Fundraising dinner for new pens at the Drewiske Building, Red Barn, Feb. 28; Horse Committee fundraising dinner for potential Horse Barn addition, Red Barn, March 21<sup>st</sup>.</p>
Next Meeting Date	<p>The next Agriculture and Extension Education Committee meeting will be Friday, February 13<sup>th</sup> at 9:00 a.m. in Conference Room C.</p>
Meeting Adjourned	<p>Motion to adjourn by Jerry Kosin, seconded by Don Rohl. Motion carried. Meeting adjourned.</p>