



# DODGE COUNTY UW EXTENSION EDUCATION COMMITTEE OF THE DODGE COUNTY BOARD OF SUPERVISORS MEETING

February 19, 2019

The Dodge County UW-Extension Education Committee of the Dodge County Board of Supervisors met Tuesday, February 19, 2019 at 8:30 a.m. in the UW-Extension conference room 1C at the Dodge County Administration Building, 127 East Oak Street, Juneau, WI.

**CALL TO ORDER:** Chairperson Allen Behl called the meeting to order at 8:30 a.m. with the following members present: Richard Bennett, Becky Glewen and Annette Thompson.

**Also, present:** Pattie Carroll, Human Development & Relationships Educator; Jeff Hoffman, Area Extension Director; Marie Witzel, 4-H Youth Development Educator; Amanda Young, Dairy & Livestock Educator; and Melissa Litherland, backfill as 4-H Program Coordinator.

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** Motion by Glewen, second by Thompson to approve minutes for Tuesday, December 18, 2018. Approved 4-0.

**REVIEW OF REVENUE AND EXPENSES UNDER BUSINESS UNIT 68:** Review of the UW-Extension revenues and expenses for December 2018 and January 2019.

**APPROVAL OF PER DIEMS FOR DECEMBER 18, 2018** Chairperson Behl reviewed the per diem sheet for February 19, 2019. Motion by Glewen, seconded by Bennet to approve per diems for February 19, 2019. Approved 4-0.

**SHORT ORAL REPORT BY:** Pattie Carroll, Human Development & Relationships Educator; Amanda Young, Dairy and Livestock Educator; Marie Witzel, 4-H Youth Development Educator; and Pattie Carroll, human Development & Relationships read in for Kimberly Lafler, FoodWise Educator on December and January Programming

**Marie Witzel, 4-H youth Development Educator** - Shared about the mandatory volunteer orientation. She offers 3 per year, and the exciting part about January is the youth who have recently graduated from 4-H come back to learn to become leaders in the program. She also shared the exciting news that is it scholarship time in 4-H and the leaders are offering an alumni scholarship and someone contacted her to offer a scholarship that will be part of her will in the future. She also attended the camp user meeting and will talk with leaders tonight about offering a camp visit for a parent and youth to become more comfortable with the open enrollment camp offered at Upham Woods. Witzel is celebrating her 25 years in extension and will receive recognition of that milestone at the National Conference next fall. And her team applied for an educational technology award.

**Kimberly Lafler, FoodWise Educator- Shared by Pattie Carroll, Human Development & Relationships Educator:** Despite all the weather causing many cancellations and rescheduling of events within the community and the different school districts FoodWise collaborates with, it has still been a busy January and February.

Kimberly Lafler was asked to be and participated as a panelist for curriculum education for FoodWise educators throughout the state for the Seniors Eating Well curriculum that she piloted last summer. Through lessons at Bright Futures of WI, an employment and transition services that help young adults with disabilities transition into productive lives as adults in the community, Lafler has been working with a group of young people to develop healthy eating patterns and create grocery lists that include those healthy patterns within a set budget. The group practiced in a classroom setting, with Lafler. Participants of that group were excited to share that as part of their mid-winter celebration that as a group they came

up with a healthy menu, wrote the grocery list and shopped for the items and stayed within their set budget using several of the tips discussed during the lessons. They were excited to report that they even had almost a dollar left over.

Starting in March, FoodWise starts to meet with new and existing partners to start program planning and collaborations for the next fiscal year, which starts in October.

**Pattie Carroll, Human Development and Relationships Educator-** Carroll continues to work with the Every Child Thrives (ECT) collective impact effort uniting community partners in Wisconsin's Dodge and Jefferson Counties. It is centered on the shared purpose of ensuring all children thrive in health, learning and life. Launched in 2017, ECT uses data to drive decisions and align resources to support what works. Part of the ECT effort is the TalkReadPlay campaign. TalkReadPlay is a community awareness campaign designed to teach parents and caregivers about the science of early brain development and help them create more brain building opportunities with their babies and young children. Carroll is working with Reeseville Public Library to implement TalkReadPlayTime for Lowell/Reeseville families. Also, Carroll is designing and implementing social media outreach and engagement for parents using Facebook live videos called Parenting: Behind the Behavior.

**Amanda Young, Dairy and Livestock Educator-** Young discussed the ongoing Youth Tractor and Machine Safety Course, which has completed its 24 hours of classroom instruction and written test and will be followed up by a driving test in April. There are 25 youth between the ages of 12 and 16 participating in this year's Tractor Safety training course. Young is also hosting Dairy Talk Tuesdays that are held the second Tuesday of each month featuring calf health, markets, and animal wellbeing. Additionally, Young hosted an all-day area 16 grazing meeting that was attended by over 70 individuals

**UPDATE ON MARIE WITZEL, 4-H YOUTH DEVELOPMENT EDUCATOR TO BACKFILL 4-H LIAISON ROLE AND MELISSA LITHERLAND TO BACK FILL AS 4-H PROGRAM COORDINATOR.** Witzel reported Melissa Litherland was hired to do the 4-H Programming with Dodge County in order to take things off Witzel's plate while Witzel backfills for 4-H Liaison Role.

**AREA DIRECTOR ORAL REPORT ON UW-MADISON EXTENSION MERGER.** Hoffman introduced the new UW-Madison new label. Reported there's a hold up on receiving letterhead envelopes. Hoffman reported there are media blasts and build boards in transition. Employees are in the process of activating their NetID, which will change their emails to wisc.edu. July 1, 2019 is the deadline for the new transition.

**DISCUSSION AND CONSIDERATION OF OPTIONS TO CHANGE UW-EXTENSION EDUCATION COMMITTEE MEETING SCHEDULE.** Discussion was held for UW-Extension Education Meeting Schedule months to be held February, April, June, September, October, and December of every year. The meetings will continue to be every 3<sup>rd</sup> Tuesday of the month with the option to call a special meeting if needed.

**NEXT MEETING DATE:** The next regularly scheduled Extension Committee meeting is Tuesday, April 16, 2019 at 8:30 a.m. at the UW-Extension Conference Room 1C, in the Dodge County Administration Building at 127 East Oak Street, Juneau, Wisconsin.

**ADJOURNMENT:** There being no further business to come before this Committee, the meeting was adjourned by Chairperson Behl at 9:48 a.m.

Respectfully submitted,

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Richard Bennett, Secretary

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Allen Behl, Chairperson

**EXPENSES**

<b>BUSINESS UNIT 6801</b>				<b>BUSINESS UNIT 6814 - 4-H Youth</b>				
Printing & Addressing Feb 4-H Newsletter	6801	5313	\$302.47	Family Learning Day- snow removal	6814	5399	6805	\$1,017.50
January UPS	6801	5311	\$3.83	4-H Trophies	6814	5399	6811	\$49.20
Witzel- January Mileage	6801	5332	\$270.86	Family Learning Day-Reimbursement	6814	5348	6805	\$59.88
Witzel- January Lodging	6801	5336	\$94.00	Family Learning Day-Reimbursement	6814	5348	6805	\$35.83
Young- January Mileage	6801	5332	\$27.84	Family Learning Day-Reimbursement	6814	5348	6805	\$17.63
Young- January Room Rental	6801	5532	\$100.00	Family Learning Day-Reimbursement	6814	5348	6805	\$10.91
Carroll- January Mileage	6801	5332	\$112.52	Family Learning Day-Reimbursement	6814	5348	6805	\$33.22
Carroll- January weafcs/neafcs registration	6801	5325	\$150.00					
CC- Stop the Bleed Kit	6801	5312	6816	\$38.28				
CC- Young Reg, Midwest manure summit	6801	5325	\$141.00					
CC- Office Supplies	6801	5312	6816	\$105.25				
CC- Educator Resources	6801	5392	\$59.98					
Bohn- February Mileage	6801	5332	\$50.46	<b>BUSINESS UNIT 6812- University Educational</b>				
Bohn- Meals	6801	5335	\$2.58					
Bohn- Family Learning Day	6801	5348	\$33.68					
Witzel- February Mileage	6801	5332	\$135.14					
Carroll- February Mileage	6801	5332	\$184.44					
Litherland- February Mileage	6801	5332	\$55.33	<b>BUSINESS UNIT 6872 - Soil &amp; Forage</b>				
				<b>BUSINESS UNIT 6874 - Pest App Trng</b>				
				Pesticide App Training- Lunch	6874	5343		\$329.81
				<b>Total</b>				\$1,553.98
			\$1,867.66					
<b>TOTAL EXPENSES</b>			<b>\$3,421.64</b>					

**DEPOSITS**

				<b>TOTAL</b>
Pesticide Applicator Training	6874	4557	681	\$370.00
Family Learning Day	6814	4553	6805	\$213.00
Cloverbud Workshops	6814	4553	6803	\$8.00
Family Learning Day	6814	4533	6805	\$84.00
ME Experiences	6814	4533	6812	\$212.50
Pesticide Applicator Training	6874	4557	681	\$90.00
ME Experiences	6814	4533	6812	\$525.00
Cloverbud Workshops	6814	4533	6803	\$10.00
4H Dog Projects	6814	4533	6804	\$75.00
Family Learning Day	6814	4533	6805	\$227.00
ME Experiences	6814	4533	6812	\$600.00
Publications	6801	4533	6823	\$84.50
Family Learning Day	6814	4533	6805	\$242.00
Cloverbud Workshops	6814	4533	6803	\$32.00
4-H Dog Project	6814	4533	6804	\$105.00
P.A.T	6874	4557	681	\$90.00
Family Learning Day	6814	4533	6805	\$88.00
Pesticide Applicator Training	6874	4557	681	\$435.00
				<u>\$3,491.00</u>
				<u>\$0.00</u>
<b>TOTAL DEPOSITS</b>				<b><u>\$3,491.00</u></b>

**EXPENSES**

<b>BUSINESS UNIT 6801</b>	<b>BUSINESS UNIT 6814 - 4-H Youth</b>								
UPS- March	6801	5311		\$4.20	4-H Camp Reservation	6814	5399	6809	\$135.00
CC- Office Supplies	6801	5348	6816	\$25.36	CC- Plastic Bags	6814	5399	6801	\$12.21
CC- Carroll UWSP Payment	6801	5325		\$150.00					
CC- Witzel UWSP Payment	6801	5325		\$150.00					

**BUSINESS UNIT 6812- University Educational**

**BUSINESS UNIT 6862 - Tractor Safety**

**BUSINESS UNIT 6872 - Soil & Forage**

**BUSINESS UNIT 6874 - Pest App Trng**

P.A.T. Books	6874	5348		\$50.00
P.A.T. Meat Buffet Dinner	6874	5343		\$372.31

**Total** \$569.52

\$329.56

**TOTAL EXPENSES**

**\$899.08**

**DEPOSITS**

**TOTAL**

Pesticide Applicator Training	6874	4557	681	\$210.00
Family Learning Day- April	6814	4533	6805	\$97.00
ME Experiences	6814	4533	6812	\$900.00
Cloverbud/ Exploring Workshops	6814	4533	6803	\$8.00
Animal Tracks Use	6814	4533	6801	\$31.50
UW-Publications (Farm Rec Book)	6801	4533	6823	\$8.00
Water Test Kits	6812	4533	21	\$2.84
Sales Tax	100	2421	143	\$0.16
UW-Ex Record copying	6801	4542	6816	\$1.71
Sales Tax	100	2421	143	\$0.09
Family Learning Day- April	6814	4533	6805	\$245.00
Cloverbud/ Exploring Workshops	6814	4533	6803	\$36.00
Dog Project	6814	4533	6804	\$15.00
ME Trips	6814	4533	6812	\$937.50
Family Learning Day- April	6814	4533	6805	\$110.00
ME Trips	6814	4533	6812	\$600.00
Pesticide Applicator Training	6874	4557	681	\$60.00

\$3,262.80

\$0.00

**TOTAL DEPOSITS**

\$3,262.80

# Agreement Letter - Dodge County Extension Office

## FoodWise

## Federal Fiscal Year 2020

University of Wisconsin-Madison Division of Extension FoodWise program has been offering nutrition education programming to the SNAP/FoodShare-eligible residents of Dodge County since 2000. During the period of October 2018 to March 2019 educational 974 contacts were made in Dodge County reaching 254 persons at locations such as South Beaver Dam Elementary School, Campbell Court Apartments, and the Gathering Source Food Pantry. Participants learn to make healthy food choices, to manage their food dollars, and handle their food safely. We also work with community partners to make the healthy choice, the easy choice where our participants live, learn, work, shop and play.

Much of the cost to provide FoodWise educational programming is paid with the \$209,342 in federal funds that FoodWise is bringing into Area 16 (Dodge, Columbia and Sauk Counties) during this current year. FoodWise federal dollars pay the salaries, fringe benefits and direct teaching expenses for FoodWise colleagues in the county office.

FoodWise relies upon our County partners to provide office space and related overhead costs, as well as basic operating costs and resources such as internet service, IT support and basic software, office telephones, shared supplies and equipment in the Extension Office. These contributions from the County are essential to FoodWise's work and presence in the County Extension Offices.

We ask that a representative of Dodge County confirm continued support of the work of FoodWise by signing below.

### AGREEMENT STATEMENT:

During the period from October 1, 2019 to September 30, 2020, Dodge County agrees to support the delivery of University of Wisconsin-Madison Division of Extension FoodWise grant funded efforts within the County Extension Department by contributing the following:

*Physical Space:* Offices and shared work spaces in the County Extension Office used by FoodWise colleagues and other Cooperative Extension colleagues when they are working on FoodWise efforts.

*Shared Direct & Indirect Costs & Resources:* Resources such as overhead, supplies, equipment, information systems support and county administrative costs (categories and amounts vary by county) to be used by FoodWise colleagues in support of FoodWise work. These resources are supplied to FoodWise colleagues as they are to other Extension colleagues in the office.

\_\_\_\_\_  
County Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Area Extension Director

\_\_\_\_\_  
Date

Thank you for your continued support of the FoodWise program!



An EEO/AA employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title VI, Title IX and ADA requirements.