

**Walworth County Board of Supervisors
Agriculture & Extension Education Committee Meeting Minutes
Monday, September 20, 2021
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Brian Holt called the meeting to order at 2:02 p.m.

Roll call was conducted and the following members were present either in person or by remote attendance: Chair Brian Holt; Vice Chair Daniel Kilkenny (arrived immediately following roll call); Supervisor Nancy Russell; FSA Representative Sharon Travis; and Citizen Members Kathleen Papcke and Jennifer Straus. A quorum was declared.

Others in Attendance:

County Staff: County Administrator Mark W. Luberdia; Area UW-Extension Director Christine Wen; Agriculture Educator Jim Versweyveld; 4-H Youth Development Educator Debbie Harris; Human Development and Relationships Extension Educator Amanda Kostman; and FoodWise Program Coordinator Lisa Krolow

On motion by Supervisor Russell, second by FSA Representative Travis, the agenda was approved with no withdrawals.

On motion by Citizen Member Papcke, second by Supervisor Russell, the June 14, 2021 Agriculture and Extension Education Committee meeting minutes were approved.

Public comment – There was none.

New Business

7a. Resolution No. **-10/21 Authorizing the Reclassification and Reduction of a 1.00 FTE Administrative Clerk III Position to a 0.60 FTE Receptionist/Clerk position in UW Extension

Area UW-Extension Director Christine Wen explained this reclassification request was precipitated by the recent vacancy of the 1.00 Full Time Employee (FTE) Administrative Clerk III position in the UW Extension department. This vacancy allowed for a reevaluation of department needs which resulted in the reduction of the 1.00 FTE Administrative Clerk III position to a 0.60 FTE Receptionist/Clerk position. This change also allows room in the budget for the addition of a Marketing Specialist Position. The Marketing Specialist Position will be hired at the state level and will work with multiple counties. County Administrator Mark W. Luberdia provided further information as it relates to the budget process and noted, had this vacancy happened sooner, this request would have been part of the budget process rather than through a resolution.

Vice Chair Kilkenny offered a motion, second by FSA Representative Travis, to approve the Resolution Authorizing the Reclassification and Reduction of a 1.00 FTE Administrative Clerk III Position to a 0.60 FTE Receptionist/Clerk position in UW Extension. Motion carried 6-0.

Reports

8a. Horticulture Outreach Specialist Report

Wen noted Horticulture Outreach Specialist Julie Hill was unable to make the meeting, but the written report is included in the packet. Hill may be contacted with any questions.

8b. Agriculture Educator Report

Agriculture Educator Jim Versweyveld provided an overview of his educator's report. In addition, he spoke about his involvement with mental health programming for farmers. In partnership with the Department of Agriculture's Farm Center, a 24 hour wellness hotline is being instituted. Counselors will be available to answer calls and utilize a network of referrals to provide help to farmers locally. Discussion followed.

8c. 4-H Program Educator Report & 8d. 4-H Educator Report

4-H Youth Development Educator Debbie Harris elaborated on the programs listed in the educator report. She also discussed the year end 4-H Animal Project Wrap Up meeting in which the past year's educational programs and Walworth County Fair are debriefed and plans for the next year's programming begins. She also noted it is record book season for the 4-H kids, 4-H clubs and groups are providing financial records and plans for the coming year, and 4-H enrollment activities are beginning. Additionally, Harris spoke of her leadership role as the 4-H Association President. She is also on the Marketing Committee in preparation for the 2022 National Conference which will be hosted by Wisconsin.

8e. Human Development and Relationships Extension Educator Report

Human Development and Relationships Extension Educator Amanda Kostman discussed the Rent Smart Program and addressed how COVID-19 and the changes in the housing market have affected this program. In collaboration with Administrator Lubberda, Kostman highlighted a new educational program being proposed which could include aspects of the Rent Smart Program and financial coaching. Participation will be offered to lower income individuals and after completing the course they may be provided funds which will help them achieve their goals. Kostman then provided an overview of programming highlighted in her educator's report.

8f. FoodWise Program Coordinator Report

FoodWise Program Coordinator Lisa Krolow discussed the budget, data used to report to the federal government, and programs offered this summer. She explained the budget was approved for \$182,604, which is shared between Walworth County and Jefferson County. Krolow also discussed results and statistics found on the Community Health Improvement Plan. One statistic showed only 23% of adults in Walworth County get their daily amount of vegetables. To help address that issue, a program was offered this summer at all the elderly and disabled subsidized housing sites in the county regarding food planning and tracking. Krolow shared food planning documents utilized for the program and read a success story provided by a participant.

Reports/announcements by Chairperson- Chair Brian Holt announced the County's Community Health Assessment has begun. He requested that any issues or concerns, particularly from the farming community, be brought to the attention of either himself or Amanda Kostman so they may be addressed in the assessment.

Confirmation of next meeting: The next meeting was confirmed for Monday, November 15, 2021 at 2:00 p.m.

Adjournment

On motion by FSA Representative Travis, second by Citizen Member Papcke, Chair Holt adjourned the meeting at 2:43 p.m.