1. November 18, 2019 Agriculture-Extension Education Committee Agenda
   Documents:
   NOVEMBER 18, 2019 AG-EXTENSION EDU. COMMITTEE AGENDA.PDF

2. November 18, 2019 Agriculture-Extension Education Committee Packet
   Documents:
   NOVEMBER 18, 2019 AG-EXTENSION EDU. COMMITTEE PACKET.PDF
County Board Agriculture and Extension Education Committee  
MEETING NOTICE  
Monday, November 18, 2019  
1:00 PM  
County Board Room 114  
Walworth County Government Center  
100 W. Walworth St., Elkhorn, Wisconsin  

Dan Kilkenny, Chair  
Supervisor Nancy Russell  
FSA Representative Sharon Travis  

Charlene Staples, Vice-Chair  
Citizen Member Jennifer Straus  
Citizen Member Kathy Papcke  

(Posted in compliance with Sec. 19.84 Wis. Stats.)

A quorum of the Executive, Land Conservation and Park Committees will be in attendance. It is possible that a quorum of the county board or any of its other committees could be in attendance at this meeting.

Agenda enclosures are available upon request from the County Administrator’s Office or on the County’s web page (www.co.walworth.wi.us). The agenda packet, including supporting documents, may be large, depending upon the number of enclosures. Downloading it will require ample computer memory and may take significant time.

A G E N D A

Note: all agenda items are subject to action.

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of minutes
   a) September 9, 2019 Agriculture & Extension Education Committee (encl. pp. 1-2)
6. Public Comment
7. New Business
   a) Introduction of new School Representative, Jennifer Straus
   b) Review of 2020 Extension Contract (encl. pp. 3-6)
8. Reports
   a) UW-Extension outreach and educational events (encl. pp. 7-11)

Reports/announcements by Chairperson

Set/confirm next meeting date and time  
   a) Monday, January 20, 2020 at 1:00 p.m.

Adjournment

Submitted by: Dan Kilkenny, Committee Chairperson  
Christine Wen, Area Extension Director

Posted: November 14, 2019
Chair Kilkenny called the meeting to order at 1:00 p.m.

Roll call was conducted and the following members were present: Chair Dan Kilkenny, Vice Chair Charlene Staples, Supervisor Nancy Russell, Citizen Member Kathleen Papcke and FSA Representative Sharon Travis. A quorum was declared.

Others in Attendance
County staff: Area Extension Director Christine Wen; Agriculture Educator Jim Versweyveld; County Administrator David Bretl
Members of the public: Chelsea Fibert and Andrew Phillips, Wisconsin Counties Association (WCA)

On motion by Vice Chair Charlene Staples, seconded by FSA Representative Sharon Travis, the agenda was approved by voice vote with no withdrawals.

Supervisor Nancy Russell made a motion, seconded by FSA Representative Travis, to approve the June 17, 2019 meeting minutes. Motion carried by voice vote.

Public Comment – There was none.

Unfinished Business
• Dissolution of the Wisconsin Associated County Extension Committees (WACEC) and the creation of a new entity – Wisconsin Extension Association (WEXA)

Area Extension Director Christine Wen introduced WCA representatives Chelsea Fibert and Andrew Phillips and asked them to discuss the proposed change. Phillips said WEXA will maintain the same mission as WACEC. The biggest change will be WCA taking over the fiscal and administrative responsibilities from the elected representatives who currently volunteer their time. Under Chapter 181 of the Wisconsin Statutes, WCA needs approval from at least 80% of WACEC members to approve the transition. Kilkenny asked if WCA is looking for a resolution to approve the dissolution from the County. Andy said they do not need a resolution. The five members of this committee have the ability to individually approve the dissolution of WACEC without the consent of the County Board. The creation of WEXA does not need committee approval and will take place organically, with the option for this Committee to join WEXA in the future. Russell asked about payment for membership in WEXA for this committee. Fibert said all funds that are currently in WACEC will be transferred to WEXA, so payments would come from WEXA’s account. Phillips added there is a current dues schedule set up and there is a contract between WEXA and WCA for managing funds and providing administrative support. Kilkenny asked how much we currently pay for WACEC membership and Wen replied it is $50. Phillips added he believed the amount would stay the same for WEXA. He explained the transition is taking place due to UW-Extension no longer wanting to be included in the fiscal aspect of operations. Chair Kilkenny made a motion, seconded by Vice Chair Staples, to allow committee members to express their individual approval of the dissolution of WACEC. Motion carried 5-0. Fibert distributed the signature form required to show approval of dissolution to all committee members to sign at their discretion. Phillips announced there will be a WCA meeting September 23, 2019 to discuss the changes and he emphasized all committee members are welcome to attend.
New Business

- Resignation of Russ Tronsen, AEE School Superintendent Representative

Wen said Russ Tronsen suggested Jennifer Strauss as his replacement for the Education Representative position. Strauss has expressed interest in the position. Vice Chair Staples asked if because she is the interim principal currently, should the committee wait to appoint the position until she is hired permanently? She also asked if the position was offered to any other area principals. Wen said it was not because Tronsen had found a replacement. Discussion took place regarding waiting to appoint a new representative. **Vice Chair Staples made a motion, seconded by Russell, to accept the resignation of Russ Tronsen as AEE School Superintendent Representative. Motion carried 5-0.**

Reports

- Educator Report – Jim Versweyveld, Agriculture Extension Educator

Versweyveld distributed an update as of September 9, 2019, and gave an overview of the programs that have taken place since November. He also announced upcoming programs, including one at the Farm Aid concert at Alpine Valley in East Troy on September 21, 2019. There will be a Harvest Hazards training as well on September 30, 2019. He gave an overview of what he has been working on recently, including the Dairy Breakfast, Walworth County Fair, Wisconsin Farm Show, the World Dairy Expo, etc. Vice Chair Staples asked about the response to the Farm Rescue programs. He said over 100 people attended the first night and at least seven agencies were represented. The turnout was much better than anticipated and some important discussions took place, especially regarding children and animals. He is hoping to continue these trainings in the future. FSA Representative Travis suggested inviting farmers to the trainings in the future, as farmers are usually the first people on the scene of farm accidents.

- UW-Extension outreach and educational events

Kilkenny asked if there were any questions regarding upcoming events. There were none.

Reports/announcements by Chair – There were none.

**Confirmation of Next Meeting:** Monday, November 18, 2019 at 1:00 p.m.

On motion and second by FSA Representative Travis and Citizen Member Papcke, Chair Kilkenny adjourned the meeting at 1:42 p.m.
Contract Between Walworth County and Board of Regents of the University of Wisconsin System

This contract is by and between Walworth County, State of Wisconsin (County), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (Extension) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

Whereas, Extension is organized both around geography, as faculty and staff deliver programs in communities throughout the state, and around academic disciplines. The broad disciplines currently include the Department of Agriculture & Natural Resources and the Department of Youth, Family & Community Development that oversee programmatic and academic functions;

Whereas, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

Whereas, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

Whereas, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension faculty and staff based upon annually established flat fees for positions as defined below; and

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. Term, Amendment & Termination.
   a. The term of this contract is one (1) year. The term shall run from January 1, 2020 through December 31, 2020, unless amended or terminated as set forth below.
   b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.
   c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.a. shall be prorated (i.e. the discount amounts to roughly $834 per month).
2. **Extension Responsibilities.** Extension agrees to:

   a. Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.

   b. Invoice the County semi-annually, by March 31\textsuperscript{st} and September 30\textsuperscript{th} for amounts due under this agreement.

3. **County Responsibilities.** In consideration of the programs that Extension provides to County under this contract, the County agrees to:

   a. Pay to Extension the County share of up to $231,841 for the period of January 1, 2020 through December 31, 2020 as allocated below.

<table>
<thead>
<tr>
<th>Positions</th>
<th>Fee</th>
<th>FTE</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Development &amp; Relationships</td>
<td>$41,500</td>
<td>1.0</td>
<td>$41,500</td>
</tr>
<tr>
<td>Extension Educator</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Agriculture Extension Educator</td>
<td>$41,500</td>
<td>1.0</td>
<td>$41,500</td>
</tr>
<tr>
<td>Positive Youth Development Extension Educator</td>
<td>$41,500</td>
<td>1.0</td>
<td>$41,500</td>
</tr>
<tr>
<td>Discount</td>
<td>($10,000)</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>$114,500</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Horticulture Outreach Specialist</td>
<td>N.A.</td>
<td>0.6</td>
<td>$43,680</td>
</tr>
<tr>
<td>4-H Program Coordinator</td>
<td>N.A.</td>
<td>1.0</td>
<td>$71,286</td>
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<tr>
<td>Professional Development</td>
<td>$500</td>
<td>4.75</td>
<td>$2,375</td>
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<td>(includes 4 FTE and 75% of $500 for the</td>
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<tr>
<td>Horticulture Outreach Specialist, Rock County</td>
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<tr>
<td>will pay other 25%, or $125)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Final Total</strong></td>
<td>$231,841</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

   b. Provide travel and appropriate job expenses to the staff, office facilities and equipment, office supplies and demonstration materials, salary and fringe benefits for the clerical support staff, and other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.
4. **General Conditions** This contract is established under the following conditions:

a. **Notices.** Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.

b. **Employer, Personnel Rules, Volunteers and Liability.** Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty or academic staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or, administrative rules; and, or, by policies or procedures adopted by the Board of Regents of the University of Wisconsin System, and, or Extension. Any volunteer engaged by Extension to further the purposes of this contract will be considered a volunteer of Extension. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, in interactions with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals that are employed by the County in order to satisfy obligations under Section 3.b. of this contract are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, in interactions with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

c. **Billing.** For the period January 1, 2020 through December 31, 2020, Extension shall bill the County for the total amount under Section 3.a. of this contract. The County will be billed for the first half of the total contract by March 31st and the second half of the total contract by September 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.

d. **Insurance.** The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of
its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program.

e. **Nondiscrimination/Affirmative Action.** The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. During the performance of work under this contract, Extension agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, religion, color, sex, national origin, age, disability, arrest or conviction record, marital status, political affiliation, sexual orientation, or membership in the National Guard. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. Extension further agrees to take affirmative action to ensure equal employment opportunities.

By: ___________________________ Date: ___________________________
    County Representative

By: ___________________________ Date: ___________________________
    County Representative

By: ___________________________ Date: ___________________________
    County Representative

By: ___________________________ Date: ___________________________
    Area Extension Director
    UW-Madison, Division of Extension

By: ___________________________ Date: ___________________________
    Director of Financial Services
    UW-Madison, Division of Extension

By: ___________________________ Date: ___________________________
    On Behalf of Board of Regents of
    The University of Wisconsin System
Get Coached!
Become a Coach!

How to take advantage of this program!

- Go directly to the online form at http://bit.ly/WalCoCoach
- Fill out and return the form on the reverse side of this panel.
- Go to our website at https://walworth.extension.wisc.edu/ and then click on the “Health, Families and Finances” tab to find the Financial Coaching page.

If you have any questions, please contact Amanda Kostman, UW-Extension Human Development and Relationships Extension Educator

100 W Walworth St
PO Box 1001
Elkhorn, WI 53121

Phone: 262-741-4961
Fax: 262-741-4955
amanda.kostman@wisc.edu
https://walworth.extension.wisc.edu/
Financial coaching means providing regular one-on-one sessions in order to ‘coach’ to meet goals mutually set by the coach and client. Coaching is differentiated from counseling in that coaches are not “experts,” but instead they provide encouragement and monitoring over advice, and do so in a process largely driven by the client.

A coach can provide a much-needed boost to self-control along with the flexibility to change strategies as the client’s financial situation changes.

Coaching is different from counseling or mentoring and focuses more on ongoing behavior change, executive attention and goal setting, and goal monitoring.

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Financial Goals Great for Financial Coaching
- Setting up and sticking to a spending plan/budget
- Getting out of debt
- Buying a house in the next 1-3 year(s)
- Planning to retire
- Planning for future educational expenses
- Planning a financial future with a new spouse/partner
- Planning to be independent
- Paying bills on time every month

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Financial Coaching
Interest Form

Name:

Phone Number:

Email Address:

Mailing Address:

☐ I would like to be a COACH
You will be contacted via email with training options.

☐ I would like to be COACHED
What financial goal(s) would you like you and your coach to focus on?

_____________________________

Please return this form:

100 W Walworth St
PO Box 1001
Elkhorn, WI 53121

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An EEO/AA employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title VI, Title IX, and the Americans with Disabilities Act (ADA) requirements.

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Please do so as early as possible prior to the program or activity so that proper arrangements can be made. Requests are kept confidential.
Kenosha, Walworth, and Racine County UW-Extension offices will be hosting a Winter Cow-Calf Workshop. This year’s workshop focus will be on facilities and nutrition.

Pre-registration is requested by Monday, November 25. To register, you may send in the registration form, or call or email Gonzo at 262-741-4951 or gvega@co.walworth.wi.us. Please provide your first and last name, address, phone number, email address and how many people are attending. The registration fee of $5 can be paid at the door.

December 3, 2019
6:30-8:30 p.m.
Walworth County Government Center – 100 W Walworth St
Elkhorn, WI 53121
TUESDAY, DECEMBER 3, 2019

6:30 P.M.  REGISTRATION

6:45 P.M.  FACILITIES—RENOVATIONS TO RETIRED DAIRY
FACILITIES TO ACCOMMODATE BEEF

Aerica Bjurstrom, Agriculture Extension
Educator, Kewaunee County

Light snacks and refreshments will be provided in-between the two topics.

7:30 P.M.  NUTRITION—GETTING COWS READY FOR CALVING WITH LOWER QUALITY FORAGE

Josh Kamps, Agriculture Extension Educator, Lafayette County

For more information, please contact your local UW-Extension office:

Jim Versweyveld, Walworth County, 262-741-4962
Leigh Presley, Kenosha County 262-857-1945
or Racine County 262-767-2929

This workshop counts for 1 BQA continuing education credit.

Registrations due by Monday, November 25!
Master Gardener Volunteer Training

The University of Wisconsin-Madison, Division of Extension is now accepting applications for Level I Training for the Master Gardener Volunteer (MGV) Program in Rock and Walworth Counties!

If you want to learn more about the Master Gardener Program or are interested in applying to the program, please attend an informational orientation session!

Orientation sessions will be held in-person from 1:00-2:00pm (Pick one):

- Janesville: December 10th—3506 N. Hwy 51, Bldg. A
  
or
- Elkhorn: November 14th or December 5th in Room 214—100 W. Walworth Street

Please contact Julie Hill to register: julie.hill@wisc.edu or 262-741-4958

Requirements to become a MGV

- Attend an orientation session
- Pass a criminal background check before training begins and sign volunteer agreement forms
- Complete Level 1: 14 classes held the 1st and 3rd Thursday of the month, 1-4pm, starting February 6
- Pass the final exam
- Complete a minimum of 24 hours of volunteer service by Oct. 1, 2020

Whether you are a beginner or an experienced gardener, there is always something new to learn! This program is specifically designed to train you in topics in horticulture and to volunteer for projects that benefit your local community.

More information is available at

https://walworth.extension.wisc.edu/horticulture/master-gardeners/

Julie Hill
Horticulture Outreach Specialist
262-741-4958
julie.hill@wisc.edu

Extension
UNIVERSITY OF WISCONSIN–MADISON

MASTER GARDENER
UNIVERSITY OF WISCONSIN–MADISON
DIVISION OF EXTENSION