

Richland County Agriculture and Extension Education Committee
Meeting Minutes
August 9, 2017 - 9:00 a.m.
Room 713, Extension Office, East Hall, UW-Richland

Present: Brewer, Kinney, Marshall, Hady, Wunnicke, Craddock, Lenzendorf, Saxe, Williamson (by teleconference), and Campbell.

- I. Meeting was called to order by Chairperson Brewer at 9:00 a.m.
- II. Hady gave proof of notification
- III. Motion by Kinney, seconded by Marshall, to approve the agenda. Motion carried.
- IV. Minutes approved as published.
- V. There was no Public Input.
- VI. Unfinished Business
 - a. nEXT Generation – no new updates on agent sharing. Craig Saxe, Area Extension Director (AED), asked if it would be possible for him to have his office located in the Richland County Extension Office. Brewer asked if it were possible to collect rent from the state for office space. Saxe responded that rent payment would not be considered since Richland County Extension is located on a 2 year UW campus, per Vice Chancellor Steve Wildeck.
 - b. Staff Retreat – Hady asked for permission to close the Extension Office on Friday, August 18 from 11:00 a.m. to 4:30 p.m. for a staff retreat. Permission was given.
- VII. New Business
 - a. 2018 UWEX Department Budget – Hady has not currently received the budget letter but expectations are a 2% increase in salary and a 9% increase in insurance for county employees. Much discussion was held regarding the different budget scenarios, presented by Hady, to meet a 15% reduction of the county's portion of the annual Richland County Extension budget. Some of the options discussed were sharing two agent positions half time with another county, reducing an agent and support staff position to 50%, or eliminating an agent position. With the possibility of work load changes, reducing staff would have an effect on major programs offered. Hady asked for direction on which proposal the committee would like to endorse. It was decided to table a recommendation until the September meeting.
 - b. Richland County Fair – Hady asked permission to temporarily close the Extension Office during the county fair. Motion by Marshall, seconded by Kinney, to grant permission to close the Extension Office during the county fair. Motion carried.
 - c. Swine Educators Conference – Hady asked permission to attend the Swine Educators Conference in Des Moines, IA and it was approved on a motion by Kinney and second by Marshall. Motion carried.
 - d. Family Living Position - Wunnicke will be taking a family leave of absence from September 15 to November 29 for the birth of her child.
- VIII. Out of County Requests - Motion by Kinney, seconded by Marshall, to approve out of county requests. Motion carried.
- IX. No purchases over \$1,000.
- X. Office, Agent, Soils, Program and Pesticide accounts – Motion by Kinney, seconded by Marshall, to recommend payment of all accounts. Motion carried.
- XI. Agent Report – Lenzendorf, FoodWise Coordinator, gave an overview of the FoodWise program for low income families, teaching nutrition based off of the My Plate guidelines. She presents to both youth and adults on how to make healthy, affordable meals. She led an activity on making complete meals from common cupboard foods.
- XII. Next meeting date is Wednesday, September 13, 2017 at 9 a.m.

XIII. Motion to adjourn by Kinney and seconded by Marshall. Motion carried.

Minutes submitted by: Sandy Campbell