

**AMENDED**

**University of Wisconsin Education, Extension and Agriculture Committee  
Thursday, October 21, 2021  
James P. Coughlin Center - Room A/B**

**Members Present:** Tom Snider, Steve Binder, Tom Borchart, and Doug Zellmer.

**Members Absent:** Karen D. Powers.

**Extension Winnebago County Staff:** Chris Viau, Kris Soper, Mandi Dornfeld, Dana Berger, and Amy Hendrickson.

**Others Present:** None.

**Meeting Called to Order** at 9:00 a.m. by **Tom Snider**.

**Comments from the Public Related to Items on the Agenda:** None. Snider requested to add "requests to add items to the next agenda" to this agenda item going forward.

**Approval of Minutes:** Binder moved to approve the 9/16/2021 minutes; seconded by Borchart. Motion carried 4–0.

**Safety Share – Tom Borchart:** Borchart stated there is growing concern for a possible "twindemic" with COVID-19 and influenza in the coming months. Snider shared that CDC has approved boosters for Pfizer, Moderna, and Johnson & Johnson COVID-19 vaccines. There is a new recommendation to not receive both the COVID-19 vaccination and the Influenza vaccination on the same day, due to increased risk for side effects.

**Committee Chair Report:** None.

**UW Division of Extension Program or Educator Reports and Updates:**

**FoodWise – Kris Soper:**

- Farmers Market Tours have been successful.
- Grocery Store Tours in Oshkosh, Chilton, Neenah, and Menasha are going forward. They will be available in Spanish via an interpreter in November.
- Keep Calm and Cook On has launched virtually. The FoodWise staff are taking turns providing these lessons; various language interpretations are available due to the virtual platform.
- Nutrition education is being provided for school-age children. There's also a fruit and vegetable challenge amongst the students.
- Working with teens at the Menasha Boys & Girls Club; doing 6 weeks of lessons from the workbook previously shared.
- Providing cooking lessons for participants at Friendship Place in Neenah. Lessons will be modified due to the pandemic and geared toward participants with intellectual disabilities.
- Borchart requested to be added to Soper's mailing list to attend and participate in the Menasha Boys & Girls Club programs.

**4-H Record Books – Dana Berger:**

- Berger distributed a few examples of 4-H Record Books turned in this year; they show what projects participants have been working on and what they've been learning over the year. Record book reading occurs annually in October. Youth who turn in record books receive recognition, with some receiving merit awards. Berger reported 430 youth enrolled in the 2020-2021 year. Open enrollment for the 2021-2022 year is this month.

**Extension Administration and Department Reports – Chris Viau:**

- **Facility Updates** – Meeting room reservations have been picking up. Jody Bezio has taken over management of meeting room tasks. She's been coordinating with the Facilities Department to incorporate additional cleanings on high-traffic days whenever possible. Meeting room users are expected to sanitize the tables after use. Some users comply with cleaning expectations, some do not. Users are recommended to clean both before and after their meetings, since we cannot guarantee previous groups completed cleaning.

- **Staff and Department Updates**

- Employee annual reviews are occurring this month. Viau reported having talented and resilient staff in our office. UW staff will receive a 2% wage increase for the next two years. Viau and Snider briefly discussed how wage increases are a necessary part of retention strategy and to encourage being an employer of choice.
- Viau has accepted John Thompson's resignation. Viau summarized changes in hiring strategy specific to the Agriculture Educator role. A regional model with agriculture-related specialty roles is being explored. In this model, specialist roles would cover multiple counties and be funded partially by the state with the remaining funding split between the counties being served. Alternatively, Winnebago County could choose to hire and fully fund a position that would have full access to university resources and be dedicated to Winnebago County. Viau also mentioned that the county can make other staffing decisions to provide services without a connection to Division of Extension or its network of specialists.
- Viau reiterated changes within Horticulture education. Management of Master Gardener volunteers has been separated into a position specific to that need. Viau reviewed considerations for a 60% Horticulture Educator specific to Winnebago County versus a 100% position split between counties.
- Viau will add the 2022 state staff contract to next month's agenda.

- **Area/Region/State Updates** – None.

**Diversity Affairs Discussion: Update Bylaws and Strategic Plan** – Dornfeld highlighted some challenges and recent work of the Diversity Affairs Commission. The Winnebago County Diversity Affairs Commission Strategic Plan for 2021-2022 and the Winnebago County Diversity Affairs Commission Bylaws were distributed for review. These items have been approved by the County Executive. The commission will not be able to market the group until the strategic plan and bylaws have been approved on all levels. Binder is requesting funds for the 2022 county budget to allow for printing and marketing for the commission. Borchart made a motion for the committee to accept the Winnebago County Diversity Affairs Commission Strategic Plan 2021-2022 as amended; seconded by Zellmer.

**Motion carried 4–0.** Borchart made a motion for the committee to accept the Winnebago County Diversity Affairs Commission Bylaws; seconded by Zellmer. **Motion carried 4 - 0.** Viau was granted permission by the committee to have the bylaws reviewed by Corporation Counsel.

**Comments by Committee Members:** Borchart requested an item be added to the next agenda to discuss committee meeting times outside of standard business hours.

**Next Meeting:** Next regular committee meeting will be held Thursday, November 18, 2021.

**Adjourned:** Borchart moved to adjourn; seconded by Snider. Motion carried 4–0.

10:29 am.

Respectfully submitted by:

Amy Hendrickson