

## FOREST COUNTY UWEXT COMMITTEE MEETING MINUTES

COMMITTEE: FOREST COUNTY UWEXT COMMITTEE

DATE: Wednesday, October 23, 2024

TIME: 2:00 PM

PLACE: COUNTY BOARD ROOM, ROOM 107

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### CALL TO ORDER

Chairperson, Ron Skallerud, called the meeting to order at 2:00 p.m.

### ROLL CALL

UWEXT Committee: Present - Tom Tallier, Ron Karl, Brian Piasini, Bill Chaney, Ron Skallerud, Scott Goode

**OTHERS PRESENT:** None

**UWEXT:** Amber Rehberg (present), Heather Ostrowski (present), Anne Williams (present), Karly Harrison (Present), Terri Kolb (Present)

### APPROVE AGENDA:

Motion by Scott Goode to approve the agenda, seconded by Tom Tallier. All present voting AYE. Motion carried.

### PUBLIC COMMENT

No Public Comment.

**APPROVAL OF LAST MINUTES** from July 24, 2024, UWEXT Committee Meeting. Motion by Bill Chaney to approve meeting minutes, seconded by Ron Karl. All present voting AYE. Motion carried.

### UWEXT

- I. Review Financial Reports & Travel Requests
  - A. YTD Budget UWEXT & Digital Navigator
    1. Reviewed and gave an update on current YTD Budgets for both UWEXT and Digital Navigator. Both budgets are significantly under budget.
- II. Area Extension Director Updates from Amber Rehberg
  - A. 2024 UW-Extension Budget Review – Extension is significantly under budget for FY2024 due to staffing. When the referendum did not pass, we did not fill the Community Development Educator position. That position is still open and Forest County will not be billed for it until it is filled.
  - B. 4-H Club Finances – Cheyney moved to have Nora & Amber create a resolution for the full county board to create a reserve account for 4-H finances and Piasini seconded the motion. All present voting AYE. Amber and Nora will work on a DRAFT Resolution for the next Extension Committee Meeting. It is unique

situation and we want to ensure we do what is best for everyone and not create additional work, but adhere to and align with State 4-H Policies and Best Practices.

- C. UW-Madison Division of Extension Partnership Agreement – No discussion or updates; will keep as standing agenda item.
- D. Forest County Staff Updates
  - 1. CDI Position:
    - a)
  - 2. Additional Office Space Needs: Staff is growing and some additional work/office space is needed. Resolution utilizing unused funds from 2023, will allow for the building of some cubicles/desk space in the small conference room next to Extension Office. Once decision is made on CDI Educator; Tallier moved to forward to Building Committee and Karl seconded it. All present voted AYE, motion carried.

### III. Program Reports

- A. Digital Navigator – Heather Ostrowski (Program Manager) & Steve Watson (Part Time as Needed)
  - 1. Heather provided an overview of the Digital Navigator Steve continues to provide support for clients. Meeting with clients and distributing devices. New grant will continue when the current grant ends. Working on recruitment and hiring of new educator.
- B. Healthy Communities Coordinator & Health & Well Being Educator – Karly Harrison (.8 FTE) New volunteer in Crandon. Working to ensure we have a couple of sites for Deer Donations by assisting with paperwork. Continue to work with building out annual health plan with Health Department.
- C. 4-H Youth Development – Anne Williams (.5 FTE) Highlighted local offerings.
- D. FoodWise – Terri Kolb (FoodWise Administrator) / Mary Stys (.2 FTE) Providing educational programming in schools and with Head Start. Working on hiring NEW FoodWise Educator who will serve .5 FTE Forest County and .5 FTE Florence County.

### **FUTURE AGENDA ITEMS**

YTD Budget Review, Staff Travel Requests, UW-Madison Division of Extension Partnership Agreement, PFAS Education Possibilities/Opportunities

### **SET MEETING DATE, TIME, AND LOCATION**

Next meeting will be held in January and/or earlier as needed in coordination with Land Conservation.

### **ADJOURN**

There being no further business, motion by Bill Chaney to adjourn, second by Brian Piasini. All present voting AYE. Motion carried. Meeting adjourned at 3:25 p.m.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled UWEXT Committee Meeting.