

<p>Notice of Public Meeting</p> <p><b>August 12, 2020</b> <b>3:30 pm</b></p>	<p><b>AGRICULTURE &amp; EXTENSION EDUCATION COMMITTEE</b></p>	<p>Peninsular Ag. Research Station 4312 Hwy. 42, Sturgeon Bay</p>
<p><i>Oversight for Extension Department</i></p>		

### AGENDA

1. Call Meeting to Order
2. Establish a Quorum ~ Roll Call
3. Adopt Agenda / Properly Noticed
4. Approve Minutes: July 8, 2020 Ag and Extension Education Committee minutes
5. TOUR – Peninsular Ag. Research Station (PARS)
6. Next Meeting Date *(if necessary)*: Wednesday, September 9, 2020; 3:30 pm
7. Meeting Per Diem Code: \_\_\_\_\_
8. Adjourn

*Deviation from the order shown may occur*

*Posted by* \_\_\_\_\_

**Minutes of the  
DOOR COUNTY AGRICULTURE AND EXTENSION EDUCATION COMMITTEE  
Wednesday, July 8, 2020, 3:30 pm  
County Board Room, County Government Center, Sturgeon Bay**



1. The meeting was called to order by B. Gauger at 3:29 p.m.
2. Roll call:
 

<u>Committee:</u> Beth Gauger Vinni Chomeau Kara Counard Todd Thayse ( <i>excused</i> ) Dale Vogel	<u>Extension Educators:</u> Dawn VandeVoort ( <i>excused</i> )	<u>Others Present:</u> Rob Burke, AED/Dept. Head Ken Pabich, County Administrator
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3. Motion by V. Chomeau, seconded by K. Counard, to approve the agenda. All aye. Motion carried.
4. Approve Minutes: Motion by D. Vogel, seconded by V. Chomeau to approve the minutes of the June 10, 2020 Ag. and Extension Education Committee. All aye. Motion carried.
5. Correspondence:
  - Thank you letter from PARS
6. Educator Reports:
  - A. 4-H Youth Development – Dawn VandeVoort.** Burke reviewed Dawn's written report, highlighting the section on Providing Educational Support to Families during COVID-19: Developing “Summer Activities to Go” for no-contact pickup at the library branches. The Activities to Go include many resources that will encourage families to explore nature and use University-backed and developed resources. The kits were distributed in early July (Burke circulated a photograph of the kits packed up for delivery). Supporting 4-H Members and Youth with the Door County Fair.
 

4-H Food Stand Video and Fair Through Social Media. Burke reported on Dawn's efforts working with the Fair Board secretary and others to offer youth a chance to showcase their projects online this year via the "Youth Exhibitor Project Showcase". For the virtual stand-in for the fair each food stand is being asked to create videos featuring their signature items and demonstrate how to make them at home. Through the Youth Exhibitor Project Showcase you will have an opportunity for to showcase their 4-H, FFA and School projects during fair week. A series of Google Forms submitted by youth exhibitors will capture photos and information about their projects. We will turn that information and the photos into videos or slideshows that will be shared on the Fair's social media and website during fair week.
  - B. Department Head/Area Director – Rob Burke.** Burke introduced Judeen Hanson to the committee and noted her many years of excellent and dedicated service. Burke's retirement will be on August 31. Judy Knudsen, Brown County Extension Director will assume interim duties from Burke until a permanent replacement can be hired by extension. UW-Madison, including the Division of Extension is currently under a hiring freeze in as a prudent precaution against the need to lay-off staff due to budget cuts and revenue shortfalls that appear imminent this fall due to COVID-19 impacts.

University staff, educators, and volunteers are still operating under state mandated restrictions on meetings and physical presence in offices. No-Contact programs that can be safely social-distanced with 10 or fewer participants may be authorized. Because COVID numbers are rising in the state it is unclear if the limit can be raised to under 50 participants in the month of July.

Burke reviewed a draft 2021 requested budget, reviewing all salary/wages, contract for services, and operational expense line items individually. The requested budget will be forwarded to the Administrator and Finance Director by August 3. The Finance Committee will review and possibly adjust the budget request and return the proposed budget for 2021 to the Ag and Extension oversight committee for their final review/comment at their September 9 meeting.

7. Discussion: Extension Committee Tour of PARS for August meeting?  
Burke has been in contact with the PARS Superintendent and it should be possible for the Ag. and Extension Committee to have a tour of the PARS the afternoon of August 12.
8. Financial Accounts / Voucher List – Reviewed voucher list.
9. Next meeting date(s): **Wednesday, August 12, 3:30 pm, Peninsula Agricultural Research Station, 4312 Hwy. 42 N, Sturgeon Bay.**
10. Meeting Per Diem Code: **#708**
11. Adjourn: Motion V. Chomeau, second by D. Vogel, to adjourn the meeting. All aye. Meeting adjourned at 4:10 pm.

Rob Burke, Recording Secretary