

<p>Notice of Public Meeting</p> <p>October 14, 2020 3:30 pm County Board Room</p>	<p>AGRICULTURE & EXTENSION EDUCATION COMMITTEE</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. Public Comment (Maximum agenda item of 30 minutes with a maximum of five minutes per speaker)
5. Approve Minutes: September 9, 2020 Ag and Extension Education Committee
6. Correspondence
7. Educator / AED Reports
 - A. 4-H Youth Development - Dawn VandeVoort
 - B. Area Extension Director – Judy Knudsen
8. Financial Accounts / Voucher List
9. Next Regular Meeting (*if necessary*): November 11, 2020, 3:30 pm
10. Meeting Per Diem Code: _____
11. Adjourn

In light of the declared state of emergency and to mitigate the impact of COVID-19 this meeting will be conducted by teleconference or video conference. Members of the public may join the meeting remotely or in-person in the Peninsula Room (C121) 1st floor Government Center (*please note public in-person has limited capacity and is on a first come, first served basis*).

To attend the meeting via computer:

Go to:

<https://doorcounty.webex.com/doorcounty/onstage/g.php?MTID=ec1d5aec4800dcb61ba67113baa0d1567>

Event Password: Oct14ag2020

Access Code: 146 786 3027

To connect via phone:

**Phone number stays the same every time.
Call 1-408-418-9388**

Deviation from the order shown may occur

Posted by _____

**Minutes of the
DOOR COUNTY AGRICULTURE AND EXTENSION EDUCATION COMMITTEE
Wednesday, September 9, 2020, 3:30 pm
County Board Room, County Government Center, Sturgeon Bay**



1. The meeting was called to order by Supervisor Gauger at 3:48 p.m.
2. Roll call:

<u>Supervisors:</u> Beth Gauger, Chair Vinni Chomeau Kara Counard Todd Thayse Dale Vogel (<i>absent</i>)	<u>Extension Educators:</u> Dawn VandeVoort (<i>excused</i>)	<u>Others Present:</u> Ken Pabich, County Administrator Judy Knudsen, Interim AED
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3. Motion by Supervisor Thayse, seconded by Supervisor Counard, to approve the agenda. All voting aye. Motion carried.
4. Public comment: None.
5. Approve Minutes: Motion by Supervisor Counard, seconded by Supervisor Thayse to approve the minutes of the August 12, 2020 Ag. and Extension Education Committee. All voting aye. Motion carried.
6. Correspondence: None
7. Extension Office 2021 Budget Recommendations by Finance/Review and Action. Motion by Supervisor Chomeau, seconded by Supervisor Thayes to approve 2021 proposed budget for Extension and forward to the County Board. All voting aye. Motion carried.
8. WEXA Membership Dues. Motion made by Supervisor Thayes, seconded by Supervisor Counard to make payment of \$50.00 for membership to WEXA. All voting aye. Motion carried.
9. Educator / AED Reports:

4-H Youth Development – Judy Knudsen reporting for Dawn VandeVoort. Communication with 4-H clubs and groups regarding changing status of in-person gatherings and process to seek approval. Worked with colleagues to create Clover Connections videos for volunteers. In place of participation in the Door County Fair, exhibitors submitted photos of their completed projects and/or projects underway which were put into a video and will be used as a promotional tool.

Area Director – Judy Knudsen - Open positions are all still on hold. The University is very concerned about the financial impact of the shutdown and Covid-19 on state and university funding and budgets in this current calendar year. Kewaunee County Agriculture and Extension Education Committee has asked for a delay in a joint meeting with the Door County Agriculture and Extension Education Committee due to the pandemic. Kewaunee County Agriculture and Extension Education Committee is willing to write a letter of support to be sent to Extension administration regarding filling of the Door County Agricultural position. Discussed Door/Kewaunee Legislative Days which should be held in early 2020 and need for alternative plans if meetings in person cannot be held due to pandemic.
10. Financial Accounts/Voucher List – Reviewed accounts.
11. Next meeting date: **Wednesday, October 14, 3:30 pm, Chambers Room.**
12. Meeting Per Diem Code: **#909**
13. Adjourn: Motion by Supervisor Counard, second by supervisor Thayse, to adjourn the meeting. All voting aye. Meeting adjourned at 4:19 pm.

Judy Knudsen, Recording Secretary



Agriculture and Extension Education Committee Report September 2020 Dawn VandeVoort, 4-H Youth Development Educator

Supporting 4-H Volunteers and 4-H Clubs:

- Re-Enrollment in 4H Online: The website that Wisconsin 4-H uses to collect enrollments is now open and ready for families to use. This fall, many states were moving to the new version of 4H Online; an upgrade from the platform that we've been using for a few years. During September, we had to do a lot of significant prep work to make sure settings were set up correctly to allow for use and reviewing information that transferred over from the 4H Online 1.0 version. Once the website was set up, we also need to prepare resources to share with families to use the platform. Re-enrollment has opened to our 4-H families in Door County and I will share enrollment numbers with you later this fall when we have more solid data.
- Clover Connections Videos for volunteers: I am a member of the 4-H Annual Leader Training Team. We create a training that is open to all 4-H volunteers to participate in during a particular year. This fall/winter we will be rolling out virtual trainings for volunteers across the state to help them think creatively about the basics of 4-H clubs during the pandemic. As part of the training, we have created short videos that will be on timely topics for restart. During September, we recorded 5 more short videos. These videos are in the process of being reviewed and approved, but will be available soon on YouTube (https://www.youtube.com/playlist?list=PL6rAyFZutwgvi0InIEIS3aq_lbDCpAoyX)
 - Updates with Dei (4-H Program Manager)
 - Moving 4-H Outdoors
 - Recreation in 4-H Club Meetings
 - Wisconsin 4-H Movement
 - Decision Making as a Club

We will continue to create more videos that will be posted weekly for 4-H volunteers to help them as they move into a new 4-H year.

- Updating Extension's Volunteer Onboarding Process: In September I continued my work on the team that is updating Extension's Volunteer Onboarding training. We have made progress on the text for the training, which will be available online for volunteers to take at their convenience.

Providing Educational Support to Families during COVID-19:

- Explore 4-H Project: Our Explore 4-H Project is kicking off and we are holding our first session during National 4-H Week (October 8th). We have 6 families from Door County signed up for this first try at offering a 4-H exploration experience, along with families from Brown and Kewaunee County. Each week, we will connect with the families by zoom and provide information on 4-H, build a community of youth and teach a hands-on project experience. The project runs weekly through November 12th.



(Explore 4-H Continued) Our six weeks of hands-on projects are:

- October 8th – Bread in a Bag
- October 15th – Cinnamon Quick Bread
- October 22nd – Lava Lamps & Popsicle Stick Catapults
- October 29th – Building Bridges
- November 5th – Duct Tape Crafts
- November 12th – Beaded Pen Creations & Wrap-Up Celebration

There are three other cohort groups across the state doing a similar project. After we are completed with this series, we will be sharing our resources with our colleagues so they can replicate and use our lesson plans, and we can utilize their lesson plans.

Point of Contact/Office Work:

- Extension Facebook Page: I have been working to keep our Extension Door County Facebook page populated with relevant and interesting content for our local community. Each week, I spend time researching story ideas from our Extension programs and neighboring counties, and schedule posts to go live each day on our page. My next step with the page is to create some additional promotion to expand the reach of the page.

Professional Development:

- Well at Work: The Center for Healthy Minds on the UW-Madison Campus and their organization called Healthy Minds Innovations offers ongoing training on a variety of topics regarding mindfulness, well-being and stress management. I attended a session that dealt with the science of well-being and what it looks like in everyday life within a work world.
- Effective and Engaging Meetings: UW-Madison Continuing Education has been offering many great professional developments over the past several months, and one that I was excited to participate in was their training on Effective and Engaging Meetings. In this virtual programming world that we are now living in, it's challenging to create a welcoming, engaging and quality meeting experience. During this training we learning techniques and tips to create spaces that are effective for reaching meeting goals, inviting and welcoming for people to join, and well organized to make good use of time. It was a very impactful training and I have used some of the techniques already in various settings at work.

