

Lincoln County Land Information, Conservation and University Extension Committee
Minutes of Monday, June 5, 2006 8:30 am
Land Resource Center Meeting Room
1106 E 8th St
Merrill, WI 54452

Members Present: James Alber, R.Wayne Plant, Frank Saal, Gail Schneider, Carl Short

Visitors: Kelly Alber, Deb Moellendorf, Art Lersch, Diane Hanson, Scott Galetka, Brenda Janke, Deb Jones, Tom Cadwallader, Amanda Kostman, Brenda Herrell, Beryl Vandre Emerich

1. Call to Order

The meeting was called to order by Chair Jim Alber at 8:30 a.m.

2. Approval of Minutes from the May 3, 2006 Committee Meeting

Motion by Saal second by Schneider to approve minutes from the May 3, 2006 meeting. Motion carried all ayes.

3. Public Comment

None

4. Discussion on Committee Meeting Date(s) for 2006

Due to another conflicting committee meeting, the time for the Land Information and Conservation meetings will be changed from 8:30 am to 9:30 am. The UW-Extension meetings will continue to start at 8:30 a.m.

UW-Extension

5. Overview and Discussion on Community Partner Advisory Group (CPAG) presented by Deb Jones, CPAG Liaison

Deb Jones presented an overview of what the CPAG is and how it could affect the Lincoln County community and UW-Extension. The purpose of a CPAG is to provide program advice, input on program effectiveness, identify new partners, strengthen existing relationships and communicate value. Deb also outlined the difference between program area advisory committees and CPAG and the difference between CPAG and Extension Education Committee roles. Currently, 23 of Wisconsin's 72 counties are involved in the CPAG process with the goal for all 72 counties to have one in place by the end of 2007. There will be \$200 in funds available annually from the Dean's office to support this group and one-time funds from WACEC of \$100.

Motion by Alber second by Plant to approve the Community Partner Advisory Group initiative. A CPAG item will be put on the agenda as needed for staff to involve the committee members in developing a CPAG. Motion carried, all ayes.

6. Review Extension budget report

Debbie Moellendorf reviewed the May expense report which was included in the committee's packet.

7. Discuss 2006 State Wisconsin Associated County Extension Committee, Inc. (WACEC) Conference to be held in Oshkosh on June 25-27, 2006

Wayne Plant, Gail Schneider, Jim Alber and Debbie Moellendorf will be attending the WACEC Conference. Wayne Plant explained the auction which is held at the conference and the goal that each county donates items. The auction generates funds which enables Extension committee members to participate in the Public Issues Leadership Development Conference held in Washington each spring.

8. O & A on Agriculture Development Agent Written Report

Tom Cadwallader was on vacation during most of May traveling to Moldova so no written report was provided for this month.

- a. **Discuss/Action on the Annual Extension Memorandum of Understanding for Sharing Agricultural Development Agent with Marathon County**

Tom presented the background of his dual county Agricultural Development position to the committee and explained the memorandum of understanding.

Motion by Plant second by Alber to approve the Memorandum of Understanding with Marathon County. Motion carried, all ayes.

9. Q & A on Community and Economic Development Educator Written Report

Art Lersch's written report was included in the agenda packet for the committee to review and placed on file. Art also indicated that he has received the grant for startup of an entrepreneur's club that the committee supported in April.

10. Q & A on Family Living Educator Written Report

Brenda Janke's written report was included in the agenda packet for the committee to review and placed on file.

11. Q & A on Wisconsin Nutrition Education Written Report

Brenda Herrell's written report was included in the agenda packet for the committee to review and placed on file.

- a. **Discuss/Action on WNEP County Agreement Letter for October 1, 2006-September 30, 2007**

Brenda reviewed last year's agreement letter and the new agreement letter that was included in the agenda packet for the committee to review.

Motion by Alber second by Plant to approve the WNEP County Agreement Letter for October 1, 2006 – September 30, 2007. Motion carried, all ayes.

12. Q & A on 4-H Youth Development Program Advisor Written Report

Amanda Kostman's written report was included in the agenda packet for the committee to review and placed on file.

13. Q & A on 4-H Youth Development Agent/Department Head Written Report

Debbie Moellendorf's written report was included in the agenda packet for the committee to review and placed on file.

- a. **Discuss/Action on Central District "Responsibility Based Culture" Grant**

Debbie explained this grant that submitted on the department's behalf for \$400 for staff development. A copy of the request was included in the agenda packet for the committee to review. Debbie indicated that she has received notification that the grant has been approved.

Motion by Saal second by Short to accept this grant. Motion carried, all ayes.

- b. **Discuss/Action on Central District 4-H Marketing Materials Grant**

Debbie explained this \$5,000 grant that she submitted with several of her 4-H Youth Development district colleagues to develop 4-H promotional materials for the 13 counties in the Central District. Debbie agreed to be the fiscal manager for this grant. A copy of the grant was included in the agenda packet for the committee to review. Debbie has received notification that the grant has been approved.

Motion by Plant second by Schneider to accept this grant and for Debbie to be the fiscal manager. Motion carried, all ayes.

- c. **Discuss/Action on 4-H Afterschool Training Grant**

Debbie reviewed this grant she submitted for \$800 to conduct staff training for individuals involved in providing after school and before school programs throughout Lincoln County. A

copy of the grant was included in the agenda packet for the committee to review. Expect to hear in mid-June regarding approval of the grant.

Motion by Saal second by Alber to support the grant. Motion carried, all ayes.

d. **Discuss/Action on Vendors – Fair referral from May 1, 2006 Administrative and Legislative Committee meeting**

Debbie read the minutes from the Administrative and Legislative Committee meeting regarding this item.

Motion by Alber second by Saal to refer Department Head to attend the next Administrative and Legislative committee to obtain direction from this committee on what want this committee to address and ask the Administrative and Legislative Chair to attend the next UW-Extension meeting. Motion carried, all ayes.

e. **Update on Newly Formed 4-H Club**

Debbie explained that a newly formed 4-H club is without leadership due to an individual not being approved through the Youth Protection Process. Debbie is currently working with families in the club to find alternative leadership for the club or to transfer youth to other 4-H clubs so the youth involved can continue their involvement in 4-H.

Land Information and Conservation

14. **Land and Water Resource Management Cost Share Contract**

Motion by Plant, second by Saal to approve cost share contract with Don and Marie Schultz for a shoreland restoration project. Motion carried, all ayes.

15. **Review and Take Action on Capital Improvement Project Requests –**

Diane and Scott Galetka reviewed a CIP request for parcel mapping.

Motion by Saal, second by Schneider to approve CIP request for parcel mapping with committee concurrence on departments recommended priority. Motion carried.

Diane and Scott reviewed a CIP request for Digital Elevation Data.

Motion by Alber, second by Plant to approve CIP request for digital elevation data with concurrence on departments recommended priority. Motion carried.

Diane reviewed the CIP requests for vehicle replacements (Conservation and Surveyor).

Motion by Plant, second by Schneider to approve CIP requests for vehicle replacements anticipated for 2010 with committee concurrence on department recommended priority. Motion carried.

Diane reviewed a CIP request for digital orthophotos.

Motion by Saal, second by Alber to approve CIP request for digital orthophotos anticipated for 2010 with committee concurrence on department recommended priority. Motion carried.

16. Request to fill vacancy of Conservation Specialist due to resignation – Diane informed the committee of Doug Denk's resignation.

Motion by Alber, second by Plant to approve the filling of the Conservation Specialist's vacancy. Motion carried.

17. Adjournment –

Motion by Schneider, second by Short to adjourn at 10:45 am. Motion carried.

Minutes prepared by: Diane Hanson, Debbie Moellendorf and Beryl Vandre Emerich