

**Extension Committee
Minutes of Meeting
June 14, 2010 @ 1:00 PM
Adams County Community Center
569 N. Cedar Street, Room 103
Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 1:15 PM in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call:** Board Members: Diane England, Jack Allen, Karl Klingforth, Glenn Licitar and Florence Johnson. Agents Present: Felts-Podoll, Swensen and Genrich. Others Present: Tom Schmitz - UW-Extension Central District Director, Barb Petkovsek – Adams County Administrative Coordinator, Marcia Kaye – Adams County Personnel Director, Al Sebastiani – Adams County Board of Supervisors Chairman
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Klingforth and Second by Allen to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Licitar Second by Klingforth to accept minutes of the Extension Committee Meeting of May 6, 2010 as presented. Motion carried.
6. **Public Participation:** Fran Dehmlo discussed a topic from Health & Human Services meeting. Court ordered parenting and financial management classes are provided by Edie Felts-Podoll and HHS would like the replacement for Edie Felts-Podoll to continue providing this educational programming.
7. **Resource/Extension Communication:** None
8. **Items for Action or Discussion:**
 - a) **Review Financial Statements and Check Summaries:** April and May Check Summaries were reviewed. Motion by Klingforth Second by Allen to place Financial Statements for April and May on File. Motion carried.
 - b) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen and Edie Felts-Podoll and Approve Out-of-County Calendars for Donald Genrich, Edie Felts-Podoll and Jennifer Swensen:** Motion by England Second by Licitar to place Monthly Reports on file and approve monthly calendars for agents. Motion carried.
 - c) **Discussion with Tom Schmitz, UW-Extension Central District Director:**
 - **Department Leadership** – Motion by Licitar Second by England to appoint Don Genrich as Department Head effective July 1, 2010. Annual \$3,000 stipend is attached to the Department Head position.
 - **Refilling the Family Living Position** – Motion by England Second by Allen to refill the Family Living Educator position at 100% FTE with a salary range between \$40,000 - \$50,000. Motion by Klingforth Second by Licitar to amend salary range \$40,000 - \$55,000. Motion carried. Amended motion to refill the Family Living Educator position at 100% FTE with a salary range between \$40,000 - \$55,000. Motion carried. Schmitz discussed time line for filling the position and potential for hiring a limited term employee for the interim until a permanent replacement can be hired.
 - **Retention Award** – Don Genrich distributed “Request for Market Adjustment in Salary” to committee. Motion by Licitar Second by England to increase Genrich’s salary \$8,500 annually beginning July 1, 2010. Motion carried.

- Rank Change - Jenifer Swensen received a \$3,500 increase in salary beginning May 1st due to the completion of her Master's Degree and the induction into the Department of 4-H Youth Development as an Assistant Professor. This is a contractual agreement determined when she was hired in 2005.
- d) Youth Serving on Board: Al Sebastiani discussed the effort of developing "Youth on Boards" in Adams County. They have discussed having three youth chosen from the A-F School District one each from the Freshman, Sophomore & Junior classes. Committees where youth may participate could include Solid Waste, Extension, Parks, Health & Human Services. Discussion continues with A-F Schools, 4-H Youth Development and County to finalize.
 - e) WACEC Travel: Klingforth's and Johnson will meet at Community Center at 9:15 a.m. They will travel to Licitar's to continue to bus pick-up point in Portage at Petrol. Bus will leave Petrol at 11:30 a.m. to travel to Milwaukee for the State WACEC Annual Conference
 - f) 4-H Insurance: Recommended by committee to add 4-H to County Mutual Insurance. Contract to be forwarded to Mary Ann Bays, Treasurer and then to Corp Counsel, Jack Albert.
9. **Set Next Meeting Date**: Next meeting date is set for 9:00 a.m. July 13, 2010, in room 103 at the Adams County Community Center.
 10. **Agenda Items for Next Meeting**:
 - Hiring Status of Family Living Educator Position
 - Retention Award for Jennifer Swensen
 - Attendance & Presentation at National 4-H Youth Development Annual Conference
 11. **Adjourn**: Motion by England and Second by Licitar to adjourn. Motion carried. Meeting adjourned at 3:30 p.m.

Minutes taken by
 Edie Felts-Podoll
 Family Living Educator
 UW-Extension, Adams County

Diane England, Committee Secretary

These minutes have not been approved by the Resource & Recreation Committee.

