



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

December 6, 2016

**The following documents are included in the packet for the
Ag/Extension Education & Fair Committee Meeting on
Tuesday, December 13, 2016:**

- 1) Cover Sheet
- 2) Agenda
- 3) Draft minutes from the November 8, 2016 meeting
- 4) County Library Reports
- 5) Educator Reports for: Jay Dampier (Community Resource & Economic Development), John de Montmollin (4-H Youth Development), Katie Gellings (Family Living), and Nav Ghimire (Agriculture Agent).

**AGRICULTURE, EXTENSION EDUCATION & FAIR
MEETING NOTICE**

Date: Tuesday, December 13, 2016 – 10:00 a.m.
Green Lake County Government Center, Training Room
571 County Road A, Green Lake, Wisconsin

AGENDA

Committee Members:

Joanne Guden,
Chairperson
Bob Schweder, Vice-
Chairperson
Patti Garro
Katie Mehn
David Richter

Mailing Address:

Green Lake County
UW-Extension
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1. Call to Order/Pledge of Allegiance
2. Certification of Open Meeting Notice
3. Approval of Agenda
4. Approval of the November 8, 2016 Minutes
5. Public Comments – 3 Minute Limit
6. Public Appearances
7. County Library Services Report – Linda DeNell, Caestecker Public Library, Green Lake
 - a. Submitted Monthly Report
8. Correspondence
9. **FAIR – 2017**
 - b. 2017 Fair Contracts – Discussion/Approval
 - c. Electrical/Generator Upgrade – Discussion/Approval
 - d. 2017 Committed Funds – Discussion/Approval
 - e. Informational Handouts – Discussion/Approval
10. **UW-EXTENSION**
 - a. Educator Report – Jay Dampier, Community, Natural Resource & Economic Development Educator
 - b. Educators' Summary of Monthly Reports & Relevant Trainings, Meetings & Programs
 - c. Committed Funds: No changes for 2017 – Discussion/Approval
 - d. nEXT Generation of UW-Extension – Committee Discussion
 - e. Tap Into It: Responses from Green Lake County
 - f. Educator Out of State Travel – Discussion/Approval
 - i. Ghimire: Journal of Extension, Austin, TX – March 20-23, 2017
 - ii. Ghimire: Association of International Agricultural Extension and Education Conference, Minneapolis, MN – April 24-28, 2017
 - g. Approval of Educator Out of County Days – Discussion/Approval
 - h. Committee Discussion
 - i. Vouchers: Agriculture, Extension Education & Fair – Discussion/Approval
11. Future Agenda Items
12. Next Regular Meeting Date – Tuesday, January 10, 2017
13. Adjournment

Kindly arrange to be present; if unable to attend, please notify our office.

Sincerely,



Jay Dampier
Green Lake County UW-Extension
Community Resource & Economic Development Educator/Department Head

An EEO/Affirmative Action employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements.

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance should contact the UW-Extension Office at 294-4032 no later than Noon on the day preceding the meeting.



The meeting of the Green Lake County Agriculture, Extension Education and Fair Committee was called to order by Chairman, Joanne Guden, at 10:00 a.m., on Tuesday, November 8, 2016 in the Training Room of the Green Lake County Government Center in Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Joanne Guden, Chairman
Patti Garro
Katie Mehn
David Richter
Bob Schweder

Staff Present: Jay Dampier
John de Montmollin
Katie Gellings
Nav Ghimire
Amanda Miller
Kathy Ninneman
Kim Zills

Others Present: Harley Reabe, County Board Chairman; Linda DeNell, Caestecker Library, Green Lake;
Tony Daley, Berlin Journal newspapers.

AGENDA

Motion/second (Garro/Richter) to approve the agenda as presented. Motion carried.

MINUTES

Motion/second (Mehn/Schweder) to approve the October 11, 2016 meeting minutes. Motion carried.

PUBLIC COMMENTS – None.

PUBLIC APPEARANCES – None.

COUNTY LIBRARY SERVICES REPORT – LINDA DENELL

Submitted monthly reports on file.

CORRESPONDENCE

Nothing.

2017 FAIR CONTRACTS

- A&P Enterprise Shows – 1 year contract

Motion/second (Richter/Garro) to approve the contract as presented. Motion carried.

WAF CONVENTION ATTENDANCE

Wisconsin Association of Fairs Convention is held in January at Chula Vista. Zills would like to attend. Rooms are \$89/night, registration fee is \$35. Zills would also like to stay an extra night since Green Lake County Fairest of the Fair is competing in the State Fairest of the Fair.

Motion/second (Garro/Mehn) to approve her attending the convention. Motion carried.

ELECTRICAL UPGRADE

Zills received proposals from Pulvermacher Inc., Princeton and Ripon Electrical for underground.

The Committee decided to refrain from the electrical upgrade and research the option of a generator rental.

2017 COMMERCIAL SPACE CONTRACT FEE

Zills decided to increase the inside and outside commercial space contract fee, since there hasn't been an increase since 2009. It will now be set at \$125 inside; \$150 outside.

Motion/second (Schweder/Richter) to approve the increase by \$25 for inside and outside commercial space contract fee. Motion carried.

INFORMATIONAL HANDOUTS

Zills gave the committee a copy of the Community Involvement Program brochure.

EDUCATOR REPORT

Amanda Miller, FoodWise Educator, presented to the Committee, "Green Lake County 2016 Annual Report."

EDUCATORS' SUMMARY OF MONTHLY REPORTS & RELEVANT TRAININGS, MEETINGS & PROGRAMS

Written monthly reports on file for Dampier, de Montmollin, Gellings, and Miller were reviewed. Dampier, de Montmollin, Gellings, and Ghimire gave brief verbal reports of their present programming..

2017 GREEN LAKE COUNTY/UW-EX BUDGET REDUCTION

Dampier explained the UW-EX Budget had to be reduced by \$6,300.62. UW-Extension will be noticed by the reduction of the Summer Intern.

nEXT GENERATION OF UW-EXTENSION

de Montmollin reported that at this time, the survey results are back and being analyzed. They are looking at size, scope, qualifications of staff for the 4-H area.

de Montmollin received a call to serve on the nEXT level group, at the integrated level, an eight person group, and he is only one of the three county educators on this group.

YOUTH EXHIBIT COMMITTEE BYLAWS

de Montmillon had the Corporation Counsel look over the bylaws. The meeting time was changed at the fair since there is not a quorum in attendance.

Motion/second (Garro/Richter) to adopt the bylaws. Motion carried.

APPROVAL OF EDUCATOR OUT OF COUNTY DAYS

Motion/second (Richter/Garro). Approved.

COMMITTEE DISCUSSION

Nothing was discussed.

VOUCHERS

Motion/second (Mehn/Schweder) to approve the vouchers for Ag/Extension Education and Fair as presented totaling \$3,052.38. Motion carried.

FUTURE AGENDA ITEMS

- nEXT Generation
- If anyone has an agenda item, please contact Dampier.
- Next regular meeting date: Tuesday, December 13, 2016 in the Training Room at 10:00 a.m.

ADJOURNMENT

Motion/second (Mehn/Schweder) to adjourn at 11:03 a.m. Motion carried.

Respectfully submitted, Kathy Ninneman, Program Specialist

Green Lake County Library Activities Report for December 2016

Berlin: November has been another great month here at the Berlin Public Library. Our children's story times continue to be a hit and we had a Berlin Firefighter Captain present at one. We had over 70 children participate in Harry Potter themed crafts and had a great turn out for our Fantastic Beasts Pizza Party.

The library is being decorated for the holidays, and we just received our live Christmas tree to make for a beautiful and cozy environment. Holiday programs include Mrs. Claus Story Time on December 3, *All Mine to Give* movie viewing on December 8, and a holiday card workshop on December 8.

The Friends of the Berlin Library elected 2 new board members this past month, and we look forward to added enthusiasm and fresh ideas for our Friends group.

We are all looking forward to our upcoming programs – another Arm Knitting class on January 14 and Gaelic Harpist Jeff Pockat on January 28.

We are currently in the process of receiving applications interviewing and candidates for a new Children and Teen Librarian to add to our staff.

Green Lake: By the time you get this report we will have already had our biggest December event – Breakfast with Santa and the Friends cookie and book sales were held Saturday, December 3rd. There are a few other programs to look forward to attending, though.

Local author Karl Stewart will give a presentation on Pearl Harbor Remembrance Day (Wednesday, December 7) in support of his newest novel, *The Seventh Cruise*. Karl is donating all proceeds from the sale of this book to Disabled American Veterans. A book signing will follow his 1:00 p.m. presentation.

Thursday, December 8th brings another program by Katie Gellings of UW-Extension. This time Katie will lead us in making our own holiday ice creams. This tasty program will begin at 6:30 p.m.

And to wrap up the week, we will have cookie decorating and trim a tree crafts Friday afternoon, since the public school kids have an early release day. And from 4-6:00 on the 9th, Pat Dobrinska and Kelly Condon will be signing copies of their latest picture book, *Together, We Are Family*.

Fundraising for furniture continues, lower level renovations continue, and there are always new items to check out to enjoy. Hope to see you soon.

Kingston: We had a successful Basket Silent Auction in November with 51 different baskets being donated which was a record for us. Now we are planning for our 18th Annual Cookie Walk coming up on Dec. 10th. Santa will also be there, and we have a large book sale that day. The funds raised from both those events will pay for new shelving to be put in our non-fiction section. We will also be doing some minor painting to spruce the place up a bit. The Loosely Bound Book Club has a new reading list for 2017. If you'd like to join you can find that on our library website at www.millpondlibrary.org. The story hour children will be making ornaments for the next 3 weeks when they meet. We will use them to decorate a paper tree in our display case and then right before Christmas they will take their ornaments

home to decorate their own Christmas trees. Hope you all have a Very Merry Christmas and a Happy New Year.

Markesan: The Markesan Library has been enjoying the holiday workshop series. We have made fancy cards, wreath snowmen, and painted boards. The final workshop will be a taking a book, folding the edge of the pages and a heart shape appears. We will also offer a Christmas tree shape folded book. Other holiday related events include our Forest of Trees and ornament contest. The library had a booth at the Chamber's Homespun Holiday craft fair. If you are still looking for gifts bought locally, we have some baby blankets, corn heating bags, note cards, and corn hole toss bags. Our regular programs such as story hour, movie night, book discussion, etc. continue. For many years we had talked about installing security cameras but never had the funds, until this year. We used some of our savings, some of our regular budget, and for the rest we asked for donations from the community. As a result, we are installing security cameras in the Library this week. In the next couple of months, we will be deciding on what our major fund raiser will be for next summer. For the next year, the library board will be focusing on reviewing some policies, by laws, and long range plan.

Princeton: We are ending the first full year of our fundraising campaign for our building's expansion on a high note. We have raised over a third of the funds needed, and we still have the ambiguous but doable goal of reaching \$400,000 by the start of the new year. It has been quite a lot of work, and the library truly appreciates the time and funds this community has put into this effort. I am especially grateful for the work of the fundraising committee.

As far as upcoming library programs, December is chalk full of them. We are having a three week ornament making series to celebrate Do-It-Yourself December. For children we have our favorite Gingerbread House evening, plus a program with Katie Gellings making eggnog and peppermint flavored ice cream. The second in our Local Food Series will be held on December 14 when we have invited Brian Taylor owner of Renard's Bakery to come and talk about his business and baking in general.

The Friends Holiday Sale is currently underway. It will conclude on December 10th with the Friends Cookie Walk. A week in and I can happily say that the sale has been very successful thus far. Following the Cookie Walk the library will be hosting a book reading and signing. Kelly Condon and Pat Dobrinska will be sharing their children's picture book about wolves, "Together, We Are Family."

Happy Holidays

This report briefly describes work completed during November 2016 within the Community Natural Resources and Economic Development (CNRED) Program. During the reporting period, I made 28 direct educational / professional contacts.

Organizational Development and Capacity Building

TREDC Summit Leading up to the summit, I supported the coordination and helped secure one of the speakers. During the summit over 60 people attended and I contributed by interacting with, and providing UW-Extension materials to participants at the UW-Extension information display.

Green Lake County Economic Development Corporation Bylaws: During the reporting period, I met with the Green Lake County Economic Development Corporation Board. The corporation board members decided to pursue a bylaws update. I provided an overview of the group's articles of incorporation and its current bylaws and amendments. I agreed to establish a planning process, and to organize and facilitate the update. To help ensure the updated bylaws are valid, I have discussed the tentative plan and current bylaws with County Corporation Council.

Design Wisconsin Team planning in Princeton The Princeton Chamber of Commerce's Board is planning to participate in the UW-Extension program "Design Wisconsin Team." The purpose of the Design Wisconsin Team is to assist local communities identify and visualize their short-, medium-, and long-range vision for the future. The visiting team includes volunteers from planning and design professions who donate their time and talent over the course of a 4-day weekend. I started preliminary coordination with the Chamber and although the visit is not scheduled until Fall 2017, the first planning meeting is scheduled next reporting period.

Natural Resource Stewardship

Lawn Care / Water Quality During this reporting period, I along with project partner, Green Lake Association, conducted the final site visit at the Green Lake High School. The story was covered by the Green Lake Reporter. I am in process of developing the project evaluation in order measure the project's impact. The evaluation will tell us if participants planned to or have adopted lawn care practices that reduce non-point source pollution.



Educational Programming, Outreach and Promotion

Research and Studies Committee In my role as Secretary I participated in the review of a departmental paper that is studying women in government. As secretary I also developed and administered our Department's Symposium evaluation.

Intercounty Coordinating Committee (ICC) I, along with county board chair participated in this month's ICC meeting hosted in Sauk County. The topic of discussion was on "Criminal Justice Coordinating Committee."

Professional Development

Civil Rights Review The office underwent its Civil Rights Review this reporting period. The entire staff prepared for and contributed to the review. The review was an excellent educational experience and as an office we're developing plans to ensure civil rights compliance.

Administration

Neogov During the reporting period, I completed and submitted staff evaluations in the Neogov system.

Newspaper articles

- "Generational differences in the workplace." Berlin Journal Newspapers. October 10, 2016 by Jay Dampier

Out of County Days

- 0.5 TREDC Summit in Westfield, WI
- 0.5 Intercounty Coordinating Committee, Baraboo, WI

Planned out-of-county days for next month.

- 4.0 Real Colors Training, Wausau, WI
- 0.5 Tenure Advisory Group Meeting, Stevens Point, WI
- 0.5 ICC Meeting



Contacts

Phone	E-mail	Face to Face
24	43	287

Highlights

Green Lake County 4-H Leaders' Association Banquet

I worked with Kathy Ninneman and the Leader's Association Executive Board to coordinate the 2016 4-H Leaders' Association Banquet on Thursday, November 3, 2016 at the Green Lake American Legion Hall. Awards included:

- ❖ **Friend of 4-H:** The Friend of 4-H Award is designed to honor individuals or businesses that have made significant contributions to the 4-H program on a county-wide basis.
- ❖ **4-H General Leader Recognition:** General Leaders are the backbone of the 4-H organization. They contribute countless hours behind the scenes in the "organization" of the club program.
- ❖ **4-H Leaders' Association Board of Directors:** The Green Lake County 4-H Leader's Association is an organization that supports the Green Lake County 4-H Program.
- ❖ **Wisconsin 4-H Key Award:** The highest award that can be presented to a 4-H member.



In addition to awards presentation, youth delegations from Space Camp and Wisconsin 4-H and Youth Conference gave presentations highlighting their experiences. Over ninety youth and adults attended the program.

Green Lake County 4-H Youth Awards

I worked with Kathy Ninneman and the Green Lake County 4-H Ambassadors to coordinate the 2016 4-H Youth Awards Program which was held on Sunday, November 6, 2016 at the Green Lake Elementary School. Several Awards were presented including:

- ❖ **Project Awards:** These awards are given to 4-H members who excelled in a particular 4-H project.
- ❖ **Secretary and Reporter Awards:** These awards are given to youth who have demonstrated outstanding skills in their elected office.
- ❖ **Step Beyond Award:** The awards are given to youth who have submitted outstanding record books highlighting their 4-H year.



Green Lake County 4-H Charters

The 4-H Charter is a legal document that indicates a 4-H Club or Group is organized in accordance with the policies and objectives of the Wisconsin 4-H program. It authorizes the club or group to use the 4-H Name and Emblem for educational purposes in accordance with laws and regulations established by Congress and the U.S. Department of Agriculture. This year 15 clubs or groups completed the necessary paperwork to be considered a chartered entity. After filing the e-postcard with the IRS, all Green Lake County 4-H Charters will be uploaded to a system in Madison and reviewed by Wisconsin 4-H Youth Development Staff.

Green Lake County 4-H Horse Council Meeting

I attended the November 7, 2016 meeting of the Green Lake County 4-H Horse Council where youth members used hippology sets to learn about horses. Hippology is the title of an Equine Veterinary and Management Knowledge Contest that is used in 4-H, FFA and many horse breed contests.

Wisconsin 4-H Fall Forum

Fall Forum is an opportunity for youth and adult leaders to attend the statewide training weekend with county and state staff. Planned by a team of youth and adult volunteers from the Wisconsin 4-H Leaders Council with the support of county and state staff, the purpose of Fall Forum is to:

- Provide an educational opportunity for youth and adult volunteers
- Develop youth and adult partnerships
- Create an engaging environment to facilitate discussion between counties
- Provide an opportunity for youth and adult volunteers to be involved in the planning and evaluating of statewide programs.



This year Wisconsin 4-H Fall Forum was held at the Green Lake Conference Center from November 4-6 and I had the opportunity to teach two workshops. The first workshop focused on teaching youth and adult volunteers how to start a rocketry program in their county and the second workshop focused on teaching youth and adult volunteers team building exercises that could be used at club and project meetings. Over 300 people attended the weekend-long event.

Days Outside Green Lake County

December 5, 2016	Integration Work Group*	Madison
December 8, 2016	Integration Work Group*	Madison
December 15, 2016	Integration Work Group*	Madison
December 22, 2016	Integration Work Group*	Madison

**Travel costs provided by UW-Extension*

This report briefly describes the work that was completed within the Family Living Program in November of 2016. During the reporting period, the educator made 114 direct educational and professional contacts.

Educational Programming, Networking and Outreach in the Local Community

Crock Pot Cooking Workshop – Forward Services, Berlin

I taught a Crock Pot Cooking Workshop at a third location, Forward Services in Berlin. There were 7 participants who attended the workshop that focused on healthy meal preparation using a Crock Pot and food safety. Each participant left the workshop with a 7-quart Crock Pot and a booklet of recipes. I conducted an evaluation at the conclusion of the workshop. I have listed some evaluation data below:

- 80% learned [new] basic slow cooker techniques for making healthy meals
- 80% learned food safety tips when using a slow cooker
- 100% learned about the cost effectiveness of using a slow cooker



Figure 1
Layering food in a Crock Pot activity

Financial Wellness Workshops – Green Lake County Circuit Court

I received a letter from Judge Slate requesting a meeting to discuss parenting and financial workshops. I met with him in November and we talked about both parenting classes and financial workshops for court-ordered participants. It was decided that most of the individuals that will be court-ordered to attend a parenting class will be referred to Marquette County because the number of individuals attending a class would be very minimal (2-3 per year). If Judge Slate finds an increase in the number of individuals that he feels need to attend a parenting class, I will schedule a class within Green Lake County. Sue Allen, Marquette County Family Living Educator, focuses a majority of her programming on parenting, and is willing to accept Green Lake County court-ordered individuals in her pre-scheduled classes.

During our meeting, it was also decided that I will offer a monthly financial wellness workshop for court-ordered individuals. Judge Slate has seen an increase in the number of individuals within the Green Lake County Circuit Court system that are in need of financial education. He foresees 3-10 individuals attending a workshop per month. Workshop topics will vary and we are still working out how the process will work. The plan is to begin offering the workshops in mid-2017.

Networking within UW Extension and Professional Development Opportunities

I made 102 contacts within the UW Extension system during the month of November. I continue to have a number of professional meetings scheduled with colleagues and mentors to continue to network and learn from my fellow Extension educators.

Financial Coaching Workshop – Madison, WI

I attended a two-day workshop on skills and strategies for financial coaching. This workshop was very helpful in continuing to develop my financial education programming skills. I plan to utilize the materials and skills I learned throughout my financial programs within Green Lake County.

Green Lake County Civil Rights Review – Green Lake, WI

The Green Lake County office participated in a mandatory Civil Rights Review Day on November 10. The review assessed our Civil Rights efforts as an office and as each program area. We received feedback from the visiting review team, and are in the process of creating an action plan for moving the office's programming toward parity.

Scholarship, Research and Studies Committee Meeting – via teleconference

On November 30, I had the opportunity to have my Girl Club/Girl Power curriculum and materials reviewed by the Scholarship, Research and Studies Committee. I received feedback and suggestions based on the definition of scholarly work within the UW Extension system. I plan to adjust the curriculum and materials based on the feedback I received, and submit it with my portfolio for tenure.

Newspaper Articles

“Give your Thanksgiving Dinner a Healthy Makeover” Berlin Journal Newspapers. November 14, 2016. By Katie Gellings, Family Living Educator

Out of County Days

- 3 Out of county days for November (Financial Coaching Training in Madison – 2; ESP training meeting in Oshkosh – 1)
- 2 Out of county days scheduled for December (Healthy Living State Team meeting in Madison* – 1; Regional Department Head meeting in Merrill* – 1)

* Travel expenses are covered by UW Extension



Nav Ghimire, Green Lake County, Agriculture Agent, November, 2016.

Educational Contacts

In the month of November, a total of 19 educational contacts were made with extension clients. Of the total contacts, face to face contacts were 11 (meetings, walk-in, farm visits). Remaining contacts were phone calls, emails, and mailings. Of the total contacts, females were 4. The main areas of concern during that period were agriculture plastic recycling program, health screening program for dairy farm workers, Agency-Farmer Interface Coalition program planning, cover crops, and home horticulture.

Tri-County Produce Auction

Annual Growers Meeting scheduled for December 14th

The 'annual growers meeting' for the Amish vegetable growers has been scheduled for December 14th. In this meeting, I will administer the survey evaluation forms to growers to measure the outcomes of the Extension program implemented in 2016. Buyers are also invited in the program to understand their views about the auction process and produce sold, price of the produce, and demand and supply chain of the local food in the region. Buyers will also talk about the consumers' perception about the produce sold from the auction. This meeting start early and no one is allowed until noon because Amish communities will talk about their perception of 2016 auction and things needed to change in the following year.

Nutrient Management and SNAP-Plus Training Program Scheduled for February

Green Lake County UW-Extension has been implementing the nutrient management program for 17 years (since 2000) and SNAP-Plus program for 5 years (since 2012). According to NRCS -590 standard, all the farms in Wisconsin are expected to have nutrient managed plans and attend the nutrient management class every five years to get certification that will allow them to write their own plan.

Pesticide Application Training Certification Scheduled on January 17 and February 7

The Wisconsin law requires all the pesticide applicators to have certification renewed every five years. This year's pesticide certification training has been scheduled for applicators whose certification will expires before spring of 2017 and for those who wants to get new license.

Agri-business Expansion Meeting

The City of Green Lake Economic Development Coordinator and I had a meeting to talk about how to meet the peoples' fresh food needs in the Green Lake for the future and what types of agri-business expansion is possible in the area. The City of Green Lake has bought 26 acres of land to develop Green Lake Industrial Park next to highway 23. At the same time the city has a plans for housing development in Green Lake with an assumption that people working in the neighboring cities will move to Green Lake and commute to their work.



Fig 1: City of Green Lake Economic Development Cordinartor Mr. Bob Gintoft and UW-Extension Ag Agent meeting at City of Green Lake Office to talk about Agri-business expansion in Green Lake County

Farm Visits for Health Screening Service to Dairy Workers

In collboaration with the Wautoma based Family Health La Clinica organization, Green Lake County UW-Extension is working to provide health screening services to the dairy farm workers. The brochure has been distributed to farms. The purpose of the program is to provide following services: check cholesterol, blood sugar, blood pressure, height, weight and BMI with test results right away. Once the dairy farm owners agree to provide these services to their workers, the program will start on February. The objective of offering this program to ensure healthy farm workers that will contribute to productive work environment, and safe milk production process in Green Lake dairy farms.

Out of County Days:

December 16 - Quantitative Evaluation Method Meeting – Madison

Out of County day – half day