



# **GREEN LAKE COUNTY**

*571 County Road A, Green Lake, WI 54941*

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**November 5, 2020**

**The following documents are included in the packet for the Ag/Extension Education & Fair Committee (In Person and Zoom) Meeting on Tuesday, November 10, 2020:**

- 1) Cover Sheet
- 2) Agenda
- 3) Draft minutes from the October 13, 2020 meeting
- 4) County Library Reports
- 5) Fair Coordinator Report
  - a. Face Painting Contract
- 6) UW-Extension Reports for: Adam Hady, Area 14 Extension Director, Katie Gellings (Health & Well-Being Extension Educator), Ben Jenkins (Agriculture Educator), Morgan Martinez (4-H Program Educator), and Laura McCulley (Food Wise Coordinator).
- 7) 2021 UW-Extension Educators' Contract



# GREEN LAKE COUNTY

## AGRICULTURE, EXTENSION EDUCATION & FAIR

Office: 920-294-4032

FAX: 920-294-4176

### ***Agriculture, Extension Education & Fair Committee Meeting Notice***

***Date: Tuesday, November 10, 2020      Time: 9:00 a.m.***

***Green Lake County Government Center, County Board Room or via Zoom  
571 County Road A, Green Lake, WI***

### **AGENDA**

#### **Committee Members**

*Ken Bates  
Bob Dolgner  
Patti Garro, Chair  
Keith Hess  
Katie Mehn, Vice  
Chair  
Brian Floeter, alt.*

*Kathy Ninneman,  
Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Roll Call
5. Minutes: 10/13/20
6. County Library Services Report - submitted monthly report
7. Fair Coordinator Report – submitted report
8. Fair: Fairground Improvements
9. Fair: Contracts – Discussion/Approval
10. Fair: WI Association of Fairs Convention – Discussion/Approval
11. UW-Extension Staff Reports – submitted monthly report
  - Adam Hady, Area Extension Director
  - Katie Gellings, Health & Well-Being Educator
  - Ben Jenkins, Agriculture Educator
  - Morgan Martinez, 4-H Program Coordinator
  - Laura McCulley, Food Wise Coordinator
12. Educators' Contracts
13. UW-Extension updates
14. Approval of Educator Out of County Days – Discussion/Approval
15. Committee Discussion
  - Future Meeting Dates: December 8, 2020
  - Future Agenda items for action & discussion
16. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing and face masks required) or audio/visual communication. Remote access can be obtained through the following link:

#### **Join Zoom Meeting:**

<https://zoom.us/j/99431824642?pwd=V0NHExplalNLRVM5N0IKS1ZKU2paUT09>

**Meeting ID:** 994 3182 4642

**Passcode:** 467582

**To join by phone:** 1-312-626-6799

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Kathy Ninneman

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or Audio assistance, should contact the Extension Office, 294-4032, not later than 3 days before date of the meeting.**



The meeting of the Green Lake County Agriculture, Extension Education and Fair Committee was called to order by Co-Chair Mehn, on Tuesday, October 13, 2020 at 9:07 AM in the Green Lake County Board Room, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via Zoom due to the COVID-19 pandemic. Requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Bob Dolgner  
Keith Hess  
Katie Mehn  
Ken Bates (Zoom)  
Bob Dolgner

Absent: Patti Garro

Staff Present: Adam Hady (Zoom)  
Katie Gellings (Zoom)  
Ben Jenkins (Zoom)  
Morgan Martinez (Zoom)  
Laura McCulley (Zoom)  
Kathy Ninneman

Also Present: Cathy Schmit, County Administrator (Zoom), Nicole Overbeck, Library Director, Markesan Public Library and Harley Reabe, County Board Chair.

#### **MINUTES**

***Motion/second (Hess/Dolgner)*** to approve the September 8, 2020 minutes with no additions or corrections. All ayes. Motion carried.

#### **COUNTY LIBRARY SERVICES REPORT**

The submitted monthly reports are in the committee packet. Nicole Overbeck gave a verbal report.

#### **WINNEFOX LIBRARY REPORT**

Bates gave a verbal report on the updates and changes occurring with Winnefox Library.

#### **FAIR COORDINATOR REPORT**

The submitted monthly report is in the committee packet. Verbal report was given as well.

#### **FAIR EXHIBITOR PARTICIPATION – YOUTH WHO AGE OUT**

The consensus of the committee was to leave it as is. No action taken.

#### **2021 FAIR DATES**

The consensus of the committee was to leave the dates as August 5-8, 2021. No action taken.

#### **FAIRGROUND IMPROVEMENTS**

The committee had discussion regarding different improvements to the fairgrounds. The committee directed the fair coordinator to research future improvements.

#### **UW-EXTENSION STAFF REPORTS**

The submitted monthly reports are in the committee packet for Adam Hady (Area Extension Director), Katie Gellings (Health & Well-Being Educator), Ben Jenkins (Agriculture Educator), Morgan Martinez (4-H Program Coordinator) and Laura McCulley (Food Wise Coordinator). Verbal reports were given by those present.

### **UW-EXTENSION UPDATES**

Hady reported Extension is still in the same phase with no further updates.

### **APPROVAL OF EDUCATOR OUT OF COUNTY DAYS**

None.

### **COMMITTEE DISCUSSION**

None.

### **FUTURE AGENDA ITEMS**

- If anyone has an agenda item, please contact Garro or Ninneman.
- Next regular meeting date: November 10, 2020 in the County Board Room/Zoom at 9:00 a.m.

### **ADJOURNMENT**

Mehn adjourned the meeting at 9:59 a.m.

*Respectfully submitted,  
Kathy Ninneman, Committee Secretary*

## November 2020 Green Lake County Library Reports

**Berlin** – While not able to have many in library programming, we are offering plenty of opportunities for our patrons to join the library in fun activities. Our very popular Turkey Book adult craft is back for a 3<sup>rd</sup> year in a row. In one week, we have over 20 pre-registered for this take-home craft. Patrons will receive all material and instructions free of charge.

Dinovember is returning as a grab and go activity kit for our little dinosaur loving friends, just in time for the Thanksgiving break. Friends of the Berlin Library are sponsoring these kits as a replacement for our in-library programs. Our children's department has dinosaur books on display to take home also.

The Berlin Library had several repairs completed this month by our City workers, including lights inside and out and our public bathrooms. Furnaces were checked with thankfully only minor upkeep required.

Our board and I have decided to allow small groups to use our meeting room for essential services. Several GL County Health and Human Services, along with other official entities, were looking for space to use for meetings with clients. Following health protocol, we feel we can safely offer this due to the importance of face-to-face interaction in some cases.

Our computers continue to be used daily in limited capacity. In the month of October, our staff assisted 6 individuals with job searches and applications. We also assisted with a few technology issues. Individuals continue to be relying on technology to get them through these tough times.

A few of our staff, myself included, assisted with early voting at the City of Berlin last week and will help at the polls on Tuesday. The City is overwhelmed, and we are happy to assist as long as the library can be covered with other staff.

**Green Lake** – If you haven't been to our book sales in a while or want to check out the new donations (we get cartloads of new donations between one sale and the next), you have a few more opportunities coming up:

- Wednesday, November 4, 1:00 pm to 4:00 pm
- Saturday, November 14, 9:00 am to noon
- Saturday, December 5, 9:00 am to noon

Put it on the calendar to find amazing deals on gently used books, movies, music, puzzles, and more! You can find all the updates and details on our website at [greenlakelibrary.org](http://greenlakelibrary.org) or on our Facebook page.

While you are on our website, take a look at all the features and resources. Click around a bit and see what you find. Once we get our new logo and rebranding efforts under way, the website will be up for a refresh. We will keep all the regular good resources but restructure and organize the content. We will do our best to make it a functional and enticing platform for patrons to use. What would you like to see updated on the website? Any idea is worth considering, and I would appreciate your input.

A few other updates around the library include a few additions to our Library of Things. We have added a Turing Tumble which is a game where players build marble-powered computers to solve logic puzzles and it's good for school aged children to adults. It's a fun way to learn and can be quite addicting. We have also added a portable green screen so patrons can add something personal or professional to their next online business meeting, Zoom call, or video project. We also added another Bright Light Therapy lamp or SAD lamp, as our first one doesn't stay on the shelf long. If you are feeling the winter blues, come try out our lamp.

Beth and Margie have completed some green screen story times to send to the schools. They are becoming a good team and are growing in proficiency with the process of video recording and editing. It's been quite an undertaking, but we are glad to be getting stories to community children and giving the teachers a few minutes to catch up during the day.

The library's windows have been cleaned and lights are being replaced. More lights are scheduled for upgrades in the next week or two. We also have a new wireless access extender to improve wireless around the building and outside. Our fireplace was turned on in the past week and it's ready to be a welcoming sight on a chilly day. Stop by and visit, we would love to see you!

**Kingston** – Our basket fundraiser in Oct. was a great success, with 32 baskets in all, raising a little over \$1100.00 for the library to purchase new books. We have a new display set up, Gobble Up A Good Book. Best sellers, Thanksgiving books, books on being thankful...find one on our display to cozy up with as the evenings are getting dark earlier. Our library was the recipient of a wonderful donation from the late Orrin Helmer. It will be set aside for future projects. We have set the date for our 21<sup>st</sup> annual Cookie Walk for Dec. 12<sup>th</sup>. Watch for future news of that event.

**Markesan** – Helping our community keep it positive, fun, and grateful is the goal of the Markesan Public Library this November with nostalgic displays, a wish tree, crafts, and a call for Senior Penpals.

We are inviting patrons to take a trip back to the rockin' and rollin' Fifties, with the first in our decades displays. We will have memorabilia, photos, along with themed books and movies arranged to help folks remember the 1950s era. We will also have word puzzles and other games as handouts with a 50s twist.

Another display will be our "Wall of Thanks." We will be asking patrons to write gratitude messages and other positive notes on our display for the whole community to enjoy. This display will be up the whole month of November, so there will be many opportunities to participate. We will provide the markers, but patrons will need to provide the inspiration.

As the holidays approach, the library will again be setting up a "Wish Tree". On our tree will be small stars with a gift suggestion for the library. Small items and large items will be listed. Some examples include: "\$ for kids craft supplies", "new movies," "new books," "\$ towards meeting room tables," etc. We are asking patrons to please consider taking a star and donating something to the library this year for Christmas. We will also have blank stars out for patrons to make wishes for the library.

Each year Miss Nancy hosts holiday craft classes to jump start the creative spirit. This year, we will be handing out kits instead. Each kit will include all the supplies needed to complete the projects and all the directions. As in the past, supplies are very limited and sometimes a very small donation is asked for to help cover costs. Some of the fun items that will be made include a pumpkin welcome sign, a "Merry Mail board", felt pumpkins from recycled sweaters, a wooden Christmas tree, and little elf tags. We launched these kits in October and every week they have been snatched up. Generally, we have about 12 kits available at a time.

Since Miss Nancy is so talented, we also are launching a mini fundraiser to showcase her fabulous skills. We will be selling "Santa Cam" ornaments and Unicorn ornaments for \$7. Nancy generously is donating her time.

"Senior Pen Pals" is a joint program of the Markesan Public Library and the Mill Pond Public Library in Kingston to connect our nursing home bound residents to positive, kind people in the community. So far we have collected 10 volunteers to write to residents including teens from the National Honors Society. We are very excited to continue to promote this program.

Another event we have planned that we are excited about is our Turkey Extravaganza. It will take place the week of Homespun Holidays Nov. 15<sup>th</sup>-21<sup>st</sup>. Like the Scooby Boo (we had 31 kids and 13 adults participate in that) this will be a social distancing friendly event. We will have a story walk of "Turkey Trouble" In our courtyard and a turkey scavenger hunt. We will also have a Turkey toss competition where the patron who throws a rubber turkey (chicken) the farthest will

win a frozen turkey from Ted's Piggly Wiggly. We are using donated funds from the Grand River Turkey Club to help pay for this week long event.

**Princeton** – We are approaching the one year anniversary of our grand opening in the new building (November 10<sup>th</sup>). I am writing up a review of this past year's challenges and accomplishments, which I will include in my next report.

One of our staff has resigned for health reasons, and another has had a family emergency, and will be out of state for about two weeks. This has left us very short handed. I have posted a library assistant job. Fortunately, we have gained a wonderful new volunteer.

Attendance at programs is low, and circulation is down (more people are choosing to stay home). We still offer curbside pickup for those who want it.

Our Wild Birds of Prey program had to be cancelled, as the presenter was exposed to Covid19 and had to quarantine. We hope to reschedule in spring.

Vicki Duhr and the Mystery Book Club have decided to meet at the Thrasher Opera House in Green Lake for the foreseeable future. They want to be able to spread very far apart from each other when meeting and will feel more comfortable there. I did remind them that I was happy to move furniture here.

We got a wonderful, substantial donation from Terry O Bahn (nee Krueger) which we may put towards a future community room.

On 10/20: We closed the library an hour early in order to allow in a group of parents and pre-K students while socially distancing. The tour went well, several people signed up for library cards and took home 1,000 Books Before Kindergarten kits.

We participated in Princeton's Trick or Treat on Water Street, and it went very well. We had about 100 kids come and get treats (outside). On the same day, the East Oxford Paranormal Society presentation was well-attended. Everyone was respectful of social distancing.



## Green Lake County Fair Office

Kathy Ninneman, Fair Coordinator  
571 County Road A, Green Lake, WI 54941  
fair@co.green-lake.wi.us  
920-294-4032

Monday, November 2, 2020

TO: Green Lake County Agriculture, Extension, Education & Fair Committee

### Fair and other related tasks:

- I participated in the WAF (Wisconsin Association of Fairs) Zoom Meeting on October 27. These meetings are very enlightening in my new role as fair coordinator. Jayme Buttke, Executive/Treasurer of WAF, has ensured every one of us, they will continue after the new year, and will be there to support us as we work towards a new fair season.
- Communicated with A & P Enterprise Shows. They will now be sending out contracts by year end. I do have a verbal confirmation to date.
- Fair Promotions Committee: Forwarded information on to them regarding the Fairest of the Fair Workshop at the WAF Convention so they can attend. They also adopted a tree through the Achieving a Better Community at Nathan Strong Park in the city of Berlin to promote "the best little fair around." Stop by and check out all of the lighted trees from November 17 through January 8.
- Purchased PPE products for next year's fair to be included with the Routes to Recovery Program.
- Researching new ideas for next year's fair. One suggestion that was brought forward is the wood cut outs for photo ops (see 2<sup>nd</sup> page).

### Compeer Financial Grant Funds Project – Electrical Update in the Sheep/Swine/Beef Barn

The new service is installed and inspected. The rest of the updates were completed on Friday, October 30. I did stop down to look at it and Barry Mashuda gave the tour of everything. He's been a tremendous help with this project. If anyone would like to take a look, please feel free to stop on down. There will be a detailed invoice to follow soon.

### In Office Hours

Currently, I am working from home and stopping into the office if something needs to be printed and mailed.

*The mission of the Green Lake County Fair is to provide positive youth development and leadership skills, along with promoting family and community involvement through education and tradition.*



# OPPORTUNITY TO HELP

Do you like working with wood? Are you artistically talented at painting? Or maybe you are looking for something to keep you busy as the cooler temps are approaching our state. If this sounds of interest to you, maybe you would like to volunteer your skills at building a stand up wood cut out for the Green Lake County Fair. We would love to hear from you!



## What's Needed:

Supplies to make stand up wood cut outs to display at the fairgrounds (rabbit, chicken, cow, steer, pig, sheep, horse, dog, vegetables, flowers, tractors etc) for fairgoers to show their face in one of the cut outs for a cute photo op. Size should be anywhere between 4-8' in height and finished for outdoor use.

This is a great project for a club or organization who would like to donate their talents and supplies and create these for the fair. Below are just some examples—use your creativity!

If you are interested, please contact Kathy Ninneman, Fair Coordinator: 920-294-4032 or email [fair@co.green-lake.wi.us](mailto:fair@co.green-lake.wi.us).



*All finished items would become the property of the Green Lake County Fair.*

# Contract & Invoice

## FACE PAINTING

Dala Hengen  
90 Lakeshore Drive  
Montello, WI 53949

By Dala and Leroy

Mobile: 608-369-1289

Contract SUBMITTED	PHONE	
UW Extension	920 294 4032	
571 County rd. A	JOB NAME	
	GREEN LAKE COUNTY FAIR 2021	
CITY, STATE AND ZIP CODE	JOB	
Green Lake, Wisconsin 54941	Face Painting	
Event date DJ Friday August 6 <sup>th</sup> Face Paint August 5 <sup>th</sup> 6 <sup>th</sup> 7 <sup>th</sup>	FP 12pm to 6pm	

Face Painting, \$400 per day, ( includes 2 artists) 3 days Saturday is 1 face paint artist and 1 glitter tattoo artist

TOTAL\$1200

Meal provided for artists? \_\_\_\_Yes\_\_\_\_

FACE PAINTING, 1 PER PERSON per day

Tables and chairs provided? \_\_\_\_N/A\_\_\_\_

Weather protection, canopy, or building? \_\_\_\_we have our own\_\_\_\_

Please mail non refundable deposit of \_\_\_\_N/A\_\_\_\_ within 15 days of receiving contract. Balance due at time of event, cash or check accepted

Please provide a safe environment, thank you!

Dala Hengen  
90 Lake Shore Dr  
Montello, Wisconsin 53949

This is a binding contract; cancelation within 30 days of event requires payment in full.

We Propose hereby to furnish material and labor - complete in accordance with above specifications for the sum of:

\_\_\_\_one thousand two hundred \_\_\_\_dollars

Payment to be made as follows:  
DALA HENGEN

\_\_\_\_we are not responsible for any reactions to paint or any staining or glitter in the area or on any bouncy houses \_\_\_\_

Acceptance of Contract - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized  
Signature\_\_\_\_\_

Signature\_\_\_\_\_

Date of Acceptance\_\_\_\_\_

Signature\_\_\_\_\_

# Adam Hady

## Area Extension Director

*Serving the counties of Adams, Green Lake, Juneau, Marquette and Waushara*

**Email:** adam.hady@wisc.edu

**Telephone:** 608-403-1015

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October 2020

### Area Extension Director Update

October, Extension continued with its telecommuting policies. I have been continuing to work with educators to get approvals for limited in-person educational events for under 10 people, group of up to 50 outdoors within pod groups. There has been discussion around what indoor meeting will look like as we enter the winter season.

I continued to have check in meeting every other week with 13 educators in the Area. I also have moved to an Area 14 meeting every other week that includes all educators and support staff. I have also started to have more regular staff meetings.

In October, I attended three committee/ finance committee budget hearings around the county budgets. I am also working with the Counties to get the county contracts finalized and completed. Two Counties have signed and completed the contracts.

On the state side I am continuing to serve on the Volunteer Management Systems Advisory Committee which meets once a month.

Sincerely,



Adam A. Hady





**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
GREEN LAKE COUNTY

Katie Gellings  
Green Lake County  
Health & Well-Being Extension Educator  
October 2020

This report briefly describes the work that was completed within the Health & Well-Being Institute in October of 2020. During the reporting period, the educator made 79 direct educational and professional contacts.

## **Educational Programming, Networking and Outreach in the Local Community**

### *Virtual Reality Fair*

I am part of a workgroup that is working to develop and implement a reality fair in the virtual capacity for schools or after-school programs. The reality fair is a program in which students, typically juniors or seniors, get a real-life scenario and need to visit stations in order to make financial decisions within their life. With Covid-19, the normal set-up of this program would not be possible, and a lot of schools are part or full-time virtual. Once the virtual program is developed, I will be implementing it with the Boys & Girls Club in Berlin in the Teen Center. I will also be offering it to area schools as a supplement to any financial education already being taught.

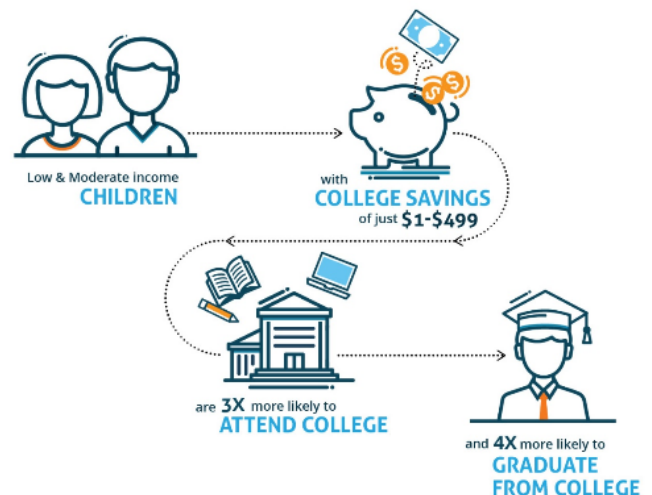
### *Aging Mastery Program (AMP) – November 11-January 13*

AMP is a 10-week evidence-based program that is designed to help seniors get the skills and tools needed to achieve measurable improvements in managing health, remaining economically secure, and contributing actively to society. AMP will begin via Zoom on November 11 from 10-11:15, each Wednesday through January 13. This program is being offered under a grant from the National Council on Aging, which will allow all participants to take the program for free. It normally costs \$60 per participant so this is a wonderful opportunity for the community members who choose to participate. I have included a flyer if you'd like to sign up!



### *Youth Forward Wisconsin*

Research shows that children with small-dollar accounts for higher education do better academically than those without college savings. Students with Children's Savings Accounts (CSA) do better in school and are three times more likely to attend higher education, and four times more likely to graduate. I have submitted a letter of interest to Youth Forward Wisconsin to establish a locally-supported Universal CSA for higher education within the communities in Green Lake County. A truly multidisciplinary and statewide effort, I will work with partners to create locally-funded CSA programs, engage with underserved audiences, and work collaboratively with minority families to find out "what is most important to you when it comes to opportunities for your children?"



## **Networking within Extension and Professional Development Opportunities**

I made 42 contacts within the UW Extension system during the month of October. 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.

### *National Epsilon Sigma Phi Conference (ESP) - Virtual*

In early October I attended the National ESP Conference via a virtual platform. I was able to attend many sessions which gave me program ideas and tips for implementing in Green Lake County. The conference is generally held in another state and I was not planning to attend this year. However, the virtual aspect allowed the opportunity for me to attend and gain professional development.

The sessions I attended were:

- Mobilizing Rural Communities to Create Systemic Changes to Reduce Health Disparities
- Creating a Cross-Program Area Approach to Mental Health Education
- The Educator’s Guide to Teaching Mindfulness Based Activities for Adults
- Using Collaboration to Address Food Security

#### *WI Summit on Financial Literacy – virtual*

For the last 5 Octobers, I have attended the WI Summit on Financial Literacy in Green Bay. It has been a fantastic professional development opportunity. However this year the event was held virtually due to Covid-19. I attended the conference and still learned many valuable pieces that I can use in my financial programming in Green Lake County.

#### **Newspaper Articles**

“Check your free credit report to build financial security” Berlin Journal Newspapers. October 5, 2020. By Katie Gellings, Health & Well-Being Educator

“Aging Mastery Program Coming to Green Lake County” Berlin Journal Newspapers. October 26, 2020. By Katie Gellings, Health & Well-Being Educator

#### **Out of County Days**

0 Out of county days for October

0 Out of county days planned for November

\* Travel expenses are covered by Extension

# Live well. Do well. Age well.

## Green Lake County Aging Mastery Program (AMP)

Dates:

Wednesdays  
11-11-20  
through  
1-13-21

Time:

10:00 am-  
11:15 am

Cost:

**FREE**

(\$60 registration fee  
is being waived)

Open to 55+ residents of Green Lake County  
and surrounding counties—*spread the word!*

Location:

Online via  
**Zoom**

(can connect via  
phone if no  
computer/  
iPad)

### ...AMP TOPICS...

- Navigating Longer Lives
- Exercise and You
- Sleep
- Healthy Eating and Hydration
- Financial Fitness
- Medication Management
- Advance Planning
- Healthy Relationships
- Falls Prevention
- Community Engagement

To register, call 920-294-4032 or fill out the registration form: <https://forms.gle/dDrg76Te5fHWDur17> Please register by 4:30 pm on 11/10/20. *All participants will receive an AMP workbook, exercise DVD, and more.*



**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
GREEN LAKE COUNTY

Any questions  
email  
Katie Gellings  
Health & Well-Being  
Educator  
[katie.gellings@wisc.edu](mailto:katie.gellings@wisc.edu)



**Aging  
Mastery  
Program®**

*National Council on Aging*



**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
GREEN LAKE COUNTY

**Ben Jenkins**  
**Green Lake County**  
**Agricultural Educator**  
**October 2020**

*This report briefly describes the work that was completed within the Agricultural Program in October of 2020. During the reporting period, the educator made 87 direct educational and professional contacts plus*

*other unknown contacts through relevant social media postings.*

## **Educational Programming, Networking and Outreach in the Local Community**

### *Farm Visits*

Early on in the pandemic UW-Madison put a hold on in person visits. This moratorium made my job as an Agriculture educator a little more difficult as a large part of my job is getting out onto farms to consult with farmers and landowners directly. In order to still be effective in the community I have done what everything that I can to make sure that the citizens of Green Lake County know that even if I'm not onsite at the county building or able to come to them directly I am still available to answer calls, emails, and video chat if available.

### *General County Outreach*

I have made sure that the citizens of Green Lake County know that even if I'm not onsite at the county building or able to come to them directly I am still available to answer calls, emails, and video chat if available. I have done that through keeping in touch with the local syndicate via a Focus Article. I have also become more active in posting materials and resources that the citizens of Green Lake County will find helpful on our Green Lake County UW-Extension Facebook Page. My post pertaining to where local foods could be sources had a reach of over 1280 views! In October I answered calls and emails in regard to FSA programs, grazing, soil testing, soil regeneration, soil fertility, plant diseases, farm succession, and Pesticide Applicator Training.



### *Badger Crop Connect*

Through the summer I've been promoting the Badger Crop Connect. Badger Crop Connect is a live webinar series where producers can get updated on the current crop conditions and learn about relative crop growing practices. Some of the topics discussed include: crop disease, soil fertility, insect pests, and weed control.



## Networking within UW Extension and Professional Development Opportunities

### *Agriculture Institute ZOOM Meetings*

I attend the ZOOM meetings put on by the Agriculture Institute of the UW-Madison Division of Extension to keep up with the ever-changing agricultural landscape due to COVID-19. This is where I get updated on new fact sheets, new information, state and national news that may potentially affect our county stakeholders.

### *UW-Madison Division of Extension ZOOM Meetings*

Once a week I tune in to the weekly update brought to all of Extension by Dean Karl Martin. Dean Martin keeps us up to date on the decisions being made in Madison and how it will look on a practical county level once implemented. The latest decision being the furlough for Academic Staff and Faculty.

### *Programming Area ZOOM Meetings*

I've been meeting via ZOOM with colleagues in Farm Management and Crops/Soils to develop more web content to make our information easier to use and find. We have also been planning and developing programming for the upcoming academic year. I participated in my first webinar on video production early on in the month of July I intend to continue participating in any learning opportunities offered by the UW as it pertains to use of Webinars and Video Production.

### Winter Programming

I have been working with colleagues this past month to put together winter programming. The challenge being COVID and the producer's weariness of webinars. It is thought that since in person programming had become especially challenging this year that it would be more efficient to work together to put on some highly relevant and well done online webinars.

### Out of County Days

0 Out of county days for October

0 Out of county days planned for September

\*Denotes that it was paid for by UWEX







**Extension**  
UNIVERSITY OF WISCONSIN-MADISON  
GREEN LAKE COUNTY

Morgan Martinez  
Green Lake County  
4-H Program Educator  
October 2020

This report briefly describes the work that was completed within the 4-H Program in October 2020. During the reporting period, the program coordinator made 72 direct educational and professional contacts.

## **Program Highlights**

### ***Green Lake County 4-H Leaders' Association***

I supported the Association in holding their meeting via Zoom on October 1, 2020. During this meeting county-wide groups provided programming updates for their project areas and the Association discussed scholarship and award process for 2020-2021 and 4-H enrollments.

### ***Livestock Council Meetings***

I supported the Livestock Council in holding their October 13, 2020 meeting via Zoom. During this meeting the Council voted on election of officers and discussed the upcoming 4-H year. I facilitated a livestock trivia game where participants were given questions relating to beef, sheep, swine, dairy, and poultry. Participants had 5 minutes to work with their virtual breakout groups to answer the questions based on their knowledge- and were encouraged not to look up the answers on the internet :) On October 20, 2020 I met with the newly elected Livestock Council Board to review and update the Livestock Council handbook and discuss 2020-2021 programming ideas.

### ***4-H Virtual Open House***

Green Lake County 4-H Virtual Open House was held on October 14, 2020 via Zoom. This opportunity was shared in the Berlin Journal Newspaper and on Green Lake County 4-H Facebook page inviting anyone who is interested in learning more about Green Lake County 4-H, becoming a 4-H member, or becoming a 4-H volunteer to attend this open house.



### ***At Home Learning: Spaghetti Engineering***

On Saturday October 31, 2020 eight 4-H'ers and I connected via Zoom for the first of three At Home Learning sessions. During this session we explored spaghetti engineering which included learning about the Engineer Design Process, how different polygons impact the strength of structures, and then apply what was learning in a hands-on learning of creating a free-standing spaghetti and marshmallow tower with only limited supplies.



### ***Wisconsin 4-H In-Person Program Guidelines***

There are no updates to Wisconsin 4-H in-person program guidelines to report on at this time. Virtual and distance programs continue to be the preferred method of programming. If volunteers would like to hold an in-person program they must work with the 4-H Program Educator on completing and submitting a program plan which aligns to Extension and 4-H in-person safety guidelines.

The complete document can be viewed at <https://4h.extension.wisc.edu/4-h-faqs-related-to-covid-19/>

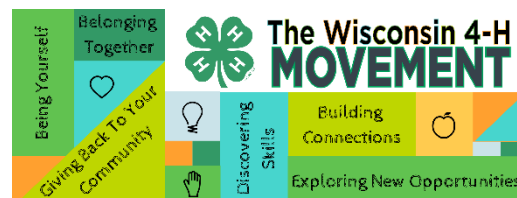
## Networking within Extension and Professional Development Opportunities

### 4-H Celebration Night

On October 6, 2020 I facilitated a portion of the WI 4-H Celebration Night with fellow 4-H Program Quality Committee colleagues to share out the WI 4-H Movement with Wisconsin 4-H. This Celebration Night was held to celebrate National 4-H Week and to highlight all the awesome programs and events that are taking place in Wisconsin 4-H. We had 4-H members, volunteers, and supporters across the state participate in this Celebration Night!

### WI 4-H Movement

As a member of the WI 4-H Program Quality Committee we reached out to 4-H'ers across the state to share how they live out the Wisconsin 4-H Movement. Using some of the wonderful submissions received we created a video showcasing how 4-H'ers give back to their communities, are themselves, discover new skills, build connections, explore new opportunities, and belong together. I would invite you to watch this short video located on the Wisconsin 4-H website at <https://4h.extension.wisc.edu/the-movement/>. Watch closely as there are two Green Lake County 4-H'ers from the Dalton Doers 4-H Club (are wearing club t-shirts) who are featured!



### Telecommuting due to COVID-19

I am continuing to follow Wisconsin Department of Health Services, UW-Madison, and federal guidelines and work remotely due to the COVID-19 virus outbreak. I continue to connect, learn and share with Extension colleagues via Zoom. Some of the meetings I participated in during the month of October while telecommuting:

- Positive Youth Development Institute and 4-H Program on 10/1, 10/20, 10/29
- WI 4-H Program Quality Committee on 10/1, 10/16, 10/23, 10/27
- 4-H Colleague Connect (Thursday Weekly)
- Area 14 Connect (Thursday bi-weekly)
- Southwest Region 4-H Colleague Connect (Wednesday weekly)
- Dean's COVID-19 Exchange (Wednesday bi-weekly)
- Green Lake County Extension Staff meeting on 10/23
- Area Extension Director Check-In (Monday bi-weekly)
- Fall Forum Presenter Orientation on 10/26
- WI 4-H Charter Upload Instructions Zoom on 10/26

During October I worked in office on the following dates: October 7 and 14.

### Out of County Days

- 0 Out of county days for October
- 0 Out of county days planned for November

\* Travel expenses are covered by Extension

**Contract Between Green Lake County  
and  
Board of Regents of the University of Wisconsin System**

This contract is by and between Green Lake County, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

**Whereas**, Extension is organized both around geography, as faculty and staff deliver programs in communities throughout the state, and around academic disciplines. The broad disciplines currently include the Department of Agriculture & Natural Resources and the Department of Youth, Family & Community Development that oversee programmatic and academic functions;

**Whereas**, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

**Whereas**, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

**Whereas**, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension faculty and staff based upon annually established flat fees for positions as defined below; and

**Whereas**, the parties need to define their respective rights and responsibilities;

**Now therefore**, the parties agree as follows:

**1. Term, Amendment & Termination.**

- a. The term of this contract is one (1) year. The term shall run from January 1, 2021 through December 31, 2021, unless amended or terminated as set forth below.
- b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.
- c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.a. shall be prorated (i.e. the discount amounts to roughly \$834 per month).

2. **Extension Responsibilities.** Extension agrees to:
- Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.
  - Invoice the County semi-annually, by March 31<sup>st</sup> and September 30<sup>th</sup> for amounts due under this agreement.
3. **County Responsibilities.** In consideration of the programs that Extension provides to County under this contract, the County agrees to:
- Pay to Extension the County share of up to \$128,484 for the period of January 1, 2021 through December 31, 2021 as allocated below.

Positions	Fee	FTE	Total
Agriculture Extension Educator	\$42,330	1	\$42,330
Health and Well-Being Extension Educator	\$42,330	0.8	\$33,864
4-H Program Coordinator (County pays 75% salary & fringe)	\$60,790	1	\$60,790
First Educator Discount			(\$10,000)
<b>Subtotal</b>			<b>\$126,984</b>
Professional Development	\$500	3	\$1,500
<b>Final Total</b>			<b>\$128,484</b>

- Provide travel and appropriate job expenses to the staff, office facilities and equipment, office supplies and demonstration materials, salary and fringe benefits for the clerical support staff, and other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.
4. **General Conditions** This contract is established under the following conditions:
- Notices.** Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.
  - Employer, Personnel Rules, Volunteers and Liability.** Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are

subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents and the University of Wisconsin - Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.b. of this contract are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

- c. **Billing.** For the period January 1, 2021 through December 31, 2021, Extension shall bill the County for the total amount under Section 3.a. of this contract. The County will be billed for the first half of the total contract by March 31<sup>st</sup> and the second half of the total contract by September 30<sup>th</sup>. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.
- d. **Insurance.** The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program.

- e. **Nondiscrimination/Affirmative Action.** The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. During the performance of work under this contract, Extension

agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, religion, color, sex, national origin, age, disability, arrest or conviction record, marital status, political affiliation, sexual orientation, or membership in the National Guard. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. Extension further agrees to take affirmative action to ensure equal employment opportunities.

By: \_\_\_\_\_  
**County Representative**

Date:

By: \_\_\_\_\_  
**County Representative**

Date:

By: \_\_\_\_\_  
**County Representative**

Date:

By: \_\_\_\_\_  
**County Representative**

Date:

By: \_\_\_\_\_  
**Area Extension Director**  
**UW-Madison, Division of Extension**

Date:

By: \_\_\_\_\_  
**County Representative**

Date:

By: \_\_\_\_\_  
**Director of Financial Services**  
**UW-Madison, Division of Extension**

Date:

By: \_\_\_\_\_  
**On Behalf of Board of Regents of**  
**The University of Wisconsin System**

Date: