



Dane County

Minutes - Draft

UW Extension Committee

Tuesday, January 10, 2017

8:15 AM

5201 Fen Oak Drive 53718

5201 Fen Oak Drive 53718

A. Call To Order

Present: 6 - MATT VELDRAN, SHELIA STUBBS, PAUL NELSON, DAVE RIPP, MICHAEL WILLETT and DANIELLE WILLIAMS

Excused: 1 - JENNI DYE

Others present: Lisa Johnson, Sharon Lezberg, Claire Mance, Jess Calkins, Jackie Gehin and Carrie Edgar

B. Public Comment on Items not on Agenda - none

C. Consideration of Minutes

[2016](#) 12-13-16 UW EXTENSION COMMITTEE MINUTES
[MIN-429](#)

Attachments: [2016 MIN-429](#)

Motion by Ripp to approve minutes as submitted. Seconded by Willett. Motion carried (6,0).

D. Presentations

- *Dane County Demographic Profile – Sharon Lezberg provided a brief overview of the demographic profile for the county that she recently pulled together for the Department's Civil Rights Review that was held in April.*
- *Report on Civil Rights Review – Carrie Edgar provided the Assessment Report and the action plan developed from the Civil Rights Review.*

E. Reports to Committee

- *Youth Governance Program update – Jess Calkins provided an overview of the current happenings of the program. She will be sending out the call for nominations for the next cohort soon. Discussion was held regarding changing the guidebook to limit to 10 -12th graders. A recommendation was made for Calkins to develop a report with how many freshman have applied and how many have been accepted into the program in the past for the committee to report. Discussion was also regarding whether students should be allowed to serve a second year. Nelson recommended that staff develop a set of recommendations for the review of the Handbook and it be provided to members ahead of time. Veldran recommended that an annual review of the handbook be built into the schedule of the Extension Committee. Stubbs requested that exit interview/evaluation summaries be shared with the committee to determine if the program is reaching the identified outcomes. Stubbs suggested the committee may want to consider a joint meeting with the Youth Commission at some point in the future to discuss YGP.*
- *Restructuring of Extension update – Planning continues for the restructuring process. An update will be provided at the February WCA meeting.*
- *Department Head report – Edgar reported that Emily Capicik retired on Jan 3, 2017. An Acct Clerk III position has been posted and hope to do interviews soon. The 4-H Youth Development Educator position has been posted internally within Cooperative Extension and will close on Jan 17th. She requested that one of the committee members participate in the interviews for the Educator position.*

F. Future Meeting Items and Dates

- *Next meeting: February 14, 2017. Chair Stubbs will check on rescheduling the April meeting to avoid holidays.*

G. Such Other Business as Allowed by Law

H. Adjourn

**This matter was motioned to adjourn by Nelson and seconded by veldran.
Meeting adjourned (6,0).**

NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Carrie Edgar, 608-224-3706, edgar@countyofdane.com, fax 608-224-3727, 711 WI Relay