

IRON COUNTY EXTENSION EDUCATION COMMITTEE MEETING
Iron County Courthouse, Hurley Wisconsin 54534
Friday, September 6, 2024

Approved during January 23, 2025 meeting

Call to Order: Meeting called to order at 10:00 a.m. by Roxanne Lutgen.

Roll Call and Introductions: Roll call was taken by Rebecca Holm. Committee members present: William Thomas, Jamey Francis, Doug Swartz, Paul Mullard. Also in attendance: Neil Klemme, Deborah Leonard, Mary Pardee, Joseph Miller, Bruce Spangenberg, Lindsay Larson. Roxanne Lutgen and Jason Hausler attended via Zoom.

- Lindsay Larson, Ashland, Bayfield, and Iron Counties FoodWise Educator was introduced to those in attendance, as well as Jason Hausler, UW Extension Assistant Dean – Northern Areas.

Pledge of Allegiance: Recited

Acknowledge proper meeting posting: Holm acknowledged proper meeting posting.

Motion to approve meeting minutes for August 12, 2024: Thomas moved to approve minutes for August 12, 2024, seconded by Swartz. Motion carried unanimously.

Motion to approve financial reports: Committee members received **Extension** and **4-H and Youth Clubs** financial reports through August 31, 2024. Francis moved to approve financial reports for Extension and 4-H and Youth Programs, seconded by Swartz. Motion carried unanimously.

Public Comment: None

Discuss elimination of Horticulture Educator position: Pardee shared a document that highlighted how the elimination of the Horticulture Educator position will affect the county.

- Horticulture services the Extension Iron County office will no longer be able to provide:
 - Spring Street Planting events with school students.
 - Education and assistance for youth in the Hurley School Garden.
 - Education and assistance for the Range Master Gardeners.
 - In-person public presentations on gardening topics, native plants, etc.
 - Personal assistance with selection and care of landscape, lawn, vegetable, and orchard plantings.
 - Personal assistance with soil sampling and advice on how to improve soil.
 - Weekly horticulture newsletter column.
 - Partnerships with other community resources such as the Mercer Community Garden.
- Horticulture-related services Extension Iron County will continue to provide:
 - Provide soil sample bags and instructions on where to send the soil and fees.
 - Provide the link to the Ask a Gardener online website.
 - Advertise statewide horticulture program opportunities on social media and website.

Area Extension Director Report: Pardee reported on the following:

- All Colleague Conference, November 2024
 - All educators and staff will be attending but UW-Extension is paying for travel costs, including lodging and mileage.

Educator Reports: A written report for all educators and staff was included in the meeting packet.

4-H Youth Development: Klemme reported on the following:

- Babysitter Training
 - 6 youth participants attended the 3-day program.
- Hurley School Open House
 - Klemme worked at a resource table, promoting the Iron County 4-H program.
- Wisconsin Counties magazine interview/article, highlighting youth leadership in Iron County.
- Iron County Summer Youth Camp
 - Klemme created an evaluation form for campers to share their feedback regarding their experiences participating in the camp program.
- Discuss/Action AmeriCorps Vista Position
 - Iron County 4-H has been approved for a 12-month AmeriCorps position to help grow the opportunities for youth to engage in the program.
 - The 4-H Leaders approved to cover \$2500 of the \$3750 buy in. Klemme asked if he could use left over funds from the summer staff position to cover the remaining \$1250.
 - Thomas moved to approve the use of left over funds to cover the \$1250 remaining contribution towards the AmeriCorps Vista position, seconded by Francis. Motion carried unanimously.

Community Development: Miller reported on the following:

- Entrepreneurship
 - Rural Entrepreneurship Bootcamp program will be offered January-February 2025.
 - Iron County business tour
 - Miller visited 15 businesses in the county as part of his planning process for the upcoming bootcamp.
- Digital Equity
 - Northwest Wisconsin Workforce Investment Board Digital Connectivity and Navigators Grant grant
- Mercer Comprehensive Plan
 - Update on survey progress, which closed on August 31.
 - Received over 400 responses so far.
- Broadband
 - Met with Norvado Chief Operations Officer, Rob Lombardo, to learn more about the fiber installation process.
 - Met with statewide broadband focus group, organized by Mississippi State University Extension to discuss broadband needs in Wisconsin.
 - Broadband Equity Access & Deployment (BEAD) update.
- Community Health Improvement Plan
 - Met with Iron County Health Department and area partners to discuss their community health improvement plan and other health-related topics.
- Military & Veterans Ball

- Possibly changing format to an active participation event centered on short dance lessons and a military and veterans living museum.
- Professional Development
 - 16-week Five Steps in Evaluation course to learn more about evaluating programming efforts.

FoodWise: Leonard reported on the following:

- Babysitter Training
 - Provided a nutrition education lesson to participants.
- Hurley School Open House
 - Talked with students and families, shared FoodWise resources, and offered free produce from the Hurley School Garden.
- ADRC Walk with Ease program
 - Provided the nutrition education segment during this 14-week program.
- Leonard and Bakker participated in a 1-day data entry training.

Horticulture: Spangenberg reported on the following:

- Answered horticulture questions in-person, over the phone and via Extension Horticulture's statewide Ask a Gardener website.
- Northwoods Yard & Garden column
 - Continues to submit the column to local and regional newspapers, on the Extension website, and social media pages. The column is also being shared statewide through UW Extension's Horticulture website.
- Now serving on the Extension Horticulture Webinar committee.
 - New format will include half-hour single topic statewide webinars.

Support Staff: Holm reported on the following:

- Iron County Mobile Food Pantry
 - August distribution – volunteers served 168 families (260 individuals).
 - Assisted 5 new clients with registration.
 - Second Harvest Northland is changing their intake system in October. Holm and Miller will need to take a Zoom training to learn how to use the program to check in clients.
 - September distribution will include a visit from the Iron County Health Department, as they will be offering flu shots to interested clients.
- 4-H Support
 - Coordinated enrollment, documentation, promotion, marketing, finances of the following programs:
 - Iron County Fair fundraising wrap up
 - Babysitter Training
 - Action TrackChair reservation assistance.
- Horticulture Support
 - Holm continues to assist Spangenberg in designing his Northwoods Yard & Garden column each week and sharing it to the county website and social media pages.
- FoodWise Support

- Holm continues to assist Bakker and the FoodWise Team with designing the monthly FoodWise newsletter and sharing it on the county website, social media pages, and distributing it at the Iron County Mobile Food Pantry.
- Designed a recipe card and promotional materials for the Babysitter Training nutrition education segment and the Hurley School open house.
- Professional Development
 - Attended August Extension Support Staff Zoom meeting.
 - Completed the 2024 Cybersecurity Awareness Training.
 - Attended 4-H Volunteer Training & Screening Updates for Fall 2024 Zoom meeting.
- Shared Iron County Extension programs and events on website and social media pages.
- Other Iron County Support
 - Shared posts on the Iron County Courthouse Facebook page on behalf of the following offices. Child Support, Highway, Zoning, Land & Water, Iron County Human Services, Recycling, Health Department.
 - Updated Iron County website, as requested.
 - Assisted courthouse staff and outside groups with using the AQUOS Smart Board in the Iron County courthouse boardroom.
- Planning an Iron County Courthouse staff apple social on Thursday, October 10th.

Additional discussion: County Board Chair, Larry Youngs had some additional questions regarding:

- Iron County Youth Leadership Council
 - Youngs asked about his progress in recruiting new Iron County Youth Leadership Council members to serve on the Iron County Board. Klemme shared that he is in the process of gathering interested youth to attend an upcoming board meeting and also mentioned that he would like to have the council come up with a community project to focus on.
- Economic Development
 - Youngs mentioned some upcoming changes with Iron County Economic Development and asked Pardee in what capacity is Joe Miller available to offer support in his role as Extension Iron County Community Economic Development Educator.
 - Pardee also stated that Miller is available to offer support and that he also has a network of Extension Specialists and resources that could possibly help with the new changes with Iron County Economic Development.

Discuss/Action to forward proposed 2025 budget to Finance Committee: Pardee reviewed the proposed 2025 budget for Extension and 4-H and Youth Clubs along with descriptions of line items, which committee members received at the meeting. Thomas moved to approve the budget, seconded by Swartz. Motion carried unanimously.

Discuss/Action to approve Extension Iron County 2025 contract and have committee chair, Roxanne Lutgen sign before end of the year: Pardee reviewed the Extension Iron County 2025 contract, noting the removal of the Extension Iron County Horticulture Educator position. Francis moved to approve the 2025 contract and have Iron County Extension Education Committee Chair, Roxanne Lutgen sign it before year end, seconded by Swartz. Motion carried unanimously.

Schedule next Extension Education Committee meeting: The next Extension Education Committee meeting will be held in January 2025. Date TBD.

Adjourn: Lutgen adjourned at 11:15 a.m.