

IRON COUNTY EXTENSION EDUCATION COMMITTEE MEETING
Iron County Courthouse, Hurley Wisconsin 54534
Thursday, January 23, 2025

Approved: Wednesday, May 14, 2025

Call to Order: Meeting called to order at 2:00 p.m. by Roxanne Lutgen.

Pledge of Allegiance: Recited

Roll Call: Roll call was taken by Rebecca Holm. Committee members present: Roxanne Lutgen, William Thomas, Doug Swartz, Jamey Francis, Paul Mullard. Also in attendance: Neil Klemme, Joseph Miller, Deborah Leonard, Mary Pardee, County Board Chair, Larry Youngs.

Acknowledge proper meeting posting: Holm acknowledged proper meeting posting.

Motion to approve meeting minutes for September 6, 2024: Thomas moved to approve minutes for September 6, 2024, seconded by Francis. Motion carried unanimously.

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

Youngs asked Extension staff and educators if there is anything needed from the committee.

- Holm asked if it would be possible to use the county garage again for the Iron County Mobile Food Pantry during inclement weather conditions.
- Klemme brought up the Iron County Youth Leadership Council program and how the new boardroom layout excludes them from being part of the experience. Klemme suggested allowing youth council members to sit at the board table so they can be part of the process and that they should be receiving board packets prior to the meeting.

Public Comment: n/a

Area Extension Director Report: Pardee reported on the following:

- Updated Division of Extension Partnership Guidance Document

Educator Reports:

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

- 4-H Shooting Sports Program
 - The 8-week program was held in the fall.
 - 10 youth participants
 - Working with 4-H leaders and area groups to plan the development of a shooting range in Kimball.
- Iron County Youth Leadership Council (ICYLC)
 - ICYLC partnered with Iron County DHS in setting up the Giving Tree.

- \$5000 donation was received from an anonymous donor for ICYLC projects.
 - Working on a grant with UW-Madison colleagues that could boost the ICYLC program.
- Iron County 4-H Clubs
 - Completed and filed annual financial reports and taxes for chartered 4-H clubs.
- SISU Endurance Team XC Ski Club
 - Organized a pizza fundraiser for the SET XC Ski Club Race Team.
 - The 8-week program started on January 12 with 39 youth participants, 9 of which are enrolled in the race team.
 - Wrote an article about the SET XC Ski Club program for *Silent Sports Magazine*, to be published in February 2025.
- Iron County Summer Youth Camp
 - Started camp planning in the form of fundraising, camp staff recruitment, and reserved a camper to be used by male volunteers.
 - Klemme is also seeking two young adults to fill our summer assistant positions.
- Professional Development
 - Attended the Extension All Colleague Conference
 - Attended the Discussion Project Training to prepare for facilitating FE University's upcoming Bridging the Gap program.
- All Iron County Staff Survey
 - Assisted County Board member, Karen Lauer in creating and sharing an all-Iron County staff survey to gather budget saving ideas. Klemme also organized the data received and submitted to Karen to forward to the county board.

Community Development: Miller reported on the following:

- Be Nice to Your Robot
 - Introduction to artificial intelligence
 - 4 attendees
 - 1-hour presentations offered in Hurley and Mercer
- Health & Home Repair Resource Fair
 - Partnered with USDA Rural Partners Network
 - Tables staffed by various local and regional organizations
 - Offered in Hurley and Mercer
- Coffee Connections for Entrepreneurs at Any Stage
 - Informational coffee breaks to connect with aspiring entrepreneurs and local business owners.
 - 11 participants across 5 sessions
 - Partnered with Late Run Coffee for the final workshop, offered at Little Finland.
- Coffee Connections Blog
- Entrepreneurship Boot Camp
 - 8-week program began January 7
 - 12 participants registered, 10 attended
- Iron County Economic Development Committee
 - Facilitated two meetings, including scheduling, document gathering/preparation, notice postings, and providing coffee.
- Grants
 - Research for Northern Highlands Health Foundation/Mercer Clinic grants.

- FEMA Assistance to Firefighters Grant for Hurley Fire Department
 - Data gathering and coordination
 - Coordinated meeting with Rural Partners Network to discuss grant application process.
- Professional Development
 - Attended FEED Summit 2024 Conference
 - Facilitated panel discussion, “Community Impact & Innovation”
 - Participated in a 16-week Extension Evaluation Course, “5 Steps to Effective Evaluation.”
 - Attended Extension All Colleague Conference
 - Participated in a Mental Health First Aid training

FoodWise: FoodWise Coordinator, Stephanie Bakker was absent. Deb Leonard reported on the following:

- Hurley School Garden
 - Wrapped up programming with Hurley 5th graders in the fall.
- Great Apple Crunch
 - Met with Hurley Head Start students to celebrate the statewide event.
- Hurley Senior Dining
 - Leonard held an activity at the senior dining site in the fall.
- FoodWise Newsletter
 - Bakker and the FoodWise team continue to partner with Holm in creating a 3-county area newsletter that is shared on Extension Iron County’s website and social media, emailed to partners, and is distributed to Iron County Food Pantry clients.
- Mercer and Hurley Elementary Schools
 - Leonard continues to provide programming lessons to Hurley and Mercer students.
- StrongBodies
 - FoodWise started the winter Virtual StrongBodies program in early January.
- Iron County Mobile Food Pantry
 - Bakker and Lindsay Larson volunteered at the September distribution.
- Red Cliff Programming
 - The FoodWise team continues to provide monthly education to youth at the Red Cliff ECC, Bayfield Head Start, Bad River Head Start, and Bad River Boys and Girls Club.
- Meetings/Professional Development
 - Attended Ashland, Bayfield, Iron County FoodWise team meeting.
 - Leonard and Larson attended the All-Colleague Conference
 - Participated in two Zoom training courses, Boost your Brain and Memory, Early Child Care Curricula.
 - Other professional development opportunities include FW Tribal Connections Space, Tribal Nutrition Educators Group, and FERN (Food Educator Resource Network).
- Staffing Update
 - Lindsay Larson has been a great addition to the team in her new role as FoodWise Educator. She completed required trainings, shadowed and participated in co-teaching with different educators, and has started teaching in the schools, programming independently.
- Highline
 - Leonard mentioned that FoodWise is looking into future partnerships with Highline Corporation clients.

Support Staff: Holm reported on the following:

- Iron County Mobile Food Pantry
 - 56,627 pounds of food (1,809 visits per household) was distributed to clients in 2024.
 - Implemented a new client intake system.
- Just in Time Parenting Newsletters
 - Continues to distribute monthly newsletters to new parents in Iron County, in partnership with the Iron County Health Department.
- 4-H Support
 - Program support, including coordinating enrollment, documentation, promotion, and marketing of:
 - Iron County 4-H project meetings (sewing, woodworking)
 - 4-H Shooting Sports
 - SISU Endurance Team XC Ski Club
 - 2024-2025 4HOnline enrollment
 - Other 4-H support
 - 2023-2024 Iron County 4-H Achievement Banquet
 - National 4-H Week promotional posts highlighting local 4-H clubs and programs.
 - Completed annual 4-H Club audits
 - Early Iron County Summer Youth Camp preparation
- Horticulture Support
 - Northwoods Yard & Garden column design and promotion.
 - Fall Horticulture Seminar promotion and registration support.
 - Updated Extension website to reflect changes to Iron County Horticulture program.
- Community Development Support
 - Program support, including coordinating enrollment, documentation, promotion, and marketing of:
 - Be Nice to Your Robot
 - Coffee Connections
 - Entrepreneurship Boot Camp
- FoodWise Support
 - FoodWise Newsletter
 - Assisted Leonard in creating program materials, such as recipe cards for participants.
- Meetings/Professional Development
 - Attended monthly Support Staff Zoom meetings
 - Attended All Colleague Conference
 - Holm inquired about attending an upcoming Administrative Professionals Conference through UW-Madison, which the committee encouraged her to do so.
- Other County support
 - Shared county happenings/meeting notices on Iron County Courthouse Facebook page.
 - Updated the Iron County website, as requested. This includes posting agendas, minutes, updating department pages, etc.
 - Iron County Economic Development Committee support

Schedule next Extension Education Committee meeting: Next Extension Education Committee meeting will be scheduled at a later date.

Adjourn: Lutgen adjourned the meeting at 3:35 pm.