

IRON COUNTY EXTENSION EDUCATION COMMITTEE MEETING
Iron County Courthouse, Hurley Wisconsin 54534
Wednesday May 14, 2025

Call to Order: Meeting called to order at 10:03 a.m. by Committee Chair, Roxanne Lutgen.

Pledge of Allegiance: Recited

Roll Call: Roll call was taken by Rebecca Holm. Committee members present: Roxanne Lutgen, William Thomas, Paul Mullard. Committee members absent: Doug Swartz, Jamey Francis. Also in attendance: Neil Klemme, Joseph Miller, Deborah Leonard, Mary Pardee, Iron County 4-H Summer Assistant Serena Tauer, and Extension HR Director Jamie O'Donnell.

Acknowledge proper meeting posting: Holm acknowledged proper meeting posting.

Motion to approve meeting minutes for January 23, 2025: Thomas moved to approve minutes for January 23, 2025, seconded by Mullard. Motion carried unanimously.

Motion to approve financial reports: Committee members received **Extension and 4-H and Youth Clubs** financial reports through March 31, 2025. Thomas moved to approve financial reports for Extension and 4-H and Youth Programs, seconded by Mullard. Motion carried unanimously.

Motion to approve the 2024 Annual Report to the Iron County Board of Supervisors: Committee members received copies of the 2024 annual report via email and in committee packets that were provided at the meeting. Mullard moved to approve the 2024 Annual Report to the Iron County Board of Supervisors, seconded by Thomas. Motion carried unanimously.

Public Comment: Extension Iron County educators and staff recognized Committee Member Bill Thomas for serving on the Extension Education Committee for the past 20 years. 4-H Youth Development Educator Neil Klemme presented Bill with a plaque and thanked him for his support of the Extension office over the years.

Area Extension Director Report: Pardee reported on the following:

- Area 1 Meeting
 - Extension offices across Area 1 (Douglas, Bayfield, Ashland, Iron) met at the Iron County Courthouse for the annual meeting that included networking and professional development.
 - Attendees also participated in a tour of the Iron County Historical Museum.
- Funding
 - Pardee shared that UW-Madison and Extension are seeing the effects from funding changes on a federal level.
 - A Bad River colleague's funding is currently paused.
 - Lake Superior National Estuarine Research Reserve in Superior's funding is likely to be cut along with any Great Lakes research funding.

- The U.S. House Committee on Agriculture recently shared that SNAP-Ed is expected to be cut completely of the next federal budget (2026), which would impact the FoodWise program. Extension is working to address this situation.
- Extra Duties for Rebeca Holm
 - Pardee wanted to address the extra duties Holm has taken on outside of her Extension Iron County Office Manager position. Other duties include: county website project lead, Economic Development Committee support, County Facebook page manager, and administrative requests from Lutgen and Murph.
 - Pardee stated that these extra duties could affect Holm's Extension work, as her job description states that her role is to support the Extension educators and staff. Holm also plans and facilitates a handful of programs on her own and spends most of her days supporting Neil's extensive 4-H programming.
 - Lutgen asked if there is a way for summer assistants to take on some of Holm's 4-H work, but Klemme shared that they would not be able to manage participant data, design promotional materials, etc. They would not have the capacity to take on Holm's work without Klemme making cuts to the current program offerings, which would have a negative effect on youth programming.

Educator Reports:

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

- Bridging the Gap – Partnership with FE University
 - Klemme facilitated conversations between teens and adults in Iron County.
 - 8 youth, 8 adults participated in three sessions in Hurley
 - 8 youth, 4 adults participated in three sessions in Mercer
- Iron County Summer Youth Camp
 - Taking place July 22-25 at Trails End Youth Camp in Bruce, WI.
 - 31 camp staff members
 - 60+ youth campers have enrolled so far
 - 5th grade boy cabins still have space available
 - Opened camp enrollment to Gogebic County youth
 - Tropical Island theme
 - Klemme is using the Band App to communicate with camp and summer staff planning teams.
 - Nature program will be added this year.
- Iron County Outpost Camp
 - Taking place July 8-11 at Lake of the Falls in Mercer, WI.
 - 15 youth campers have enrolled
- Summer Assistants
 - 2025 summer assistants are Serena Tauer and Emily Moore.
- Day Camps
 - 5-day Chopped! Day Camp will be offered in June.
- SISU Endurance Team Running Club
 - 8-week program will start on June 9.
 - Locations will vary each week.
- Baldwin Foundation Grant

- \$120,000 has been awarded.
 - 2-year grant that will apply to 4 counties in the first year, 10 counties in the second year.
 - Klemme stated that roughly \$10,000 per year will be awarded to Iron County.
 - UW-Madison is administering/managing the grant.
- Iron County Youth Council members will be working with the nonprofits they are part of to develop a project within the community. Internship stipend and program development funding will be available through grant funding.
- Four counties will be participating in the program
 - Two rural areas (Barron, Iron)
 - Two urban areas (Racine, Dane)
- Two youth will then work with a UW-Madison professor on a youth-led research project.
- Two youth will work with a communication team and will be developing community videos called “My Neighborhood.”
- Temporary Summer Assistant Position
 - Klemme stated that he would like to hire his son to take on some projects to help his two summer assistants organize the closet and storage unit in preparation for summer programming.
 - The position would be approximately 2-hours a day for 2-weeks at \$15/hour.
 - With Summer Assistant Emily Moore not able to start until mid-June, Klemme stated that the overage from Moore’s budgeted hours would fund this temporary position.
 - Thomas moved to approve the hiring of a temporary summer assistant, seconded by Lutgen. Mullard proposed adding a clause requiring that the position be advertised to see if there are other candidates. Thomas moved to approve the amended motion, seconded by Lutgen. Motion carried unanimously.
- Awarded a \$4000 Gogebic Range Health Foundation grant to address teen vaping
 - The grant is in partnership with the guidance counselor at the Ironwood School. Klemme will work with youth to create an anti-vaping campaign.

Community Development: Miller reported on the following:

- Entrepreneurship Boot Camp
 - 8-week program ended February 25
 - Miller plans to offer this program annually, with changes based on 2025 feedback.
- Meetings
 - Iron County Economic Development Committee
 - The committee now has a fixed meeting date (first Wednesday of every month).
 - Miller stated that the meetings have been going very well.
 - Entrepreneur Fund – Community Development Financial Institution
 - Interested in connecting with entrepreneurs in Iron County and finding out how they can assist with education or direct financing with non-traditional borrowers.
 - Bad River Tribal Planner Meeting
 - Talked about uncertainties at a federal level and Ursula’s Farm, which is an all-purpose farm in Iron County that is managed by the Bad River tribe.
 - Hurley Fire Department
 - Working with Hurley Fire Department to address their equipment needs.

- Participated in the Iron County CPR Training
- Zine Workshop Series
 - Miller explained that Zines (tiny magazines) are a way of organizing information into a tiny booklet. He plans to gather input from community members to determine what the ideal Iron County looks like.
 - The workshop series will be taking place at the Iron County Farmers Market and plans to compile results into a digital archive that can be shared with the community.
 - Miller also facilitated a Zine activity at the Area 1 meeting.
- Economic Impact Campground Survey in partnership with Iron County Forestry & Parks
 - Weber Lake, Saxon Harbor, Lake of the Falls, Schomberg Park survey will be the topic of the survey, which will be attached to all camper registrations
 - The survey will determine the spending habits of campers who visit Iron County and what amenities would be worth investing in.
- Iron County Website Grant
 - Working with Lutgen and Diane Schmidtke with hopes to fund the website project through grant funds.
- Wisconsin Rural Entrepreneurial Ventures (REV) Program
 - Hurley was selected as part of the statewide entrepreneurial program offered through Extension.
 - Some Iron County Economic Development Committee members will be part of the core team.
 - 3-year program that starts in June 2025
 - Miller will be the facilitator and coach for organizing meetings and connecting the core team with statewide specialists.

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

- School Programming
 - Leonard held a series of six lessons using research-based curricula with 4K-4th grade students.
 - Hurley School included 480 individual, one-on-one contacts.
 - Mercer School included 216 individual, one-on-one contacts.
- Hurley School Garden
 - Leonard will be working with the Hurley School Kid's Club, providing nutrition education lessons in the Hurley School Garden.
- Additional Partnerships
 - Leonard will be providing nutrition education in partnership with the Highline Corporation, Iron County 4-H Chopped! 4-H Day Camp, the ADRC's Walk with Ease Program, and the Bad River Boys and Girls Club.

Support Staff: Holm reported on the following:

- Coordinated and designed the Extension Iron County Annual Report to the Iron County Board of Supervisors.
 - Holm will be sharing the report on the Extension Iron County website, social media pages and will be printing copies for the Iron County Board of Supervisors as well as area partners.

- Iron County Mobile Food Pantry
 - 171 households (251 individuals) were served during the April distribution
- My Emma E-Newsletter
 - Holm has started sharing monthly Extension news using the My Emma e-newsletter program to reach audiences who do not have social media pages.
- Iron County Community Snowshoes
 - 164 sets of snowshoes were checked out by community members, groups and organizations this season.
 - Holm applied for a SISU Ski Fest grant with hopes to purchase larger adult sized snowshoes, as the current stock is mainly for youth and smaller adults.
- 4-H Support
 - Program support, including coordinating enrollment, documentation, promotion, and marketing of:
 - Iron County Summer Camp programs
 - Holm applied for and was awarded a \$2375 grant from Enbridge to help fund summer programs.
 - SISU Endurance Team XC Ski Clun
 - 33 sets of equipment were checked out in 2025.
 - Holm manages the equipment inventory that includes 71 sets of ski, 80 pairs of boots, 70 sets of poles, and 4 sets of roller ski equipment, which are all available for ski club members to check out for free each season.
 - SISU Endurance Team Running Club
- Horticulture Support
 - Continues to share the Wisconsin Yard & Garden column on the Extension Iron County website as well as other statewide horticulture news and program information.
 - Redesigned Extension website to reflect changes to Iron County Horticulture program.
- Community Development Support
 - Iron County Economic Development Committee support
- FoodWise Support
 - FoodWise Newsletter
- Meetings/Professional Development
 - Attended monthly Support Staff Zoom meetings
 - Attended a County Admin Professional Development Day in Wausau
- 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 Website project
 - Project lead
 - Social media archiving administrator
 - Mass notifications team member
 - Coordinated and organized current website updates and data gathering for the new website, design/branding, etc.
 - Attended numerous planning meetings.

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

Adjourn: Lutgen adjourned the meeting at 11:30 a.m.