

EXTENSION, EDUCATION & RECYCLING
Douglas County Board of Supervisors
Wednesday, December 18, 2019, 3:15 p.m., UW-Extension, Conference Room 107
Courthouse, 1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair Sue Hendrickson.

ROLL CALL: Present – Sue Hendrickson, Wendy Bong, Mike Streveler, Michael Raunio (arrived 3:27 p.m.) Absent – Charlie Glazman. Others present – Mary Pardee, Tarah Nichols, Julie Montgomery, Katie Stenroos, Tracy Henegar, Jane Anklam, Jennifer Barton, Mary Johnson-Garay, Kaci Lundgren (Committee Clerk).

APPROVAL OF MINUTES: Motion by Bong, second Streveler, to approve the minutes of the August 21, 2019, meeting. Motion carried.

REPORTS:

Recycling Department – J. Barton: Town of Superior will no longer contract with Douglas County for recycling; Eagle Waste is its new provider. No consequences to county or municipality for not participating.

Extension Department:

Area Extension Director – M. Pardee: \$21,000 put back into budget from Superior Days funds. Extension is not organizing youth to attend Superior Days; teachers should be contacted about youth attendees. New organizational chart distributed; each area should have a primary focus rather than multiple programs.

Agriculture & Horticulture – J. Anklam: Four master gardeners have been certified. Anklam will speak on the topic of lawns at Fairlawn garden talk. A beef improvement certification class was offered to farmers for enhanced marketing.

FoodWise – J. Montgomery/T. Nichols: Six week class series finishing; focus was on feeding for healthy eating. Strong bodies program has ran for twelve weeks with consistent attendance; Superior Public Library interested in hosting future programs. Several cooking matters classes have been held, providing all groceries and a \$10 gift card to families in attendance at more than one session. Superior has a high low income/diverse population surrounding UW-Superior. Food pantry available for students; Second Harvest Food Bank donates monthly.

Human Development & Relationships – T. Henegar: Mental health first aid training provided to 190 participants. “Hidden in plain sight” drug room staged at Solon Springs School District; many new paraphernalia exist and look like every day household items. “Make it Okay” mental health stigma reduction program had 25 sessions, with over 280 attendees.

4-H Program – K. Stenroos: Achievement night held in October with an increase of attendees from 2018. Approximately 98 students enrolled in after school 4-H across

county. A weekend winter camp will be held in Drummond; new 4-H promotional material ordered.

Youth Development – M. Johnson-Garay: Superior Public Library holds youth book club; several children participate. Youth interviews conducted at YMCA to gather information on wants; language lessons, cooking and book clubs among top responses. An easier way to provide scholarship application assistance for Superior High School students being sought. Youth in Governance attempting to get more involved on a committee level rather than full County Board.

ACTION ITEMS/REFERRALS:

Proposed 2020 Douglas County Recycling Contract: Included with agenda; annual contract, no changes.

ACTION: Motion by Bong, second Raunio, to approve 2020 recycling contract. Motion carried.

INFORMATIONAL:

2020 Meetings Calendar: Included with agenda; no concerns.

FUTURE AGENDA ITEMS: Adverse Childhood Experiences presentation.

ADJOURNMENT: Motion by Streveler, second Raunio, to adjourn. Motion carried. Meeting adjourned at 4:56 p.m.

Submitted by,

Kaci Jo Lundgren, Committee Clerk

MEMORANDUM

TO: Wisconsin County Extension Committee Chairs

FROM: Mark O'Connell, Executive Director, Wisconsin Counties Association

DATE: August 10, 2020

SUBJECT: Benefits of WEXA/Dues Payment

In September of 2018, following the significant restructuring undertaken by UW-Extension, the Wisconsin Associated County Extension Committees (WACEC) approached the Wisconsin Counties Association (WCA) requesting that WCA assume the administrative responsibilities associated with WACEC that were formerly performed by UW-Extension. WCA has agreed to provide these administrative services, which include meeting logistics, preparation and distribution of agendas and minutes, as well as act as fiscal agent. WCA and WACEC engaged the services of legal counsel for the proper dissolution of WACEC and creation of a new entity called the Wisconsin Extension Association (WEXA).

We are pleased to report that the process for organizing WEXA is nearly complete. In early January 2020, the interim WEXA Board of Directors met and officially transferred all of the assets of WACEC to WEXA and entered into an agreement with WCA to provide administrative and fiscal services. WCA receives no funds for such services. All WEXA funds are expended by the WEXA Board for purposes determined by the Board.

WEXA is organized as an unincorporated nonprofit association dedicated to providing a forum for the consideration of issues affecting Wisconsin counties related to UW-Extension. The members of WEXA are all 72 counties. WEXA provides an opportunity for Wisconsin county board committees that are responsible for oversight and policy related to UW-Extension to get together to discuss education and programming at the county level.

In order to support its mission, WEXA incurs costs associated with meetings and conferences. The costs are not significant, but it is important to have county support for the mission, which includes, but is not limited to:

- Providing a forum for discussion on issues relating to the relationship between counties and UW-Extension;

- Providing leadership and extension programming;
- Serving as a liaison between the counties and the UW system;
- Providing advice to the state of Wisconsin relevant to UW-Extension programming; and
- Elevating and educating an understanding of extension.

WEXA is the place to start when looking for a connection between your county government and UW-Extension. Serving as a liaison for counties, WEXA can connect county representatives with leaders at the state level in areas impacting UW-Extension programming, education, and more. The association provides leadership in the identification and initiation of new extension programs in rural and urban areas and in carrying out existing programs within your county. WEXA further facilitates communication between county board representatives and leaders at UW-Extension in respect to county extension programs.

The 2020 WEXA dues are \$50 per county. On behalf of WEXA, we ask you, as Chair of the Extension committee in your county, to shepherd the attached invoice through your county process ensuring a continued close connection between UW-Extension, the UW System, and your county.

As Chair of your Extension committee, we make the assumption that you are the WEXA representative for your county however, if you prefer to select an alternative representative, please let us know.

The Wisconsin Extension Association acts as the voice of all county extension committees and will take that voice to the UW System and beyond.



Wisconsin
Extension
Association

INVOICE

Douglas County Dues for 2020 WEXA Membership	<u>\$50.00</u>
Total Due	\$50.00

Please make check payable to: **Wisconsin Extension Association**

Please mail your check and a copy of this dues invoice to:

Wisconsin Counties Association

22 E. Mifflin St., Suite 900

Madison, WI 53703

Requested Budget

Extension

2021



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DOUGLAS COUNTY, WISCONSIN
Extension Department
Budget Summary
With % Increase

1
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Account	Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Actual YTD Amount	2020 Amended Budget	2021 Proposed Budget	Percentage Increase /Decrease
Revenues								
	Intergovernmental Revenues	5,000	5,000	5,000	0	5,000	5,000	.00 %
	Public Charges For Services	4,253	2,633	2,451	50	3,500	3,500	.00 %
	Miscellaneous Revenues	33-	66	0	0	0	0	.00 %
	Revenues	9,220	7,699	7,451	50	8,500	8,500	.00 %
Expenses								
	Personnel Services	50,286	48,177	49,491	16,405	50,914	23,370	54.10-%
	Contractual Services	87,997	91,308	78,444	37,737	108,567	89,580	17.49-%
	Supplies & Expense	21,151	17,054	15,549	2,859	23,800	23,300	2.10-%
	Fixed Charges	655	613	638	643	900	900	.00 %
	Allocations	3,528	3,050	3,577	2,550	5,094	5,094	.00 %
	Total Operating Expenses	163,617	160,202	147,699	60,194	189,275	142,244	24.85-%
	Net Cost without Capital Outlay	154,397	152,503	140,248	60,144	180,775	133,744	26.02-%
	Net Cost	154,397	152,503	140,248	60,144	180,775	133,744	26.02-%

DOUGLAS COUNTY, WISCONSIN
Extension Office
Budget Detail for all Cost Centers (L6)
As of June 30, 2020

Account	Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Amended Budget	2020 Actual YTD Amt	2021 Requested Budget
021	Extension Office						
56210	Extension Administrat						
4677.2	Soil & Forage Tests	263.00-	246.00-	140.00-	250.00-	.00	250.00-
4677.3	Postage	3,014.00-	1,507.00-	1,519.00-	3,000.00-	.00	3,000.00-
4677.4	Printing	807.66-	279.91-	.00	.00	.00	
4677.5	Publication	.50-	.00	.00	.00	.00	
4864	Supplies & Expenses	.00	11.51-	.00	.00	.00	
4864.5	Other Reimbursement	.00	54.21-	.00	.00	.00	
5111	Regular	30,885.69	28,179.11	29,408.58	29,542.00	6,319.81	16,408.00
5117	Training & Seminars	134.72	134.72	.00	144.00	.00	
5131	Sick Leave	1,706.44	1,975.88	1,486.23	2,110.00	968.59	775.00
5132	Vacation	2,864.61	3,368.72	3,462.67	3,596.00	899.34	1,937.00
5134	Holiday	1,414.48	1,347.20	1,805.70	1,510.00	287.70	775.00
5137	Personal Days	471.52	471.55	486.15	499.00	503.48	252.00
5151	Social Security (FI	2,696.38	2,554.48	2,616.97	2,880.00	648.52	1,551.00
5152	Retirement (Employe	2,404.56	2,372.45	2,397.15	2,525.00	590.93	1,360.00
5154	Hospital/Health Ins	6,853.20	6,856.10	6,913.00	7,188.00	3,594.00	
5154.1	Dental Insurance	306.90	368.80	360.00	370.00	180.00	
5155	Life Insurance	233.12	234.96	234.96	239.00	117.48	139.00
5156	Workers Compensatio	100.30	89.36	92.04	94.00	22.66	50.00
5157	L-T Disability	143.54	144.07	148.50	142.00	35.87	77.00
5158	Unemployment Claims	.00	.00	.00	.00	2,220.00	
5159	Unemployment Assess	70.46	79.34	79.05	75.00	16.96	46.00
5219	Other Professional	220.00	620.00	500.00	620.00	.00	620.00
5225	Telephone	249.13	142.70	250.72	300.00	66.58	300.00
5242	Maint. Agreement	.00	464.64	.00	800.00	.00	800.00
5248	Equipment Repair	.00	.00	.00	300.00	.00	300.00
5253	Soil & Forage Lab S	189.00	273.00	228.00	300.00	.00	300.00
5311	Postage	1,374.11	1,247.51	874.14	3,000.00	682.44	3,000.00
5312	Office Supplies & E	3,950.28	2,568.14	3,309.43	3,500.00	184.62	3,500.00
5312.1	Computer Office Sup	644.46	187.21	.00	1,200.00	.00	1,200.00
5313	Printing & Duplicat	2,968.01	5,607.35	962.85	3,700.00	1,199.02	3,700.00
5324	Membership Dues	50.00	50.00	.00	.00	.00	
5325	Training & Seminars	149.21	88.48	58.00	200.00	.00	200.00
5349	Other Operating Sup	.00	.00	.00	.00	123.70	
5510	Insurance	636.00	598.00	638.00	900.00	643.00	900.00
5591	Taxes-Sales Tax	19.48	14.59	.00	.00	.00	
5978	Info Services Alloc	3,528.00	3,050.00	3,577.00	5,094.00	2,550.00	5,094.00
56210	Extension Administrat	60,178.44	60,989.73	58,230.14	67,578.00	21,854.70	40,034.00
56220	Human Development &						
5219	Other Professional	10,441.00	12,138.38	20,451.50	21,250.00	10,625.00	21,665.00
5225	Telephone	.00	.00	.00	100.00	.00	100.00
5324	Membership Dues	.00	.00	.00	100.00	.00	100.00
5325	Training & Seminars	.00	.00	12.00	600.00	.00	600.00
5325.1	Training Registrati	140.00	80.00	200.00	.00	.00	
5325.4	Training Meals	26.28	.00	.00	.00	.00	
5325.5	Training Lodging	82.00	.00	164.00	.00	.00	
5331	Mileage (Programmin	361.13	356.43	319.00	1,000.00	.00	1,000.00
56220	Human Development &	11,050.41	12,574.81	21,146.50	23,050.00	10,625.00	23,465.00

DOUGLAS COUNTY, WISCONSIN
Extension Office
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As of June 30, 2020

Account	Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Amended Budget	2020 Actual YTD Amt	2021 Requested Budget
56225	Nutrition Education P Telephone	293.33	306.89	240.35	200.00	77.56	200.00
56225	Nutrition Education P	293.33	306.89	240.35	200.00	77.56	200.00
56230	Community Development						
5219	Other Professional	35,247.00	34,531.00	17,378.00	20,647.00	.00	
5225	Telephone	20.48	79.22	56.13	.00	.00	
5312	Office Supplies & E	.00	.00	62.43	.00	.00	
5324	Membership Dues	169.00	206.10	.00	.00	.00	
5325	Training & Seminars	5.00	.00	29.00	.00	.00	
5325.1	Training Registrati	461.00	888.23	93.00	.00	.00	
5325.2	Training Mileage	372.37	.00	.00	.00	.00	
5325.4	Training Meals	36.00	.00	.00	.00	.00	
5325.5	Training Lodging	583.00	279.00	.00	.00	.00	
5325.6	Training Other	55.00	.00	.00	.00	.00	
5331	Mileage (Programmin	1,663.87	2,065.07	474.14	500.00	.00	
56230	Community Development	38,612.72	38,048.62	18,092.70	21,147.00	.00	
56232	Strategic Planning						
5313	Printing & Duplicat	.00	218.02	67.86	.00	.00	
56232	Strategic Planning	.00	218.02	67.86	.00	.00	
56240	4-H Coordinator						
4375	City of Superior	5,000.00-	5,000.00-	5,000.00-	5,000.00-	.00	5,000.00-
4864	Supplies & Expenses	32.58	.00	.00	.00	.00	
5219	Other Professional	27,416.00	19,798.55	16,475.40	42,500.00	16,250.00	43,330.00
5225	Telephone	201.78	116.02	79.02	200.00	19.16	200.00
5312	Office Supplies & E	5,164.96	759.50	4,581.07	5,000.00	.00	5,000.00
5312.1	Computer Office Sup	.00	.00	500.00	.00	.00	
5319	Other Office Suppli	.00	.00	497.45	.00	.00	
5324	Membership Dues	.00	.00	127.00	200.00	.00	200.00
5325	Training & Seminars	.00	.00	837.00	1,200.00	.00	1,200.00
5325.1	Training Registrati	140.00	.00	.00	.00	.00	
5325.4	Training Meals	94.21	.00	.00	.00	.00	
5325.5	Training Lodging	82.00	.00	.00	.00	.00	
5331	Mileage (Programmin	1,451.63	849.40	1,026.61	2,000.00	619.28	2,000.00
56240	4-H Coordinator	29,583.16	16,523.47	19,123.55	46,100.00	16,888.44	46,930.00
56250	4-H Programs						
5322	Subscriptions-Other	.00	51.05	.00	.00	.00	
56250	4-H Programs	.00	51.05	.00	.00	.00	
61415	Agricultural Agent						
4677	U.W.-Extension	.00	600.00-	.00	.00	.00	
4677.6	Registration Fees	168.00-	.00	792.00-	250.00-	50.00-	250.00-

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DOUGLAS COUNTY, WISCONSIN
 Extension Office
 Budget Detail for all Cost Centers (L6)
 As of June 30, 2020

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Account	Description	2017 Actual Amount	2018 Actual Amount	2019 Actual Amount	2020 Amended Budget	2020 Actual YTD Amt	2021 Requested Budget
021	Extension Office						
	61415 Agricultural Agent						
5219	Other Professional	13,610.00	22,628.00	22,628.00	21,250.00	10,625.00	21,665.00
5225	Telephone	109.73	209.19	156.77	100.00	73.67	100.00
5312	Office Supplies & E	99.42	524.50	595.69	.00	.00	
5325	Training & Seminars	173.12	369.43	137.00	600.00	50.00	600.00
5331	Mileage (Prog./Trng)	854.94	658.16	621.52	1,000.00	.00	1,000.00
	61415 Agricultural Agent	14,679.21	23,789.28	23,346.98	22,700.00	10,698.67	23,115.00
021	Extension Office	154,397.27	152,501.87	140,248.08	180,775.00	60,144.37	133,744.00