



Minutes - June 5, 2023

Call to Order: Chair Rich Bostwick called the Hybrid Virtual Agriculture & Extension Education meeting to order at 6:30 pm.

Committee Members Present: Supervisors Richard Bostwick, Alan Sweeney, Janelle Crary, Debi Towns, Genia Stevens

Committee Members Absent: none

Staff Members Present: Chrissy Wen, Brent Sutherland, Brad Meier, Ryan George

Others Present: none

Adopt Agenda: Supervisor Towns moved approval of the agenda of June 5, 2023 as presented, seconded by Supervisor Sweeney. ADOPTED.

Approval of Minutes:

May 10 2023 Ag and Ext Minutes: Supervisor Sweeney moved approval of the minutes from May 10, 2023, seconded by Supervisor Stevens. ADOPTED.

Citizen Participation, Communications and Announcements: Supervisor Towns mentioned that the UW Madison Strategic Planning committee has provided a status update that details the strategic issues facing Extension. The goals/objectives of the committee are connecting people, capitalizing on relationships, and fostering growth. Supervisor Sweeney added that he hopes there will be flexibility built into the planning efforts due to the diversity of needs throughout the different counties.

Division of Extension::

Review of Payments: Payments were reviewed.

Program Report: Julie Hill, Horticulture Outreach Specialist: Chrissy Wen provided a brief overview of the wide variety of Horticulture programs and events in the area on behalf of Julie Hill. Due to the committee meeting date change, Julie is unable to attend the committee meeting as she is teaching at the Beloit Public Library tonight, at the same time. Chrissy highlighted the Pollinator Week events, Julie's state-wide events, and upcoming webinars. Chrissy confirmed that the events are between 30-60 minutes typically and said she would ask Julie to communicate with the committee when the event recordings would be posted and available.

Monthly Impact Report: Chrissy Wen introduced the May County report, highlighting the recent and upcoming local efforts and events from each institute for both county and state-wide Extension activities. Chrissy also pointed out the variety of testimonials, from students to parents to teachers, that have expressed their appreciation of the educators and the programming. Chrissy also shared that the office recently hired Amelia Steen-Martin to fill out the FoodWise staff, and that the Healthy Community Coordinator position interviews were last week and hopes to fill that position soon. The Ag Crops Educator position is currently open and will end next week, followed by screening and preliminary interviews. Chrissy added that if a committee member would like to be part of the final interview process, just let her know. In the meantime, Chrissy will share the interview schedule that's been determined and the committee members can let her know if/when they would like to be involved. Supervisor Sweeney added that he values the Ag position as one that provides unbiased input and feedback to the county community/farmers. Supervisor Sweeney also shared that the Weed Science Department is hosting a Field event at the county farm next Thursday, June 15 at 9am. Supervisor Towns asked if the new Farm Bill will impact the SNAP funding, Chrissy explained that there hasn't been any internally announced or shared information about potential SNAP funding changes.

Discussion and Possible Action on Drainage Board Vacancies: Supervisor Bostwick reminded the committee that they had submitted two candidates a month ago and explained that he has not heard whether the judge has made any decisions about appointing either or both of the provided candidates. The committee will continue to search for additional candidates until the Drainage Board is complete.

Fairgrounds::

Review of May Payments: Payments were reviewed.

Review of May Rental Contracts: Rental Contracts were reviewed.

Rental Incident: Brent provided the following details to the committee related to a rental incident that occurred during the rental of the Craig Center from May 26-May 27: A Janesville resident had rented the Craig Center for half the day on Friday May 26th- a full day, Saturday May 27th for a birthday party. They paid \$100 deposit and a \$100 fee for alcohol and a \$1,200 rental fee. Bruce informed the Facilities Department on Tuesday, that they had left trash all over the grounds. It took Bruce and two seasonal workers 4 hours to clean it up. The party also turned on the pavilion lights and left them on. They also broke the glass display case in the Craig Center. Brent also received complaints from neighbors about noise after 10 pm and the Sheriff's Office was notified. They turned in the key on Tuesday May 30th, before all this information was known. The Facilities Department is recommending they forfeit the deposit of \$100 and are charged for the cost of the display case glass replacement. The committee discussed the issue and agreed with Brent's recommendation with the additional condition that once the rentor pays for the glass replacement in the display case, the family will be banned from any future Fairgrounds rental contracts.

Review of Year End Rental Contracts: The Year End Rental Contracts report shows all reservations to date and 2024 compared to the previous 3 years of rental contracts. Brent added that he will report to the committee about upcoming rental events in addition to the information provided on the current report.

Facilities Management Maintenance Worker Changes: Brent explained how the Facilities Department is shifting existing maintenance staff to help cover the staff changes that affect both the PDW department and the Fairground maintenance. These changes are currently in place and will remain until after the 2023 Fair, and the Rodeo event that follows the fair, and the Fairgrounds Maintenance position has been filled and the new staff person is trained. Brent also explained that inventory, maintenance schedules and operational manuals have been developed over the last couple of years to document the regular maintenance processes at the Fairgrounds to help with position changes or short-term coverage. The Fairgrounds position has been posted internally and will run through June 6 and Brent expects there to be qualified applicants to consider. Brent added that they have amended the position description to include a 5-maintenance-person on-call rotation aspect that will pay each on-call maintenance staffer \$100 for their assigned week and weekend and if they are called to respond to an incident, they are paid time and 1/2 for minimum 2 hours.

Review of data on Wisconsin Fairgrounds Operations / Responsibilities: Brent explained during a discussion at the General Services Committee meeting regarding the Fair Board and the County working together to obtain more grant opportunities, the question was asked if it would make better sense if the Fair Board owned the fairgrounds? Also, what are other Counties doing? Brent has gathered that information and the data is included within the agenda packet for this Committee. Brent said he will also be sharing this data with the General Services Committee. The committee agreed that the relationship between Rock County and the Fair Board has and is working well.

Fair Board Report: Ryan George explained that he feels the relationship with the County is good. The Fair Association has hired a seasonal crew to get things taken care of. Evansville has lost a large animal veterinary practice which affects those services in the county and will impact future fairs. Ticket sales are going well. Everything is going well with maintenance.

Comments from the Committee: none

Adjournment: Supervisor Sweeney moved adjournment at 7:40, seconded by Supervisor Towns. ADOPTED.

Name of person who took the Minutes: Brad Meier

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