



## **Minutes - June 4, 2025**

**Call to Order:** Supervisor Wilson called the hybrid Ad-Hoc Rock County Youth in Governance Program Exploratory Committee to order at 4:30 pm.

**Roll Call:** Committee Members Present: Supervisor Wilson, Supervisor Sutterlin, Mark Dykstra, Max Olson

Committee Members Absent: Supervisor Towns, Mary Gut, Julie Grandeffo

Staff Members Present: Erin Conway and Brad Meier

Others Present: none

**Approval of Agenda:** Mark Dykstra moved approval of the agenda as presented, seconded by Max Olson. ADOPTED

### **Approval of Minutes:**

#### **May 7, 2025, Ad Hoc Youth in Governance Exploratory Committee Meeting Minutes**

: Supervisor Sutterlin moved approval of the May 7, 2025 Ad-Hoc Rock County Youth in Governance Program Exploratory Committee minutes, seconded by Max Olson. ADOPTED.

**Citizen Participation, Communications and Announcements:** None.

**Report on Pilot Project Progress to Date:** Supervisor Wilson shared that the program is going well. There is a travel/attendance situation with a youth participant that is being addressed to support the youth participation. He also shared that between a donor and the League of Women's Voter's organization, there are fourteen \$25 gas cards to be distributed to the youth as needed. Supervisor Wilson also mentioned that he is working with the Rock County Administrator, John Light, and Finance Director, Kristin Vander Kooi, about establishing a small account in the county budget for the anticipated 2025-26 YIG program to cover things such as orientation, supplies, per diem, group trip, etc.

### **Review, Discussion and Possible Action:**

#### **Review, Discussion and Possible Action revising and/or refining Pilot Project calendar:**

Supervisor Wilson explained that he made calendar adjustments to the evaluation survey dates from August to June. Committee discussions included ongoing and year-end evaluations.

**Review, Discussion and Possible Action on Next Steps for Future Engagement and**

**Funding/Fund-Raising:** Supervisor Sutterlin moved approval of a Youth in Governance 2025-2026 budget recommendation, not to exceed \$5,000, to cover the expected costs of the 2026-2027 program's orientation event, educational field trip, committee per diem, minimal program supplies, and youth mileage reimbursements, seconded by Mark Dykstra. ADOPTED

**Review, Discussion and Possible Action on Development of Survey and the Pilot Project**

**Evaluation Process:** Erin Conway walked through each of the feedback questions, providing an explanation of each question and the intended reason each question should be asked and included in the feedback survey. Discussion ensued to include topics like the anonymity of the submissions, response frequency, the intention of each question, question wording and form question order.

Max Olson moved approval of the ongoing feedback form, as provided in the packet, with the changes discussed adjusting the question order and minor wording adjustments, seconded by Supervisor Sutterlin. ADOPTED

Supervisor Wilson walked through the more in-depth, year-end survey form and questions. He shared that this form is presented as a framework or a place to start as the committee has time to finalize the form in the near future. Discussion ensued and topics discussed included splitting some of the form questions to be asked in different formats or at different times, or distributing some of the questions in an electronic form and some questions could be asked in an in-person interview format. The committee agreed to continue to think about the form content and be prepared to re-address the survey during the next committee meeting.

**Discussion and Possible Action on Pilot Project Handbook/Guidebook Components:** Supervisor Wilson shared that he recommends that the committee turn the orientation packet into a youth participant guidebook. The guidebook for the mentors can be developed as the committee gets mentor feedback.

**Discussion and Possible Action on Requests for additional resources needed and next steps:**

Supervisor Wilson explained that more information gathering is in the works for the field trip, so that's in process.

**Determination of Next Meeting Date and Time - Wednesday, July 2, 2025 - 4:30p:** The committee agreed that the next meeting will be at 4:30pm, Wednesday, August 6, 2025.

**Adjournment:** Mark Dykstra moved to adjourn at 5:35 pm, seconded by Supervisor Sutterlin. ADOPTED by acclamation.

Name of person who took the Minutes: Brad Meier

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