

MINUTES
Trempealeau County Extension Education and Communication Committee

Mike Nelson, Chair

1. Meeting called to order by Mike Nelson at 9:12 a.m. in the Trempealeau County Government Center in the Packer Room on January 17, 2012.
2. Notice was posted according to open meeting law requirements.

Committee members present:

X George Brandt
X Robert Duellman
X Arild Engelién
X Olin Fimreite
X Michael Nelson

Others present:

X Steve Okonek
X Cyndy Jacoby
___ Pat Malone
___ Megan Stuessel
X Jami Kabus

3. **MOTION: Adopt agenda as (printed)**
(Engelién/Brandt: **PASSED**).
4. **MOTION: Adopt minutes of the December 20, 2011, meeting as (printed)**
(Engelién/Brandt: **PASSED**).
5. **MOTION: Approve agents' out-of-county travel requests**
(Duellman/Brandt: **PASSED**).

See attached Out of County Travel Request.

6. **2011 Extension budget**

Cyndy reviewed the Revenue and Expenditures of the 2011 Budget. The years' total has not been totally calculated, but it appears that there will be some funds returned to the general fund.

7. **Extension Programming Updates – All program areas:**

Megan is doing well after having some complications after the birth of her baby Levi. The baby is doing very well.

Steve, Interim Agricultural Agent has had a busy January with numerous pesticide training meetings. He said that users of restricted use pesticides must receive training every five years and if they are not certified they cannot buy certain pesticides. Steve has sent out questionnaires to research Land Rental prices and has compiled the results for land owners,

Cyndy has received a number of referrals from the Department of Human Services requesting her assistance with Family Living for troubled young families. She has been very involved with filling the Agricultural Agents position.

8. **Aq position update:**

Cyndy has some good news. She received information from Deb Jones, Western District Director that the UW-Extension will fund the Agricultural Agent position at the 100% employment time. The State pays 60% for this position and the County pays 40%. The money

for a fulltime position is in the 2012 budget. The posting will be done on February 4, 2012 and it will take a few months before the person is hired.

9. **2012 State WACEC Conference :**

Cyndy distributed information on the 2012 WI Associated County Extension Committee (WACEC) Annual Conference that will be held June 25 to June 26 at Tundra Lodge in Green Bay. Cyndy encourage the committee members to attend the conference.

Supervisor George Brandt left the meeting.

10. **2011 TCCTV Budget:**

Cyndy gave a brief report on the 2011 TCCTV budget. The final totals have not been finalized since bills could still be coming in. The final budget reports will be distributed when it is finalized.

11. **2012 TCCTV Budget:**

Cyndy distributed and gave a detailed report on the 2012 TCCTV Budget. (attached) A brief summary of the 2012 budget is:

County tax levy	\$68,626.80
Estimates not tax levy	\$38,204.50
*TCC Contribution	\$25,200.00
*Individual Contributions	\$ 7,000.00
*Charges for Services	\$ 3,100.00
*Fundraisers	\$ 1,479.50
*Data Channels Income	\$ 725.00
*Riverland Electric	\$ 700.00
 TOTAL	 \$106,831.30

12. **TCCTV Program Coordinator:**

Cyndy introduced John Kamrowski who was hired as a Program Coordinator to replace Michelle Olcott. John is hired at 70% time. He introduced himself to the Committee. He is from Arcadia. He has a degree in Visual Communications from Western Wisconsin Technical College. He had been working part-time at TCCTV and has been working on filming, editing, and the new green screen. He hopes to promote programming for young people.

13. **TCCTV Studio Coordinator:**

A long discussion was held on the hiring committee of a Studio Coordinator for TCCTV. The Committee felt the need was apparent since Deb Jones, Western District Director has asked that Cyndy be relieved of her management responsibilities and return full time to her UW Extension job. Jami Kabus reported on the wage recommended by the consulting firm Maximus which analysis the job description. Their recommendation was that this position should be a grade 11 position. The committee agreed that the position should be nonunion. A long discussion followed included a review of the job description which was developed with the assistance of Jami Kabus, Cyndy Jacoby, TCCTV staff (Extension Education Communications Committee and others.

The current staff is Rick Joten – 70% time, John Kamrowski – 70% time and Bobbi Guthrie 13% time (this position would be eliminated if a studio coordinator is hired) Cyndy Jacoby UW Extension employee has been doing the fiscal and other management for TCCTV. The committee agrees that TCCTV is struggling to keep up with planning, promoting, developing additional programming and keeping up with filming, editing, fundraising, volunteer coordinator, and fiscal management.

The need for a TCTV Studio Coordinator is real, however the funds for this position was not set up in the 2012 budget.

Olin Fimreite made a motion, seconded by Arild Engeliem to proceed with the hiring of a TCCTV Studio Coordinator at grade 10, step 1. MOTION carried with George Brandt and Bob Duellman being absent.

Jami Kabus said the next step up the process will be a meeting with the Personnel/Bargaining Committee on February 16th.

14. **RC&D grant?:**

No report was available

15. **Recent Programming:**

John Kamrowski is working with Becky Severson who will be hosting a new show called “Diverse Cooking.” They will be filming various cooks in Trempealeau County.

16. **Next meeting date** was set for February 9 at 9:00 a.m., in the Trempealeau County Government Center.

17. **MOTION: Adjourn meeting at 12:10 p.m.**
(Engeliem / Nelson: **PASSED**).

Olin Fimreite, Secretary
Agriculture and Extension Education Committee