

**MINUTES**  
**Trempealeau County Extension Education and Communication Committee**

Mike Nelson, Chair

1. Meeting called to order by Mike Nelson at 9:05 a.m. in the Trempealeau County Government Center in the Trempele Room on July 18, 2013.

2. Notice was posted according to open meeting law requirements.

**Committee members present:**

Jay Low  
 Sally Miller  
 Arild Engelién  
 Olin Fimreite  
 Michael Nelson

**Others present:**

Steve Okonek  
 Pat Malone  
 Marilyn Whalen  
 John Kelly  
 Catherine Emmanuelle  
 Adam Trunzo

3. **MOTION:** Adopt agenda as printed  
( Fimreite/Engelién : PASSED).

4. **MOTION:** Adopt minutes of the June 18, 2013, meeting as (printed)  
( Engelién/Fimreite : PASSED)

5. **MOTION:** Approve agents' out-of-county travel requests  
( : PASSED).

NONE

6. **Museum Committee Report:**

NONE

7. **Report from 4H Executive Board:**

Marilyn – financed kids to go to horse camp, also sent kids to Madison and National Leadership. Things on track for the fair. Foster families asked to have admission waived for Saturday's family day. Leader's asked clubs to sponsor a few meals and now there will also be a few gift bags and outreach to the kids in foster care.

8. **Extension Programming Updates:**

Marilyn introduces the AmeriCorp Volunteer, Adam Trunzo, who is working with the program for summer. He reported on summer outreach activities, including reading programs and science camp in several communities.

Steve attended trainings for Pork Quality Assurance (PQA), he's a certified trainer so he can teach the training to area pork farmers. Also attended Train-the-Trainer for Financial Management for farmers. Did a show with TCCTV about soil erosion. Shot around county also has plans for fall farmer education workshop.

Pat – hired Catherine, the Family Living Educator. Interviewed some people for to be the WNEP Coordinator, she is bi-lingual and will be based in Jackson County, but will work for both Trempealeau County Jackson County. Finished strategic planning process with TCHCC and water testing work with public health in southern part of county. Screened over 200 samples, nitrate levels have gotten worse over the years. The focus will be on education of risk populations. Pat reported on Town of Unity Plan and residents, cots were less than a few hundred dollars.

9. Update on 4H position – Committee Response to University:

Pat presented a letter drafted with input from committee to express to State Extension our non-negotiable position on the hiring of Marilyn Whalen as our permanent 4H Educator.

10. Discussion/action on committee's support for the intern 4H/Youth Development Educator:

see #9 and see attached

11. Update on Family Living Agent – meet Catherine Emmanuelle:

Catherine has been on the job four days. She's meeting her State level mentor Friday. She's learning a lot and has a plan for effectively learning about the county stakeholders. She is working on many projects.

12. Regional WACEC Meeting :

The conference is August 15-16. Registration should be done by the end of July.

13. Budget Information:

Steve reports \$28 over budget projection on revenue on budget for expected expenditures, due to unfilled staff positions.

14. Online access to County Board and Selected Committee Meetings:

Sally stepped out due to conflict of interest

John Kelly and Rian Radtke, Corporation council have reviewed with Cindy Currier, Information Systems Director, the procedure for online access for County Board and selective County Committee meetings. They reported that this service can be provided and action will be taken on this matter at the August County Board meeting.

15. Revised policy regarding Eligibility of outside tapes for cablecast, section II item g

With the assistance of Rian Radtke and John Kelly and with input from the committee the following policies were developed.

See attached

Olin Fimreite made a Motion seconded by Arlid Engeliem to approve the revised policy. MOTION CARRIED

16. Summer Fund Drive Results

John Kelly gave a report on the summer fund drive. A questioner was sent out with the Tri-County Cooperative (TCC) monthly bill. Only 94 of the 6000 questioner's were sent back. They were supportive of the TCCTV programing and a total of \$1,216.00 was also received. John felt that an online survey may be more successful.

17. Newest Underwriters for TCCTV

John Kelly reported that two new underwriters have been added. They are Ashley Furniture for the Arts \$500.00 (gold) and Gundersen Tri-County Memorial Hospital Auxiliary \$300.00 (silver). This brings the total to seven underwriters. John indicated he will be putting in more effort in obtaining underwriters.

18. Discussion on Policy Creation for Political Messages Pertaining to 2014 Elections:

This was covered in item 15 on the agenda.

19. 2013 Budget

John reviewed the 2013 budget and everything looks good.

20. **2014 Budget**

John reviewed the proposed 2014 budget. A slight increase will be needed to cover step increases in salaries.

21. **Used Equipment Purchase Policy**

John said he frequently uses E-Bay to buy personal things, which save him a lot of money. He was wondering if things for the studio could be bought on E-Bay. The committee asked him to contact Cindy Currier and Paul Syverson to see if E-Bay can be used for studio equipment.

22. **New Camera Upgrade Comparison**

John reported that they need a new video camera that has the ability to record on a hard drive. He is looking at a couple different video cameras but wants to study and evaluate the price and features and he will have a report at the August meeting.

23. **Next meeting date** was set for August 22, 2013 at 9:00 a.m., in the Trempealeau County Government Center.

24. **MOTION: Adjourn meeting at 12:54 p.m.** Mike Nelson adjourned the meeting by order of the chair.

Sally Miller, Secretary  
Agriculture and Extension Education Committee