

# Vernon County Agricultural and Extension Education Committee

*Meeting Minutes – February 8, 2018*  
*11:00 a.m. – Erlandson Office Building*

Chairman Kevin Larson called the meeting to order at 11:15 a.m. in the 2nd Floor Conference Room of the Erlandson Building. Present were: Larson, Ofte, Easterday, Beitlich, Mitchell, Craig Saxe, Cook-Fuglsang and Morrison.

The public meeting notice was e-mailed to the Vernon County Computer Department and faxed to the County Clerk on January 29, 2018.

Easterday moved, Ofte seconded, to approve the minutes as printed. **Motion carried.**

The next meeting date for the committee is set for March 8, 2018 at 11:00 a.m. in the 2nd floor conference room.

No visitors from the public were in attendance.

Easterday moved, Ofte seconded to approve the 2018 January Office Operation Expenses of \$1,291.09. **Motion carried.** Mitchell moved, Easterday seconded to approve the 2018 January Teen Court Expenses of \$750.00. **Motion carried.**

Craig updated the committee on the progress towards filling the vacant educator positions in Vernon County. He is currently waiting on a green light from the state to go ahead and post the positions of the Agriculture Educator and the 4-H Program Coordinator. The state had some questions regarding the “three years’ experience” wording in the job description, so that slowed things down a bit. Craig is hoping that a week from now he will be able to post the positions. He stated the posting would be for three weeks and he explained the process to the committee. The process involves:

- 1) Paper screening of the applications (applicant review by the “search & screen” committee)
- 2) Preliminary interviews (phone interviews, if needed)
- 3) Final interviews – in which the Ag & Extension Committee should be involved.

Craig stated that for the March meeting, he should have a good timeline ready for the committee regarding the situation. Beitlich mentioned that a special Ag & Extension meeting could happen in order to get things going, if necessary.

Larson gave the committee an update on the support staff reclassifications. The Personnel Committee did put the reclass through to the County Clerk’s office and the changes have been made.

Sheena Cook-Fuglsang gave a brief educator’s report. She explained to the committee about the schools in which she will be teaching at and that the Richland County Educator is to visit here on Friday and job shadow while Sheena is teaching in Seneca. She explained that she has taken on more programming and that they have changed some of the family planning events to collaborate better with the school’s events that are already going on.

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Sheena then passed around a pic of her new baby girl!

Craig explained the Language Line Solutions service that is now being offered to counties that may be in need of an interpreter. There will be information in the county offices regarding the service and contact info should the need arise for a translator. This is a great service and there is no cost to the county. The state covers the cost.

Craig also told the committee that he has potential leads for both of the current vacant positions. He also gave the committee a website address where they could go to view Extension positions that have been posted: [jobs.ces.uwex.edu](http://jobs.ces.uwex.edu)

Easterday moved, Ofte seconded to adjourn the meeting at 11:45 a.m. **Motion carried.**

**Minutes submitted by: Linda Morrison**