



MANITOWOC COUNTY EXTENSION EDUCATION AND AGRICULTURE COMMITTEE MEETING NOTICE

DATE: Thursday, February 17, 2022
TIME: **4:45 P.M.**
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order
2. Roll call
3. Approval of Agenda
4. Public Comment
5. Approval of the February 20, EEAC Committee Minutes
6. Correspondence -
7. Programming Highlight – Staff Program Highlight presentation – Angie Ulness, Agriculture Educator – Dairy Emphasis and Cath Tease, Health and Well-Being Educator
8. Department Director/Area Director Report (Rob Burke)
 - Hiring Update
 - Utilization of Interns to expand programming opportunities
 - Changes to Master Gardener program
 - Budget review/progress – 2022 to date
 - Newsletter – Information/Discussion
10. Date of Next Meeting
11. Adjourn

Date: 2.07.2022

Catherine Wagner, Chair
By: Judy Knudsen
Interim Area Extension Director/Department Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

MINUTES
MANITOWOC COUNTY
Extension Education and Agriculture Committee

DATE: Thursday, February 18, 2022

TIME: 4:45 P.M.

PLACE: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI

MINUTES:

1. **Meeting called to order** at 4:45 p.m. by Chair Wagner.
2. **Roll call:** Present: Supervisor Wagner and Supervisor Martell. Excused: Supervisor Hansen and Supervisor Neils. Also present: Manitowoc County Executive Bob Ziegelbauer, Angie Ulness, Agriculture Educator, Cath Tease, Health and Well-Being Educator and Interim Area Extension Director Judy Knudsen.
3. **Approval of Agenda.** Motion not made due to lack of quorum.
4. **Public Comment** – None.
5. **Minutes.** Motion not made due to lack of quorum.
6. **Correspondence** – None.
7. **Program Highlights**

Angie Ulness provided an update of her efforts since starting in the Agriculture Educator position on December 15, 2022. She has meeting with Manitowoc County farmers and agri-business professionals, responding to media requests, and participating in professional development opportunities. Angie provided an update of agricultural statistics for Manitowoc County.

Cath Tease shared information from the Wisconsin Department of Public Instruction Youth Risk Behavior Survey results for Manitowoc County youth on topics related to drug use, bullying and suicidal thoughts and behavior, and school connectedness. She then shared the work she is doing in partnership with other organizations in Manitowoc County to address these issues and provide train and education to teachers, parents, and youth.

8. Department Director Report:

Hiring Update – Two candidates will be interviewed for the 4-H Program Educator position.

- Utilization of interns to expand programming efforts. Laura Apfelbeck utilized two University of Wisconsin – Green Bay dietetic interns in fall 2021 to deliver nutrition education and will have more additional dietetic interns in spring 2022. She also received funding from UW-Madison Division of Extension to hire an intern for 12 weeks for summer 2022.
- Changes to Master Gardener Program – Master Gardener volunteers will now become volunteers of the organizations they volunteer for rather than being volunteers of the University of Wisconsin-Madison Division of Extension. Master Gardeners in Manitowoc, Calumet, and Brown Counties have been discussing how address proposed changes.
- Camp Ta Pa Wingo – As of 3:00 p.m. on February 17, 2022, closing for Camp Ta Pa Wingo and property including assets were transferred from the chartered 4-H entity (Manitowoc County Leaders Association) to the newly created 501 (c) 3 organization.

Budget review/progress 2022 to date was shared.

Newsletter was shared. February 2022 issue featured new format.

9. Next Meeting: Thursday, April 21, 2022 at 4:45 p.m.

10. Adjournment: Meeting adjourned at 5:29 p.m.

Recorded by Judy Knudsen, Department Director

February 17, 2022



**MANITOWOC COUNTY
EXTENSION EDUCATION AND AGRICULTURE COMMITTEE
MEETING NOTICE**

DATE: Thursday, April 21, 2022
TIME: **4:45 P.M.**
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

CANCELLED

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order
2. Roll call
3. Approval of Agenda
4. Public Comment
5. Approval of the February 17, 2022 EEAC Committee Minutes
6. Correspondence
7. Programming Highlight – Staff Program Highlight presentation 1) Agriculture Update, Angie Ulness, Agriculture Educator – Dairy Emphasis; and 2) FoodWise Update, Laura Apfelbeck, FoodWise Coordinator and Interns
 - 4-H Program Educator position filled
 - Utilization of Interns to expand programming opportunities
 - Budget review/progress Year to date
 - Newsletter – Information/Discussion
10. Date of Next Meeting
11. Adjourn

Date: April 12, 2022

Cancelled: April 20, 2022

Catherine Wagner, Chair
By: Judy Knudsen
Interim Area Extension Director/Department
Director

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**MANITOWOC COUNTY
EXTENSION EDUCATION AND AGRICULTURE COMMITTEE
MEETING NOTICE**

DATE: Thursday, June 16, 2022

TIME: **4:45 P.M.**

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order
2. Roll call
3. Approval of Agenda
4. Public Comment
5. Approval of the April 21, 2022 EEAC Committee Minutes
6. Correspondence -
7. Programming Highlight – Staff Program Highlight presentation
 - Overview of Extension
 - Presentation on FoodWise
 - Budget review/progress
 - June Newsletter – Information/Discussion
10. Date of Next Meeting
11. Adjourn

Date: June 6, 2022

Catherine Wagner, Chair
By: Judy Knudsen
Interim Area Extension Director/Department Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES
MANITOWOC COUNTY
Extension Education and Agriculture Committee

DATE: Thursday, June 16, 2022

TIME: 4:45 P.M.

PLACE: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI

MINUTES:

1. **Meeting called to order** at 4:45 p.m. by Chair Wagner.
2. **Roll call:** Present: Supervisor Wagner, Supervisor Paul Hansen, Supervisor Engelbrecht, Supervisor Phipps, and Supervisor Jadowski. Also present: Jace Purdy, FoodWise Educator and Judy Knudsen, Department Director.
3. **Approval of Agenda.** Motion made by Supervisor Engelbrecht and seconded by Supervisor Hansen to approve the June 16, 2022 agenda. Motion approved all voting aye.
4. **Public Comment** – None.
5. **Minutes.** Motion made by Supervisor Hansen and seconded by Supervisor Engelbrecht to approve the April 21, 2022 EEAC Committee minutes. Motion approved all voting aye.
6. **Correspondence** – None.
7. **Program Highlight**

Overview of Extension: Judy Knudsen shared a power point presentation providing an overview of Extension in Manitowoc County by program area. She shared Katrina Pionek has started as the 4-H Program Educator in Manitowoc County. Discussion by Supervisors on mental issue issues and number of suicides in Manitowoc County.

Presentation on FoodWise: Jace Purdy, FoodWise Educator provided an update on educational programming delivered by FoodWise staff. FoodWise partners with a number of organizations to deliver programming to food insecure households in Manitowoc County.

Budget review/progress to date was shared.

June Newsletter – Format for monthly newsletter has changed as Extension wants newsletters shared with County Extension Committees to use the same format.
9. **Next Meeting:** Thursday August 18, 2022, 4:45 p.m.
10. **Adjournment:** Meeting adjourned at 5:30 p.m.

Recorded by Judy Knudsen, Department Director

June 16, 2022



**MANITOWOC COUNTY
EXTENSION EDUCATION AND AGRICULTURE COMMITTEE
MEETING NOTICE**

DATE: Thursday, August 18, 2022

TIME: **4:45 P.M.**

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order
2. Roll call
3. Approval of Agenda
4. Public Comment
5. Approval of the June 16, 2022 EEAC Committee Minutes
6. Correspondence
7. Programming Highlight – Staff Program Highlight presentation
 - Agriculture Program Update
 - Introduce 4-H Program Educator and 4-H Program Update
 - Health & Well- Being Program Update
 - Budget review/progress
 - August Newsletter – Information/Discussion
10. Date of Next Meeting
11. Adjourn

Date: August 8, 2022

Catherine Wagner, Chair
By: Judy Knudsen
Interim Area Extension Director/Department Director

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MINUTES
MANITOWOC COUNTY
Extension Education and Agriculture Committee

DATE: Thursday, August 18, 2022

TIME: 4:45 P.M.

PLACE: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220

MINUTES:

1. **Meeting called to order** at 4:45 p.m. by Chair Wagner.
2. **Roll call:** Present: Catherine Wagner, Supervisor Hansen, Supervisor, Supervisor Jadowski, Supervisor Phipps and Supervisor Engelbrecht. Also present: Judy Knudsen, Department Director; Angie Ulness, Agriculture Educator; Katrina Pionek, 4-H Program Educator; and Cath Tease, Health and Well-Being Educator.
3. **Approval of Agenda.** Motion made by Supervisor Engelbrecht and seconded by Supervisor Hansen to approve the August 18, 2022 agenda. Motion carried all voting aye.
4. **Public Comment** – None.
5. **Minutes.** Motion made by Supervisor Phipps and seconded by Supervisor Jadowski to approve minutes of the June 16, 2022 meeting. Motion carried all voting aye.
6. **Correspondence** – None.
7. **Program Highlight:**

Angie Ulness, Agriculture Educator shared information about the following projects 1) working with the Manitowoc County Health Department on a wellness health clinic available for visits to farms in the county. 2) Recently spoke at a Manitowoc County association fire department meeting about layout of farms, grain bin collapse, and other potential farm issues that may need emergency assistance. 3) Dairy Digital are two-minute mini training sessions that can be used by farmers with their employees. Will be available in Spanish. 3) Working on a copper sulfate research project with farmers and Extension colleagues across the state. 4) Preparing for Manitowoc County Fair. 5) Records weekly radio segment with local station.

Katrina Pionek, 4-H Program Educator provided the following update. 1) traveled with 4-Hers from Manitowoc and Calumet Counties in June to Washington D.C. 2) Preparing for the Manitowoc County Fair. 3) Planning to implement pinewood derby and 4-H family night this fall. 4) Will offer 4-H officer training to 4-H clubs. 5) Looking at ways to expand the 4-H program to include more youth living in the City of Manitowoc.

Cath Tease, Health and Well-Being Educator provided information on the following 1) Deliver of QPR training to groups in Manitowoc County. 2) Upcoming events in Manitowoc County focusing mental health and substance abuse. 3) Number of suicides in Manitowoc County in 2022. 4) Conversation with Drug Court about identified need for financial literacy education.

8. Department Director Report:

Shared 1) Extension Manitowoc County FoodWise program is part of a project in partnership with Wello (Green Bay), Extension Brown County and Crusaders of Justicia to distribute produce boxes at no cost to limited income households in Manitowoc County. 2) FoodWise was able to utilize a UW-Madison graduate student to map food pantries, communities gardens, free meals, food pantries and business accepting Electronic Transfer Benefits (EBT) in Manitowoc County. This virtual map will be available to the public fall 2022.

Budget review/progress 2020 to date was shared.

Working on the 2023 Extension budget.

No newsletter for this meeting as Extension offices are converting to a new format which will be shared at the next meeting.

9. Next Meeting: Thursday, October 20, 2020, 4:45 PM weather permitting

10. Adjournment: Motion made by Supervisor Hanson and seconded by Supervisor Phipps to adjourn meeting. Motion carried all voting aye.

Recorded by Judy Knudsen, Department Director

August 18, 2022



MANITOWOC COUNTY EXTENSION EDUCATION AND AGRICULTURE COMMITTEE MEETING NOTICE

DATE: Thursday, October 20, 2022

TIME: **4:45 P.M.**

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order
2. Roll call
3. Approval of Agenda
4. Public Comment
5. Approval of the August 18, 2022 EEAC Committee Minutes
6. Correspondence
7. Programming Highlight – Educator Program Highlight presentation
8. Department Director Report
 - 2023 Budget review
 - Budget progress year to date
 - October Newsletter – Information/Discussion
10. Date of Next Meeting
11. Adjourn

Date: October 11, 2022

Catherine Wagner, Chair
By: Judy Knudsen
Interim Area Extension Director/Department Director

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MINUTES
MANITOWOC COUNTY
Extension Education and Agriculture Committee

DATE: Thursday, October 20, 2022

TIME: 4:45 P.M.

PLACE: Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220

MINUTES:

1. **Call to order:** Meeting was called to order by Supervisor Wagner at 4:45 p.m.
2. **Roll call:** Present: Supervisor Wagner, Supervisor Phipps, Supervisor Hansen, Supervisor Engelbrecht; Extension Manitowoc County Educators/Staff: Laura Apfelbeck, Krystina Yang, Morgan Christensen, Jennifer Franzen, and Interim Department Head Judy Knudsen. Excused Supervisor Jadowski.
3. **Approval of Agenda:** Motion made by Supervisor Engelbrecht and seconded by Supervisor Hansen to approve the October 20, 2022 agenda. Motion carried all voting aye.
4. **Public Comment:** None.
5. **Approval of the August 18, 2022 EEAC Committee Minutes:** Motion made by Supervisor Hansen and seconded by Supervisor Phipps to approve the August 18, 2022 EEAC minutes. Motion carried all voting aye.
6. **Correspondence** - None
7. **Programming Highlight:**
 - a. Staff Program Highlight presentation: FoodWise program highlighted the work they are doing in schools with Harvest of the Month.
 - b. 4-H Program - Family Fun Night was a success with approximately 200 in attendance. Katrina Pionek is organizing a new Cloverbud 4-H club due to number of younger youth interested in joining 4-H.
 - c. Agriculture - Angie Ulness participated in Lakeshore Water Summit. Working to provide information for a form of mastitis which is difficult to treat.
 - 2023 Budget review: Motion made by Supervisor Hansen and seconded by Supervisor Hansen for Extension's 2023 budget to be moved forward as supported by Extension Education and Agriculture Committee. Motion carried all voting aye.
 - Budget review/progress - Year to date
 - October Newsletter Reviewed
10. **Date of Next Meeting:** December 15, 2022 will be date of next meeting.
11. **Adjourn:** Motion made by Supervisor Englebrecht and seconded by Supervisor Phipps to adjourn the meeting. Motion carried all voting aye.

Recorded by Judy Knudsen, Department Director

October 20, 2022



MANITOWOC COUNTY EXTENSION EDUCATION AND AGRICULTURE COMMITTEE MEETING NOTICE

DATE: Thursday, December 15, 2022

TIME: **4:45 P.M.**

PLACE: Manitowoc County Office Complex **Room 300**
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Approval of the October 20, 2022 EEAC Committee Minutes
6. Correspondence
7. Programming Highlight – Staff Program Highlight Presentation:
 - a. Katrina Pionek, 4-H Program Educator - Update
 - b. Cath Tease, Health & Well Being Educator - New Program “Making Reading Memories”
8. Budget review/Progress year to date - Kendra Mahuna
9. November Newsletter – Information/Discussion - Kendra Mahuna
10. Date of Next Meeting: January 19, 2023
11. Adjourn

Date: December 8, 2022

Catherine Wagner, Chair

By: Laura Apfelbeck

Assistant Area Extension Director/FoodWise Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MANITOWOC COUNTY
EXTENSION EDUCATION AND AGRICULTURE COMMITTEE
MINUTES - December 15, 2022

1. Call to order: Chair Supervisor Wagner called meeting to order at 4:45 p.m.
2. Roll call: Present: Supervisor Wagner, Supervisor Engelbrecht, Supervisor Hansen, Supervisor Phipps, and Supervisor Jadowski. Also in attendance: Educators: Cath Tease and Kathrine Pionek, Assistant Area Extension Director/FoodWise Coordinator Laura Apfelbeck Manitowoc County Soil and Water Conservation Staff: Dave Wetenkamp and Michael Slattery.
3. Approval of Agenda: Motion made by Supervisor Phipps and seconded by Supervisor Engelbrecht to approve agenda for the December 15, 2022 meeting. Motion carried all voting aye.
4. Public Comment: No public comment.
5. Approval of the October EEAC Committee Minutes: Motion made by Supervisor Engelbrecht and seconded by Supervisor Phipps to approve the October 20, 2022 meeting minutes. Motion carried all voting aye.
6. Correspondence - No correspondence.
7. Programming Highlight – Staff Program Highlight presentation:
 - a. Katrina Pionek, 4-H Program Educator shared three Manitowoc County 4-Hers participated in the 4-H Fall Forum at Wisconsin Rapids. Officer training was held for 4-Hers holding office in their 4-H club. A new Cloverbud 4-H Club for kindergarten through second age youth has been started with monthly activities be scheduled. Recent Volunteers in Preparation (VIP) training was offered both face-to-face and virtual for Manitowoc County 4-H leaders. Katrina met with staff at the Boys & Girls Club in Kiel and will meet with the Manitowoc Boys & Girls Club staff. Goal is to create more county-wide projects in 2023 for youth interested in horses, goats, archery, etc. that may not be of general interest for their local club.
 - b. Cath Tease, Health & Well Being Educator shared a new program “Making Reading Memories” which has been started in partnership with the Manitowoc County Jail. This program is for incarcerated parents. These parents have an opportunity to be recorded reading children’s books. Recording is reviewed and then sent to the child(ren). Cath described work with “We Cope” because post-COVID, small nonprofits and county workers feel overwhelmed. The curriculum guides participants through steps to de-stress. Six-lesson series is upcoming at Painting Pathways Clubhouse, Manitowoc & Two Rivers Senior Centers, and Lighthouse Recovery.
 - c. Group discussion centered around Extension’s ability to offer family support for parents and children re-entering, re-engaging after Covid.
8. Department Director Report:
 - a. Budget review/progress year to date
 - b. November Newsletter – Information/Discussion
9. Date of Next Meeting: February 16, 2023
10. Adjourn: Motion made by Supervisor Hansen seconded by Supervisor Jadowski to adjourn the meeting. All voting aye.

Respectfully Submitted By: Laura Apfelbeck, Assistant Area Extension Director/FoodWise Coordinator