

**Richland County Agriculture and Extension Education Committee**  
**Meeting Minutes**  
**December 9, 2015 - 9:00 a.m.**  
**Room 713, UW-Richland East Hall**

Present: Lewis, Kinney, Brewer, Rasmussen, Sebranek, Hady, Wunnicke, Ziehli, Sander and Campbell.

- I. Meeting was called to order by Chairperson Lewis at 9:00 a.m.
- II. Hady gave proof of notification.
- III. Motion by Rasmussen, seconded by Sebranek, to approve the agenda. Motion carried.
- IV. Motion by Brewer, seconded by Kinney, to approve the minutes from the previous meeting. Motion carried.
- V. There was no Public Input.
- VI. Unfinished Business
  - a. Agent Positions Update – Due to a failed search for a 4-H Agent, the option of an interim 4-H position is being considered to fill the position. CNRED Agent Andy Ziehli's last date of employment will be January 4, 2016. Ziehli thanked the committee for giving him the opportunity to work in Richland County. With Ziehli leaving, his department head duties will be taken over by Chelsea Wunnicke, Family Living Agent.
  - b. Extension Reorganization Updates – No new updates as of yet. Hope to have final decisions by January regarding regionalization.
  - c. Agent Evaluations – Will be held during the regular monthly meeting on February 9, 2016 at 9 a.m.
- VII. New Business
  - a. Program Accounts – Hady presented the program accounts which are non-lapsing accounts generated through the agents' programs. Motion to approve accounts by Brewer and seconded by Sebranek. Motion carried.
- VIII. Out of County Requests - Motion by Sebranek, seconded by Rasmussen, to approve out of county requests. Motion carried.
- IX. No purchases over \$1,000.
- X. Office, Agent, Soils, Program and Pesticide accounts – Motion by Rasmussen, seconded by Brewer, to recommend payment of all accounts. Motion carried.

- XI. Agent Report – Sander gave a Powerpoint presentation on the Nutrition Education Food Pantry curriculum she has developed as a part of her Master's Degree. The curriculum is being used by other WNEP educators throughout the state.
- XII. Next meeting date is January 13, 2016 at 9 a.m.
- XIII. Motion to adjourn by Rasmussen and seconded by Kinney. Motion carried.

Minutes submitted by: Sandy Campbell