

AMC Extension Committee Meeting
Monday, February 4, 2008
Association of Minnesota Counties Building – St. Paul, Minnesota
Meeting Minutes

Commissioner Victoria Reinhardt, AMC Extension committee vice-chair, welcomed the group to the meeting. Commissioner Reinhardt explained that Winona County Commissioner Marcia Ward, AMC Extension committee chair, would be unable to attend the meeting.

Commissioners present: Commissioners Victoria Reinhardt, John Baerg, Loren Tusa, Dick Larson, Keith Nelson, Bob Gustafson, Nancy Schouweiler, Velma Oakland and guest. Jim Mulder, AMC Executive Director was also present.

University of Minnesota Extension staff: Bev Durgan, Jeanne Markell, David Werner, Lee Raeth, Sarah Greening, Aimee Viniard-Weideman, Toni Smith

Guest speakers: Gary Hachfeld, Extension Regional Educator

10:00 Meeting called together by Commissioner Reinhardt. Commissioner Larson moved and Commissioner Gustafson seconded the motion to accept the minutes from the last meeting conducted in December 2007 . Motion carried.

Update from Dr. Bev Durgan, University of Minnesota Extension Dean:

Dr. Durgan updated the committee on the recent University budget meetings and the compact process. In 2007 Extension received compact dollars to fund; two educators who will work with the American Indian Tribes and other 4-H programs and additional money for Tourism Center programming.

Extension has given approval for Extension federal employees to receive dental insurance. There are about 140 employees in Extension that still have federal benefits and they historically have not been able to purchase dental insurance in their benefit package. The remainder of the University Extension employees has the dental option so the recent move will enable all Extension employees to purchase dental insurance that is supplemented by Extension.

Update from Jeanne Markell, NACo/Extension Ralph Tabor Fellow: Jeanne discussed her Tabor fellowship in Washington D.C. and the priority issues for NACo in 2008. She outlined her work at NACo with their rural action caucus and their efforts around food safety and food accessibility.

Update on MOA and County Budgets: Lee Raeth, Extension Director of Field Operations, gave an update on the 2008 county budgets as of Feb. 4, 2008. He emphasized that this number would change as there were still counties that had not reported finalized budgets.

- AS of the present date, approved County Extension budgets have increased an average of 5.2%. (NOTE: An updated summary is attached showing the 2008 increase to be in the 3.7% range. This amounts to a \$518,000 increase)

Jeanne Markell commented that the President of NACo is very interested in what Minnesota has done with the MOA and she thought there may be an opportunity for a conversation in the future between NACo and the committee. Commissioner Reinhardt stated, “we came up with a solution in Minnesota and sharing the information makes good sense.”

Upcoming AMC Extension Committee Meetings:

The next three committee meetings will be held on:

1. Wednesday, April 9 - 7:15 A.M. – Held during the AMC Leg Conference. Main point of business will be finalizing the 2009 MOA.
2. August or September meeting: The group discussed the Extension offer to host the meeting in conjunction with the Extension Citizens Advisory Committee meeting and a trip to the state fair to view 4-H programming. The group decided that they would like to join the CAC in an August meeting rather than hold the meeting in Sept. in conjunction with the policy committee meetings.
 - Commissioner Nelson suggested that the group should go earlier to the state fair so they could spend more time interacting with the 4-Hers and learn more about their programming.
 - The group thought a meeting from 10:00 to 1:00 would be a good time frame and leave for the State Fair in the afternoon. They would like the 4-Hers to share what they are learning.
 - Also check into having the meeting at the state fair, possibly the meeting room in the birthing center or hold the meeting at the new Equine Center or the Earle Brown Center on campus and have the 4-H ambassadors talk to the group before they go on the fairgrounds.
 - Consider having each AMC Extension Committee member bring a guest with them to the meeting and tour the Equine Center.
 - Schedule the meeting for the last week of August.
 - The group would like a news article about the state fair trip and campus tour option that they could submit to the newspapers when they return to their county. Possibly incorporate a photo.
3. December 8, 2008 (7:00 a.m.) Meeting during AMC Annual Conference in Duluth, MN.

Extension Program Snapshot: At each of the AMC Extension Committee meetings there is a program snapshot of an Extension program offered in Minnesota. At this meeting Gary Hachfeld, Regional Extension Educator presented an overview on a program titled Farm Transition & Estate Planning: Build Your Exit Strategy.

In MN, there is approximately \$90 billion dollars of farm assets under the management and control of farm families. Based upon surveys of past program participants, 85% do not have a business transfer plan and 71.9% do not have an up-to-date estate plan. That is the impetus for our team being involved in the program effort.

The major program goal of this program was to increase the knowledge of farm family members regarding the main educational points of the program, enabling them to develop and implement a transfer and estate plan. Program topics included establishing transfer and estate planning goals, utilizing intergenerational communications in the transfer process, tax issues related to business transfer, farm transfer strategies, financial considerations, treatment of heirs, estate planning issues and strategies, and writing a transfer plan outline.

Memorandum of Agreement Discussion:

David Werner, Extension Chief Operating Officer, recapped the 2008 process MOA process in Minnesota.

- We are now approaching having 90% of 2008 agreements signed and in place. The last two weeks of December and first week of January is when most MOA's got signed and returned.
- We continue to add a few changes to the process each year, with this year being no exception.,
- So far this year, 61% signed a three year agreement and 39% signed a one year agreement
- We need to continue to get the RD's to have counties sign and send the MOA's before December 31.
- All signed copies are being sent back to the county in electronic format, but a hard copy is available if requested.
- Remember that the 90 day opt out of contract is still in place for counties.

The MOA review committee (Commissioners Tusa, Reinhardt, Larson and Schouweiler) have compiled their recommendations about the contract.

1. Inflation paragraph: Optional if you are signing a one year agreement
2. Billing: Move all billing in the future to quarterly billing. Extension will look into the potential for billing and payment to be done electronically.
3. Extension Committee input into Local Educator performance will be clarified, to state that participation by the county is optional on their part.

2009 Inflation Factor and Data Sources:

The MOA committee is recommending a 3.5% increase in the MOA. This will be voted on at the April AMC Extension Committee meeting. Clarification on this number: The 2007 inflation was added to the 2008 salary increase and it results in the recommendation for the 2009 MOA agreement.

Commissioner Nelson requested that the Midwest CPI numbers, state auditors average and a breakdown of employees, benefits and program costs be available before the April 9 meeting.

AMC 4-H Community Youth Leadership Award Judging: The deadline for the applications is February 28th, 2008. The applications will be compiled and packaged to be sent to commissioner judges the week of March 3. Judges include Commissioners Stephanie Miranowski, Dick Mattson, Loren Tusa, Bob Carlson, Keith Nelson, Sharon Bring, and Bob Gustafson.

Meeting adjourned

Below is graphic submitted by Lee Raeth:

Summary of Extension Budgets in Minnesota Counties

➤ Total '06 County Extension Budget ↑ 6.4%

- Total '07 County Extension Budget ↑4.9%
- Total '08 County Extension Budget ↑ 3.7% (\$518,000)
 - **Total '08 County Extension Budget \$14,336,535**
- The number of MOA positions (FTE's) has increased each year since 2005 {from 115.85 in 2005 to 125.37 in 2008}
- Overall, all 87 MN counties continue to partner with University of Minnesota Extension.