

**AMC Extension Committee
March 28, 2007**

Meeting Minutes

Present: Commissioners Keith Nelson, Lenore Johnson, Tom Anderson, Velma Oakland, Bob Carlson, Bob Gustafson, Dick Mattson, Dick Larson, John Baerg, Loren Tusa, David Benson, Bruce Kubicek, Victoria Reinhardt, Nancy Schouweiler, and Sharon Bring.

Guests: Commissioners Dennis Hegberg, Jon Evert, Dr. Bev Durgan, Jeanne Markell, Tom Klein, David Werner, Toni Smith

Meeting Called to Order: Commissioner Marcia Ward, AMC Extension committee chair, was unable to attend the meeting and in her absence Commissioner Victoria Reinhardt, committee vice chair, called the meeting to order at 7:30 a.m..

Minutes: Commissioner Gustafson moved to accept the minutes from the last meeting held on January 31, 2007. Commissioner Kubicek seconded the motion. Motion carried.

4-H Awards: Commissioner Reinhardt asked Toni Smith, AMC – Extension Liaison to outline the 4-H community leadership awards process. Two projects will be recognized at the AMC legislative conference noon luncheon. The Douglas County 4-H Ambassadors and the Winona River City 4-H Club will both receive the award which includes a cash stipend, trophy and a recognition certificate.

The Douglas County 4-H Ambassadors involved over 40 youth leaders from the Douglas County area. Their project, “4-H for Soldiers – Sew Much Comfort” included writing grants, holding fundraisers and making 500 items of adapted clothing for injured soldiers. The funds raised covered the purchase of materials as well as plane tickets for 15 youth and 3 adults to go to Washington D.C. to personally deliver the clothing to soldiers at a rehabilitative facility in the Walter Reed Army Medical Center. One of the medical center staff noted, *“These kids could have been at home just going about their lives, but chose to do something bigger and contribute their time, energy and skills to making someone else’s life better, even if they never meet that person. That one person can make a difference in the world.”*

The Winona River City 4-H Club's project, "Blanket Drive for the Homeless and Walnut Pick-up Drive," involved over 15 youth from the Winona County area. They planned and implemented a two-phase project: collecting about 6,000 pounds of walnuts from neighborhood yards which raised the funds to buy and collect new and slightly used blankets for the homeless and needy. The youth also increased the awareness of homelessness by sleeping outside in cardboard boxes in October. The blankets were personally delivered to a homeless shelter. As one of the county commissioners wrote, *"It is with great pleasure and pride that I support this application. Winona River City is always a leading club in doing great community service projects. The club responded to a real community need and demonstrated impact."*

Extension Update from Dr. Dean Durgan: Dr. Durgan gave a brief overview on four topics:

- Extension and Military Deployment: Extension is offering a program for the children of military personnel and assistance for military families that are involved in farming.
- Extension Name Change: The AMC Extension Committee gave the Dean and others feedback about the changes in the Extension name. Those changes have been finalized. The University of Minnesota Extension Service is changed to the University of Minnesota Extension. New logo has appeared on the Source magazine and other recent publications.
- Changes in the requirements for youth participating in the 4-H horse program. 4-Hers participating in the horse project are required to wear helmets.
- Farm Bill: The new farm bill is being considered federally and we are lucky to have Congressman Collin Peterson as the chair of the agriculture committee.
- Bev Durgan extended a welcome to counties to invite her to county Extension committee meetings. She is going to try and get out to several committee meetings over the next year. She is working through the regional directors to attend these meetings.

Thank you to Commissioner Dennis Hegberg and Commissioner Bruce Kubicek: Commissioner Reinhardt presented a certificate to Commissioners Hegberg thanking him for his long continued service to the

AMC Extension Committee. Commissioner Hegberg has served on the committee since the early 90's. Commissioner Pulkrabek will be taking his place on the committee. Commissioner Reinhardt presented a certificate to Commissioner Kubicek to thank him for his service as committee chair in 2005-2006. Commissioner Kubicek will remain on the committee as a District IX alternate.

MOA Discussion:

Commissioner Reinhardt introduced the process that was used to research options for the MOA. The sub committee of Commissioners Richard Larson, Stephanie Miranowski, Victoria Reinhardt and Loren Tusa and David Werner of Extension communicated with Tom Klein, Assistant Director, Finance & Planning for Extension. The initial discussion with the full committee occurred at the January 31, 2007 AMC Extension committee meeting. After that meeting they asked that Tom Klein work with two county attorney offices for additional review by county attorneys. It was recommended that they use the Carver and Washington County Attorney offices because they reviewed the last MOA and were familiar with the language.

The AMC committee and Extension expressed their gratitude to Kari Myrold, Chief Deputy Attorney in the Carver County Attorney's Office, Meredith Magers, attorney in the Washington County Attorney's office and Bev Moe Carpenter and Gary Brisbin in the University Office of the General Counsel for all of the work they put into reviewing and writing the agreement.

After numerous clarification questions the group agreed on the proposed format with the following changes:

- There were multiple signature lines on the proposed MOA and the group thought it was only necessary to have three lines for signatures. There must be a signature by the county board chair and the county attorney. There will also be one blank line where either the county auditor or the chair of the County Extension Committee could sign. This signature is at the county's discretion. Other communication with county personnel will be handled through regular communication channels.
- There will be a one year or a three year option in the MOA. The county decides which option they will use.

- There were three paragraphs the county attorneys recommended be inserted in the document. These paragraphs contain common contract language around reviewing financial files, data privacy, and anti-discrimination. These three paragraphs are also acceptable to the university and will be added to the agreement.

Commissioner Larson moved to accept the new MOA with the changes listed above. Commissioner Carlson seconded the motion. Motion passed.

Tom Klein then outlined the inflation factor information. All of the material he covered was mailed to committee members prior to the meeting so they had an opportunity to do a more thorough review. He outlined the principles that guide the thinking on the inflation factor and summarized the inflation indicators used in the analysis. The principles are:

- The underlying information that measures the inflationary increase should be easily tracked and monitored by all parties.
- The inflationary increase should not benefit either party, that is, the increase should cover increased costs and not result in a “profit” for either party or a shifting of costs from one party to the other.
- Both parties will do their best to control costs in a manner that is consistent with accomplishing the work and working with the MOA.
- The inflation factor should be used statewide. There are precedents in statewide agreements with AFSCME and the trades.

Extension recommended a 3.5% increase in the MOA.

Commissioner Tusa asked for clarification of what this contract included. The University will be responsible for providing the following: salary & fringe benefits for the positions, enhanced programming from regional extension educator staff, program supervision, travel (mileage, meals and lodging), in-service training within program area, payroll and accounting services. Both the county and university responsibilities are summarized in the MOA.

Commissioner Larson asked for clarification on what would happen if a county goes for the three year MOA. The county would enter into the three year agreement. The percentage increase each year would still go through the same yearly review and negotiation process with the AMC Extension Committee and Extension. The entire state would use the same inflation

factor in the MOA whether the county chose a one year or three year agreement. It is important that the prices between the one year and three year agreements be consistent. There is still a 90 day opt-out to terminate the agreement so if there is dissatisfaction with the percentage increase they would still have the opt-out part of the agreement.

Commissioner Gustafson moved to accept the MOA at a 3.5% increase. Commissioner Schouweiler seconded the motion. Motion passed.

Additional Agenda Items:

Commissioner Nelson asked that the group be aware of the companion animals and domestic livestock issues that were surfacing in his area of the state. There may be issues with transmission of infectious disease and the rights of animal control officers entering premises. Commissioner Nelson wanted Extension to be aware of the issue.

Meeting adjourned at 8:45 a.m.