BUFFALO COUNTY
Wisconsin

Notice of Public Meeting

AGENDA

Committee:	Ag and Extension Education Sub Committee
Date:	Monday, November 16, 2026
Time:	8:30 a.m.
Location:	3rd Floor County Board Room, 407 S. 2nd Street, Alma, WI 54610
Remote Access:	https://teams.microsoft.com/meet/2175693323464969?p=rzeAZJNqOW1JReMvmC

This 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 reviewed, discussed and acted upon at this meeting, and deviations from the order shown may occur:

1.	Call to Order
2.	Roll Call of Members
3.	Verification of Open Meetings Law Compliance
4.	Approve Agenda
5.	Approve Minutes from Previous Meeting
6.	Public Comment
7.	UW Madison - Extension 136 Contract
8.	Wisconsin Counties Association MOU
9.	Personell Updates
10.	Community Needs Survey Presentation
11.	Educator Reports
12.	AED Report
13.	Committee Chair Report
14.	Correspondence
15.	Future Agenda Items
16.	Next Meeting Date and Time
17.	Adjournment

Date: November10, 2026

Gary Stanton, Chair

By: Roxane Weisenbeck, Administrative Assistant

Board Members: If unable to attend, please contact the Chair. If the Chair is unavailable, please contact the County Clerk's Office at 608-685-6209. If the Chair and the County Clerk are not available, please call the Administrative Coordinator at 608-685-6234.

Persons with Disabilities: Buffalo County shall attempt to provide reasonable accommodations to the public for access to its public meetings, provided reasonable notice of special need is given. If you require special accommodations to attend this meeting, please contact the County Clerk's Office at 608-685-6209.

Public Access to the Courthouse: The South Entrance will be the only access to the building after 4:30 p.m.

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.

Buffalo County Minutes

Committee/Board: Agriculture and Extension Education Subcommittee

Date of Meeting: Monday, September 14, 2026

The meeting was called to order by Vice Chair, Mr. Robert Sendelbach at 8:30 a.m.

Board Members Present: Mr. Steve Nelson, and Mr. Robert Sendelbach. Absent: Mr. Gary Stanton.

Others Present: Ms. Mary Campbell Wood, Ms. Grace Finnerty, Ms. Payton Freund, Dr. Kari Weiss, and Ms. Roxane Weisenbeck

Meeting verified with Open Meeting law compliance

Approve agenda: Mr. Nelson motioned, second by Mr. Sendelbach. Agenda approved.

Review/Discussion/Action ~ Minutes of the previous meeting: Motion by Mr. Nelson, seconded by Mr. Sendelbach to approve the minutes from the previous meeting. Motion carried.

Public comments Regarding Posted Agenda Items: None

Review/Discussion/Action ~ 4-H Educator Position Update: Dr. Kari Weiss reported that the 4-H Educator position had been posted and closed on September 2nd with 11 candidates applying. It is a strong pool of candidates. The Search & Screen committee met and have invited 8 candidates to participate in the first round of preliminary interviews. The interview committee will determine then who will be invited for final interviews.

Review/Discussion/Action ~ 2027 Extension Budget Proposal: Dr. Weiss presented the proposed 2027 budget. Mr. Nelson made a motion to approve the budget and send on to the administrator for review and approval. Mr. Sendelbach seconded the motion. Carried.

Review/Discussion/Action ~ Rural Health Transformation Grant Update: Dr. Weiss stated that there was nothing new to report. Extension is still waiting to hear if the application for funding has been approved. She will keep the committee informed when new information is available.

Educator Reports:

Soils and Crops: Ms. Grace Finnerty, Crops and Soils Educator, reported:

- Soybean Gall Midge Field Day – fields in Buffalo County were scouted for this emerging pest. Attendees were taught how to scout for, recognize and report if

found. Ms. Finnerty reported no Gall Midge pests were detected in Buffalo County.

- Barley Trials – Plans are being made for two winter barley research plots in Buffalo County. A variety trail, collaborating with the University of Minnesota, and a forage trial. This is an opportunity for ongoing alternative crop research.
- Beef Cow-Calf field Day – The field day was well attended with evaluations indicating potential management changes.
- Crops & Soils Q & A – Soils and Crops educators address questions submitted through the Agriculture Q & A. Ms. Finnerty was scheduled to monitor the Crops and Soils channel and answer questions submitted during the last week in August. Educators rotate each week.
- Farm Visits – Helped brainstorm to find valuable solutions for producers.
- Phosphorus Management Outreach Event – finalizing details for the meeting to be held on November 9th in Mondovi.

4-H Youth Development: Ms. Payton Freund, 4-H Program Outreach Associate reported:

- STEAM Day with MCYC – Facilitated a day of STEAM (Science, Technology, Engineering, Art and Math) programming with the Mondovi Community Youth Center. Youth built skills in problem solving, teamwork, self-expression and had the opportunity to use a laser engraver for the first time.
- Mondovi Public Library Lego Program – Buffalo County 4-H and the Mondovi Public Library began a new collaboration with the creation of the Lego Club. Fifteen youth attended the first session in August. Monthly Lego programs are scheduled at the library with the next program on September 21st.
- S.T.E.P. Initiative at the Alma Public Library – Alma Public Library invited Buffalo and Pepin County 4-H programs to collaborate on this new program, Skills Training Employment Pathways. It is in very early stages with potential to support programming in areas of financial literacy, life skills or career readiness.
- Wonders of Physics – Working with area schools to host the Wonders of Physics traveling show facilitated by UW Madison specialists. There is no cost to the schools. Three area schools have agreed to host the program.
- National 4-H Week – October 4 – 10 is National 4-H Week. Special 4-H promotion events are scheduled.

Human Development and Family Relations: Ms. Mary Wood reported:

- Moving Forward Jail Reentry Program – Ongoing programs. Met with Buffalo County Jail administrator. The arrangement with Pierce and Dunn counties is going well and reentry programs should continue.
- Literacy Link Program – Will present at the upcoming National Council on Family Relations Conference and the Wisconsin Literacy Forward Conference.
- Healing from Loss and Grief – Finished 3 sessions of the program in early September. Offering a community class and another section for farmers in the fall. Authoring an article on the class and mental health for those incarcerated in local jails for Chippewa Valley Grief Services to be published in the Journal of Health Science in Extension in November.

- A Better Beginning – Teaching monthly classes for separating and divorcing parents as well as individual court ordered parenting classes. Planning a long-term evaluation to measure impact.
- Strength in Service Summitt – Participated in the Summit providing Extension materials and resources. The program is designed to provide outreach to military personnel re-entering society as well as teaching local responders ways to respond effectively.
- Focus on Fathers – Asked to teach sessions.

Area Extension Director Report: Dr. Weiss reported on a community needs forum through Extension to better understand local needs seeking input from stakeholders throughout the county. The goal is to have the survey out late fall or early winter.

Committee Chair Report: No report given.

Correspondence: Committee members had questions for Ms. Finnerty regarding work being done.
Future Agenda Items: 4-H Educator Position Update, 136 Contract with UW Madison

Next Meeting Date and Time ~ The next scheduled committee meeting is Monday, November 16, 2026, at 8:30 a.m.

Public comment not related to agenda items: None

Adjournment ~ The meeting adjourned at 9:25 a.m.

Respectfully submitted,

Roxane Weisenbeck, Administrative Assistant

Contract Account # BUFF2027A

Contract Between Buffalo County
and
Board of Regents of the University of Wisconsin System

This contract is by and between Buffalo County, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

Whereas, Extension is organized both around geography, as Extension educators deliver programs in communities throughout the state, and around academic disciplines including Agriculture, Natural Resources, Community Development, Youth, Human Development & Relationships, and Health;

Whereas, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

Whereas, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

Whereas, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension educators based upon annually established flat fees for positions as defined below; and

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. **Term, Amendment & Termination**.

    a. The term of this contract is one (1) year. The term shall run from January 1, 2027 through December 31, 2027, unless amended or terminated as set forth below.

    b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.

    c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees

under Section 3.1.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.1.a. shall be prorated (i.e. the discount amounts to roughly $834 per month).

2. **Extension Responsibilities**. Extension agrees to:

a. Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.
b. Provide an Area Extension Director (AED) to serve as County department head and supervise Extension staff at no cost to the County.
c. Invoice the County semi-annually, in May and November for amounts due under this agreement.

3. **County Responsibilities**

3.1 In consideration of the programs that Extension provides to the County under this contract, the County agrees to:

a. Pay to Extension the County share of up to $81,583 for the period of January 1, 2027 through December 31, 2027 as allocated below.

Co-Funded Positions	**Fee**	**FTE**	**Total**
4-H Educator	$50,045	1.0	$50,045
Human Development & Relationships Educator	$50,045	.5	$25,023
Crops & Soils Educator	$50,045	.33	$16,515
First Educator Discount			($10,000)
Subtotal			**$ 81,583**
Proposed or fully-county funded positions and other county contributions	**Fee**	**FTE**	**Total**
Final Total			**$81,583**

b. Provide travel funds, office facilities (for Buffalo county located at: 407 South 2nd Street, Rm 1210 Alma, WI 54610), information technology equipment (such as computers, printer, and phones) and internet connectivity, access to Extension supported technology resources, office supplies, and educational programming

materials to the Extension educators identified in 3.1(a),

c. Provide salary and fringe benefits for the County clerical support staff who support the Extension educators identified in 3.1(a),
d. Provide other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.

3.2 Consider and assess opportunities to provide office space with desks and chairs; access to IT support and internet connectivity; and basic operational resources (in a manner similar to other Extension educators in the office) for FoodWIse nutrition education programming to County SNAP/FoodShare eligible residents. Technology for FoodWIse positions will be coordinated through the County.

3.3 Consider and assess opportunities to provide office space with a desk and chair for fully state funded Extension employees who serve in a regional or statewide capacity. These regional and statewide educators will be provided state-purchased technology and IT support. The opportunity for these positions to access the internet through the county may also be discussed.

4. **Delegation of Financial Budget Authority.** The parties hereby acknowledge that Extension will employ an Area Extension Director (AED), whose responsibilities may include certain budget-related functions as set forth in the Delegation of Financial Budget Authority Form (DFBA Form) attached hereto as **Exhibit A**. County may authorize the AED to carry out such functions on its behalf, but only to the extent specified in in the DFBA Form, which must be signed by an authorized representative of County in order to be effective. The County may rescind such authorization at any time by providing written notice to Extension. In the event that the parties execute a new agreement governing the subject matter of this agreement such that the term of this agreement and the term of the new agreement run consecutively, the parties agree that the delegations set forth in a duly signed DFBA Form shall remain in effect upon execution of the new agreement unless the County rescinds such authorization by providing written notice to Extension.

5. **General Conditions** This contract is established under the following conditions:

a. **Notices**. Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.

b. **Employer, Personnel Rules, Volunteers and Liability**. Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents and the University of Wisconsin - Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees

and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.1 of this contract (fully county funded) are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

c. **Billing**. For the period January 1, 2027 through December 31, 2027, Extension shall bill the County for the total amount under Section 3.1.a. of this contract. The County will be billed for the first half of the total contract by May 31st and the second half of the total contract by November 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.

d. **Cybersecurity Provisions.** Each party shall be responsible for the response to, remediation of, and any resulting notification requirements related to cybersecurity breaches of their own information technology systems or those of any third parties hired on their behalf. This responsibility includes the financial costs of any breaches, e.g., forensics, remediation, notifications, etc. The County and Extension shall determine their individual need for cyber liability insurance coverage. Any breaches that could impact Extension data classified as moderate or high risk must be reported to Extension staff, via the Area Extension Director, and the University of Wisconsin - Madison Cybersecurity Operation Center (CSOC) Help Desk, 608-264-4357 following the risk-based timelines outline in the UWSA System Policy 1033 and associated Incident Response Plan. Following a reported breach event, the County will provide a primary staff contact and periodic response updates to Extension and the CSOC until event closure. Any breaches that could impact County data will be reported to the County immediately upon learning of the breach. The County shall provide the Area Director with the expressed point person or position for which to report a breach.

e. **Insurance**. The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to

officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program. To the extent that an Extension employee is allowed to use a County vehicle, the responsibility for insuring that vehicle lies with the County.

f. **Nondiscrimination Statement**. The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. The University of Wisconsin–Madison Division of Extension provides equal opportunities in employment and programming in compliance with state and federal law**..**

By:_____ Date:
County Representative

By:_____ Date:
County Representative

By:_____ Date:
County Representative

By:_____ Date:
County Representative

By:_____ Date:
Area Extension Director
UW-Madison, Division of Extension

By:_____ Date:
County Representative

By:_____ Date:
Director of Financial Services
UW-Madison, Division of Extension

By:_____ Date:
On Behalf of Board of Regents of
The University of Wisconsin System

Exhibit A

Delegation of Financial Budget Authority Form

Area Extension Directors play an important part in county Extension offices as they

manage the faculty and staff within that county, and many times, that includes the county support staff. Area Extension Directors also work with county partners to develop a departmental budget and provide oversight to that budget on an annual basis in cooperation with corresponding county financial departments and county board committees. The Delegation of Financial Budget Authority allows Area Extension Directors, hired, and managed by Extension as state employees, to manage county fiscal resources in service to the people of those counties.

To be completed by the county administrator or county official delegating signature/budget authority.

County hereby delegates to the Area Extension Director for Buffalo County and _____ (no other person, if blank) authority to approve/authorize the following financial budget matters on behalf of County, provided, however, that such delegation is limited to the extent that such matters are directly related to County's authority under section 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes and subject to any conditions/limitations indicated by County below.

Invoices	Travel Reimbursements	Supply & Expense Reimbursements
Time/Leave Approvals	Purchase Requisitions	Internal Budget Transfers
Inter- departmental transfers	County specific space agreements for educational programs	Bank account signatory
Other items:		
Conditions:		

This authorization is effective until either party (UW-Madison Extension or _____ County) requests a change to the document

Budget Authority signature: I am aware this constitutes a delegation of budget authority allowing the Area Extension Director, and any other position mentioned above, to manage county fiscal resources in service to the Extension office and residents of _____ county. I understand that delegating authority does not release _____ County, from full responsibility as Budget Authority.

County Administrator/County Official(s):

Name: _____
Title: _____

Signature: _____
Date: _____

Final: October 16, 2024

MEMORANDUM OF UNDERSTANDING

Between UW-Madison Division of Extension and
_____ County

This **Memorandum of Understanding** (MOU) is made by and between UW-Madison Division of Extension (hereafter "Extension") and _____ County (hereafter "County"), and collectively "the Parties."

Whereas, this MOU outlines the partnership between Counties and Extension and supersedes the Division of Extension-County Partnership Guidance document dated August 2021; and,

Whereas, Extension and Counties have had a century-long partnership benefiting the people of Wisconsin by extending the boundaries of the University of Wisconsin throughout the state to provide an array of educational programming and services to the people of Wisconsin where they live and work, bringing the research, knowledge and resources of the University of Wisconsin to the local community; and,

Whereas, Counties and Extension have contributed significant funding over the century-long relationship by co-funding Extension staff, providing local offices and support, and leveraging millions of state Extension and federal dollars annually to serve the people of Wisconsin; and,

Whereas, Section 59.56(3), Wis. Stats., generally provides the framework but has not evolved with the changing relationship; and,

Whereas, with over 100+ years of evolving partnership between Extension and Counties, there is a benefit of defining the roles and responsibilities of the partnership so the Parties can collaboratively meet the needs of the residents and communities within County; and,

Whereas, the Parties desire to enter into this Memorandum of Understanding (hereafter "MOU") to set forth their respective obligations, understandings, roles and responsibilities.

NOW, THEREFORE, IT IS THE MUTUAL UNDERSTANDING OF THE PARTIES AS FOLLOWS:

I. General Understandings/Mutual Responsibilities

A. Purpose and Scope of MOU. The purpose of this MOU is to be a companion document to the Contract to clearly define the relationship of Parties hereto and, to outline the processes, responsibilities, and lines of authority and communication between Extension and the County.

B. Authority. According to Wis. Stats. Section 59.56(3), county boards "…may establish and maintain an education program in cooperation with the University of Wisconsin..." with function areas "under the direction and supervision of the county committee on agriculture and extension education".

C. Scope and Description of Services Provided. The Parties recognize that Extension may offer a variety of educational services and programming through its Educators in the following general categories:
   1. Agriculture
   2. Natural Resources
   3. Community Development
   4. Positive Youth Development
   5. Human Development & Relationships
   6. Health & Well Being

   The Parties further recognize that each County is unique, requiring differing educational services in the categories herein, as established jointly between County and Extension.

II. UW-Madison Division of Extension Responsibilities

A. Extension Purpose. As a statewide engagement arm of UW-Madison, the Division of Extension extends university knowledge to _____ County, leveraging local resources and leading research to provide an array of educational programming and services to the people of Wisconsin within the County.

   1. Professional development. Professional development expenses, including training, attending and presenting at state or national conferences, or receiving awards will be the responsibility of Extension, except when the County desires the attendance of the employee and funding is not available from Extension.

   2. Extension Employee Leave of Absence. The County will not be billed by Extension for educator fees during the period in which a position is vacant. When an employee is going to be temporarily on leave from a position for an extended period of time (in excess of 30 days), Extension and the County will jointly develop, mutually agree on and implement a plan for how coverage will be provided to meet established County priorities to ensure ongoing program needs are met.

B. Role of Area Extension Director (AED) in County Partnership Management.

   1. Extension fully invests in Area Extension Directors (AED), whose role is to oversee a region comprising one to five counties, as administrative and leadership positions responsible for Extension-County partnership management, Extension staff development, and financial management of Extension resources.

   2. The AED maintains working relationships and communications with county partners and officials, including sharing updates and activities to partners and stakeholders. The AED will initiate and facilitate an Annual Listening Session and Needs Assessment with the County Committee of Jurisdiction (COJ) and other county personnel, which should be concluded on or before July 1 of each year. The AED will ensure that the

outcomes of the annual needs assessment, including the established County priorities, will be documented, reviewed and approved by the county COJ. The AED will ensure that established County priorities are incorporated in the Educators' work plans, as consistent with the mission of Extension and the needs of the County, for implementation. This will not preclude Extension from gathering information on needs from other county stakeholders as well that could potentially be incorporated into the Educators' work plan.

3. The AED is responsible for overseeing Extension Educators, staff employed by Extension and supporting educator engagement with Extension volunteers.

4. The AED will lead hiring processes for vacant Extension employee positions and will involve county-designated representative(s)as outlined herein (See Article IV. C.) in the hiring process. The AED supervises Extension Educators and staff who direct Extension volunteers, including addressing Extension volunteer behavior concerns, providing coaching or dismissal of the volunteer, as appropriate.

5. Supervision of Extension Employees. Individuals employed by Extension are State of Wisconsin employees and are subject to applicable State and University of Wisconsin (UW) personnel rules, policies and procedures. Supervision will be provided by an Extension employee. Performance reviews of Extension staff will be conducted by Extension managers per UW HR policies and procedures, after obtaining feedback and input from County officials familiar with the work.

6. The AED monitors and manages risk and liability situations that might arise in regard to Extension services and programming.

C. Role of Extension Educators.

1. Educators provide educational services and programs as outlined in the Educators' annual plan of work. The annual plan of work shall, at a minimum, incorporate the County priorities identified through the Annual Listening Session and Needs Assessment as consistent with the mission of Extension and the needs of the County, for implementation. This will not preclude the Educator from gathering information on needs from other county stakeholders as well that could potentially be incorporated into their work plan.
2. Educators shall communicate local needs to their programmatic Institutes and collectively identify opportunities to address statewide needs, typically on a local level.
3. Reporting requirements. Educators shall report to the COJ on a regular basis, as determined by the AED and COJ who shall jointly establish a schedule of regular communication. Such communication may be provided either verbally or in writing as agreed by the Parties.

D. County Policy, Rules and Procedures. Extension staff, partially or fully funded by County and located in a local Extension office, will be users of county-based technology, facilities, buildings, grounds, equipment and supplies and may have access to county-based services. Extension staff shall abide by all county policies and procedures relating

to the use of county technology, facilities, buildings and grounds, equipment and supplies and other county-based resources. Extension volunteers and fully funded Extension staff may, at the sole discretion of the County, be provided with similar access, but in all cases must comply with County policies, rules and procedures.

III. County Responsibilities

A. County Extension Oversight Committee (Committee of Jurisdiction or COJ). _____ County shall identify a committee to serve as the County's policy and decision-making body regarding the Extension partnership. The COJ's duties may include, but are not limited, to the following:

1. Actively and continuously engage in identifying priorities for educational programming and services to be offered by local Extension Educators.

2. Provide general oversight and guidance to the Extension office to ensure that established priorities and needs are addressed. County will designate a representative to oversee and supervise county employees within the Extension office and seek input and feedback from AED on work performance.

3. Meet monthly or as determined by the Committee Chair.

4. Provide regular input and feedback to the AED regarding Extension programming and services provided within the County.

5. Provide budgetary oversight for the Extension office.

6. Jointly with Extension, develop the annual county Extension office budget aligned with addressing established county priorities.

B. County Facilities and Program Support. County shall provide office space, meeting space, telephone, computer, network connections for email and other communications, and general office supplies to support the Educators identified in the Contract. Funding levels for facilities and supplies shall be established annually as a part of the County budget process.

C. Administrative Support. County, in consultation with Extension and as mutually agreed between the Parties, shall provide administrative support to assist Educators in carrying out county-identified priorities. County staff working within the Extension office may be reassigned from time to time by the County to support other county departments or programs, at the sole discretion of the County.

D. Supervision of County Employees. Individuals employed by the County are county employees and are subject to applicable county personnel rules, policies and procedures. Supervision will be provided by a county-designated representative. Performance reviews of County staff will be conducted by County managers per County Human Resources (HR) policies and procedures, after receiving feedback and input, if

any, from applicable local Extension staff and the Area Extension Director. Performance and disciplinary matters of County staff will be handled by County HR utilizing established county policies and procedures.

IV. Joint Responsibilities

A. County-Specific Educational Needs and Priorities. Identifying county-specific educational needs and priorities shall be the joint responsibility of Extension, the COJ and other county-identified county officials.

1. Annual Listening Session and Needs Assessment. The AED shall facilitate an Annual Listening Session and Needs Assessment with the COJ and other county-identified officials to establish County and local needs and priorities to be included in each local Educator's annual plan of work.
2. The outcome of the Annual Listening Session and Needs Assessment shall be documented by the AED and implemented by the Educator as outlined in Article II. B. and Article II. C. of this MOU.

B. Key Performance Indicators. Educators shall develop key performance indicators to measure the outcomes of the programming designed to address the established County priorities and other local priorities. Key performance indicators measuring established County-priorities shall be developed and reported to the COJ. Each Educator's annual plan of work shall include timely and measurable outcomes to determine if county priorities are being addressed.

C. Hiring Local Educators. Hiring and Managing Vacancies. When an Educator position becomes vacant, Extension, the County COJ, other County personnel, and other county stakeholders as mutually agreed upon, shall meet to evaluate and assess the following: is the position still needed, might another position better meet the County's priorities, and can the County and Extension continue to financially support the position.

1. If the Parties determine not to refill the position, the Contract amount will be adjusted accordingly.

2. If the Parties determine to refill the position, Extension will lead the hiring process to fill the Educator position. The AED or designated Extension representative shall seek input and engagement from the County throughout the hiring process including the development of the job description, development of the recruitment timeline, selection of candidates to interview, conducting interviews and selection of the finalists and final candidate. County shall identify a single point of contact to represent County through the hiring process. Extension shall meet and confer with the County prior to making an offer to the final candidate.

D. Shared Educator Positions. Counties may agree to share specialized positions within a program area across two or more counties. The Contract shall be amended and prorated accordingly to reflect the funding agreement established by Counties sharing the position.

E. Budgetary Issues.

1. According to County budget policies and procedures, County and Extension shall jointly develop the Extension Office annual departmental budget in compliance with the county's budgeting parameters, fiscal policies and procedures.
2. The Extension Office budget shall be managed in accordance with County fiscal policies and procedures with oversight by County Designee and as authorized by the associated Delegation of Financial Budget Authority to AED, if any.
3. In accordance with County fiscal policies and procedures, revenues generated by Extension programming and services may be closed to the County's General Fund at year end and shall not be carried forward.

V. Miscellaneous Provisions

A. Term; Termination. This MOU shall be a companion to and have the same term and termination provisions as the Contract.

B. Annual Review; Amendments. This MOU shall be reviewed at least annually by Extension and the County.

C. Contacts for Official Communications and Notices. The Parties hereto agree that it is important to each designate a single point of contact for official communications and notices. Notices and Official Communications shall be sent via regular U.S. Mail or email to the following:

For _____ County:	For Extension:
Address	Address
Email	Email
cc: County Clerk address email	

D. No Waiver. Nothing in this MOU shall constitute or be construed to constitute a waiver of either party's immunities, notice of claim procedures and liability limitations set forth in Chapter 893 of the Wisconsin Statutes or any other protections afforded either party by law.

E. Duly Authorized Signatories. The individuals executing this MOU are duly authorized to enter into this MOU and bind their respective entities to the representations, understandings, roles and responsibilities set forth herein.

F. MOU Companion to Contract. This MOU shall be executed contemporaneously with the Contract and shall be effective for the same term as the Contract. Termination of the Contract shall simultaneously terminate this MOU.

IN WITNESS WHEREOF, the parties hereby execute this MOU, with an effective date and term consistent with the Contract referred to herein.

_____ County	University of Wisconsin-Madison Division of Extension
By: _____	By: _____

County Representative

Board of Regents Representative

Date: _____

Date: _____

Extension
UNIVERSITY OF WISCONSIN–MADISON

Buffalo County Crops and Soils
September-October 2026 Program Report

Recent Happenings

Winter Barley Pick Ups/Drop offs – September 23-25: The winter barley demonstration plots are underway with two in Buffalo County with Joe Bragger near Independence and Chris Drazkowski near Fountain City. These are great opportunities to demonstrate alternative crops that can help farmers spread out their risk. Winter barley can be used for malting in beer production or forage.



Hosting and Wrangling for Badger Crop Connect (BCC) – October 8th and 22nd : As I have become more comfortable with helping with the badger crop connect webinar, I have taken on more responsibilities. I am happy to share that I hosted the BCC on October 8th and helped with other duties for other webinars. BCC is a state-wide resource, providing timely research and agronomy updates.

Buffalo County Farm Visits – October 9th : Roxane introduced me to some farmers in the Buffalo County area, and we had the opportunity to check out some cover cropped fields and contour, strip cropped fields.





Agriculture Institute Regional Connections – October 20th : I helped plan the NW regional connections meeting for the agriculture institute by reserving the venue, ordering the lunch catering, and planning the group activity. We had the opportunity to learn about cranberry production in Jackson County.

On-farm Research Cohort: I joined the on-farm research cohort, which is an internal Extension program to learn more about how to conduct on-farm research and best practices. I assisted in on-farm data collection for a cover crop interseeding trial with the Buffalo-Trempealeau watershed group president on November 9th.



On-Farm Agricultural Technology In-Service– October 28th: This was an internal training to learn about GPS and GIS, yield monitors, and agricultural machinery. This was an important training for preparing me for on-farm research projects.

Expanding Newsletter Readship and Extension Awareness: I wrote press releases for the newspapers of all the counties to share the work I've been doing, invite people to sign up for the newsletter, and request feedback on what kinds of programs people would like to see offered by Extension.

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Buffalo County Crops and Soils
September-October 2026 Program Report

Winter Program Planning: As Farmers are busy with harvest, program planning and building collaborations have been my primary focus these last couple months. I am planning to offer pesticide applicator training, a cover crops planning workshop, a weed management workshop, machine shed equipment tours, manure applicator training, and help with nutrient management planning. I am also working toward a collaboration with the Wisconsin Cover Crop Project with the Micheal Fields Institute and a project to revise Extension's cover crop resources.

Give Update on November 9th Phosphorus Research Update Event

What are your suggestions for people to meet, ideas to explore, or top concerns that need to be addressed?

Looking Forward

- Buffalo County Nutrient Management Planning – Nov 30-Dec 2
- Crops and Soils Update Meeting in Eau Claire – December 2nd
- Wisconsin Water and Soil Health (WWASH) conference December 15-16
- Wisconsin Ag Business Classic – January 11-12

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Buffalo County Human Development and Relationships
September-October 2026 Educational Program Report

Mary Campbell Wood, M.A.
Professor of Human/Family Development and Relationships
Buffalo and Pepin counties (100%) https://parenting.extension.wisc.edu/

Justice-Related

MOVING FORWARD Jail Reentry Program–offered 15 online classes ranging from 4 to 12, 90-minute sessions:
Beyond Trauma (for Women); Breaking Barriers (for Men); Companions Through the Wilderness-Healing from Loss and Grief (2 sections for women); Gifts of Apology and Forgiveness (for Men and for Women); Gratitude (for Women); Let Them Theory (for Women); Parenting with Love and Logic (for Women and for Men); Preparing for Release (for Men); Relationships (for Men and for Women); Socialization (for Men).

A revolving assortment of regular monthly virtual educational programs are being offered to everyone in the Pepin, Pierce and Dunn county jails, and to Buffalo-Pepin Community Justice Services (CJS) participants, and those on probation supervision in Buffalo and Pepin counties. The teaching is in collaboration with the Dunn County Jail Program Director.

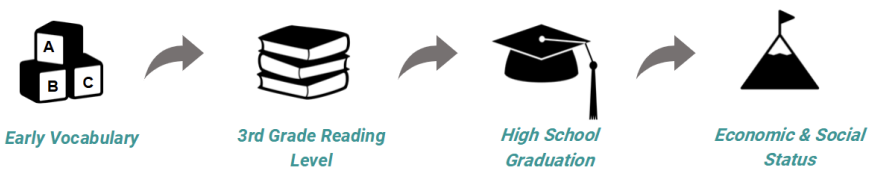
- AmeriCorps Recovery Coach – paying ½ cash match for 2026/2027 contract, with BCDHHS.

THE LITERACY LINK
Connecting children and parents in justice-involved families through literacy-rich experiences

I am a founding member of The Literacy Link (2017) and a member of The Literacy Link Leadership Team.

- Accepted to present *The Literacy Link* program at the joint *Wisconsin Literacy Forward Conference*, (***WI Literacy Association and Correctional Education Association***) on September 29th in Appleton;
- Accepted to present development and research from the ***Making Reading Memories*** program at the ***National Council on Family Relations Conference*** November 18th -21st. This statewide program is developed based on a program that I developed and piloted in the Pepin and Buffalo county jails, called ***Read Me a Story***, in 2012-13.
- Published article "*The Literacy Link: Connecting Parents Who Are Incarcerated With Their Young Children Through Reading Aloud*"

Importance of Early Literacy Development



Buffalo County Human Development and Relationships
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Healing from Loss and Grief

Companions Through the Wilderness – Healing from Loss and Grief 11-session class



- Community-Farming and Ag-related, 1X monthly continuation from Dec 2025, (by request of members)
- New offering for farmers in December 2026
- Incarcerated individuals Pierce, Pepin and Dunn county jails (15 women; 2 different sections)

Chippewa Valley Grief Services Project –Coalition member. This is a newly-developed effort to respond to needs for grief support. 4.8 million dollar community endowment, coordinated by Luteran Social Services.

Authoring an article on ***Companions Through the Wilderness-Healing From Loss and Grief*** class and mental health for those incarcerated in local jails, to be submitted for publishing in the ***Journal of Health Science in Extension*** in November 2026.

The Gifts of Apology and Forgiveness 90-minute single session

- Offer online statewide for ***Resilient Co-Parenting*** series, daytime and evening offerings
- Follow-up to the ***Companions Through the Wilderness - Healing from Loss and Grief*** and ***Parenting Inside Out-Literacy Link*** classes, and as stand-alone sessions.

Parenting and Family Relationships

A Better Beginning for Separating and Divorcing Families

A Better Beginning
Education and Support for Separating & Divorcing Families

Monthly 2-part (5 hours total) court-ordered classes, 7 participants. This is a regular class, offered monthly to help parents learn the skills for a better co-parenting relationship and protecting their children from harmful effects of family transitions

Strong Couples Program – WI online, self-paced program that includes 5 coaching sessions to give feedback on application of learning. I coordinate the program, lead monthly meetings with WI coaches, attend multi-state meetings and serve as a coach for couples. 95 couples so far in 2026.

Focus on Fathers A monthly statewide parenting program where participants learn skills to build their children's social and emotional learning. This series is designed to improve understanding of positive parenting practices, while providing social connections for fathers.
and father figures. I taught ***Fathers Teach Perseverance*** on October 13.

Buffalo County Human Development and Relationships
September-October 2026 Educational Program Report

Other Activities

- Leading a training activity for the Buffalo County 4-H Adult and Junior Leaders on Active Listening and Be-Friending as a Form of Leadership
- ***Strength in Service Summit*** for Veterans, Law Enforcement, First Responders and EMTs, September 12, Eau Claire. I was invited to be part of the coalition team, based on my ***Companions Through the Wilderness-Healing from Loss and Grief*** and ***The Veteran Experience*** programs. I had an Extension display at the all-day event.



Looking Ahead

- Planning professional development and supportive resources with the school districts for responding to loss, grief and trauma for children and adults.
- Year-end evaluation of several programs.
- Writing final report for the MOVING FORWARD REENTRY Program.
- Continuing ongoing scheduled programs.

Reference: 2026-2027 *Plan of Work*

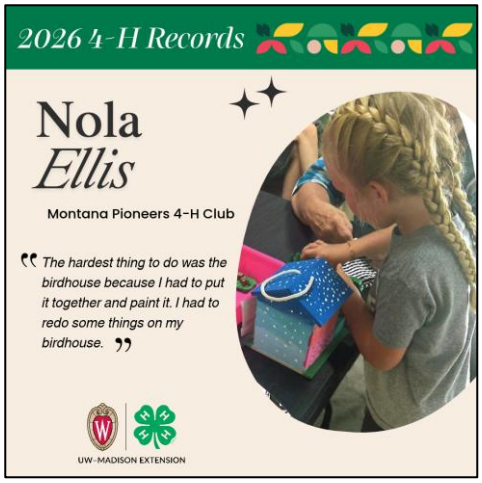
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Buffalo County 4-H Program
September-November 2026 Program Report

We are currently working without a 4-H Educator or 4-H Assistant. The efforts below were completed by the 4-H Leaders, 4-H Members, with support of Extension Staff.

4-H Community Club Support

- **2026-27 Enrollment and Recruitment:** The enrollment/re-enrollment period for the 2026-27 4-H year was September 4 – November 1. Supported successful 4-H enrollment by guiding members and volunteer leaders through the enrollment process and volunteer training.



- **4-H Record Book Submission and Evaluation:** 4-H Records are an important tool for recording 4-H experiences. It allows 4-H members to reflect on the past year's activities and to realize how much they have done and more importantly, how much they have learned. 4-H Records were submitted on September 20th. They have been evaluated and awards prepared.

- **Buffalo County 4-H Leaders Association:** Supported the Buffalo County 4-H Leaders Association as they held their September meeting. 30 youth and adult volunteers attended, election of officers was held. A presentation was given by Marley Brommer of her experience at National 4-H congress.

  Supported the Buffalo County 4-H Leaders Association in preparations for the November 4-H Leaders Social, Volunteer Awards program and meeting.



- **National 4-H Week:** National 4-H Week October 4 – 10, 2026.
  - **Lawn & Window Display:** - 4-H Clubs/families/individuals use their creativity to help promote 4-H using the national theme, "Beyond Ready!" Look for signs in different areas of our county.

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Buffalo County 4-H Program
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- **Green Out:** 4-H members showed their 4-H pride by wearing green or 4-H attire during the "Green Out" of National 4-H Week. Photo submissions were included in a Pizza Party drawing for their 4-H Club.

- **County-Wide 4-H Service-Learning: "**Connections Across Generations" the 2026 County-Wide Service-Learning proved to be impactful as 4-H Clubs across the county found creative ways to form connections with elder care facility residents and neighbors. As the program nears its end, impact reports show that Buffalo County 4-H has made a positive impact in our communities.



Looking Ahead

- 2026-27 4-H Volunteer Required Annual Training deadline, December 1, 2026
- On boarding of new 4-H Educator
- 4-H Senior Scholarship & Awards Selection
- 4-H Travel Experience Registration Periods



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