

# Wadena County, MN Board Action Form

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<b>Action Requested</b>	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information Item <input type="checkbox"/> Consent Agenda Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other

<b>Wadena County Extension Committee Document of Responsibilities and Information</b>	
Date of Meeting: 01-13-2026	Total time requested: 10
Department Requesting Action: Extension Committee	
Presenting Board Action/Discussion at Meeting: Tony Hansen, Uof M Regional Director - NE Region	
<b>Background</b> <input type="checkbox"/> Supporting Documentation enclosed	
<b>Options</b> <input type="checkbox"/> Supporting Documentation enclosed	
<b>Recommendation</b> <input type="checkbox"/> The Wadena County Board of Commissioners approves the following by Motion:	
<b>Financial Implications:</b>	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Noon	<input type="checkbox"/> Noon
Second:	<input type="checkbox"/> Winkels	<input type="checkbox"/> Winkels
<input type="checkbox"/> Passed	<input type="checkbox"/> Stearns	<input type="checkbox"/> Stearns
<input type="checkbox"/> Failed	<input type="checkbox"/> Kreklau	<input type="checkbox"/> Kreklau
<input type="checkbox"/> Tabled	<input type="checkbox"/> Kangas	<input type="checkbox"/> Kangas

<p><b>Signatures</b></p> <p>STATE OF MINNESOTA}                  COUNTY OF Wadena}</p> <p>I, Heather Olson, County Auditor/Treasurer, Wadena County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Wadena County in Wadena, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:</p>
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## Wadena County Extension Committee

Wadena County is currently seeking citizen representatives from Commissioner Districts 3 and 5 to serve on the County Extension Committee.

### Role of the County Extension Committee

County Extension work includes educational programs and services provided by Extension educators in the areas of agriculture; agricultural finance; economic development; nutrition; leadership; environment and natural resources and youth leadership development including 4-H programs.

University of Minnesota Extension committees are authorized by Minnesota law to discern the particular needs of counties and to implement programs fulfilling the goals of the people of the county and of Extension.

### Member Responsibilities:

Identify local community needs and link Extension resources by:

- Participating in meetings and Extension programs.
- Connecting Extension educators to relevant community partners.
- Assisting staff in determining local program priorities and collaborating with the regional director and stakeholders to support funding for local Extension staff.

Provide Extension support and advocacy by:

- Understanding Extension and educational programming, not just what is being offered locally.
- Encouraging Extension to address community issues in a comprehensive and interdisciplinary manner.
- Advising Extension in assessing and setting strategic priorities aligned with local needs.
- Providing feedback on educational programs and outreach efforts with the goal of improving local programs.
- Assisting in the review of local programming and outreach to ensure the interests and needs of current and potential constituents are addressed.
- Assisting Extension in marketing itself to local residents as a valuable community asset.
- Participating on interview committees for local positions when requested.
- Fostering relationships with elected officials and opinion leaders regarding Extension's educational programs and budget needs.

Steward resources effectively by:

- Assuring adequate resources for Extension to fulfill its mission in the county.
- Communicating the return on investment of Extension programs within the county and community.
- Recommending, supporting, and advocating for the county Extension annual budget request.
- Helping Extension establish and maintain appropriate office(s), equipment, and resources.

## Committee Composition:

- The county must have an Extension committee with 9 members:
  - Two members must be county commissioners appointed by the county board.
  - The County auditor or the auditor's designee must be a member and secretary of the committee.
  - Six members must be appointed at large by the county board.
- The committee annually elects its own chair and vice-chair.
- Committee membership should consider representation and inclusion of:
  - Racial and ethnic backgrounds
  - Social positions with respect to gender identity, sexual orientation, and disability
  - Age groups
  - Various community and work sectors, such as education, health care, natural resources, human services, agriculture, livestock, business, social services, food industry, etc.

## Member Characteristics:

- An interest in Extension and greater community development.
- Eagerness to participate and have a learning mindset.
- A desire for stewardship, service, and action.
- Ability to express ideas and effectively communicate.

## Time Commitment:

- 6 hours annually for meetings, plus additional optional Extension events
- 4 meetings annually
- A committee term is three years.

## 2026 Committee Information:

- Wadena County committee members are reimbursed for their mileage to attend committee meetings and are also paid a per diem for meeting attendance.
- Extension Committee meetings are typically held on Mondays at the Wadena County Extension Office in Wadena.
- The 2026 committee meeting dates are
  - February 9, 1pm-2:30pm
  - May 11, 1pm-2:30pm
  - August 10, 1pm-2:30pm
  - November 9, 1pm-2:30pm

For more information, contact Tony Hansen, Regional Director- [hans8122@umn.edu](mailto:hans8122@umn.edu) 218-828-2286



UNIVERSITY OF MINNESOTA EXTENSION