



## Wisconsin's State Inter-Agency Training Committee

*SITCOM's Mission: To maintain and strengthen a statewide team of well-trained conservation professionals that carry on Wisconsin's rich history of conserving soil and water resources through a coordinated and efficient partnership.*

### Minutes

Tuesday, March 16, 2021 / 8:30-10:30 a.m.

**Present:** Scott Borchardt for Steve Becker, Stacy Dehne, Coreen Fallat, Karl Gesch, Holly Giombi, Kelli Neitzel, Dan O'Connell, Josh Odekirk, Josh O'Neil, Jamie Patton, Penny Pohle, Chris Schlutt, Mike Stanek, Nate Walker, Matt Woodrow, Drew Zelle

**Absent:** Kevin Erb, Anne Nardi, Tony Reali (excused), Emily Micolichek (excused)

**Approve January 15 minutes:** Minutes were approved by consensus. Will post minutes on WI Land+Water SITCOM webpage. Penny and Coreen are going to meet with WI Land+Water's new Communications Manager to work on a SITCOM promotional piece.

Action: Penny will post minutes on SITCOM webpage. Penny, Coreen, and WI Land+Water Communications Manager will develop SITCOM promotional piece.

**Updates on committee membership:** Penny noted that Emily Micolichek, P.E., Miller Engineers & Scientists, was unable to attend today, but she will be our member at large, professional engineering practitioner member. Jamie Patton is going to be a co-member with Mimi Broeske representing the UW-Madison College of Ag and Life Sciences. All SITCOM positions are full! Wisconsin Land+Water is still working with NRCS on a possible SITCOM position.

**Update on SITCOM training workplan items:** Reviewed the trainings listed in the workplan which were ranked as higher needs in the 2020 needs assessment survey. Penny may put the workplan in a different format (without our notes) to be posted on the website and to be used for sharing. Penny recommended committee members send training information out on LCD listserv and/or SITCOM listerv found on the WI Land+Water website at <https://wisconsinlandwater.org/member-resources/listservs>

Discussed non-NRCS conservation staff getting access to AgLearn. Holly will check into this and report back to SITCOM.

Action: Penny will update workplan. Holly to check on AgLearn access for non-NRCS staff.

**Upcoming trainings:** Jamie noted that starting April 1 there are new guidelines for Extension-up to 150 outside with pods of 20 and up to 50 participants indoors (or 30% of room capacity). Committee members provided updates on trainings.

**Committee use of standard evaluation questions for SITCOM/AITCOM trainings:** Selected the following standard questions to be included on SITCOM training evaluations:

- 1) How did you hear about this training (SITCOM training e-newsletter, a colleague, an email, WI Land+Water website, other).

- 2) Were the training objectives met.
- 3) This training will be useful in my work.
- 4) Do you have any recommendations?
- 5) I am employed at (LCD, DATCP, DNR, NRCS, private sector, other)
- 6) Are there other trainings you would like to see offered in the future?

Penny will set up an evaluation link on Constant Contact with these questions. SITCOM members can use the survey, and Penny will provide them the evaluation results.

Action: Penny will create a survey on Constant Contact for SITCOM members to use.

**Statewide training needs assessment/survey:** Assessment done summer 2020; results put together workplan items for first time since 2012. Not enough specificity with some questions; do again this year with more specifics. WI Land+Water Communications Manager is going to create promotional piece about the training needs, how it is used, etc. Drew, Matt, Tony, Coreen, Chris, and Penny will work on updating the survey questions. Kelli offered to help review. Penny will prepare a survey listing of the questions, add her notes, and have the group review the questions. The survey is scheduled to go out in May.

Action: Penny will put together survey questions from 2020 along with topics that could be improved. Drew, Matt, Tony, Coreen, Chris, and Penny will work on updating the survey. Kelli may help review.

**Other:** Penny mentioned WI Land+Water recently hired an intern to help with trainings and SITCOM Training E-newsletter, communications including press clips, and youth education.

**Future meeting dates from 8:30-10:30 a.m. on July 20, September 21, and December 8.**

**Meeting adjourned.**

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### **SITCOM Members and Representatives**

- AITCOM-#1-Northern/Park Falls - Stacy Dehne
- AITCOM-#2-NW/Altoona - Josh O’Neil
- AITCOM-#3-NE/Appleton - Drew Zelle
- AITCOM-#4-SW/Richland Center - Kelli Neitzel
- AITCOM-#5-SE/Juneau - Josh Odekirk
- Dept. Ag, Trade and Consumer Protection - Matt Woodrow, Coreen Fallat
- Dept. of Natural Resources - Karl Gesch, Nate Walker
- Natural Resources Conservation Service - Steve Becker, Mike Stanek
- Professional Improvement Committee (PIC) - Tony Reali
- Technical Committee (TC) - Dan O’Connell
- UW-Madison College of Ag and Life Sciences - Mimi Broeske and Jamie Patton (comembers)
- UW-Madison Division of Ext. - Kevin Erb, Anne Nardi
- WI Land+Water - Penny Pohle, Chris Schlutt
- Member at large, professional engineering practitioner – Emily Micolichek