Oneida Extension Educators and Staff had 1,533 Direct Programming Contact hours in the months of September and October; with 373 Adult Contacts and 1,160 Youth Contacts. **Office Administration assisted Human Services with 22.5 hours of support and the ADRC with 8.5 hours of support for internal Oneida County projects.**

Oneida Extension made indirect contact with 7,023 viewers through the Extension Oneida County Facebook and the Oneida County 4-H Facebook.

2026 Cumulative Total: 4,870
2026 Cumulative Indirect Outreach: 39,458

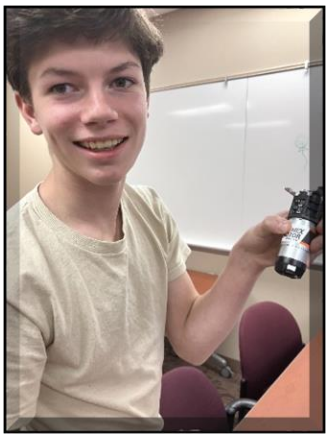
Contacts: 373 Adults and 1,160 Youth

September & October 2026

Positive Youth Development Oneida County 4-H

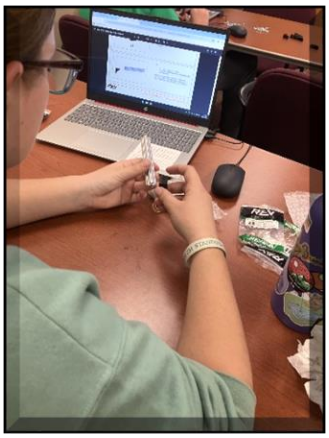
Tiffanie Ory, Interim 4-H Educator, .5 FTE

- A new High School Robotics Club was launched for youth members in grades 8-12 with support from two adult volunteers. Through a $2,500 grant from the Rhinelander Community Foundation, youth obtained materials and began assembling their first robot by studying blueprints and constructing hardware components. Members are developing teamwork, problem-solving, and persistence while working through complex assembly tasks, and gaining an understanding of robotics competitions as they prepare for events in fall 2027.





Members of the new high school robotics club met at the Northwoods Center on Nicolet Campus to begin assembling their robots.





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Oneida September/October 2026 Report

- The High Tech Hodags Challenge Team is engaging eight youth in grades 5-8, supported by two coaches, two youth leaders, and six adult volunteers. Meeting twice weekly, members researched biodiversity issues affecting the Northwoods and identified Rusty Crayfish as a significant invasive species. Youth applied engineering and problem-solving skills to design an innovative crayfish trap for competition, while also advancing robotics and coding skills through peer mentoring, Python programming, and designing a robot capable of completing competition missions.





Youth members of the Oneida County 4-H Robotics Challenge Team, a.k.a The High Tech Hodags, assembled weekly in the Northwoods Center at Nicolet College to work on their crayfish trap, the innovation project for 2026, while also building their skills and knowledge in preparation of the regionals competition in November.

- The Northwoods Explorers Club brought together 13 youth in grades 2-11 with support from four adult volunteers. Members established goals for the upcoming year focused on learning, fun, and community service, and elected youth officers to lead club meetings and build leadership skills. To promote inclusivity and accessibility, members learned sign language alongside the Signing Stars group, inspired by a club member with a cochlear implant, fostering greater awareness and communication skills.



Oneida County 4-H
Northwoods Explorers



Oneida County 4-H Signing Stars

- Four youth participated in Art Camp at Upham Woods in Wisconsin Dells with support from two adult volunteers. During the overnight camp experience, participants explored a variety of artistic disciplines including visual arts, fiber arts, communication arts, and creative movement. Campers demonstrated enthusiasm for sharing their newly acquired skills and experiences with other 4-H youth in their local community.

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Positive Youth Development

Sharon Krause, Community Youth Development Educator, .5 FTE

- Facilitated a series of meetings and consultations with the Three Lakes School District to provide guidance on the implementation of Raise Your Voice Clubs. Discussions focused on utilizing a youth-led model to address youth mental health and substance misuse, helping school staff build capacity to engage students in prevention and wellness initiatives.
- Supported Ignition student leaders in debriefing a school assembly focused on substance use prevention and healthy coping strategies. Through peer mentoring and discussion, students reinforced key messages about avoiding drugs and alcohol, becoming involved in school activities, and developing a sense of belonging within the school community.

> **"This is an amazing opportunity for our students. Thank you for making this assembly happen!" – School Guidance Counselor**
>
> **"Jake was well received. He did a great job of keeping the students' attention. I heard students talking about the presentation afterwards, and it was all positive. Several students said it was great to hear it's okay to not use substances, both now and when they go to college."**

- Coordinated and delivered Oneida County Teen Court Panelist Training, where high school volunteers learned about the Teen Court legal process, confidentiality requirements, interviewing techniques, appropriate sanctions, mental health considerations, teamwork, and communication skills. The training also served as a learning opportunity for Teen Court professionals from other counties, who observed the program and participated in a roundtable discussion to exchange ideas, compare program models, and enhance their own local programming.

> **"Thank you so much for letting us come! It was great and we are excited to use what we learned when we get home." – Teen Court Coordinator**

- Facilitated a series of planning meetings and communications with student leaders and advisors of the Rhinelander High School Raise Your Voice Club. Participants established leadership roles, organized meeting schedules, and began planning activities earlier in the school year to increase student engagement and expand prevention-focused programming.
- Coordinated a series of school assemblies featuring a professional speaker who delivered evidence-based substance use prevention messages to youth across Oneida County. Presentations encouraged students to make healthy choices, avoid drug and alcohol use, and increase awareness of the risks associated with substance misuse.
- Supported a community outreach event led by the Oneida County Health Department, where Raise Your Voice Club youth leaders promoted club activities and shared information about youth mental health and substance misuse prevention efforts. The event increased community awareness of youth-led prevention initiatives and strengthened connections between youth, community organizations, and local residents.

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Raise Your Voice Club members from Rhinelander High School staffed a booth at a community event, Light Up the Night for Recovery.

Health and Well Being

Laurel Parins, Health & Wellbeing Educator, .73 FTE

- Wrote an article for the ADRC Wellness Newsletter for older adults that shared research-based information on nutrition, physical activity, and healthy lifestyle habits in an accessible format. The newsletter helped support healthy aging, promote independence, and increase awareness of practical strategies for maintaining overall well-being.
- Delivered a Sit & Be Fit Program for older adults, where participants engaged in chair-based and standing exercises designed to improve strength, balance, flexibility, and mobility. The program supported fall prevention efforts while helping participants maintain physical function and independence.
- Facilitated a seven-week Stepping On fall prevention workshop for older adults in Oneida County, where participants practiced balance and strength exercises and learned evidence-based strategies to reduce fall risk. Through the program, participants gained knowledge, confidence, and practical skills to support independence and long-term health.
- Presented an overview of the Stepping On fall prevention program to the Conservation and UW-Extension Education Committee, highlighting how the program helps older adults reduce fall risk, build confidence, and maintain independence. The presentation increased awareness of Extension health programming and its impact on community well-being.
- Delivered a nutrition education presentation for a local TOPS (Take Off Pounds Sensibly) group, providing practical strategies for increasing dietary fiber, building balanced meals, and making informed sodium

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choices. Participants gained knowledge and tools to support healthy eating habits, sustained energy levels, and improved heart health.

Natural Resource Institute

- Delivered a series of in-person educational workshops with the DNR for woodland owners in Oneida County focused on inviting wildlife to woodlands, planning and managing timber harvests, and understanding forest health issues affecting Wisconsin forests. Participants increased their knowledge of sustainable woodland management practices, learned how to support wildlife habitat, and gained access to forestry and natural resource professionals for future consultation. The program also provided resources and decision-making tools to help landowners make informed management choices for their forests.

Office Administration

Jessica Young, Oneida County Extension Office Manager, 1 FTE

Administrative Operations & Financial Management

- Conducted daily administrative oversight, including email correspondence, registration systems, payment processing, website updates, calendar management, social media monitoring, and operational tracking systems.
- Processed invoices, accounts payable, journal entries, credit card transactions, internal line-item transfers (LITs), mileage reimbursements, and Eventbrite payments through miViewPoint.
- Reconciled receipt registers, invoices paid reports, payment records, budget reports, and account balances to ensure fiscal accuracy and accountability.
- Reviewed Budget/Actual and General Ledger reports, investigated discrepancies, documented variances, and collaborated with Finance to resolve accounting issues.
- Developed and maintained grant spending trackers, monthly allotment reports, budget monitoring tools, financial documentation, and expenditure tracking systems.
- Compiled financial reports and supporting documentation for committee packets, budget hearings, and administrative review.
- Maintained organized digital and physical filing systems for financial records, contracts, invoices, reports, and reimbursement documentation.
- Managed office inventory, including postage, office supplies, promotional materials, and program resources, while coordinating purchasing needs.

Oneida County Youth Government (OCYG) Program Coordination

- Coordinated comprehensive planning and administration of the OCYG program, including participant enrollment, supervisor/mentor engagement, onboarding, communications, and record management.
- Developed program timelines, task lists, attendance tracking systems, orientation materials, registration forms, lunch tracking tools, and program documentation.
- Organized and facilitated Supervisor/Mentor Orientation, including room reservations, catering coordination, training logistics, background check compliance monitoring, and participant communications.

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- Coordinated Meet-and-Greet event, participant onboarding activities, scheduling logistics, RSVP tracking, roster management, and follow-up communications.
- Maintained ongoing communication with youth participants, supervisors, mentors, county staff, committee representatives, and families regarding attendance, scheduling, training requirements, and program updates.
- Managed participant records, enrollment processing, distribution list access, roster updates, and committee communication channels to ensure youth received agendas, meeting packets, and updates.
- Developed contingency plans and alternative participation solutions to address scheduling conflicts and maximize youth engagement.

4-H Youth Development, Teen Court & Robotics Support

- Processed enrollments, membership approvals, re-enrollments, volunteer applications, background checks, and training compliance through 4HOnline.
- Conducted membership audits and roster reviews to identify families and volunteers requiring re-enrollment, training completion, or follow-up support.
- Assisted youth, families, volunteers, and club leaders with enrollment issues, registration questions, project enrollment concerns, password resets, and volunteer requirements.
- Created alternative enrollment solutions during platform or registration issues to ensure uninterrupted participation.
- Managed volunteer onboarding and compliance efforts, including background checks, annual trainings, enrollment tracking, and reminder communications.
- Maintained youth and volunteer databases, attendance records, waitlists, club assignments, and program rosters.
- Coordinated registration and communication support for Teen Court, LEGO Robotics, Northwoods Explorers, OCYG, and other youth development programs.
- Processed Teen Court applications, enrollment records, participant communications, registration tracking, and training-event logistics.
- Managed robotics interest inquiries, enrollment support, waitlists, facility reservations, and participant communications.

Communications, Marketing & Public Outreach

- Developed and distributed email blasts, registration reminders, promotional emails, county reports, and informational communications to families, volunteers, community partners, and county stakeholders.
- Created, scheduled, and published social media content for Oneida County 4-H and Extension programs to increase engagement and awareness of educational opportunities.
- Designed marketing materials, flyers, and website content promoting local, regional, and statewide programming.
- Updated and maintained Extension and 4-H websites with current program information, meeting documents, club updates, accessible materials, and event announcements.
- Created communications introducing the new 4-H Educator, promoting enrollment campaigns, and increasing awareness of upcoming educational opportunities.

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- Produced county reports, committee packet materials, reporting summaries, testimonials, and impact stories highlighting Extension programming outcomes.

Meeting, Committee & Event Support

- Prepared meeting minutes, summaries, reports, and supporting documentation for the CUW Committee.
- Distributed meeting materials, maintained committee records, ensured website posting compliance, and created accessible versions of public documents.
- Coordinated room reservations, facility scheduling, technology needs, catering arrangements, and event logistics for meetings, orientations, trainings, and educational programs.
- Supported planning and execution of the Area 3 Gathering, including venue research, facility coordination, activity planning, and event preparation.
- Prepared materials, attendance records, reports, certificates, and training resources for committee meetings and educational programs.

Customer Service & Community Assistance

- Responded to public inquiries regarding 4-H participation, volunteer opportunities, youth programming, Teen Court, Extension services, soil testing, gardening, insects, mushrooms, and horticulture topics.
- Conducted research and provided educational guidance on insect identification, soil sampling procedures, pest management, Extension resources, and available programming.
- Assisted clients with soil sample submission procedures, test result processing, interpretation resources, and payment requirements.
- Connected community members with educational resources, fact sheets, specialists, and referral services to address questions and concerns.
- Delivered prompt, professional customer service to families, volunteers, county departments, educators, community partners, and external stakeholders.

Records, Reporting & Compliance Management

- Maintained inquiry logs, participation records, enrollment databases, attendance information, mileage records, and program reporting systems.
- Compiled county reports, participation summaries, testimonials, photographs, and impact data for organizational reporting and stakeholder communications.
- Prepared tax-exempt status documentation, contracts, and certificates of insurance, compliance records, and organizational paperwork.
- Maintained compliance tracking systems for volunteer onboarding, background checks, annual trainings, registrations, and enrollment requirements.
- Improved record management processes through enhanced digital filing structures, tracking spreadsheets, inventories, and documentation systems.

ADRC & External Project Support

- Entered and analyzed survey data for ADRC projects and developed tracking tools to support reporting and evaluation efforts.
- Assisted with record digitization projects and supported compliance with document retention and destruction procedures.

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- Maintained external project tracking records, reporting documentation, and reimbursement records.
- Provided administrative support for county and partner agency initiatives as requested.

County & Office Coordination

- Maintained office calendars, operational records, planning documents, tracking systems, and administrative documentation.
- Coordinated facility access requests, key-card management, staff onboarding support, and technology-related requests.
- Assisted colleagues with document formatting, contract processing, budget support, registration systems, training resources, and technology troubleshooting.
- Collaborated with county and Extension staff to support program planning, operational efficiency, communication efforts, and upcoming initiatives.
- Monitored office operations and maintained continuity of services through proactive scheduling, planning, and workflow management.

Key Accomplishments & Impact

- Improved financial accountability through enhanced grant tracking, budget monitoring, account reconciliation, and expenditure reporting systems.
- Successfully coordinated the onboarding, orientation, and integration of youth participants, supervisors, and mentors for the OCYG program.
- Strengthened volunteer and youth enrollment compliance through proactive outreach, roster audits, training monitoring, and individualized follow-up.
- Increased program visibility and community engagement through consistent social media management, website updates, marketing campaigns, and stakeholder communications.
- Enhanced organizational efficiency through the development of tracking systems, inventories, planning tools, documentation templates, and standardized administrative processes.
- Maintained high-quality customer service and educational support while serving youth, families, volunteers, community members, county departments, and Extension partners.
- Supported successful delivery of multiple youth development, educational, governance, and community programs through effective coordination, communication, and operational management.

Area Extension Director

Amber Rehberg, Area 3, Oneida, Price, Taylor, Lincoln & Langlade

- On October 8, Rehberg facilitated a Professional and Personal Development session for attendees of the Wisconsin Register of Deeds Conference. A total of 51 Register of Deeds professionals participated in the Real Colors workshop, an interactive learning experience designed to help individuals better understand their personal temperament and communication preferences. Through the workshop, participants gained insights into their own strengths, motivations, and working styles, while also developing a deeper understanding of the differing perspectives and approaches of others.

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- Working with Oneida County Human Services to plan their Fall Staff Inservice. Will be facilitating two ½ day workshops for staff in November focused on team building and communication.
- Providing additional support for the kick-off of the Oneida County Youth in Governance Program; working with youth and mentors to ensure a strong start for this year as we transition staff.

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