

**WCDEA Employee Meeting
WACD Convention
November 19, 2013**

Call to Order

Anita Bartlett, Vice President, called the meeting to order at 10:15 a.m.

A sign in sheet was passed around. Please see attached for those in attendance.

Minutes

The minutes from 2012 Convention and 2013 Winter Training were reviewed. Jim Cochran moved to approve the minutes as presented. Lisa Ogden seconded, motion carried.

Partners Report

WDA-Michelle MacDonald reminded everyone that they have until December 31st to turn in their paperwork required for state funding. Michelle stated that she will be asking for a budget from everyone that still has lab funds remaining as those funds will need to be spent – it is the end of the biennium.

Justin Caudill stated that Supervisor Training will be held in conjunction with Certification Training in Cheyenne on February 18-20, 2014. The Water Quality Grants funds have all been dispersed. The Request for Proposals (RFP) has just been announced for the Rangeland Health Assessment Program (RHAP) and the application period for the Applied Agriculture Research Grant has recently closed.

WACD-Shaun Sims thanked the employees for their level of professionalism and work on the ground and stated he is proud to represent us on a national level. He urged employees to utilize Suitewater more. It is a tool that was developed for our benefit and its use is encouraged. Shaun stated what has been discussed by the WACD board in regards to the budget shortfall being experienced from the termination of the Seedling Tree Program through CSFS Nursery. The board proposes raising the maximum dues amount to \$12,500 vs. the \$10,000 it has been for years. This issue will be discussed and voted on at the business meeting.

NRCS-Astrid Martinez assured district employees that she is aware of the impacts our offices felt during the federal government shut down. She stated that a new Farm Bill has yet to pass but there is hope that one will be completed and passed by the end of 2013. NRCS programs are currently being funded at last year's level. Astrid stated that the Soil Survey offices have been consolidated across the state. They are seeing more opportunities to provide agreements with districts for assistance. Wyoming's authorities are still in Oregon and Arizona but the process should be smoother in the coming year now that everyone is on the same page.

Financials

Sno Ann Engler presented the Financial Report. She stated that there is currently \$12,658.45 in the checking account. (See attached financial reports for a complete accounting.) Randy Williams moved to approve the Treasurers Report as presented. Jim Cochran second, motion carried.

Committee Reports

Scholarship Committee-Lisa Ogden encouraged employees to apply for scholarships. The scholarships can be used for any training that pertains to your job as a district employee.

Training Committee-Diana Olson stated planning has started for 2014 Winter Training and that a Survey Monkey will be sent out to all employees very shortly to assess training needs, desired location, etc.

Website Committee-Robb Sgroi stated that he is chairing this committee. The WCDEA already has a Facebook page for external type things. A website would be developed in an effort to give employees internal help. He is requesting ideas on what the content should be as well as asking for additional committee members to help.

New Business

Election of Officers-Diana Olson nominated Robb Sgroi for the position of Treasurer. Debbie Hepp nominated Lisa Ogden. Secret ballots were cast and then counted. Robb Sgroi was selected as Treasurer.

Tori Dietz nominated Anita Bartlett for President. No other nominations were heard. Anita Bartlett was selected as President.

Michelle Huntington nominated Jennifer Hinkhouse for the position of Vice President. Debbie Hepp nominated Crystal Kellebrew. Secret ballots were cast and counted. Crystal Kellebrew was selected to fill the Vice President for the one year unexpired term.

Shut Down Contingency Plans-WACD suggests that if offices have not done so already, there should be a written plan in place in the event of another federal government shut-down. Many offices were not allowed any access at all and several employees were without email. More discussion will be held during the District Operations Committee meeting.

WYRED-Jim Cochran stated that there has been a manual or "how-to-guide" developed that spells out district responsibilities, budgets, etc. The WCDEA will send a letter to SRM stating our position and involvement requests as it pertains to WYRED.

By-Law Change- Anita Bartlett reviewed the addition the Executive Committee wants to see to the By-Laws as it relates to Alternate Area Representatives. (Please see attached By-Laws for addition) Jennifer Hinkhouse moved to approve the additional wording. Kerri Sabey seconded, motion carried.

Barnyards and Backyards-Jenny Thompson stated that the Rural Living Workshop RFA was just released. Some parts of application have changed and she encouraged everyone to read through it carefully. They are also working on some new publications dealing with native plants for gardens and an irrigation guide. They are also going to do a small acreage landowner survey as it has been several years since the last one.

Seeing no further business, Glen Leavengood adjourned the meeting at 11:30 a.m.

Respectfully submitted,
Michelle Huntington, WCDEA Secretary