

WCDEA Employee Meeting
Winter Training
March 21, 2012

I. Call To Order

-Todd Heward, Vice-President called the meeting to order at 2:50 pm.

II. Introductions

-The following people were in attendance: Anita Bartlett, Powder River CD; SnoAnn Engler, Sublette County CD; Jim Cochran, Laramie County CD; Trish Penny, Laramie River CD; Liz Harvey, Laramie Rivers CD; Martin Curry, Laramie Rivers CD; Kristin Tilley, Shoshone CD; Debbie Hepp, Campbell County CD; Nikki Lohse, Lake DeSmet CD; Steve Jones, Meeteetse CD; Steffen Cornell, Meeteetse CD; Rex Lockman Laramie County CD; Tori Dietz, Washakie County CD; Dave Morneau, Popo Agie CD; Duane Loyd, Laramie County CD; Robb Sgroi, Teton CD; Diana Olson, Popo Agie CD; Jeri Trebelcock, Popo Agie CD; Carla Thomas, Hot Springs CD; Karen Pecheny, Sweetwater County CD; Michelle Huntington, Converse County CD; Joan McGraw, Medicine Bow CD; Jennifer Hinkhouse, Weston County NRD; Kerri Sabey, Uinta County CD; Caryn Agee, Washakie County CD; Briar Harris, Uinta County CD; Shaun Kirkwood, Laramie County CD; Dale Beranek, Laramie County CD; Justin Caudill, WDA; Todd Heward, Medicine Bow CD; Kelly Brown, WACD; Kelly Booth, Lake DeSmet CD; Nephi Cole, NRCS; Cathy Rosenthal, WACD

III. Financial Report

- a. Sno Ann Engler presented the Financial Report. She stated that we currently have \$11,006.15 in the checking account.
 - i. Michelle Huntington moved to accept the Treasurer's Report as submitted. Rex Lockman Second. Motion Carried
- b. SnoAnn asked where to send the money the WCDEA collected for Bobbie Frank's mom. It is to be sent to the Ovarian Cancer Society.
- c. Gift Policy-in the case of death/illness of an employee member. Many of the district employees felt the duties of the WCDEA should be to notify the Association members and leave it up to the individuals to do what they see fit. Jim Cochran moved to allow the executive committee to give gifts up to \$200 without membership approval. Steve Jones Second. Motion FAILED.

IV. Secretary Report

- a. Anita Bartlett passed around an employee list and an e-mail contact list for members present to update.

V. New Business

- a. **WACD-Nephi Cole & Cathy Rosenthal** gave an update on upcoming trainings and events for the WACD.
 - i. **Water Quality Trainings**-Water Quality Module II is scheduled for April 17-19th but this may change due to the arrival of seedling trees and the effect that has on the Districts. Water Quality Module I will be held in May the dates will be announced soon. WACD is encouraging anyone who has not attended a Water Quality Training in the last 5 years to consider attending at least portions of them again. If you are interested in receiving University Credit for these trainings please contact Nephi.
 - ii. **Suitewater**-An Advanced Training will be held tomorrow and everyone is encouraged to attend. Phase II of developing this program will begin this year it will include some programming language changes and cloud based storage.
 - iii. **GIS Training**-Cathy asked the members of the Employees Association to contact her if anyone was interested in WACD hosting another GIS Training like last year.
 - iv. **BMP Training**-There is a possibility that a BMP Training will be offered by Ginger Page, it will be similar to the BMP Training that WACD puts on.
 - v. **Watershed Progress Report**-Thank you to all of the employees/Districts that submitted information. The layout and design for the Report is currently being done.
 - vi. **Pathway to Water Quality**-Nephi & Cathy updated the Association on what has been done in the past year and what is planned for the coming year.
 - A. The patio in front of the Ag building is complete as well as the steer tie outs.
 - B. This year the pathway is to be completed and a wetlands garden/park will be installed.
 - C. WACD would like assistance with the Pathway Booth at state fair.
 - vii. Kelly Brown stated that Bobbie Frank was very sorry that she could not make it to training.
- b. **WDA**-Justin Caudill gave an update for the WDA.
 - i. Please send all meeting minutes and newsletters to Justin electronically.
 - ii. The State Legislation approved \$450,000 for the water quality grant program. Grant Applications are due by April 30th and each district can apply for more than one, but the grants must be targeted towards surface water. Please contact Justin with any questions.
 - iii. There will be some language change to the Range Health Assessment Program dealing with what agencies must sign off on the documents.

- iv. There is an Open Meetings Act Webinar scheduled for March 27th. This webinar will hopefully include the changes made to the Open Meetings Act during Legislation this year.
- v. Justin wanted to know if there would be interest in a training on the new Contracting & Purchasing rules. If you have any questions or interest please contact Justin.
- c. **Introduction of New Employees**-Todd Heward had the new employees that were present introduce themselves. Anita Bartlett stated that any new employees or districts with new employees to please let her know if they would like a new employee packet sent out.
- d. **Committees**
 - i. Election of New Committee Members
 - A. Todd Heward open the floor for nominations to the Training Committee and the Scholarship Committee
 - a. Jim Cochran moved that the Area Reps will serve as the committee members of the two committees. Martin Curry Second. Motion Carried. The executive committee will work with the Area Reps to divide them out
 - B. Scholarship Committee
 - a. Scholarships are available please utilize them for any training or conference that will enhance your professional development.
 - b. It was asked if there was a possibility of offering scholarships for district to send employees to state fair to assist with the WACD booth and Pathway booth. Discussion followed but no decision was made.
- e. **Future Training Topics**
 - i. Dave Morneau stated that he had been working with the Bridger Plant Materials Center to set up a tour. Tentatively a date is scheduled for June 14th. There was a request for Dave to look into alternative dates.
 - ii. There was a request about having another Video Media Training. The training would be targeted towards editing and delivering video to WACD, also how to post to Facebook and Twitter.
 - iii. It was asked to have additional training on Access. A very basic class; possibly get a trainer from BOCEES. Also there was a request for an Access roundtable so districts can discuss how they utilize access.

f. Staggering the Election of Officers

- i. Steve Jones moved to start the process of amending the Association by-laws to stagger the terms of the Executive Officers. President and Treasurer will be elected on odd years and Vice President and Secretary will be elected on even years. Liz Harvey Second. Motion Carried. Anita Bartlett will work on having these changes ready for approval at the Employees Meeting during convention.

VI. WyRED

- a. Tori Dietz stated that this year's WyRED will be held in Worland this year. Any assistance with camp would be appreciated. The dates are set for June 25-29th. Registration should be out in the next week.

VII. Adjournment

Rex Lockman moved to adjourn the meeting. Martin Curry Second. Motion Carried at 4:48 pm.

Respectfully submitted: Anita Bartlett, WCDEA Secretary