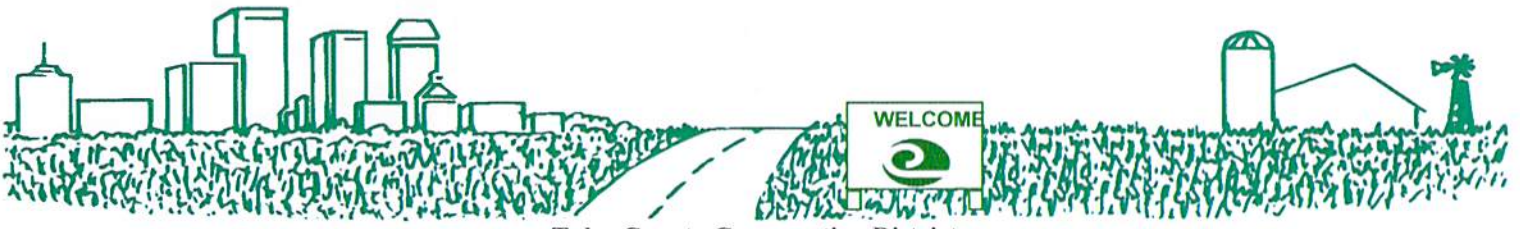


AGENDA
Board of Directors Regular Meeting
Tulsa County Conservation District
6660 S. Sheridan Rd. Suite 120
Tulsa, OK 74133
January 12, 2017 - 4:00 PM

1. Meeting called to order
2. Roll Call
3. Consider, Discuss, and Take possible action on the following agenda items:
4. Consideration of Consent Agenda:
 - A. Approval of Minutes from the December 8, 2016 Special Meeting
 - B. Approval of Financial Statements & District Budget for Period Ending December 2016
 - C. Review of TACF Financials for Periods Ending in November and December 2016
 - D. Approval of District Reimbursement Claims and Payment of Bills Owed by the District
 - E. Approval of District Employee Timesheet & Leave Records for the Month of December
 - F. Acceptance of NRCS Farm Bill performance worksheets
5. Consideration of and Possible Action on Items to be Removed Consent Agenda
6. Cost-Share Program Year 17:
 - A. Greg Daubney Update
7. Discussion and/or Possible Action on the Following District Operation Items:
 - A. TCCD Monthly Outreach Report
 - B. Discussion and Approval of MOU Partnership with Okmulgee County Conservation District
 - C. Discussion of MOU Partnership with Rogers County Conservation District
 - D. Possible Change to March 9, 2017 Board Meeting
 - E. Request from Cheryl Cheadle and Friends of Blue Thumb
 - F. District Allocation Change
 - G. OACD 2017 Dues Notice
 - H. OACD State Meeting Registration
 - I. Approval to Purchase of Home & Garden Show Tickets
 - J. This Week in Conservation
8. New Business:
9. Public Comments:
10. Adjourn:

Next regularly scheduled meeting is February 9, 2017 at the Tulsa County Conservation
District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.



Tulsa County Conservation District
5401 S. Sheridan Road, Suite 201 * Tulsa, Oklahoma 74145-7522
918-280-1595 Fax: 280-1594 E-Mail: Tulsaccd@conservation.ok.gov

STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes from the **Regular Meeting** of the Tulsa County Conservation District Board of Directors held on **January 12, 2017** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held on **February 9, 2017**

Belissa Gray
Chair, Board of Directors

02/10/2017
Date

Attest:

Harriette Faurie

**Minutes
Tulsa County Conservation District
Regular Board Meeting**

Date: January 12, 2017

Time: 4:00 PM

Members Present: Melissa Gray, Chairwoman
Jana Black, Vice Chairwoman
Zach Kilburn, Treasure
John Beasley, Member

Members Absent: Tom Tolbert, Member

Others Present: Gabriael Parker, District Secretary

1. Meeting Called to Order:

Chairwoman, Melissa Gray called the meeting to order at 4:09 PM. She noted this was a regular meeting and is held in compliance with the Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and following, as amended. Notice of this meeting is on file with the county clerk's office. The agenda for this meeting was posted on January 11, 2017 in the front window at 6660 S. Sheridan Rd. Suite 120, Tulsa, Oklahoma 74133.

1. Meeting called to order
2. Roll Call
3. Consider, Discuss, and Take possible action on the following agenda items:
4. Consideration of Consent Agenda:
 - A. Approval of Minutes from the December 8, 2016 Special Meeting
 - B. Approval of Financial Statements & District Budget for Period Ending December 2016
 - C. Review of TACF Financials for Periods Ending in November and December 2016
 - D. Approval of District Reimbursement Claims and Payment of Bills Owed by the District
 - E. Approval of District Employee Timesheet & Leave Records for the Month of December
 - F. Acceptance of NRCS Farm Bill performance worksheets

After a brief discussion, Zach Kilburn made a motion to accept the consent agenda as presented. John Beasley 2nd the motion. Nays: None. The motion carries.

5. Consideration of and Possible Action on Items to be Removed Consent Agenda

6. Cost-Share Program Year 17:

A. Greg Daubney Update

Gabriel Parker said that we had one participant complete their cost-share practice. Gabriel said Greg Daubney completed his pond at the end of December, and he received his payment on December 27, 2016. We still have three more participants who have not completed their practices, but the completion deadline is not until August. No further action needed to be taken at this time.

7. Discussion and/or Possible Action on the Following District Operation Items:

A. TCCD Monthly Outreach Report

Gabriel Parker said it was a relatively quiet month. Zach Kilburn asked if I had attended the Sustainable Tulsa Meeting. Gabriel said she was unable to attend the meeting, but put on there to show it is something TCCD should be attending. Gabriel said it would be better to not put it on the report if I did not attend. She said she understood it could be misleading. Gabriel said she had spent a considerable amount of time scanning and organizing the NRCS electronic files, but believed it would help the flow of the office. Gabriel said even though it was listed on upcoming events, she would give the board an update on the Crow Creek Leadership Meeting. She said the committee has planned two work days for February 3rd and 4th. Gabriel said she will double check with Jean to make sure these days are set, but when she did ask if the board could spread the word to get volunteers. Gabriel said she does have a meeting scheduled with Julie Monnot to discuss the Home and Garden Show, but was told Julie had been very sick and may not be able to attend. Gabriel said she would reschedule it. No further action needed to be taken at this time.

B. Discussion and Approval of MOU Partnership with Okmulgee County Conservation District

After a brief discussion, John Beasley made a motion to accept the MOU Partnership with Okmulgee County Conservation District. Jana Black 2nd the motion. Nays: None. The motion carries

C. Discussion of MOU Partnership with Rogers County Conservation District

After a brief discussion, the TCCD Board decided to wait to approve to the MOU with the Rogers County Conservation District, until a representative from the TCCD board and the RCCD board could meet and discuss the needs of both counties in more detail. The TCCD board felt that it did not have enough detail for approval. No further action needed to be taken at this time.

D. Possible Change to March 9, 2017 Board Meeting

Gabriel said that she is requesting that we reschedule the March 9th board meeting to either the week before or the following week due to the start of the Home & Garden show. She said that the show is March 9th – March 12th. Gabriel said just like last year, there is a schedule conflict with the meeting and the start of the show. Gabriel said she found it difficult to get everything done for both the show and meeting, when the meeting was held on Wednesday the 8th. She suggested Thursday March 16, 2017 at 4 PM. Zach Kilburn made a motion to move the March 9, 2017 meeting to March 16, 2017 at 4:00 PM. Jana Black 2nd the motion. Nays: None. The motion carries

E. Request from Cheryl Cheadle and Friends of Blue Thumb

Gabriel Parker said she received this request from Cheryl and thought I would pass it on to the board to see if they had any suggestions. Melissa Gray said it looked like she was just requesting a picture of something we thought represented TCCD. Gabriel said she would look through what we have a send something to her. No further action needed to be taken at this time.

F. District Allocation Change

Gabriel Parker said this was just an FYI and she wanted to share it with the board. We now have an additional \$1000.00 in our operating account with OCC. Gabriel said she would continue to be frugal with reimbursement requests to ensure the money lasts until June. No further action needed to be taken at this time.

G. OACD 2017 Dues Notice

Gabriel Parker said she emailed Sarah Blaney with OACD and asked her if she could attend one of our meetings to talk about benefit of paying the dues. She said she would not be able to attend this one, but she would make sure either herself or a board member would attend next month. The board decided that they would feel more comfortable making a decision on approval of paying the OACD dues after next month's meeting. No further action needed to be taken at this time.

H. OACD State Meeting Registration

As with the previous discussion in agenda item G, the board would postpone approval of sending Gabriel to the OACD State Meeting until February's meeting with Sarah Blaney. No further action needed to be taken at this time.

I. Approval to Purchase of Home & Garden Show Tickets

Gabriel Parker said she was supposed to have a meeting with Julie, but it didn't look like it would take place as planned. She had planned to talk to Julie about that in the meeting. Normally the City of Tulsa Stormwater group takes care of the tickets, but she was not sure on how involved they will be with our booth this year. Gabriel said she would prefer not to wait to see if they will take care of the tickets just in case. John Beasley made a motion to approve the purchase of 20 Home and Garden Show tickets at

\$5.00 a piece for a total of \$100.00. Zach Kilburn 2nd the motion. Nays: None. The motion carries

J. This Week in Conservation

As with previous months, this was for informational purposes. No further action needed to be taken at this time.

A. The Month of November in Conservation

Gabriel said this was just an FYI. No further action needed to be taken at this time. .

8. New Business

9. Public Comments:

10. Adjourn:

Meeting adjourned at 5:28 PM

Next regularly scheduled meeting is February 9, 2017 at the Tulsa County Conservation District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.

12:53 PM
01/09/17
Accrual Basis

Tulsa County Conservation District
Profit & Loss
July through December 2016

	<u>Jul - Dec 16</u>
Income	
Administrative Income	5,200.80
Cost-Share Reimbursements	2,429.39
OCC Reimbursements	14,293.03
Total Income	<u>21,923.22</u>
Expense	
Administrative Expense	701.95
Cost-Share Payments	4,445.63
Employee Benefits	907.68
Office Supplies	31.27
Outreach Programs	72.92
Payroll	10,191.12
Payroll Tax	4,427.10
Postage	47.00
Professional Fees	545.00
Telephone and Internet	738.69
Travel	634.67
Total Expense	<u>22,743.03</u>
Net Income	<u><u>-819.81</u></u>

12:34 PM
01/09/17
Accrual Basis

Tulsa County Conservation District
Profit & Loss
December 2016

	<u>Dec 16</u>
Income	
Administrative Income	0.10
Cost-Share Reimbursements	2,429.39
OCC Reimbursements	<u>2,977.28</u>
Total Income	5,406.77
Expense	
Administrative Expense	28.73
Cost-Share Payments	2,429.22
Employee Benefits	151.28
Office Supplies	31.27
Payroll	1,698.52
Payroll Tax	731.60
Postage	47.00
Telephone and Internet	123.15
Travel	<u>124.96</u>
Total Expense	<u>5,365.73</u>
Net Income	<u><u>41.04</u></u>

12:31 PM

01/09/17

Accrual Basis

Tulsa County Conservastion District
Profit & Loss Detail
December 2016

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Administrative Income								
Deposit	12/30/2016		Arvest	Interest Pay...		Arvest Checki...	0.10	0.10
Total Administrative Income							0.10	0.10
Cost-Share Reimbursements								
Deposit	12/23/2016		OCC	Cost-Share Y...		Arvest Checki...	2,429.39	2,429.39
Total Cost-Share Reimbursements							2,429.39	2,429.39
OCC Reimbursements								
Deposit	12/6/2016		OCC	December 20...		Arvest Checki...	2,044.46	2,044.46
Deposit	12/22/2016		OCC	November 20...		Arvest Checki...	932.82	2,977.28
Total OCC Reimbursements							2,977.28	2,977.28
Total Income							5,406.77	5,406.77
Expense								
Administrative Expense								
Check	12/8/2016		Wal-Mart	Board Meetin...		Arvest Checki...	28.73	28.73
Total Administrative Expense							28.73	28.73
Cost-Share Payments								
Check	12/27/2016	8508	Greg Daubney	Greg Daubne...		Arvest Checki...	2,429.22	2,429.22
Total Cost-Share Payments							2,429.22	2,429.22
Employee Benefits								
Check	12/14/2016	8503	OCC	December 20...		Arvest Checki...	151.28	151.28
Total Employee Benefits							151.28	151.28
Office Supplies								
Check	12/13/2016		Office Depot	Office Suppli...		Arvest Checki...	31.27	31.27
Total Office Supplies							31.27	31.27
Payroll								
Check	12/15/2016	8505	Gabriael S Parker	December1-1...		Arvest Checki...	849.26	849.26
Check	12/30/2016	8505	Gabriael S Parker	December16-...		Arvest Checki...	849.26	1,698.52
Total Payroll							1,698.52	1,698.52
Payroll Tax								
Check	12/9/2016		IRS	941 Tax Pay...		Arvest Checki...	646.60	646.60
Check	12/15/2016		Oklahoma Tax Com...	November 20...		Arvest Checki...	85.00	731.60
Total Payroll Tax							731.60	731.60
Postage								
Check	12/1/2016		USPS	Purchase Rol...		Arvest Checki...	47.00	47.00
Total Postage							47.00	47.00

12:31 PM

01/09/17

Accrual Basis

Tulsa County Conservastion District
Profit & Loss Detail
December 2016

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Clr</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
Telephone and Internet Check	12/29/2016		COX Communicatio...	December 20...		Arvest Checki...	123.15	123.15
Total Telephone and Internet							123.15	123.15
Travel Check	12/12/2016	8504	Gabrael S Parker	November 20...		Arvest Checki...	124.96	124.96
Total Travel							124.96	124.96
Total Expense							5,365.73	5,365.73
Net Income							41.04	41.04



P O BOX 1670
LOWELL AR 72745

Statement Ending 12/31/2016

TULSA COUNTY CONSERVATION

Page 1 of 2

Customer Number:

ADDRESS SERVICE REQUESTED

TULSA COUNTY CONSERVATION DISTRICT
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Managing Your Accounts

-  24-HOUR ACCOUNT INFO (800) 601-8655 LINE
-  CUSTOMER SERVICE (866) 952-9523
-  MAILING ADDRESS PO BOX 799 LOWELL AR 72745
-  WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$83.10
Total Current Value		\$83.10

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
12/01/2016	Beginning Balance	\$83.10
	0 Credit(s) This Period	\$0.00
	0 Debit(s) This Period	\$0.00
12/31/2016	Ending Balance	\$83.10

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.00
Interest Paid Year-to-Date	\$0.34
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Daily Balances

Date	Amount
11/30/2016	\$83.10



P O BOX 1670
LOWELL AR 72745

Statement Ending 12/31/2016

TULSA COUNTY CONSERVATION

Page 1 of 4

Customer Number:

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6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

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-  WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$1,317.72
Total Current Value		\$1,317.72

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
12/01/2016	Beginning Balance	\$1,276.68
	4 Credit(s) This Period	\$5,406.77
	11 Debit(s) This Period	\$5,365.73
12/31/2016	Ending Balance	\$1,317.72

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.10
Interest Paid Year-to-Date	\$1.43
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Electronic Credits

Date	Description	Amount
12/06/2016	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	\$2,044.46
12/22/2016	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	\$932.82
12/23/2016	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	\$2,429.39

Other Credits

Date	Description	Amount
12/31/2016	INTEREST PMT	\$0.10

Electronic Debits

Date	Description	Amount
12/01/2016	326041 POS PIN PUR FROM CHK USPS PO 39834500 6110 E TULSA, OK 9402	-\$47.00
12/08/2016	547410 POS PUR FROM CHK WM SUPERCENTER # TULSA, OK 5411	-\$28.73



Statement Ending 12/31/2016

TULSA COUNTY CONSERVATION

Page 3 of 4

Customer Number:

NON-PROFIT INTEREST CHECKING

Electronic Debits (continued)

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/09/2016	IRS USATAXPYMT TULSA COUNTY CONSERVAT	-\$646.60
12/13/2016	OFFICE DEPOT ONLINE PMT TULSA CO CONSERVATION	-\$31.27
12/15/2016	TAX PAYMENTS OK TAX PMT	-\$85.00
12/29/2016	COX COMM TUL BANK DRAFT Tulsa County Conservat	-\$123.15

Checks Cleared

<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>
8503	12/14/2016	\$151.28	8505	12/15/2016	\$849.26	8508*	12/27/2016	\$2,429.22
8504	12/12/2016	\$124.96	8506	12/30/2016	\$849.26			

* Indicates skipped check number

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
11/30/2016	\$1,276.68	12/12/2016	\$2,473.85	12/23/2016	\$4,719.25
12/01/2016	\$1,229.68	12/13/2016	\$2,442.58	12/27/2016	\$2,290.03
12/06/2016	\$3,274.14	12/14/2016	\$2,291.30	12/29/2016	\$2,166.88
12/08/2016	\$3,245.41	12/15/2016	\$1,357.04	12/30/2016	\$1,317.72
12/09/2016	\$2,598.81	12/22/2016	\$2,289.86		



P O BOX 1670
LOWELL AR 72745

Statement Ending 11/30/2016

TULSA AREA CONSERVATION

Page 1 of 4

Customer Number:

ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Managing Your Accounts

-  24-HOUR ACCOUNT INFO (800) 601-8655 LINE
-  CUSTOMER SERVICE (866) 952-9523
-  MAILING ADDRESS PO BOX 799 LOWELL AR 72745
-  WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$8,464.42
Total Current Value		\$8,464.42

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
11/01/2016	Beginning Balance	\$8,564.07
	1 Credit(s) This Period	\$0.35
	1 Debit(s) This Period	\$100.00
11/30/2016	Ending Balance	\$8,464.42

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.35
Interest Paid Year-to-Date	\$3.54
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Other Credits

Date	Description	Amount
11/30/2016	INTEREST PMT	\$0.35

Checks Cleared

Check Nbr	Date	Amount
6092	11/07/2016	\$100.00

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount
10/31/2016	\$8,564.07	11/07/2016	\$8,464.07
		11/30/2016	\$8,464.42



P O BOX 1670
LOWELL AR 72745

Statement Ending 11/30/2016

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

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-  WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
BUSINESS MONEY MARKET		\$15,571.89
Total Current Value		\$15,571.89

BUSINESS MONEY MARKET

Account Summary

Date	Description	Amount
11/01/2016	Beginning Balance	\$15,570.61
	1 Credit(s) This Period	\$1.28
	0 Debit(s) This Period	\$0.00
11/30/2016	Ending Balance	\$15,571.89

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.28
Interest Paid Year-to-Date	\$14.28
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 24 MONTHS.

Other Credits

Date	Description	Amount
11/30/2016	INTEREST PMT	\$1.28

Daily Balances

Date	Amount	Date	Amount
10/31/2016	\$15,570.61	11/30/2016	\$15,571.89



P O BOX 1670
LOWELL AR 72745

Statement Ending 12/31/2016

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Managing Your Accounts

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-  WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$8,464.78
Total Current Value		\$8,464.78

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
12/01/2016	Beginning Balance	\$8,464.42
	1 Credit(s) This Period	\$0.36
	0 Debit(s) This Period	\$0.00
12/31/2016	Ending Balance	\$8,464.78

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.36
Interest Paid Year-to-Date	\$3.90
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Other Credits

Date	Description	Amount
12/31/2016	INTEREST PMT	\$0.36

Daily Balances

Date	Amount	Date	Amount
11/30/2016	\$8,464.42	12/30/2016	\$8,464.78



P O BOX 1670
LOWELL AR 72745

Statement Ending 12/31/2016

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Managing Your Accounts

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-  CUSTOMER SERVICE (866) 952-9523
-  MAILING ADDRESS PO BOX 799 LOWELL AR 72745
-  WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
BUSINESS MONEY MARKET		\$15,573.21
Total Current Value		\$15,573.21

BUSINESS MONEY MARKET

Account Summary

Date	Description	Amount
12/01/2016	Beginning Balance	\$15,571.89
	1 Credit(s) This Period	\$1.32
	0 Debit(s) This Period	\$0.00
12/31/2016	Ending Balance	\$15,573.21

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$1.32
Interest Paid Year-to-Date	\$15.60
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 24 MONTHS.

Other Credits

Date	Description	Amount
12/31/2016	INTEREST PMT	\$1.32

Daily Balances

Date	Amount	Date	Amount
11/30/2016	\$15,571.89	12/30/2016	\$15,573.21

Mailed 11/11/17 GP

Form 941 for 2016: Employer's QUARTERLY Federal Tax Return
Department of the Treasury - Internal Revenue Service

950114
OMB No. 1545-0029

Employer identification number (EIN) [] [] - [] [] [] [] [] [] [] []
Name (not your trade name) Tulsa County Conservation District
Trade name (if any) [] [] [] [] [] [] [] [] [] []
Address 6660 S. Sheridan Rd. Suite 120
Number Street Suite or room number
Tulsa OK 74133
City State ZIP code
Foreign country name Foreign province/county Foreign postal code

Report for this Quarter of 2016
(Check one.)
 1: January, February, March
 2: April, May, June
 3: July, August, September
 4: October, November, December
Instructions and prior year forms are available at www.irs.gov/form941.

Read the separate instructions before you complete Form 941. Type or print within the boxes.

Part 1: Answer these questions for this quarter.

1 Number of employees who received wages, tips, or other compensation for the pay period including: Mar. 12 (Quarter 1), June 12 (Quarter 2), Sept. 12 (Quarter 3), or Dec. 12 (Quarter 4) 1 [1]
2 Wages, tips, and other compensation 2 [6756 . 15]
3 Federal income tax withheld from wages, tips, and other compensation 3 [870 . 00]
4 If no wages, tips, and other compensation are subject to social security or Medicare tax Check and go to line 6.
5a Taxable social security wages . . . Column 1 [6992 . 28] x .124 = Column 2 [867 . 04]
5b Taxable social security tips . . . [.] x .124 = [.]
5c Taxable Medicare wages & tips . . . [6992 . 28] x .029 = [202 . 78]
5d Taxable wages & tips subject to Additional Medicare Tax withholding [.] x .009 = [.]
5e Add Column 2 from lines 5a, 5b, 5c, and 5d . . . 5e [1939 . 82]
5f Section 3121(q) Notice and Demand—Tax due on unreported tips (see instructions) . . . 5f [.]
6 Total taxes before adjustments. Add lines 3, 5e, and 5f . . . 6 [1939 . 82]
7 Current quarter's adjustment for fractions of cents . . . 7 [0 . 00]
8 Current quarter's adjustment for sick pay . . . 8 [.]
9 Current quarter's adjustments for tips and group-term life insurance . . . 9 [.]
10 Total taxes after adjustments. Combine lines 6 through 9 . . . 10 [1939 . 82]
11 Total deposits for this quarter, including overpayment applied from a prior quarter and overpayments applied from Form 941-X, 941-X (PR), 944-X, or 944-X (SP) filed in the current quarter . . . 11 [1939 . 82]
12 Balance due. If line 10 is more than line 11, enter the difference and see instructions . . . 12 [.]
13 Overpayment. If line 11 is more than line 10, enter the difference [.] Check one: Apply to next return. Send a refund.

Name (not your trade name) Tulsa Country Conservation District Employer identification number (EIN)

Part 2: Tell us about your deposit schedule and tax liability for this quarter.

If you are unsure about whether you are a monthly schedule depositor or a semiweekly schedule depositor, see section 11 of Pub. 15.

- 14 Check one: [] Line 10 on this return is less than \$2,500... [X] You were a monthly schedule depositor for the entire quarter.

Table with 2 columns: Tax liability (Month 1, 2, 3, Total liability for quarter) and values (646.61, 646.60, 646.61, 1939.82). Total must equal line 10.

- [] You were a semiweekly schedule depositor for any part of this quarter. Complete Schedule B (Form 941), Report of Tax Liability for Semiweekly Schedule Depositors, and attach it to Form 941.

Part 3: Tell us about your business. If a question does NOT apply to your business, leave it blank.

15 If your business has closed or you stopped paying wages... [] Check here, and enter the final date you paid wages

16 If you are a seasonal employer and you do not have to file a return for every quarter of the year... [] Check here.

Part 4: May we speak with your third-party designee?

Do you want to allow an employee, a paid tax preparer, or another person to discuss this return with the IRS? See the instructions for details.

[X] Yes. Designee's name and phone number Gabriel Parker (918) 280 - 1596

Select a 5-digit Personal Identification Number (PIN) to use when talking to the IRS.

[] No.

Part 5: Sign here. You MUST complete both pages of Form 941 and SIGN it.

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.



Sign your name here

Handwritten signature: Gabriel Parker

Print your name here

Gabriel Parker

Print your title here

District Secretary

Date 1/10/2017

Best daytime phone (918) 280 - 1596

Paid Preparer Use Only

Check if you are self-employed []

Preparer's name

PTIN

Preparer's signature

Date

Firm's name (or yours if self-employed)

EIN

Address

Phone

City State

ZIP code

Oklahoma Employment Security Commission

EMPLOYERS QUARTERLY CONTRIBUTION REPORT

Cashier: P O Box 52004 Oklahoma City, Ok 73152-2004

Your report has been received, DO NOT mail a copy of the Employers Quarterly Contribution Report with payment.

1. Employee SSN	Change Type	2. Last Name	First Name	Middle Name	3. Total Wages Paid	4. Taxable Wages Paid
					\$6,756.15	\$0.00
REPORT TOTAL					\$6,756.15	\$0.00

14. Monthly count of all full and part-time workers who worked or received pay subject to unemployment insurance for the payroll period that includes the 12th of the month.

Month 1 Month 2 Month 3

15. Oklahoma Account Number:

16. Federal I.D. No:

17. Qtr / Yr:

18. Due Date:

19. Employer Name / Address

TULSA COUNTY CONSERVATION DIST	
6660 S Sheridan Rd Ste 120	
TULSA	OK
74133	- <input type="text"/>

Confirmation No.: **CE5AF74390**

5. TOTAL WAGES PAID.....	\$6,756.15
6. TAXABLE WAGES PAID.....	\$0.00
7. Contribution Rate for This Quarter.....	1%
8. Contributions Due.....	\$0.00
9. Interest Due.....	\$0.00
10. 10% Penalty Due + \$100.00 Penalty Due.....	\$0.00
11. Debit.....	\$0.00
12. AMOUNT DUE.....	\$0.00
13. Amount Paid.....	

I certify this report is correct and no contribution is paid by any employee

Contact Name:	Gabriel Parker
Title:	District Secretary
Contact Phone:	918-280-1569
Date:	12/19/2016

Performance Worksheet/Operational Tasks

Use this form July 1, 2013 to June 30, 2014

Tulsa County

Conservation District:

January-17

Month & Year

Day of Month

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

Conservation Planning

Customer service toolkit data entry																																									
Conservation plan maintenance																																									
Assemble plan components																																									
Conducts on-site inspections																																									
Provide practice check out services																																									
Development of plan and soil maps																																									
Other																																									

Outreach for Farm Bill Programs

News Article Development																			X			X																			
Outreach Activities	H								X						H																										
Assist with monthly outreach report	O								X						O																										
Public presentations	L														L																										
Success stories	I														I																										
Earth Team volunteer program	D														D																										
Assist with statewide media	A														A																										
Other	Y								X						Y		X																								

Administrative Assistance for Farm Bill Programs

Filing		X	X	X				X	X	X	X	X				X	X	X	X		X																			X	
Updating General Manual and FOTG	O														O																										
Receptionist	F	X	X	X				X	X	X	X	X			F	X	X	X	X		X																				X
General office correspondence	F	X	X	X				X	X	X	X	X			F	X	X	X	X		X																				X
Record of meeting minutes	I									X					I																										
Maintain office schedules	C	X	X	X				X	X	X	X	X			C	X	X	X	X		X																				X
Maintain ledgers	E	X	X	X				X	X	X	X	X			E	X	X	X	X		X																				X
Other			X					X	X							X	X																								

Farm Bill Contracting


Explain and promote farm bill programs																																									
Local work group coordination																																									
Complete program applications	C										X				C																										
Program application rankings	L														L																										
Compile and file applications	O	X										X			O			X																							
Prepare and mail form letters	S														S																										
Plan and contract development	E														E																										
Provide technical assistance	D														D																										
Update and maintain LTP-003																																									

Other Farm Bill Activities (add as needed)

Estimated number of hours all district staff worked this month assisting with Farm Bill delivery: 35 Hours

I certify that the above items as marked have been accomplished according to the terms of this agreement and meet with my full satisfaction:


Conservation District Board Representative (Signature & Date)


NRCS District Conservationist (Signature & Date) 2/3/17

TCCD Monthly Outreach and Activities Report

December 2016



Meetings:

12/01/2016	Sustainable Tulsa Meeting
12/07/2016	Okmulgee County CD Board Meeting
12/08/2016	TCCD Board Meeting
12/15/2016	NRCS Zone 2 Safety Meeting

Upcoming Meetings

01/05/2017	Sustainable Tulsa Meeting
01/11/2017	Crow Creek leadership Meeting
01/13/2017	H&G Show Planning Meeting with Julie Monnot

Special Events:

12/08 – 12/10	Tulsa Farm Show
---------------	-----------------

Up Coming Events:

01/02/2017	New Year's Day Observation – Office Closed
01/16/2017	Martin Luther King Jr. Day – Office Closed

Upcoming Deadlines:

01/20/2017	ACEP-Wetland Reserve Easement Program
02/24-2017	NRCS: Statewide NRCS EQIP Ranking Deadline

Work Duties Performed:

- ❖ Assemble Agenda and Minutes for Meetings
- ❖ Answer phones
- ❖ Cost-Share Year 17 Assistance
- ❖ TCCD/TACF Website Updates
- ❖ Email Correspondences
- ❖ Bill Pay
- ❖ NRCS Contract Labels
- ❖ Office Storage Room Reorganization
- ❖ NRCS Scanning E-File Maintenance and Labeling
- ❖ Office Mail

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) dated for convenience this 4th day of January, 2017, is between the Okmulgee County Conservation District (OCCD) and the Tulsa County Conservation District (TCCD), both of which are governmental subdivisions of this state and a body corporate and politic pursuant to the Conservation District Act (27 A.O.S. § 3-1-101 et seq.).

Whereas, Conservation Districts are authorized under the provisions of 27A O.S. § 3-1-101 et seq. and 74 O.S. § 581 to enter into this agreement; and,

Whereas, the OCCD and the TCCD desire and are authorized to work together to meet the conservation mandates and purposes of the Conservation District Act and the conservation needs of the citizens of Oklahoma; and

Whereas, the purpose of this MOU is to provide adequate staffing and support to all conservation districts during challenging economic times; and

Whereas, any two or more districts organized under the provisions of the Conservation District Act may cooperate with one another in the exercise of any or all powers conferred in the Conservation District Act; and

Whereas, any two or more districts may engage in joint activities by agreement between or among them in planning, financing, constructing, operating, maintaining and administering any program or project concerned with the conservation of renewable natural resources. The districts concerned may make available for purposes of the agreement any funds, property, personnel, equipment and / or services available to them under the Conservation District Act.

NOW THEREFORE IT IS MUTUALLY UNDERSTOOD that the OCCD and the TCCD shall:

1. OCCD will assist TCCD with educational and outreach events when available.
2. OCCD will allow Tulsa County residents to use the 6ft No-Till Drill after rental agreement is signed.
 - a. Customer will be responsible for the transportation of equipment to and from the Okmulgee County Conservation District facilities.
 - b. The customer will be required to pay a security deposit of \$300.
 - c. Only the customer shall keep and maintain the rented equipment during the terms of the rental.
 - d. The Customer is not allowed to repair the No-Till Drill, Customer will need to contact OCCD about repairs.
3. The OCCD and the TCCD will partner together on Salt Scar reclamation projects, as needed, and available.
4. OCCD and TCCD will assist each other with administrative duties as needed that include but are not limited to: Assisting with board packets, attending board meetings when needed taking minutes, payroll functions, State and Federal tax preparation, daily operations, as well as monthly operations.
5. The OCCD Board will reimbursement OCCD employees mileage, unless other arrangements are approved.

Duration

This MOU remains in effect until December 31, 2017. Both parties will we re-visit this agreement every year in January.

Amendment

This MOU may be amended or revised only by mutual agreement of the parties so long as the changes comply with both federal and state laws and regulations. Any amendment to incorporate changes affecting a specific measure may be made so long as the parties specify each party's responsibilities for the measure involved.

Termination

Either party may terminate this MOU by providing thirty (30) days written notice to the other party.

Audit Clause

It is further understood and agreed that any records, back up documents, or accounting records of the Districts relevant to this MOU are subject to examination and copying by the Oklahoma Conservation Commission and the Oklahoma State Auditor and Inspector.

APPROVED AND AGREED TO by and between the parties hereto the day and year first above appearing.

Okmulgee County
CONSERVATION DISTRICT

Robert Pinkston
Robert Pinkston, Chairman of the Board

STATE OF OKLAHOMA
COUNTY OF OKMULGEE

Before me, the undersigned, a Notary Public, in and for said County and State, on this 4th day of January, 2017, personally appeared **Robert Pinkston, Chairman of the Okmulgee County Conservation District**, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed and signed the above and foregoing instrument freely and voluntarily for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Jennifer Bailey
NOTARY PUBLIC
My Commission Expires: 5/9/18



CONSERVATION DISTRICT

Melissa Gray, Chairwoman of the Board

STATE OF OKLAHOMA
COUNTY OF TULSA

Before me, the undersigned, a Notary Public, in and for said County and State, on this 12th day of January, 2017, personally appeared Melissa Gray, *Chairwoman of the Tulsa County Conservation District*, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed and signed the above and foregoing instrument freely and voluntarily for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

NOTARY PUBLIC

My Commission Expires: _____

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) dated for convenience this 9th day of January, 2017, is between the Rogers County Conservation District (RCCD) and the Tulsa County Conservation District (TCCD), both of which are governmental subdivisions of this state and a body corporate and politic pursuant to the Conservation District Act (27A O.S. § 3-1-101 et.seq.).

Whereas, Conservation Districts are authorized under the provisions of 27A O.S. § 3-1-101 et.seq. and 74 O.S. § 581 to enter into this agreement; and,

Whereas, the RCCD and the TCCD desire and are authorized to work together to meet the conservation mandates and purposes of the Conservation District Act and the conservation needs of the citizens of Oklahoma; and

Whereas, the purpose of this MOU is to provide adequate staffing and support to all conservation districts during challenging economic times; and

Whereas, any two or more districts organized under the provisions of the Conservation District Act may cooperate with one another in the exercise of any or all powers conferred in the Conservation District Act; and

Whereas, any two or more districts may engage in joint activities by agreement between or among them in planning, financing, constructing, operating, maintaining and administering any program or project concerned with the conservation of renewable natural resources. The districts concerned may make available for purposes of the agreement any funds, property, personnel, equipment and / or services available to them under the Conservation District Act.

NOW THEREFORE IT IS MUTUALLY UNDERSTOOD that the RCCD will continue to provide conservation education at the Rogers State Conservation Education Reserve for TCCD. If assistance is needed for an outdoor classroom event, TCCD will be responsible for scheduling, well in advance, and shall pay mileage to and from the outdoor classroom site. (Our scheduled calendar is listed on our website at rogerscountyconservationdistrict.org. All scheduling is done through our website.)

It is mutually understood that the RCCD will continue to provide administrative / clerical assistance to TCCD via phone and email. In the event the RCCD District Secretary must come to the TCCD office, TCCD shall pay mileage to and from the offices.

It is mutually understood that the RCCD will continue to provide support for special events such as outreach meetings, education training sessions, county fair booths, etc. when they coincide with normal working hours. TCCD will be responsible for scheduling the needed assistance well in advance. TCCD shall pay mileage to and from the event.

- 1. Conservation Education Assistance**
- 2. Administrative / Clerical Assistance**
- 3. Provide support for special events**

Duration

This MOU remains in effect until which time either party notifies the other of termination.

Amendment

This MOU may be amended or revised only by mutual agreement of the parties so long as the changes comply with both federal and state laws and regulations. Any amendment to incorporate changes affecting a specific measure may be made so long as the parties specify each party's responsibilities for the measure involved.

Termination

Either party may terminate this MOU by providing thirty (30) days written notice to the other party.

Audit Clause

It is further understood and agreed that any records, back up documents, or accounting records of the Districts relevant to this MOU are subject to examination and copying by the Oklahoma Conservation Commission and the Oklahoma State Auditor and Inspector.

APPROVED AND AGREED TO by and between the parties hereto the day and year first above appearing.

Rogers County Conservation District

George Fraley, Chairman of the Board

STATE OF OKLAHOMA
COUNTY OF ROGERS

Before me, the undersigned, a Notary Public, in and for said County and State, on this ____ day of _____, 2017, personally appeared George Fraley, *Chair of the Rogers Conservation District*, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed and signed the above and foregoing instrument freely and voluntarily for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

NOTARY PUBLIC
My Commission Expires: _____



TULSA COUNTY CONSERVATION DISTRICT

Melissa Gray, Chairman of the Board

STATE OF OKLAHOMA
COUNTY OF TULSA

Before me, the undersigned, a Notary Public, in and for said County and State, on this ____ day of _____, 2017, personally appeared Melissa Gray, *Chair of the Tulsa County Conservation District*, to me known to be the identical person who executed the within and foregoing instrument and acknowledged to me that they executed and signed the above and foregoing instrument freely and voluntarily for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

NOTARY PUBLIC
My Commission Expires: _____

Friends of Blue Thumb

Cheryl Cheadle [cheryl.c@camploughridge.org]

Sent: Thursday, December 15, 2016 6:21 PM

To: Alfalfa County CD; Blaine County CD; Bryan CD (Area 5); Caney Valley CD; Central North Canadian River CD; Cleveland County CD; Cotton County CD; Creek County CD; Custer County CD; Deer Creek CD; Delaware County CD; Dewey County CD; Ellis County CD; Garfield County CD; Grady County CD; Harper County CD; Hughes County CD; Jefferson County CD; Kay County CD; Kiamichi CD; Kingfisher County CD; Kiowa County CD; Konawa CD; Lincoln County CD; Logan County CD; Mayes County CD; McClain County CD; Murray County CD; Muskogee County CD; North Caddo CD; North Fork Red River CD; Nowata County CD; Okfuskee County CD; Oklahoma County CD; Ottawa County CD; Payne County CD; Shawnee CD; Stephens County CD; Texas County CD; Tulsa County CD; Annie York; Wagoner County CD

Cc: Cheryl Cheadle [cheryl.c@camploughridge.org]

Hello "Friends" Conservation Districts. I am working with "Friends of Blue Thumb" Board Members, and below are some announcements we want to get out. I would like very much for you to send me a photograph that reflects your conservation district. It can be a stream, a sign that says "Entering ___ Conservation District," your board members, anything you feel reflects your district. I am working to build a Facebook page, as I discuss below. If your district has received a grant for activities in 2016, send information about that, and photographs. This will help me out. I would like for you to print this message and make it available to your board members. Thank you, CHERYL

Happy Holidays to You! As I am preparing to send out information from "Friends of Blue Thumb" I think it is a good idea to mention a couple of things. I (Cheryl Cheadle) worked with the Friends of Blue Thumb board members to put together the announcements we feel you need to see. Friends of Blue Thumb, like all others who care about our world, are watching 2016 close out and are looking to find good ways to protect streams and rivers (and all the rest of the planet) in 2017. Let's plan now to work together for the good of our natural world – the streams, rivers, lakes, forests, prairies, mountains, and deserts need us like never before.

Please read the below announcements, and then make a contact with me! I can pass your thoughts on to the Friends of Blue Thumb board members. I am sorry if you received this email twice, and if this is the case let me know. And if you do not view yourself as a Friend of Blue Thumb, let me know that as well and I will send no more information to you.

Friends of Blue Thumb would like to start a Facebook Page to help define what the organization is about. As a volunteer and a "friend," I hope you will send me photographs and information, but more news on this is below. Thank you for caring about our streams and rivers! CHERYL

Friends of Blue Thumb Update:

You probably already know this, but you are a Friend of Blue Thumb! You are one, two, or all three of the following:

- gave a financial gift because you care about our streams and rivers
- monitor a stream regularly
- help with educational efforts so that others will learn how they can protect streams and rivers

The **Oklahoma Blue Thumb Association** formed in 2013 and the organization has worked to find its place in

supporting Blue Thumb's volunteer monitoring and education efforts. In 2016, the Oklahoma Blue Thumb Association became the **Friends of Blue Thumb** to better reflect how the nonprofit organization functions and to reduce confusion concerning OBTA and the Blue Thumb statewide effort.

Friends of Blue Thumb is governed by the board members listed below, all of whom have been through a Blue Thumb training and who have either monitored or assisted others in their monitoring duties.

Graham Brannin, Tulsa City	Kurtis Koll, Lawton	Debi Carnott, Calumet	John Harrington (Trsr), Oklahoma
Mike Smolen (Vice-Chair), Stillwater Norman	Joyce Varner (Sec), Tahlequah	Christine Ward,	Dennis Wilson (Chairman), Idabel

So in a nutshell....the Oklahoma Blue Thumb Association has been renamed Friends of Blue Thumb.

Friends of Blue Thumb has recently....

- supported five conservation districts with grants to promote clean water and other sound conservation projects
- co-sponsored the September Blue Thumb volunteer conference that was held in Hinton

Currently the Friends board is working with Blue Thumb staff members to mold FBT into an organization with the ability to bring together volunteers and others for the protection of Oklahoma's streams and rivers. What will this look like? Friends of Blue Thumb is interested in raising funds that can be used to help volunteers offer effective education within their communities, particularly within the watershed where they monitor.

Today's email is an initial effort to pull volunteers together. ***At this moment in time, here is what YOU can do to help the FBT board members:***

- respond to this email (just hit reply!) and request a copy of the FBT by-laws
- send in photographs and captions about you and your monitoring – FBT is on the brink of setting up a Facebook page that will be filled with the activities of Blue Thumb volunteers
- check out the Blue Thumb Fb page and the Blue Thumb website

Helping the Friends of Blue Thumb nonprofit organization is easier than you think! Through Amazon Smile 0.5% of any purchases you make from Amazon will become a donation to Friends of Blue Thumb! What a deal! Please use the link below to start your giving with each Amazon order you place. We'll let you know how the money adds up! <https://smile.amazon.com/ch/46-1815572>

www.bluethumbok.com

www.conservation.ok.gov

<https://www.facebook.com/BlueThumbOK/>

Friends of Blue Thumb, P.O. Box 58103, Oklahoma City, OK 73112-9998 (donations accepted, 501© 3)

Cheryl Cheadle

Lead Naturalist – Outdoor Classroom
918-720-8128

Camp Loughridge

4900 W. 71st ST
Tulsa, OK 74131
www.CLOCstem.org



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District Allocation Change

Trey Lam

Sent: Tuesday, January 10, 2017 7:34 AM**To:** OCC All Districts

Greetings,

On Monday the Conservation Commissioners approved an additional \$1,000 allocation for each Conservation District. These funds will be available for use for the remainder of FY 2017. Last spring the state required a rescission in agency budgets. The percentage taken out was based on an estimate of revenue coming in to the state. In the end it was determined the reduction was too large. The Commission has held the funds as a precaution against any new budget rescissions this year. It is now our hope and anticipation that no cuts will be necessary before the fiscal year ends in June.

The outlook for next year continues to be bleak. Estimates have shown the state could have a \$800 to \$900 million shortfall. Please remember that any budget cuts from the state will have to be absorbed by all areas of the Commission and Districts. I believe our economy is turning around and tax revenue will begin to increase. The improvement will take time and we all need to do everything we can to insure funding for Conservation in Oklahoma is restored.

Thank you for all the hard work and sacrifice you have made over the last couple of years. The Oklahoma Conservation Districts and Commission have always been known for taking on insurmountable problems and solving them. Now it is our turn to meet the challenge.

Trey Lam
Oklahoma Conservation Commission
Executive Director
2800 North Lincoln Blvd
Suite 160
Oklahoma City, OK 73105

Email: Trey.Lam@conservation.ok.gov

Phone: 405 521 4827

Cell: 405 837 0146



January 6, 2017

Name
Address
City, State Zip

CC: Chairman name
Address
City, state Zip

Dear ,

Conservation Districts do critical work necessary to preserve our soil, water, air, native plants and animals, to maintain our flood control structures and watersheds and to educate those who manage the land, the public, and our youth about the importance of stewardship. OACD is your voice to share that message with elected officials, agency leaders and community stakeholders. When we tell the story of locally led, voluntary conservation as one voice, people listen. They listen, because every day you are doing amazing things in the community.

We get that districts and directors are being asked to do more, to help their neighboring district, to partner with old friends and new friends in order to carry on with our work. We understand that all of this comes at a time when the state legislature continues to cut state appropriations for conservation, when the gross production tax income levels are low, and when employees have gone without a raise for seven years. We want you to know that we are working, every day, to keep conservation districts in the forefront of the minds of elected officials and key decision makers. In addition to being your steadfast advocate, OACD is continuing to work on issues of soil health by leading and assisting with training and networking opportunities for districts, directors and cooperators. We continue to partner with agencies and nonprofits to address water quality, air quality, pollinator habitat, invasive species issues.

Your 2017 annual dues payment of \$400 allows us to complete these efforts on your behalf. Thank you for being a member of OACD.

Sincerely,

Steve House
OACD President

*Okconservation.org has all the up-to-date information on OACD efforts. Please use the calendar tab to add your district events at okconservation.org/submit-event-for-calendar



January 6, 2017

2017 OACD Membership Dues Notice

OACD annual organization dues: \$400/conservation district
payment fulfills requirements for a district to be in good standing

There are multiple dues payment options including:

- one time installment of \$400.00
- two installments of \$200.00
- four installments of \$100.00

Please complete payments by 9/1/2017 unless payment plan indicted, then dues are to be paid in full be 12/31/2017

Make checks payable to:

OACD

PO Box 2775

Oklahoma City, OK 73101

In order to make sure we have current information to inform districts of important news regarding programs, legislation and events **please include a list of your board members and employees names, email addresses and phone number(s).**

District Name: _____

Board/Employee Member Contact Info ___attached ___emailed to
sarahblaney@okconservation.org



2017 OACD STATE MEETING REGISTRATION INFORMATION PACKET

To: All Conservation District Directors
Conservation District Employees
NRCS Employees
OACD Associate Members

Date: December 8, 2016

Subject: 79th Annual OACD Meeting – February 26, 27, and 28

We have a great annual meeting planned for you this year. We have a new location, new training opportunities for district employees and district directors, and conservation experts like Mike Brown from the National Association of State Conservation Agencies and Dr. Randy Anderson from ARS in South Dakota who specializes in reducing the need for herbicide by implementing plant diversity. We will also have experts to speak about soil health tests, highlight new work being done on pollinators and to help improve water quality. As always, we will honor the best in conservation at our service and annual awards programs. There is also great networking opportunities with a fun, casual game night planned for Sunday and the legislative reception and banquet on Monday.

HOTEL INFORMATION – The annual meeting will be held at the Embassy Suites Oklahoma City Downtown/Medical Center. The hotel is located at 741 N. Phillips Avenue in Oklahoma City just south of the University of Oklahoma Medical Center off of Lincoln Boulevard. The hotel offers complimentary made-to-order breakfast, complimentary snacks and drinks in the evening, free parking and a free shuttle to Bricktown. Our room rate is the prevailing government rate of \$97/night. **The cut-off date to receive the group rate is FRIDAY FEBRUARY 3RD @ 5:00 P.M.** This is the latest I could get the cutoff date for the discount. If you call after then, they will charge you the regular going rate.

Frequently Asked Questions about Reservations:

1. Call Embassy Suites at 1-405-239-3900 and reserve the number of rooms your group will need. Our group code is “OCD” and our group name is “Oklahoma Association of Conservation Districts.”
2. If you are booking rooms for multiple people, you will need to email the entire list of the rooms that you should be charged for including the dates of their stay to Sara Yarbrough at sara.yarbrough@prismhotels.com This is the only way that you will be able to pay with one check for your entire district. You need to email this list to Sara Yarbrough prior to your arrival. You will also be required to complete a credit card authorization form from the hotel. No purchase orders will be accepted.
3. **Please Do Not** include NRCS employees in your reservation list. Because of the federal rules about paying for rooms, their registrations must be made separately.
4. **There is free parking at the hotel for our group. However, parking is somewhat limited. If you can, please car pool.**
5. Aloft Hotel is close to the Embassy Suites and reservations can be made by calling 1-877-Go-Aloft

Check in is at 3:00 PM and check out is at noon.

If you are canceling a room reservation, please notify the hotel.

MEETING REGISTRATION –Attached is a registration form. Please make copies, as needed. NRCS employees will receive registration instruction from their state office. Everyone must pay a registration fee. **Payment must be mailed (NO FAXES or E-MAILS) with your registration form. Please note the pre-registration deadline is February 10th (registrations must be received in the mail by the 10th or regular registration will be applied).** If paying by credit card, there is a 4% processing fee. Complete and mail your registration form, (along with your check payable to **OACD**), to:

OACD c/o Larry Wright
401 N. Bryan Street
Weatherford, OK 73096-5611

No refunds for registration or meals will be made after February 17th

SPEECH CONTEST & YOUTH AWARDS PROGRAM – The speech contest is scheduled to begin at **1:30 p.m. on Sunday February 26, 2017**. Check-in for Division I and Division II contestants will be in Young Ballroom D. Contestants must be checked in by 1:15 p.m. Districts are responsible for making all necessary arrangements for their contestants. The Youth Awards Program will begin at 4:00 p.m. Districts need to make arrangements for essay and poster winners to be present to accept their awards or have a director to accept the award on their behalf.

DON'T FORGET YOUR LEGISLATORS - OACD will send invitations to your legislators for the reception and banquet on Monday evening. **It is very important that you follow-up with a special invitation from your District by contacting them. The reception will at 6:00 p.m. and the banquet will be at 7:00 p.m.** Please also let Trey Lam and Sarah Blaney know that you have invited your legislators by including them on email invites and updating them on personal invites. You can find out who your legislators are by visiting www.okconservation.org and clicking under the "Resources" tab.

If you are interested in sponsoring your legislator, please select a legislative banquet sponsorship amount on the registration sheet. Thank you in advance for your willingness to help.

Districts will be supporting the legislative banquet instead of individual legislators. This will allow all districts help support legislators' attendance, even if their own legislators are unable to make it. **ALL DISTRICTS SPONSORING THE BANQUET WILL BE RECOGNIZED IN THE PROGRAM AND AT THE RECEPTION.**

DISTRICT EMPLOYEES BREAKFAST – The breakfast will be held in the restaurant of the Embassy Suites. If you are attending the meeting, but not staying at the hotel you can purchase breakfast in the restaurant. Complimentary made-to-order breakfast is provided to all guests of the hotel.

OACD AUXILIARY PROGRAM – The OACD Auxiliary is planning some great activities. Questions? Contact the Auxiliary President, Dianne Jeans at dnnjeans@yahoo.com

AUCTION - This year a silent and live auction will be held. OACD, OACDE and the Auxiliary are sponsoring the event. The silent auction will be Sunday and Monday. The live auction will be at the conclusion of the legislative banquet. **However, for the auction to be successful we are asking Conservation Districts, Directors, Employees and Auxiliary Members to bring items. Bring your auction items to the registration**

area at 1:00 p.m. on Sunday or contact Don Bartolina to arrange delivery.

QUESTIONS? – Contact Sarah Blaney at 517.763.8609 or Larry Wright at 580.772.4192

LOCAL
LEADERSHIP
GLOBAL
IMPACT



REGISTRATION

79th Annual Oklahoma Association of Conservation Districts Meeting
February 26, 27, 28, 2017
Embassy Suites Downtown/Medical Center – OKC, OK

Please Print

REGISTRANT NAME: _____

TITLE & DISTRICT (IF APPLICABLE): _____

NAME TO APPEAR ON NAME BADGE: _____

EMAIL: _____

SPOUSE NAME: (If attending) _____

PACKAGES	No.	Fee	Amount
Pre Registration (before February 10, 2017) <u>No meals are included</u>	_____	\$ 125.00	_____
Registration (after February 10, 2017) <u>No meals are included</u>	_____	\$ 160.00	_____
Pre-Registration Package (not available after February 10, 2017) (Includes Registration, 1 Monday Lunch and 1 Legislative Banquet)	_____	\$ 194.00	_____
Registration Package (available only until February 22, 2017) (Includes Registration, 1 Monday Lunch and 1 Legislative Banquet)	_____	\$ 218.00	_____
Spouse Registration Package (available until February 22, 2017; no refunds after Feb. 17th) (Includes 1 Monday Lunch, 1 Legislative Banquet, & Auxiliary program)	_____	\$ 125.00	_____

INDIVIDUAL ITEMS

Conservation Game Night (Sunday night social activity)	_____	\$ 0.00	_____
Monday Luncheon	_____	\$ 46.00	_____
Monday Legislative Banquet	_____	\$ 52.00	_____
Auxiliary Programs	_____	\$ 30.00	_____

Legislative Banquet Sponsorship (select one): \$25 \$50 \$75 \$100 Other: _____

TOTAL _____

No refunds for meals or registrations will be made after February 17, 2017. All credit or debit card payments will be charged a 4% service fee.

79th Annual OACD State Meeting Agenda February 26, 27, and 28

Sunday February 26, 2017

- 1:00 p.m. - 4:00 p.m. – Registration, Trade Show set-up, silent auction set-up
- 1:00 p.m. - OACDE Executive Board Meeting
- 1:30 p.m. - State Speech Contest Divisions I & II
- 2:00 p.m. - OACD Resolutions Committee Meeting
- 3:00 p.m. - OACD Nominations Committee Meeting
- 4:00 p.m. - OACD & OACDE Youth Awards Program
- 5:00 p.m. - Inspiration Hour with Greg Scott and music by Jimmy & Larry Ford and Jimmy Emmons
- 7:30 p.m. – Social Game Night with OACDE

Monday February 27, 2017

- 7:00 a.m. - OACDE Program with Sean Wallace from the Oklahoma Public Employees Association
- 7:00 a.m. - Registration for trade show and conference
- 8:00 a.m. - Trade show opens & silent auction
- 9:00 a.m. - 1st General Session with Mike Brown, Executive Director of the National Association of State Conservation Agencies
“Why Conservation Districts Matter”
- 10:00 a.m. - Break
- 10:15 a.m. - Concurrent Sessions with track options for employees, NRCS and directors
 - “What you need to know about being a district director” with Mike Brown, Executive Director of NASCA
 - “Accomplished Stars – Higher Goals – District Employee Training: watershed PDM3 Forms, OK Maps, IT Phone Training and more!”
 - “Conservation Planning in 2017” with Gary O’Neill, OK State Conservationist
- 10:30 a.m. – Auxiliary Program “Making a Succulent Dish Garden” with Casey Hentges, host of Oklahoma Gardening
- 12:00 a.m. – Lunch with Dr. Jim Chamberlain, Co-Director of the WaTER Center at OU
- 1:00 p.m. – NRCS Partnership Awards, Director & Employee Service Awards, OK Prescribed Fire Association Awards and Auxiliary Scholarship
- 1:45 p.m. – Auxiliary departs for Governor’s Mansion tour

- 2:45 p.m. - Concurrent Sessions of Business Meetings
 - Natural Resources Conservation Services
 - Oklahoma Association of Conservation District – presentation of the 2017 Legislative Agenda, Awards Discussion
 - Oklahoma Association of Conservation District Employees – presentation of the 2017 Legislative Agenda, Awards Discussion
- Discussion
- 6:00 p.m. - Legislative Reception
- 7:00 p.m. - Legislative Banquet & Awards
 - Employee of the Year
 - Hall of Fame Awards
 - President’s Award
 - 2016 Demonstration Farm Awardees
 - The 2nd Annual “Mike Thralls Memorial Scholarship” Awardees
 - Outstanding Cooperator, Director and District
- 8:00 p.m. - Live Auction

Tuesday March 1, 2016

7:30 a.m. - OACD Past President's Breakfast

8:00 a.m. - Tradeshow opens

8:00 a.m. - Pesticide Applicators Workshop

8:30 a.m. - 2nd General Session *"Blue River Water Quality Project"* with Jona Tucker, Preserve Director for the Nature Conservancy
Announcement of 2016 OACD Executive Board Members

9:30 a.m. – Concurrent Sessions

"Utilizing Soil Health Practices to Increase Farm Profits" Russell Hedrick, JRH Grain Farms

"Educational Focus for Districts"

10:15 a.m. – Concurrent Sessions

"Conversion to Cover Crops" Adam Daughtery, Coffee County, TN District Conservationist

"How Districts can become involved with OK Monarch Efforts" Katie Hawk, Coordinator for Monarch Summit

11:00 a.m. – Break

11:15 a.m. – Concurrent Sessions

"District Conservationist Training" Gary O'Neill, OK State Conservationist

"Utilizing Cover Crops for Weed Management" Dr. Randy Anderson, Agriculture Research Services, South Dakota

Noon – Lunch*

 District employees and district directors can purchase Tuesday lunch tickets at cost for \$30.00; lunch is included in the \$40 Tuesday daily registration fee.

1:00 p.m. *"How Healthy Soils can help your Operation Weather Climate Change"* Dr. Cait Rottler, Agriculture Research Services, Oklahoma

1:30 p.m. – *"Haney Soil Health Test: how to use it on your operation"* Dr. Rick Haney, ARS, Texas (invited)

2:00 p.m. – *"OSU Soil Health Assessment Tool"* Dr. Jason Warren, Oklahoma State University

2:30 p.m. – *"Soil Health on Grazing Lands"* Steve Glasgow, USDA-NRCS

3:00 p.m. – Producer Network Concurrent Breakouts

HOMEBUILDERS ASSOC. OF GREATER TULSA

11545 E. 43rd St.
Tulsa, OK 74146

STATEMENT

Statement Date: Dec 31, 2016

Customer Account ID: 1002

Voice: (918) 663-5820

Fax: (918) 628-0493

Tulsa County Conservation District
Gabriael Parker
6660 S. Sheridan Rd. #120
TULSA, OK 74133

Amount Enclosed

\$ _____

Date	Due Date	Reference	Paid	Description	Amount	Balance
11/11/16	12/11/16	16-11146		2017 H&G Exhibitor Wrist Bands	100.00	100.00
					TOTAL	100.00

0-30	31-60	61-90	Over 90 days
100.00	0.00	0.00	0.00

You may have forgotten this bill. Thanks for your attention.

**We gladly accept Visa, MasterCard, Discover, and American Express credit cards
with a convenience fee of 3%**

December 1, 2016

This Week in Conservation



This is an internal newsletter intended for Conservation Commission and conservation district staff, directors, and partners.

Customized Soil Health Field Days Offered



- Cover crop planning & design
- Forage mix design & use
- Companion plantings
- Grazing management
- Grazing system planning
- Infiltration testing
- Irrigation
- Erosion
- Sprayers & settings
- Soil sampling
- Equipment selection & settings
- Plant ID
- Water quality
- Ecosystem services
- Other: _____



The Conservation Commission's Soil Health Program continues its *Restoring Soil Health* education series in 2017 with customizable soil health field days for conservation districts. "Tell us what you and your producers need or want to know," says Greg Scott, OCC Soil Scientist, "and we'll find the experts, dig a hole, and come talk." Some of the experts Scott and his team will call upon are members of the **Oklahoma Soil Health Partnership**. The group works together to offer workshops, demonstrations, field days, soil research and other resources for conservation districts, producers, and anyone interested in soil health. Partner logos are shown below. Districts and partners are asked to help with publicity for the events, "And of course if anyone can sponsor lunch, that's always a plus," says Scott with a smile.

A wide variety of topics are available for field days. Examples are shown in the checklist to the left and include cover crop planning and design, equipment settings, and erosion control. "We understand that, just like soil type, the knowledge and needs of producers varies across the state," says Scott. Our goal is to provide people with the tools, know-how, and confidence to begin to adapt their management to improve their soil health and bottom line. Call us! We're here to help!" **To inquire about planning a customizable field day**, call: 405-522-4739 or email: stacy.hansen@conservation.ok.gov.

What to Do:

1. Find a producer to host.
2. Choose 3 or 4 topics of producer interest.
3. Contact us to reserve your date.
4. We'll find the experts and come to you!

Conservation Calendar of Events



Date	Event	Location	District	Contact
Dec 05	World Soil Day	Worldwide		405-522-4739
Dec 05	Conservation Commission Monthly Meeting	OKC		405 521-2384
Dec 13	Eufaula Conservation Programs Workshop	Eufaula	McIntosh CCD	918-689-4040
Dec 30	OACDE Employee of the Year Nominations Due	Dewey CCD		580 328-5366
Jan 09	Conservation Innovation Grant proposal deadline	NRCS		405-742-1244
Jan 13	KNID Agrifest (Enid Farm Show)	Enid	Garfield CCD	580-237-1390
Jan 24	No Till on the Plains Annual Conference	Salina, KS		785-210-4549
Jan 27	Blue Thumb training for new volunteers	OKC University	Oklahoma CCD	405-522-4738

OACDE Employee of the Year Nominations Accepted thru 12/30

OACDE is now taking applications for the "District Employee of the Year." Deadline for submissions is **December 30, 2016**. Winner announced at OACD state meeting February 26 - February 28, 2017. For a nomination form contact Coleta Bratten at deweyccd@conservation.ok.gov

OACD Now Accepting Applications for the Mike Thralls Memorial Scholarship

[Eligibility information and applications](#)

District Director Responsibilities: A 10-Minute Guide Series

Guide No. 17 - Understanding the Terms of "At-Will Employees"

Directors of a district may employ a secretary, technical experts and other employees as necessary and determine their duties and compensation. Employees of a conservation district are at-will employees.

Read the full guide.

The 10-Minute Guide Series is a series of informational topics designed to help conservation district directors become more informed and knowledgeable about their responsibilities. Directors are encouraged to review a guide before each board meeting, and then have a 10 minute discussion on it during the meeting. The series is available online here:

<http://bit.ly/258CtOT>

World Soil Day December 5th

World Soil Day is a campaign of the Food and Agriculture Organization of the United Nations to raise awareness of the critical importance of soil in our lives. It celebrates the importance of soil as a critical component of the natural system and as a vital contributor to human wellbeing. Videos, posters, postcards, t-shirts are available to help deliver the message. See more at: <http://bit.ly/SoilDay>





Cheryl Cheadle Sharing Soil Health Education



Cheryl Cheadle, Tulsa County Blue Thumb volunteer, presented information on healthy soils and plants to second graders from Roy Clark Elementary on November 29 and 30. The students (from the Union School District) visited Camp Loughridge's Outdoor Classroom for a day of adventure and learning in the great outdoors! Cheryl says OCC soil scientist, Greg Scott, is the one who go *her* excited about soils in the first place. We're so happy to see she's spreading the word about soil health!



At Camp Loughridge in west Tulsa students learn about taking care of the earth.



Healthy soil will contain organic matter, and will have an earthy, moist smell. The children were reassured that the smell indicated good soil.



Simple tools such as shovels are not second nature to lots of today's kids. The Roy Clark 2nd graders got to give it a try!



The soil that was investigated by students was from Lake Parthenia's riparian zone. It was rich, dark, and moist. Total number of students receiving soil health education: 111 over two days!

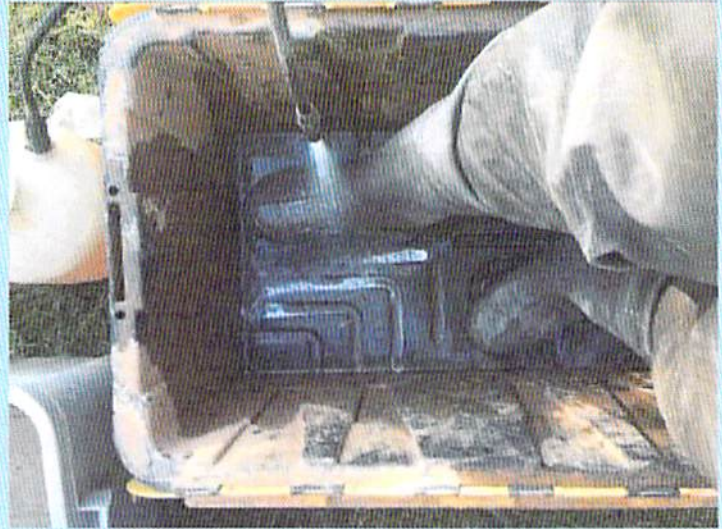
“Allow a child to dig a hole and reach in and grab a handful of soil – it was amazing how much time they spent looking it over, rolling it through their fingers, seeking worms and roly polies, smelling it, and observing how a root system holds soil together.”

—Cheryl Cheadle



OCC Taking Extra Steps to Prevent Spread of Aquatic Nuisance Species

In 2012, OCC water quality monitoring specialists began using decontamination procedures on field equipment used in streams. This adds time at each stream site, but it is worth it. The establishment and spread of aquatic nuisance species in Oklahoma, such as zebra mussels, golden algae, and Didymo, is a concern. For example, **zebra mussels were just discovered in Lake Hefner in Oklahoma City**. The lake is the primary drinking water supply for the OKC metro area. The mussels damage water intake structures and potentially pose a multibillion-dollar threat to industrial and public water supplies. They have infested about 20 lakes in Oklahoma by moving through river systems and **hitching a ride on boats that are used in several lakes and not properly cleaned**. Because they aren't native, aquatic nuisance species can harm populations of native species that compete for resources, posing a threat to the overall balance of aquatic ecosystems. Proactive measures are necessary to prevent establishment and/or the spread of these nuisance species, which is why OCC staff take the time to decontaminate equipment. **What can you do?** ODWC urges everyone to **Clean, Drain, and Dry** your boats and equipment when leaving a lake.



Electrofishing to Assess Stream Health

This summer, OCC water quality monitoring specialists Nathan Carter, Leonard Moore, and Wes Shockley used electrofishing to make a fish collection at Big Creek in **Nowata CCD** at left. In addition to using electric current, the trio also pulled a seine through the creek to ensure the collection would be thorough. As is always the case, they identify, record, and release the fish, keeping only voucher specimens as standard operating procedures dictate. The stream yielded close to 30 different fish species. Each summer this crew utilizes electrofishing on 40 to 60 streams depending on which basin they're in.

Wetlands!

When we hear the word “wetland,” most of us immediately think “water.” However, to be considered a wetland an area really only needs to hold water at or near the surface for approximately 3 consecutive weeks *every other* year. In fact, it is the alternating wet and dry periods that make wetlands unique in their plant communities, soil development, and their ability to take in excess nutrients from nearby land and waterbodies. The pictures below show a wetland on the **Hulah Wildlife Management Area** in **Osage CCD** during a dry period (left) and a wet period (right). These pictures were taken during the National Wetland Condition Assessment in 2011 and 2016. The Oklahoma Conservation Commission participates in this national survey to help track the health of these important ecosystems across the country.



The Wetlands Program at the **Oklahoma Conservation Commission** provides landowners informational tools on wetland management options as well as pursuing restoration through voluntary efforts. For questions about wetlands, contact Brooks Tramell, at 405-522-6908 or brooks.tramell@conservation.ok.gov.



Why You Should Leave the Leaves

Savvy gardeners know that keeping fallen leaves on their property has benefits.

Traditionally, leaf removal entails: rake leaves into piles (or blast them with a blower), bag the piles and place the bags out to be hauled off to a landfill, or burn them. Yet, this robs your garden, field, or lawn of nutrients while destroying wildlife habitat. Instead, let fallen leaves stay on your property. Here's why:

Leaves form a natural mulch that helps suppress weeds and fertilizes the soil as it breaks down. Why spend money on mulch and fertilizer when you can make your own?

Removing leaves also eliminates vital wildlife habitat. Critters ranging from turtles and toads to birds, mammals and invertebrates rely on leaf litter for food, shelter and nesting material. Many moth and butterfly caterpillars overwinter in fallen leaves before emerging in spring.

Too many leaves? Compost them!

Source: *National Wildlife Federation, nwf.org. 9-28-2015; Laura Tangley*



Slake Test Demo an Attention Getter

OCC's slake test demonstration at the Southern Soil Health Conference in Belton, TX, got a lot of getting attention. Attendees were amazed that glomalin and organic matter hold soil together so well, and how quickly conventional till soil falls apart compared to no-till soil. Districts and NRCS employees: Remember your soil health buckets have slake test kits in them for doing quick and simple demonstrations at farm shows, in the office, or in the field. Just keep some clods handy! Have questions about it? Drop us an email at: stacy.hansen@conservation.ok.gov



Advice from a River

Go with the flow

Immerse yourself in

nature

Slow down and meander

Go around the obstacles

Be thoughtful of those

downstream

Stay current



December 22, 2016

This Week in Conservation



This is an internal newsletter intended for Conservation Commission and conservation district staff, directors, and partners.

'Tis the Season

In this season of giving and receiving, Conservation Commission staff wanted to help the less fortunate. Staff donated \$50 and 167 pounds of food to the Regional Food Bank of Oklahoma. The Food Bank reports that the donation will provide 390 meals to Oklahomans struggling with hunger. Staff also donated over 50 toys to Oklahoma Toys for Tots. The donations were gathered at the Conservation Commission's quarterly full staff meeting, where a representative from the food bank was the featured speaker. The goal of the meetings is to bring all staff together under one roof to talk business, engage in teambuilding and camaraderie, and to encourage a collaborative, positive work environment. The meeting included a chili cookoff won by one who knows how to cook with soil's bounty!



Santa and his elf gathered and loaded the toys for tots.



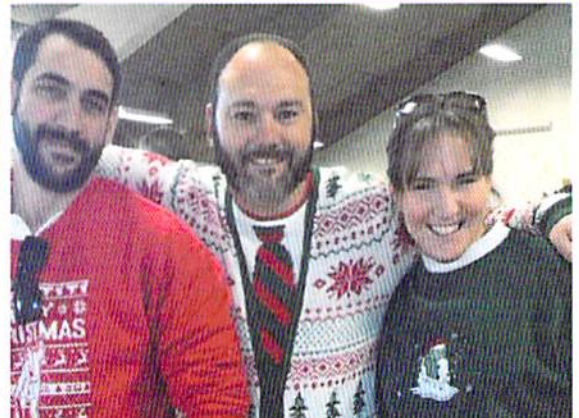
Thank you Johnny Pelly for the hand-made awards!



A smiling Greg Scott won the chili cookoff with his entry titled, "Animal, Vegetable Mineral."



"Ugly" sweaters always look better on smiling faces!



A rousing game of reverse charades acting out Christmas songs proved challenging for the groups. How would you act out, "Let it Snow! Let it Snow! Let it Snow!" or "Sleigh Ride"?!

Conservation Calendar of Events



Date	Event	Location	District	Contact
Dec 30	OACDE Employee of the Year Nominations Due	Dewey CCD		580 328-5366
Jan 09	Conservation Commission Monthly Meeting	OKC		405 521-2384
Jan 09	Conservation Innovation Grant proposal deadline	NRCS		405-742-1244
Jan 13	KNID Agrifest (Enid Farm Show)	Enid	Garfield CCD	580-237-1390
Jan 24	No Till on the Plains Annual Conference	Salina, KS		785-210-4549
Jan 27	Blue Thumb training for new volunteers	OKC University	Oklahoma CCD	405-522-4738

Watershed Aide Needed

Garvin CD seeks a full-time **Watershed Aide** to perform operation and maintenance and complete other duties relating to the district's watershed structures. Candidates must have an Oklahoma Commercial Driver's License or be able and willing to obtain the license. Candidates will also be required to obtain a non-commercial applicators license. The salary for this position is \$12.50/ hour plus benefits. Some overnight travel maybe required. **Applications can be picked up** at the district office located at 16664 N. Butler Rd., Pauls Valley. **Garvin CD** is an equal-opportunity employer.



Blue Thumb Facebook



Check out the informative videos including those shot underwater on Blue Thumb's Facebook page.

A favorite is "A little grass goes a long way in preventing erosion. Imagine a streambank with no vegetation."

<https://www.facebook.com/BlueThumbOK/>

Area V Healthy Soils Applicants Needed

OACD is accepting applications through **Jan. 31, 2017** from individuals interested in establishing a demonstration farm in **Area V**. Selected producers will receive up to \$115 per acre for seed cost, fair rental rate compensation, technical assistance and testing/monitoring equipment. Eligible producers must qualify for EQIP as defined by the 2014 U.S. Farm Bill and submit a full Healthy Soils Project application to OACD by Jan. 31, 2017. More info at <http://www.okconservation.org/healthy-soils>

New State Mileage Rate

There will be a new mileage reimbursement rate in 2017. In the 2016 session, the Legislature passed House Bill 2704 paving the way for Oklahoma to set a mileage reimbursement rate that is different from the federal rate used previously. The new rate, effective **January 1**, is **\$0.47 cents per mile**.

District Director Responsibilities: A 10-Minute Guide Series

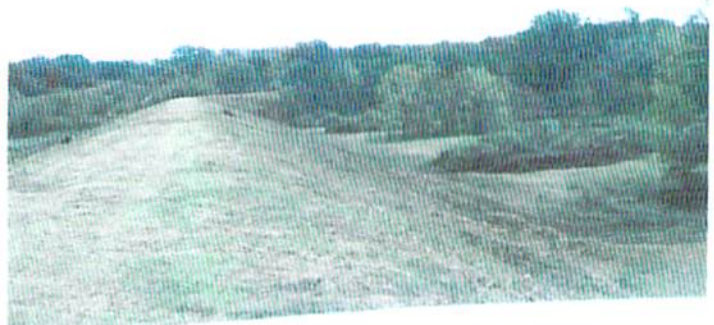
Guide No. 18 - Parliamentary Procedures

When conducting a board meeting it is important to follow established rules. Rules of parliamentary procedure are based upon common sense and logic. Rules protect the rights of the majority, the minority, individual members and absentees.

Read the full guide.

The 10-Minute Guide Series is a series of informational topics designed to help conservation district directors become more informed and knowledgeable about their responsibilities. Directors are encouraged to review a guide before each board meeting, and then have a 10 minute discussion on it during the meeting. The series is available online here:

<http://bit.ly/258CtOT>



Watershed Crew Assists Little River CD

"The OCC watershed crew came down on Nov. 1st. to help us clear Site# 6 on the newly acquired Whitegrass/ Waterhole watershed system which was located in the former Valliant Conservation District. Site# 6 is the largest lake in the system and had been overgrown with trees and brush for many years. The landowner was very appreciative of their work. I didn't get any photos of the guys working because we had our Bobcat out working along beside them. The one photo of their vehicles was taken from the top of the dam after that section of the dam had been cleared. You could see nothing but trees before the photo. We had plans to clear one more site, but was rained out. Everyone should get a chance watch the watershed crew at work. They can do some amazing things with those little Bobcats."

—Frank Acker, District Manager
Little River CD



Deer Creek CD Holds Open House

Deer Creek CD opened its doors for a year-end *thank you* recently. At the event, long-time District Director, Alveta Taylor, was presented a Governor's Award by OCC Executive Director, Trey Lam, in commemoration of her service to the district. Also on hand were Representatives Todd Russ and Harold Wright; District Directors Bertha Miller, Larry Wright, and Shane O'Daniel; Associate Director, Carol Gaunt; OACD Past President and Garfield CCD Director, Kim Farber; and OCC Water Quality Division Director of Finance and Implementation, Ed Crall, who lives in the district.



SAVE OUR HISTORY!



The legacy we build today will inform the actions of future conservationists. Help us preserve conservation history before it's too late!

Progress is being made towards the establishment of an **Oklahoma Conservation History Collection**. We know there are invaluable pieces of history in every conservation district office, but exactly what those pieces are and how many there are remains unknown.

We Need Your Help!

You can help us create an inventory of conservation documents and artifacts by:

1. Stop throwing items of potential historical value out. We hope to begin collecting valuable items soon.
2. Set aside items and documents you think could be of historical significance or of value to a conservation history collection. Don't be humble! Your district's history is valuable and worth preserving. Photos, scrapbooks, old equipment, vintage furniture, uniforms and patches, tools and more could all be included in a conservation history collection.
3. Email nrcsinfo@ok.usda.gov a list of items in your office or barn you believe should be preserved. This list can be as general or specific as you like. It can be as simple as, "we have three big boxes of old slides and photos," or as specific as, "we have the XYZ grass drill, books a, b, and c about conservation, and a signed photo of Hugh Hammond Bennett."

For now, please do not mail in your history finds. The **Conservation History Working Group** will assess the inventory with the assistance of historians and archivists to identify how best to collect and preserve your documents and artifacts. Thank you for helping **Save Our History!**



Oklahoma Association of Conservation Districts Annual State Meeting 2017



79th Annual OACD Meeting, Feb. 26-28, 2017
Embassy Suites Oklahoma City Downtown Medical Center

This year will feature:

- New meeting location!
- New training opportunities for district employees and district directors
- Conservation experts like Mike Brown from the National Association of State Conservation Agencies and
- Dr. Randy Anderson from ARS in South Dakota who specializes in reducing the need for herbicide by implementing plant diversity.
- Experts to speak about soil health tests
- Highlight new work being done on pollinators and to help improve water quality.

Make your hotel reservations today!

The Embassy Suites Oklahoma City Downtown Medical Center is located at 741 N. Phillips Avenue in Oklahoma City just south of the University of Oklahoma Medical Center off of Lincoln Boulevard. The hotel offers complimentary made-to-order breakfast, complimentary snacks and drinks in the evening, free parking and a free shuttle to Bricktown. Our room rate is the prevailing government rate of \$97/night. The cut-off date to receive the group rate is Friday, Feb. 3 @ 5:00 P.M.

<http://www.okconservation.org/oacd-state-meeting>

OACD Hosts Annual Christmas Luncheon

OACD President, Steve House, presided over the annual OACD Christmas luncheon held in December in Oklahoma City to show appreciation for the Conservation Partnership. The luncheon was timed around several business meetings to maximize opportunities for attendance, including the monthly meeting of Conservation Commission members that morning, and the meetings of OACD, OACDE, and the new Conservation History Working Group.



Blue Thumb Staff Update



- ◆ **Jean Lemmon** is the new program lead with the title of Director of Education and Reporting.
- ◆ **Kim Shaw** continues as Quality Assurance Officer and Data Manager and will continue working with volunteers points west.
- ◆ **Candice Miller** has taken on the additional role of Project WET Coordinator and will continue working with volunteers points east.
- ◆ **Jeri Fleming** continues as Communications Managers and working with volunteers in the Stillwater and Tahlequah areas.
- ◆ **Rob Barossi** is a new Blue Thumb Educator starting in January. He will learn the ropes right off the bat at the:

**Blue Thumb New Volunteer Training
January 27-28
Oklahoma City University Campus**



facebook Tips for Districts

- Try to post or share at least once per week, and definitely don't go longer than a month without a post.
- Once you create a page, it becomes your public face to the world. While you may be too busy to post to the page, a lack of consistent posts looks just the opposite: It looks like you don't have anything going on in your district!
- Take advantage of the post scheduling feature. When you have a little extra time, schedule your next one or more posts. Have more time than ideas? Email us at info@conservation.ok.gov for ideas.



Woodward County Conservation District

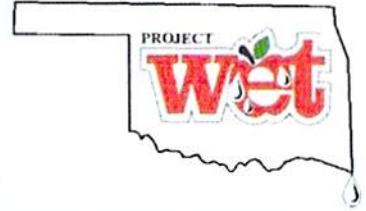
Wildlife escape ramps. Woodward County Conservation makes and sells these. They are made to fit a 20' x 24' tank and they meet NRCS specifications. It could help save the life of an animal. Call 580-256-5320 x108 or 580-256-6311 for more information.



We think these are great examples of Facebook banners that show what these districts are about!



Oklahoma Project WET Facilitator Workshop



When: January 19-20 9 am - 3 pm

Where: Lincoln Plaza 4545 N. Lincoln Blvd., OKC, OK 73105

What: PWET Facilitator Training

Why: Learn about PWET and how to teach water-focused activities

Who: Anyone who has attended a Project WET workshop

Instructors: Candice Miller, Oklahoma PWET Coordinator & Erica Cox, Missouri PWET Coordinator

Have you attended a Project WET workshop in the past where you participated in a fun WET activity? Take it to the next level and learn how to conduct your own PWET activity workshops! Join Blue Thumb staff and others for this Project WET Facilitator Workshop to:

- ◆ Learn more about Project WET (Water Education for Teachers)
- ◆ Hear about the changes to the Oklahoma Project WET Program
- ◆ Get introduced to teaching hands-on activities in the PWET Curriculum and Activity Guide 2.0
- ◆ Learn techniques you can use to be an effective teacher of PWET activities and workshops
- ◆ Get a free lunch both days
- ◆ Earn your very own *Project WET Curriculum and Activity Guide 2.0* filled with engaging, hands on, educational water-related activities (\$20 value), and a certificate.

RSVP to stacy.hansen@conservation.ok.gov or 405-522-4739 **by January 13** if you plan to attend, or if you have questions. Note: You must attend the whole workshop, both days, to get the activity guide and certificate. **Limited to 20 participants.**

Jean Lam, Fourth Generation Farmer/Rancher

Jean Lam, daughter of OCC Executive Director Trey Lam, is featured in a recent article by the **Oklahoma Farming and Ranching Foundation**.



Jean chose to return to the family farm in **Garvin CD** rather than pursue a law degree in natural resource conservation. Lam Farms is a diversified operation producing a variety of crops and livestock.

Precision planting allows use of every square foot to its most efficient ability. Combined with **no-till practices**, "We're able to grow more bushels per acre and not drain the land of the necessary nutrients it needs for next year's crop." says Jean. "As a producer, it's incredibly important to me from the moment I make the seed selection, to the moment I put it in the ground, to the moment it comes off my farm, that I make good decisions for my family, my friends and my community." Read the full article Here:

<http://okfarmingandranchingfoundation.org/jean-lam-pauls-valley-ok/>



Ho, Ho, Ho Soil Health!!

Even Santa and Mrs. Claus are interested in soil health! They stopped by our booth at the **Tulsa Farm Show** and learned that planting cover crops in their fields would provide forage for the reindeer and improve the soil for their future crops!