

2014 Conservation Employee Training



Conservation . . . Call to Duty

MONDAY – 8.11.2014

MORNING

8 a.m. – 5 p.m. – Registration Open – City Hotel & Bistro – Lobby

9 a.m. – 5 p.m. – Pond Design – Salon 1

Angela Greene – Watauga Engineering; Daphne Cartner – NCDA&CS DSWC

This training will be two full days discussing both embankment pond and excavated pond designs. It will cover the requirements for a farm pond dam design including surveys, soils, and spillway design. There will be an overview of NRCS WinPond Software. Participants will have the opportunity to size the spillway system, estimate earthfill/excavation volumes, review construction plans, construction checks and as-built survey requirements.

***Bring your own **laptop**, if you have one. CCP Credits approval pending*

AFTERNOON

1 – 5 p.m. – Field/Class Workshop on Grassed Waterway Design – Alice F. Keene Park, 4561 County Home Road, Greenville, 252-902-1975. “Community School”

Joy Sherrod – USDA NRCS; PJ Andrews – Pitt Soil & Water Conservation District

This will be a 1 ½ day field and class training with take home guides to assist with the design of grass waterways. This training will go in-depth on an actual site with collection of data and the design of a grassed waterway and a pipe structure at the waterway outlet. The new design procedures in the revised Chapter 7 of the Engineering Field Handbook will be discussed. A review of the hydrology calculation procedures in EFH2 will be covered and instructions on data input for the waterway design in Engineering Field Tools (EFT).

***Bring your own **laptop**, if you have one. CCP Credits approval pending.*

1 – 5 p.m. – New Employee Orientation – Salon 2

Dick Fowler – NCASWCD; Kelly Ibrahim, Kim Livingston, Natalie Woolard, & the Cost Share Staff – DSWC; Alan Walker & Renee Melvin – USDA NRCS

This session is designed for employees with less than three years of service or employees who want a refresher. The participants will learn about the history of soil and water in NC, the organization of the partnership, the job approval authority process and the Professional Conservation Employees Program. Through a facilitated process the employees will be able to develop their own training program. Participants are asked to bring their district’s strategy plan and their Job Approval Record if available. This session continues on Tuesday morning.

1 – 7 p.m. – WOW! – Wonders of Wetlands – Pitt County Ag Center, Kitchen, 403 Government Circle

Susan Woodard – Johnston SWC District; Sheila Jones – Wake SWC District

This workshop will help you to bring creative and resourceful wetland activities, information, and ideas onto the school grounds and into the classrooms. WOW! includes: over 50 hands-on multidisciplinary activities in lesson plan format, extensive background information on wetlands, ideas for student action projects, and a wetlands resource guide. Get a jump start on this year’s conservation school contest theme: “Wetlands are Wonderful”. This workshop qualifies for Criteria 1 NC Environmental Education Certification credit and a meal will be included.

EVENING

6:30 p.m. – until – NC Conservation District Employees Association’s fund raising Pig-Picking, Pound Cake Bake-Off, all with old fashioned homemade ice cream and corn hole. The event will be next door to the hotel under the tent behind the Pitt County Convention Center. *Bring a folding chair if you have one.*

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TUESDAY – 8.12.2014

MORNING

7:30 a.m. – 5 p.m. – Registration Open – City Hotel & Bistro – Lobby

8 a.m. – 5:30 p.m. – Pond Design – Salon 1
Continuation of Monday's session.

8 a.m. – 5:30 p.m. – Field/Class Workshop on Grassed Waterway Design – Alice F. Keene Park
Continuation of Monday's session.

8:00 – 12:15 – New Employee Cost Share Orientation – Salon 3
This session is continued from Monday afternoon and is designed for employees with less than three years of service or employees who want a refresher. The division staff will review the basics of the division cost share programs, CREP, the online contracting system and commission policies including program reviews and compliance. The division staff will also be available to answer your cost share questions.

10:00 – 12:15 – Employee Development and Human Resources topics of interest – Salon 2
Please join us as we hear from the Director of Training and Development for Pitt County Government regarding systems and approaches to equip, motivate, and oversee employees. Techniques for fostering a good work ethic in the district, and effective approaches to manage and resolve conflicts, will be covered.

10:00 – 12:15 – Amphibians - "Wetlands are Wonderful" Contest Theme Resource – Directors Room
Mike Campbell - NC Wildlife Resource Commission Educator
North Carolina is home to some of the greatest diversity of amphibian species of anywhere in North America. Our state has more than 60 species of salamanders, as well as 29 species of frogs. This session will cover the wetland habitat requirements, population ranges and human interactions with these species. It will also include helpful hints to identify them in the wild.

12:30 – 1:30 – Lunch Buffet in Ivy Room at Conference Hotel or Deli Lunch at Alice F. Keene Park

AFTERNOON

1:30 – 5:30 – Wetland Activities & 'A Peek at Pocosins' – Directors Room
Holly Denham - NC Division of Water Resources' Project Wet coordinator; Marie English - APNEP
Holly has designed a set of complementary lessons to help the District educator bring the 'Wetlands are Wonderful' theme to local classrooms. Joining her will be Marie English who has been working on creating special fresh water wetland lessons and activities for our own 'Pocosins'. North Carolina is lucky to be home to some of the country's most unique wetland environments, Pocosins! They act as habitat for over 300 wildlife species including large mammals like black bears and red wolves. Pocosins are found along our coast and are defined by acidic peat soils, low shrubs, and pond pines. This makes them great for teaching plant adaptations (carnivorous plants!), wetland classification, ecosystem restoration and many other topics.

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TUESDAY – 8.12.2014

1:30 – 5:30 – Mobile Soils Classroom – Hotel Parking Lot just outside meeting room doors

Richard Hayes – NCASWCD; Dr. Carl Crozier – NCSU; Teresa Hice – Wake SWC District

Get the first peek at the new mobile soils lab trailer and demonstrations. There will also be sessions on Wednesday afternoon and Thursday morning to allow all interested to participate.

1:30 – 5:30 – Planning for Your District's Success – Salon 2

Implementing an effective comprehensive conservation program that addresses the highest priority resource needs in a district requires effective local leadership and coordination. The Local Workgroup process can be a very helpful method to obtain valuable input to influence districts priorities and program implementation. This interactive session will discuss some effective strategies to plan, promote, and operate an effective local workgroup process involving local stakeholders.

1:30 – 5:30 – Basic Survey Training Using Levels – Salon 3

Daphne Cartner – NCDA&CS DSWC

This track is intended for new employees and those who need some refresher or reinforcement training in the area of surveying with an engineer's level or a laser level. Areas to be covered include field book format and use, setting a level, peg checks, surveying a profile, cross-section, closed loop/traverse and a small grid survey, reducing notes and checking closure (accuracy). There will be a short session on Tuesday afternoon to discuss the field book layout and good field practices. Wednesday afternoon will be a hands-on training using the equipment and what to do with the data you collect.

***CCP Credits approval pending.*

EVENING

5:45 – 6:45 – Welcome Reception – Ivy Room

Provided with appropriate conference registration fees.

7:00 – 8:30 – State Envirothon Committee Meeting – Salon 1

7:00 – 8:30 – NC SWC Commission Work Session Meeting – Salon 2

7:00 – 8:30 – NC District Employees Association Board Meeting – Salon 3

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WEDNESDAY – 8.13.2014

MORNING

7:30 – 2 p.m. – Registration Open – City Hotel & Bistro – Lobby

8:30 – 10 a.m. – General Session – Salon 1 & 2

Welcome – David Williams, NCDA&CS DSWC

Conservation Planning, JAA, CCP – Pat Harris, DSWC; Tim Beard, NRCS;

Emergency Response & Reporting (iFarm) – Sharron Stewart, NCDA&CS; Natalie Woolard, DSWC

NC Conservation District Employees Association Meeting – Mike Doxey, NCCDEA President

10 – 10:30 – Break with refreshments

10:30 – 12:30 – NC Soil & Water Conservation Commission Meeting

Vicky Porter – Chairwoman; Tommy Houser – Past President; John Langdon – President; Manly West – 1st Vice President; Bill Yarborough – Mountain Region; Craig Frazier – Piedmont Region; Charles Hughes – Coastal Region Representative

- 12:30 – 1:30 – Lunch on your own

AFTERNOON

1:30 – 5:30 – Conservation District Educators Share Fair – Directors Room

Join as other District Educators share tips and classroom activities; Get the 'Wetlands are Wonderful' contest theme correlation to the SCOS along with other contest resources

1:30 – 5:30 – Mobile Soils Classroom – Hotel Parking Lot just outside meeting room doors

Richard Hayes – NCASWCD; Dr. Carl Crozier – NCSU; Teresa Hice – Wake SWC District

Get the first peek at the new mobile soils lab trailer and demonstrations. There will also be a session on Thursday morning to allow all interested to participate.

1:30 – 5:30 – Public Records and Document Retention – Salon 1

Soil and water conservations districts are independent units of local government that are subject to the Open Meetings Law, and NC Public Records Law. Join us as we hear from authorities regarding Open Meetings Law requirements (posting, minutes, closed sessions, and more), and Public Records Requests (including federal considerations related to 1619 and FOIA). The draft Document Retention Schedule for districts (created by the NC Department of Cultural Resources) will be shared.

1:30 – 5:30 – Cost Share Programs Updates – Salon 2

This session is designed for all district staff who work with cost share programs, CREP and/or within the online contracting system. Division staff will review the comprehensive cost share programs manual, updated commission policies and highlight changed or new best management practices. Division staff will identify where district staff can locate information online and will be available to answer questions regarding cost share programs and online contracting.

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WEDNESDAY – 8.13.2014

1:30 – 5:30 – Basic Surveying – Alice F. Keene Park, 4561 County Home Road, Greenville, 252-902-1975

Continuation of Tuesday afternoon's session.

1:30 – 5:30 – Pond Sediment Removal – Offsite at Boys & Girls Club

Ricky Hayes & Josh Pate – Wilson SWC District; Carl Dunn – NCDA&CS DSWC

This will be a hands-on demonstration of the recommended method to estimate/measure the sediment to be removed from a farm. Participants will have the opportunity to participate in measuring the depth of sediment, review of estimating side slopes, setting up grid survey of the pool area and calculated the sediment to be removed.

***Bring a folding chair if you have one*

EVENING

6:00 – 7:00 – Team Building Buffet – Ivy Room

Provided with appropriate conference registration fees.

7:00 – 9:00 – NC CDEA After-Hours & Such Fund Raising – Salon 3

Come join your co-workers for a fun night of networking.

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THURSDAY – 8.14.2014

MORNING

7:30 – 10 a.m. – Registration Open – City Hotel & Bistro – Lobby

8:00 – 11:30 – Financial Administration for Soil and Water Conservation Districts – Salon 3

Learn the basic requirements of the Local Government Budget and Fiscal Control Act (LGBFCA), and review 'Frequently Asked Questions' from districts related to LGBFCA implementation. Hear from the NC Department of State Treasurer regarding implementation of the LGBFCA and required forms. Explore the 'Internal Audit' options provided under NC General Statute, Chapter 139-7, and review tools related to this provision. This will be a "can't miss" session for districts that manage their own finances.

8:00 – 11:30 – A Morning with Joanna McPhatter – Directors Room

Joanna has agreed to bring another set of her quick and easy lessons & classroom activities to share with other conservation district educators.

8:00 – 11:30 – Mobile Soils Classroom – Hotel Parking Lot just outside meeting room doors

Dr. Carl Crozier – NCSU; Teresa Hice – Wake SWC District

Get the first peek at the new mobile soils lab trailer and demonstrations. There will also be a session on Thursday morning to allow all interested to participate.

8 a.m. – 5 p.m. – Conservation Planning - AgWRAP – Salon 2

Facilitator: Natalie Woolard – DSWC; Josh Spencer – USDA NRCS; Daphne Cartner – NCDA&CS DSWC
This session is designed to provide participants with interactive activities regarding conservation planning policies and how it relates to eligible AgWRAP practices. Discussions and activities will include the conservation planning policies, programmatic changes to preliminary site assessments, identifying resource concerns, writing a good narrative and the basic fundamentals of conservation planning.

8 a.m. – 5 p.m. – Conservation Planning – Grazing and Pasture Management – Salon 1

Facilitator: Joe Hudyncia – DSWC; Robert Horton & Amanda Schaller – USDA NRCS

This session is designed to provide participants with interactive activities regarding conservation planning policies and how it relates to grazing and pasture management. Discussions and activities will include the conservation planning policies, identifying resource concerns, writing a good narrative and the basic fundamentals of why conservation planning is important. CCP Credits approval pending.

8 a.m. – 5 p.m. – Developing Baseline & Easement Stewardship – Offsite Stokes

Kim Livingston & Kent Vaughn – DSWC; Tatum Justice & Jennifer Rogers Avesing – Coastal Land Trust

This in-the-field training will guide you through exercises on how to develop a baseline document and how to properly monitor a conservation easement. This training will increase confidence for your District to acquire and manage conservation easements. Lunch provided with fee onsite.

11:30 – 1:00 – Lunch on your own

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THURSDAY – 8.14.2014

AFTERNOON

- 1:00 – 5:00 – Financial Administration for Soil and Water Conservation Districts (continued)– Salon 3
Building on the morning sessions; review basic accounting practices (as required by the LGBFCA), and legal budgeting requirements and practices (including public hearings). The NC Department of Revenue will share requirements related to sales tax, for districts that are selling conservation related goods or services as a means to generate revenue.
- 1:00 – 5:00 – More on Marshes & Wetlands – Directors Room
Terri Kirby-Hathaway – Coastal Studies Institute
Discover more ways to teach about marshes and wetlands. Learn five additional activities that will reinforce concepts learned in “WOW! The Wonders of Wetlands” workshop earlier in the week. Featured activities include “Edible Estuary” and “Mystery Marsh Water” – so bring your curiosity and base knowledge and test your wetlands IQ.

EVENING

- 6:30 – 8 p.m. – Banquet – Salon 2 & 3
Provided with appropriate conference registration fees.