

Joint Plan of Operations (July 1, 2021 through September 30, 2022)
Oklahoma County Conservation District / Oklahoma City Field Office
 Contact: (405) 415-4602 or (405) 521-1332 oklahomaccd@conservation.ok.gov

<p>District Directors:</p> <ul style="list-style-type: none"> • Jan Kunze, Chair • Phil Campbell, Vice Chair • Rick Godfrey, Treasurer • Mark Moehle, Member • Laura Pollard, Member • Richard Parker, Associate Member 	<p>District Staff:</p> <ul style="list-style-type: none"> • Don Bartolina, Manager • Becky Inmon, Administrative Assistant • Kevin Mink, Urban Soil Health Specialist <p>NRCS Staff:</p> <ul style="list-style-type: none"> • Brandon Burns, District Conservationist • Stephanie Guy, Soil Conservationist • Nick Owen, Conservation Technician
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Mission of the Oklahoma County Conservation District

- *To educate, empower, and assist the citizens of Oklahoma County in protecting, managing, and conserving our renewable natural resources.*

Vision of the Oklahoma County Conservation District

- *To have clean water and healthy soils for a sustainable quality environment*

Natural Resources Conservation Service Mission Statement:

- *We deliver conservation solutions so agricultural producers can protect natural resources and feed a growing world.*

Natural Resources Conservation Service Vision Statement:

- *A world of clean and abundant water, healthy soils, resilient landscapes, and thriving agricultural communities through voluntary conservation.*

The Oklahoma County Conservation District holds a regular board meeting the first Wednesday during the months of June through April, and on the second Wednesday during the month of May. Meetings begin at 1:30 p.m. and are held at 4850 N. Lincoln Blvd, Ste B, Oklahoma City, Oklahoma. All meetings are open to the public.

Natural Resource Conservation Priorities and Programs: Resource concerns determined through locally led meetings, outreach meetings, and resource concern surveys from customers

<ul style="list-style-type: none"> • Soil health and protection • Reduce soil erosion • Improve water quality • Improve water quantity • Reduce invasive species 	<ul style="list-style-type: none"> • Improve grazing lands • Improve wildlife habitat including monarch and pollinator habitat • Improve outreach to urban agriculture producers • Continuing conservation education and outreach • Flood control
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Priority Resource Concern: Soil health and protection

Measurable Goal:

- Conservation plans developed and implemented
- Producers assisted with soil health measurements and practices

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Funding Source	Notes
Develop and implement plan for annual farm tour. (In person or webinar)	1 tour	Sept 21	Directors Staff	5 days	CARE grant	
Schedule pollinator prairie training event for soil health and plant ID.	5 events	Aug-Sept 21 Apr-June 22	Mink	8 days	Grant OCC In-kind	
Participate in State Cost Share and NRCS Programs such as EQIP and CSP.	3 programs	Sept 22	Directors Staff Team 10	15 days	Cost Share Farm Bill	
Develop and assist in implementation of conservation plans to improve soil health.	20 plans	June 22	Team 10 Mink	60 days	In-Kind OCC	
Assist producers with soil health measurements & practices. (Utilize WORMS)	10 producers	June 22	Team 10 Mink	5 days	OCC Grants	
Continue monitoring soil health sites and train volunteers to help monitor the sites.	3 sites	June 22	Mink	12 days	OCC Grants	

Priority Resource Concern: Reduce soil erosion

Measurable Goal:

- Conservation plans developed and implemented
- Producers assisted with soil health measurements and practices

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Develop and assist in implementation of conservation plans.	20 plans	All Year	Team 10 Mink/Guy	60 days	In-Kind	
Assist producers with soil health measurements and practices.	25 producers	All Year	Team 10 Mink/Guy	12.5 days	OCC Grants	
Identify partner organizations and projects to help reduce urban erosion.	3 partners	June 22	Mink	4 days	OCC Grants	

Priority Resource Concern: Improve water quality (livestock, nutrients, pesticides, and other pollution sources)

Measurable Goal:

- Educate 500 people on water quality
- Complete 3 water quality improvement projects
- Blue Thumb monitoring of 10 streams

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Educate citizens on water quality issues through educational programs and workshops.	500 people	June 22	District staff Directors	60 days	Grants OCC Local	
Complete water quality improvement projects.	3 projects	June 22	Mink	25 days	Grants OCC	
Work with Oklahoma Blue Thumb in monitoring streams in Oklahoma County.	9-10 streams	June 22	District staff	4 days	OCC Local	
Host Blue Thumb appreciation event for volunteers.	1 event	March 22	District staff	3 days	Grant \$300 Local \$100	

Priority Resource Concern: Improve water quantity (including water supply, water storage, and stormwater infiltration)

Measurable Goal:

- Complete 3 water storage, 1 water supply projects
- Identify 2 sites where we measure water infiltration rates

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Participate in State and NRCS Cost Share Programs.	2 programs	Mar 22	Directors Staff Team 10	15 days	Cost Share Farm Bill	
Assist producers in implementing planned practices for water wells and ponds.	4 practices	June 22	District staff Team 10	8 days	OCC In-Kind	
Collaborate with city officials and other partners to reduce urban runoff and increase infiltration. Identify sites where we measure water infiltration rates.	2 current sites + Additional WORMS Sites	June 22	Mink	6 days	OCC Grants	

Provide technical assistant to landowners for appropriate pond construction and/or management.	10 producers	June 22	District staff Team10	5 days	OCC In-kind	
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Priority Resource Concern: Reduce invasive species

Measurable Goal:

- Have 130 acres treated for invasive species suppression

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Participate in State and NRCS Cost Share Programs.	2 programs	June 22	Directors Staff Team 10	15 days	Cost Share Farm Bill	
Assist producers in implementing planned brush management practices.	50 acres	June 22	District staff Team 10	18 days	OCC In-Kind	
Provide technical assistance to improve invasive species control.	80 acres	June 22	Team 10 District staff	10 days	OCC Local In-Kind	

Priority Resource Concern: Improve grazing lands

Measurable Goal:

- Have 500 acres of conservation treated areas

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Participate in State and NRCS Cost Share Programs.	2 programs	June 22	Director Staff Team 10	15 days	Cost Share Farm Bill	
Assist producers in implementing planned practices for converting marginal cropland through forage or biomass planting.	60 acres	June 22	District staff Team 10	4 days	OCC In-Kind	
Provide technical assistance to producers in improving existing pasture and range lands.	350 ac	June 22	Staff Team 10	8 days	OCC In-Kind	

Priority Resource Concern: Improve wildlife habitat including monarch and pollinator habitat

Measurable Goal:

- Have 6 projects completed for wildlife habitat and/or pollinator enhancements

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Identify funding source and collaborate with local partners to establish or improve native wildlife and pollinator habitat on six projects.	6 projects	Aug-Sept 21	Mink	10 days	Grants & In-Kind	City of Edmond OKC Zoo Will Rogers Park
Provide technical assistance for yards and other small plots.	20 areas	June 22	Mink	20 days	OCC	
Develop comprehensive signage for new habitats.	20 signs	June 22	Mink	5 days	OCC Grants	
Increase public awareness through educational events and social media.	15-20 events	June 22	Mink Inmon	10 days	OCC Local	
Weekly plant postings through the growing season such as 'Wildflower Wednesday'.	16 posts	July-Sep 21 May-Jun 22	Mink	5 days	In-Kind	
Monitor and maintain pollinator habitat sites.	5 sites	As needed	Mink	24 days	OCC Volunteer	

Priority Resource Concern: Improve outreach to urban agriculture producers

Measurable Goal:

- Number of people reached and related impact from projects

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Identify urban agriculture projects, partners and producers.	5 projects	June 22	Mink	10 days	OCC Grants	
Develop partnerships and implement projects.	10 projects	June 22	Mink	30 days	OCC Grants	
Schedule monthly urban outreach workday with Restore OKC.	12 outreach days	Monthly	Mink	.5 day/each	Volunteer	
Provide technical assistance to other conservation districts with Yard by Yard Program.	15 districts	As needed	Mink	10 days	OCC Local	

Priority Resource Concern: Continuing conservation education and outreach

Measurable Goal:

- Increase the number of adults reached with events and activities including social media
- Maintain number of natural resource education events at four
- Participate in training opportunities for directors and employees

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Sponsor natural resource day events utilizing earth team and Blue Thumb volunteers.	4 events	Sept-Oct 21 May 22	Staff Directors	20 days	\$120 Local funds	
Assist the Oklahoma Association of Conservation Districts with the National Land and Range Judging Contest.	1 event	May 22	Staff	40 days	OCC / OACD Volunteer Local	
Sponsor annual poster contest for K-5 th grade.	1 contest	Sept 21	Directors Staff	4 days	\$200 Local funds	
Provide educational activities for non-profit organizations such as churches, scouts, and after school programs.	3 events	All year	District staff	3 days	OCC Local	
Identify underserved individuals and groups to improve participation in USDA programs.	20 people	Dec 21	District staff Directors	5 days	CARE grant OCC Local	
Participate in district director and employee training opportunities and professional development including topics such as: <ul style="list-style-type: none"> ▪ Oklahoma budgeting process ▪ Effective financial management for districts ▪ Recruiting and training district directors ▪ Programs to support urban farmers ▪ Science of climate change in Oklahoma, impacts on producers, & what can be done ▪ Improving soil health on rural/urban lands ▪ Improving outreach and engagement with Black, Indigenous, People of Color, Socially Disadvantaged, and Veterans ▪ Effective publicity for district events and/or outreach ▪ Utilize training videos available on OCC YouTube site 	8-10 trainings	All Year	District staff Directors	75 days	OCC Local Grants	

Continue to develop electronic and social media messaging.	3 media	June 22	Mink Inmon	24 days	OCC Local	
Monthly webisodes during growing season on educational topics. (Example-composting.)	7 webisodes	Jul-Oct 21 Apr-Jun 22	Mink	20 days	Local	
Continue volunteer program and recruit volunteers to assist programs and projects.	25 people	All year	Mink	12 days	OCC Volunteer	
Participate in Conservation Day at the Capitol activities sponsored by OACD.	1 event	Mar-Apr 22	District staff Directors	5 days	OCC/ Local Volunteers	

Priority Resource Concern: Flood control

Measurable Goal:

- Conduct annual inspections for the two structures in Oklahoma County

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Conduct annual inspections on Bear Fall Coon and Kickapoo Nations sites in Oklahoma County.	2 sites	May 22	Directors District staff Team 10	3 days	OCC In-Kind	
Inform landowners on property easements and landowner responsibilities.	2 landowners	May 22	Directors District staff	2 days	OCC Local	
Participate in Okie One-Call System designed to help address potential construction hazards near the structures.	1 system	June 22	District staff	2 days	OCC Local	

Additional District Operational Items:

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Conduct annual employee performance reviews for three employees.	3 reviews	Nov 21	Directors	2 days	OCC Volunteer	
Execute district financial compilation to conform with state requirements.	1 compilation	Aug 21	Directors Inmon	3 days	OCC \$700	
Attend NACD South Central Region meeting.	1 meeting	Aug 21	Staff Directors	6 days	\$800 OCC/Local	

Attend OACD Area and State Meetings for training and networking with partnership.	2 meetings	Nov 21 Feb 22	Directors Staff	14 days	\$1,500 OCC/Local	
Manage NACD TA Grant for two part-time archaeology assistants including monthly payroll requirements and quarterly reports.	1 grant	Monthly/ Quarterly	Inmon	14 days	Grant OCC In-Kind	
Receive notice of Declaration of Candidacy forms for district director elected position.	1 position	May 22	Inmon	1 day	OCC Local	
Take steps to appoint or reappoint director position expiring at end of FY.	1 position	Apr-May 22	Directors	1 day	OCC Local	
Develop list of possible associate directors from recipients of district/USDA programs and/or partner agencies/organizations, etc.	1 list	June 22	Directors Staff	3.5 days	Local	
Recruit at least one associate member to serve on the board.	1 member	June 22	Directors Staff	2 days	Local	
Conduct 12 monthly board meetings.	12 meetings	1 st Wed/ monthly	Directors Staff	36 days	Local Volunteer	
Conduct Annual Work Group meeting to gather input on local resource needs.	1 Meeting	Oct 21	Directors Staff	2.5 days	Local	

Additional NRCS Operational Items:

Activities	Number	Target Dates	Person(s) Responsible	Time (Days) Required	Estimated Funding	Notes
Complete status reviews on all USDA Farm Bill program contracts within required deadline dates.	25 reviews	Jan 22	Team 10	3 days	Farm Bill In-Kind	
Complete HEL/WC compliance reviews in a timely manner and submit required reports to the SO.	10 reviews	Sept 21	Team 10	3 days	Farm Bill In-Kind	
Update and maintain required civil rights display and posters.		As needed	Guy Inmon	1 day	In-Kind OCC	
Ensure and maintain handicapped accessibility in the Oklahoma City Field Office.		All Year	Team 10		In-Kind	
Review the Cooperative Working Agreement between NRCS and the Conservation District which includes Section 1619 compliance and civil rights policies.	1 Agreement	Oct 21	Directors District staff Team 10	1 day	In-Kind OCC Volunteer	

Review the Memorandum of Agreement between NRCS, OCC, and Conservation District.	1 Agreement	Oct 21	Directors District staff Team 10			
Discuss and encourage employee participation in civil rights activities and special observances during designated months.	5 events	Sep 21 Oct 21 Nov 21 Jan 22 Feb 22	Team 10	5 days	In-Kind	(Hispanic) (Women) (Native American) (Asian/Pacific Islander) (Black)
Include non-discrimination statement on all news releases, newsletters, and publications developed for public distribution.	As needed	Sept 22	Team 10 District staff			