

**MINUTES OF THE
OKLAHOMA COUNTY CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
4850 N. Lincoln Blvd, Ste B, Oklahoma City, OK**

Date and Time: Wednesday, July 10, 2019, 1:30 p.m.

Members Present: Jan Kunze, Chair
Debbie Straughn, Vice Chair
Rick Godfrey, Treasurer
Mark Moehle, Member
Phil Campbell, Member

Member Absent: None

Others Present: Rebecca Inmon, Administrative Assistant
Don Bartolina, District Manager
Kevin Mink, Urban Soil Health Specialist

1. CALL TO ORDER:

Chair Kunze called the meeting to order at 1:30 p.m., and she noted that a quorum was present and business could be conducted. Kunze noted this was a regular meeting of the Board of Directors and notice of the meeting was sent to the Oklahoma County Clerk's office within the time specified by the law. The agenda was posted on the district's website: www.okcountyconservation.com and at the entrance to the district office, 4850 N. Lincoln Blvd, Ste B, Oklahoma City, Oklahoma, at 11:00 a.m. on July 9, 2019. The meeting was held in compliance with the Oklahoma Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and the following as amended.

3. REVIEW AND APPROVE DISTRICT MINUTES: (Agenda re-ordered)

Minutes of June 5, 2019, Regular Meeting:

Board members reviewed a copy of the June 5, 2019, minutes. Moehle made a motion to approve the June minutes as written. Campbell seconded the motion. Aye votes: Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 4-0.

4. CONSIDERATION OF AND POSSIBLE ACTION ON DISTRICT FINANCIAL ITEMS:

4a. Corrected Financial Statement for Period Ending May 31, 2019:

The Board reviewed the corrected financial statement for the period of May 1-31, 2019. Inmon voided a \$27 travel check written to Mary Brinkley in March. Brinkley reported the check lost, and she was compensated for the lost check. The voided check was later found and deposited by another family member. The May financial statement was changed to reflect the corrected bank balance. Since Brinkley had already been compensated for the lost check, Inmon deducted the \$27 overpayment from Brinkley's June travel claim. Moehle made a motion to approve the corrected financial statement for May 1-31, 2019. Godfrey seconded the motion. Aye votes: Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 4-0.

4b. Financial Statement for Period Ending June 30, 2019:

The Board reviewed the financial statement including the accounts payable and receivable for the period of June 1-30, 2019. (Attachment 1) Inmon stated the 2501 Program payment from OACD listed in the accounts receivable had been paid, and the check was deposited on July 2. The deposit is shown on the bank reconciliation statement, and it will be listed on the July financial statement. Moehle made a motion to approve the June financial statement as presented. Godfrey seconded the motion. Aye votes: Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 4-0. The Board reviewed copies of the June bank statements and the NACD TA funds report included with the financial statement.

Straughn entered the meeting at 1:35 p.m.

4c. Employee Payroll Sheets and Time and Leave Records for Month Ending June 30, 2019:

Directors reviewed the payroll sheets and time and leave records for district staff Rebecca Inmon and Kevin Mink and part-time archeology assistants Mary Brinkley, Taylor Emery, and Manuel Marin. Godfrey made a motion to approve the employee payroll sheets and time and leave records for June. Campbell seconded the motion. Aye votes: Moehle, Campbell, Godfrey, and Kunze. Nay votes: none. Motion passed 4-0.

4d. 2501 Program Payroll Sheets for Third Quarter:

Directors reviewed the 2501 Program 3rd quarter payroll sheets for Inmon and Bartolina. Inmon noted she re-figured Bartolina's quarterly salary to account for the retirement payment to OPERS. (Change further explained in Agenda item 5c.) Godfrey made a motion to approve the 3rd quarter 2501 Program payroll sheets. Moehle seconded the motion. Aye votes: Moehle, Campbell, Godfrey, and Kunze. Nay votes: none. Motion passed 4-0.

4e. District's Monthly Reimbursement Claims:

The Board reviewed the district's monthly reimbursement claims to the Conservation Commission. The regular claim for operating expense and salaries was \$6,847.10 and the special project claim for the archaeology assistants was \$1,199.32. This is the final claim for FY 2019 expenses. (Copy of FY 19 allocation register and expenses attached.) Moehle made a motion to approve the district's reimbursement claims to OCC. Godfrey seconded the motion. Aye votes: Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 4-0.

2. OATH OF OFFICE AND LOYALTY OATH FOR DEBBIE STRAUGHN:

Inmon administered the Oath of Office and Loyalty Oath to Vice Chair Debbie Straughn. Straughn was elected to serve another three-year term on the Board of Directors. The new term of office is July 1, 2019 through June 20, 2022.

5. CONSIDERATION OF AND POSSIBLE ACTION ON DISTRICT PERSONNEL ITEMS:**5a. Notice of Personnel Action and Terms of Employment for Bartolina, Inmon, and Mink Due to Mandated State Pay Raise:**

Directors reviewed the new Notice of Personnel Action and Terms of Employment for district staff due to the mandated state pay raise effective July 1, 2019. Full time staff Inmon and Mink received a \$1/hour pay increase from State funds. Inmon's salary from State funds increased from \$12.55/hour to \$13.55/hour and Minks' salary increased from \$16.50/hour to \$17.50/hour. Since Bartolina works part-

time, his pay increase was prorated and will change from \$16.12/hour to \$16.84/hour. The new Terms of At-Will Employment were updated to reflect the State mandated pay raise only. No changes were made in employment status, FLSA status, work hours, leave, holiday pay, or insurance benefits. Moehle made a motion to approve the Notice of Personnel Action and Terms of At-Will Employment for Inmon, Mink, and Bartolina. Campbell seconded the motion. Aye votes: Straughn, Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 5-0.

5b. Corrected Notice of Personnel Action and Terms of Employment for Archaeology Assistants-Mary Brinkley, Taylor Emery, and Manuel Marin:

Inmon stated the Notice of Personnel Action and Terms of At-Will Employment for the three archaeology assistants, Mary Brinkley, Taylor Emery, and Manuel Marin needed to be updated to show their employment status as Temporary/Seasonal instead of Part-time/Probationary. Brinkley, Emery, and Marin were hired with technical assistance grant funds through NACD. Their employment is dependent on the grant funding, so they are considered temporary instead of part-time. The Notice of Personnel Action and Terms of At-Will Employment will be retroactive to the date of hire for all three employees. They receive \$3.38/hour match from the Conservation Commission and \$19.12/hour salary from the NACD grant funds. They are FLSA exempt, work flexible hours, and they are not eligible for any benefits. Moehle made a motion approve the Notice of Personnel Action and Terms of At-Will Employment for Brinkley, Emery, and Marin retroactive to their date of hire. Straughn seconded the motion. Aye votes: Straughn, Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 5-0.

5c. Discuss Memo from the Conservation Commission Regarding Enrollment of Part-time Employees in the Oklahoma Public Employees Retirement System, Possible Vote on Action:

On July 3, 2019, the directors and staff received an email from the Oklahoma Conservation Commission regarding the possible enrollment of current part-time employees in the Oklahoma Public Employees Retirement System (OPERS). Bartolina was employed with the District on a part-time basis in December 2004 and began work in January 2005. He is considered a permanent part-time employee that works a maximum of 999 hours during the fiscal year. The Conservation Commission was made aware of a rule within OPERS they previously had no knowledge of. An employee working 1,000 hours in any rolling 12 month period is eligible and must be enrolled in the OPERS system. The date of enrollment starts at the first month of the 12 month rolling period where the employees exceeds the 1,000 hours. Bartolina's hours were never tracked by calendar year or rolling year methods, only by the fiscal year. Staff had to pull copies of all Bartolina's earnings records back to 2005 to determine whether he exceeded the 1,000 hours during any 12 month rolling period. It was determined that he worked 1,004 hours from April 2005 to March 2006. According to OPERS, Bartolina must be enrolled in the retirement system retroactive to April 2005. As the employer, the Conservation Commission will be responsible for paying the outstanding balance (16.5% employer and the 3.5% employee) for back contributions. Staff is in the process of completing the necessary forms to enroll Bartolina in the OPERS system and to provide copies of his work hours and earnings going back to 2005. Going forward, Bartolina will be required to pay the 3.5% employee portion from his salary. The 16.5% employer portion must be paid from the part-time allocation provided to the district or from local funds. Paying the employer portion from the part-time allocation will further limit the hours Bartolina can work. No additional action required from the Board at this time.

5d. Discuss and Vote on District Comp Time Policy for Exempt and Non-Exempt Employees:

Godfrey made a motion to table the discussion on Comp Time Policy until the August meeting. Moehle seconded the motion. Aye votes: Straughn, Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 5-0. The district currently follows the Comp Time Guidelines listed in the 10-Minute Guide and the district manager has authority to approve comp time.

6. PROPOSED EXECUTIVE SESSION - CONSIDERATION & POSSIBLE ACTION TO VOTE IN OPEN SESSION:**6a. To Enter Executive Session as Authorized by the Open Meeting Act, Title 25 Oklahoma Statutes, Section 307 (B)(7) to Review Conservation Plans for John Chrisman, Earl Davis, Gary Moore, and Phillip Webb:**

Godfrey made a motion to enter executive session as authorized by the Open Meeting Act, Title 25 Oklahoma Statutes, Section 307 (B)(7) to review the conservation plans for John Chrisman, Earl Davis, Gary Moore, and Phillip Webb. Straughn seconded the motion. Aye votes: Straughn, Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 5-0. Chair Kunze designated Inmon to take the minutes and stated everyone present could remain in the meeting. The board entered executive session at 2:00 p.m.

6b. Executive Session for Discussion of Conservation Plans Described in Item 6a:

Minutes of the executive session are filed separately as required by the Open Meeting Act.

6c. Return to Open Session and Re-Establish Quorum:

The board returned to open session at 2:05 p.m. Kunze established that a quorum was present and the regular meeting could continue.

6d. Vote on Actions or Motions Related to Review of Conservation Plans:

Moehle made a motion to approve the conservation plans for John Chrisman, Earl Davis, Gary Moore, and Phillip Webb. Campbell seconded the motion. Aye votes: Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0.

7. CONSIDERATION OF AND POSSIBLE ACTION ON DISTRICT OPERATION ITEMS:**7a. Reorganization of Board for FY 2020:**

Moehle made a motion to keep the current officers with Jan Kunze as Chair, Debbie Straughn as Vice Chair, and Rick Godfrey as treasurer. Campbell seconded the motion. Aye votes: Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0.

7b. Monthly NRCS Performance Worksheet:

The Board reviewed the NRCS Performance Worksheet for the month of June. Moehle made a motion to approve the June worksheet. Straughn seconded the motion. Aye votes: Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0.

7c. Review District Allocation from the Conservation Commission, Review Adopted Policies for 2020 and Vote on Any Action Needed:

Directors reviewed the district's FY 2020 allocation of State funds and the attached memo sent on behalf of Executive Director Trey Lam. The district received an allocation of \$105,740.47 with \$39,109.25 for Mink's position, \$33,511.23 for Inmon, \$17,120.00 for Bartolina, \$6,000 for operating expense, and \$10,000 for the Archaeology Special Project. The allocation includes the \$1/hour pay

increase for Mink and Inmon, and increase in the part-time allocation for Bartolina, and a \$1,000 increase in the operating expense allocation. District director meeting expense is not a separate item, but directors can choose to be reimbursed from the operating expense funds. Straughn made a motion that directors not be reimbursed for meeting attendance. Moehle seconded the motion. Aye votes: Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0. The memo from Executive Director Lam outlined the progress made by the Conservation Partnership including a 22% increase in State conservation funding, reauthorization of the Conservation Infrastructure Fund, \$1 hour pay increase for district employees, funding to restore 19 staff positions across the state, and a \$2 million increase in operations and maintenance funding for watershed dams. Along with the district budget information, the Board reviewed a list of OCC Adopted District Policies for FY 2020. (Copy attached to minutes).

7d. Approve District's FY 2021 Budget Request to Conservation Commission:

Directors reviewed the FY 2021 Budget Request to the Conservation Commission. The request includes \$45,200 for programs, \$20,275 for operations, and a \$1/hour increase in salary for employees. Moehle made a motion to approve the FY 2021 Budget Request as presented. Straughn seconded the motion. Aye votes: Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0.

7e. 2501 Program: Review Third Quarter Report, Discuss Third Quarter Outreach Program Planned for July 25:

Directors reviewed the 3rd quarter 2501 Program report to OACD covering activities in April through June. The first workshop was completed in April and a second workshop is scheduled for July 25 from 6-8 p.m. Photos for CARE Champion Earl Davis have been submitted to OACD for his information piece, and staff have contacted Cary Pittman about a farm visit during installation of his hoop house. The July 25th workshop will provide information on cedar control and grasses including plant identification, how plants work together, beneficial plants for livestock and pollinators, and there will also be a cedar clipper demonstration. The workshop will be held on 3-R Farms land near Arcadia.

7f. Program Year 19 Cost Share Report:

- No practices were completed during the month. Letters were mailed to Dwight Guy and Joe DeLozier granting their request for an extension to July 31, 2019. A letter was mailed to Jeremy Johnson to inform him that his agreement was canceled since a suitable pond site could not be located on the property.
- An important notice was received from Tammy Sawatzky, Conservation Programs Division Director, regarding Program Year 19 Funds. The notice stated, "Because of the extremely wet weather we have experienced in the last 30 days, OCC will allow Program Year 19 participants that are unable to complete their practices by October 31, 2019 to be transferred to Program Year 20. Boards should extend completion dates for PY19 participants so they have every opportunity to complete their practices before October 31. If, on October 31, your district has PY19 participants that did not complete their practice due to the recent rains, their agreement can be transferred over to PY20. Districts that choose this option must take action in either their October or November board meeting. Districts must notify OCC by providing a final PY19 monthly report and an updated PY20 monthly report showing the transfer." The district has two agreements yet to be completed. Drier weather conditions in July should allow both practices to be completed before the deadline.

7g. Program Year 20 Cost Share Report:

The three approved applicants for State Cost Share Program Year 20, Paula Parkhurst, Clint Spencer, and 3-R Farms, have all signed their performance agreements. One of the approved alternates, Earl Davis,

has also signed his agreement. The other approved alternates, John Chrisman, Gary Moore, Norman Perotka, and Phillip Webb, have not been in to sign their performance agreement. None of the approved practices have been completed.

7h. Review and Approve Final Long Range Plan for 2020-2024:

On June 5, 3:00 p.m., the district held its public meeting for review of the Long Range Plan for 2020-2024. There were no citizens in attendance and no public comments were received. No changes were made to the Long Range Plan. Moehle made a motion to approve the district's Long Range Plan as written and to submit the FINAL copy to the Conservation Commission for approval. Straughn seconded the motion. Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0.

7i. Approve Selection of Auditor for FY 19 Financial Records:

Directors reviewed a letter from CPA Kimberlye Mayer regarding the FY 2019 compilation of financial records. Mayer stated the fee to perform the compilation will be \$595. If approved, the Board will need to sign the engagement letter enclosed with the bid and return to Mayer. Godfrey made a motion to accept the bid from Kimberlye Mayer to perform the FY 2019 compilation for \$595. Moehle seconded the motion. Campbell, Moehle, Straughn, Godfrey, and Kunze. Nay votes: none. Motion carried 5-0. The letter of engagement was signed by Chair Kunze.

7j. Review Memo Concerning Approval Joint Plan of Operations:

Directors reviewed a memo from OCC regarding the district's JAPO for July 1, 2019 through September 30, 2020. OCC complimented the district on the JAPO submitted. The only suggestion given was to remove 'FY 2020' from the title, leaving just the date of July 1, 2019 through September 30, 2020, since it covers more than 12 months. The minor change was made to the title. JAPOs will not be considered for approval until the FINAL version of the Long Range Plan has been submitted for approval. Since the district has approved its FINAL Long Range Plan, the new JAPO should be considered for approval at the next Commission meeting.

7k. Discuss and Approve Payment of Annual OACD Dues:

Annual dues to the Oklahoma Association of Conservation Districts (OACD) are \$400 and should be paid by September 1, 2019, unless the district makes installment payments. Dues payments can be reimbursed from the district's operating expense account. Moehle made a motion to pay the annual OACD dues of \$400 in one payment. Campbell seconded the motion. Straughn, Godfrey, Campbell, Moehle, and Kunze. Nay votes: none. Motion carried 5-0.

7l. Discuss NACD South Central Meeting and Memo from Trey Lam Regarding Agenda and Speaker:

The Board reviewed a memo from Executive Director Trey Lam regarding the upcoming NACD South Central Meeting being held at the Winstar Casino Hotel near Thackerville on July 21-23. Along with a group of outstanding speakers from several conservation partners, the meeting will feature tour stops on Monday that include a controlled burn, a dam rehab project on Rock Creek 15, a stop on Rock Creek at the Chickasaw Recreation Park, and a trip to the Chickasaw Cultural Center to enjoy the attractions and have dinner. Lam encouraged directors and staff to attend the meeting and to welcome our south central neighbors from Arkansas, Louisiana, and Texas. Director Campbell and district staff Bartolina, Mink, and Inmon are planning to attend the meeting. Mink will be making a presentation during the Tuesday morning session. Claims for mileage expense to attend the meeting should be submitted for approval at the August board meeting.

7m. Education Report – Pollinator Prairie Installation at Will Rogers Garden:

Mink reported on the pollinator prairie installation at Will Rogers Park on June 8. There were eight volunteers who helped with the plantings. The pollinator garden was installed through a partnership with Will Rogers Park and pollinator grant funds received from OACD.

8. REPORTS:**8a. NRCS Activities:**

Report submitted by Stephanie Guy. (Attached to minutes.)

8b. District Directors:

Campbell reported he contacted Alan Burkett, a landowner that requested to use the district's hog gate. Campbell loaned the hog gate to Burkett and provided him contact information for the trappers who can help him get everything set up properly. He plans to follow-up with Burkett in the next couple weeks to see how things are going. Campbell is glad to see the hog gate being used in the field.

8c. District Staff:

(Report attached to original minutes.)

- ✓ Bartolina stated he had worked 34 volunteer hours during June.
- ✓ Mink attended another session of the Nature Conservancy Leadership Class at the Tallgrass Prairie near Pawhuska. It was a very interesting session on grassland conservation and fire. He has been making good connections with people in the class.

9. CORRESPONDENCE:**9a. OCC:**

- A notice was received from Assist Director Lisa Owen regarding the importance of checking and monitoring district emails for important information. Not checking email is not an excuse for missing deadlines or information needing action.
- Clay Forst, Caddo County Conservation District, was sworn in as the new Area IV Commissioner. Forst replaces Deanna LeGrand who resigned from the Commission.

9b. OACD:

The new Area II Director for OACD is Keith McFerran, Seminole County Conservation District.

9c. Jeri Fleming:

The district received a request form Jeri Fleming to assist with a survey for a student at OU who is doing research on the economic value of environmental education to the state of Oklahoma. Fleming, a former Conservation Commission employee, asked the district to have participants fill out a short survey at the upcoming July 25 workshop. Since the district will be asking participants to fill out a local resource concern survey, it may be hard to get participants to fill out a 2nd survey. Inmon made Fleming aware of the issue and agreed to make the surveys available. Participation in either survey is voluntary.

9d. Oklahoma Conservation Historical Society:

The district received a note card from the Oklahoma Conservation Historical Society (OCHS) thanking the Board for its support of the organization through its 2019 dues payment. OCHS is working on several exciting projects including an oral history program with the OSU Library and working with the Oklahoma Historical Society to digitize black and white conservation photos.

9e. National Cowboy and Western Heritage Museum:

District staff received a thank you note from Lydia Hopkins and Charlene Ferris at the National Cowboy and Western Heritage Museum. They wanted to thank the staff for their continued loyalty in choosing the Museum for the National Land and Range Judging Contest event.

10. NEW BUSINESS: None

11. ANNOUNCE NEXT BOARD MEETING AND ADJOURN:

Chair Kunze announced the next meeting was scheduled for August 7, 2019, 1:30 p.m. There being no further business, Moehle made a motion to adjourn the meeting at 3:05 p.m. Campbell seconded the motion. Aye votes: Straughn, Campbell, Godfrey, Moehle, and Kunze. Nay votes: none. Motion passed 5-0.

- Cc: Oklahoma Conservation Commission
- Phil Campbell, Area II Commissioner
- Larry Wright, President, OACD
- Joe Caughlin, Vice President, OACD
- Keith McFerran, Area II Director, OACD
- Gary O’Neill, State Conservationist, NRCS
- Brent Pannell, Assistant State Cons, Field Operations, Zone 2, NRCS
- Brandon Burns, District Conservationist, Team 10
- Oklahoma House Members for Oklahoma County
- Oklahoma Senate Members for Oklahoma County

Approved as Written: 
Chair, Board of Directors

Date: 8-7-19

NRCS Report

Deadline for the CSP GCI is July 19, we have 1 application as of now.

Getting ready to start to do the FSA Compliance review for Team 10, OKC only have one FSA Compliance to get reviewed.

Working on getting an LEA started in Team 10 for High Tunnel, will be working with Brooke Taylor Program Liaison.

Oklahoma County Conservation District District Employees Report – July 10, 2019

District Manager – Don Bartolina

- ✓ Worked 34 volunteer hours during the month of June.
- ✓ Assist with board meeting preparations, attend board meeting
- ✓ Assist with planning 2501 workshop

Administrative Assistant – Becky Inmon

- ✓ Prepared June board meeting minutes, sent to directors for review, emailed May approved minutes to OCC and partners
- ✓ Prepared and submitted reimbursement claims to OCC
- ✓ Reconciled monthly bank statement and balanced checkbook
- ✓ Prepared monthly financial statement, monthly payroll tax reports
- ✓ Updated all financial worksheets including NACD TA grant funds
- ✓ Prepared monthly payroll records and timesheets for staff and archeology assistants, updated earnings records for all employees
- ✓ Prepared and submitted pre-claim summary to OCC
- ✓ Corrected May financial statement
- ✓ Contacted Oklahoma Tax Commission regarding online reporting of 1099's
- ✓ Uploaded 2019 watershed inspection reports and photos to DamWatch
- ✓ Assisted producers with Cost Share Program Year 19 and 20 requirements as needed
- ✓ Mailed cost share letters to approved participants and approved alternates
- ✓ National Land and Range Judging Contest, follow-up with schools and overflow motels, making deposits as needed
- ✓ Assisted district, NRCS, and OCC staff in planning outreach workshop for July 25, preparing flyer
- ✓ Assisted Mink with pollinator prairie installation at Will Rogers Park on June 8
- ✓ Assisted Bartolina in preparing FY 2021 Budget request
- ✓ Ordered office supplies and education materials for end of the year budget
- ✓ Attended Team 10 meeting in Kingfisher on June 17
- ✓ Prepared quarterly tax reports for state, federal, and unemployment
- ✓ Prepared new FY 2020 financial worksheets
- ✓ Submitted 3rd quarter 2501 Program invoice to OACD for payment
- ✓ Submitted 3rd quarter 2501 Program report to OACD
- ✓ Research Bartolina work hours since employment date for possible enrollment in OPERS
- ✓ Posted district updates and other information to Facebook during month
- ✓ Assisted NRCS with correspondence and Farm Bill program needs, scheduling technical assistance appointments, Level II E-Authentication requests, assisting EQIP applicants, and other duties as needed

OCCD Board Meeting
Kevin Mink
Urban Soil Health Specialist
Monthly Report

July 10, 2019

- Prep work for Will Rogers Garden Project → tool pick-up, site logistics, participant updates
- Crown Heights research methods review with Blane and Amy
- 3 CTA consults w/ Nick Owen → pond dam breaks, flooding/drainage issues
- 2501 grant planning & site reconnaissance
- NRCS Grant drafting, development and submission
- Site consultations regarding NRCS grant partners → Commonwealth Urban Farms and NE OKC Farmers Market
- 2 urban CTA consults → urban stream erosion; drainage/runoff issues
- Team 10 meeting in Kingfisher
- Social media posts/promotions for office pollinator garden and vegetable plot
- AgLearn → Conservation Planning Part 1; Intro to eFOTG; Conservation Desktop 2.1 Training
- Soil Health 201 Planning Meeting
- Research methods discussion with Dr. Martin, OSU

Recent Events:

- OCLA Class at Tallgrass Prairie Preserve → Grassland Conservation & Fire June 19-20
- Pollinator Prairie Installation at Will Rogers Gardens on June 8th → 8 participants
- Summer Fire Field Day, OSU Research Range, Stillwater June 13th
- Weeklong Conservation Planning Course in Stillwater June 24th-28th

July Areas of Focus:

- Presentation for NACD Meeting (July 23rd)
- Cedar Control & Grasses Workshop (July 25th)
- Start setting up Fall Land Prep Workshop Dates w/ Partners → depends on grant funding
- Collect Pollinator pledges for OACD mini-grant