

Agenda:

- *Topic-CD Basics*
- *History, Acronyms, NRCS/CD Relationship, other agencies, etc.*
- *Reminder about the DOA report;*
- *Communication best practices within the EO-Do we need office hours?; When to “reply all”; Group on the EO website; Who to contact with questions*

Announcements:




- *What kinds of grant/mgt/project related questions do people have (May's RT)*
- *Seeking help with the EO Website;*
- *Seeking facilitators for Roundtables;*
- *Seeking interested members for the training planning for 2024-or it won't happen.*

Attendees:

1. Kay Webb/Bitterroot
2. Chris Evans/Lewis & Clark
3. Diane Roberts/Liberty
4. Aimee Bailey - Carbon
5. Becky Clements/Gallatin
6. Robbie Savelkoul/Roosevelt
7. Bryan Vogt/Missoula
8. Caitlen Wolff/Custer
9. Catey Bauer/DNRC-CDB
10. Cathy Johnson/Deer Lodge Valley & North Powell
11. Cindy Florez/Toole County
12. Cindy Frank/Dawson
13. Samantha Tappenbeck - Flathead
14. Macy Fogle/Garfield County
15. Jessica Beagles/Powder River
16. Jess Fields/Beaverhead
17. Karen Kreitel/Carter
18. Kim Stoltz/ Glacier
19. Caroline MacDonald/Lake County
20. Madi/MACD
21. Radley Watkins/Missoula
22. Julie Goss/Richland
23. Amy Yoder/Sheridan
24. Hayley Young/Valley
25. Renee Nelson/Wibaux
26. Wendy Jones/Lower Musselshell
27. Denise Donnelly - Broadwater
28. Sharon Flemetis/Carbon
29. Kaysie Steele/Pondera
30. Veronica Grigalchik/DNRC-CDB
31. Sonja Skovlin/Missoula

Notes:

- Review of the new DNRC Operations Audit - will be required for the CDA Grant moving forward (including if you are only applying for the MACD dues reimbursement)
 - [CD Resource Documents](#) → Audit & Records Retention
- Anytime an email is sent to the ADMIN LISTSERV, the thread:
 - [Montana CD Employee Organization](#) → Networking → Message Board

		
Employee Training	Support	Networking
Every other spring, we host a two-day statewide training that features a variety of topics for administrators.	We have a network of people with skill sets that can help admins conquer any challenges they face	Every professional knows the importance of relationships with others in the field.
Upcoming Training	EO Leadership	Message board
Past Training Resources	Resources	

- Past trainings and resources: TOP menu → Resources & Training

Montana CD Employee Organization About the EO **Resources & Training** :


Resources for CDs

CD Toolbox	Supervisors	310 Permit Related	Sample Personnel Forms
Forms and Other Items	Water Reservations	Roundtables/Training	Tips on Using SAM.gov
Education Tools	Rolling River Trailers	Onboarding CD Employee in USDA Building	
New Employee Orientation	Employee Handbook-NEW!!!		

- Employee Orientation Guide & Employee Handbook
 - <https://employees.macdnet.org/wp-content/uploads/sites/4/2022/10/OrientationGuide.pdf>
 - https://employees.macdnet.org/wp-content/uploads/sites/4/2023/02/FINALCD_EmployeeHandbook01_30.pdf
- Officers and Area Directors for the EO, contact information:
 - Top Menu → About the EO → Officers & Area Directors


- [Officers and Area Directors | Montana CD Employee Organization](#)
- DNRC WEBSITE (Catey & Veronica)
 - [Montana DNRC](#)
 - CDB Website: [CD Bureau Overview - Conservation](#)
 - Trainings are available at: [Conservation Districts Bureau](#)
 - Working on consolidating all training resources and videos to this page: [Trainings](#)
 -
 - PERMITS & SERVICES: [Permits-and-Services](#)
 - Steam Permitting (310 Law): [Stream Permitting](#)
 - The Presentation from Dan Clark at 2023 MACD Convention, *Elected Supervisor Roles & Responsibilities*, has been posted, along with the handouts:
 - [Dan Clark - Presentation](#)
 - [Dan Clark - Handouts](#)
- New calendar on EO website, you can view or subscribe (on the right side of any page on EO Site)
 - <https://calendar.google.com/calendar/u/0/r?cid=eo@macdnet.org>

Montana CD Employee Organization [About the EO](#) [Resources & Training](#) [Social Media & Technology](#) [News](#) [Q](#)



Montana Conservation District Employee Organization

- EO Quarterly Report September 14, 2023
- What is the Employee Organization and How are Dues Used?
- 2021 Fall Training FAQ's
- Conservation Districts: Working Through the Pandemic
- Employee Handbook Revision-Draft



Recent stream restoration project near Two Dot-Before Photo

WHAT WE ARE

Employee Organization

Today		Wednesday, December 20	
10:00am	CD Roundtable		
11:00am	EO Board Meeting		
Monday, January 1, 2024			
New EO Area Reps begin			
Wednesday, January 17, 2024			
10:00am	CD Roundtable		
11:00am	EO Area Directors mtg		
Wednesday, February 21, 2024			
10:00am	CD Roundtable		
11:00am	EO Area Directors me		
Showing events until 2/29. Look for more			

[+ Google Calendar](#)

- Roundtable Schedule for 2024:
 - [+ 2024 Roundtable Schedule](#)