

2018 WCDEA Winter Training

March 20th, 21st, 22nd, 2018 - Lander, Wyoming

Tuesday, March 20th		Wednesday, March 21st		Thursday, March 22nd		
8-9		Grant and cost share tracking and reporting from a Project Manager's standpoint taking a project from start to finish (Joe Parsons, Mike Henn, Kelsey Beck, Raesha Sell, Anita Bartlett and Dawn Arnell) Facilitator: TBD		Procurement Rule Template: (Joe Parsons, Justin Caudill, Joan McGraw, and Mike Henn)	Cost-Effective Mapping Apps for your phone/tablet (Sarah Anderson and Garrett Pantle)	
9-10		Break				Break
10-10:15		Grant and cost share tracking and reporting from a Business Manager's standpoint (Sno Ann Engler, Jean Runner, Dawn Arnell, Diana Olsen, Anita Bartlett and Joan McGraw) Facilitator: TBD		Legislative Update: Asset Inventory, Information Policy, WID responsibilities etc..... Justin Caudill, Bobbie Frank		
10:15-11		Lunch-on your own				
11-12		Streamlining Board Meetings Roundtable: Facilitator: TBD (Kelsey Beck, Mike Henn, Jean Runner, Jennifer Hinkhouse, Jim Cochran, Tori Dietz) Each to bring board packets to review				
12-1				WWDC New Guidelines: Jodie Pavlica/WWDC and Larry Hicks (Invited) Emergency Watershed Protection Program - James Bauchert/NRCS		
1-2	Break					
2-3	Story Maps (Karen Fenton and Cathy Rosenthal)					
3-3:15	WCDEA Employee Meeting If you are unable to attend Winter Training - the WCDEA Employee Meeting March 20th 4-5pm will be available by Go-To - Meeting.					
3:15-4						
4-5						
WWDC & EWPP: This session will provide program updates and help employees gain a better understanding of WWDC and EWPP guidelines, applications, and reporting/administration of the programs.		Cost-Effective Mapping Apps: New innovations have improved field work by using Android and Apple devices that you already own. We live in an age where technology is evolving and can be extremely useful for work or for play. See how your district can best utilize these applications to suit your needs in your area! (Applications such as MapItFast, Avenza Maps, and others will be discussed and previewed).		Grant & Cost Share tracking and reporting: Managing grants from the administrative and project management side can be time consuming and difficult to do. See how business managers from different districts manage these grants from their standpoint in Session 1. Project Managers don't often manage the grant funds the same as the administrative role. See how other districts utilize spreadsheet tracking to manage grant funds at the project level in Session 2. (Bring thumb drives if you want to take home examples)		
Streamlining Board Meetings Roundtable: Listen in on tips and tricks from representatives from areas around the State as to different ways they have streamlined their board meetings to run smoother by sharing information, preparing the budget, and other pertinent topics.		Rangeland Watershed Hydrology (field): To emphasize the classroom portion, district employees will tour various successful projects in and around Lander that utilized EWP funding sources. Employees will learn about how these projects have improved stream function.		Story Map: Karen Fenton and Cathy Rosenthal share how to use Story Maps to relay geospatial data in a visual way easily understood by the general public. Learn how your district can use story maps for informing the public about your projects; reporting to partners; and fostering participation in conservation.		
This year's Employee Training is meant for Conservation District employees to gain an understanding of water project management from start to finish. Day 1 provides all employees an opportunity to better understand the WWDC and EWP programs as well as their guidelines for reporting and administration. Day 2 covers grant administration and tracking from across the state and how different offices manage different grants examples include RCPP, EWP, WWDC Small Waters. A field tour is offered in the afternoon of Day 2. For those who are interested in gaining new ideas in streamlining board meetings a round table is also offered the afternoon of Day 2. Day 3 tops us off with a discussion on procurement, legislative update, and a unique way to use Story Maps to promote your conservation district. Lander provides a unique opportunity for collaboration between administrative and technician aspects of projects and project management and it is anticipated that all employees will walk away having fresh, new ideas to implement at their conservation district!						