**SOUTH DAKOTA CONSERVATION DISTRICT EMPLOYEES**

**ANNUAL REPORT FOR 2019**

Vision Statement: ***To promote the professional development of its members, creating leaders with the skills and knowledge to deliver our conservation message.***

A. GENERAL BUSINESS

 1. Enjoyed our working relationship with NRCS, Department of Ag, and

 SDACD.

 2. Updated and revised our Long Range Plan.

 3. Created a new ‘Vision’ Statement.

 4. Updated and revised the SDACDE By-Laws.

 5. Updated and revised our Committees for SDACDE, and created a ‘Duties’

 description.

 6. Created a Legislative Committee to work with SDACD on legislative issues

 and work on funding ideas for Conservation Districts.

 7. Created our first Annual Report.

 8. Established official partner status with the S.D. Grassland Coalition and the

 S.D. Soil Health Coalition.

 9. Represented SDACDE at the NACD Annual Convention in San Antonio

 Texas.

 10. Represented SDACDE at Northern Plains Regional meetings and

 teleconferences, and attended the Northern Plains Regional Annual

 meeting in Gothenburg, NE.

 11. Represented SDACDE at the NCDEA meetings and teleconferences.

 12. Represented SDACDE at the SDACD meetings and teleconferences.

 13. Represented SDACDE at the Conservation Commission meetings and

 teleconferences.

 14. Represented SDACDE at the State Technical Committee meetings.

 15. Sponsored a 50/50 drawing and Raffle for entertainment at the SDACD

 Convention and to raise funds for SDACDE Scholarships and activities.

B. PUBLIC AWARENESS OF CONSERVATION

 1. Submitted and were awarded a grant for the SD Public Awareness through

 the Conservation Commission.

 2. Participated at the S.D. State Fair in Huron, Central States Fair in Rapid City,

 and Dakota Fest in Mitchell with booths, information, and promotional

 items give away.

 3. Created and maintain a SDACDE Face Book page for conservation

 promotion.

 4. Awarded 3 $500 scholarships to students pursuing careers in agriculture

 and/or conservation. The name was changed from the Karst Memorial

 Scholarship to the S.D. Conservation Districts Memorial Scholarship.

 5. Started creating plans to address the Emerald Ash Borer issues.

C. EMPLOYEE DEVELOPMENT

 1. Sponsored the Leadership Training Conference for S.D. Conservation

 District employees in March in Pierre.

 2. Updated and revised the Employees Handbook. Binders with the handbook

 were provided to all Conservation Districts in S.D.

 3. Provided ‘New Employee Packets’ to all new employees joining the

 Conservation Districts. Each Area Director welcomes new employees with

 the packets.

 4. Created a ‘Social Media’ guideline for Employees.

 5. Assisted the first Northern Plains / North Central Regional Leadership

 Conference for SD Conservation District employees in Sioux Falls in August.

 6. Entered into a Contribution Agreement with NRCS to provide training and

 financial assistance to employees.

 7. Working with the Department of Ag on updating and revising the Records

 and Retention Destruction Manual.

 8. Provide points of contact throughout the state to help employees with

 Conservation District business questions and guidance.

D. CONSERVATION DISTRICT IMPROVEMENT

 1. Promoted and provided training to assist each Conservation District with

 their own website page through the SDACD website.

 2. Annually publish Contour Lines. Each district submits written reports of

 their year, these reports are compiled in the Contour Lines.

 3. Each area creates Employee Surveys and District Services annually which

 include wages, supervisor per diem, benefits, services, costs, etc. These

 surveys are available to all districts.

 4. Updated and revised the Accounting Handbook for S.D. Conservation

 Districts.

 5. Created Conservation District brochure templates for each district to use

 and change for their own district.

 6. Created brochure templates for each district to use to promote tree

 planting and proper tree planting care.

 7. Created brochure templates for each district to use to promote grass

 seeding, and proper care after grass is seeded.

 8. Created brochure templates for each district to use to promote perennial

 plantings.

SDACDE Officers: Tami Moore, President

 Peggy Loomis, Vice-President

 Yvette Kirkman, Secretary/Treasurer

SDACDE Board of Directors: Northwest Area: Bonnie Schmidt

 Hills Area: Zindie Meyers

 Prairie Area: Valarie Fedderson

 North Missouri Area: Tonja Jessen

 South James / Missouri Area: Wendy Mathers

 Coteau Area: Jean Fagerland

 Vermillion / Big Sioux Area: John Parker