

KACDE/District Employee Meeting in Muhlenberg County

Submitted by Shanna Drake

On Wednesday, Dec. 17, 2014 the Kentucky Association of Conservation District Employees President Leslie Fourqurean and Vice-President Kayleigh Evans held a “Back to Basics” training at the Muhlenberg County Cooperative Extension Office. In conjunction with this training was a district employees meeting held by Kentucky Division of Conservation Field Representative Shanna Drake. Eight of the twelve counties that Drake works with were present for at least a portion of the meeting.

Fourqurean, also an employee of the Christian County Conservation District, opened the meeting with “KACDE: Who We Are and What We Do.” After that Drake spoke to the group about Special Purpose Government Entity (SPGE) dates and information, reporting, the roles of the conservation district employees and supervisors and other general information. Evans, an employee of the Harrison County Conservation District, presented the “Back to Basics” portion of the program. She covered a lot of information which was included in a handout prepared by KACDE.



Evans talked about conservation district funding, payroll, tax forms, and programs to name a few. Last on the agenda was Barbara Swindler with the Ohio County Conservation District. Swindler’s portion of the program was concerning professionalism. She discussed things such as appropriate dress for the office.

Amanda Arnold, Butler County Conservation District employee and training attendee stated, “It was very beneficial to me to be updated on changes made in report submissions and have new,



upcoming reports addressed. Coming together in a group to discuss these changes and to hear questions answered is invaluable.” For information about joining the Kentucky Association of Conservation District Employees, you can contact your area representative or any KACDE officer.