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TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS' COURT REPORT

Name: Garry Branham **Title:** CEA 4-H & YD
County: Tom Green **Month:** January

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
7	County Council/ Adult Leaders Mtg.	22		
8	Shooting Sports & Bluebonnet Club Meetings	118		
9	County Show Errands	45		
10	Sales Committee Meeting	21		
14-17	County Show Preparation	83		
18-19	Tom Green County Jr. Fair & Livestock Show	210		
22	Performance Appraisal	15		
23	County Retirement Reception	19		
24	Scholarship Reviews	47		
31	District Leadership Lab Planning Meeting	21		
2-4, 11, 21, 25, 28,29	General Office Errands, 4-H Duties, 4-H Building activities	147		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		**748**	**0.00**	**0.00**

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Date:	January	Name:	Garry Branham

Current Months Contacts

BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
	51	32	610		410

Major Plans for Next Month

Date	Activity
5-7	Joint Council of Extension Professionals Conference - Orlando, FL
15	Scholarships to District Office
18	Educational Presentation Workshop
19	"Strengthening 4-H Clubs Initiative" State Committee Centra
21-29	San Angelo Stock Show
25	Presentation for Seminar Class at Angelo State University

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TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System
MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

Name: Kathy Aycock **Title:** County Extension Agent - FCS
County: Tom Green **Month:** January, 2008

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
1/2	Prepared and submitted monthly narrative and D-360 reports to District and State offices	8		
1/7	Distributed Tom Green County Extension Education Association newsletter consisting of committee reports, planned activities and upcoming events (62)	9		
1/7	Met as a member of the Tom Green County Adult Leaders Association and the 4-H Council (29-2H)	16		
1/8	Met as a member of the Veribest and Wall Extension Education Club (28-1H)	52		
1/9	Prepared "Food Safety; It's Your Business" books and tests for upcoming FPM Classes	6		
1/10	Met as a member of the Grape Creek Extension Education Club (9)	11		
1/14	Assisted where needed at the Tom Green County 4-H Scholarship Training (6)	7		
1/15	Met as a member of the Food Protection Management Task Force to plan upcoming training and to assign responsibilities (4)	8	$9.05	
1/17-19	Assisted where needed at the Tom Green County Youth Project Show (297-59H,54M)	44	$8.90	
1/22	Prepared for and participated in District Performance Appraisal (4)	8	$7.88	
1/23	Hosted retirement Open House for co-worker, John Begnaud (102-26H,51M)	14		
1/24	Assisted where needed at the Tom Green County 4-H Scholarship Training, Wall (9-5M)	29		
1/25	Organized 2008 State 4-H Food Show Workshop for Tom Green County participants (4)	9		
1/28	Prepared BLT Match Time and Travel reports to submit to District and State offices	10		
1/29	Audited EA BLT program for Adult Enrichment Center on "Eating Healthy with Fruits and Vegetables" (22-3H,14M)	7		
1/30	Prepared and submitted BLT reports, monthly narratives and D-360 reports for District and State offices	12		
1 /31	Audited EA BLT program for William's House on "Eating Healthy with Fruits and Vegetables" (12-4H,12M)	7		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		257	25.83	0.00

Other Expenses (list) _____

I hereby certify that this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

Kathy Aycock
County Extension Agent

Date:	February, 2008	Name:	Kathy Aycock; CEA-FCS

Current Months Contacts

BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
34	72	61	167		2

Major Plans for Next Month

Date	Activity
2\1	Complete and distribute monthly Outcome Plan reports, reports for Other Planned Activities, and D360 report for District and State offices
2\4	Assist where needed at the 4-H Adult Leaders and County Council meeting
2\4	Present Food Protection Management Class on "Food Safety: It's Your Business"
2\5	Work with 4-H members, parents and leaders to complete 4-H Foundation Scholarship Applications
2\6	Meet with Tom Green County Extension Education Council
2\7	Participate in Beef Council's "How to Present a Food Demonstration" workshop
2\8	Participate in Texas Human Nutrition Conference, College Station
2\11	Complete Food Protection Management course and complete testing process
2\12	Present "Phyte for Good Health with Fruits and Vegetables" to Wall EE Club
2\13	Assist with completion of 4-H Scholarship Forms and write letters of recomendation
2\18	Prepare and distribute Tom Green County FCS Newsletter
2\19	Participate in District and Regional BLT Training, TAMU Center
2\20	Meet as a member of the District 7 4-H Roundup Committee
2\21	Meet as a member of the Liveoak EE Club
2\22	Assist where needed at the San Angelo Stockshow Wether Goat Show
2\25	Meet as a member of the District 7 4-H Silver Clover Banquet Committee
2\27	Prepare and distribute monthly Outcome Plan reports, reports for Other Planned Activities and D360 report for District and State offices
2\28	Meet as a member of the Diabetes Task Force to plan upcoming educational programs and events

TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

NAME:John Begnaud **TITLE: County Extension Agent-Horticulture**

COUNTY: Tom Green **MONTH: January 2008**

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
2,4,11,15, 17,18,25	Media broadcasting and preparation	215		
2,13,15,17, 28,31	Landscape 4-H Building, Rock, mulch, plants, etc.	738		
3,10,11,15, 17,24	MG Projects	211		
29, 30, 31	State Pecan Shortcourse - College Station*			
GRAND TOTAL OF MILEAGE, MEALS & LODGING		**1164**	**0**	**0**

Other expenses (list) *Mileage paid by other sources

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

DATE:Jan-08 NAME:John Begnaud

CURRENT MONTHS CONTACTS

TELEPHONE	OFFICE	SITE CONTACTS	NEWS ARTICLES	NEWSLETTERS
197	43	23	2	

RADIO	TELEVISION	FIELD VISITS	PROGRAMS	TOTAL
49	4	18	2	

MAJOR PLANS FOR NEXT MONTH:

DATE	ACTIVITY

Texas Agricultural Extension Service * The Texas A&M University System * Zerle L. Carpenter, Director * College Station, Texas