

**TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System**

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

NAME: Steve Sturtz	TITLE: CEA AG/NR
COUNTY: Tom Green	MONTH: September

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
9/1-9/5	West Texas Fair (Abilene), Sheep & Goat Field Day (DO), 4-H Project Management & Selection - Cattle, Goats & Sheep. Producer Management Cotton, Rangeland, Livestock (Wall, Christoval, Water Valley, Grape Creek, Robert Lee, Colorado City). Office Mgmt (Reports, Mail, E-Mail, Phone).	925		
9/7-9/12	Farm And Ranch Survey Meeting (TGC Appraisal District). 4-H Project Management & Selection - Cattle, Goats & Sheep. Producer Management Cotton, Rangeland, Livestock (Wall, Christoval, Water Valley, Grape Creek,). Office Mgmt (Reports, Mail, E-Mail, Phone).	1678		
9/15-9/20	Program Planning (District Office), Wall Ag Boosters Fundraiser County Emergency Management Meeting. Livestock Association Meeting, 4-H Building Management. 4-H Project Management & Selection - Cattle, Goats & Sheep. Producer Management Cotton, Rangeland, Livestock (Wall, Christoval, Water Valley, Grape Creek,). Office Mgmt (Reports, Mail, E-Mail, Phone).	767		
9/21-9/26	4-H State Council Banquet (Dallas) D7 Administrative Meeting (District Office), Harvest Aid Test Plot, Ag Programming Conference (District Office) Howard County Fair (Big Spring), 4-H Project Management & Selection - Cattle, Goats & Sheep. Producer Management Cotton, Rangeland, Livestock (Wall, Christoval, Water Valley, Grape Creek,). Office Mgmt (Reports, Mail, E-Mail, Phone).	1387		
9/28-9/30	Dallas State Fair	523		
GRAND TOTAL OF MILEAGE, MEALS & LODGING		??	??	??

Other expenses (list) _____

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.

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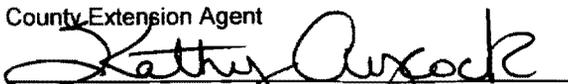
MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

Name: Kathy Aycock	Title: County Extension Agent - FCS
County: Tom Green	Month: September, 2009

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
9/1	Prepared and distribute monthly reports and D360 for district and state offices	8		
9/1	Assisted where needed at the Tom Green County 4-H Club Managers and Leaders Training (16-1H,1B,4M)	16		
9/2	Met with Tom Green County Extension Education Association Members (8)	11		
9/3	Met with Extension Education Club Delegates to State Meeting to review and make plans for upcoming EEA meeting programs and yearbooks (3)	8		
9/8	Participated in Wall Extension Education Club meeting (10)	16		
9/9	Hosted Tom Green County 4-H Foods and Nutrition Leader Training and Planning meeting for Food Fun Days and 4-H Food Show (14-2M)	12		
9/10	Participated in Liveoak Extension Education Club meeting, Christoval (11)	36		
9/12	Assisted where needed at the Tom Green County 4-H Fun Night and Recruitment Event for 2009-2010 4-H Year (59-7H,31M)	16		
9/14	Met with Tom Green County 4-H Council and Adult Leader's Association (31-7M)	16		
9/15	Prepared newsarticle for <i>San Angelo Standard Times</i> featuring "Portion Control and Portion Sizes".	8		
9/15-17	Assisted where needed at the Texas Extension Education Association meeting held at the McNease Convention Center (506-28H,32B,18M)	48	\$40.00	
9/21	Participated in District 7 Fall Administrative Meeting; TAMU Center (42-27M)	16	\$15.00	
9/22	Met to plan upcoming Food and Entertaining e-newsletter, CRAVE, assign responsibilities and set deadlines (3)	11	\$12.40	
9/23	Met as a member of the Concho Valley Council of Governments Regional Advisory Board (41-19H,4M)	11	\$8.17	
9/24	Made arrangements for the Tom Green County 4-H Food Fun Days w/ six food preparation and food safety workshops	8		
9/25	Worked on draft copy of the 2010 Plan of Work	8		
9/28	Completed work on Food and Entertaining e-newsletter, CRAVE, and submitted copy to <i>San Angelo Standard Times</i> (3)	10		
9/28	Prepared and submitted quarterly BLT reports for district and state offices	8		
9/29	Assisted where needed at the <i>San Angelo Standard Times</i> and <i>Taste of Home</i> Cooking School (800-166H, 29B,33M)	33		
9/30	Presented officer installation program at annual EEA Rally Day (16)	16	\$2.00	
9/30	Prepared and distributed monthly reports and D360 for District and State offices	9		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		325	77.57	0.00

Other Expenses (List) Extension Education Club Officer Installation - \$4.14

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.

County Extension Agent


Date: October, 2009		Name: Kathy Aycock			
Current Months Contacts					
BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
403	92	137	1563		1

Major Plans for Next Month	
Date	Activity
10\1	Prepare and submit monthly reports for District and State offices
10\2	Complete and submit BLT Quarterly reports and P.O. forms
10\5	Present first 4-H Foods and Nutrition Workshop featuring Vegetables and Food Safety
10\5	Meet with Tom Green County 4-H Council officers and Adult Leaders Association
10\6	Assist where needed at the National Child Passenger Safety Certification Training Program
10\7	Meet as a member of the Extension Education Clubs Audit Committee
10\7	Meet as a member of the Tom Green Extension Education Association
10\8	Complete and submit draft copy of 2010 Plan of Work
10\11	Present "4-H Update" to Lonestar 4-H Club
10\12	Present second 4-H Foods and Nutrition Workshop featuring Breads, Physical Fitness and Meats
10\13	Meet as a member of the CRAVE e-newsletter committee
10\13	Meet as a member of the Veribest EE Club
10\14	Host informational booth at ASU Health and Wellness Fair
10\14-16	Participate in Texas Environmental Health Association Meeting, Austin
10\19	Present third 4-H Foods and Nutrition Workshop featuring Milk, Fruits and Vegetables
10\20	Assist where needed at the 4-H Food Challenge Workshop
10\23	Participate in Program Planning Conference with District Extension Director and Regional Program Directors
10\26	Assist where needed at the Tom Green County 4-H Leaders for Life Workshop
10\27	Host a Food Handler's Class to be conducted in Spanish
10\27	Accompany 4-H Members and Leaders to judge the Schleicher County 4-H Food Show
10\28	Meet as a member of the Angelo Community Hospital Healthy Women's Coalition
10\29	Present "Easy Healthy Meals" for Christian Women's Job Corp clientele
10\29	Prepare and submit monthly reports for District and State offices
10\30	Plan and prepare for upcoming Tom Green County 4-H Food Show
10\31	Organize and work at Tom Green County 4-H Food Show

D-360

D-843

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

DATE	ACTIVITY	MILEAGE	MEALS	LODGING
1	Adult Leader Training	21		
3	Sheep / Goat Field Day	18		
12	4-H Fun Night	51		
14	County Council / Adult Leaders / D7 4-H PDC	55		
15	Fair Board Meeting	32		
16	Mentor Visit	45		
21	District Meeting	18		
24	Leaders 4 Life Planning Meeting	45		
25	Dossier Meeting	32		
26	Community Day	77		
27	4-H Club Program	53		
29	Food Challenge Workshop	21		
30	Leaders 4 Life Centra	17		
2, 4, 8-11, 17, 18, 22, 23, 28	General activities and program management	220		
	(All dates listed include mileage for general office/ extension duties in addition to major activities listed)			
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		705	0.00	0.00

Date:	September	Name:	Garry Branham
Current Months Contacts			
	32	18	520
			1

Major Plans for Next Month	
5	County Council / Adult Leaders
6-8	Building Environmental Stewards for Today and Tomorrow (BESTT) - Brownwood
11	4-H Club Program
17	Sheep / Goat Validation
19	Food Fun Day
20	Food Challenge Workshop
23	Program Planning Conference
24	Eco Fair
25	4-H Club Program
26	Leaders 4 Life Training
27-28	BESTT - Brownwood
31	County Food Show

D-360
D-843

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MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS' COURT REPORT

Name: Allison Watkins	Title: CEA- Horticulture
County: Tom Green	Month: September 2009

DATE	ACTIVITY	MILEAGE	MEALS	LODGING
9/1	2 site visits; meeting with extension mentor; horticulture program at women's correctional facility	22		
9/2	prepared and submitted newspaper article; site visit; horticulture program at men's correctional facility	16		
9/8	record radio show programming; master gardener business meeting; horticulture program at women's correctional facility	12		
9/9	horticulture program at men's correctional facility	12		
9/10	meeting for new master gardener class committee			
9/11	site visit; San Angelo Garden Club field trip	10		
9/15	program area committee meeting; record interview with KLST news program; horticulture program at women's correctional facility	18		
9/16	prepared and submitted newspaper article; horticulture program at men's correctional facility	12		
9/17	planning meeting for Junior Master Gardener program			
9/21	Fall district extension administrative meeting; community Earth-Kind educational program	26		
9/22	record radio show programming; horticulture program at women's correctional facility	12		
9/23	horticulture program at men's correctional facility	12		
9/24	community Earth-Kind educational program	12		
9/26	community rain barrel making workshop			
9/29	horticulture program at women's correctional facility; presentation for Native Plant Society	16		
9/30	prepared and submitted newspaper article; educational presentation for TEEA clubs; horticulture program at men's correctional facility	26		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		206	0.00	0.00

Other Expenses (list) _____

