

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: March	NAME: Steve Sturtz
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CURRENT MONTHS CONTACTS				
TELEPHONE	OFFICE	SITE CONTACTS	NEWS ARTICLES	NEWSLETTERS
189	65	148	2	
RADIO	TELEVISION	FIELD VISITS	PROGRAMS	TOTAL
		49	1	454

MAJOR PLANS FOR NEXT MONTH:	
DATE	ACTIVITY
4/16	Concho Valley Farm & Ranch Expo Meeting

D-843
D-360

TEXAS AGRILIFE EXTENSION SERVICE
MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

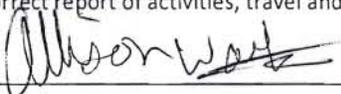
Name: Allison Watkins
County: Tom Green

Month: March
Title: CEA - Horticulture

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
1	Write horticulture newsletter; supplies for Master Gardener training class	15		
5	Master Gardener Training class; Master Gardener business meeting; Tree Care program for public	24		
6	Women's correctional facility horticulture class; Site visit	32		
7 11	Men's correctional facility horticulture class Record radio show	12		
12 13	Master Gardener Training Class Women's correctional facility horticulture class; newspaper article	24		
14	Men's correctional facility horticulture class; site visit	40		
15	Lunch N Learn - vegetable gardening			
19 20	Master Gardener Training Class Women's correctional facility horticulture class	12 12		
21 22	Men's correctional facility horticulture class; Water conservation program in Snyder Site visit	200		
25	Record radio show; write horticulture newsletter			
26	Master Gardener Training Class	12		
27	Women's correctional facility horticulture class; Newspaper article	12		
28	Men's correctional facility horticulture class	12		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		407		

Other Expenses (list):

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County Extension Agent Signature

D-843

TEXAS AGRILIFE EXTENSION SERVICE

D-360

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT CONT'D

Name: Allison WatkinsMonth: March

NUMBER OF CURRENT MONTHS CONTACTS					
BLT	TELEPHONE	OFFICE	TOTAL CONTACTS	NEWS ARTICLES	NEWSLETTERS
	48	21	486	2 (20,000)	1 (208)

MAJOR PLANS FOR NEXT MONTH	
DATE	ACTIVITY
1	Site visit; Horticulture newsletter
2	Master Gardener Training Class; rose data
3	Women's correctional facility horticulture class
4	Men's correctional facility horticulture class; LAB meeting; Program for William's House
5	Master Gardener Plant Sale set up
6	Master Gardener Plant Sale
8	Record radio show; Program for Ozona Garden Club
9 10	Master Gardener Training Class; Master Gardener executive committee meeting Women's correctional facility horticulture class; newspaper article; site visit
11 12	Men's correctional facility horticulture class: PAC meeting San Angelo Garden Club meeting; set up for Shamrock Shuffle fundraiser
16 17	Master Gardener training class Women's correctional facility horticulture class
18 19	Men's correctional facility horticulture class; People Plant Connection board meeting Lunch N Learn class
22 23	Record radio show; program for Wall Altar Society Master Gardener Training class; program for Sterling Co.
24 25	Women's correctional facility horticulture class; newspaper article Men's correctional facility horticulture class
30	Master Gardener Training class

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: March, 2013

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
3/1	Prepared and distributed FCS Newsletter featuring "Easter and Eggs" (355-19H)	6		
3/1	Prepared and submitted monthly reports for District and State offices	6		
3/2	Assisted where needed at the District 7 4-H Robotics Kickoff Meeting; Tom Green County 4-H Building (14-6H,1B,7M)	16	\$8.10	
3/6	Hosted the Tom Green County Extension Education Council meeting and Cultural Arts Committee meeting (4)	8		
3/7	Worked to construct "Crave" e-newsletter with articles on Living Light, Dining for the Diabetic, Easy Entertaining and Tasty Tidbits (4-1M)	9		
3/8	Met as a member of the Food Protection Management Task Force (7-1H,1M)	10	\$7.15	
3/12	Met as a member of the Wall Extension Education club to hear educational program on "Spring Ladies" (6)	33		
3/13	Presented food preparation demonstration to Christian Women's Job Corp clientele entitled "Cook it Quick and Healthy"(7-2H)	9		
3/13	Met as a member of the State Better Living for Texans Planning Committee via LYNC (7-2H,1B,3M)	6		
3/14	Participated in Family and Consumer Sciences Committee Meeting (8-1H,1M)	11	\$11.45	
3/18	Prepared and submitted news article for San Angelo Standard Times covering "Choosing a Nutrient Rich Diet"	8		
3/19	Monitored BLT Extension Assistant program on "Getting the Facts on Sodium" to Concho Valley Senior Companions; Concho Valley Council of Governments Training Center (37-14H,4B,2M)	Travel Pd. By BLT		
3/20	Worked with Senior 4-H Member to prepare paperwork for State 4-H Food Show (2)	10		
3/21	Monitored BLT Extension Assistant program on "Getting the Facts on Sodium" to Concho Valley Foster Grandparents; Concho Valley Council of Governments Training Center (67-22H,6B,14M)	Travel Pd. By BLT		
3/21	Assisted where needed at the Tom Green County 4-H Educational Presentation Workshop; 4-H Building (16-6H,6M)	16		
3/22	Prepared and submitted monthly and quarterly BLT reports for District and State offices	8		
3/24	Assisted where needed at the quarterly Tom Green County 4-H Council and Adult Leaders meeting (12-2M)	11	\$10.00	
3/25&26	Presented Food Protection Management Certified Food Managers Training for interest local and area food service providers (31-16H,1B,9M)	48	\$18.01	
3/27	Met as a member of the Concho Valley Council of Governments Regional Advisory Board (30-10H,7M)	Travel Pd. By BLT		
3/27	Met as a member of the Tom Green County 4-H Shamrock Shuffle Committee to plan the upcoming event (9-5M)	12	\$10.14	
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		227	64.85	0.00

Other Expenses (list)

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 County Extension Agent

Date: April, 2013 **Name:** Kathy Aycock; CEA-FCS

Current Months Contacts

BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
110	92	87	711	1	2

Major Plans for Next Month

Date	Activity
4\2	Accompany EE members to annual TEEA Spring Meeting, San Saba
4\3	Prepare and distribute monthly travel and narrative reports to District and State offices
4\3	Host the Tom Green County Extension Education Association meeting
4\4	Meet as a member of the Tom Green County Leadership Advisory Board
4\4	Prepare and distribute Tom Green County EE Newsletter
4\4	Participate in Tom Green County 4-H County Roundup
4\5	Assist where needed at the District 7 Leaders 4 Life contest, Grape Creek
4\5	Meet as a member of the Diabetes Task Force
4\8	Prepare and submit news article for San Angelo Standard Times
4\9	Meet as a member of the Veribest EE Club
4\9	Assist where needed at the Dinner Tonight Healthy Cooking School, Brownwood
4\10	Submit entries for State 4-H Food Show participants to State Foods and Nutrition office
4\10	Meet with "Crave" e-newsletter committee to plan and organize May issue
4\11	Present "Cook it Quick and Healthy" to Diabetic Support Group members
4\15	Meet with Electric Cooperative representatives to plan upcoming 4-H Silver Clover Banquet
4\16	Meet with West Texas Training Center representatives to make final arrangements for District 7 4-H Roundup
4\17-19	Participate in West Region FCS Retreat, Fredricksburg
4\22	Serve on District 7 4-H Roundup planning committee
4\23	Prepare and district monthly reports and BLT reports for District and State offices
4\23	Prepare and distribute Spring Food Protection Management Newsletter

Date:	March	Name:	Courtney Redman		
Current Months Contacts					
BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
	185	45	1900		

Major Plans for Next Month	
Date	Activity
2	TCAAA Committee
2,3	Leaders 4 Life Practice and Fair Board Meeting
5	Leaders 4 Life Contest
29	District Soil Contest Set-up
1	District 7 4-H Council
4	County Roundup, LAB Meeting
11	District Wool Judging
23	District Photography Committee Meeting
18	District Meats Judging
25	Extension Educator Style Show
28	San Angelo Children's Fair
26	District Rifle Contest at Callahan County