

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

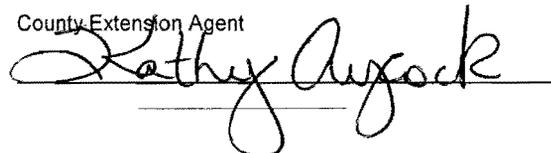
Name: Kathy Aycock	Title: County Extension Agent - FCS
County: Tom Green	Month: May, 2013

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
5/1	Met as a member of the Tom Green County Extension Education Association and made final arrangements for upcoming Spring Gathering (5)	11		
5/3	Prepared and distributed bi-monthly newsletter "Home and Family Connections" (327-16H)	8		
5/4	Served as Chairman of the District 7 4-H Roundup Committee: West Texas Training Center (216-108M,21H)	16		
5/6	Monitored BLT/EA program on "Get the Facts" at Sara's House (7-4H)	12		
5/7	Met as a member of the Tom Green County Shamrock Shuffle Committee meeting to plan upcoming fund raising event (8-5M)	10	\$8.15	
5/7	Prepared monthly news article for San Angelo Standard Times	9		
5/10	Assisted with "Educational Presentation" judging at West Region Robotics Contest; Odessa (44-31M,16H)	328	\$16.25	
5/9	Presented "Scholarship Interview Workshop" for Seniors and Parents participating in the Texas 4-H Foundation Opportunity Scholarship process (6)	16		
5/13&14	Assisted where needed at the annual "Kids, Kows and More" Ag Awareness program at the Tom Green County 4-H Building (1012 -510M, 519H, 29B)	32		
5/15	Monitored BLT/EA morning program on "Shopping Strategies" at Texas Workforce Commission (7-2M,3H)	Travel Pd. By BLT		
5/15	Worked with Nutrition Quiz Bowl Team on "Food Safety" to help prepare for State 4-H Roundup (6)	16		
5/16	Worked with committee to develop June's CRAVE e-newsletter on gosanangelo.com (3)	10		
5/16	Met as a member of the Tom Green County "Dinner Tonight!" Healthy Cooking School committee to begin plans for the October 3 rd event (6)	12	\$12.19	
5/18	Assisted where needed at the annual Shamrock Shuffle - Tom Green County 4-H Fundraiser (511-31H,301M)	32		
5/21	Met as a member of the Tom Green County Ag Expo Committee to set date, time and place for October event (8-6M)	16		
5/22	Participated in District 7 Administrative Meeting featuring speakers on Leadership Advisory Boards and Extension Program Committees (39-19M)	16	\$15.00	
5/23	Assisted where needed at Tom Green County Extension Education Association Spring Gathering and Cultural Arts Fun Day (36-2H)	16	\$3.00	
5/23	Met as a member of the Tom Green County 4-H Council and Adult Leaders Association to make plans for upcoming State 4-H Roundup, 4-H Awards program and elect 2013-2014 Officers (37-5M,2H)	16		
5/23	Participated in District 7 BLT Mid Year Review with Regional Program Director, Regional Program Manager and BLT/EA (3)	10		
5/28	Monitored BLT/EA afternoon program on "Dining at the Dollar Store" at the Adult Enrichment Center (15-6M,6H)	Travel Pd. By BLT		
5/29	Presented a Food Handlers classes using the State Food Protection Management curriculum (14-7M,8H)	16	\$8.90	
5/30	Prepared and distributed monthly narrative reports and D-360 for District and State offices	9		
5/30	Prepared BLT P.O. forms, travel requests and quarterly reports for District and State offices	9		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		620	63.49	0.00

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.

County Extension Agent



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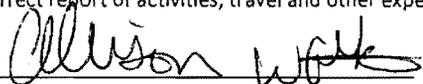
Name: Allison Watkins
County: Tom Green

Month: May 2013
Title: CEA - Horticulture

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
30th-3rd	Horticulture Agent Planning Conference - Galveston	830		
6 7	Record radio show Master Gardener training class; write newsletter	12		
8 9	Women's correctional facility program; newspaper article; site visit Men's correctional facility program	22 12		
13 14	Collect data at rose research plots; Kids Kows & More program Master Gardener Training Class; Master Gardener business meeting; Cont. Gardener program	20 24		
16	Men's correctional facility program; Ag expo planning meeting; site visit; Williams House vegetable garden site visit	14		
17 18	Prepare radio programming; Lunch N Learn class - Turfgrass; set up for Shamrock Shuffle Shamrock Shuffle fundraiser	10 10		
20 21	Meeting with Director of Extension Record radio show; People Plant Connection board meeting; Master Gardener training class	15		
22 23	Administrative meeting; newspaper article Men's correctional facility horticulture program	14 12		
28	Master Gardener training class	12		
29	Planning meeting for Fall Symposium			
31-1	EarthKind Summit - Dallas	520		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		1527		

Other Expenses (list):

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County Extension Agent Signature

D-843
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TEXAS AGRILIFE EXTENSION SERVICE
MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT CONT'D

Name: Allison Watkins

Month: May 2013

NUMBER OF CURRENT MONTHS CONTACTS					
BLT	TELEPHONE	OFFICE	TOTAL CONTACTS	NEWS ARTICLES	NEWSLETTERS
	43	14	492	2 (x20,000)	230

MAJOR PLANS FOR NEXT MONTH	
DATE	ACTIVITY
1	EarthKind Summit - Dallas
3	Record radio show
4	Write newsletter
5	Collect data at rose research plots; newspaper article; site visit
11	Master Gardener executive committee meeting
12	Women's correctional facility horticulture program
13	Men's correctional facility horticulture program
17	Record radio show
18	Master Gardener workshop - hypertufa
19	Women's correctional facility horticulture program; newspaper article
20	Men's correctional facility horticulture program; People Plant Connection board meeting
21	Lunch N Learn - Water Conservation
26	Women's correctional facility horticulture program
27	Men's correctional facility horticulture program

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TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS' COURT REPORT

Name: Courtney Redman	Title: CEA 4-H & YD
County: Tom Green	Month: May, 2013

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
1-2	Horse Validation & Range Practice	177		
3	General Office & Duties	84		
4	District 7 Roundup	66		
6	Youth Board Meeting	85		
7	Shamrock Shuffle Meeting and District 7 Council Meeting at Brady	Branham		
8	District 7 Soil Judging Contest	88		
9	Consumer Judging and Leaders 4 Life Workshop	84		
12	Set up for Kid, Kows & More	80		
13	Kid, Kows, & More Program; Angelo Bluebonnet Club Meeting; Horse Club Meeting	105		
14	Kid, Kows, & More Program	64		
15	Silent Auction items for Shuffle	78		
16	Consumer & Leaders 4 Life Workshop	71		
17	Set up Shamrock Shuffle	131		
18	Shamrock Shuffle	79		
20	Meeting with Doug Steele	77		
21	Consumer & Leaders 4 Life Workshop	65		
22	District 7 Spring Administration Meeting	72		
23	County Council; Adult Leader; and Roundup Meetings	67		
28	Consumer & Leaders 4 Life Workshop	77		
29	Nutrition Quiz Bowl Practice	74		
30	TAE4-HA Meeting	88		
31	County Recordbook judging	71		
24,3	General Office & Duties	84		
	(All dates listed include mileage for general office/extension duties in addition to major activities listed)			
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		1,867	0.00	0.00

Date: May **Name:** Courtney Redman

Current Months Contacts

BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
	240	45	1900	1	1

Major Plans for Next Month

Date	Activity
7	Farm Safety Day Camp
9-14	Texas 4-H Roundup
18	District 7 horse show
20	Steer Validation
24	Sheep and Goat Validation
25-28	District 7 4-H Leadership Lab
29-30	Texas 4-H Outdoor Challenge

Date: July , 2013		Name: Kathy Aycock			
Current Months Contacts					
BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
11	95	81	401	1	1

Major Plans for Next Month	
Date	Activity
7\1	Prepare monthly reports for District and State offices
7\2	Conduct Tom Green County 4-H Fashion Show
7\2	Organize Tom Green County 4-H Fashion Show entries and submit to District office
7\3	Meet with County Extension Staff, District Extension Director and local County Commissioner to interview applicants for Ag/NR Agent position
7\8	Prepare and distribute monthly e-mail blast promoting "Dinner Tonight"
7\9	Prepare and distribute monthly Family and Consumer Sciences news article for San Angelo Standard Times
7\9	Meet as a member of the Concho Valley Farm and Ranch Expo planning committee
7\10	Prepare and submit District 7 4-H Silver Clover Nomination forms
7\12	Meet as a member of the Tom Green County Diabetes Task Force
7\12	Participate in State BLT Planning Committee
7\16	Serve as Orientation and Information Superintendent at District 7 4-H Fashion Show, Grape Creek Baptist Church
7\17	Organize Tom Green County EEA members and submit registration for TEEA Camp, Brownwood
7\17	Meet as a member of the "CRAVE" e-newsletter committee
7\18	Participate in District 7 4-H Recordbook Judging and 4-H Planning Meeting, Brownwood
7\18	Meet as a member of the "Dinner Tonight" Healthy Cooking School Planning Committee
7\23	Assist where needed at the State 4-H Council Workshop - Etiquette Training
7\25	Assist where needed at the East Texas "Keep it Cool Canning" workshop
7\29	Meet as member of the District 7 4-H Silver Clover Banquet Committee and complete judging process for Award Applications, TAMU Center
7\30	Complete monthly reports for District and State
7\31	Participate in Quarterly BLT Update

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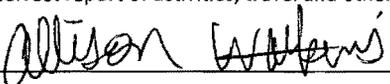
Name: Allison Watkins
County: Tom Green

Month: June 2013
Title: CEA - Horticulture

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
1	EarthKind meeting - Dallas			
3	Record radio show, write monthly newsletter	4		
5	Record data at rose research plots; write newspaper article; site visit	26		
11	Master Gardener executive committee meeting			
12	Women's correctional facility horticulture program; site visit	20		
13	Men's correctional facility horticulture program; write radio show	12		
17	Record radio show; site visit	16		
18	Hypertufa planter making class	8		
19	Women's correctional facility horticulture program; write newspaper article	12		
20	Men's correctional facility horticulture program; People Plant Connection board meeting	16		
21	Lunch N Learn - Waterwise landscaping			
24	Write monthly newsletter			
26	Women's correctional facility horticulture program; write radio show; site visit	24		
27	Men's correctional facility horticulture program	12		
GRAND TOTAL OF MILEAGE, MEALS AND LODGING		150		

Other Expenses (list):

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County Extension Agent Signature

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Name: Allison Watkins

Month: June 2013

NUMBER OF CURRENT MONTHS CONTACTS					
BLT	TELEPHONE	OFFICE	TOTAL CONTACTS	NEWS ARTICLES	NEWSLETTERS
	52	15	421	2 (20,000 ea)	1 (230)

MAJOR PLANS FOR NEXT MONTH	
DATE	ACTIVITY
1	Record radio show
2	Write newspaper article
3	Women's correctional facility horticulture program
8	Site visit
9	Master Gardener Business meeting; Educational program for the public: "Water Conservation Options for the Concho Valley"
10	Women's correctional facility horticulture program
11	Men's correctional facility horticulture program; write radio
15 16	Record radio show Educational program for the public: "All About Bees"
17 18	Women's correctional facility horticulture program; write newspaper article 4-H Planning Day and Recordbook Judging
19 20	Lunch N Learn Class: "CSI - Plant Diagnosis" Educational Program for the public: "911 - Landscaping in Drought Conditions"
22 23	Write monthly newsletter Collect data at rose research plots
27-31	Texas County Agriculture Agents Association State Meeting - Horseshoe Bay, TX

Date:	June	Name:	Courtney Redman		
Current Months Contacts					
BLT	Telephone	Office	Total Contacts	News Articles	Newsletters
	180	28	780		1

Major Plans for Next Month	
Date	Activity
2	Tom Green County Fashion Show
8-10	County Camp
13	Promote 4-H Day at Tractor Supply
16	District 7 Jr Fashion Show
18	4-H Planning Day, District Record Book Judging
22	West Region Golf Challenge
23	Club Officer Training Leader Lab at Runnels County
28-31	TCAAA Conference @ Horseshoe Bay
35-26	District 7 Council Officer Training