**Crook County Natural Resource District (CCNRD)**

**December 3rd Regular Board Meeting Agenda**

**12:00 pm Sundance USDA Service Center**

**CALL MEETING TO ORDER**

**ATTENDANCE**

**Board**: Lily Altaffer, Wayne Garman, Kim Fundaun, Casey Devish, Wanda Burget

**Employees**: Bridget Helms, Sarah Anderson, Jessica Halverson, Carmen Horne-McIntyre (call)

**Guests:** Jason Nehl, NRCS;

**MONTHLY UPDATES**

1. NRCS Update
2. Water Quality Program Updates by Carmen & Jessica
	1. Grant updates
	2. TMDL Update
3. Forestry Program Update by Sarah
	1. Grant Updates
4. Office Manager Update by Bridget
5. Local Issues
6. Financials
7. Financial Voucher *Signatures Needed (3)*
8. Checks *Signatures Needed (2)*
9. Reconciliation Reports *Signatures Needed (3)*
10. Approve November 5th Minutes *Signatures Needed*

**OLD BUSINESS**

1. Employee job descriptions

**NEW BUSINESS**

* 1. Legislative updates
	2. Personnel budget

**SCHEDULE**

1. **County Commissioner’s Meeting,** *December 4, 1:00 pm*
2. **Next Board Meeting,** *January 7, 12:00 pm*

**TIME OFF REQUESTS**

1. Bridget Helms-
2. Sarah D. Anderson –
3. Jessica Halverson –

**OTHER BUSINESS**