

**2009**  
**CDEA Annual Training Session**  
**and**  
**“Water Quality Symposium”**

Presented By:

New York State Conservation District Employees' Association, Inc.  
and  
New York State Soil and Water Conservation Committee

**March 10-13, 2009**

**Holiday Inn**  
**Auburn, NY**

# General Information

Training Session Dates: Tuesday, March 10, 2009 1:00 pm - Friday, March 13, 2009 11:30 am

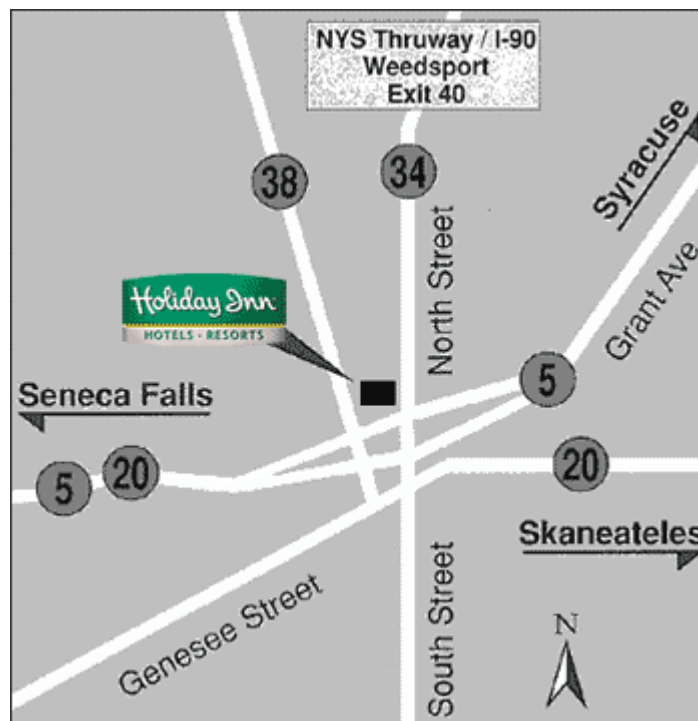
Registration Deadline: February 16, 2009 (Please register early)

Location: Holiday Inn  
75 North Street  
Auburn, NY 13021  
<http://www.hiauburn.com>

Hotel Telephone: (315) 253-4531

Hotel Fax: (315) 252-5843

General Directions: To get to the Holiday Inn Convention Center, Auburn, take New York State Thruway I-90 to Exit 40, go south on Highway 34, (North Street) and the hotel will be 8 miles on the right.



Parking: Parking is provided at the facility

Hotel Facilities: McMurphy's Irish Pub  
Room service 6:30am - 10pm daily  
Exercise room  
In Room Coffee Makers, Hair Dryers, Iron/Ironing Board  
Hi speed Internet, Wireless Internet in the Court

## 2009 Water Quality Symposium Schedule of Events

Time	Tuesday, March 10	Wednesday, March 11	Thursday, March 12	Friday, March 13
7:00-8:15 am		Breakfast	Breakfast	Breakfast: 7:30 – 9:00 am 1. CNMP Certification (cont. at 8 am)
8:30-12 noon	<b>Registration</b>	1. CNMP Certification (cont. at 8:00am) 8. Hydraulics 9. Animal Composting 10. Practical Grazing 11. AEM Data Management 12. Personnel Issues 13. Community Conservation Tools	1. CNMP Certification (cont. at 8:00am) 17. Math Refresher & Design Development 18. Basic Nutrient Management 19. Pipeline design for livestock and irrigation 20. Stormwater: Making the SWCD-MS4 Connection 21. NYS Retirement for Employees 22. How to Become a Powerful Presenter	Concurrent sessions begin at 9 am 26. NYS DEC and Army Corp of Engineers Permitting Process 27. Engineering for Districts and Bid Packages 28. Clerks Forum/Excel for Beginners 29. Managers Forum 30. Growing AEM Participation 31. Emergency Action Plans
12:00-1 pm		Lunch (Division meetings will be held during lunch)	Lunch	Classes end at 11:30 am, except CNMP Check-out
1:30-4:30 pm	Opening Session 1 – 1:30 pm  <i>Concurrent Sessions begin at 1:30 pm</i> 1. CNMP Certification 2. Milkhouse Waste Collection Systems 3. Steep Slope Stabilization 4. Sand Laden Manure Management 5. Deferred Compensation 6. Climate Change 7. Microsoft Publisher for Beginners  <i>CNMP ends at 5 pm</i>	<i>Courses continue from morning:</i> 1. CNMP Certification (cont.) 8. Hydraulics (cont.) 10. Practical Grazing (cont.) 13. Comm. Conservation Tools (cont.) 14. CAFO update 15. Filing Systems and Requirements 16. Program Evaluation	<i>Courses continue from morning:</i> 1. CNMP Certification (cont.) 17. Math Refresher & Design Development (cont.) 18. Basic Nutrient Management (cont.) 22. How to Become a Powerful Presenter (cont.) 23. Stormwater Pollution Prevention Plan Review class 24. Wetland Mitigation 25. NYS Retirement for Employers	
5:30 pm	Dinner (5:30 pm – 6:30 pm)	Dinner/CDEA Annual Meeting (6:00-8:00pm)	<b>Reception - 6 pm</b> with Raffle and Auction results	
7:00-?	Resource fair following dinner Entertainment at McMurphy's Irish Pub	Entertainment "The Horn Dogs" 9:30 - ?	<b>Banquet – 7 pm</b> with Recognition Awards Followed by camaraderie and entertainment at McMurphy's Irish Pub	

## *Course Descriptions*

*For clarity, the course numbers on the Registration Form and Schedule of Events correspond with the numbers in the course descriptions below.*

### **Opening Session**

**Tuesday, March 10, 1:00 p.m. - 1:30 p.m.**

#### **Welcome and Opening Remarks:**

Mike Latham, Director, NYSSWCC , Division of Soil and Water, NYS Dept. of Ag and Markets, and Jeff Carmichael, President, NYS Conservation District Employees' Association

#### **Training Session Orientation:**

Steve Lorraine, Vice President, NYS Conservation District Employees' Association

### **Conservation District Employees' Association – Nominations for Officers**

### **1. Comprehensive Nutrient Management Plan (CNMP) Planner Certification (NRCS Level 2)**

**Instructors:** Personnel from USDA-Natural Resources Conservation Service; Cornell; NYS Department of Environmental Conservation; NYS Soil & Water Conservation Committee and Certified AEM Planners.

**Date and Time:** Tuesday, March 10th 1:30 p.m. to 5:00 p.m.; Wednesday, March 11th 8:00 a.m. to 5:00 p.m.; Thursday, March 12th 8:00 a.m. to 5:00 p.m.; Friday, March 13th 8:00 a.m. to 12:00 Noon

**Description:** An intensive, four-day training on the development of Comprehensive Nutrient Management Plans (CNMP). The training is required for planners seeking certification to sign CNMPs for CAFOs or AEM or NRCS Planning Certification. The session is divided into components to allow Planners to attend portions of the training as an update. Topic components include:

Tues., 3/10 (pm) – Policy, Procedures, Standards, and the DEC Permits

Wed., 3/11 (am) – NY 312, Watersheds, RMS, NEPA, & Erosion Control

Wed., 3/11 (pm) – Nutrient Management

Thurs., 3/12 (am) - Resource Problems & Solutions – Concentrated Sources, Pastures, Pathogens, & Feed Management

Thurs., 3/12 (pm) - Resources Problems & Solutions – Manure Storage & Treatment

Fri., 3/13 (am) - Planner Responsibilities & Tour of the Sample CNMP

Application has been made for CCA CEUs.

\*Note extended instruction times for this course.

### **2. Milkhouse Waste Collection Systems**

<b>Instructor:</b> Steve Perschke, NRCS Area Engineer
<b>Date and Time:</b> Tuesday, March 10 <sup>th</sup> 1:30 p.m. to 4:30 p.m.
<b>Description:</b> This class is designed to update and bring you up to speed on the ever changing filter area standard. It will cover acceptable practices for treating milkhouse waste and introduce the new NRCS treatment strip standard. Application has been made for CCA CEUs.

<b>3. Steep Slope Stabilization</b>
<b>Instructor:</b> Donald W. Lake, Jr., P.E., CPESC, CPSWQ
<b>Date and Time:</b> Tuesday, March 10 <sup>th</sup> 1:30 p.m. to 4:30 p.m.
<b>Description:</b> This course will cover how to deal with steep slopes. It will discuss why steep slopes are a concern, what some of the underlying erosion issues may be and finally how to deal with stabilizing a steep slope. The instructor will discuss what options are available to treat steep slopes. Application has been made for CCA CEUs.

<b>4. Sand Laden Manure Management</b>
<b>Instructor:</b> Andrew Wedel, P.E., McLanahan Industries
<b>Date and Time:</b> Tuesday, March 10 <sup>th</sup> 1:30 p.m. to 4:30 p.m.
<b>Description:</b> This course will cover the physical properties of sand laden manure and the challenges that they present to the farming community. Additionally, the instructor will discuss the different handling systems that are available for moving this type of manure including scraper systems, hydraulic and separating systems. Application has been made for CCA CEUs.

<b>5. Deferred Compensation</b>
<b>Instructor:</b> John Pisani, NYS Deferred Compensation Plan
<b>Date and Time:</b> Tuesday, March 10 <sup>th</sup> 1:30 p.m. to 4:30 p.m.
<b>Description:</b> This Workshop will involve: the advantage of using the NYS Deferred Compensation Plan, how to calculate your retirement income, how to set up and maintain your individual portfolio and new regulations starting in April, 2009.

<b>6. Climate Change</b>
<b>Instructors:</b> Art DeGaetano, Associate Professor, Department of Earth and Atmospheric Science, Cornell University; David W. Wolfe, Professor, Department of Horticulture, Cornell University; Connie Patterson, Dairy Farmer
<b>Date and Time:</b> Tuesday, March 10 <sup>th</sup> 1:30 p.m. to 4:30 p.m.
<b>Description:</b> This course will talk about specific climate change observations and trends for the northeast. The course will also discuss climate change impacts on northeast agriculture and water quality. Finally the course will discuss how farmers can adapt to a warming climate and how farming can help lessen the impacts of climate change through reducing greenhouse gas emissions, carbon sequestration, and embracing the expanding market for renewable energy. Application has been made for CCA CEUs

<b>7. Microsoft Publisher for Beginners</b>
<b>Instructor:</b> Dave Wick, Warren County SWCD

**Date and Time:** Tuesday, March 10<sup>th</sup> 1:30 p.m. to 4:30 p.m.

**Description:** Looking to add a little pizzazz to your newsletters, flyers, or posters? Design a new brochure for your District? Microsoft Publisher is an easy-to-use program which allows you to quickly and professionally design these items and many others. With design wizards and helpful tutorials, Publisher is a program that doesn't take long to learn how to use. This course will highlight what Microsoft Publisher can do, and will go through a number of sample designs to help get you off and running with this program.

## 8. Hydraulics

**Instructor:** Don Lynch, P.E., Oneida County SWCD

**Date and Time:** Wednesday, March 11<sup>th</sup> 8:30 a.m. to 4:30 p.m

**Description:** What to do after the Engineering 20 is done. This course will cover open channel water way design, stream velocity and stone sizing for starters. It will also cover culvert sizing, Manning's equation, coefficient values and what it all means. Whether you are a new technician or have been at it for 10 years this course will be essential for technicians doing stormwater or agricultural based BMP design work.

## 9. Animal Composting

**Instructors:** Jean Bonhotal, Cornell Waste Management Institute; Ryan Cunningham, Skaneateles Lake Watershed Agricultural Program

**Date and Time:** Wednesday, March 11<sup>th</sup> 8:30 a.m. to 12 Noon

**Description:** Mortality management is a critical component of farmstead planning. This session will examine the mortality management options with heavy emphasis on composting. The basic "how to" of carcass composting will be covered including site selection, feed stocks, trouble shooting, environmental/health and safety concerns, and regulations. The session is presented by professionals with hands-on experience in mortality composting. Application has been made for CCA CEUs.

## 10. Practical Grazing planning you need to know

**Instructors:** Phillip Metzger, USDA-NRCS; Dr. Darrell Emmick, USDA-NRCS, NYS Grazing Land Management Specialist; Jerry Verrigni, Schuyler Co. SWCD, District Manger; Dick Winnett, USDA-NRCS, Coordinator Finger Lakes RC&D Council; Jana Malot, PA-NRCS, State Grassland Conservationist; John Wickham, Schuyler Co. SWCD, Grazing Consultant; Troy Bishopp, Madison Co. SWCD, Grazing Specialist; Nancy Glazier, CCE of Genesee Co.; Tom Eskildsen, Yates Co. SWCD

**Date and Time:** Wednesday, March 11<sup>th</sup> 8:30 a.m. to 4:30 p.m.

**Description:** Taking this Hands-on, interactive, detailed and fun class will absolutely help you understand the intricacies of a grazing system and how many scenarios there are to whole farm planning. We will detail what Holistic grazing planning is, assess on-farm pasture productivity, work through opportunities and challenges in dealing with equine operations, stopping the second bite syndrome, learn to secure funding for your grazing projects and take a fun look at the good, bad and ugly details of fence building and its components. Enjoy two farmer's views from the field on how grazing has impacted their operations and what they feel is the right path to take for planners. We will also explore the ancillary benefits of grass-based agriculture by sharing information on sourcing local food for conferences, marketing your grazing program, working with the plain communities, using low-cost BMPs when money is tight and ending the day with an open mic discussion on where our grazing initiatives should go in the future. Application has been made for CCA CEUs.

## 11. AEM Data Management

**Instructors:** TBD

**Date and Time:** Wednesday, March 11<sup>th</sup> 8:30 a.m. to 12 Noon

**Description:** How are you tracking the mounds of information and data that you are collecting in your AEM program? Can you find this information when it is time to access it for a grant application? This course will look at some of the systems being used around the state and how they may work for you. Fellow district staff will show how they have been doing it and where they hope to take their data tracking systems in the future.

## **12. Personnel Issues**

**Instructor:** Jeffrey A. Whittemore, MS, PHR, Human Resource Consultant

**Date and Time:** Wednesday, March 11<sup>th</sup> 8:30 a.m. to 12 Noon

**Description:** This course will survey recent legislation having an impact on human resource management and discuss proper handling of a number of human resource issues frequently encountered by public sector administrators and managers. Topics will include appointments under civil service regulations, employee discipline and policy development for a number of operational topics. There will be ample time for questions about any human resource matters.

## **13. Community Conservation Tools**

**Instructors:** NYACD Consultant, Warren County SWCD, NYSDOS Division of Coastal Resources and the NYS Soil and Water Conservation Committee

**Date and Time:** Wednesday, March 11<sup>th</sup> 8:30 a.m. to 4:30 p.m.

**Description:** Participants will learn what is involved in preparing successful watershed plans to protect and restore water quality. Topics will focus on identifying local natural resource concerns, developing a course of action, and coordinating existing resources private, local, state and federal assistance resources to address local resource needs. Specific attention will be paid to drinking water protection, soil and water quality protection, farmland and forest protection, and habitat protection. Participants will receive a copy of the soon to be released Department of State Watershed Planning Guidebook as well as NYACD's new Community Conservation Assistance Checklist and Guide.

## **14. CAFO Update**

**Instructors:** Francis Zagorski, NYSDEC; Jacqueline Lendrum, NYSDEC

**Date and Time:** Wednesday, March 11<sup>th</sup> 1 p.m. to 4:30 p.m.

**Description:** Representatives from NYS DEC will be on hand to present and discuss the Updates to the SPDES General Permit for Concentrated Animal Feeding Operations. Bring your questions as there are big changes in the newly proposed permit. Application has been made for CCA CEUs.

## **15. Filing Systems and Requirements**

**Instructor:** Jeffrey A. Whittemore, MS, PHR, Human Resource Consultant

**Date and Time:** Wednesday, March 11<sup>th</sup> 1 p.m. to 4:30 p.m.

**Description:** This course will cover human resource records management and retention issues, as well as compliance in required employer postings and proper use of a number of documents and forms. A primer for every public sector manager and administrative assistant to assure employee confidentiality and legal compliance at the local, state and federal levels.

## **16. Program Evaluation: why bother and how to do it?**

**Instructor:** Michael Duttweiler, Assistant Director, Cornell Cooperative Extension Administration

**Date and Time:** Wednesday, March 11<sup>th</sup> 1 p.m. to 4:30 p.m.

**Description:** Do you do program evaluation? How do you measure program success or failure? During this workshop, participants will learn about different types of evaluation, the benefits and costs, how to keep the process practical and simple and different approaches. Evaluation can help us take a comprehensive view of our programs and ask serious questions about their value. It can also help us to communicate a program's value to others. Evaluation can be "getting ahead by letting go: evaluation across commitments". Attend and learn how to make evaluation an important part of your programs. Meets the requirements of Management Certification Competency #4 and #6.

### **17. Math Refresher & Design Development**

**Instructors:** Justin Rienhart, P.E., Ohio State Department of Natural Resources; others TBD

**Date and Time:** Thursday, March 12<sup>th</sup> 8:30 a.m. to 4:30 p.m.

**Description:** When was the last time you or your new Tech took a math class? All too often it was a long time ago. This course is one of the courses offered in the Ohio Technical Development Program. The first half will help to bring up to speed anyone who is a little rusty on their computation skills. It will show attendees how to use some of the common engineering tools of our trade. The second half will use the skills developed in the morning to go through simple design processes and steps to complete a correct final design.

### **18. Basic Nutrient Management**

**Instructors:** Dr. Quirine Ketterings, Cornell University; Karl Czymmek, Cornell Pro-Dairy Program; Patricia Ristow, Cornell SPEAR Program

**Date and Time:** Thursday, March 12<sup>th</sup> 8:30 a.m. to 4:30 p.m.

**Description:** Nutrient management can save the farmer money and deliver big benefits to the environment. This course will cover the basic principles and foundation knowledge of crop nutrient management planning on New York State livestock farms. This is information all conservation professionals who work with farms should know regardless of whether or not they develop nutrient management plans. Working knowledge of nutrient management will better position you to help farmers make conservation decisions and interact with private consultants. This session will provide a solid foundation for those ultimately seeking to become certified planners. Application has been made for CCA CEUs.

### **19. Pipeline Design for Livestock and Irrigation**

**Instructor:** Ron Young, NRCS

**Date and Time:** Thursday, March 12<sup>th</sup> 8:30 a.m. to 12 Noon

**Description:** This course will cover pipeline design requirements for gravity and pressurized water systems. The water systems will apply to both watering facilities and irrigation systems. Pump design will be included in the pressurized system design session. Application has been made for CCA CEUs.

**20. Stormwater: Making the SWCD-MS4 Connection**

**Instructors:** P.J. Emmerick, CPESC, Ontario County SWCD; Ed Hoxsie, CPESC, Dutchess County SWCD; Caroline Myers, CPESC, Monroe County SWCD; Dave Mosher, CPESC, Schenectady County SWCD

**Date and Time:** Thursday, March 12<sup>th</sup> 8:30 a.m. to 12 Noon

**Description:** This exciting course will feature presentations from different Districts throughout NYS, outlining how they assist MS4 communities and non-MS4 communities with the Phase II Stormwater program. Topics will include discussions on agreements for services, rates and fee structures that SWCD's are charging, and what services are provided. A roundtable question and answer session will follow the presentations.

**21. NYS Retirement Training for Employees**

**Instructor:** Carmella Coons, NYS Retirement System

**Date and Time:** Thursday, March 12<sup>th</sup> 8:30 a.m. to 12 Noon

**Description:** Basic member information, particularly benefit information, to increase employee understanding of the NYS Retirement system policy, procedures, and forms. Q & A time is available for individual questions/concerns. Recommended that attendees know what tier they are in.

**22. How to become a Powerful Presenter**

**Instructor:** Fred Ashforth, Ashforth Associates

**Date and Time:** Thursday, March 13<sup>th</sup> 8:30 a.m. to 4:30 p.m.

**Description:** Farmers, like other business people, can have brilliant ideas, but if they can't get them across, their ideas won't get them anywhere. Like most people, farmers aren't always comfortable and find speaking in front of a group to be a nerve-wracking experience. The need for farmers to speak and effectively represent their industry and promote agriculture is greater than ever.

This full-day program will improve presentation skills so attendees will be more effective in getting their message heard. The interactive program will address attitude, technique and behavior as it relates to speaking. As past attendees say, "Great information and techniques that you can use today and every day when speaking with people."

Fred Ashforth is the president of Ashforth Associates, a consulting firm established in 1991. He is an experienced speaker, trainer, writer and consultant. His "*Powerful Presentation*" programs have been well received by over 12,000 people who have attended and participated in them. He has hundreds of published articles, and his *Powerful Presentation Minute*® has been on the radio since 2005.

Fred is a graduate of SUNY College at Cortland, and the School of Management at SUNY Binghamton. He is a member of the Mohawk Valley Toastmasters and the Brothertown Optimist Club in Waterville, NY where he lives with his family

**23. Stormwater Pollution Prevention Plan Review class**

**Instructors:** Scott Cook, NYS DEC, Division of Water; Jessica Verrigni, CPESC/CPSWQ Tompkins County SWCD

**Date and Time:** Thursday, March 13<sup>th</sup> 1 p.m. to 4:30 p.m.

**Description:** This class will go over how to review a Stormwater Pollution Prevention Plan. A short presentation will be given on how to review a SWPPP and what some of the current stormwater regulations are. This will be a hand's on course where participants will work in a group to review a real SWPPP.

**24. Wetland Mitigation**

**Instructors:** Corey Nellis, Montgomery County SWCD; Melissa Yearick, Upper Susquehanna Coalition

**Date and Time:** Thursday, March 12<sup>th</sup> 1 p.m. to 4:30 p.m.

**Description:** Ever wonder about Wetland Mitigation and how it could benefit your district? This class will go over different funding opportunities for Wetland Mitigation. Corey Nellis will discuss the Wetland Mitigation that he has done in Montgomery County and how he went about receiving the funds for his district. Melissa Yearick will do a presentation on the Wetland programs that the Upper Susquehanna Coalition provides.

**25. NYS Retirement for Employers**

**Instructors:** Paula Preston & Erin Lynch, NYS Retirement System

**Date and Time:** Thursday March 12<sup>th</sup>, 1p.m. – 4:30p.m.

**Description:** Basic information to increase employee understanding of Retirement system policy, procedures, and forms. Help employers to answer employee questions about retirement questions.

**26. NYS DEC and Army Corp of Engineers Permitting Process**

**Instructors:** Bridget E. Brown, Team Leader, Auburn Field Office Army Corps of Engineers; John Feltman, Regional Permits Administrator, NYS Department of Environmental Conservation

**Date and Time:** Friday, March 13<sup>th</sup> 9 a.m. to 11:30 a.m.

**Description:** There will be representatives from NYS DEC and Army Corp of Engineers on hand to discuss each agencies permit process for the work that Soil and Water Conservation Districts perform. They will discuss the changes that have taken place over the last year with their permitting process. Each representative will also discuss how to get through the permit process effective and efficiently.

**27. Engineering for Districts and Bid Packages**

**Instructors:** Jessica Skinner, P.E., JESS Engineering; Doug Fisher, Onondaga County SWCD

**Date and Time:** Friday, March 13<sup>th</sup> 9 a.m. to 11:30 a.m.

**Description:** This class will go over how a District can work with an engineering firm or private engineer to accomplish work in their county. The engineer will go over what work they would do as well as what work the district could do to help the engineer out and make it more cost effective. The second part of this class will go over bid packages. A representative from Onondaga County will go over what they include in their bid packages and how the bid process works in their county.

**28. Clerks Forum/ Excel for Beginners**

**Instructor:** Dave Wick, Warren County SWCD

**Date and Time:** Friday, March 13<sup>th</sup> 9 a.m. to 11:30 a.m.

**Description:** This two hour course is to introduce new and novice users to the spreadsheet program Microsoft Excel. This class will focus on entering and managing data, and creating quick charts and graphs. Attendees will learn how to sort data and use easy formulas to analyze budgets and other numerical information. No previous experience with spreadsheets is required.

**29. Managers Forum**

**Instructors:** Justin Rienhart, PE, Ohio Department of Natural Resources; Mike Latham, Director, NYSSWCC, Division of Soil and Water, NYS Ag and Markets

**Date and Time:** Friday, March 13<sup>th</sup> 9 a.m. to 11:30 a.m.

**Description:** The first half will be devoted to discussion with the Engineers from Ohio State who developed their statewide Technical Development training curriculum and program. They will discuss why and how they put their program together. Attend and bring your questions. During the second half, Mike Latham will discuss the performance measures reporting system and listen to your suggestions on how you think it could be done better.

**30. Growing AEM Participation**

**Instructors:** James Kingston, Orleans County SWCD; Levi Rudd, Jefferson County SWCD; Tom Eskildsen, Yates County SWCD; Jerry Verrigni, Schuyler County SWCD

**Date and Time:** Friday, March 13<sup>th</sup> 9 a.m. to 11:30 a.m.

**Description:** Are you looking to expand your AEM program in your county? Do you want to know how some counties are already doing it? This course will showcase what some counties are doing around the state to strengthen their programs and increase farmer participation. Don't recreate the wheel; see what has worked in your neighboring counties and what has not worked.

**31. Emergency Action Plans**

**Instructor:** Bob Brower, Associate Environmental Analyst, NYSSWCC

**Date and Time:** Friday, March 13<sup>th</sup> 9 a.m. to 11:30 a.m.

**Description:** Do you know what an Emergency Action Plan is? Do you know what BMP's planned through the Tier 3 planning process are required to have an Emergency Action Plans? This class will answer the above questions and provide an example of an Emergency Action Plan. Application has been made for CCA CEUs.