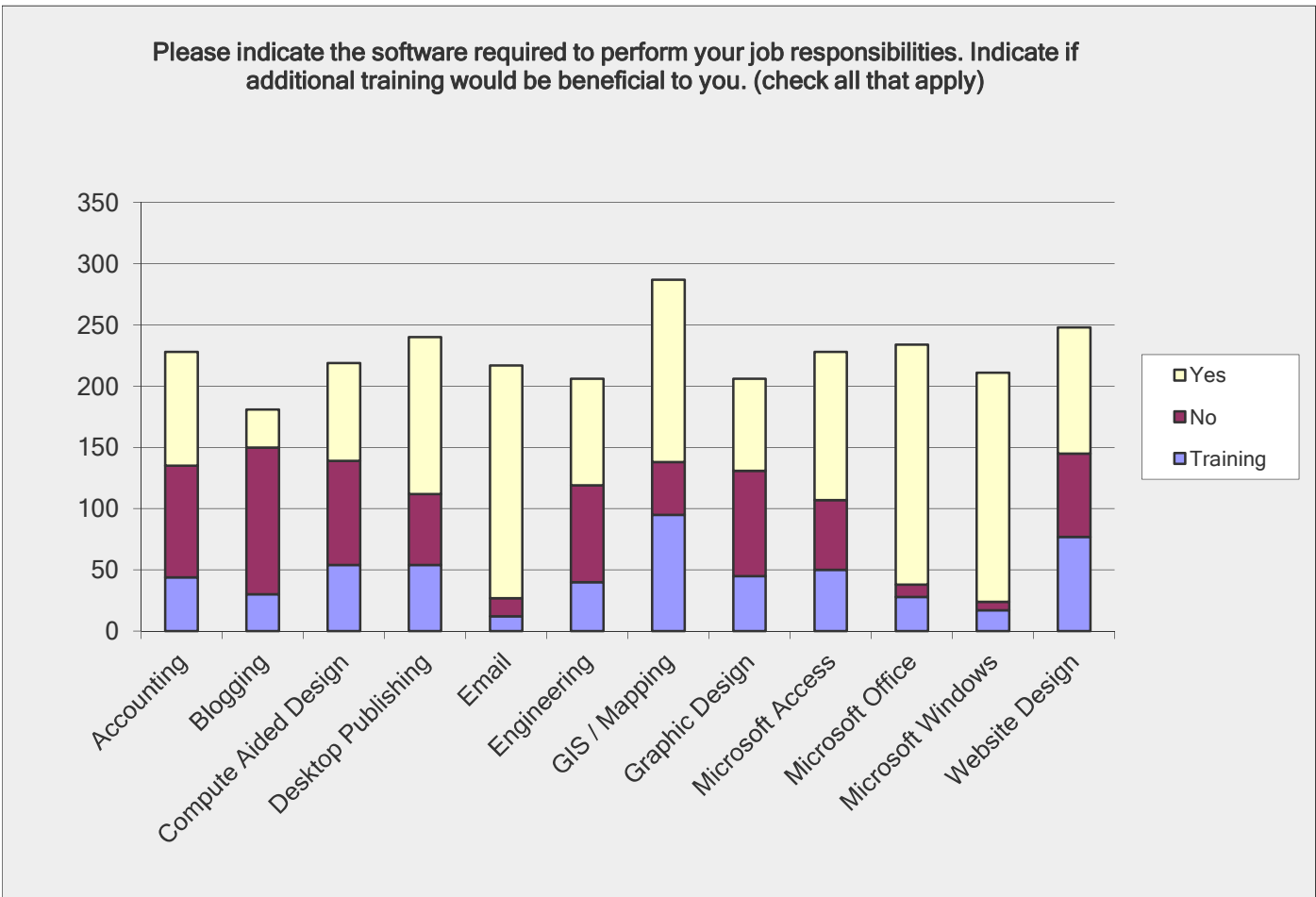


## OASWCDE Professional Development and Training Needs Survey

**Question #1 - Please indicate the software required to perform your job responsibilities. Indicate if additional training would be beneficial to you. (check all that apply)**

Answer Options	Yes	No	Training	Response Count
Accounting	93	91	44	183
Blogging	31	120	30	157
Compute Aided Design	80	85	54	172
Desktop Publishing	128	58	54	189
Email	190	15	12	201
Engineering	87	79	40	167
GIS / Mapping	149	43	95	196
Graphic Design	75	86	45	164
Microsoft Access	121	57	50	179
Microsoft Office	196	10	28	202
Microsoft Windows	187	7	17	193
Website Design	103	68	77	177
Please indicate the versions of software selected above you currently use.				141
<i>answered question</i>				<b>227</b>
<i>skipped question</i>				<b>0</b>



## OASWCDE Professional Development and Training Needs Survey

**Question #1 - Please indicate the software required to perform your job responsibilities. Indicate if additional training would be beneficial to you. (check all that apply)**

**Please indicate the versions of software selected above you currently use.**

Adobe Acrobat X Standard	MS Access 2003
Adobe Creative Suite 3 (InDesign, Photoshop)	MS Access 2007
Adobe Creative Suite 6 Design & web premium	MS Access 2010
Adobe Dreamweaver	MS Expression 4
Adobe Illustrator	MS Money 2006
Adobe In Design	MS Office 2003
Adobe InDesign (older version)	MS Office 2007
Adobe Photoshop	MS Office 2010
ArcGIS 10.0 (ArcEditor and ArcInfo and most extensions)	MS Office 2013
ArcGIS 10.1	MS Office 97
ArcGIS 10.2	MS Outlook 2007
ArcGIS 9.1	MS Outlook 2010
ArcGIS 9.2	MS Powerpoint
ArcPAD 10	MS Publisher
Arcview 3.2	MS Word 2003
AutoCAD 2002	MS Word 2012
AutoCAD 2004	Munis
AutoCAD 2008	National Wetland Inventory
AutoCAD 2009	NRCS Engineering Field Manual
AutoCAD Civil 3D 2011	NRCS Engineering software
AutoCAD Civil 3D 2012	Oracle
AutoCAD Civil 3D 2013	PayPal
AutoCAD Civil 3D 2014	QuickBooks 2009
AutoCAD LT 2000	Quickbooks 2010
AutoCAD LT 2008	QuickBooks Pro 2011
AutoCAD LT 2013	Quickbooks Pro 2012
AutoCAD LT 2014	Quickbooks Pro 2013
AutoCAD Map 2010	Quicken Deluxe 2011
AutoCAD Map 2013	Sage 50 Complete 2013
Autodesk Infrastructure Design Suite 2013	Sage 50 Premium Accounting 2014
AWM latest	Sage Peachtree 2010 Complete
blogger.com	Sage Peachtree 2011
Blogging software	Sage Peachtree 2012
Blogspot.com	Sendsocial media (like constant contact)
CoffeeCup Website Design	Short stack
County based Performance and CAGIS	Toolkit
Desktop publishing	Trumbull County Auditor's GIS
Embarqmail	UAN (accounting)
ERIN	USP and associated modules
Expressions Web 3	Web Expressions 3MS Office 2013 products
Frontpage 2003	Web Soil Survey
GID	Weebly - online service
Gmail	Windows 2003
Google Apps for Business	Windows 7
Google Blogger	Windows 8
MailChimp	Windows 98
Mapping - web based programs	Windows XP
M-Dash	WordPress
Micro Survey CAD	Zimbra
MMP 0.32	

## OASWCDE Professional Development and Training Needs Survey

**Question # 2 - Please list additional software programs, not listed in the previous question, you use to perform your job responsibilities and would like to have additional training. Please list the software and current version you are using. If none, proceed to next question.**

<i>answered question</i>	48
<i>skipped question</i>	179

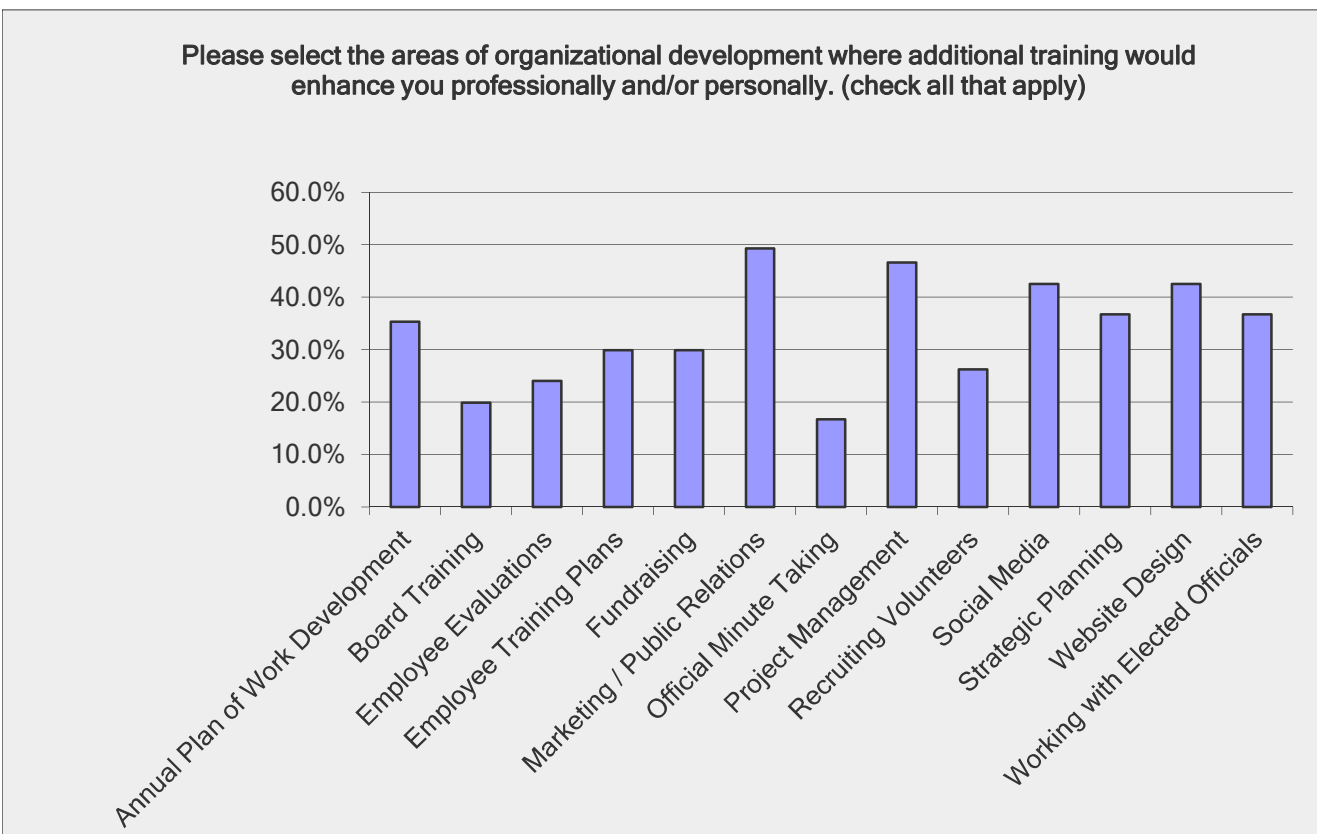
### **Additional Software**

Adobe Acrobat Standard  
Adobe CS3 - Illustrator  
Adobe Indesign  
Animal Waste Management Software  
Any graphic arts software  
Arcmap 10  
Auto CAD Civil 3D 2013  
AutoCad Map 13 3D  
Camtasia Studio 8  
Constant Contact email newsletters, notices, etc  
Dreamweaver  
ESRI Arcpad 10  
Facebook  
Google Earth  
GPS Pathfinder 5.3  
HY 8  
LI Contour  
LIDAR  
Manure Management Planner Software  
Microsoft Expression Web 3  
Microsoft Office  
Microsoft Publisher  
Movie maker  
newer windows  
pathfinder / terrasync  
Peachtree 2013  
Peachtree Accounting 2012  
Permits Plus - Accela  
Photoshop  
Power Point  
Publisher  
Quickbooks  
QuickBooks  
Runoff Reduction  
Spectra Precision Survey Pro 5.0  
SQL  
survey pro5.0-gps surveying software  
SWIMS  
SWIMS - Mapping & Query Builder  
TerraSync 5.3  
Tool Kit  
UAN  
US EPA's SWMM (Stormwater Modeling)

## OASWCDE Professional Development and Training Needs Survey

**Question # 3 - Please select the areas of organizational development where additional training would enhance you professionally and/or personally. (check all that apply)**

Answer Options	Response Percent	Response Count
Annual Plan of Work Development	35.3%	78
Board Training	19.9%	44
Employee Evaluations	24.0%	53
Employee Training Plans	29.9%	66
Fundraising	29.9%	66
Marketing / Public Relations	49.3%	109
Official Minute Taking	16.7%	37
Project Management	46.6%	103
Recruiting Volunteers	26.2%	58
Social Media	42.5%	94
Strategic Planning	36.7%	81
Website Design	42.5%	94
Working with Elected Officials	36.7%	81
Please specify additional training not listed above you would find		21
<i>answered question</i>		<b>221</b>
<i>skipped question</i>		<b>6</b>



## OASWCDE Professional Development and Training Needs Survey

**Question # 3 - Please select the areas of organizational development where additional training would enhance you professionally and/or personally. (check all that apply)**

**Please specify additional training not listed above you would find beneficial.**

a fast and easy way to enter data in swims

Accounting, Peachtree

Any technical training to be able to handle calls, walkins, email information requests, etc

Basic understanding of Drainage Laws and training about drainage structures/drainage patterns.

budgeting/money management in projects.

City, County, Township, Agency working agreement/MOU

concrete construction troubleshooting problems

district administrator/administrator assistant training

Driving vehicles with trailers. Backing trailers.

Effective ways to engage targeted segments of landusers (for example: horse owners, homeowners, etc.)

GIS

Hiring & Firing; Working with volunteer boards

How to enter projects into SWIMS

Observation of Technical Assistance to develop a better understanding of services provided.

Office Management

Preparing for audits

Record keeping and reporting for EPA phase 2 communities

Soils and nutrient interaction

Stormwater infiltration and soil interaction

Stormwater Utility Management

SWIMS

Time management

Understanding the ORC and S&W program and administrative responsibilities

With small staff, it would be helpful to know a little bit about each job duty to better help the citizens when staff is out of the office.

## OASWCDE Professional Development and Training Needs Survey

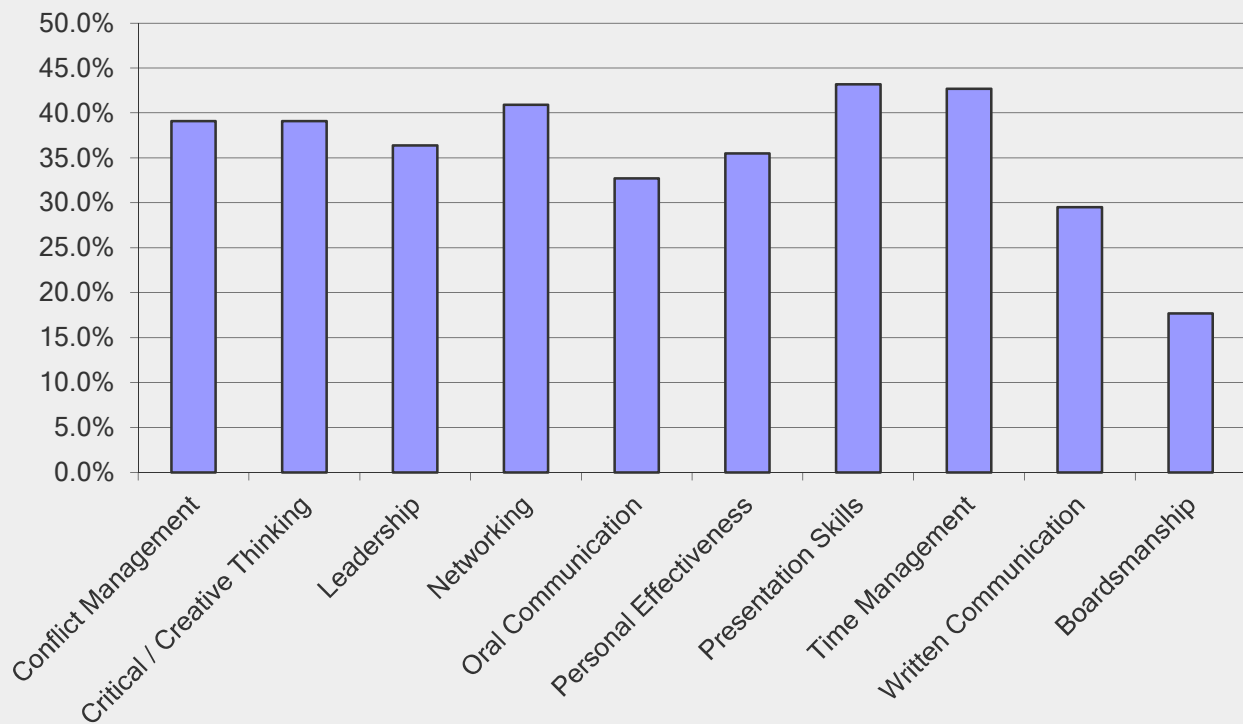
**Question # 4 - Please select the areas of personal development where additional training would enhance you professionally and/or personally. (check all that apply)**

Answer Options	Response Percent	Response Count
Conflict Management	39.1%	86
Critical / Creative Thinking	39.1%	86
Leadership	36.4%	80
Networking	40.9%	90
Oral Communication	32.7%	72
Personal Effectiveness	35.5%	78
Presentation Skills	43.2%	95
Time Management	42.7%	94
Written Communication	29.5%	65
Boardsmanship	17.7%	39
Please specify additional training not listed above you would find		7
<i>answered question</i>		<b>220</b>
<i>skipped question</i>		<b>7</b>

**Please specify additional training not listed above you would find beneficial.**

office management and operations  
 setting District priorities  
 funding sources and opportunities  
 grant writing  
 HR Training

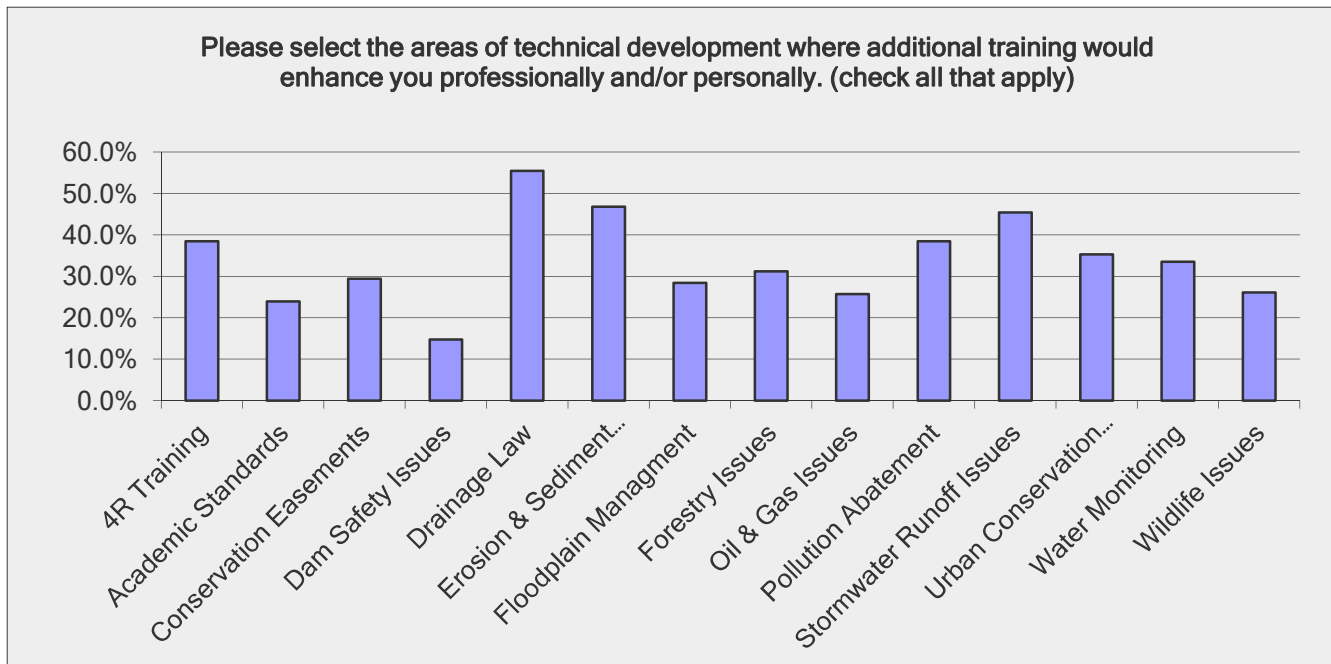
**Please select the areas of personal development where additional training would enhance you professionally and/or personally. (check all that apply)**



## OASWCDE Professional Development and Training Needs Survey

**Question # 5 - Please select the areas of technical development where additional training would enhance you professionally and/or personally. (check all that apply)**

Answer Options	Response Percent	Response Count
4R Training	38.5%	84
Academic Standards	23.9%	52
Conservation Easements	29.4%	64
Dam Safety Issues	14.7%	32
Drainage Law	55.5%	121
Erosion & Sediment Control Issues	46.8%	102
Floodplain Management	28.4%	62
Forestry Issues	31.2%	68
Oil & Gas Issues	25.7%	56
Pollution Abatement	38.5%	84
Stormwater Runoff Issues	45.4%	99
Urban Conservation Issues	35.3%	77
Water Monitoring	33.5%	73
Wildlife Issues	26.1%	57
Please specify additional training not listed above you would find		23
<b>answered question</b>		<b>218</b>
<b>skipped question</b>		<b>9</b>



## OASWCDE Professional Development and Training Needs Survey

**Question # 5 - Please select the areas of technical development where additional training would enhance you professionally and/or personally. (check all that apply)**

**Please specify additional training not listed above you would find beneficial.**

understanding hydroCAD printouts for evaluation of new developments

Agronomy

As an Admin. Asst. responding to survey, most of these don't really apply.

bidding of projects

Cover Crops

CPR & First Aid

Cropland Management

Environmental Education basics, actual field time

Funding/matching/future

General Agronomy

Home Sewage Treatment Systems

HUAP

Implications of SB. 150

New employee training/basics of working for a swcd

Nutrient and soil interaction

Pasture Management

Please get certified continuing education credits for PE CPESC and Crop Advisor

Real science to back up environmental occurrences - water quality, climate change, oil and gas, etc.

Retention pond design

Reviewing "As builds"

Soils

Spring Development

stormwater infiltration

Stream bank stabilization

Stream morphology

Tree pits and structural soils

underground manufactured stormwater management review

Urban

urban soil restoration

writing "scope of work" for projects

Assistance with Bioretention Basin Design and Installation (new spec, soil mix test requirements)

Proprietary structure training (StormTech Units, etc.)

We keep receiving the same old training on academic content standards. If each of the educators have not already undergone this several times then they either have no interest in training or no interest in education. Tracy Cindric I'm the administrative assistant while it is important for me to have a good overview of these programs to inform people I am not the specialist that customers really need to discuss these issues with.



## OASWCDE Professional Development and Training Needs Survey

Question # 6 - Please list any professional certifications you are interested in acquiring.

Answer Options	Response Count
	216
<i>answered question</i>	<b>216</b>
<i>skipped question</i>	<b>11</b>

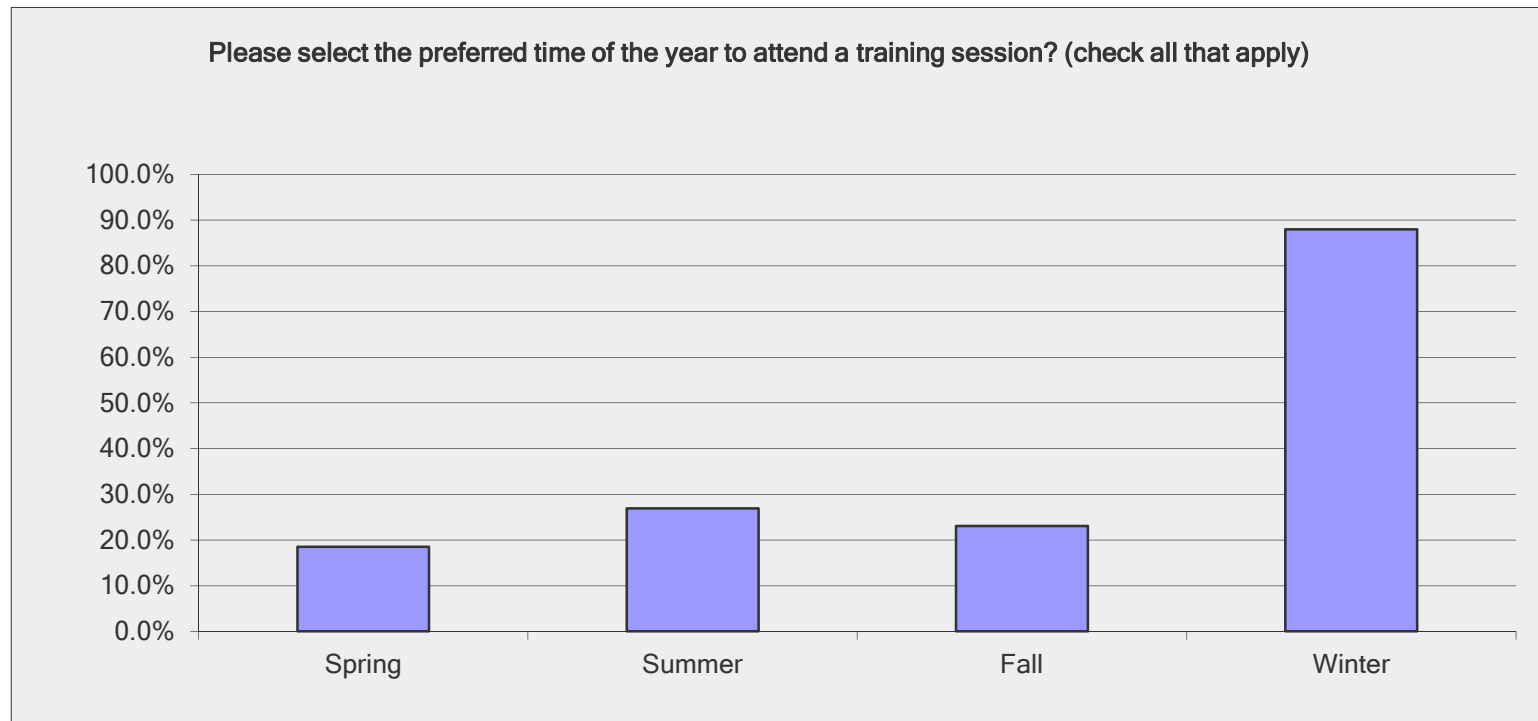
### Responses

AADP - all levels  
 All Levels QDC & QHEI  
 Anthing Oil & Gas related  
 Approving Grazing Management Plans  
 APR  
 Certified Conservation Planner  
 Certified Crop Advisor (CCA)  
 Certified Erosion, Sediment, and Storm Water Inspector (CESSWI)  
 Certified Floodplain Manager (CFM)  
 Certified Municipal Separate Storm Sewer System Specialist (CMS4S)  
 Certified Public Erosion Control Specialist (CPECS)  
 Certifiend Professional in Storm Water Quality (CPSWQ)  
 Envirocert Programs. Perhaps a partnership with SWCD could be made or similar certifications for Ohio  
 CNMP  
 CPA  
 develope a Certified Conservation Executive (CCE)  
 Distict Manager/Adminstrator Training & Certification needed (similar to Educators & Adm. Ass't. training past)  
 EECO - Environmental Education Certification Program  
 engineering certification  
 EPA Level 2 Credible Data for water quality monitoring  
 Erosion control specialist  
 Facilitator for Leopold Education Project  
 GIS certificate  
 Grassland fire fighting - Burn Boss Certification  
 Herbicide Applicator's License  
 IBI  
 ISA Certified Arborist  
 Level 1, Level 2, Level 3 Ohio Credible Data Program for water quality monitoring  
 Looking to take as many classes as possible to attain postions of District Supervisor and then eventually Area 1  
 Program Coordinator. I am very interested in becoming as educated as possible in this field.  
 Microsoft Certifications  
 pesticide certification-commercial applicator  
 Pollution Abatement options.  
 Ponds  
 Prescribed Burn Certification  
 Project Wild - all courses  
 PS / PE  
 Public administration, personnel/ human resources,  
 Public Adminstration Certificate  
 Public records  
 Sanitarian  
 Storm Water Management  
 TDP - all levels  
 tree farm inspector, certified forester, master logger,  
 Waste Water Management  
 Wetland Determination  
 wildlife specialist

## OASWCDE Professional Development and Training Needs Survey

Question # 7 - Please select the preferred time of the year to attend a training session? (check all that apply)

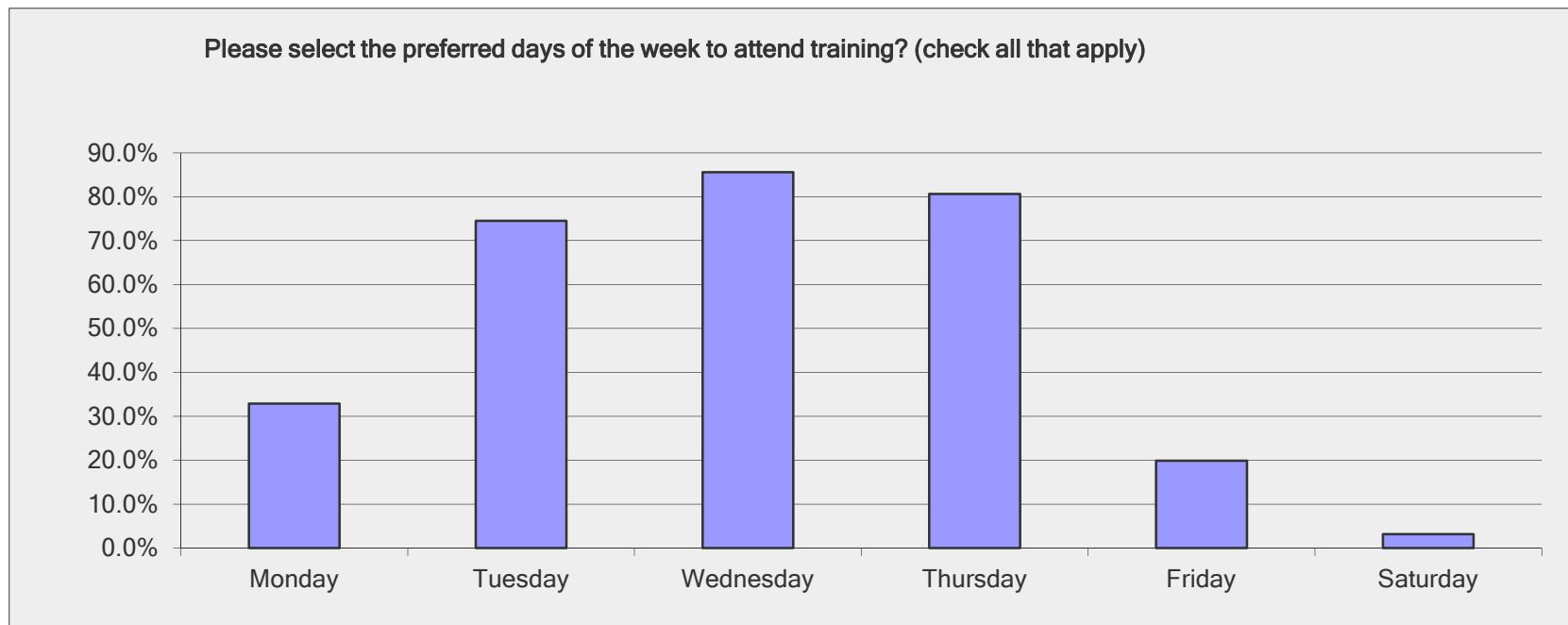
Answer Options	Response Percent	Response Count
Spring	18.5%	40
Summer	26.9%	58
Fall	23.1%	50
Winter	88.0%	190
<i>answered question</i>		<b>216</b>
<i>skipped question</i>		<b>11</b>



## OASWCDE Professional Development and Training Needs Survey

**Question # 8 - Please select the preferred days of the week to attend training? (check all that apply)**

Answer Options	Response Percent	Response Count
Monday	32.9%	71
Tuesday	74.5%	161
Wednesday	85.6%	185
Thursday	80.6%	174
Friday	19.9%	43
Saturday	3.2%	7
<i>answered question</i>		<b>216</b>
<i>skipped question</i>		<b>11</b>

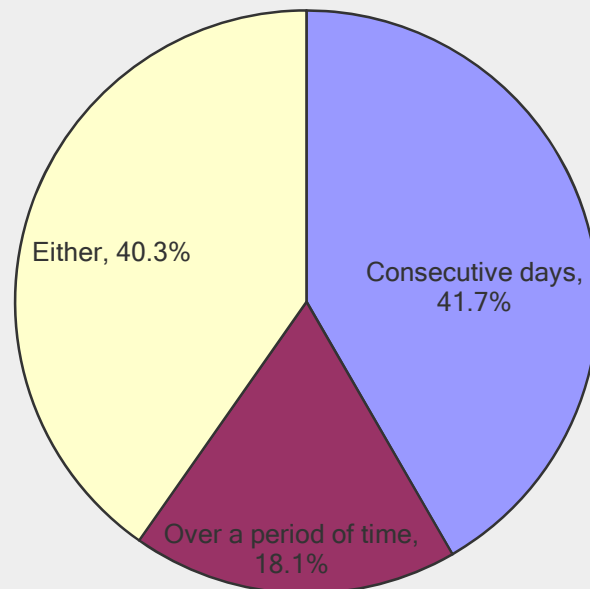


## OASWCDE Professional Development and Training Needs Survey

Question # 9 - If training would require multiple days, would you prefer the training to be condensed into consecutive days or spread out over a period of time?

Answer Options	Response Percent	Response Count
Consecutive days	41.7%	90
Over a period of time	18.1%	39
Either	40.3%	87
<i>answered question</i>		<b>216</b>
<i>skipped question</i>		<b>11</b>

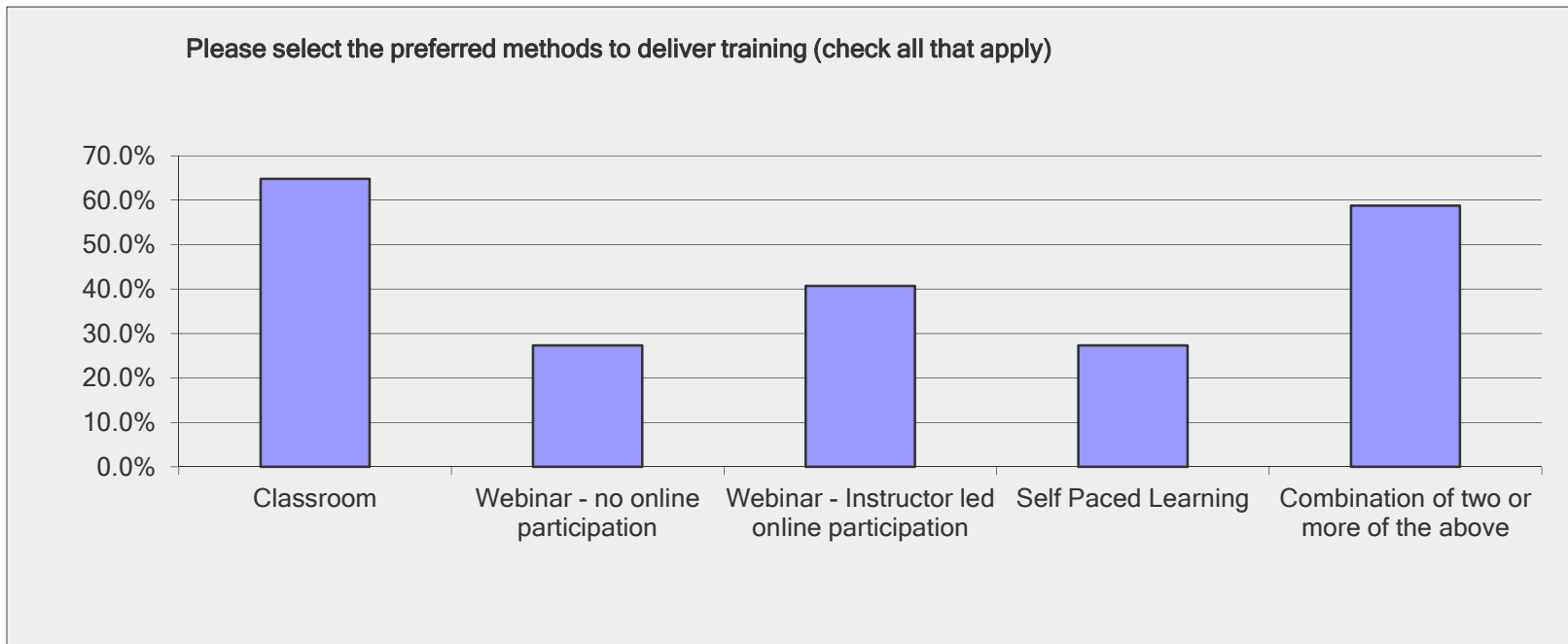
If training would require multiple days, would you prefer the training to be condensed into consecutive days or spread out over a period of time?



## OASWCDE Professional Development and Training Needs Survey

Question # 10 - Please select the preferred methods to deliver training (check all that apply)

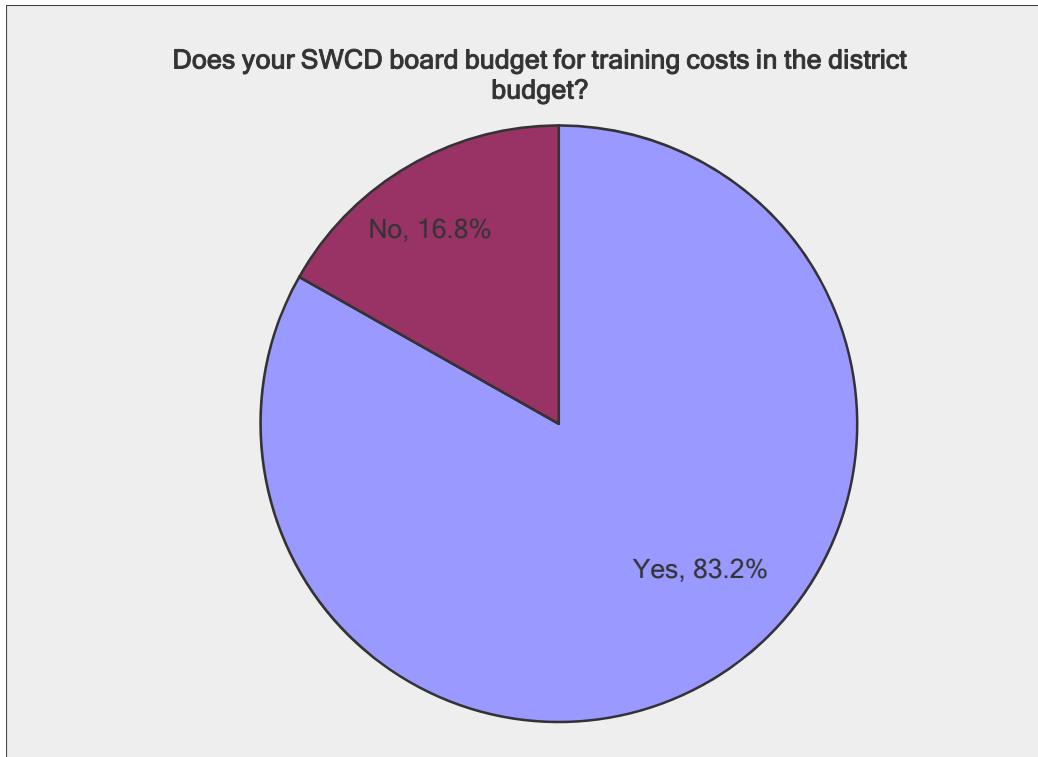
Answer Options	Response Percent	Response Count
Classroom	64.8%	140
Webinar - no online participation	27.3%	59
Webinar - Instructor led online participation	40.7%	88
Self Paced Learning	27.3%	59
Combination of two or more of the above	58.8%	127
<i>answered question</i>		<b>216</b>
<i>skipped question</i>		<b>11</b>



## OASWCDE Professional Development and Training Needs Survey

Question # 11 -Does your SWCD board budget for training costs in the district budget?

Answer Options	Response Percent	Response Count
Yes	83.2%	173
No	16.8%	35
<i>answered question</i>		<b>208</b>
<i>skipped question</i>		<b>19</b>



## OASWCDE Professional Development and Training Needs Survey

Question # 12 - Please provide any additional topics that should be offered at the All Partnership Meeting held in March 2014 or a possible All Employees meeting held in the Fall of 2014.

<i>answered question</i>	211
<i>skipped question</i>	16

### Responses

Actual field experience for environmental education.  
Administrative Handbook updates.  
advanced grant writing  
advanced storm water related training, new curriculums, SWCD success stories (OH and/or other states)  
Agronomy  
All Employees Meeting would be great  
Cloud computing.  
Content Standards for Educators  
Convincing farmers to install conservation practices  
Cover crops  
current survey and design standards/equipment that are compatible with USDA cost-share programs.  
CWI Drainage Law  
Detailed list of programs/services offered by each District  
Developing partnerships for networking and funding support.  
Direction and Future of OFSWCD, District Funding  
educators share session of new activities???  
Effective communication techniques for State 7 Federal Legislators.  
Encourage the younger employees to become more educated and more involved in their districts. Encourage them to aim high so that we just don't have senior citizens in the leadership positions.  
fall is a bad time of year because of harvest  
Fall is a busy time for our office, unless it is late fall (November), it would be hard to schedule employees to attend.  
finding and keeping funding  
Floodplain Management  
Folks really lack the basics of this because of their lack of time in the field.  
Forestry planning  
Getting individuals to run for District Board  
Gis Training  
good opportunity for training on timely topics  
Group Drainage Projects  
Hands on / show and tell ideas  
hands on educational activities, successful adult education activities,  
hosting Envirothons, clinic prep  
hot topics  
how SWCDs are funding themselves  
How the organizations work together - SWCD, OFSWCD, OSWCC, NACD, etc..  
How to Deal With Agency Partners Who Do Not Value SWCDS (how to work around them and service our clients)  
how to RETAIN staff, -- good office/personnel management practices  
I believe the survey was very thorough and covered all topics

## OASWCDE Professional Development and Training Needs Survey

Question # 12 - Please provide any additional topics that should be offered at the All Partnership Meeting held in March 2014 or a possible All Employees meeting held in the Fall of 2014.

<i>answered question</i>	211
<i>skipped question</i>	16

### Responses

I feel that Public Relations is an area that districts could focus more time on to enhance our image, connect with the public and possibly introduce new funding opportunities through partnerships.

I have a USDA computer. The recent switch to Windows 7 (a disaster) has resulted in the computer being incompatible with Arcview and AutoCAD. I have been forced to set up a second computer (I operate from two now) with Windows XP so that I can still operate the software I need. Windows XP is supposedly going defunct in Feb 2014 and I have serious concerns about what happens after that.

I would really like to see a return to the all-employees meeting and NOT having it in downtown Columbus. I realize that the intent was to make it convenient for legislators but it isn't convenient for the employees. Also, make it FUN.

Integration of new technologies. Cloud computing, mobile devices,  
Involving young adults/professionals in conservation programs/events  
It doesnt matter

It is always great to hear Kevin O'Connor's presentations however I know it is difficult for all AA's to come to his presentations it might be helpful for him to try an online conference.

It would be nice if TDP sessions could be held at AEM.

Lack of OFSWCD meeting minutes to Districts

Lack of OSWCC meeting minutes to Districts

Like the idea of a one day SWCD employees meeting (no overnight!) - after construction season, before holidays or in winter (mid-late Jan. or late Feb.)

Make them something worthwhile to attend....a lot of tax payers dollars are being used to go to meetings and stay in high end hotels to basically "have a meeting"

materials for the education for all ages

Need a drainage session (Petition projects).

Need more session where we can interact with other employees from around the state and share ideas. The last few years there has been very little time.

new ideas for working with homeowners that goes beyond rain barrels, rain gardens, and cover crops for the garden

new swcd employee training

Newsletter development

No repeats of previous sessions, please! I have heard the comment a lot from my co-workers that a lot of the topics seem to be recycled from other years.

nutrient issues

Ohio Drainage Laws

oil & gas

OPERS workshop

ORC SEC 1515 issues, procedures,

PERS, Deferred Comp

Personell Managment

Phase II Stormwater

Phosphorus Reduction Projects

Plan the Work & Work the Plan



## OASWCDE Professional Development and Training Needs Survey

Question # 12 - Please provide any additional topics that should be offered at the All Partnership Meeting held in March 2014 or a possible All Employees meeting held in the Fall of 2014.

<i>answered question</i>	211
<i>skipped question</i>	16

### Responses

Pollution Abatement

proposed fertilizer rules for state

Reduced communication from Division SWC

Relevant Topics, not fluff

Reporting conservation practices combining SWIMS and NRCS PRMS

rotational grazing ideas/ no till ideas- David Brandt Farm maybe? seed companies for our area in Gallia?

Round tables

soil health information

Soil, geology

Soils

state wide programs and cost factors don't always work. Area specific is more realistic.

State/regional geology

Statewide software purchasing.

Still thinking about it...to be honest, the current format does not really allow for any in depth training for employees.

Talking to public officials to convince them to pass ordinances allowing native plantings.

Team building

technology that makes tasks easier and more efficient and productive

The bigger picture - looking towards the model of Districts into the future; playing nice with others

The educators really need a time to meet to exchange ideas. We all benefit from sharing the simple ways we develop programs and sharing our successes and failures. "Breakout Sessions" would be beneficial to all of the employee types

I would imagine. Perhaps we could have guided discussion topics and opportunity to share project ideas and the future look of swcds under the current administration

There should be something for all positions

There should not be separate All Employees and All Partnership Meetings -- All of these including Supervisor School should be merged into one. Reduce travel expenses for tours and social items that don't accomplish much.

Theres a book out called "Nature's Fortune" written by Mark Tercek, CEO of Nature Conservancy. I haven't had a chance to read it but if it's any good, might be a good discussion/presentation.

This is a good first step to assure professionals are serving our SWCDs and delivering the respect we need as environmental and agriculture leaders for the next generation

This is just a comment on question 10: one of my preferred training environments wasn't listed - hands-on, field training or visits to different sites.

Training for board members should be Mandatory.

Understanding of how other SWCD's operate (what priorities), especially those with urban and rural/ag customers (counties surrounding the primary MSA county)

urban forestry, soil science -testing, fertilizing, harmful algae blooms, and ground water - water quantity issues

Urban Stormwater and Erosion and Sediment Control

Using different mapping systems

Utilizing New Technology

water monitoring and urban issues

Water Monitoring Hands On.

## OASWCDE Professional Development and Training Needs Survey

Question # 12 - Please provide any additional topics that should be offered at the All Partnership Meeting held in March 2014 or a possible All Employees meeting held in the Fall of 2014.

<i>answered question</i>	211
<i>skipped question</i>	16

### Responses

We need a Wildlife and Forestry development program similar to the TDP training offered.

Wetland Determination

wetland rules

What is happening to State Match across the state (budget constraints)?

Where are we really heading in the relationship between Districts, NRCS, ODNR-DSWR. Not what is talked, but what is happening

Working with diverse watershed stakeholders / watershed partnerships

Would like to participate in hands-on training opportunities

all aspects of social media

how to target middle/high school students

survey development