

UNITED STATES DEPARTMENT OF AGRICULTURE
Farm Service Agency
100 USDA, Suite 102
Stillwater, OK 74074-2653

OK Notice PM-1385

For: County Offices

National FSA Technician Training

Approved by: State Executive Director



1 Overview

A

Background

HRD, Training and Development Branch (TDB) has designed and developed a new version of the National Program Assistant Strategic Skills (PASS) course for Program Technicians (PT's). The new title of the revised course is National FSA Technician Training, which replaces the PASS course. It is targeted for FSA Federal and County Office PT's. Six Program Technicians from Oklahoma attended National training in August to become certified as instructors for this course.

The National FSA Technician Training consists of the following modules:

- Understanding Communication: Personality
- Communicating in a Diverse World
- You and the Borrower/Producer
- Managing Conflict
- Stress Management
- Applying Learning

B

Purpose

The purpose of this notice is to announce the first three sessions of National FSA Technician Training.

Disposal Date

January 1, 2004

Distribution

County Offices

10-24-03

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2 Training Site

A

**Training Site,
Dates and Location**

The first three session of National FSA Technician Training will be held concurrently November 17-19, 2003 at the Best Western in Stillwater. The training will begin at 1:00 p.m. on Monday, November 17 and will end by noon on Wednesday, November 19, 2003.

A block of rooms is available at the Best Western of Stillwater for the nights of November 17 and 18. Participants should contact the Best Western at 405-377-7010 **before November 12** to make room reservations. Attendees from Payne, Noble, Lincoln, Logan and Pawnee Counties are not authorized overnight lodging. Attendees from Cimarron and Texas County are authorized lodging for the night of Sunday, November 16. Per diem rate in Stillwater is \$86.00 (\$55.00 room and \$31.00 M&IE)

B

Attendance

All permanent Program Technicians listed in Exhibit I are requested to attend. Additionally, selected temporary employees with counter duties will be attending this training.

C

**Travel
Authorization**

Retain this notice for travel authorization. Travel should be coordinated by DDs. Due to the continuing resolution period, authorizations should not be completed until we receive funding to cover the period of travel.

D

**Accommodation
Statement**

Persons with disabilities who require accommodation to attend or participate in this meeting should contact Marty Alberts at 405-742-1140 by November 10, 2003.

NATIONAL FSA TECHNICIAN TRAINING**Session 1 – Instructors - Cindy Allen and Sandy Nichols**

COUNTY	EMPLOYEE
Alfalfa	Cathy Swafford
Beckham	Melody Kiener
Caddo	Michael Hensley
Cimarron	Roxanne Patterson
Craig	Carol Mayfield
Garfield	Rennie Jones
Garvin	Laurie Jarman
Grant	Cris Wirtz
Harper	Netha Rohrer
Kay	Dale Pitts
Kingfisher	Debra Henderson
Major	Steve Bell
Mayes	Kathy Caruthers
Noble	Sherrie Givens
Osage	Amber Nash
Ottawa	Cynthia Starr
Texas	Jesse Martin
Woods	Donna Erikson
Woodward	Debbie Cooper
STO	Gloria McLemore

Session 2 - Instructors – Malea Newman and Cassandra Smith

County	Employee
Beaver	Greggory McReynolds
Blaine	Cassie White
Caddo	Darlene Graham
Cherokee	Jennifer Loyd
Cimarron	Shirley Cameron
Dewey	Sandra Hinshaw
Garfield	Jonni Cinammon
Grady	Andrea Pettijohn
Logan	Jana Stover
Nowata	Barbara Reese
Okfuskee	Cheryl Mall
Okmulgee	Carol Copenhaver
Ottawa	Diana Cox
Pawnee	JoAnn Harshbarger
Payne	Leslie Judge
Pontotoc	Pam Daggs
Roger Mills	Earl Reed
Texas	Chrisi Cundiff
Woods	Bill Farris
STO	Kim White

Session 3 – Instructors - Vicki Peck and Mechalle Ore

County	Employee
Blaine	Coleta Nusz
Caddo	Brian Buchanan
Cherokee	Patty Tucker
Craig	Kathy Grabham
Custer	Doug Rose
Ellis	Starla Word
Garfield	Donna Biggers
Garvin	Tina Deason
Hughes	Donna Stafford
Kay	Mary Ann Boyer
Kingfisher	Justin Post
Lincoln	Staci Mattheyer
Logan	Kala Plagg
Muskogee	Cristin Richardson
Okfuskee	Nancy Watson
Okmulgee	Carol Stipe
Payne	Christy Traut
Rogers	Sandra Baker
Wagoner	Darla Copeland
STO	Melissa Cook