

VMS Admin Newsletter: 2nd Quarter, 2022: TEST

From: Texas Parks and Wildlife Department (tpwd@service.govdelivery.com)

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TMN VMS Support Team Newsletter

Save the Date for the 2022 Annual Meeting

Put it on your calendar now as we prepare for our **23rd Texas Master Naturalist Program Annual Meeting**, an event to gather, learn, and celebrate another year of the Texas Master Naturalist Program. We're preparing this year's meeting as an in-person event at the Omni Houston **Thursday, October 20th to Sunday October 23rd**.

Field in Focus: PSA / 4000 Hour Milestone Award

The PVSA award is the Presidential Volunteer Service Award which is a little different from the 4000-hour TXMN award. The PVSA can include hours other than

TXMN hours. So, your volunteer can actually earn the PVSA without having 4000 hours in the VMS system.

You can mark that the PVSA was awarded (with or without TXMN hours) and you can use the date to note when they completed their 4000 TXMN hours.

Always put a note in the comments field of the certification group if they earned PVSA hours outside of TXMN.

PVSA awards can be requested through Michelle Haggerty.

4,000 TMN Hours

4,000 TMN Hours & PVSA Awarded:

4,000 TMN Hours & PVSA Earned Date:

How to Transfer a Member to Another Chapter

Most of the VMS work involved in transferring a member from one chapter to another is handled by the state VMS support team. When transferring, the member the request can come from either the new or old chapter or from the volunteer themselves. That's why it's really critical to have the volunteer profile complete and up to date when it comes to status, milestones, recertifications and hours logged for training.

To start the process, fill out a help desk request with the name and birthdate of the volunteer that is moving and the name of the chapter that they are moving to/from.

Detailed instructions are on page 40 of the admin guide on the helpdesk.

Update Milestones in preparation for Annual Meeting

Take some time to update your volunteer milestone awards in their profile. We use these fields to prepare our award banners and recognition.

The Statewide Folder

Please don't delete or copy the opportunities in the statewide folder. These opportunities are tied at the backend to all chapters and changes can impact

everyone. Always check the folder that you're working in at the top of the screen.

TPWD - Master Naturalist : Statewide

Volunteers

Opportunities

Chapters

All Admin Meeting - posted

April 21st All Admin Meeting presentation is posted [here](#). and on the TXMN slack channel and the helpdesk

Agenda items included:

- Review of documentation requirements for the Federal Reports
- Slack Review
- CBC Update
- 2021 Annual Data Review
- CMOP Initial Training & Certification Review
- AMS Account Review

Quick Links

Get quickly to the help desk: [TXMN.org/help](https://txmn.org/help)

Slack Channels: [TXMN.slack.com](https://txmn.slack.com)

Check your public facing chapter page: [TXMN.org/apply](https://txmn.org/apply)

Login Page: [TXMN.org/hours](https://txmn.org/hours)

Admin Login Page: [TXMN.org/coordinator](https://txmn.org/coordinator)

Don't forget to report your Texas Master Naturalist volunteer time!

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