



DANIEL BOONE SOIL & WATER CONSERVATION DISTRICT
32637 MAIN STREET
JONESVILLE, VIRGINIA 24263
PHONE: (276) 346-1531
EMAIL: dbswcd@verizon.net
WEBSITE: www.danielbooneswcd.com

We work with the people who work the land.

*MINUTES OF MEETING
DECEMBER 13, 2022*

The Daniel Boone Soil & Water Conservation District Board of Directors met Tuesday, December 13, 2022 at the Town of Pennington Community Center in Pennington Gap, Virginia at 5:00 PM.

MEMBERS PRESENT

Roger Elkins
Mike Hobbs
Gary Martin

ASSOCIATES PRESENT

Jason Miles

STAFF PRESENT

Samantha Briggs
Shawn Morris
Tim Miles
Liz Maggard

PARTNERS PRESENT

Mandy Fletcher
Jordan Southern
Tony Rhoton

PUBLIC PRESENT

None

MEMBERS ABSENT:

Bobby Burchett & Amy Byington

CALL TO ORDER:

The meeting was called to order by Roger Elkins, Chairman.

INVOCATION/PLEDGE:

Tim Miles/Everyone

REPORTS - OFFICERS: Secretary's Minutes and Treasurer's Reports

Roger Elkins asked the Board if there were any additions or corrections to the minutes. Hearing no corrections the minutes stand as distributed.

Roger Elkins asked the Board if there were any corrections to the Treasurer's report. Hearing none the December 5, 2022 Treasurer's report is submitted for record.

REPORTS - COMMITTEE CHAIRS:

Tim Miles, Technical Committee member, stated that a participant decided to opt-in to the Mobilization Payment Pilot Project (MPPP).

A motion was made to authorize the MPPP payment in the amount of \$13,063.00 for contract #24-22-0002. (Martin, Hobbs, unanimous) A copy of the VACS Program report is attached and made a part of these minutes.

A verbal report of the ongoing activities of the Chairman was given by Roger Elkins.

A copy of the District Manager report is attached and made a part of these minutes.

A copy of the Conservation Specialist report is attached and made a part of these minutes.

A copy of the Conservation Technician report is attached and made a part of these minutes.

SPECIAL GUESTS:

None

UNFINISHED BUSINESS:

Shawn Morris stated that he had contacted Brian Clark from My Town Auto and discussed the purchase of trailer brake control, black running boards, and a spray-in bed liner for the district's RAM 2500 truck. Brian Clark indicated that they were still waiting on the materials. He will have a report at the January board meeting.

Tim Miles discussed vehicle insurance quotes. He contacted several insurance providers and had received one quote to date. Additional quotes will be provided at the January board meeting.

NEW BUSINESS:

Samantha Briggs prepared a list from the Annual Plan of Work and Strategic Plan of things to be accomplished in FY 2022-2023. The Board of Directors and staff reviewed and discussed the list. A copy of the list is attached and made a part of these minutes.

ANNOUNCEMENTS:

Roger Elkins announced that he will serve as the Vice-Chair of the VASWCD Educational Foundation. Roger Elkins also announced that he would be retiring from the Virginia Department of Transportation on March 1, 2023.

REPORTS FROM COOPERATING AGENCIES:

A copy of the DCR Conservation District Coordinator report is attached and made a part of these minutes.

A verbal report of the ongoing activities of the Natural Resources Conservation Service was given by Jordan Southern, NRCS District Conservationist.

There was no report submitted from the Virginia Cooperative Extension Service.

There was no report submitted from the Virginia Department of Forestry.

There was no report submitted from the Friends of the Cedars.

The meeting was adjourned by the Chairman of the Board.

Approved:

Respectfully Submitted By:



Roger Elkins, Chairman

1-24-2023
Date



A. Samantha Briggs, Admin. Sec.

2020 VACS Program Report

| CONTRACT # | Instance | Practice | Total Est Cost | Estimated Cost/Share | Survey | Design | Construc Begins | Percent Complete | Remarks |
|------------|----------|----------|----------------|----------------------|--------|--------|-----------------|------------------|--|
| 24-20-0001 | | SL-6W | \$74,870.00 | \$79,214.00 | Y | Y | | | Ms. Day has indicated she is thinking about cancelling her project |
| 24-20-0003 | | SL-6W | \$19,150.00 | \$19,402.00 | Y | Y | Y | 100 | Complete and paid paid \$19,252.30 |
| 24-20-0005 | | SL-6W | \$49,986.50 | \$50,106.50 | Y | Y | Y | 100 | Complete and paid paid \$50,106.50 |
| 24-20-0006 | | SL-6W | \$48,670.00 | \$49,342.00 | Y | Y | Y | 100 | Complete and paid paid \$49,342.00 |
| 24-20-0008 | | SL-6W | \$39,452.50 | \$44,474.40 | Y | Y | Y | 100 | Complete and paid paid \$44,474.40 |
| 24-20-0009 | | SL-6W | \$76,565.00 | \$80,309.00 | Y | Y | Y | 100 | Complete and paid paid \$80,095.80 |
| 24-20-0010 | | SL-7 | \$45,185.00 | \$33,888.75 | Y | Y | Y | 100 | Complete and paid paid \$33,888.75 |
| 24-20-0011 | | SL-6W | \$44,067.50 | \$44,847.50 | Y | Y | Y | 100 | Complete and paid paid \$42,516.25 |
| 24-20-0014 | | WP-4 | \$117,049.00 | \$87,786.75 | Y | Y | Y | 100 | Complete and paid paid \$87,786.75 |
| 24-20-0018 | | WP-4 | \$119,532.00 | \$89,649.00 | Y | Y | Y | 100 | Complete and paid Paid \$89,649.00 and \$39,951.00 (\$129,600.00 total) |
| 24-20-0025 | | WP-4 | \$127,409.00 | \$95,556.75 | Y | | | | Still working to get the design |
| 24-20-0026 | | SL-6W | \$43,455.00 | \$43,983.00 | Y | Y | Y | 100 | Complete and paid paid \$43,296.25 |
| 24-20-0029 | | SL-6W | \$47,027.50 | \$47,819.50 | Y | Y | Y | 100 | Complete and paid paid \$47,819.50 |
| 24-20-0030 | | SL-6W | \$21,537.50 | \$21,036.63 | Y | Y | Y | 100 | Complete and paid paid \$17,664.08 |
| 24-20-0032 | | SL-6W | \$54,286.50 | \$54,742.50 | Y | Y | Y | 100 | Complete and paid. paid \$47,747.00 |
| 24-20-0033 | 378375 | SL-7 | \$24,095.00 | \$18,071.25 | Y | Y | Y | 100 | Complete and paid paid \$17,383.54 |
| 24-20-0035 | | SL-6W | \$99,552.50 | \$100,000.00 | Y | Y | Y | 100 | Complete and paid paid \$85,516.95 |
| 24-20-0036 | | SL-6W | \$76,080.00 | \$76,740.00 | Y | Y | Y | 100 | Complete and paid paid \$69,742.95 |
| 24-20-0037 | | SL-6W | \$105,720.00 | \$100,000.00 | Y | Y | Y | 5 | No new progress on Mr. Long's project. |
| 24-20-0041 | | SL-6W | \$62,510.00 | \$63,110.00 | Y | Y | Y | 100 | Complete and paid Paid \$63,110.00. Also approved \$16,920.00 for the extreme act of nature(EAN) |
| 24-20-0043 | | SL-6W | \$25,875.00 | \$31,875.00 | Y | Y | Y | 100 | Complete and paid paid \$30,031.10 |
| 24-20-0044 | | SL-6W | \$32,320.00 | \$33,520.00 | Y | Y | Y | 100 | Complete and paid paid \$32,879.25 |
| 24-24-0046 | | SL-6W | \$24,360.00 | \$25,560.00 | Y | Y | Y | 100 | Complete and paid paid \$25,560.00 |
| 24-20-0047 | | SL-6W | \$66,870.00 | \$67,350.00 | Y | Y | Y | 100 | Complete and paid paid \$65,973.00 |
| 24-20-0050 | | SL-6W | \$47,169.40 | \$49,041.40 | Y | Y | Y | 100 | Complete and paid Paid \$48,624.50 |
| 24-20-0052 | | SL-6W | \$89,787.50 | \$94,587.50 | Y | Y | Y | 100 | Complete and paid paid \$94,587.50 |

2020 VACS Program Report Cont'd

| CONTRACT # | Instance | Practice | Total Est Cost | Estimated Cost/Share | Survey | Design | Construc Begins | Percent Complete | Remarks |
|------------|----------|----------|----------------|----------------------|--------|--------|-----------------|------------------|--|
| 24-20-0053 | | SL-6W | \$64,115.00 | \$65,555.00 | Y | Y | Y | 100 | Complete and paid paid \$65,555.00 |
| 24-20-0056 | | SL-6W | \$81,000.00 | \$82,488.00 | Y | Y | Y | 100 | Complete and paid paid \$77,918.70 |
| 24-20-0059 | | SL-6W | \$23,282.50 | \$23,762.50 | Y | Y | Y | 100 | Complete and paid paid \$23,762.50 |
| 24-20-0060 | | SL-6W | \$46,330.00 | \$46,702.00 | Y | Y | Y | 100 | Complete and paid paid \$46,702.00 |
| 24-20-0062 | | SL-6W | \$74,637.50 | \$75,537.50 | Y | Y | Y | 100 | Complete and paid paid \$75,537.50 |
| 24-20-0063 | | SL-6W | \$67,200.00 | \$69,600.00 | Y | Y | Y | 100 | Complete and paid paid \$69,411.95 |
| 24-20-0066 | | SL-6W | \$44,100.00 | \$45,060.00 | Y | Y | Y | 100 | Complete and paid paid \$44,770.50 |
| 24-20-0069 | | SL-6W | \$19,625.00 | \$20,345.00 | Y | Y | Y | 100 | Complete and paid. paid \$20,345.00 |
| 24-20-0104 | | SL-6W | \$30,957.50 | \$32,157.50 | Y | Y | Y | 100 | Complete and paid paid \$32,081.35 |
| 24-20-0105 | | SL-6W | \$40,152.50 | \$42,552.50 | Y | Y | Y | 100 | Complete and paid paid \$42,552.50 |
| 24-20-0107 | | WP-4 | \$120,101.00 | \$90,075.75 | Y | Y | Y | 70 | WP-4 is under roof. Should not be long til completion. |
| 24-20-0108 | | WP-4 | \$115,417.00 | \$86,562.75 | | | | | CANCELLED |
| 24-20-0109 | | WP-4 | \$55,520.00 | \$41,640.00 | | | | | Landowner needs to hire his own PE. |
| 24-20-0007 | | SL-6W | \$20,532.50 | \$22,932.50 | Y | Y | Y | 100 | Complete and paid paid \$22,932.50 |
| 24-20-0020 | | WP-4 | \$83,013.00 | \$62,259.75 | | | | | Landowner has cancelled her project. |
| 24-20-0017 | | WP-4 | \$70,005.00 | \$52,503.75 | Y | Y | | | the landowner and contractor now have copies of the design. Site prep will begin soon. |
| 24-20-0033 | 389722 | WP-4 | \$160,829.00 | \$120,621.75 | Y | | | | AWMS plan and survey have been sent to the engineer. The design should be here soon. |
| 24-20-0027 | | WP-4 | \$115,417.00 | \$86,562.75 | | | | | I have not heard from Mr. Jones in a long time. |
| 24-20-0023 | | WP-4 | \$160,625.00 | \$120,468.75 | | | | | |
| 24-20-0021 | | WP-4 | \$81,409.00 | \$61,056.75 | | | | | We were notified that the landowner is now deceased. |
| 24-20-0004 | | SL-6W | \$111,782.50 | \$100,000.00 | Y | Y | Y | 80 | I haven't heard from the landowner/contractor. the project is very near completion. |
| 24-20-0028 | | SL-6W | \$35,145.00 | \$36,345.00 | Y | Y | Y | 100 | Complete and paid paid \$32,178.75 |
| 24-20-0022 | | WP-4 | \$197,897.00 | \$148,422.75 | Y | | | | I need to talk to the landowner about the status of his project. |
| 24-20-0019 | | WP-4 | \$185,180.00 | \$138,885.00 | Y | Y | Y | 100 | Complete and paid paid \$138,885.00 |
| 24-20-0002 | | SL-6 | \$38,395.00 | \$41,155.00 | Y | Y | | | We have not heard from the landowner is a long time. |

DBSWCD
District Manager
Report
December 2022

- Program Year 2020 - \$3,083,504.05. 94% obligated (6% unobligated), 56% complete and paid (38% to be paid). *Note: Some of the money “unobligated” is from cancellations and more cancellations may be coming which will change the % obligated and % unobligated. **One PY 2020 project was complete and paid (\$32,081.35) in July.**
- Program year 2021 - \$614,597.00. 99% obligated, 56% complete and paid (44% to be paid). **One PY 2021 project was completed and paid (38,747.50) in July.**
- Program year 2022 - \$1,255,512.00. 93% obligated (43% transferred to PY20 and PY21), 18% complete and paid. *Note: the percent complete and paid reflects the money transferred from PY2022 that has been spent. **Two PY 2022 projects were complete and paid (\$63,077.75 & \$33,967.65) in July.**
- Since the last meeting I have been spending as much time as possible in the field with Tony and the other NRCS fellas to learn as much as I can about constructing feed barns before he retires...
- I am still making some planning visits for this funding pool of applications. Practically all of the SL-6 applications have been planned and I need to finish up the WP-4 applications and do all the stuff that goes along with it.
- New applications are still trickling in but at a much slower pace.
- Its been a sad month as the realization of Tony’s retirement becomes real...

Tim Miles
DBSWCD
Conservation Specialist Report
December 13, 2022

- I. Virginia Erosion and Sediment Control Program
 - The Land Disturbing Report for November 2022 was submitted to DEQ.
 - Routine inspections were made on active E&S projects.
 - An E&S permit was issued for the St. Charles Waterline Replacement Project-Phase III.
 - I reviewed and made comments on another E&S plan.
- II. Virginia Agricultural Cost-Share Program
 - I checked on the progress of construction for some VACS projects.
 - Administrative reviews are scheduled for December 20.
- III. Miscellaneous
 - The District website has been updated periodically.
 - I assisted with the Area IV report for October 2022-December 2022.
 - I have contacted various insurance providers to obtain quotes for a Commercial/Business Auto Policy comparable to the existing policy with the Virginia Farm Bureau. Quotes should be ready by the December board meeting.
 - I will be assisting with the Awards Banquet presentation on December 13.

Erosion and Sediment Control Project List

| Name of Project | Approved Plan | Permit Number | LDA Acreage | Estimated Completion Date |
|---|---------------|---------------|-------------|---------------------------|
| James Fannon Rock Picking Operation | X | 2021-03 | 0.61 | Spring 2023 |
| Otis Fannon Rock Picking Operation | X | 2021-05 | 0.61 | Spring 2023 |
| LMU College of Veterinary Medicine New Classroom Building | X | 2021-06 | 8.50 | Spring 2023 |
| Johnny Woliver Single Family Residence | X | 2022-01 | 5.00 | Spring 2023 |
| Stone Mountain ATV Trail (Spearhead Trails Maintenance) | X | 2022-02 | 0.99 | Winter 2023 |
| Joe Harber Land Disturbance | X | 2022-03 | 1.00 | Spring 2023 |
| Bernice Galloway Rock Picking Operation | X | 2022-04 | 0.61 | Spring 2023 |
| Giles Hollow Community Water Project | X | 2022-05 | 1.92 | Fall 2023 |
| Greater Outreach Family Life Center | X | 2022-06 | 0.99 | Spring 2023 |
| White Rock Truss, LLC | X | 2022-08 | 0.61 | Spring 2023 |
| Brandon Cheek Rock Picking Operation | X | 2022-09 | 0.61 | Fall 2023 |
| Old Dominion Power Company Building Improvements-Phase 1 | X | 2022-10 | 0.75 | Winter 2022 |
| St. Charles Waterline Replacement Phase III Project | X | 2022-11 | 3.98 | Summer 2023 |
| Blackwater Community Water Project-Phase II | X | | 4.18 | |

Liz Maggard
DBSWCD
Conservation Technician/Assistant Report
December 2022

- I am entering proposed projects into the tracking program – running resource reviews, drawing maps, writing conservation plans, etc. We’re getting the CEF numbers to rank projects for funding. Most of the resource reviews have been returned and we haven’t had any issues.
- I put together the awards banquet presentation.
- We’re preparing for the admin reviews that are scheduled for December 20th.
- I’ve went on some planning visits, construction checks, and helped survey some barns.
- I am regularly updating the tracking program.

Review of Annual Plan of Work & Strategic Plan 2022-2023

Action Items to accomplish in December & January 2022-2023: Monthly Schedule of Annual Plan & Strategic Plan:

December:

1. Update District website in order to provide the public with up-to-date information, program deadlines, upcoming activities, recent events, etc. (*Conservation Specialist*)
2. Perform Job Performance Evaluations for District staff, and make recommendations to the District Board. (*Personnel Committee/District Manager*)

January:

3. Renew all Associate Directors' Terms. (*Board of Directors*)
4. Update Committee Appointments. (*Chairman of the Board*)
5. Place notice in local newspaper about time, date and location of the SWCD and Technical Committee meetings for the upcoming year. (*Staff*)
6. SWCD Directory update to VASWCD. (*Administrative Secretary*)
7. Approve Employee Position Descriptions and Job Performance Evaluation. (*Board of Directors/Personnel Committee*)
8. Consider salary and/or cost of living increases for employees based on Job Performance Evaluations and merit. (*Board of Directors/Personnel Committee/Budget Committee*)
9. Publish informative articles on SWCD related issues. (*Staff*)
10. Work with Friends of the Cedars to choose location and date for the Annual Powell River Float Trip. (*Staff*)
11. Submit/Present activity and/or progress reports to the Lee County Board of Supervisors on a quarterly basis (coincide with quarterly reports to DCR). (*Board of Directors/Staff*)
12. Sponsor Lee County students to attend Youth Conservation Camp. Begin recruitment, dissemination of information and provide applications to potential Youth Conservation Camp applicants. (*Staff*)
13. Send VASWCD Scholarship application to local schools. (*Staff*)
14. District Board will review engineering spot-check results and engineering job approval authority (EJAA) approved by the DCR Engineer. (*Board of Directors*)

1. Administrative and Operational Items

- **SWCD Officer Elections:** Officer elections should occur December 2022 or January 2023. Remember that both the FOIA Officer and Records Retention Officer should be confirmed (or reconfirmed) at this time. If you plan to use a Nominating Committee, be sure to have that committee in place. Send all officer updates to the VASWCD, your CDC, and other partners.
- **Associate Director Appointments/Reappointments:** Associate Directors are to be appointed or reappointed on an annual basis, which typically occurs in December or January. However, Associate Directors may be appointed at any time of the year
- **Committee Appointments:** These are typically appointed by the Chair in January or February.
- **Setting the Calendar Year 2023 Board Meeting Date & Time:** December 2022 or January 2023 is when the regular monthly meeting day and time for the new CY should be set. Note: If you need to change the meeting date & time later in the CY that is certainly allowed. Send all updates to the VASWCD, your CDC, and other partners.

2. FY23 2nd Qtr. Attachment E and Related Financial Report Reviews:

- Due on or before 01/17/23. The Excel spreadsheet, Cash Balance, P & L, and the signed Attachment E should be sent via email. Be sure to double-check before submitting to ensure accuracy. Based on my 1st Qtr. Reviews, I have some specific comments I will be sending via email to Admins. Keep in mind that two reports late and/or requiring resubmittal will earn a “B” on the annual assessment.

3. VA Agricultural Cost-Share (VACS) Program and Conservation Reserve Enhancement Program (CREP)

- **Average Cost List Revision Reminder:** If a District wishes to amend their Average Cost List during the program year, the process outlined on pages II-10 and II-11 of the VACS Manual must be followed. This includes submitting a request to amend the cost list, with proper documentation, to the Ag Incentives Program Manager (Sara Bottenfield) **AND** receiving DCR approval before using the updated list. * Refer to email I sent on 11/23/22*
- **Follow-Up to Random BMP Verifications:** Please continue to work with participants who have BMPs with maintenance needs, and remember to update the Verification Module and send me photographs as repairs are completed.
- **VA Tax Credits and IRS Forms:** Reference my November 2022 CDC Report for detailed information on VA Tax Credits. Note these additional tips and reminders:
 - DCR and SWCD personnel do NOT provide tax advice.
 - **“TAX CREDIT ISSUED”** is the date the SWCD Board approves the final amount of tax credit; it is not the date that the SWCD mails the tax credit.
 - **“PROJECT COMPLETION DATE”** is the date when the practice is certified by the SWCD.
 - **Both dates must be 2022 dates for participants receiving 2022 VA Tax Credit Certificates.**
 - Tax credit certificates for multiple instances cannot be combined into a single tax credit certificate. Each instance should receive its own tax credit certificate.
 - If applicable, provide a letter documenting SWCD approval of the Soil Conservation Plan and/or Resource Management Plan
 - All tax credits must be completed/issued and data entered into the AgBMP Tracking Module by 01/31/23 for BMPs completed by 12/31/22. CDCs and Central Office will begin running reports in early January to ensure the deadline is met.

- VA Tax Credit Certificates and 1099s must be postmarked to participants no later than 01/31/23.
- It is the participant's responsibility to work with their tax preparer to submit all required documentation to the Virginia Department of Taxation by **the firm deadline of April 1**.

4. EJAA Updates:

- A letter was sent from James Martin, Director of the Division of Soil and Water Conservation, to District Board Chairs detailing the importance of EJAA. Each District employee with EJAA undergoes periodic reviews. Projects the employee has completed are reviewed and discussed with DCR's Engineers. Previously, the projects that were reviewed were selected by the District employee, however, **moving forward, projects will be selected randomly**. This process change will provide a better cross section of projects for review to ensure proper EJAA procedures are being followed by District staff. This change may also help to highlight areas where specific training or other assistance would be helpful for specific District staff. Should these reviews reveal improper planning, design, or construction oversight, the District employee's EJAA may be limited or rescinded. In order to keep District Boards engaged and aware of which employees have EJAA within their District and the status of periodic reviews that DCR conducts, **the Board chair will be copied on all EJAA review results and certification letters for their District employees effective immediately**.
- EJAA review results must be reported at the respective board meeting following the review, and documented in the meeting minutes.

5. Grant Agreement Deliverables Reminders

- **Review of FY23 Annual Plan of Work (APOW):** Per the *FY23 Admin & Ops Grant Agreement*, the APOW must be reviewed twice per year. This review should be recorded in the minutes.
- *As a reminder, make sure to include the VSU SFOP as a "partner" (See Attachment F, #17 & 18)*
- **Long Range/Term Strategic Plan:** Refer to FY23 Attachment A "Performance Deliverables" in your *Admin & Ops Grant Agreement*. Record your review in the meeting minutes and send an electronic copy to your CDC.
- **Semi-Annual Personnel Evaluations:** Per the *FY23 Admin & Ops Grant Agreement*, SWCDs must maintain position descriptions and performance expectations, a personnel policy, and conduct employee evaluations. For those completing evaluations twice per fiscal year, December or January are the months recommended to complete staff evaluations w/ the Personnel Committee. Committee meetings must adhere to FOIA, which includes a notice of at least 3 business days and minutes must be taken.

6. Topics of Interest

- **Employee Bonus Payments:** This is the time of year when many SWCD boards begin to think about awarding bonuses to their employees. Per the *Desktop Procedures for District Fiscal Operations*, Board approved bonus payments for employees must be processed thru payroll because the IRS considers bonus payments as compensation and subject to payroll taxes and FICA tax. Please ensure that there is an Employee Pay Action Approval form (sample found on page 53 of the 2022 Desktop Procedures) included in the personnel file of each employee receiving a bonus or a salary adjustment. A gift of less than \$25 is not taxable, but gifts over that amount are taxable." Bonuses are always fully taxable as compensation.

Important Dates:

December 4-6: VASWCD Annual Meeting; Hotel Roanoke (see attached pdf)

December 5: CWFA Basin Awards presented at Awards luncheon, 12:30 pm Roanoke Ballroom C/D, Hotel Roanoke

December 5: 4:15-5:15PM Area 4 Meeting; Roanoke Ballroom C/D

December 9: 6:30PM: Cattle Handling with Dr. Temple Grandin @ Lee Theater (Pennington Gap); 1 Contact hour for Certified Cons Planners (see email dated 11/15); register at <https://www.leetheatre.org/>

December 16: 2:00PM Last Virtual Training offered by the FOIA Council – Register here to attend <http://foiacouncil.dls.virginia.gov/training.htm> and see my email from 11/21 for more info.

December 23 & 26: State Holidays

January 1: Registration Deadline for 2023 VFGC Conference, January 24th (Wytheville, VA location) -Live stream option is January 27th; 4.0 Contact Hours for DCR Certified Conservation Planners & 2.0 Recertification Credits for Certified Nutrient Management Planners; (Registration emails sent on 11/28)

January 2: State Holiday

January 11: General Assembly Convenes

January 12: Possible VASWCD Legislative Day (if approved at the VASWCD meeting)

January 16: State Holiday

January 31: Deadline to mail 1099's to cost-share participants; deadline to mail tax credit certificates & supporting documentation to participants

Electronically sent to SWCD offices 12/01/22.