



DANIEL BOONE SOIL & WATER CONSERVATION DISTRICT  
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We work with the people who work the land.

***MINUTES OF MEETING  
 NOVEMBER 28, 2023***

The Daniel Boone Soil & Water Conservation District Board of Directors met Tuesday, November 28, 2023 at the Daniel Boone Soil & Water Conservation District office in Jonesville, Virginia at 6:00 PM.

<u><b>MEMBERS PRESENT</b></u>	<u><b>ASSOCIATES PRESENT</b></u>	<u><b>STAFF PRESENT</b></u>	<u><b>PARTNERS PRESENT</b></u>
Amy Byington	Jason Miles	Samantha Briggs	Jordan Southern
Bobby Burchett	Gary Bailey	Shawn Morris	
Mike Hobbs		Tim Miles	
Gary Martin		Liz Maggard	
			<u><b>PUBLIC PRESENT</b></u>

**MEMBERS ABSENT:**  
 Roger Elkins

**CALL TO ORDER:**  
 The meeting was called to order by Amy Byington, Vice-Chair.

**INVOCATION/PLEDGE:**  
 Gary Martin/Everyone

**REPORTS - OFFICERS: Secretary's Minutes and Treasurer's Reports**  
 Amy Byington asked the Board if there were any additions or corrections to the minutes. Hearing no corrections, the minutes stand as distributed.

Amy Byington asked the Board if there were any corrections to the Treasurer's report. Hearing none the November 21, 2023 Treasurer's report is submitted for record.

**REPORTS - COMMITTEE CHAIRS:**  
 Shawn Morris, Technical Committee Chair, stated that the committee recommends approval of a PY2022 cost increase for contract #24-22-0080 (\$8,400.00) for using the wrong sq. ft. when calculating the estimated cost. A motion was made to approve the cost adjustment. (Hobbs, Burchett, unanimous)

The Technical Committee also recommends approval of a PY2024 cost increase for contract #24-24-0006 (\$1,711.25) for adding electric service, difficult pipeline, and difficult fence. A motion was made to approve the cost adjustment. (Burchett, Hobbs, unanimous)

Shawn Morris, Technical Committee Chair, discussed the Extreme Act of Nature (EAN) status for contact #24-19-0046. The Department of Conservation & Recreation (DCR) Agricultural Incentives Program Manager, Sara Bottenfield, has been contacted regarding this situation. Ben Chester PE, DCR Agricultural BMP Engineer, is scheduled to visit the farm on November 29, 2023. A copy of the contract adjustment list, committee minutes of meeting, and the VACS Program report are attached and made a part of these minutes.

Shawn Morris, Personnel Committee member, stated that the Personnel Committee met and discussed the No-Till Seeder Technician position. Details include a non-exempt FLSA status, a part-time position, and a pay rate of \$15.00 per hour. Neal Matlock was previously hired for the position. A copy of the committee minutes of meeting is attached and made a part of these minutes. (Martin, Hobbs, unanimous)

There was no report submitted from the Chairman.

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.

A copy of the Administrative Secretary report is attached and made a part of these minutes.

**SPECIAL GUESTS:**

None

**UNFINISHED BUSINESS:**

There was no progress to report on the Dodge Ram 2500 truck.

The No-Till Seeder Technician Position was previously discussed under Reports.

The Dell Inspiron 15R Notebook will be discussed at the December meeting.

Amy Byington, Director, stated that the Virginia Cooperative Extension Service is working with the Wilderness Road State Park on a native warm season grass plot. Amy Byington will work with various partners and provide further details at the December board meeting.

**NEW BUSINESS:**

Tim Miles, Conservation Specialist, discussed the website service quote from Streamline. The board declined this offer and decided to keep the current website service provider.

Shawn Morris, Awards Committee Chair, stated that the following participants were selected to receive conservation farm awards for the 2023 Awards Banquet: Gretchen Cain, Daniel Crabtree, David Burchett, Kelly Harvel, James Roberson, Darryl Fee, Adam Pendleton, and Jewell Bales. A motion was made to approve the awards recipients. (Martin, Hobbs, unanimous)

Samantha Briggs prepared a list from the Annual Plan of Work and Strategic Plan of things to be accomplished in FY 2023-2024. 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:

None

REPORTS FROM COOPERATING AGENCIES:

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

A verbal report of the ongoing activities of the Virginia Cooperative Extension was given by Amy Byington, Lee County ANR Extension Agent.

The meeting was adjourned by the Vice-Chairman of the Board.

Approved:

Respectfully Submitted By:

  
\_\_\_\_\_  
Roger Elkins, Chairman

12/12/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
A. Samantha Briggs, Admin. Sec.

## Approval List for November 28, 2023 Board Meeting

PY2022 Cost Increases:

Contract #	Cost Increase	New Total C-S	Tax Credit	Reason for Increase
24-22-0080 (WP-4)	<b>\$8,400.00</b>	131,895.00	\$10,991.25	Used wrong Sq. ft. when calculating estimated cost

*2022 Unobligated Funding: \$44,489.75*

PY2024 Cost Increases:

Contract #	Cost Increase	New Total C-S	Reason for Increase
24-24-0006 (SL-6W)	<b>\$1,711.25</b>	\$55,973.75	Add electric service, difficult pipeline, and difficult fence.

*2024 Unobligated Funding: \$1,201,228.20*

SWCD: Daniel Boone Name of Committee: Technical

Date: 11/28/23 Time: 4:30 Location: DBSWCD OFFICE

Designated Note taker: Liz

Voting Members in Attendance: Shawn, Jordan, Tim, Gary B., Jason

Voting Members Not in Attendance: Amy, Davis

Others in Attendance: \_\_\_\_\_

**Agenda/Discussion Item #1**

Topic: Cost increase for contract # 24-22-0080

see attached list for exact amounts

Motion/Recommendation:  
Approve cost increase for contract #24-22-0080

Motion Made By: Jordan Seconded By: Jason Vote:

Comments: \_\_\_\_\_

Follow Up Actions- (Who/What/When): \_\_\_\_\_

**Agenda/Discussion Item #2**

Topic: Cost increase for contract # 24-24-0006

see attached list for exact amounts

Motion/Recommendation:

Approve cost increase for contract # 24-24-0006

Motion Made By: Jason

Seconded By: Gary

Vote:

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Follow Up Actions- (Who/What/When): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Agenda/Discussion Item #3**

Topic: Shawn discussed the EAN project that has not been approved yet.

It is now being called a practice failure due to unknown causes. Ben  
Chester is going to visit the site tomorrow.

Motion/Recommendation:

N/A

Motion Made By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Vote: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Follow Up Actions- (Who/What/When): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

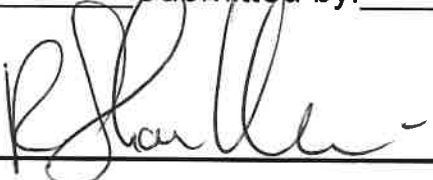
**Additional Committee Business:**

Tim discussed the aerator availability & equipment loans  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Set next Committee Meeting Date, time and location:** \_\_\_\_\_

Motion to Adjourn By: Shawn Seconded By: Liz

Time of Adjournment: 5:00 Submitted by: Liz

Committee Chair Signature: 







## 2023 VACS Program Report - 1

CONTRACT #	Instance	Practice	Total Est Cost	Estimated Cost/Share	Survey	Design	Construct Begins	Percent Complete	Remarks
24-23-0003		SL-6W	\$25,201.79	\$27,241.79	Y	Y	Y	90	Piggy-back project Fencing complete and watering system nearing completion. Well has been drilled.
24-23-0022		SL-6F	\$74,398.65	\$78,478.65	Y	Y	Y	10	No progress to report
24-23-0024		SL-6W	\$88,615.00	\$93,931.00	Y	Y			No progress to report
24-23-0040		SL-6W	\$131,497.50	\$134,977.50	Y	Y	Y	10	No progress to report
24-23-0043		SL-6W	\$52,915.00	\$56,275.00	Y	Y			Landowner has chosen his contractor.
24-23-0051		SL-6W	\$53,690.00	\$55,370.00	Y	Y			No progress to report
24-23-0056		SL-6W	\$107,940.00	\$116,904.00					No progress to report
24-23-0069		SL-6W	\$74,500.59	\$80,548.59	Y	Y	Y	100	Piggy-back project <b>Complete and paid</b> <b>paid \$60,032.77</b>
24-23-0071		SL-6W	\$90,222.50	\$92,586.50	Y	Y	Y	10	Well has been drilled and we met with the contractor
24-23-0072		SL-6W	\$11,836.75	\$12,436.75	Y	Y	Y	100	Piggy-back project <b>Complete not paid.</b>
24-23-0075		SL-6W	\$76,610.00	\$82,922.00	Y	Y			No progress to report
24-23-0076		SL-6W	\$30,559.47	\$37,999.47	Y	Y	Y	100	Piggy-back project. <b>Complete and paid.</b> <b>Paid: \$37,999.47</b>
24-23-0080		SL-6W	\$14,310.65	\$16,746.65	Y	Y	Y	100	Piggy-back project. <b>Complete and paid.</b> <b>Paid: \$16,745.74</b>
24-23-0085		SL-6W	\$16,662.85	\$17,934.85	Y	Y	Y	10	Piggy-back project. Well has been drilled.
24-23-0086		SL-6W	\$16,869.41	\$18,981.41	Y	Y	Y	100	<b>Complete and paid</b> <b>paid: \$18,981.41</b>
24-23-0087		SL-6W	\$16,783.09	\$20,167.09	Y	Y	Y	50	Piggy-back project No progress to report
24-23-0088	521794	SL-6W	\$16,294.07	\$18,754.07	Y	Y	Y	10	Piggy-back project No progress to report
	521848	SL-6W	\$10,920.97	\$11,580.97	Y	Y	Y	100	Piggy-back project. <b>Complete and paid.</b> <b>Paid: \$10,669.77</b>
	521884	SL-6W	\$13,437.79	\$15,597.79	Y	Y	Y	10	Piggy-back project No progress to report
24-23-0090		SL-6W	\$84,135.00	\$86,055.00	Y	Y			No progress to report
24-23-0094		SL-6W	\$125,190.00	\$128,550.00	Y	Y	Y	40	Fencing nearly completed
24-23-0095		SL-6W	\$212,225.00	\$230,225.00	Y	Y	Y	50	Well has been drilled and fence nearing completion Very difficult installation
24-23-0098		SL-6W	\$83,320.00	\$84,328.00					No progress to report
24-23-0099		SL-6W	\$113,377.50	\$115,825.50	Y	Y			Has well permit and waiting on the well driller and contractor





SWCD: DANIEL BOONE Name of Committee: PERSONNEL

Date: 11/21/23 Time: 6:30 pm Location: SERVICE CENTER

Designated Note taker: SHAWN MORRIS

Voting Members in Attendance: ROGER ELLINS, BOBBY BURCHETT,  
GARY MARTIN

Voting Members Not in Attendance: \_\_\_\_\_

Others in Attendance: SHAWN MORRIS, DIST. MGR

**Agenda/Discussion Item #1**

Topic: NO-TILL SEEDER TECHNICIAN POSITION (NST POSITION)

Motion/Recommendation:  
PAY NEAL MATLOCK, NST, \$15/hr, NON-EXEMPT  
PART TIME

Motion Made By: BOBBY BURCHETT Seconded By: GARY MARTIN Vote: UNANIMOUS

Comments: \_\_\_\_\_

Follow Up Actions- (Who/What/When): \_\_\_\_\_

**Additional Committee Business:**

GENERAL DISCUSSION REGARDING  
PERSONNEL, MID-YEAR EVALS., etc.

**Set next Committee Meeting Date, time and location:** \_\_\_\_\_

Motion to Adjourn By: GARY MARTIN Seconded By: BOBBY BURCHETT

Time of Adjournment: 7:30 Submitted by: RS SHAWN MORRIS, Dist. Mgr.

Committee Chair's Signature: Roger Ekins  
ROGER EKINS

**DBSWCD**  
**District Manager**  
**Report**  
**Nov. 2023**

- Program year 2021 – The only two PY 2021 projects are under construction. **\$2,105.52 unobligated**
- Program year 2022 – All but one of the PY 2022 projects left (5 projects) are under construction. **\$44,489.75 unobligated**
- Program year 2023 – 10 of the 28 PY 2023 projects are under construction and 6 of the 28 are complete and paid. **\$2,696.78 unobligated**
- Program year 2024- One of the approved projects is under construction, but several have been surveyed and designed. **\$1,201,228.20 unobligated**
- We continue to work on getting applications filed between Jan. 1 – Sept. 30, 2024 visited, planned, costs estimated, and ranked for the next funding period. We are trying to piggy-back with NRCS on as many as we can. We hope to have them ready for approval as soon as possible.
- And we continue to work on projects that are under construction or needing surveys/designs or Animal Waste Management Plans or anything else in addition to the new applications.
- I got help from Jordan, Davis, and Tony surveying WP-4 projects. I am awaiting designs for three WP-4's that I submitted AWMS Plans and surveys to the engineer. I am working on several more WP-4's to submit.
- Liz, Davis, and I assisted Amy with the Agricultural Awareness Day. All fourth graders in Lee County attended. We talked to them about watersheds.
- I met with the Personnel Committee to discuss the No-till Seeder Tech. position.
- Ben Chester, DCR – Engineer is scheduled to be here tomorrow morning. We are going to meet with Jerry Ingle on his watering system.

Tim Miles  
DBSWCD  
Conservation Specialist Report  
November 28, 2023

- I. Virginia Erosion and Sediment Control Program
  - The Land Disturbing Report for October 2023 was submitted to DEQ.
  - Routine inspections were made on active E&S projects.
  - The E&S permits for the Dollar General Store-Ewing and Joe Harber Land Disturbance projects closed. These projects are complete.
- II. Virginia Agricultural Cost-Share Program
  - I made a conservation planning visit for a VACS project.
  - I also surveyed and completed designs for some VACS projects.
  - I checked the progress of construction on some VACS projects.
- III. Miscellaneous
  - The District website has been updated periodically.
  - I assisted with preparing an Area IV report for October-December 2023.



### 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 2024
LMU College of Veterinary Medicine New Classroom Building	X	2021-06	10.60	Spring 2024
Johnny Woliver Single Family Residence	X	2022-01	5.00	Spring 2024
Stone Mountain ATV Trail (Spearhead Trails Maintenance)	X	2022-02	0.99	Ongoing
Greater Outreach Family Life Center	X	2022-06	0.99	Spring 2024
White Rock Truss, LLC	X	2022-08	0.61	Spring 2024
Brandon Cheek Rock Picking Operation	X	2022-09	0.61	Spring 2024
Travis Hall Rock Picking Operation	X	2023-03	0.61	Spring 2024
Jonesville ABC	X	2023-05	0.70	Fall 2023
Whistle Pig Country Store and Deli	X	2023-07	0.97	Spring 2024
Dalton Tackett Single Family Residence	X	2023-08	0.75	Spring 2024
David Young Rock Picking Operation	X	2023-09	0.61	Spring 2024
Town of Pennington Gap Lot Drainage Improvements	X	2023-10	0.33	Spring 2024
Family Dollar	X	2023-11	0.98	Spring 2024
Free Pentecostal Church of God Building	X	2023-12	0.96	Spring 2024
Maple Hill Community Water Line Extension Project	X		4.45	

**Liz Maggard**  
**DBSWCD**  
**Conservation Technician Report**  
**November 2023**

- I made a short powerpoint presentation to be displayed at the Annual Meeting. It highlights our outreach events and partnerships.
- I have been on several construction checks and planning visits with the district and NRCS. We've surveyed a few barns.
- I have been working on Animal Waste Mgmt System plans for the approved barn projects.
- I updated tracking and folders with the cost amendments from the last board meeting.
- I watched the VACS Program webinar on October 23<sup>rd</sup>.
- Shawn, Davis, and I had a station at the 4<sup>th</sup> grade Agricultural Awareness Day on November 9<sup>th</sup>. We used the Enviroscape and spoke about watersheds.
- I'm keeping the tracking program updated with new applicants as they sign up.
- I am adding all of the information into the tracking program in order to rank current applications for funding. I've started making the cost-estimates for proposed projects as well.

Samantha Briggs  
DBSWCD  
Administrative Secretary Report  
November 28, 2023

- Coordinating catering with Pratt's Barn for the annual Awards Banquet
- Secured banquet location at the Town of Pennington Gap Community Center
- Submitted Payroll for October 26, 2023
- Submitted Hybrid EzLink Retirement Cash Match 401(A)
- Submitted Hybrid EzLink 457 Deferred Comp Plan
- Submitted Federal 941 monthly tax to the United States Treasury (October 2023)
- Submitted VA Withholding Tax to the Virginia Department of Taxation (October 2023)
- Submitted Virginia Retirement Contribution for October 2023
- Processed the Minutes of Meeting for October 24, 2023
- Successfully completed DCR's required 2023 Kevin Mitnick IT Security Awareness Training
- Booked hotel rooms for the 2023 VASWCD Annual Meeting
- Submitted signed minutes of meeting and treasurer's reports to Dr. Angie Ball
- Submitted Powell Valley National Bank account signature card agreement
- Unsuccessfully searched the website for Black Diamond RC&D council members' contact information
- Reconciled Operation Account Bank Statement to QuickBooks
- Reconciled VACS Program Account Bank Statement to QuickBooks
- Reconciliated both CD accounts
- Submitted Payroll for November 22, 2023
- Submitted Hybrid EzLink Retirement Cash Match 401(A)
- Submitted Hybrid EzLink 457 Deferred Comp Plan
- Ordered award signs for the Awards Banquet
- Prepared and submitted the VASWCD Area IV Agenda for the Winter Business Meeting which will be held at the Annual Meeting in Norfolk, VA
- Prepared and submitted the VASWCD Area IV 2<sup>nd</sup> Quarter report for the Winter Business Meeting. This report consists of all the districts in Area IV.

- Sent out the Area IV meeting minutes from the spring meeting
- Submitted Federal 941 monthly tax to the United States Treasury (November 2023)
- Submitted VA Withholding Tax to the Virginia Department of Taxation (November 2023)
- Submitted Virginia Retirement Contribution for November 2023
- Attended the DCR webinar for IRS 1099 E-File Mandate training. The district will be required to file our 1099's electronically.
- Prepared the Minutes of Meeting for October 24, 2023 for the November 28, 2023 board meeting
- Prepared the Agenda for the November 28, 2023 board meeting
- Prepared the Treasurer's Report for the November 28, 2023 board meeting
- Submitted board packets for November board meeting
- Prepared Running Budget for November 2023
- Set up board meeting meals for November 2023
- Paid all monthly bills

# Review of Annual Plan of Work & Strategic Plan 2023-2024

## Action Items to accomplish in November 2023-2024:

### Monthly Schedule of Annual Plan & Strategic Plan:

#### November:

1. Make appropriate reservations to attend the VASWCD Annual Meeting. (*Administrative Secretary*)
2. Select date and location for spring, summer, fall, and winter pasture walks respectively, according to stakeholder interest and current issues. (*Staff/Community Outreach Committee*)
3. Daniel Boone SWCD will host an Annual Awards Banquet at which time awards will be presented and deserved recognitions made. (*Board of Directors/Staff*)

# NOVEMBER 2023 – Conservation District Coordinator (CDC) Report



Angela W. Ball, PhD; Western Area Manager  
DCR-Division of Soil and Water Conservation  
angela.ball@dcr.virginia.gov | 540-487-0132

## 1) Administrative and Operational Items

- **Status of FY24 2<sup>nd</sup> Qtr. Disbursements:** Disbursements for the 2<sup>nd</sup> qtr. will include operational, technical assistance, and cost-share funds (VACS, CREP, WFA). One disbursement letter per SWCD is scheduled to be sent out 11/13/23. Note: Disbursement letters will be addressed to the attention of the SWCD Chair, using the SWCD's mailing address.
- **Certificate of Liability:** SWCDs no longer need to request a certificate of liability through DCR when seeking liability coverage for a SWCD-sponsored event. SWCDs can now print a certificate of liability from the VA Department of Treasury's Division of Risk Management (DRM) website: <https://trs.virginia.gov/Risk-Management/Plans-Programs/State-Government>.
- **IRS 1099 E-File Mandate & Related DCR Webinar :** For the coming tax season, the IRS is now requiring anyone filing 10 or more 1099s to file electronically. DCR is updating the AgBMP Tracking Module to address this change. DCR will be hosting a short webinar to review this information on **11/16/23, 10:00-11:00 AM via MS Teams**. [Click here to join the meeting](#) Meeting ID: 213 501 195 334 Passcode: Z9SPiC Or call in (audio only) +1 434-230-0065, 621546930# Conference ID: 621 546 930#
- **End of Calendar Year Delegated Authority:** SWCDs with early December meetings (or those that don't plan to meet in December) may want to consider delegating authority to the Chair or the Ag/Technical Committee to address late December approvals of eligible cost increases, particularly those relating to VA Ag BMP Tax Credits.
- **Planning Items – SWCD Election of Officers, Setting 2024 Calendar Year Meeting Date & Time, Committee Appointments:** These tasks typically occur annually in December or January. Given this is an election year, these tasks will most likely need to wait until the January 2024 meeting when elected directors officially take office. If using a Nominating Committee for officer elections be sure to appoint this committee the month prior to officer elections. Be sure the officer elections include the appointment of a FOIA Officer and Records Retention Officer. Set the 2024 Calendar Year regular meeting date and time. Send updates to the VASWCD, assigned CDC, and other partners. Committee appointments should occur in January/February and are typically made by the Chair.

## 2) Ag and Cost-Share Items

- **Random BMP Verifications Requiring Maintenance:** For those SWCDs with contracts that required maintenance, please continue to work with those participants to ensure maintenance is achieved per established timelines. SWCD staff should update the AgBMP Tracking Module's verification section as repairs are completed.
- **Continuing Conservation Initiative (CCI) Enrollment or Re-Enrollment:** It is the time of year to start preparing and signing up any BMPs or existing CCI practices coming out of lifespan on 12/31/23 that are eligible for CCI. Taking the signup and certifying the new CCI practice before the end of Calendar Year 2023 will allow the new lifespan to start immediately on 01/01/24 as soon as the current lifespan ends. In the Conservation Application Suite (CAS) it is critical that the 'Technical Certification Date' on the General tab reflect certification by the end of this calendar year to avoid a break in lifespan. Also remember to use the *Related Instances* function in CAS whenever a CCI practice is picking up an expired VACS BMP. We get much better credit for reporting an original VACS BMP that is still functioning versus a standalone CCI BMP.

- **VA Tax Credit Reminder:** The *Technical Certification Date* (General tab), the *Tax Credit Certification Signature Date* (Programs tab), and the *Tax Credit Board Approval Date* (Programs tab) must all be dated on or before 12/31/23 (the same calendar year). If not, the tax credit will not be issued in the year the BMP is completed, which is a disservice to producers. SWCDs cannot make approvals in January 2024 retroactive to December 2023. For more information, refer to the *Tax Credit* section of the VACS Guidelines, particularly pages IV-10 and IV-11.
- 3) **Annual IT Security Awareness Training – Deadline to Complete 12/15/23:** All users of the Conservation Application Suite must complete this training. There is a new training provider. Reference the detailed instructions provided in an email dated 10/23/23 from Carl Thiel-Goin, DCR-DSWC Conservation Planning & Training Coordinator. For SWCD staff hired after 07/01/23, the training completed when hired will count. Questions should be directed to Carl Thiel-Goin.
- 4) **DCR Related News**
- **Status of CDC-Abingdon:** The selection process to fill this position is underway. Until further notice, Angela Ball, DCR-DSWC Western Area Manager is fulfilling all the CDC duties and responsibilities.
  - **Status of CDC-Staunton:** Mark Hollberg will be retiring, effective 01/01/24. The process to fill the anticipated vacancy has commenced. The week of 11/13/23, many of the CDC-Staunton duties and responsibilities will be divided among DCR-DSWC staff. Blair Gordon, District Liaison will be the primary point of contact. Angela Ball, Western Area Manager will be providing the monthly CDC reports and serve as a secondary contact. For SWCDs in the DCR-Staunton service area, you received an email from Mark Hollberg on 10/31/23 regarding his schedule and interim coverage.

#### **Training Reminders and Important Dates**

- **Reminder-COIA Training for Directors:** The Code of VA requires once every two years locally elected officials take Conflict of Interest Act (COIA) training. Most directors took this in 2021 between July and December. The training can be accessed at <https://ethicswebinar.dls.virginia.gov> Each module is specific to your role so select “Local elected officials or EDAs/IDAs” to complete the correct training. Please remember there is no completion certificate for this training, so my suggestion is to take a screenshot of your completion message. Also, if you prefer an in-person COIA Training, it will be offered at the 2023 VASWCD Annual Meeting. This training will meet the requirement for both re-elected and newly elected directors.
- **November 1, 2023; 10:00 AM:** Ag BMP TAC Meeting, Location: Central High School Educational Complex, 2748 Dogtown Road; Goochland, VA
- **November 7:** Election Day (State Observed Holiday)
- **November 9; 9:30 AM:** VASWCD Annual Meeting Water Cooler Chat: Training, Business Meeting Materials, & More; Register for the ZOOM meeting via webinar thru VASWCD
- **November 10:** Veterans’ Day Observed (State Holiday)
- **November 10:** VASWCD Annual Meeting Registration Deadline
- **November 16; 10:00 AM – 11:00 AM:** 1099 E-File Training via MS Teams
- **November 16; 10:00 AM – 12:00 Noon:** SWCD Dam Owners’ Virtual Meeting
- **November 18, 2021:** VASWCD Area IV Fall/Winter Meeting via Webinar; Register via VASWCD website
- **November 22 (4 hrs.), November 23-24:** Thanksgiving Holidays (State Observed Holiday)
- **December 3-5:** VASWCD Annual Meeting, Norfolk Marriott. <https://vaswcd.org/annual-meeting/>
- **December 6; 9:00 AM:** VA Soil and Water Board Meeting, Norfolk Marriott
- **December 15:** Annual IT Security Awareness Training Deadline
- **December 22 (4 hrs.), December 25:** Christmas Holidays (State Observed Holiday)

*Electronically sent to SWCD offices 10/31/23.*



**Jonesville SERVICE CENTER REPORT**  
Daniel Boone SWCD Board Meeting  
11/28/2023

**Program Updates/Deadlines:**

- **Environmental Quality Incentives Program (EQIP)**  
FY24 EQIP Applications = Approximately 50  
  
EQIP Payments - \$63,677.13 (29 Practices)  
  
FY24 EQIP & CSP Application Deadline October 13<sup>th</sup>  
  
FY24 EQIP & CSP Eligibility Deadline December 8<sup>th</sup>
- **Conservation Stewardship Program (CSP)**  
2 Applications
- **Agricultural Conservation Easement Program (ACEP)**  
  
None
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**  
None
- **Conservation Technical Assistance**
  1. All FY24 EQIP applicants have been met with and conservation plan developed.

**BMP Projects/Partnership Activities**

- Construction is steady.
- Construction layout on 2 WFF's
- Approximately 10 – 15 projects under construction

**Other Collaborations/Key Interactions Benefitting Districts**

**Local Working Group/Public Meetings**

- Local Working Group Meeting - Completed
- Deadline to have LWG Meeting - Completed
- Deadline to submit LWG minutes – Completed



**Outreach/Agency Activities/Events (dates)**

- Lee County 4<sup>th</sup> Grade Agriculture Awareness Day November 9<sup>th</sup>

**Upcoming Training Opportunities in the Area (JEDs, Webinars, Field Days)**

- 

**Earth Team Volunteer Program**

- Submitted

**VA NRCS Operational/Personnel Changes**

- Updates, if available

Submitted By Jordan Southern, District Conservationist