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West Virginia NRCS News and Views

USDA Natural Resources Conservation Service
 February 2011

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[More Than One Fish in the Stream](#)



The Pigeon Creek stream restoration and rehabilitation project involved thorough planning, design, attention to detail and elevation controls. The final restoration design mimicked a stream in dynamic equilibrium with its watershed, providing a diverse and complex channel capable of conveying flows, transporting sediment, and integrating essential habitat features related to native fish recovery goals

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Agriculture and Conservation Day, Women in Agriculture Evening, Plain Writing is the Law!, The NRCS Distribution Center (formerly LANDCARE) has undergone several changes due to the name change.

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To submit news items for the May *News and Views*, please send an e-mail message to [Carol Lagodich](#).

The Natural Resources Conservation Service provides leadership in a partnership effort to help people conserve, maintain and improve our natural resources and environment.

NRCS West Virginia State Office
Suite 200
1550 Earl Core Road, Morgantown, WV 26505
304-284-7540 | fax 304-284-4839
<http://www.wv.nrcs.usda.gov/>

Kevin Wickey, West Virginia State Conservationist

NRCS field offices are located throughout West Virginia
Visit <http://www.wv.nrcs.usda.gov/contact/> for addresses and phone numbers.

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Message from Kevin Wickey

I recently chartered a team of District Conservationists to help us define a new tool to support staffing decisions. We've been using a tool based largely on active contracts. I am hopeful that the results of the team will improve our decisions on where we place resources. But the tool only minimizes the differences in workload between offices. Many of you may still feel short-staffed, doing more than we did before, and responsible for new programs with imperfect guidance. We don't see a lot of new help on the way. In fact we see the probability for less help in the future. How do we tackle this larger issue: increasing the technical assistance available and/or streamlining our processes to accomplish our tasks? I want to address this issue in four ways:

First, assistance is broader than NRCS employees. Currently, we have ACES employees, TSP agreements for assistance from WVDA, DOF, and DNR, contracted employees, and partners working with us. Earth Team volunteers make huge contributions to our efforts as well. In addition, we have two new possibilities we are working on right now: one within NRCS (SWAT teams) and one funded by NRCS through the National Fish and Wildlife Foundation (TAP). We need to adjust to these alternative approaches to staffing. While permanent full time staff may be more desirable, we need to pursue what is available in partnership arrangements and volunteers; embracing these individuals as though they were part of us.

Second, we need to share our streamlining ideas across office, area, and state boundaries. I recently heard from a DC about how they have found ways to streamline the CSP workload within policy. Rather than each DC "reinventing the wheel," we need to pool and share those ideas with each other. The same is true at the state office level – we need to learn from other states.

Third, we need to take advantage of every opportunity and increase the size of the pie West Virginia receives – or at least prevent it from shrinking. The most recent example of this was our effort to get enough applications to use all of the CSP allocation West Virginia receives as a minimum and to increase that share if possible. It would be easy to sit back and justify lower applications because we are busy already, short staffed, etc. This only serves to reduce the size of the pie to an even smaller level for West Virginia. Thankfully, we exceeded our goal again with over 300 applications.

Finally, we need to embrace the position that we are in and set our expectations correctly. We have a new Congress facing large deficits with lots of competing demands. Our response needs to focus on showing the results we've achieved to date and telling our story. We still have tremendous opportunities for conservation in front of us here in West Virginia. As the Chief has said recently, the Chinese symbol for danger and opportunity is the same. We also need to remember that we are well paid, that we have meaningful work to accomplish, and that we are respected leaders in our communities. We need to do the best job we can and then go home at the end of the day and be proud of our achievements. I know I'm proud of yours—in fact, I don't know of another federal agency that could accomplish what NRCS did with the help of our partners last year. You were a big part of that accomplishment here in West Virginia. Thanks.

Kevin Wickey
 State Conservationist
 West Virginia

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From the Field

Great Kanawha Resource Conservation and Development (RC&D)



Quilt Trail Continues to Grow

Great Kanawha RC&D continues to initiate local steering committees to work on starting quilt trails in southern West Virginia. Mason County began the project three years ago and currently has 22 squares in the county. In 2010, Putnam County installed six and Lincoln County had two dedicated. Plans are to have eight to ten squares erected in each of these counties during 2011.

Clay County is the newest county to begin the project and they have projected to have five squares in the county by the end of 2011. Other potential counties that have expressed an interest in the project are Wayne, Cabell, and Kanawha. Great Kanawha RC&D plans to begin work in these counties to get local steering committees formed.

One page flyers are available from the Great Kanawha RC&D office showing the location and directions for the quilt squares. If you would like more information about the project, please contact their office at 304-776-5256 or email GreatKanawhaRCD@yahoo.com.



In 2010, Lincoln County had 2 dedicated quilt squares.

For more information, contact [Jackie Byars](#) at 304-776-5256

Northern Panhandle Resource Conservation and Development (NPRCD)



Northern Panhandle Resource Conservation and Development (NPRCD) is part of Project Sharing, a partnership that collects returned and discontinued items from retailers and manufactures and distributes them to nonprofits. In 2010 about \$800,000 were donated and distributed to about 70 nonprofit agencies. Any organization wanting to donate or benefit from the program may contact Nicole Viars.

For more information, contact [Nicole Viars](#) at 304-242-0576.

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Soil Genesis and Classification Class

Submitted by Debra Murphy, South Area Program Assistant

On October 13, 2010, Dr. James Thompson, associate professor from the Division of Plant and Soil Sciences at West Virginia University, brought his Soil Genesis and Classification class to southern West Virginia for a tour of the dominant soils in the New River Gorge. The tour was conducted by Rob Pate, NRCS Resource Soil Scientist for the South Area. Also in attendance was Charles Delp, Assistant State Soil Scientist for West Virginia.



The group assembled at the New River Bridge visitor's center where Rob talked to the group about the geology of the New River, and compared past and present aerial photography. The group then went to the observation deck where Rob explained the various geologic formations and the soils associated with each geology. The main geologic groups in the New River Gorge are the Pottsville-(Pennsylvanian Period), and the Mauch Chunk-(Mississippian Period).



The next stop on the tour was near the confluence of Glade Creek and the New River to observe a soil profile of Pipestem silt loam (Fine, mixed, active, mesic Dystric Eutrudepts). The profile was located in a massive land slip adjacent to the side of the National Park Service access road.

Dr. Thompson and Rob talked to the class about the genesis of Pipestem soil and how its physical and chemical properties contribute to various interpretations including the susceptibility of slipping.



The next stop was to observe a profile of Craigsville gravelly sandy loam (Loamy-skeletal, mixed, superactive, mesic Fluventic Dystrudepts), near where Glade Creek empties into the New River.

Dr. Thompson and Rob discussed the genesis and classification of the Craigsville soil, including diagnostic horizons and the fact that it takes a lot of high energy water to deposit a soil with so many cobbles.



A profile of Chavies fine sandy loam (Coarse-loamy, mixed, active, mesic Ultic Hapludalfs), was observed nearby and adjacent to the New River.

Rob and Dr. Thompson explained that Chavies soils were not only one of the better agriculture soils in the area but also one of the best soils in the entire state. The class observed the Ap (plow layer) horizon and talked about the soil properties that make this soil an excellent agriculture resource.



The next stop was only a few hundred feet away where the class observed an excellent exposure of the red siltstones and shales which are characteristic of the Mauch Chunk geologic formation.

After a lunch break, the group proceeded to the old mining community of Kaymoor to observe soil profiles of Itmann (Loamy-skeletal, mixed, semiactive, acid, mesic Typic Udorthents), and Nallen (Coarse-loamy, siliceous, semiactive, mesic, Typic Hapudults).

Photos of Itmann (left), Nallen (right) soil profiles.



Rob Pate and Charles Delp explained to the group the history/genesis of the Itmann soil and the fact that this particular soil is becoming rare since it is formed from mine refuse, which often is re-processed for the large amount of useable coal that remains. Charles Delp talked about the reclamation process including how these soils are generally very acidic and often covered with at least one foot of surrounding "native" soils in order for vegetation to become established. Charles Delp also talked about the streak value requirement for these soils to be classified as a member of the Itmann series.

While there were still other soils to look at, but it had become late in the day and Dr Thompson and his class departed for their long trip back to Morgantown. Dr Thompson and his class expressed their appreciation for the tour and the great job that Rob did preparing the soil profiles for observation and setting up the tour.

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More Than One Fish in the Stream

Submitted by Debra Murphy, South Area Program Assistant

About 10 years ago, former Mingo County District Conservationist Alan Boone had an idea about how to improve the water quality and fish habitat along a section of Pigeon Creek. The section runs through the Kiwanis Club Park along WV Highway 65 north of the town of Delbarton. In 2006, Alan signed up the Pigeon Creek Watershed group and the Kiwanis Club as participants in a Wildlife Habitat Incentive Program (WHIP) contract. Considerable progress was made through Alan's hard work, but the project was not completed prior to his retirement.

District Conservationist Corine Powell picked up where Alan left off. Construction began in the summer of 2008. The Pigeon Creek watershed has been adversely impacted by sedimentation from mountaintop removal, local highway construction, and further impacted by two major flood events. Sand and silt deposits in the channel caused the degradation of fish habitat and water quality. Assessing the stream was the initial step. This involved determining the watershed's characterization and geomorphic stream type, its sediment transport, debris movement, and channel patterns. The Rosgen geomorphic channel design for natural stream restoration was utilized to complete the design. This stream restoration and rehabilitation project involved thorough planning, design, attention to detail and elevation controls. Loren Rice, Resource Conservation Engineer, and Rocky Wickine, Construction Inspector, provided quality assurance by monitoring construction. Cross vanes, constructed of local rock materials:

- helped maintain grade control,
- transport excessive coarse bed loads,
- reduce stream bank erosion,
- provide fish habitat,
- and buy time for riparian vegetation to grow.

The final restoration design mimicked a stream in dynamic equilibrium with its watershed—providing a diverse and complex channel capable of conveying flows, transporting sediment, and integrating essential habitat features related to native fish recovery goals.

The verdict is in!

On August 17, 2010 the West Virginia Division of Natural Resources (WVDNR) surveyed the fish community of Pigeon Creek using electro fishing. They surveyed 4 sites, finding at least 30 different species of fish. Pigeon Creek contains smallmouth and spotted bass as the top predators, which is typical for the size of the stream. They found several size classes of bass, including young-of-the-year, indicating that they were successfully reproducing. The stream also contained rock bass, bluegill and green sunfish which are important panfish species, along with young channel catfish. Three of these survey sites were outside the restored reach, and the fourth site was within the Kiwanis Club Park. At the 4th Station in Kiwanis Club Park where the recent 1,200 feet of Natural Channel Design was implemented, the same species of fish were found as in the other stations, but the abundance of fish was much higher. The total weight of the fish sampled in the enhanced area more than doubled the highest amount in the unenhanced section and was 10 times greater than the weight sampled at Station 1 near the mouth of the stream.

NRCS was very successful with their Natural Channel Stream Restoration. The Kiwanis Club has plans to add handicap accessibility ramps so all can enjoy the beauty of the stream and the recreational sport of fishing. After all, there now is "more than one fish in the stream."

Before photo: The Pigeon Creek watershed has been adversely impacted by sedimentation from mountaintop removal, local highway construction, and further



impacted by two major flood events. Sand and silt deposits in the channel caused the degradation of fish habitat and water quality.



After photo: The final restoration design mimicked a stream in dynamic equilibrium with its watershed, providing a diverse and complex channel capable of conveying flows, transporting sediment, and integrating essential habitat features related to native fish recovery goals.

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Bits and Pieces

Agriculture and Conservation Day

The annual Agriculture and Conservation Day was held on January 27, 2011, in the West Virginia Capitol Rotunda. West Virginia Natural Resources Conservation Service (NRCS) joined other USDA and WV State agencies, associations, and organizations promoting agriculture and conservation.



Participants had displays and representatives on hand to answer questions and hand out literature to State Legislature and citizens visiting the West Virginia capitol. NRCS was represented by Kevin Wickey, Greg Kist, Mike Jones, and Carol Lagodich. Jackie Byars, Great Kanawha Resource Conservation and Development (RC&D) Coordinator, and Norm Bailey, Little Kanawha Resource RC&D Coordinator, represented the RC&D programs and also had a display for the event.

Women in Agriculture Evening

Submitted by Jeff Griffith

Join Farm Credit, West Fork Conservation District, Farm Service Administration (FSA), Natural Resources Conservation Service (NRCS), women farmers, and local attorneys to discuss the following: state and federal agricultural programs, Agribility, stress management, how to improve credit scores, marketing your agricultural products, key elements of a successful operation, and red flags of a failing operation.

Date: March 7, 2011

Registration & Refreshments: 5:00 p.m. to 6:00 p.m.

Program: 6:00 p.m. to 9:00 p.m.

Location: Harrison County 4-H Center

Sandwiches, chips, vegetable tray, and drinks will be provided.

Doors open at 5:00 p.m. to view displays.

Agency representatives will be available to answer questions.

For more information or to pre-register please contact 304-624-9232 ext 100.

Plain Writing is the Law!

On October 13, 2010, President Obama signed into law the Plain Writing Act of 2010 (the Act), which is designed to promote "clear government communication that the public can understand and use. The Act requires the Office of Management and Budget (OMB) to "develop and issue guidance on implementing the requirements" of the Act by April 13, 2011. Final guidance will be developed by that time; in the interim, this Memorandum offers guidance to provide initial direction to Federal agencies. For more information, go to <http://www.whitehouse.gov/sites/default/files/omb/memoranda/2011/m11-05.pdf>.

Plain writing is concise, simple, meaningful, and well-organized. It avoids jargon, redundancy, ambiguity, and obscurity. It does not contain unnecessary complexity.

Quick tips to help you write more clearly

<http://www.plainlanguage.gov/howto/quickreference/quicktips.cfm>

The NRCS Distribution Center (formerly LANDCARE) has undergone several changes due to the name change.

- New Web Address for ordering publications and forms www.nrcs.usda.gov/distributioncenter
- The exhibit web page has been moved to a SharePoint site <https://nrcs.sc.egov.usda.gov/directory/exhibits/default.aspx>
 - You can view pictures and descriptions of each exhibit
 - View listings of suggested publications for each exhibit
 - Send a reservation email
 - The “Shared Documents” tab allows you to view instructions for exhibit assembly; provides talking points for the new “Pollinators” banner stands exhibits, and return shipping instructions.

For more information, contact [Alan Benge](#) at 515-289-0325 EXT. 103

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Conservation Education



Check out S.K. Worm on YouTube

Submitted by Chris Coulon, Ohio Public Affairs Specialist

The Erie Basin RC&D contracted with an Ohio animatronics company to create S.K. Worm. Mike Patterson, the RC&D Coordinator created the lyrics and words spoken by S.K.

http://www.youtube.com/watch?v=D_4sFVnIrc8

<http://www.eriebasinrcd.org/articles.html#dialog>

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Useful Links

Tips: 5 Digital Camera Mistakes to Avoid

<http://shopping.yahoo.com/articles/yshoppingarticles/419/tips-5-digital-camera-mistakes-to-avoid/>

18 Common Work E-mail Mistakes

<http://money.usnews.com/money/blogs/outside-voices-careers/2011/01/18/18-common-work-e-mail-mistakes.html>

Geothermal Mapping Project Reveals Large, Green Energy Source In Coal Country

Submitted by Robert Pate

New research produced by Southern Methodist University's Geothermal Laboratory, funded by a grant from Google.org, suggests that the temperature of the Earth beneath the state of West Virginia is significantly higher than previously estimated and capable of supporting commercial baseload geothermal energy production.

<http://smu.edu/smunews/geothermal/default.asp>

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West Virginia's Civil Rights

GLBT Program Introduction

In 2009, USDA updated its Departmental Regulation (DR) 4230-002, Special Emphasis Programs. The DR established a new Special Emphasis for Gay, Lesbian, Bisexual and Transgender (GLBT) employees.

GLBT (or LGBT) refers collectively to gay, lesbian, bisexual, and transgender people. In use since the 1990s, the term replaces the phrase "gay community", which many within GLBT communities felt did not represent accurately all those to whom it referred. The term "GLBT" is intended to emphasize a diversity of sexuality and gender identity-based cultures and is sometimes used to refer to anyone who is not heterosexual instead of exclusively to people who are homosexual, bisexual, or transgender.

The purpose of the program is to provide GLBT awareness and education to NRCS employees and partners while focusing on such issues as employment, retention, promotion, training, career development, and advancement opportunities affecting GLBT applicants and employees at NRCS.

The GLBT Emphasis Program is an integral part of the overall Equal Employment Opportunity (EEO) program and is designed to:

- Ensure that gays, lesbians, bisexuals, and transgender people receive equal treatment in all aspects of employment.
- Increase the number of GLBT people employed in all professional, administrative, technical, clerical, and other categories, series, and grade levels.
- Provide opportunities to participate in training, career development, and leadership programs.
- Encourage the participation of GLBT populations in all NRCS-sponsored programs and activities.
- Provide a network of professional support for GLBT.
- Provide mentoring support to GLBT in the workforce.
- Educate all NRCS employees by raising the level of awareness of GLBT workplace issues and concerns.

For more information on GLBT contact [Carol Lagodich](#)

Seeking volunteers to Participate with USDA's 2011 LGBT PRIDE Video Montage

Annually, USDA recognizes the diversity and contributions of Lesbian, Gay, Bisexual and Transgender (LGBT) employees within our USDA community. Over the past the six years the video montage included clips, photos and news segments from events applicable to the general population. One portion of the montage that has increased in popularity has been the inclusion of USDA's LGBT Employees, Allies and Safe Space Supporters in the video. At the dawn of this new decade many changes have been realized for the LGBT community and USDA is recognized as an employer that embraces and upholds workplace diversity. For the 2011 LGBT PRIDE Montage I would like to present USDA Employees reflecting the history of the LGBT transition from a personal perspective and the support for USDA's LGBT community.

This is an opportunity for you to participate as a volunteer in the 2011 USDA LGBT Montage. *You can contribute your story*

This is an open invitation to all USDA employees to participate in the PRIDE event. What do you recall from interactions within USDA about the impacts of our USDA LGBT Employees over the span of your career with USDA? Regardless of length of time, it's your story; there are no specifics for content, although I will try to fit your story into a context and the overall delivery of the montage- which is always limited by the time constraints.

What you can contribute:

- Photos, prefer large electronic format scanned photographs (ie: tif, jpg or pdf) with a reference to the time, people and event.
- 5 minute or less Video Clip (ie: avi or mov) present day or vintage video that tells your story with your image, this can be an interview recorded on a digital camera or smart phone.
- 5 minute or less Audio segment, recorded sound that tells your story.

All submissions should include the name of the person submitting with a statement that requests to submit media for consideration in the USDA PRIDE Montage. The finished montage will be presented in Jefferson Auditorium at USDA Headquarters, Washington DC and will be included as part of the official USDA LGBT PRIDE Event and will be distributed via live broadcast and as a DVD digital recording.

For questions or to discuss submissions, please contact Bill Aley by email at usdalgbt@gmail.com
Submit material by April 15, 2011

Black History Month Celebration

The West Virginia State office (NRCS, FSA, RD) and the Civil Rights Action Committee (CRAC) celebrated Black History Month with a luncheon on February 9, 2010.



Steve Carpenter arranged for Major General Kenneth D. Gray to speak. Major General Kenneth D. Gray described his interesting life and opportunities. He was born in Excelsior (McDowell County), West Virginia. He was a 1969 graduate of the WVU College of Law and retired as an Assistant Chief of the JAG Corps, U.S. Army. He is currently the Vice President of Student Affairs for WVU.

Charlotte Elliott Friend researched the naming of Negro Mountain. Negro Mountain is the highest Pont on the Nation Road. It was named for a black frontiersman who was killed while fighting Indians.



The Underground Railroad in West Virginia and the the quilt code were featured displays. Pam Yost, Lesa Johnson, and Carol Lagodich brought in examples of quilt patterns that may have been used for secret messages to aid escaping slaves.

(click on posters to enlarge)

The potluck lunch included many southern favorites including ham, beans, and corn bread. Debbie Chase started planning for the event before her retirement. Debbie Chase, Roseanne Kennedy, and Lesa Johnson are setting out the potluck table.



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Meet . . .**Wayne (Ford) Grissett,**

**Soil Conservationist
 Martinsburg Service Center**

I began working with NRCS, in January of 2011, as a soil conservationist in Martinsburg, WV. My family and I moved to West Virginia from Starkville, MS, home of Mississippi State University. My wife's name is Michele. We have an eleven year old daughter whose name is Kaitlyn and a four year old son named Cade.

While living in Mississippi I graduated from Mississippi State University with a bachelor's degree in Forestry. I was employed with the Mississippi Forestry Association, Mississippi State University and the Mississippi Department of Wildlife, Fisheries and Parks. My previous work experience has allowed me to be involved in both forestry and wildlife management activities and enjoy spending time outdoors. I have also had the opportunity to meet and work with some wonderful people in the natural resource conservation field.

I would like to thank everyone with NRCS and FSA for the warm welcome and all the help that you have given my family and me upon arriving in West Virginia. I am especially grateful for having such a great team of co-workers in Berkeley and Jefferson Counties and look forward to getting to know all of you better.

Julie Stutler

**District Conservationist
 Cross Lanes Service Center**

In May of 2005, I graduated from West Virginia University with a Bachelor of Science degree in Wildlife and Fisheries Biology. Despite having worked the previous summer with Cecil Springer, I accepted a Soil Conservationist position with WV NRCS in Morgantown. I worked there a short time and then was transferred to the Philippi Field Office, and most recently to the Elkins Field Office.

I met my husband, Bret, at WVU and we got married in 2006. Since then, we have had two beautiful little girls, Ruby and Annie.

My husband is originally from the Charleston area, so this move puts us closer to his family but further from mine. As most WV NRCS'ers know, my dad was the District Conservationist in Randolph County for the last twenty some years. It was an extraordinary experience to work with my father on a professional level and follow in his footsteps. Accepting the District Conservationist position in Cross Lanes gives me the opportunity to make some footsteps of my own. I'm very excited to work with new people, in a new Area, and take on some more challenges.

Adriana N. Jimenez Lopez

**Career intern, Soil Conservationist Technician
 Petersburg Service Center**



I was born in Manati, Puerto Rico and raised in Cadiz, Spain for 5 years. After my parents finished their studies, we moved back to Puerto Rico where I spent the next 20 years. I attended high School near the Capital of the Island, and went to college on the west side of Puerto Rico. I finished my bachelor's degree in General Agriculture at the University of Puerto Rico, Mayaguez Campus. I started my Master's degree in the department of crop protection, in the area of entomology.

While in college, I did volunteer jobs in different agriculture activities. I also had a great work experience at the Puerto Rico Zoo, and farm scouting, looking for pest and sickness in different crops. My love for nature made me want to spend my working days in a place where I can feel I am doing something to improve and help to conserve our resources and everything that has to do with it. I find challenging and a great experience to explore different places, so I decided to change to my life and started looking for opportunities outside of Puerto Rico. I started to work with NRCS in Petersburg, West Virginia as a career soil conservationist technician intern January of 2011.

I am very happy and excited to be here and looking forward to accomplishing agency goals. I want to thank everyone in West Virginia for this opportunity and the great reception given.



Dave Kingsbury

**Senior Regional Soil Scientist
MLRA Soil Survey Region 13 (MO-13) - Morgantown, WV**

Relatively new to the Senior Regional Soil Scientist position at the MLRA Region 13 Soil Survey Office (thankfully abbreviated to "MO-13") in Morgantown is Dave Kingsbury. This position is new to the MO as part of the restructuring of the Soil Survey Program. This position provides technical oversight and leadership to the seven MLRA Soil Survey Offices (SSO's) in MO-13.

Dave should look familiar to most since he was a Soil Data Quality Specialist on the MO-13 staff during the previous 15 years. Although the structure of the Soils Program changed throughout that time period, the primary responsibilities of that position was providing quality assurance to the individual project offices that were conducting soils surveys on a county basis. He worked with over 30 soil survey offices in 12 states during that time.

Prior to his joining the MO-13 staff, Dave was a soil survey project leader and area soil scientist in northwest New Jersey, where he was hired as a soil scientist in 1989. One of his soil survey (update) areas was Warren County, where he was raised on his family's dairy farm and still returns when time allows. Previously he worked as a soil consultant providing soil and site evaluations for on-lot sewage disposal and wetland determinations. He claims his motto at that time was "It's a dirty job, but someone's gotta do it". His wardrobe supported this claim.

However, if you've been around long enough (probably not many of you), you might remember Dave as a student trainee soil scientist during the summer of 1984, when he mapped in Wetzel County, West Virginia, learning the dirt dauber trade from fellow soil scientists Alex Topalanchik (supervisor) and Claude Marra.

Dave's college experience is all WVU, earning a B.S. in Agronomy (Soil Science) in 1985 and an M.S.

in Soil Science in 1993. Dave and his wife, Diana (another WVU graduate), have two sons – Matt is a junior at WVU and Tim is a high school junior. Diana's family roots are all Tucker County, where her parents presently reside.

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Personnel Updates

(Submitted by Karen Fitchett as of February 3, 2011)

Name	Action	Location
Luke Hunter	Reassignment	Ripley FO
Eileen Klein (O'Neil)	Reassignment	Lewisburg
Christi Hicks	Temporary Promotion	Potomac Headwaters RC&D
Norm Bailey	Promotion	Little Kanawha RC&D
Mike Gasper	Retirement	Mountain RC&D
Sam Sheets	Retirement	Spencer FO
Debbie Chase	Retirement	State Office
Steve Carpenter	Retirement	State Office
Greg Purdy	New Hire	Franklin FO
William O'Donnell	Return to Duty	State Office
Barbara Davis	WAE Expiration	State Office
Wayne Grissett	New Hire	Martinsburg
Adriana Jiminez Lopez	New Hire	Petersburg
Charlie Delp	Temporary Promotion	Summersville SSO
Beth Bishop	Promotion	State Office
Julie Stutler	Promotion	Cross Lanes FO
Steve Ritz	Promotion	Potomac Headwaters RC&D
Steve Baker	Reassignment/Promotion to OH	Huntington SSO
Carlos Cole	Acting Project Leader for MLRA 124S and 126S	Ripley
Robert Skidmore	New Hire	Spencer
Tim Hastings	New Hire	Morgantown

This month's [HR Connection](#) brings helpful information to help you keep resolutions to lose weight, quit smoking and save. Learn about the Flexible Spending Account grace period, leave tracking and

more!



HR Minute

Submitted by Diana Bokoch

AgLearn: Please remember to keep your supervisor's name and your email address current in AgLearn. If it is not current, your requests for classroom training will not be routed to your supervisor for approval. If your email address is not correct in AgLearn, you will not receive training notices. It is the employee's responsibility to keep this information current.

- Instructions to correct email address: When you are on the home page, just click on your name. You will see your email address. If it is not correct, click on the little pencil on the right side of the screen. You can then type in the correct information and click on the save button.
- Instructions to correct supervisor: On the home page, Under Employee Information, you can view who your supervisor is. If it is incorrect or blank, click on the little pencil for Employee Information. You will see the current supervisor's account number, but if you click on the eyeglass, you will be able to type in the name of the new supervisor, then click on the search button. Select the person and save it.

In the new system, you will see that the learning plan is now called the "To Do" list. The learning history is now called "Completed Work" and is found under "Easy Links" on the right side of the home page.

This is probably a good time to remind everyone that the web-based training "NARA Records Management for Everyone" is required to be completed by April 30th. It's in your "To Do" list.

LincPass Credentials: The credential certificates on the card include card authentication, digital signature and encryption keys that maintain the cards authenticity and allow for their use to access facilities and computers. These credentials must be active and **MUST NOT EXPIRE**. They are valid for three years. The actual cards show a five year expiration date; take two years off, and you will see the date that credential certificate will expire this year. To update your LincPass Certificates, you will need to visit a Credentialing Center or Light Activation Station to update your card. We are receiving information and updates on the subject right now, so please don't call us yet. You just need to know that information will be coming out on the process. We'll keep you updated.

Tax Information: To view or print your W-2, go to www.nfc.usda.gov, click on "My EPP," at the log in screen. You can opt to log in using eAuth. Once you are in, click on W-2 in the left column. Then click on the eyeglass for the appropriate year. Then select "view PDF" or use the other options available.

Effective 2010, Pay Period 26, the National Finance Center modified its Payroll/Personnel System to accommodate the temporary reduction of the social security tax rate. The social security tax rate was reduced from 6.2% to 4.2%. As a result, social security was reduced by 2% up to \$106,800 maximum.

At the same time, the Federal income tax withholding tax table has changed and the exemption allowance has changed from \$3650 to \$3700. To view the new tax formula, please view NFC's homepage (www.nfc.usda.gov) and click on the Publications tab, then on the right side under Quick Picks, click on Tax Formulas and select Federal from the map.

Favorite quotes:

The mighty Oak was once a little nut that stood its ground.

Instruction does much, but encouragement does everything.