

**Fiscal Year 2004 Business Plan
MLRA Soil Survey Region 13
West Virginia Soil Survey Program**

<i>Action Item</i>	<i>Start Date</i>	<i>Ending Date</i>	<i>Responsible Person</i>	<i>Percentage Complete</i>	<i>Comments/Earmarks</i>
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Goal 1: Reduce the Soil Survey publication backlog and shift the emphasis to electronic reports.

Objective 1-1: Develop a publication backlog reduction strategy with a focus on processes and resource shifts to improve operations and management efficiency.

Mar 2004	Sep 04	Carpenter/Delp	0	CVI Earmark
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Objective 1-2: Print two soil surveys in WV.

WV021 Gilmer County, WV	Sep 2003	Apr 04	Carpenter	50	To Printer
WV047 McDowell County, WV	Sep 2003	Apr 04	Carpenter	0	To Printer

Objective 1-3: Prepare five surveys for publication.

WV015 Clay County, WV	Sep 2003	Sep 04	Carpenter/Delp	25	
WV017 Doddridge County, WV	Sep 2003	Sep 04	Carpenter/Delp	20	
WV025 Greenbrier County, WV	Sep 2003	Sep 04	Carpenter/Delp	50	
WV065 Morgan County, WV	Sep 2003	Sep 04	Carpenter/Delp	25	
WV620 Logan & Mingo Counties, WV	Sep 2003	Sep 04	Carpenter/Delp	25	

Objective 1-4: Work with users of soils information to promote new formats for publication through public meetings and conferences.

Apr 2004	Sep 04	Carpenter	0	
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Carpenter and Delp will work to hold a soil survey work planning conference during the late Winter/early Spring 2004. The conference will be held as a public meeting with coordination and cooperation from the WVCA and the local SCD.

Objective 1-5: Work with states in MO-13 area to ensure that publications are not held up due to lack of technical or English edit. Priority list is outlined in Publication Pipeline Report by Ken Lubich.

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Goal 2: Populate the Soil Data Warehouse.					
Objective 2-1: Complete soil business requirements for SSURGO certifications as set forth in the National SSURGO 2004 Worklist.					
Goal 3: Expand technical soil services to support Farm Bill programs and Homeland Security plans.					
Objective 3.1: Work with State Conservationist to expand resource soil scientist staff.					
	10/01/03	9/30/04	Carpenter/Bowen		
Objective 3.2: Populate/correct WV NASIS data for hydric soils validation.					
	10/01/03	9/30/04	Delp/Dobos		
Goal 4: Utilize New Technology to improve efficiency in the Soil Survey					
Objective 4.2: Strengthen the conservation delivery system by providing SSURGO2 data for Customer Service Tool Kit and working with the NSSL and ARS to add pedons to the Soil P Retention Study.					
Objective 4.3: Ensure timely, science-based information and technologies by working with the area resource soil scientists in providing complete and modern soil data for CST.					
Objective 4.3.1: Enable conservation delivery by modernization and expansion of technical capacity.					
	10/01/2003	09/30/04		0%	
Objective 4.4: Implement the President's Management Initiatives.					
Objective 4.4.1: Strategic management of human capital. Work with WVCA to recruit and hire two state agency soil scientists for update soil survey work.					
	10/01/2003	09/30/2004	Carpenter/Delp	0%	

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Objective 4.4.2: Improved financial performance. Closely monitor funds and budget allocations for FY-04 by reporting on earmarks quarterly.					
	10/01/03	09/30/04	Carpenter	0%	
Objective 4.4.4: Expanding E-Government.					
Work with NCGC to put three WV county soil surveys on the web.					
	10/01/03	09/30/04	Carpenter/Meierdierks	0%	
Work with SRC to get GSG into Section II of FOTG.					
	10/01/03	09/30/04	Carpenter/Heaslip	0%	
Objective 4.4.5: Budget and Program Integration. Implement direct charge method of time accounting.					
	10/01/03	09/30/04	Carpenter	0%	
Goal 5: Increase Outreach and workforce diversity for re-staffing soil survey field positions.					
Objective 5.1.1: Increase outreach activities and workforce diversity.					
	10/01/03	09/30/04		0%	
a. Hold WV Work Planning Conference.					
	3/15/04	3/16/04	Carpenter/Delp		
b. Provide soil science training to USFS.					
	9/1/04	9/04/04	Carpenter/Jenkins		
c. Host NE Region NCSS Conference.					
	6/20/04	6/24/04	Carpenter/Team		

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d. Increase workforce diversity when re-staffing.	1/01/04	2/28/04	Carpenter		
e. Participate in WV Conservation Partnership.	11/03/04	11/05/04	Carpenter//Delp/Noll		
f. Continue contacts with WVU and other schools for SCEP and recruitment.			Carpenter		
Goal 6: Update mapping and maintenance projects.					
Objective 6.1.1: Complete update mapping on 212,000 acres in West Virginia.					
Goal 7: Digitizing SSURGO Data for customer toolkit and electronic finishing for soil survey maps for public use.					
Digitize Morgan, Clay, and Doddridge Counties in WV.			Carpenter/Delp/SSIC Staff		
Objective 7.1.1: Redirect resources to implement 2007 SSURGO plan and get backlog reduced.					
Goal 8: Support to states in MO-13 on investigations, lab data, and cartography.					
Objective 8.1.1: Implement new digital techniques at the SSIC for automated map check for digital map development Carpenter and Delp will provide training and software for this transition: By Sep 04.					
Goal 9: Collection of use-dependent properties.					
Objective 9.I: Begin collection of use-dependent properties on soils on grasslands.					
	Sep 04		Carpenter/Jenkins/Staff		

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Goal 10: Training.

Objective 10.1: Provide NASIS Training to the states in MO-13.

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|---|---------|---------|------------------|--|--|
| a. Hold NASIS Intermediate Training. | 3/30/04 | 04/1/04 | Carpenter, Dobos | | |
| b. Hold NASIS Interpretations Training. | 4/13/04 | 4/15/04 | Carpenter, Dobos | | |
| c. Hold NASIS Report Writing Training. | 3/9/04 | 3/12/04 | Carpenter, Dobos | | |

Objective 10.1 Provide ArcGIS and GPS Training for the Soil Survey Staff

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|---|---------|---------|---------------------------|--|--|
| a. Hold an ArcGIS training session to include a briefing on the new GPS gear and the role of soil data in the CST | 2/23/04 | 2/27/04 | Carpenter, Noll, Prescott | | |
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Appendices: The following pages in this plan are support documents for making decisions on SSURGO workload and publication backlog work (from an MO-13 perspective):

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OUR MISSION: Providing leadership in a partnership effort to help people conserve, maintain, and improve our natural resources and environment through a better understanding of soils. We are committed to helping field staff develop and publish quality soil surveys in any format. Our focus is on making the customer successful, particularly our field service center staff as they work to implement the Farm Bill.

OUR VISION: We want a soil survey program that meets the challenges of the new age where our database is dynamic, technologically advanced, and easily accessible by the public we serve. Above all, we want a program that is truly representative of our Agency's \$5 billion asset.

Soil Survey Priorities for Fiscal Year 2004:

- Reduce the publication backlog and shift emphasis to electronic reports
- Populate the Soil Data Warehouse
- Expand Technical Soil Services to support Farm Bill Programs and Homeland Security Plans
- Utilize new technology to improve the efficiency in the Soil Survey
- Increase outreach and workforce diversity for re-staffing soil survey field positions

Other Priority Initiatives:

- Update mapping in high priority areas
- Providing SSURGO data for the Customer Service Tool Kit
- Support the states in MO-13 in quality assurance, investigations, lab data, and cartography
- Begin collection of use-dependent soil properties on pasture
- Take advantage of all training opportunities, particularly for new staff