

Department Reports

**NORTH CAROLINA
HYDE COUNTY
HYDE COUNTY BOARD OF COMMISSIONERS**

From: Linda M. Basnight Tax Administrator

This is to report all tax collections by the Hyde County Tax Office Employees during the month of April, 2018

CURRENT TAX

DEPOSITS	COUNTY WIDE	MOSQUITO TAX	SOLID WASTE	WEST QUARTER INTEREST
\$189,657.91	\$179,726.09	\$868.95	\$0.00 Res \$0.00 Comm	\$95.70 \$7,929.00
	2017 SQWS			
	\$ 1,038.17			

CURRENT DMV

DEPOSITS	COUNTY WIDE	MOSQUITO TAX	INTEREST
\$0.00	\$0.00	\$0.00	\$0.00

DELIQUENT DMV

2016	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2015	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2014	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2013	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2012	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2011	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
		\$0.00
2010	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2009	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2008	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2007	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2006	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2005	COUNTY WIDE	\$0.00

DELIQUENT TAX

2016	\$13,075.25
2015	\$3,128.62
2014	\$1,499.43
2013	\$1,286.32
2012	\$974.99
2011	\$327.74
2010	\$209.96
2009	\$0.00
2008	\$21.68
2007	\$0.00
2006	\$222.46
2005	\$0.00
2004	\$0.00
SQWS	\$0.00
MOSQUITO TAX	\$82.00
SOLID WASTE RES	\$168.29
SOLID WASTE COMM	\$0.00
INTEREST	\$5,617.91
WEST/QUARTER	\$39.60
LEGAL FEES	
	\$26,654.25

2018 PREPAYMENTS

4/3/2018	\$86.94
12-Apr	\$13.39
16-Apr	\$93.87
17-Apr	\$6.30
19-Apr	\$146.91
23-Apr	\$135.10
30-Apr	\$250.00
10-Apr	\$301.06

INTEREST

\$0.00
\$0.00
\$0.00

\$1,033.57

Overpayments/refunds

Respectfully Submitted

May 7 2018

Linda M. Basnight
Tax Administrator

Chairman of Commissioners

	2017		2018	
	<u>Mainland</u>	<u>Ocracoke</u>	<u>Mainland</u>	<u>Ocracoke</u>
No. Permits Issued				
Residential:	0	0	1	1
Commercial:	0	0	0	0
Other:	11	14	22	14

	2017		2018	
	<u>Mainland</u>	<u>Ocracoke</u>	<u>Mainland</u>	<u>Ocracoke</u>
<u>Inspections</u>				
Site Visits	6	7	2	9 Site Visits
Investigations	1	0	0	0 Investigations
Inspections	30	36	22	15 Inspections
Conferences	4	6	9	3 Conferences
ODO/Plan Reviews	5		10	1 ODO/Plan Reviews
School	2		4	School
ODO Meeting				ODO Meeting

Fees Collected from 01/2013 to 12/2013	\$ 32,158.57	01/2014 to 12/2014	\$ 38,400.03	01/2015 to 12/2015	\$ 26,013.15	01/2016 to 12/2016	\$ 43,665.30
Fees Collected from 01/01/17 to 12/31/17	\$ 29,374.82	01/01/2018 to 06/30/2018	\$ 18,453.65				
Fees Collected this Month	\$ 4,170.05	County Projection for 2017/2018					

				Over/Under
Building Permit Fees Collected	New Residential/Commercial Construction			
	Renovations, Docks, Bulkhead, etc	\$ 12,000.00	\$ 33,178.05	\$ (21,178.05)
Inspection Fees Collected	Electrical, HVAC, Plumbing, insulation	\$ 20,000.00	\$ 24,122.65	\$ (4,122.65)
Penalties Collected		\$ 1,000.00	\$ 685.00	\$ 315.00

Human Resources Dept. Report – May 2018

- Verified information for vacation/sick leave for employees
- Completed monthly payroll
- Compiled the monthly employee newsletter
- Completed and processed monthly vouchers to pay employees' insurances, tax garnishments, child support payments, retirement, etc.
- Compiled and completed the quarterly reports: 941, NC-5Q and Employment Security Commission
- Daily Tasks - Assisted employees as necessary concerning hours worked, salary, insurance, benefits, retirement, deposit changes, etc.
- Enrolled four new part-time employees
- Compiled and keyed the census report for MedCost's health insurance plan
- Attended the Local Government Federal Credit Union Annual Meeting
- Attended the SOG's Family Medical Leave Act class in New Bern
- Compiled and submitted the US Dept. of Commerce Census (E4) annual report
- Attended the SHRM Webinar "A Safer Workplace-The Future of Sexual Harassment Training"
- Coordinated with Aflac representative for updating benefits for County employees
- With other County representatives, met with representatives from the League of Municipalities to finalize MedCost insurance for 2018-2019

Respectively submitted,

Tammy Blake

Public Health Monthly Summary Report – March 2018

CLINICAL SERVICES	Current Month	Year To Date
Family Planning	17	158
Maternal Health	10	33
Adult Health: Wellness/Primary Care/Chronic Disease/Telemedicine	59	412
BCCCP	3	18
Immunizations	5	136
Seasonal Flu Shots/Flu Mists		
Adults	0	115
Children	3	64
STD Treatments	4	26
Communicable Disease Cases/Investigations	1	18
TB Treatments (Latent) & Skin Tests	0	26
Child Health (Wellness)	12	90
Child Health (Sick Care)	18	130
Rabies Treatments/Investigations**	0	9
Dental Varnishing	1	16
Lab Services	46	261
WIC (Women, Infant & Child Nutrition Assistance)		
WIC – Mainland		10
Certifications	9	84
Mid-Certification Assessments	4	42
Pick-ups	12	99
Vendor Trainings	0	0
WIC – Ocracoke (Quarterly)		
Certifications	7	9
Mid-Certification Assessments	5	5
Pick-ups	2	11
Vendor Trainings	0	0
PREGNANCY/EARLY CHILDHOOD SERVICES		
Pregnancy Care Management (for healthy pregnancies and births)		
Current Case Load	1 heavy, 3 m, 0 l, 0 p	////////////////////
Contacts this Month	44	////////////////////
Attempts (No Contact)	2	////////////////////
Care Coordination for Children (for healthy children 0-5 years)		
Current Case Load	h 0, m 2, l 2, p 0	////////////////////
Contacts this Month		////////////////////
Attempts (No Contact)		////////////////////
MEDICATION ASSISTANCE PROGRAM		
New Patients Enrolled	0	////////////////////
Active Patients Served	14	////////////////////
New Requests	6	////////////////////
Medications Requested	6	////////////////////
Medications Received	6	////////////////////
Medications Delivered	6	////////////////////
ENVIRONMENTAL HEALTH		
Food and Lodging		
F&L Inspections	16	72
F&L Visits	3	52
F&L Pre-Opening Visits	1	15
F&L Permits Issued		8
F&L Permits Suspended		
F&L Suspensions Lifted		

F&L Complaint Investigations	1	5
F&L Consults	13	127
General Sanitation		9
Vector Control		
Animal Control		
Health Education		
On-Site Wastewater		
Sites Visited/Evaluated	18	83
Improvement Permits Issued	5	18
Construction Authorizations	2	32
Other Authorizations	2	10
Consultative Contacts	57	354
Operation Permits Issued	2	11
Migrant Housing Inspections		
On-Site Wells		
Well Site Evaluated		
Grouting Inspections		
Well Site Construction Visits		
Well Construction Permits Issued		
Well Certificate of Completion		1
Bacteriological Samples Collected	2	4
Other Sample Collected		
Well Consultative Contacts	2	12

Foreign Interpreter/Outreach Worker

Outreach programs

Home visits:	0
Phone calls:	13
Letters sent:	8

Patients served in clinic: 44

Community work:

- Request for transportation: 2
- Assisted with KidShape Program 9

Office work:

translate documents for nurses and other staff

Physical Activity & Nutrition Programming

- KBR funds:
 - Carryover into a Year 4 (July 2017 – June 2018)
 - Supporting start-up costs for Hyde County Youth Athletics and KidShape programming on Ocracoke
 - KidShape 2.0 classes began on Ocracoke in January and will conclude in March
 - Physical activity/nutrition courses for Hispanic families
- Vidant funds:
 - Free Piyo classes to be offered starting in March
 - Childcare will now be provided to participants
 - Yoga classes will be offered starting in the spring

Prescription Drug Abuse Prevention

- A Substance Awareness Taskforce was created in July
 - This group is made up various community and regional agencies, as well as community members
- 6 members of the Taskforce attended the Injury Free NC Academy in October, with a follow up session in February and June
- See Grants section below

Other

- HCHD has decided to join the Regional Community Health Assessment process in 2018 – Meeting in March

- Offering Know It, Control It beginning this month
- Know It, Control It is a new hypertension management program which assists pre-hypertensive and hypertensive patients in changing their lifestyles and controlling their blood pressure

Grants

- Ribbon of Hope (GlaxoSmithKline Foundation) (\$25,000)
 - Application submitted in October, on behalf of Project DIRECT Legacy, to fund chronic disease prevention and management strategies
 - Notification in Spring
- Vidant Community Benefits Grant Program (\$15,000)
 - Letters of Intent submitted in December for both PDL & HCHD
 - PDL invited to submit full application
- Funding would support community health programming and chronic disease prevention and management programming
- Applications due in April
- Kate B. Reynolds Charitable Trust (\$414,375)
 - Application submitted by HCHD on behalf of the County of Hyde in February
 - Funding would support licensed clinical social worker position, substance abuse case manager/navigator, and Telepsychiatry services at the HCHD through ECU
- Blue Cross Blue Shield (\$600,000)
 - Grant includes \$100,000 to support planning and early action over a 15-month period resulting in an implementation plan. Grantees then will be invited to apply for a four-year grant to support implementation and ongoing work at a projected level of \$125,000 per year
 - Grant would support substance awareness efforts
 - Notifications in March
- Medical Access Program (MAP) (DPH, Office of Rural Health) (\$450,000)
 - Planning to determine the most appropriate use of these funds has begun
 - Application due in March

MATTAMUSKEET SENIOR CENTER

Manager's Monthly Report

March, 2018

Participants on Meals-On-Wheels	Swan		Engelhard	Matt.		TOTAL
	Quarter	Fairfield		Village	Ocracoke	
	7	3	12	1	7	30
Total Meals-on-Wheels Served						606
Congregate Meals Served						227
Participants served for Congregate						20
Attendance to center for activities, (crafts, exercise, meals, meetings, etc.)						304
Volunteer Training - 15 volunteers attended						

MATTAMUSKEET SENIOR CENTER

Manager's Monthly Report

April, 2018

Participants on Meals-On-Wheels	Swan Quarter	Fairfield	Engelhard	Matt. Village	Ocracoke	TOTAL
	7	3	12	1	7	30
Total Meals-on-Wheels Served						619
Congregate Meals Served						198
Participants served for Congregate						15
Attendance to center for activities, (crafts, exercise, meals, meetings, etc.)						301

Senior Games in Hertford-13 seniors attended. Ms. Nell Haynes age 82 won the Gold for football toss. Ms. Margaret Holloway age 84 won the Silver for football toss.

This month we started the Night Painting class - small class of 4 but we've already have 6 signed up for May.

HYDE COUNTY

Cooperative Extension

APRIL 2018



LEARN
SOMETHING NEW
TODAY

WITH

NC

**COOPERATIVE
EXTENSION**



HYDE COUNTY 4-H



April was a very busy month for Hyde County 4-H, as there were two of the most popular events held alongside numerous professional development workshops and trainings. The MECHS S.T.E.A.M. Fair was held on April 13th and the 27th Annual Hyde County 4-H Livestock Show and Sale took place on April 25th at the Ponzer Community Building.

There were over 90+ youth that registered projects for the S.T.E.A.M. Fair ranging from grades 6th – 12th. Some of the highlights of the fair were homemade soda machines, hydro dipping cups, homemade microwaves, balloon cars, and we even found out about how different types of music affects studying. Our Best in Show winners for this year were: John Aubrey Cahoon, Riley Gibbs, DeNasia Woods, Jaylon McCullor, Christian Castro, Emily Swindell-Creque and Maddie Gibbs. Congratulations to all of our participants and JOB WELL DONE!!! Special thanks to all of the teachers, volunteers and school administration that made this event possible.

The Hyde County 4-H Livestock Show and Sale was a huge success this year! There were 68 exhibitors that enthusiastically showed either goats, lambs or hogs, but the fun did not stop there. Our annual “Kiss the Pig” fundraiser was highlighted by having Dail Berry, MECHS Science Teacher, attempt to kiss an anxious pig while Deputy Josh Hopkins, Assistant County Manager Kris Noble and State Trooper Mike Barton try to bottle in the excitement of the pig! Next up was our Livestock Fashion Show where the youth dressed their animals up in various costumes consisting of: Ferdinand the Bull, Oreo Milkshake, Champ the Deputy, Captain America, and Kermit the Frog with Mrs. Piggy! All of our exhibitors did a remarkable job in the show and we’d like to congratulate everyone for a successful livestock project! A special thanks to all of our volunteers, county officials, parents, Hyde Transit, buyers and supporters for making this event possible each and every year! We can’t wait for next year!

H.Y.D.E. Kids

Currently have 15 officially, fully enrolled. This is our max capacity.

- Work with students during school with academic help and/or behavioral monitoring/assisting teachers.

Academic: pull students out of classroom or during class time and work with them individually and/or small groups (up to three students) for academic tutoring.

Behavioral: observe students' interactions with each other and teachers in class. Meet with students an average of every two weeks for after-school group covering various topics from interpersonal skill building to academic topics to hands-on activities and projects.

- Students enrolled in program are eligible to participate in any 4H program free of charge to them (typically during summer).
- So far, we have had 6 meetings, only one held in April due to the County Livestock Show. We have two more meetings planned for the first two weeks in May!
- After our after-school groups end, students will be permitted to attend any applicable 4-H camp or workshop this summer. Several are already registered for 4-H Summer Camp, while several others plan to register as well as attend other camps throughout summer.
- Majority of students have already hit or are very close to hitting their hours requirement (24 hours for the year). The rest should meet that with the next two groups and my time spent with them during the classroom. If any are still lacking, summer camps will get them to that point.

Family Consumer Sciences

Taught "Color Me Healthy" Program at
Mattamuskeet School Pre-K Class---- 25 Attendees
A 9-week Nutrition Program

Participated in Beaufort-Hyde Partnership for Children Youth Festival
Mattamuskeet Pre-K Class

Agriculture

Andrea Gibbs, Agriculture Extension Agent will be returning back to work on Monday, May 7, 2018 from being out on maternity leave. We sure have missed her and can not wait for her to get back in the office.

On Monday May 7, 2018, Andrea will come back to work with a new title. Andrea will be a two-county Agriculture Extension Agent serving Hyde and Tyrrell Counties. Andrea was currently assisting Tyrrell County farmers before she went out on maternity leave.

HYDE COUNTY

SOIL & WATER



CONSERVATION DISTRICT

BUSINESS PLAN
ACCOMPLISHMENTS
FOR
FISCAL YEAR 2017

FISCAL YEAR 2017 BUSINESS PLAN ACCOMPLISHMENTS
FOR THE
HYDE SOIL AND WATER CONSERVATION DISTRICT
AND
USDA -NATURAL RESOURCES CONSERVATION SERVICE STAFF

ORGANIZATION

The District is a governmental subdivision of the State, a public body corporate and politic, organized in accordance with the provisions of Chapter 139 of the General Statutes of North Carolina and is subject to the powers and restrictions as set forth in G.S. 139. Under this law, the District has the responsibility of conserving soil, water, and related natural resources within the District boundary. (When districts were first organized in 1937, their main responsibility was the control of soil erosion caused by water and wind.) The District board is made up of five supervisors: three elected (J.W. Spencer, Daren Hubers and Darren Armstrong) and two appointed (Earl O'Neal and Chad Spencer). The Board meets monthly to handle current business and stay up to date on environmental matters.

Annual and long-range programs of conservation and development within the District boundaries are developed and carried out with the assistance of local, state, and federal agencies. The Long-Range Program and Work Plan was updated in 2013. The North Carolina Agriculture Cost Share Program (initiated in 1984 as a pilot program and gradually extended to all counties) has been a great initiative to encourage landowners and landusers to apply best management practices (BMPs). The USDA-Natural Resources Conservation Service, working through a Mutual Agreement, is a major source of assistance. This agreement enables the District to furnish technical service to individuals, groups, and other agencies and units of government.

DISTRICT SERVICES

The public is encouraged to use the assistance provided on request through the Hyde Soil and Water Conservation District. Assistance is generally provided without charge and without regard to race, color, sex, age, religion or national origin. The Hyde SWCD, with the assistance from USDA-Natural Resources Conservation Service, offers county residents/landowners the following:

1. Consultative Assistance
 2. Technical and Financial Assistance to Land Users
 3. Technical Assistance to Units of Government
 4. Informational and Educational Programs
-

FY 2017 BUSINESS PLAN ACCOMPLISHMENTS
FOR THE
HYDE SOIL AND WATER CONSERVATION DISTRICT
AND
USDA-NATURAL RESOURCES CONSERVATION SERVICE

GOALS:

1. **HIGH QUALITY, PRODUCTIVE SOILS** – The quality of intensively used soils is maintained or enhanced to enable sustained production of a safe, healthy and abundant food supply.
2. **CLEAN AND ABUNDANT WATER** – The quality of surface water and groundwater is improved and maintained to protect human health, support a healthy environment, and encourage a productive landscape. Additionally, water is conserved and protected to ensure an abundant and reliable supply for Hyde County.
3. **HEALTHY PLANT AND ANIMAL COMMUNITIES** – Grassland, rangeland and forest ecosystems are productive, diverse, and resilient; working lands and waters provide habitat for diverse and healthy wildlife, aquatic species, and plant communities; and, wetlands provide quality habitat for migratory birds and other wildlife, protect water quality, and reduce flood damages.
4. **CLEAN AIR** – Agriculture makes a positive contribution to local air quality and the Nation’s efforts to sequester carbon.
5. **AN ADEQUATE ENERGY SUPPLY** - Agricultural activities conserve energy and agricultural lands are a source of environmentally sustainable biofuels and renewable energy.
6. **WORKING FARMS AND RANCH LANDS** – Connected landscapes sustain a viable agricultural sector and natural resource quality.
7. **ENSURING CIVIL RIGHTS** – Establish an equal opportunity standard for excellence through a highly skilled workforce that is diverse at all levels and ensures a commitment to equal access to NRCS programs and services.
8. **IMPROVING INTERNAL MANAGEMENT** – Establish internal business processes that enable efficient program operations to provide high quality customer service and make effective use of the public investment.
9. **HUMAN CAPITAL MANAGEMENT** – Manage human capital strategically to ensure the right skills in the right location to deliver high quality products and services.
10. **ELECTRONIC GOVERNMENT** – Make effective use of Internet-based technology to provide customer focused service.
11. **FINANCIAL PERFORMANCE** - Improve the quality and timeliness of Federal financial information.
12. **BUDGET AND PERFORMANCE INTEGRATION** - Use performance information to manage activities and programs, justify requests for funds on the basis of the performance expected, and continually improve the efficiency of operations and program.

FY 2017 BUSINESS PLAN ACCOMPLISHMENTS
FOR THE
HYDE SOIL AND WATER CONSERVATION DISTRICT
AND
USDA-NATURAL RESOURCES CONSERVATION SERVICE

DISTRICT GOALS:

13. WORK WITH OTHER AGENCIES AND GROUPS TO PROMOTE CONSERVATION – Establish good working relationships in order to maximize conservation efforts.
 14. CONTINUE AND STRENGTHEN INFORMATION AND EDUCATION PROGRAMS – Public education promotes conservation awareness.
-

GOAL 1. HIGH QUALITY, PRODUCTIVE SOILS – The quality of intensively used soils is maintained or enhanced to enable sustained production of a safe, healthy and abundant food supply.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Assist customers to apply conservation practices that improve soil quality on 3,000 acres using NCACSP and EQIP.	Staff	July-June	Improved soil quality on 1,137 acres as of 5/1/18.
2. Develop conservation plans on 2,500 acres.	Staff	July-June	Developed plans on 2,127 acres as of 06/01/18.
3. Continue support of Swan Quarter Watershed Project to control salt water intrusion on	Supervisors & Staff	July-June	Annual Inspection on 05/31/2017

GOAL 2. CLEAN AND ADUNDANT WATER – The quality of surface and groundwater is improved and maintained to protect human health, support a healthy environment, and encourage a productive landscape. Additionally, water is conserved and protected to ensure an abundant and reliable supply for Hyde County.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Administer N.C. Agriculture Cost Share Program in Hyde County.	Supervisors & Staff	July-June	\$45,893.00 in funds \$7,500.00 Agwrap
2. Conduct five percent spotchecks of BMPs installed through the NCACSP since PY 2007 Conservation Tour.	Supervisors & Staff	January	Spot Check tour held February 27, 2018
3. Promote Precision Ag Practices in EQIP.	Halker	Oct. – Feb.	Accomplished Between Jan .2016 to Feb. 2017
4. Publicize NCACSP allocation for Hyde County.	Halker Cahoon	October	Published in Annual Report & Newspaper 8/24/17
5. Review NCACSP applications and address needs as funding permits while addressing priorities as set in Strategy Plan.	Supervisors & Staff	Monthly	At SWCD mtgs on Sept., Dec. & May
6. Formulate plans and send NCACAP forms to Division.	Mulligan	January-April	Completed 5/31/18
7. Draft NCACSP Strategy Plan for FY 2018.	Supervisors	May	Completed 5/1/18
8. Perform monitoring reports on WRP easements.	Halker	September	Completed by Mulligan & Hester
9. Make wetland determinations/delineations as requested for FSA as required by the Farm Bill.	Halker	July-June	Ongoing
10. Fulfill CREP Agreement with DENR.	Hester Cahoon	July-June	Annually

11. Invoice DSWC semi-annually or quarterly for CREP reimbursement.

Cahoon

December
June

Quarterly as needed

GOAL 3. HEALTHY PLANT AND ANIMAL COMMUNITIES – Grassland, rangeland and forest ecosystems are productive, diverse, and resilient; working lands and waters provide habitat for diverse and healthy wildlife, aquatic species, and plant communities; and, wetlands provide quality habitat for migratory birds and other wildlife, protect water quality, and reduce flood damages.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Monitor the WRP Program	Halker Mulligan	October	Ongoing
2. Promote CP-33 practice in CRP.	Hester	July-June	Ongoing
3. Keep Tar-Pamlico Local Advisory Committee active and keep County Commissioners informed.	Halker Mulligan	July-June	LAC mtg.held 5//18
4. Assist land users to obtain wildlife planting materials.	Staff	July-June	Ongoing

GOAL 4. CLEAN AIR – Agriculture makes a positive contribution to local air quality and the Nation’s efforts to sequester carbon.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Continue to promote the use and adoption of long term no-till to reduce greenhouse emissions and increase carbon sequestration.	Halker	Ongoing	Ongoing
2. Continue to promote tree planting practices through CRP on marginal cropland.	Hester	Ongoing	Ongoing

GOAL 5. AN ADEQUATE ENERGY SUPPLY – Agricultural activities conserve energy and agricultural lands are a source of environmentally sustainable biofuels and renewable energy.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Continue to promote the use and adoption of long term no-till to reduce energy consumption.	Halker	Ongoing	Ongoing

GOAL 6. WORKING FARMS AND RANCH LANDS – Connected landscapes sustain a viable agricultural sector and natural resource quality.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Support efforts to create a Vountary Ag District	Supervisors	July-June	Ongoing
2. Hold easements for customers that want to preserve farms through the N.C. Agricultural Development and Farmland Preservation Trust Fund.	Supervisors	July-June	Ongoing

GOAL 7. ENSURING CIVIL RIGHTS – Establish an equal opportunity standard for excellence through a highly skilled workforce that is diverse at all levels and ensures a commitment to equal access to NRCS programs and services.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Review Mutual, Operational, and Cooperative Working Agreements annually and incorporate discussion of EEO and CR opportunities and the benefits of diversity.	Halker	May	Performed at 05/01/18 District mtg.
2. Maintain Civil Rights Compliance Folder and Outreach Plan.	Halker	July- June	Ongoing
3. Review EEO and CR policy and responsibilities with staff at regular staff meetings.	Halker	July-June	Ongoing
4. Review PRS parity reports monthly and make adjustments in servicing as necessary to maintain parity.	Halker	July-June	Ongoing
5. Contact all minority cooperators and landowners about conservation programs through Outreach activities.	Halker	July	Ongoing
6. Seek updated list of minority landowners from FSA	Halker	July	Ongoing
7. Send letter on available services and programs to minority leaders.	Halker	July	Ongoing

GOAL 8. IMPROVING INTERNAL MANAGEMENT – Establish internal business processes that enable efficient program operations to provide high quality customer service and make effective use of the public investment.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Report progress in PRS as practices are certified.	Halker Hester	Ongoing	Throughout year
2. Review PRS.	Halker	Monthly	Throughout year
3. Correct PRS errors.	Halker	Monthly	Throughout year
4. Discuss workload and schedules.	Staff	Weekly	Weekly
5. Hold Staff Meetings.	Halker	Monthly	As needed
6. Attend all DC Meetings.	Halker	Quarterly	Ongoing
7. Attend all Department Head Meetings.	Cahoon	Monthly	Once a Month

GOAL 9. HUMAN CAPITAL MANAGEMENT – Manage human capital strategically to ensure the right skills in the right location to deliver high quality products and services.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Use TSPs for nutrient and pest management plan development.	Halker	Ongoing	Continued use of TSPs in Prec Ag Practices
2. Attend all required training.	Staff	Ongoing	Strategy Plan 4/3/18 & NCACSP Training 3/15/18
3. Review technical work of each employee during Quality Assurance and Spot Check processes.	Halker	Ongoing	Accomplished

GOAL 10. ELECTRONIC GOVERNMENT – Make effective use of Internet-based technology to provide customer-focused service.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Study new computer forms for NCACSP.	Mulligan	July	Ongoing
2. Website created for District and updated As needed.	Cahoon	July-June	Ongoing

GOAL 11. FINANCIAL PERFORMANCE – Improve the quality and timeliness of Federal financial information.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Submit Requests for Payment as soon as possible and no later than the same month as received.	Halker Mulligan	July-June	Ongoing

GOAL 12. BUDGET AND PERFORMANCE INTEGRATION – Use performance information to manage activities and Programs, justify requests for funds on the basis of the performance expected, and continually improve the efficiency of operations and program.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Provide PRS data for SWCD accomplishments to County Manager.	Cahoon	As requested.	3/21/18 & May 1, 2018

GOAL 13. WORK WITH OTHER AGENCIES AND GROUPS TO PROMOTE CONSERVATION – Establish good working relationships in order to maximize conservation efforts.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Work with FSA and CE to get important information in their newsletters.	Halker Cahoon	June-July	Ongoing
2. Attend area and state association meetings for soil and water conservation districts.	Supervisors	November January February	Nov. 9 th , 2017 January 7-10, 2018 February 15, 2018
3. Continue working with Pete Campbell, Mattamuskeet NWR Manager to stabilize NC 94 across Lake Mattamuskeet.	Supervisors	June-July	Ongoing
4. Establish Beaver Control Program for Hyde County.	Supervisors	September-November	Established 2009
5. Attend local work group meetings as needed and review plans for CREP, CRP, EQIP, and CSP.	Supervisors	Monthly	LWG meeting on 9/19/17
6. Receive updates on the RC&D Program and work to make the following measures realities.	Charles Tooley	Quarterly	Ongoing

- Matchapungo Park (Mattamuskeet Foundation)
- Countywide Drainage Study

- Alligator Weed & Phragmites Spraying
- Longterm Maintenance of West and Quarter Canals
- CWMTF Project for Fairfield Drainage District

GOAL 14 CONTINUE AND STRENGTHEN INFORMATION AND EDUCATION PROGRAMS – Public education promotes conservation awareness.

<u>Action</u>	<u>Who</u>	<u>When</u>	<u>Accomplished</u>
1. Sponsor Annual Environmental Field Days for all fourth graders in the County.	Staff	November	October 26 th , 2017
2. Conduct poster contest among third through sixth graders in the County & Ocracoke Island	Cahoon	March-April	Feb-March 2018
3. Install repaired sign on NC 94 near Fairfield Bridge	Staff	October- December	Ongoing
4. Encourage Envirothon participation.	Staff	August	January 2018 3 MS
5. Sponsor student attendance to Resource Conservation Workshop.	Supervisors	June	May 1, 2018
6. Publish quarterly newsletters and annual report.	Cahoon	July-June	Posted on Website & mailed to Cooperators
7. Recognize Soil Stewardship Week.	Cahoon	April	March 28, 2018 @ Hyde Heritage Day
8. Co-sponsor HYDE Seek & Discover Day Camp with 2017 Hyde County 4-H , Hyde Co. Health Dept.& Mattamuskeet National Refuge	Staff	June	June 11-14,2018 Mattamuskeet Refuge

Adopted this ____, day of **May 2017**, the Hyde Soil and Water Conservation District's Business Plan for Fiscal Year 2017.

J.W. Spencer, Chairman

Earl O'Neal, Secretary-Treasurer